



# CITY OF KIRKLAND CITY COUNCIL

Penny Sweet, Mayor • Jay Arnold, Deputy Mayor • Neal Black • Kelli Curtis  
Amy Falcone • Toby Nixon • Jon Pascal • Kurt Triplett, City Manager

## *Vision Statement*

*Kirkland is one of the most livable cities in America. We are 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. Kirkland strives to be a model, sustainable city that values preserving and enhancing our natural environment for our enjoyment and future generations.*

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## AGENDA KIRKLAND CITY COUNCIL MEETING City Council Chamber Tuesday, August 4, 2020 5:30 p.m. – Study Session 7:30 p.m. – Regular Meeting

COUNCIL AGENDA materials are available on the City of Kirkland website [www.kirklandwa.gov](http://www.kirklandwa.gov). Information regarding specific agenda topics may also be obtained from the City Clerk's Office on the Friday preceding the Council meeting. You are encouraged to call the City Clerk's Office (425-587-3190) or the City Manager's Office (425-587-3001) if you have any questions concerning City Council meetings, City services, or other municipal matters. The City of Kirkland strives to accommodate people with disabilities. Please contact the City Clerk's Office at 425-587-3190. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Council by raising your hand.

**PLEASE CALL 48 HOURS IN ADVANCE** (425-587-3190) if you require this content in an alternate format or if you need a sign language interpreter in attendance at this meeting.

**ITEMS FROM THE AUDIENCE** provides an opportunity for members of the public to address the Council on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. (Items which may not be addressed under Items from the Audience are indicated by an asterisk\*.) The Council will receive comments on other issues, whether the matter is otherwise on the agenda for the same meeting or not. Speaker's remarks will be limited to three minutes apiece. No more than three speakers may address the Council on any one subject. However, if both proponents and opponents wish to speak, then up to three proponents and up to three opponents of the matter may address the Council.

**PUBLIC HEARINGS** are held to receive public comment on important matters before the Council. You are welcome to offer your comments after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment and the Council proceeds with its deliberation and decision making.

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION*
  - a. Utility Rates 101 & Solid Waste Rate Briefing
  - b. Safer Routes to School Action Plans Update
4. *HONORS AND PROCLAMATIONS*
5. *COMMUNICATIONS*
  - a. *Announcements*
  - b. *Items from the Audience*
  - c. *Petitions*
6. *PUBLIC HEARINGS*
7. *SPECIAL PRESENTATIONS*
  - a. COVID-19 Update

8. *CONSENT CALENDAR*a. *Approval of Minutes*

(1) July 21, 2020

b. *Audit of Accounts and Payment of Bills and Payroll*c. *General Correspondence*d. *Claims*

(1) Claims for Damages

e. *Award of Bids*

(1) Dewatering Pump Purchase

f. *Acceptance of Public Improvements and Establishing Lien Period*g. *Approval of Agreements*h. *Other Items of Business*

(1) Public Disclosure Semi-Annual Report

(2) Resolution R-5444, Approving an Amendment to the Interlocal Agreement with Participating Local Governments Within Water Resource Inventory Area 8 (WRIA 8) for Salmon Recovery Planning and Implementation to Allow Snohomish County to Rejoin and Authorizing the City Manager to Execute the Amendment on Behalf of the City of Kirkland

(3) Ordinance O-4732 and its Summary, Relating to Flood Damage Prevention and Amending Chapter 21.56 of the Kirkland Municipal Code

(4) Resolution R-5442, Adopting the 2020-2022 Planning Work Program

(5) Resolution R-5443, Relinquishing Any Interest the City May Have, Except for a Utility Easement, in Unopened Right-of-Way as Described Herein and Requested by Property Owner Robert Campbell Revocable Living Trust

(6) June 2020 Financial Dashboard

(7) June 2020 Sales Tax Report

(8) 2<sup>nd</sup> Quarter 2020 Fire Department Dashboard Report(9) 2<sup>nd</sup> Quarter 2020 Police Department Dashboard Report

**\*QUASI-JUDICIAL MATTERS** Public comments are not taken on quasi-judicial matters, where the Council acts in the role of judges. The Council is legally required to decide the issue based solely upon information contained in the public record and obtained at special public hearings before the Council. The public record for quasi-judicial matters is developed from testimony at earlier public hearings held before a Hearing Examiner, the Houghton Community Council, or a city board or commission, as well as from written correspondence submitted within certain legal time frames. There are special guidelines for these public hearings and written submittals.

**ORDINANCES** are legislative acts or local laws. They are the most permanent and binding form of Council action, and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after the ordinance is published in the City's official newspaper.

(10) Procurement Report

9. BUSINESS

a. Safe, Inclusive and Welcoming Framework

- (1) Resolution R-5434, Affirming That Black Lives Matter and Approving the Framework for Kirkland to Become a Safe, Inclusive and Welcoming Community Through Actions to Improve to Safety and Respect of Black People in Kirkland and End Structural Racism by Partnering with Those Most Affected

b. Proposed Zoning Code Amendments – Rooftop Amenities and Appurtenances Briefing

- (1) Ordinance O-4720 and its Summary, Relating to Zoning and Land Use and Amending the City of Kirkland Zoning Code, Ordinance 3719 as Amended, Including Chapters 5, 50, and 115 Regarding Development Standards for Rooftop Appurtenances and Rooftop Amenities, and Related Definitions, and Approving a Summary for Publication, File No. CAM19-00502

c. Sustainability Master Plan Briefing

d. Kirkland Way Low–Clearance Bridge at the Cross Kirkland Corridor – Enhanced Signage Proposal

e. Totem Lake Business District Design Guidelines/Kingsgate Park and Ride Transit-Oriented Development Draft Code Amendments Briefing

10. REPORTS

a. City Council Regional and Committee Reports

b. City Manager Reports

- (1) Calendar Update

11. ITEMS FROM THE AUDIENCE

12. EXECUTIVE SESSION

13. ADJOURNMENT

**RESOLUTIONS** are adopted to express the policy of the Council, or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

**ITEMS FROM THE AUDIENCE**

Unless it is 10:00 p.m. or later, speakers may continue to address the Council during an additional Items from the Audience period; provided, that the total amount of time allotted for the additional Items from the Audience period shall not exceed 15 minutes. A speaker who addressed the Council during the earlier Items from the Audience period may speak again, and on the same subject, however, speakers who have not yet addressed the Council will be given priority. All other limitations as to time, number of speakers, quasi-judicial matters, and public hearings discussed above shall apply.

**EXECUTIVE SESSIONS** may be held by the City Council only for the purposes specified in RCW 42.30.110. These include buying and selling real property, certain personnel issues, and litigation. The Council is permitted by law to have a closed meeting to discuss labor negotiations, including strategy discussions.

**CITY OF KIRKLAND****Department of Public Works****123 Fifth Avenue, Kirkland, WA 98033 425.587.3800****www.kirklandwa.gov**

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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** John MacGillivray, Solid Waste Programs Supervisor  
Julie Underwood, Interim Director of Public Works

**Date:** July 22, 2020

**Subject:** UTILITY RATES 101 AND SOLID WASTE RATE BRIEFING

**RECOMMENDATION:**

Staff recommends that the City Council receive an overview of the utility rates development process ("Utility Rates 101"); and also a briefing about the proposed 2021-2022 base Solid Waste rate, and alternative scenarios to reduce or eliminate the base rate increase.

**BACKGROUND:**

During the Study Session, Deputy City Manager Tracey Dunlap will provide a "Utility Rates 101" tutorial to review the factors and variables that contribute to rate-making and associated policy choices (see Attachment A, PowerPoint slides). Then, Solid Waste Programs Supervisor John MacGillivray will provide a briefing about 2021-2022 solid waste rates.

*Solid Waste Utility Overview*

The Solid Waste Utility in Public Works provides collection and disposal services for Kirkland residents and businesses through its contract with Waste Management, Inc (WMI). Billing services are provided by the City's Utility Billing Division in the Finance and Administration Department. At the Council's direction, the City periodically has evaluated shifting billing services to WMI, but each evaluation has shown that the City currently provides billing services at a lower cost and with better local control. With the assistance of consultants, staff develops waste avoidance, reduction, and recycling programs, and provides education and outreach activities.

*Pandemic Impacts on Solid Waste*

The solid waste industry has not been immune to the impacts of the pandemic. Regionally, garbage tonnage disposed of at King County transfer stations is down by 2% relative to 2019 and the County is projecting a 9% drop in tonnage disposed in 2021 and 2022. The reduction is partly attributable to the economic effects of the pandemic, but also is a consequence of the ban on the disposal of construction and demolition debris at the landfill. The region's improvements in waste reduction and recycling as we strive toward achieving zero waste of resources is another contributing factor. WMI has shuttered its Phoenix customer service center temporarily, enabling staff to provide customer service from home; and has implemented strict social distancing guidelines for collection vehicle drivers, including a moratorium on

curbside bulky waste collection. In Kirkland, popular recycling events such as StyroFest and the spring residential recycling collection event have been cancelled or postponed and staff has transitioned to holding smaller and safer one-item events to reduce attendance and better comply with social distancing guidelines.

In Kirkland's commercial sector, garbage tonnage disposed is down by 14.3% during the pandemic months (March to June) and is down 9.8% year-to-date relative to 2019. Tonnage disposed is down by 1.3% during the pandemic months in the single family residential sector, but organics (yard and food waste) is up by 5% for the same time period, which shows many residents likely are using their time at home to work in their yards. Tonnage disposed in the multifamily sector is up by 2% March-June and year-to-date relative to 2019.

Revenues to the Solid Waste Utility have not been impacted in any significant way. Overall, across all three sectors, revenues are 1.2% higher than projected year-to-date through June 30. Single family residential sector revenues are only 0.5% lower than projected, multifamily is 6.5% higher and the commercial sector is 1.1% higher than projected.

While there has been a marked drop in tonnage disposed in the commercial sector relative to 2019, a drop in commercial garbage tonnage doesn't necessarily equate to a loss in revenue. The cost of disposal is embedded in Kirkland's rates and all customers are billed based upon an average estimated disposal weight for the contents of a given container volume plus a collection component which accounts for cost related to picking up and transporting waste. A customer will pay the same rate whether a container is full, partly full, or empty. Many businesses have elected to maintain or temporarily reduce their service levels, but they are not disposing of as much waste as they were before the pandemic or they are disposing of difference types of waste as they pivoted to on-line, curbside pick-up, or delivery services. Some businesses designated as non-essential and forced to close during Governor's Stay Home, Stay Healthy order elected to suspend trash collection service temporarily and have been allowed to do so given present circumstances even though the City has a mandatory trash service code. As the region and the commercial sector recover from the economic impacts of the pandemic, it is anticipated that 2020 revenues will continue to remain within projections or grow.

#### *Solid Waste Rate Background*

In preparation for the budget process, staff updated its Solid Waste rate projections for the 2021-2022 biennium using consultant assistance from Sound Resource Management. As the Solid Waste rates are highly sensitive to and informed by the pass through of disposal rate increases from the King County Solid Waste Division (KCSWD) and through an annual consumer price indicator escalator contractually granted to WMI, Kirkland's Solid Waste rate analysis runs concurrent with King County's budget and rate adoption processes and the July 15 release of the June-June CPI-W Seattle, Tacoma, Bellevue Wage Earners Index. In the case of Solid Waste rates, per RCW 35.21.157, the City must notify rate payers of rate adjustments at least 45 days before the effective date of the increase, which requires final adoption of a rate ordinance no later than the October 6, 2020 City Council meeting. Notification is not required if rates are not changed.

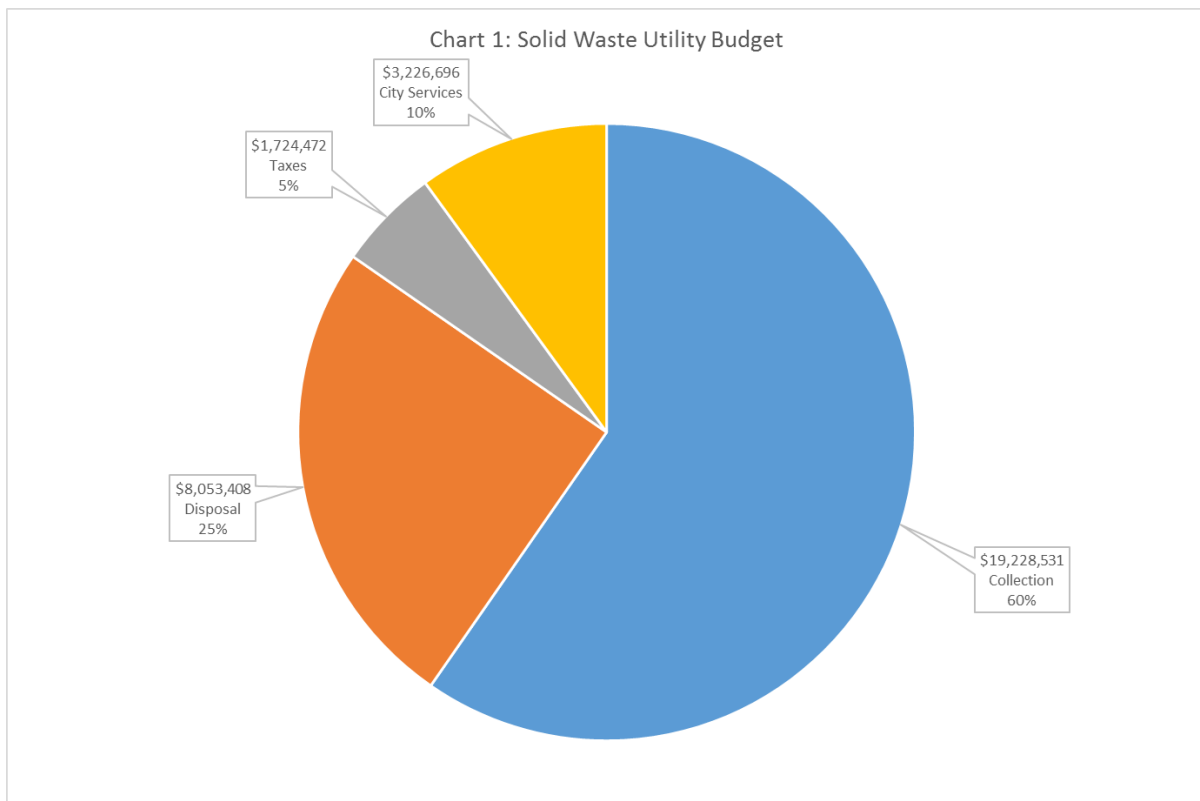
The process of developing the 2021-2022 proposed Solid Waste rates was based on a combination of the financial performance of the utility over the past several years, needs identified in the annual Solid Waste work plan, and contractual obligations and requirements. The proposed rates are designed to ensure the future financial integrity of the utility while bearing in mind the impacts on ratepayers.

The rates developed reflect the following overarching principles and assumptions:

- Fully fund ongoing operations
- Maintain a minimum cash reserve balance of \$1.5M
- Maintain or enhance capital contributions
- Achieve regular, modest rate adjustments in lieu of infrequent, large rate increases
- Eliminate the commercial-to-single family residential cross subsidy by 2022.

### *Solid Waste Utility Budget*

As shown below in Chart 1, the majority of the expense budget (85%) is comprised of payments to WMI for the collection and disposal/recycling of trash, recyclables, and organics. The monthly payment to WMI is subdivided and comprised of collection costs (60%) and disposal costs (25%). Refuse and B&O taxes account for 5% of the budget. The remaining 10% is comprised of City services, which includes such things as wages and benefits, operational and administrative expenses, and interfund services and transfers. The total proposed 2021/2022 biennial budget is \$32,233,107.



### **BASE RATE DRIVERS, ASSUMPTIONS, AND FEATURES**

The following is a discussion of what is included in the base 2021/2022 Solid Waste rate. The base rate assumes the full incorporation and pass-through of all the following drivers, assumptions, and features, each of which is listed here and discussed below. Hyperlinks are provided from each bulleted item below to the applicable section. Three alternative scenarios to reduce or eliminate the proposed base rate increase are discussed later in this staff report for City Council's consideration.

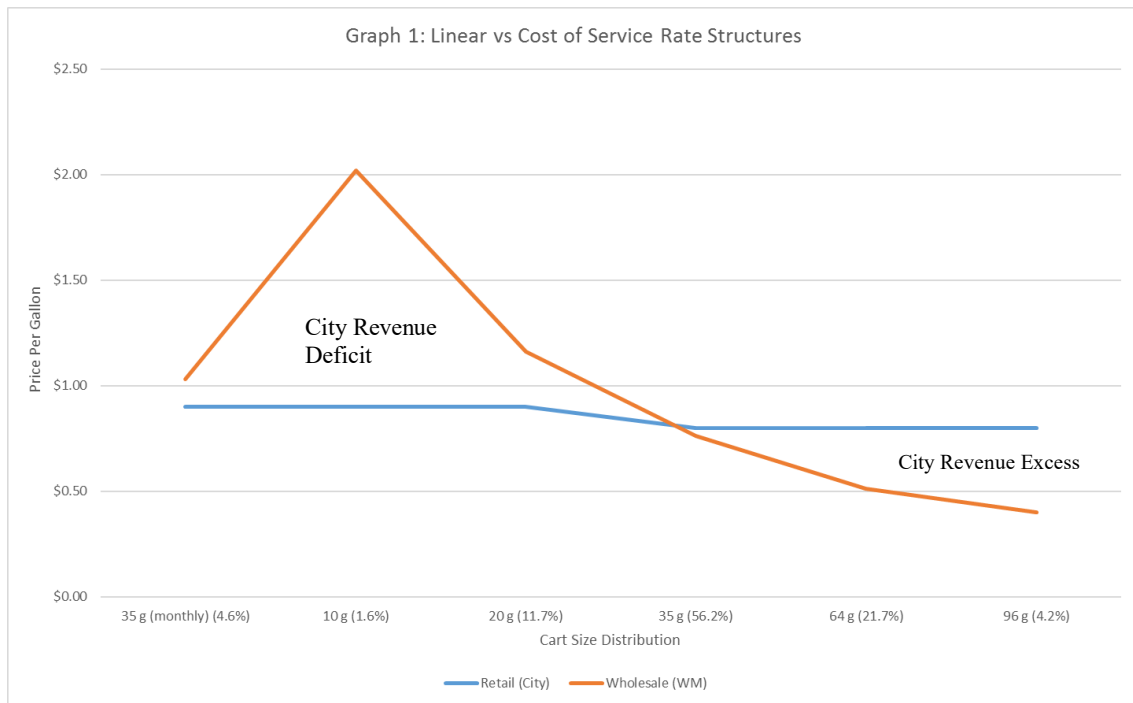
- Pass-through of any KC solid waste disposal fee increase
  - New KC transfer station transaction fee
  - Pass-through of CPI-W escalator to WMI
  - State B&O tax increase
  - Residential downsizing assumptions
  - Multifamily/commercial service level assumptions
  - Maintain Solid Waste and Utility Billing staffing levels
  - .25 FTE Education and Outreach Specialist
  - Equal pricing for single family and multifamily/commercial cart-based service
  - Multifamily and Commercial Organics Programs
  - Retain nearly linear rate structure
  - Maintain the cash reserve balance
  - Eliminate the multifamily/commercial to single family cross subsidy
  - Street preservation fee to CIP
  - Maintain improved affordability of bulky waste collection
- **King County Solid Waste Division Disposal Fee Increase.** The King County Executive has indicated no disposal fee rate increase will be sought in 2021. The KCSWD will begin its rate analysis for a potential 2022 rate increase in early 2021, and the rate increase is projected to be 10% or more for 2022. King County was able to accomplish the 0% increase in 2021 because of an improved economic forecast provided by the King County Office of Economic and Financial Analysis, an increase in projected tonnage disposal by 35,000 tons, and the use of additional cash reserves. King County has indicated that it will be able to fulfill its service commitments to its regional partners and complete work on capital projects with no 2021 rate increase. The Council's May 8, 2020, letter to King County is provided with this staff report (see Attachment B). The major drivers in the 2021 KCSWD budget include:
    - Projected 9% decline in garbage tonnage disposed
    - Inflation
    - Development of final disposal cell at Cedar Hills Regional Landfill as directed in the approved Comprehensive Solid Waste Management Plan.
    - Siting of and property acquisition for the Northeast Recycling and Transfer Station (NERTS)
    - Construction of the South County Recycling and Transfer Station (SCRTS)
    - New Zero Waste of Resources Program (ZWORP), emergency management improvements, and climate change initiatives
- **King County Solid Waste Transaction Fee.** As a result of no disposal fee increase in 2021, King County is not proposing a new \$5 per transaction fee at its transfer stations in 2021 but will consider including the new fee in the 2022 disposal rate. Therefore, the new fee is included only in 2022 in the base retail rate. This transaction fee is an initial effort on the part of the County to reduce its dependence upon tonnage disposal as its primary source of revenue as the region strives to achieve zero waste of resources. WMI conducts approximately 6,200 transactions per year at transfer stations when disposing of Kirkland's residential and commercial waste.
- **Consumer Price Index Rate Adjustment to WMI.** The City is contractually required to grant WMI an annual cost-of-living adjustment to the collection/service component of its wholesale rates paid by the City equal to 100% of the CPI-W Seattle-Tacoma-Bellevue index ending in June of each year. The allowed CPI-W rate

adjustment for 2021 is 1.01%. The rate model conservatively estimates the 2022 CPI-W increase will be 2%.

- **State B&O Tax Increase.** Engrossed Substitute Senate Bill 6492 increased the Washington State B&O tax for entities with the "Service and Other Activities" classification from 1.5% to 1.75% effective April 2020.
- **Maintain the "Nearly Linear" Rate Structure.** In 2009, the City Council adopted a linear rate structure in which the cost per gallon in Kirkland's retail rates were equalized among all service offerings. This rate structure naturally encourages downsizing because customers do not receive a "bulk discount" for having a larger cart size, as is the case in a cost-of-service rate model. Linear rates afford most customers the ability to control costs and downsize to a smaller, more affordable service offering by optimizing their use of embedded recycling and composting services provided at no additional cost. Linear rates have been foundational in *maintaining or marginally increasing* Kirkland's high annual recycling diversion rate in the single family residential sector (68% - 2019), particularly after annexation when Kirkland added 10,000 new customers previously serviced under a cost-of-service rate structure.

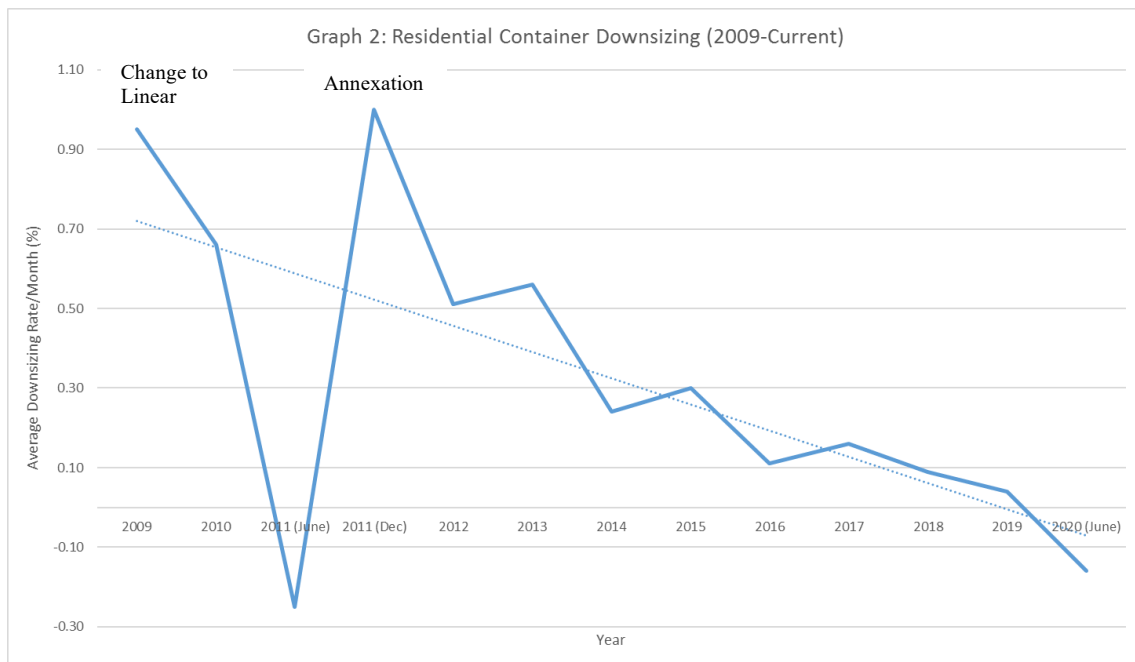
When Kirkland's linear retail rate model is overlayed onto the WMI wholesale rate cost-of-service model, the Solid Waste utility operates at a revenue deficit on the small service offerings but accrues excess revenue on the larger carts. If an inordinate number of customers migrate from large to small service levels, there is a consequent detrimental impact on revenues and cash reserves. Starting in 2013-2014 after annexation, the City Council adopted a revised "nearly linear" rate structure, as shown in Graph 1, below, where the price per gallon of the smaller service levels (10/20 gallon weekly and 35 gallon monthly) was increased slightly higher than the price per gallon for the larger carts (64 and 96 gallon) as a way to hedge against continued downsizing and to fill the revenue gap. The majority of Kirkland's 22,268 customers (56%) have settled at the 35 gallon weekly service where the retail price is about 26 cents higher per cart than the wholesale price paid to WMI.





- Residential Downsizing.** The City's linear Solid Waste rate structure must account for downsizing. The 2019-2020 rate model conservatively accounted for downsizing (migration) by estimating rates of 1.7%/year or 0.21%/month in 2019 and 1.8%/year or 0.22%/month in 2020. The higher the percentage hedge against downsizing in the rate model, the higher the impact on rates. As shown below in Graph 2, below, Kirkland experienced an abnormally high rate of downsizing (>1%/month) when linear rates were first established in 2009. For the two year period after annexation between June 2011 and 2013, the rate of downsizing averaged about 0.50%/per month when linear rates were imposed on annexation area customers. This post-annexation downsizing drew down the solid waste cash reserve to an uncomfortably low level in 2012 and 2013. A downsizing rate of over 1%/month is regarded as extreme and even a downsizing rate greater than .50%/month is a cause for concern. Over the years 2014-2018, the cash reserve was replenished per policy to ensure a minimum cash reserve balance of \$1.5 million.

Fortunately, the rate of downsizing has stabilized back to predictable, pre-annexation levels. In 2019, the average downsizing rate was only 0.04%/month and in 2020 year-to-date 2020 through June, residential customers are now *upsizing* at an average rate of 0.16%/month. The slight upsizing trend was already developing before the pandemic: the average June 2019 to June 2020 upsizing rate was 0.10%/month. Given that the rate of downsizing/upsizing is relatively stable and has been for some time and is within reasonable parameters, the rate model is assuming a flat rate of downsizing (0%) in 2021 and 2022 so downsizing is not a factor in the base rate increase.



- Multifamily/Commercial Service Levels.** The rate model conservatively uses the June 2020 container counts and service level frequencies. This accounts for any service level shifts or suspensions of service made by businesses during the pandemic.
- Maintain staffing and service levels.** The base rate maintains the current one-time and on-going staffing levels at 2.50 FTEs. Staffing includes a 1.0 FTE Solid Waste Programs Supervisor, a 1.0 FTE Recycling Programs Coordinator, and a .50 FTE Environmental Education and Outreach Specialist (EOS). A supplemental staffing request, discussed in the paragraph immediately below, would use \$70K in cash reserve funding to increase the EOS position by .25 FTE to .75 FTE for the biennium. Funding for 2.5 FTE Utility Billing staff who provide customer service support to residential customers also is included. The base rate also provides funding for popular special events and services such as StyroFest, residential recycling collection events, and battery drop-off locations. Overall, the Solid Waste administrative budget has decreased by \$212K over the biennium in large part because of the decision to not include the free November yard waste extra pilot and multifamily recycling assistance service packages that were included in the 2019-2020 solid waste rates.
- .25 FTE Education and Outreach Specialist.** The Solid Waste Environmental Education and Outreach Specialist (EOS) has been funded from solid waste rates as an on-going .50 FTE position since 2007. Since 2014, a combination of grant funding or cash reserves has been used to increase the position by .25 FTE to .75 FTE. The additional .25 FTE is critical and provides Solid Waste with additional labor hours to support reuse, waste reduction, and recycling programs through the coordination of community education, special events, and the design and production of associated education and outreach materials. This proposed \$70,000 supplementary staff request is not included in the base rate but is proposed to be funded from the solid waste cash reserve for the 2021/2022 biennium and therefore does not contribute to the base rate

increase. The case reserves will still continue to maintain the minimum cash reserve balance of \$1.5 million.

- **Equal Rates for Cart-based Service.** The cart-based garbage service rates in single-family residential and multifamily/commercial are the same. This policy direction was given by the City Council several years ago to provide rate equity between sectors. Previously, the multifamily/commercial cart-based retail rates were higher than single family cart-based retail rates.
- **Multifamily and Commercial Organics Programs.** The costs of the Multifamily and Commercial Organics Program are embedded in the retail rates (25% allocated to single family and 75% to multifamily/commercial). Since 2007, the program has offered weekly or semi-weekly food composting service at no additional cost to multifamily properties and businesses that meet the program's requirements. Currently, there are 197 qualified multifamily properties (81) and businesses (116). Since 2010, the subsidized organics program has resulted in the diversion of almost 6,500 tons of food waste from the landfill.
- **Maintain Cash Reserve Balance.** The established Solid Waste utility cash reserve policy is to maintain a balance of no less than \$1.5 million, which covers one month's payment to WMI plus internal expenses. The Solid Waste utility pays WMI monthly but bills its customers every two months, so maintaining a reasonable and healthy cash reserve allows the City to pay WMI monthly and bill its customers bi-monthly in arrears. Currently, the Solid Waste cash reserve stands at approximately \$2.2M. The proposed base rate maintains but does not increase the current cash reserve balance by the end of 2022. Discussion of how the cash reserve may be used to reduce or eliminate the base rate increase is provided later in this staff report.
- **Reduce the Commercial-to-Single family Cross Subsidy.** During the 2017-2018 utility rate review and adoption process, the City Council passed Resolution R-5210 requiring the elimination of utility rate cross subsidies by the end of 2022 unless such elimination is deemed to be impractical because of unforeseen circumstances. For the 2021-2022 biennium, staff is proposing to eliminate 50% of the remaining \$100K subsidy in 2021 and 50% in 2022.
- **Street Preservation Fee.** Currently, WMI regularly operates 29 heavy garbage, recycling, and organics collection vehicles in Kirkland (20 residential, seven multifamily/commercial, and two roll-off). In 2011, a \$300,000 street preservation fee was incorporated in the solid waste rates to approximate the damage heavy solid waste collection vehicles do to Kirkland's streets. The funding is provided annually to the Public Works Capital Improvement Program (CIP) and is used for asphalt overlay and slurry seal activities. The initial funding amount in 2011 was mimicked from the City of Bothell's prior solid waste contract and has acted as a reasonable starting point to approximate pavement damage. Starting with the 2019-2020 biennium, the street preservation fee was increased to \$365,000 and \$378,000, respectively, to reflect inflation over time, thereby increasing the fee by \$143,000 over the two year period. These amounts reflect the compounded CPI-W since 2012, as shown below in Table 1, below. The fee has been escalated by the actual 1.01% CPI-W for 2021 and a projected CPI-W of 2% for 2022.

<b>Table 1: Street Preservation Fee Escalation History</b>		
<b>Year</b>	<b>CPI-W</b>	<b>CPIW-Escalated Fee Amount</b>
2011	First Year	\$300,000
2012	3.7%	\$311,100
2013	2.67%	\$319,406
2014	1.16%	\$324,516
2015	2.23%	\$331,752
2016	1.08%	\$335,334
2017	1.99%	\$342,007
2018	3.03%	\$352,369
2019	3.65%	\$365,230
2020	3.5%	\$378,013
2021	1.01%	\$381,830
2022	2.0%	\$389,466

- Maintain the improved affordability of bulky waste collection.** For 2019-2020, the City Council approved a reduction of the bulky waste service retail rate to match the wholesale rate paid to WMI. For several years, the price charged to customers to dispose of or recycle bulky waste items like appliances, mattresses, and furniture at the curb was cost prohibitive when compared to the rates charged at regional transfer stations and by private junk hauling companies. The price reduction also served as a way to discourage illegal dumping activity. The number of bulky waste service requests increased from 36 in 2019 to 93 requests in 2019. The number of mattresses, couches, and appliances collected increased substantially. However, curbside bulky waste collection service is still underutilized because of the premium nature of the service and the consequent inability to compete with the lower transfer station and private junk hauler pricing. Additionally, WMI temporarily suspended bulky waste collection during the pandemic in order to abide by social distancing guidelines, which has curbed usage in 2020.

### **NOT INCLUDED IN BASE RATE**

The following service packages are not being considered for inclusion in the 2021-2022 base rate because staff intentionally is trying to limit additional expenditures at this time as the City monitors the current economy and revenues.

- No Cost Yard Waste Extras in November.** This service package was approved as a two-year pilot program in the 2019-2020 rates. This pilot offered residential customers the opportunity to place out an unlimited number of extra units of yard waste (equivalent of 32 gallons each) at no additional cost for the entire month of November to help residents manage leaves and to assist City Surface Water maintenance crews in keeping residential storm drains clear of debris. The total amount budgeted for this pilot was \$30,000 for 2019 and \$35,000 for 2020. Details on the number of extra units collected and the cost is provided in Table 2, below. The projected budget for this service package was \$75,000 for the 2021-2022 biennium to provide for a projected increase in usage over time.

<b>Week</b>	<b>Extra Count</b>	<b>Cost</b>
Nov 1-4	527	\$2,877.42
Nov 5-11	1,833	\$10,008.18
Nov 12-18	1,236	\$6,748.56
Nov 19-25	1,067	\$5,825.82
Nov 26-30	1,088	\$5,940.48
<b>Total</b>	<b>5,751</b>	<b>\$31,400.46</b>

- Multifamily Recycling Assistance.** For the last two biennia, the City Council has approved \$80,000 in funding to help improve the multifamily recycling diversion rate and to move toward achieving regional recycling diversion, waste generation, and waste disposal goals mandated in the 2019 Comprehensive Solid Waste Management Plan. Work done in 2019-2020 includes visits to multifamily properties to provide waste reduction and recycling education and outreach materials, deliver personal recycling tote bags, and explore the viability of a bulky waste collection program at multifamily properties. Previous funding has been instrumental in increasing and maintaining Kirkland's multifamily recycling diversion rate at over 30%, one of the highest in King County.

### **SOLID WASTE RATE ADJUSTMENT HISTORY**

Over the past three biennia, the City Council has made smaller, incremental adjustments to solid waste rates to pass-through increases in disposal fees, CPI, and administrative costs. As shown in Table 3, below, the large increase in 2013 was a consequence of annexation and the need to replenish cash reserves that were depleted because of an extraordinary rate of downsizing by annexation area residents.

<b>Year</b>	<b>Average Increase</b>
2013	12.9%
2014	0%
2015	3.3%
2016	3.3%
2017	2.8%
2018	1.7%
2019	3.4%
2020	3.4%

### **SOLID WASTE BASE RATE**

The base solid waste rate serves as a starting point and passes through all of the aforementioned drivers, assumptions, and features. The base rate assumes a 0% increase in the King County disposal fee in 2021 and a 10% increase in 2022. As shown in Table 4, below, the preliminary base solid waste rate includes average adjustments of (-0.6%) in 2021 and 4.3% in 2022. The major factors influencing the rate decrease in 2021 are the reduction in

administrative expenses and foregoing the two aforementioned service packages. The reduction in administrative expenses is the largest driver of the (-0.6%) rate decrease. The main factors in the 2022 retail rate increase are the projected increase in the King County 2022 disposal fee and the projected 2% increase in the CPI-W.

Sector	Rate Increase*	
	2021	2022
Single Family	0%	4.0%
Multifamily/Commercial	(1.5%)	4.8%
Roll-off	(0.1%)	2.0%
<b>Average</b>	(0.6%)	4.3%

### **Base Rate Impact to Average Single Family Residential Customer**

If the base rate was adopted, the average residential customer, after taxes and fees, would pay \$1.25 per month or \$15 more per year in 2022 versus 2020, but would pay no more in 2021 than 2020. Of the six service offerings, the 35 gallon garbage cart service level is used as an example of the typical customer because 56% of Kirkland's residents subscribe to this service level. Table 5, below, shows the total cost billed to the customer, including the base monthly rate, the effective utility tax rate of 10.5%, and the hazardous waste fee pass-through collected and remitted to the Hazardous Waste Management Program of King County.

	2020	2021	2022	End 2022
35 gallon/weekly	\$27.90	\$27.89	\$29.03	
10.5% Utility Tax	\$2.93	\$2.93	\$3.05	
KC Hazardous Waste Fee	\$1.46	\$1.46	\$1.46	
Total	\$32.29	\$32.28	\$33.54	
Increase/month		(\$0.01)	\$1.26	\$1.25
Increase/year		(\$0.12)	\$15.12	\$15

### **Base Rate Impact to Average Multifamily/Commercial Customer**

Of the 42 possible service levels for multifamily/commercial customers (seven container sizes and six possible service days per week) the 4 cubic yard, once-per-week dumpster service is the most popular and is used as an example of the average multifamily/commercial customer in Table 6, below. Relative to 2020, after taxes and fees, the average multifamily/commercial customer would pay \$8.57 more per month or \$102.84 per year over the biennium.

	2020	2021	2022	End 2022
4-yard 1x/week	\$248.15	\$244.10	\$255.91	
10.5% Utility Tax	\$26.06	\$25.63	\$26.87	
KC Hazardous Waste Fee	\$12.01	\$12.01	\$12.01	
Total	\$286.22	\$281.74	\$294.79	
Increase/month		(\$4.48)	\$13.05	\$8.57
Increase/year		(53.76)	\$156.60	\$102.84

**ALTERNATIVE RETAIL RATE OPTIONS**

The preliminary retail base rate increases shown in Table 4, above, may be reduced or eliminated entirely at the City Council's discretion through the use of Solid Waste cash reserves. The scenarios presented reflect the City Council's discussion at its May 29, 2020, budget retreat. Other scenarios may be developed at the City Council's direction. The rates for the base rate and Scenarios A, B, and C are shown in Table 7, below, with a projected 2022 year-end cash reserve fund balance for each scenario. The current cash reserve balance is \$2.2M through June 2020.

Sector	BASE		Scenario A: No Increase		Scenario B: Disposal Pass-through Only		Scenario C: No 2021 Increase, 2% CPI (2022)	
	2021	2022	2021	2022	2021	2022	2021	2022
Single Family	0%	4.0%	0%	0%	0%	2.6%	0%	2%
MF/Comm	(1.5%)	4.8%	0%	0%	(0.9%)	3.0%	0%	2%
Roll-off	(0.1%)	2.0%	0%	0%	(1.1%)	0%	0%	2%
Average	(0.6%)	4.3%	0%	0%	(0.4%)	2.7%	0%	2%
Cash Reserve	\$2.21M	\$2.21M	\$2.31M	\$1.73M	\$2.25M	\$2.04M	\$2.31M	\$2.01M

**Discussion of Base Rate and Alternative Scenarios**

- Base Rate.** The base rate assumes a 100% pass-through all drivers, assumptions and features. The base rate would provide a slight reduction in rates to multifamily, commercial, and roll-off customers in 2021 with an average increase of 4.3% to all sectors in 2022. The base rate would fully recover all costs related to a projected increase in the disposal rate in 2022, cost-of-living, and administrative expenses. The cash reserve fund balance would remain at roughly its current level at the end of 2022 and would be available to be used to offset the anticipated wholesale rate increase resulting from a new solid waste contract, which will go into effect on July 1, 2022. The size of the anticipated wholesale rate increase will not be known until the conclusion of a procurement process in mid-2021.
- Scenario A.** As noted, staff has projected the 2022 King County disposal fee increase at 10% based upon estimates provided by the County. This scenario offers no retail rate increase in either 2021 or 2022 and includes all of the drivers, assumption and features of the base rate. This scenario would provide two years of certainty and rate relief to residents and businesses struggling due to the economic effects of the pandemic. A substantial amount of the cash reserve balance (\$483K) would be used to pay down the annual rate increases to zero. Under this scenario, the ending 2022 cash reserve fund balance is projected to be \$1.73M. If the .25 FTE Education and Outreach Specialist staffing request is approved, the cash reserve balance would be reduced to \$1.66M at the end of 2022 but remain within the adopted policy

If the is scenario is selected, staff would monitor the County's 2022 disposal rate adoption process to ensure the disposal fee adopted remains at or below the 10% estimate in the rate model. If the proposed 2022 King County disposal fee increase is higher than 10%, staff will conduct a retail rate analysis in 2021 to ensure the end of year cash reserve balance would remain at or above \$1.5M at the end of 2022. If the

cash reserve balance is projected to be less than \$1.5M at the end of 2022, staff will return to Council in the summer 2021 to discuss a possible retail rate increase for 2022 or to seek authorization to deplete the cash reserve below the \$1.5M minimum balance.

This scenario would allow the cross subsidy to be eliminated without having an impact on the 2021 or 2022 single-family rates. The elimination of the cross subsidy would be included as a starting point in the base 2023-2024 single-family residential rates, however.

One other important consideration is the expiration of the City's solid waste contract on June 30, 2022. The City has exhausted both of its two, two-year contract extensions and a procurement process for a new solid waste collection services contract to go into effect on July 1, 2022 must occur over the latter half of 2020 and the first part of 2021. Staff anticipates there will be a wholesale rate increase, though the degree of the increase is unknown at this time. Staff will be conducting a rate comparison analysis in late 2020 to learn what other cities have encountered with rate increases from recently negotiated or competitively procured contracts. Any increase in wholesale rates resulting from a new contract can be addressed by either:

1. Setting a new interim retail rates for the last six months of 2022;
2. Requiring the successful proponent to provide service under the 2022 wholesale rates through the end of 2022, with the new wholesale rates taking effect on January 1, 2023; or
3. Absorbing the wholesale rate increase with available excess cash reserves. If excess cash reserves are projected to be depleted by the end 2022, this option likely would be mostly or entirely unavailable.

Scenario A would not require further action by the City Council to adopt new retail rates because the current 2020 rates would remain in effect through December 31, 2022, assuming the projected King County disposal fee increase is less than 10%. Further, the City would not be required to provide public advertisement because the rates would not be changed.

- **Scenario B.** This scenario passes through the projected King County disposal fee increase of 10% in 2022 only and cash reserves would be used to offset the remaining shortfall in revenues to the utility due to expenses related to the CPI increase and administrative costs. This scenario would provide no increase to residential customers in 2021 and modest rate decrease to multifamily, commercial, and roll-off customers. The increase in and pass-through of the disposal fee in 2022 would result in an average 2.7% increase. The ending cash reserve balance would be approximately \$2.04M. This scenario would require City Council to adopt a rates ordinance in October because the rates are adjusted in both 2021 and 2022.
- **Scenario C.** The scenario would provide rate relief to residents and businesses in 2021 with no increase and a modest 2% increase to all sectors in 2022 with the expectation of a gradual return to relative normalcy in 2022. The 2% aligns with the projected 2022 CPI-W increase to match inflation but a different increase percentage could be selected by the City Council. The cash reserve balance would be reduced slightly to \$2.05M. This scenario also would require the City Council to adopt a rates ordinance in October because of the 2% increase in 2022.



**SOLID WASTE RATES PROCESS TIMELINE**

Table 8, below, shows the progress made to date and upcoming next steps in the solid waste rate adoption process.

<b>Table 8: Rates Process Timeline</b>			
<b>Status</b>	<b>Action</b>	<b>Responsible Party</b>	<b>Date</b>
<input checked="" type="checkbox"/>	Internal Review	Staff	June 17
<input checked="" type="checkbox"/>	Proposed KC Disposal Rate to KC Exec	KCSWD	June
<input checked="" type="checkbox"/>	KC Exec Transmits Proposed Rate to MKCC	KC Executive	July
<input checked="" type="checkbox"/>	Release of June-June CPI-W		July 15
	Rates 101 and Solid Waste Rate Presentation	Study Session	August 4
	Finalization of Proposed Rate Model	Staff	Aug/Sept
	Adoption of Solid Waste Rates (if necessary)	City Council	October 6
	Advertisement of New Rates (if necessary)	Staff	October

**NEXT STEPS:**

Staff is seeking direction from the City Council as to a preferred 2021-2022 rate option. Depending on the rate option selected, staff will either return to the Council on October 4, 2020 with a rate ordinance for the Council's consideration and approval, or will defer the discussion of the 2022 rate until mid-2021 if the Council opts for no rate increase in 2021.

Attachment A: "Utility Rates 101" PowerPoint Slides

Attachment B: Letter to King County Concerning 2021-2022 Sewer and Solid Waste Rates

# Utility Rates 101

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# Purpose

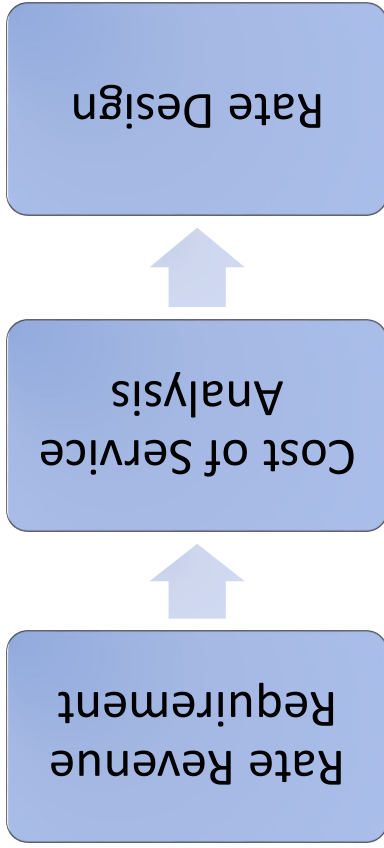
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## Overview of Process Applied to All Utilities:

- Solid Waste
- Surface Water
- Sewer
- Water

Review Assumptions that Apply to All Utilities

Provide Context for Results for each Utility

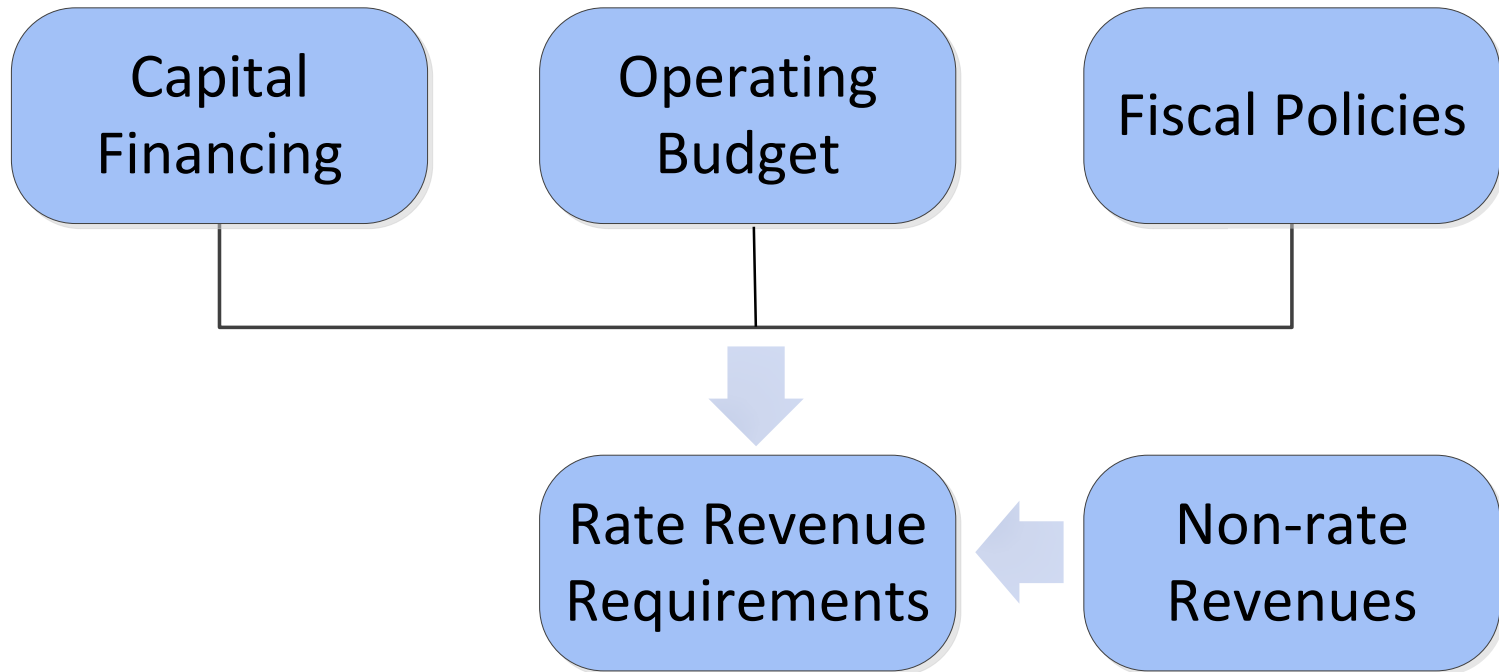


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Key Process Steps

# Rate Revenue Requirements

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# Capital Financing

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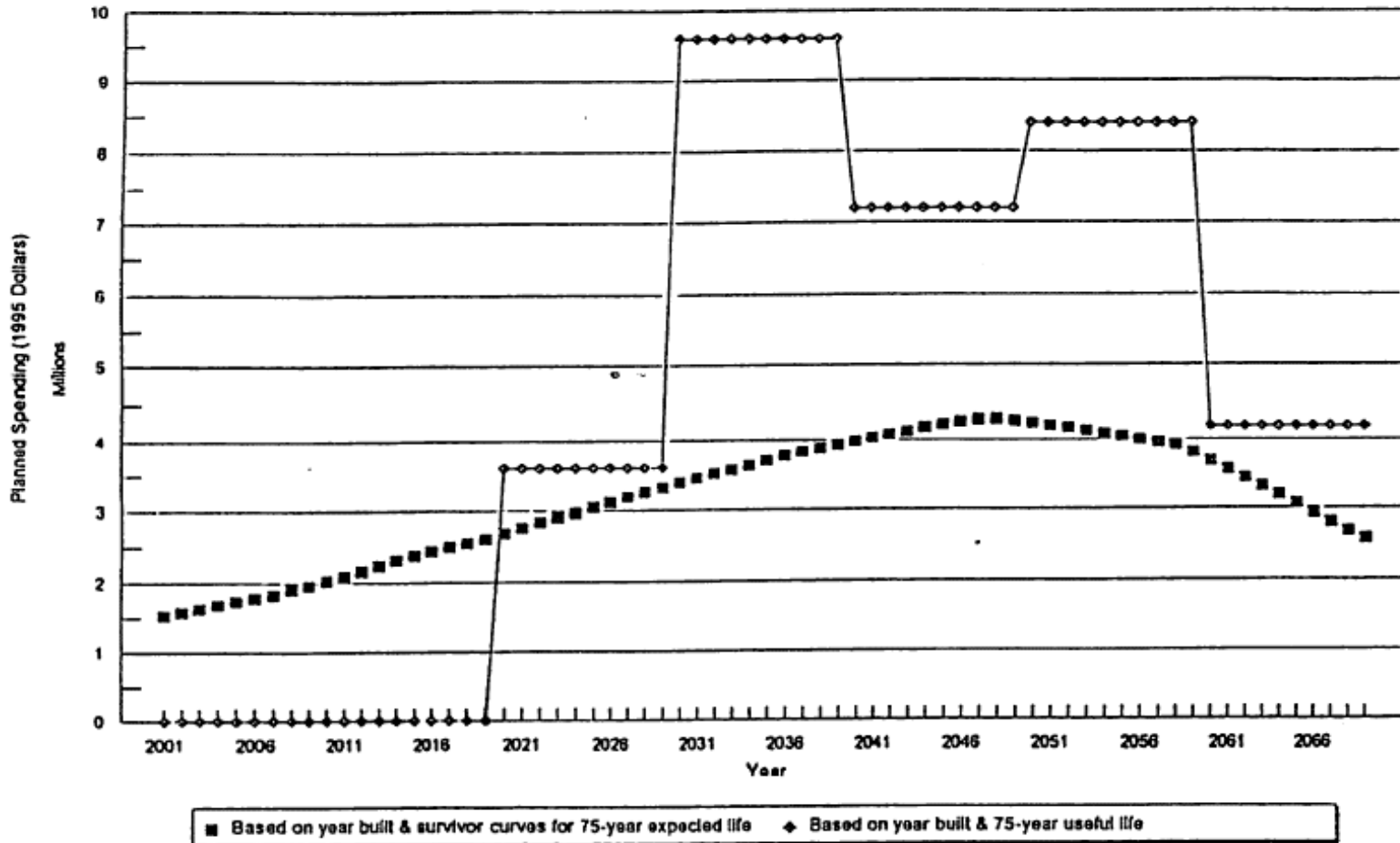
Depreciation is an accounting measure of the “consumption” of assets; generating capital funding capacity using depreciation as a base helps keep capital impacts on rates regular and predictable

Based on 2008 study, minimum system reinvestment target for each utility (except solid waste, which has no capital assets) is based on a multiplier of the annual depreciation expense (2019 projection shown):

- Water – 1.25 times annual depreciation expense of \$1.65 million
- Sewer – 1.65 times annual depreciation expense of \$1.61 million
- Surface Water – 1.0 times annual depreciation expense of \$1.95 million

These funding rates have been phasing in over time and the longterm financing plan assumes that up to 25% of system reinvestment could be funded by debt

# Water Main Replacement Spending Example



# Capital Facilities Charges

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Capital facilities charges (CFCs) on new development also help to fund system expansion

CFC is a one-time charge to new development based on the utilities' existing and planned investment in plant-in-service

Revenues are applied to projects as part of the capital financing analysis

CFCs are for funding capital projects in the City's utilities; there are also regional connection charges that are passed through to wholesale service providers:

- RCFCs for water supply to Cascade Water Alliance
- Capacity charge for wastewater treatment to King County Wastewater Division



# Fiscal Policies - Reserves

	Water	Sewer	Surface Water	Solid Waste
<b>Working Capital</b> To recognize normal cyclical fluctuations in annual cash flow	45 days of O&M expense	45 days of O&M expense	180 days of O&M expense	30 days of O&M expense
<b>Operating Contingency</b> To protect against adverse financial performance due to revenue/expense variations	12% of O&M expense	12% of O&M expense	Not Applicable	Not Applicable
<b>Capital Contingency</b> To provide a hedge against unanticipated system failure, budget/scope changes, budget updates, cost over-runs	10% of 6-year CIP	10% of 6-year CIP	10% of 6-year CIP	Not Applicable

# Operating Budget & Non-Rate Revenue

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Preliminary rate results reflect the operating budget, recommended service packages, and debt service (if applicable)

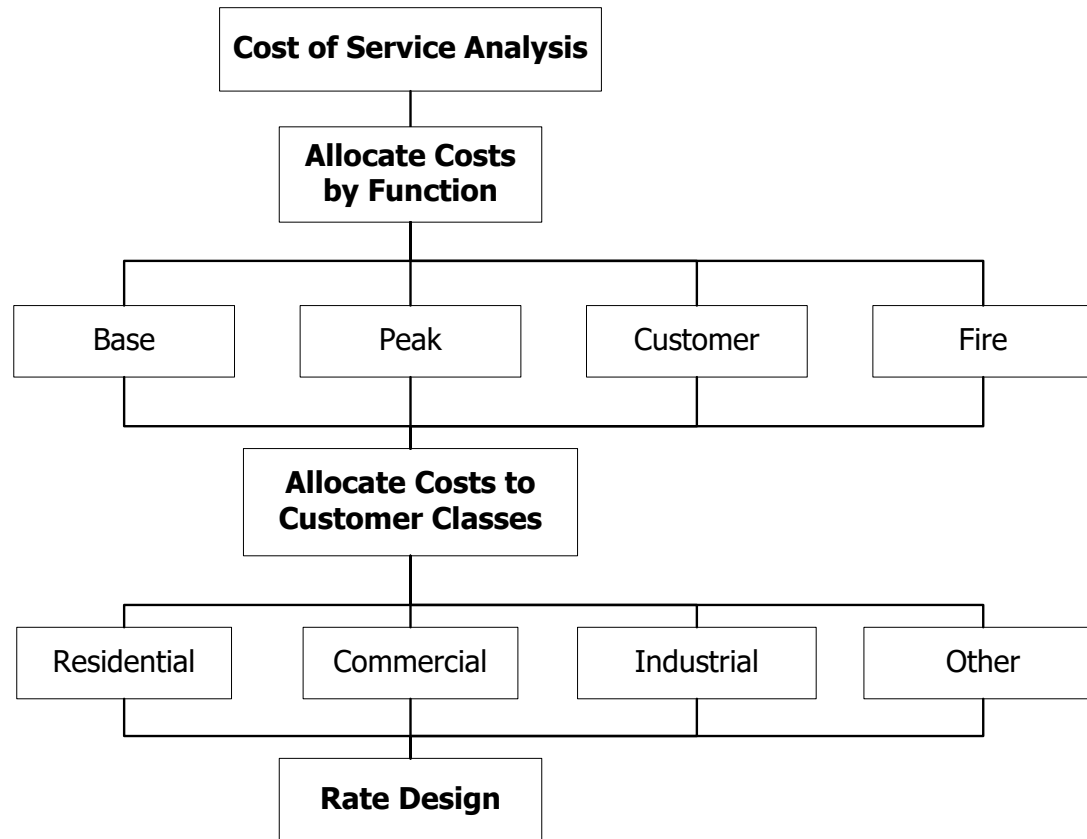
To determine the amount of revenue needed from rates, non-rate revenues are subtracted from the total needs, including:

- Operating grants
- Interest earnings on operating balances
- Penalties
- Miscellaneous fees and charges

The rate revenue requirement is then compared to the revenue generated by current rates to determine the overall percentage rate increase needed

# Cost of Service Analysis & Rate Design

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# Functional Cost Allocation

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Cost of service analysis allocates costs to the functions they serve based on the system design criteria and cost causation.

As an example, for water:

- Base usage
- Peak usage
- Customer costs
- Fire protection

# Allocation to Customer Classes

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Functional costs are then allocated to customer classes by the demand they place on those functions, for example:

- Base costs are allocated based on year-round demands
- Residential and irrigation customers contribute most to peak period usage
- Customer costs are generally distributed by number of customers and/or meter size
- Fire protection costs are allocated based on the design of facilities to provide the different flow and duration for different types of land use

Functional allocation is simpler for sewer: collection (City costs) and treatment (King County Wastewater charge)

Surface water rates are collected on an equivalent service unit basis

Solid waste rates are not based on the cost of service, but instead reflect a conservation pricing signal

# Rate Design

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Rate design is how the costs are collected from customers within each customer class

Generally,

- Water rates consist of fixed charges and volume based charges
- Sewer rates consist of fixed charges and volume based charges
- Surface water rates are collected by equivalent service unit (based on the average impervious surface area of single family)
- Solid waste rates vary based on container size and frequency of pick up

# Summary

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The total revenue to be collected from rates is based on operating costs, capital funding, and fiscal policy choices

The percentage increase in overall rate revenue might vary from the rate increases individual customers might experience due to:

- Differences in demands that each customer class put on the system
- Differences in rate structures
- Policy decisions reflected in rates

**CITY OF KIRKLAND**

Public Works Department

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

www.kirklandwa.gov

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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** John MacGillivray, Solid Waste Programs Supervisor  
Josh Pantzke, Utility Manager  
Julie Underwood, Interim Director of Public Works

**Date:** May 8, 2020

**Subject:** LETTER TO KING COUNTY CONCERNING 2021-2022 SEWER AND SOLID WASTE RATES

**RECOMMENDATION:**

It is recommended that the City Council authorizes the Mayor to sign the attached draft letter to King County requesting no increase to the proposed 2021-2022 regional sewer and solid waste rates for 2021 (see Attachment A).

**BACKGROUND DISCUSSION:*****King County Sewer Rates***

The City of Kirkland holds an Agreement for Sewage Disposal with King County through July 1, 2056. Each year, King County is required to determine its monetary requirements for the Wastewater Treatment Division (WTD) and set the monthly rate by July 1. The staff at WTD review and recommend the rate adjustments for the King County Council to adopt. At this time, WTD is proposing a 4.5% increase for 2021 and an open rate setting process for 2022 (to occur prior to July, 2021). This is down from an initial proposal of 9.5% in 2021 and 0% in 2022 after much feedback from partner agencies such as the Sound Cities Association (SCA) and the Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC).

COVID-19 is causing a dramatic economic downturn. All cities, including Kirkland, are seeing the impacts of throughout its budget, including in the water and wastewater utility fund. In the first half of 2020, the utility fund is forecasting an \$830,000 revenue loss. This does not include second half of 2020, and makes forecasting for 2021 extremely difficult.

Typically, Kirkland passes the County's rate adjustment directly through to customers. But the City Manager has directed Public Works to also develop "no-increase" utility rate scenarios due to the current economic impact of COVID-19 on households and businesses. It is important for our wholesale sewer provider to also keep rates as low as possible during this time.



The adopted 2020 rate plan is illustrated in the following table:

2020 Rate Plan											
Adopted ORD 18915	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Rate Increase %	0.0%	4.5%	0.0%	4.5%	0.0%	4.8%	0.0%	5.6%	4.5%	2.8%	5.1%
Rate	\$45.33	\$47.37	\$47.37	\$49.50	\$49.50	\$51.90	\$51.90	\$54.80	\$57.28	\$58.86	\$61.84
Rate Increase \$	\$0.00	\$2.04	\$0.00	\$2.13	\$0.00	\$2.40	\$0.00	\$2.91	\$2.48	\$1.58	\$2.98

The proposed 2021 rate plan is illustrated in the following table:

Proposed 2021 Rate & Rate Plan											
Proposed 2021 Rate & Rate Plan	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Rate Increase %	0.0%	4.50%	0.00%	10.25%	0.00%	10.25%	0.00%	14.00%	0.00%	14.00%	0.00%
Rate	\$45.33	\$47.37	\$47.37	\$52.23	\$52.23	\$57.58	\$57.58	\$65.64	\$65.64	\$74.83	\$74.83
Rate Increase \$	\$0.00	\$2.04	\$0.00	\$4.86	\$0.00	\$5.35	\$0.00	\$8.06	\$0.00	\$9.19	\$0.00

The attached *2021 Executive Rate Proposal* describes the County's considerations for the proposed 4.5% rate increase (see Attachment B, "Briefing to Mayor Sweet").

### ***King County Solid Waste Rates***

Kirkland holds a solid waste interlocal agreement (ILA) with King County through 2040. The ILA delineates specific responsibilities for solid waste management. Kirkland is required to direct all waste (flow control) into the King County system and pay a per ton disposal fee (tipping fee) to support the transfer and disposal system that is owned and maintained by the King County Solid Waste Division (KCSWD). The Metropolitan King County Council is responsible for setting disposal fees in consultation with its regional partners. The disposal fees are passed through to Kirkland's residents and business in retail rates charged to our customers. The disposal pass-through component comprises approximately 25% of Kirkland's over all solid waste retail rates with the collection component (truck, driver, transport) accounting for 65% and Kirkland administration and operations at 10% of the retail rate.

Several drivers are contributing to the King County tipping fee increase.

1. **Decline in disposed tonnage.** King County is forecasting a 25% drop in tonnage predominantly because of the COVID-19 pandemic. King County solid waste rates are highly sensitive to fluctuations in disposal tonnage because 90% of the King County transfer and disposal system operations is funded by tipping fees.
2. **South County Recycling and Transfer Station (\$84 million).** The new station is entering the construction phase.
3. **Northeast Recycling and Transfer Station (\$42 million).** Approximately \$40 million is set aside for property acquisition.
4. **Cedar Hills Regional Landfill Development (\$82 million).** Pursuant to direction in the Comprehensive Solid Waste Management Plan, the County is constructing a new disposal cell at the landfill to maximize the capacity of the resource.
5. **Other programs and initiatives (~\$10 million).** These include a Zero Waste of Resource initiative, operational changes to combat climate change, and a new emergency response team.

**Proposed 2021-2022 King County Solid Waste Rates:**

The KCSWD has provided member cities and stakeholders the opportunity to review and provide input on the rates at the March, April and May Metropolitan Solid Waste Advisory Committee (MSWAC) and Solid Waste Advisory Committee (SWAC) meetings. At the April MSWAC meeting, 57% of members indicated a preference for Option C. SWAC, which is comprised of members from cities, industry stakeholders, and the public, preferred Option A (44%) and Option C (33%). The KCSWD presented its proposed rate and implementation scenarios to the King County Executive on April 24. The Executive is advocating for Option C. At the May 8, 2020 MSWAC meeting the rate scenarios were discussed again but no consensus was reached because some cities favored no increases in 2021 and some advocated for Option C.

<b>Preliminary Estimates* for Each Option</b>						
	<b>2021</b>			<b>2022</b>		
	Tipping Fee	Curbside Increase	% Increase	Tipping Fee	Curbside Increase	% Increase
Option A	\$140.82	—	0%	\$180	\$2.12	28%
Option B**	\$140.82	—	0%	\$174	\$1.79	24%
Option C	\$153	\$0.64	8%	\$164	\$0.62	8%

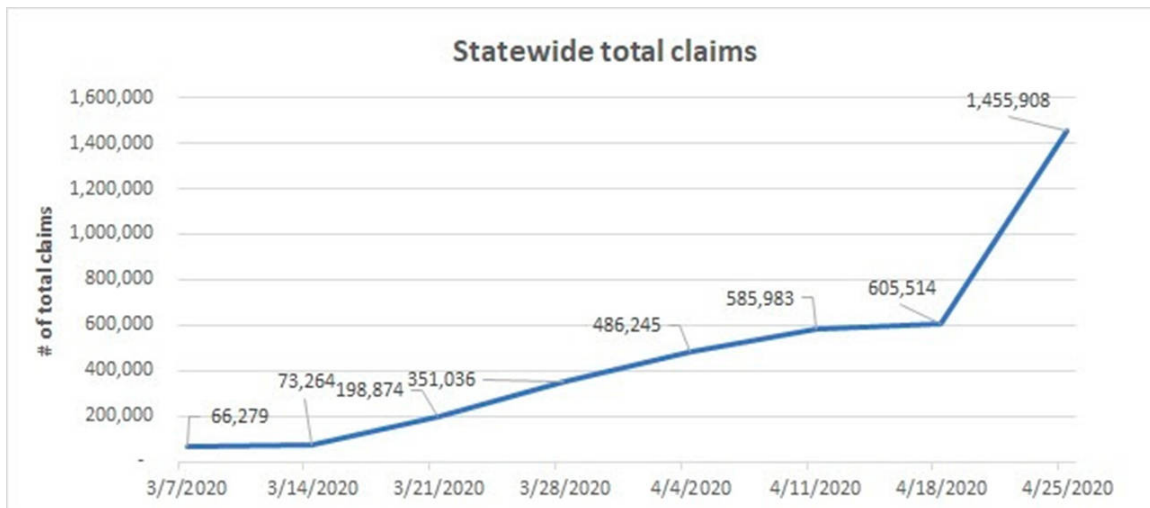
\*Information in this table is preliminary and subject to change.  
\*\*Option B includes the introduction of new recycling fees in 2021, while Option A delays their implementation until 2022.

**Solid Waste Rate Adoption Timeline:**

The following is the schedule for the adoption of the 2021/2022 King County disposal rates and the Kirkland Solid Waste Rates.

<b>Date</b>	<b>Action</b>
<b>May 8</b>	Preliminary King County rate announced
<b>May/June</b>	Kirkland retail rate analysis
<b>July</b>	Proposed rate transmitted by Executive to MKCC
<b>June/July</b>	Internal review of Kirkland retail rates
<b>August 5</b>	City Council Study Session
<b>September</b>	MKCC adopts solid waste rates
<b>October 6</b>	All Kirkland utility rates adopted

While the effects of COVID-19 are continually evolving, it is clear that the outbreak is having a significant economic and financial burden on our community members, businesses, nonprofits, and governmental agencies.



This graph shows the rise of initial claims for unemployment benefits in Washington state since early March. (Image courtesy of the Washington State Employment Security Department)

More than 1.4 million new claims for unemployment benefits have been filed in Washington, according to the Washington State Employment Security Department. It is predicted that the economic recovery from the pandemic will stretch beyond this year into 2021 and perhaps into 2022. With this in mind, the City Manager has directed staff to include a zero (0) rate increase as one of the options evaluated in the Kirkland utility rate studies. This may involve temporarily deferring maintenance or new projects and initiatives and could result in higher rate increases in future years. Nevertheless, this option seems fitting in light of this challenging and historical event. The City is asking our King County partner to consider doing the same.

Attachment A: Draft Letter to the Honorable Claudia Balducci from the City Council (Mayor Sweet)  
Regarding 2021/2022 King County Sewer and Solid Waste Rates

Attachment B: Briefing to Mayor Sweet

May 19, 2020

The Honorable Claudia Balducci  
King County Council  
516 3rd Ave, Room 1200  
Seattle, WA 98104

RE: 2021/2022 KING COUNTY SEWER AND SOLID WASTE RATES

Dear Councilmember Balducci:

Thank you for the outstanding service you provide to your constituents and the unwavering support you've provided to eastside cities on a variety of issues during your tenure as a King County Councilmember. We know the King County Council faces many difficult budget and rate decisions as a result of the economic impact of COVID-19. All cities in King County are facing similar challenges.

The economic downturn due to the COVID-19 is a real and daunting one for us all, but particularly for many of our residents and businesses who are bearing the brunt of the financial impacts of the pandemic. Counties and cities are also on the front lines of the pandemic response and are struggling to make ends meet with significant losses in tax and other revenues. Many local governments are considering or have already implemented a variety of measures to cushion the economic impacts of the pandemic on residents and businesses while at the same time working to ensure we are able to provide the services most critical to our communities in the most efficient and affordable way possible. For these reasons, **the City of Kirkland requests that King County consider no sewer and solid waste rate and fee increases for 2021 and 2022.**

We encourage the County in its deliberations on the 2021/2022 sewer and solid waste rates to leave nothing off the table and consider any and all measures to control labor costs; identify new efficiencies and revenue streams; cut, reduce, or defer new and existing programs and initiatives; and defer or reconsider major operational and capital expenses, where possible, without jeopardizing King County's ability to provide the services it is obligated to provide to its constituent cities or undermining the mandates in our comprehensive plans.

City of Kirkland City Council, as one of its core values, fundamentally supports and encourages regional partnerships such as those we have with King County for the provision of sewer treatment and solid waste transfer and disposal services. We know that King County is also struggling with the economic impacts of the pandemic while trying to provide the services to its constituent regional partners, like the City of Kirkland, in a safe, affordable, efficient, and dependable way as possible.

We are all in this together.

The City of Kirkland appreciates the opportunity to provide input on the County's rate setting process through regional committees such as Water Pollution Abatement Advisory Committee (MWPAAC) and the Metropolitan Solid Waste Advisory Committee (MSWAC). Kirkland is proud that our Mayor, Penny Sweet, serves as the 2020 Chairperson. As a full Council, we also want to share a more detailed explanation of the City of Kirkland's position on the proposed King County sewer and solid waste rates increases.

#### Wastewater Treatment Division Rate Proposal

The Wastewater Treatment Division's (WTD) proposed single 4.5% rate increase will likely create significant hardships for our community due to the economic realities of the pandemic and for that reason the City of Kirkland cannot support the proposed increase. The unemployment rate in Kirkland and throughout King County continues to climb, with many customers, residential and commercial, unable to pay their bills. In the first half of 2020 we are expecting a shortfall of nearly \$1 million in our Water/Wastewater Utility alone. This does not include the second half of 2020 and makes forecasting 2021 extremely difficult. At the same time, Kirkland and all other utility service providers are operating under State and local directives that, while necessary, hamper revenue collection. While our agencies are shouldering delayed payments and increased delinquencies our payments to King County remain unwavering, further forcing agencies to prioritize.

We are asking County leadership and the WTD to use every tool at its disposal to limit the 2021 and 2022 rate increase. Our preferred scenario is a zero percent increase in 2021 and 2022. Kirkland understands the compounding risks to future years without an increase. WTD should consider the use of reserves, any new federal grants or loans made available to utilities, and delays of operational investments and wage increases. In normal years we would pass the WTD rate increase directly onto our customers but because of such uncertainty we will likely use cash reserves to absorb any such increase from our wholesale providers. We implore King County to do the same.

#### 2021/2022 Solid Waste Division Rate Proposal

The City of Kirkland appreciates the challenges the King County Solid Waste Division (KCSWD) is encountering in developing its proposed 2021/2022 disposal fee. We know that about 90% of the KCSWD's operations are supported by revenues received from the disposal of waste. With the recent pandemic, the region is encountering unprecedented declines in waste disposal as many businesses have been temporarily shuttered due to the Governor's Stay Home, Stay Healthy order. At the same time, the proposed rate is impacted by major capital improvement projects such as the construction of the South County Recycling and Transfer Station; the siting of and property acquisition for the Northeast Recycling and Transfer Station; and the development of the final disposal cell at the Cedar Hills Regional Landfill as well as new initiatives such as the Zero Waste of Resources Program, climate change, and a landfill emergency response team.

As of this writing, it's my understanding that the King County Solid Waste Division is considering two different rate proposals. The first proposal, a rate increase deferment, would have no

increase in 2021 but a massive rate increase ranging between 24% to 28% in 2022. The second proposal, an incremental rate increase, would have rate increases of 8% in 2021 and 2022.

The City of Kirkland prefers that King County take a deferred approach to its 2021/2022 solid waste rates with no increase in 2021 and 2022. The road to economic recovery from the pandemic will be a long one and the City of Kirkland cannot advocate for any rate increases. As the City of Kirkland Solid Waste Division contemplates its own internal measures to manage and mitigate the looming increase in our retail solid waste rates we charge to our customers, we encourage the Metropolitan King County Council to work with the KCSWD during its deliberations to identify operational and capital cost cutting measures and new revenues to continue to drive the disposal fee increase significantly lower than the 24% to 28% increases that are being considered for 2022 under the rate deferment option.

We also wish to thank the KCSWD for its work in developing a new disposal fee rate structure for the 2023/2024 biennium which will make the KCSWD's revenues less sensitive to fluctuation in disposal tonnage. Kirkland appreciates the opportunity to serve on MSWAC rate restructure subcommittee and we're looking forward to starting this important process soon which we believe will make the disposal fee rate structure more affordable and sustainable in the future.

In conclusion, as leaders of our communities we do not have easy decisions ahead of us. We genuinely appreciate our partnership with King County. We thank you for your concerted efforts thus far and your consideration of our input. If you have any questions, please do not hesitate to contact Mayor Penny Sweet.

Sincerely,  
KIRKLAND CITY COUNCIL

Penny Sweet  
Mayor

cc: Kirkland City Council  
Kurt Triplett, City Manager  
Julie Underwood, Interim Director of Public Works  
Josh Pantzke, Utility Manager  
John MacGillivray, Solid Waste Programs Supervisor

**Briefing to Mayor Sweet regarding Executive’s Proposed 2021 Sewer Rate – April 27, 2020**

**Background.** The King County Wastewater Treatment Division (WTD) contracts with 17 cities and 17 sewer districts to provide wholesale wastewater treatment services to over 1.8 million residents within its service area in King, Pierce and Snohomish Counties.

The local sewer agencies have long-term sewage disposal contracts with King County to provide this service.

The Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) advises the King County Executive and the King County Council on matters related to water pollution abatement. MWPAAC consists of representatives from the local sewer utilities in WTD’s service area.

Under the sewage disposal contracts, the King County Council must set the rate annually by July 1. The new rate then takes effect on January 1 of the following year.

In 2019, Council adopted Ordinance 18915, to set the 2020 sewer rate at \$45.33 and adopt a rate plan for the outer years (2020-2025) shown below. The adopted 2020 rate plan projected a 4.5 percent increase as a two-year rate.

**Adopted 2020 Rate Plan**

**2020 Rate Plan**

<b>Adopted ORD 18915</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Rate Increase %	0.0%	4.5%	0.0%	4.5%	0.0%	4.8%	0.0%	5.6%	4.5%	2.8%	5.1%
Rate	\$45.33	\$47.37	\$47.37	\$49.50	\$49.50	\$51.90	\$51.90	\$54.80	\$57.28	\$58.86	\$61.84
Rate Increase \$	\$0.00	\$2.04	\$0.00	\$2.13	\$0.00	\$2.40	\$0.00	\$2.91	\$2.48	\$1.58	\$2.98

**2021 Sewer Rate Proposal.** The Executive’s sewer rate proposal is a 4.5 percent rate increase for 2021. By adopting a one-year rate, we will have better information on the COVID-19 impacts to inform a decision on the 2022 rate proposal.

Over the next year, WTD will work with MWPAAC to gather their input on approaches to address a backlog in asset management.

The 4.5 percent rate increase in 2021 would maintain the current service level for operations and the capital program.

The proposed rate plan through 2030 includes approximately \$700 million in unfunded priority asset management inventory beginning in 2022. This does not include any new investments for operations in 2021 and 2022; however, beginning in 2023 the proposed rate plan includes \$2.5 million in investments for operations.

- *What is NOT included:* The Combined Sewage Overflow (CSO) project costs have not been updated from 2018 forecasts pending the Consent Decree renegotiation, in-progress cost estimate updates (expected by December 2020), and the Clean Water Plan (Q4 2022).

- *Also NOT included:* Potential new regulatory requirements from Ecology on nutrient removal have not been defined and no reasonable cost estimates are available. The proposed rate plan does not provide funding capacity to make system investments to comply with potential new regulation.

**Proposed 2021 Rate Plan\***

Proposed 2021 Rate & Rate Plan	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Rate Increase %	0.0%	4.50%	0.00%	10.25%	0.00%	10.25%	0.00%	14.00%	0.00%	14.00%	0.00%
Rate	\$45.33	\$47.37	\$47.37	\$52.23	\$52.23	\$57.58	\$57.58	\$65.64	\$65.64	\$74.83	\$74.83
Rate Increase \$	\$0.00	\$2.04	\$0.00	\$4.86	\$0.00	\$5.35	\$0.00	\$8.06	\$0.00	\$9.19	\$0.00

**Operating Program: 2021-2022 Biennial Total: \$354.9million**

**Capital Program: 2021-2022 Biennial Total: \$570.4million**

\* The proposed rate increase of 0% in 2022 is a placeholder that recognizes the uncertainty regarding the impacts of COVID-19 and the need for more information on the impacts as part of any discussion on the 2022 rate. The rate projections in 2023 and beyond include \$700 million in unfunded priority asset management projects with the caveat that WTD will work with MWPAAC over the next year to provide more detail on these projects and get feedback on how to best address this project inventory. WTD will also work with Council staff to include asset management as part of the work plan for the Regional Water Quality Committee.

The Executive’s 2021 proposal responds to rapidly changing economic conditions based on Covid-19 with a one-year rate increase of 4.5%.

By annualizing the proposed rate increase and allowing a portion of the increase to shift to the years outside the biennium, this plan provides a measure of near-term relief to customers.

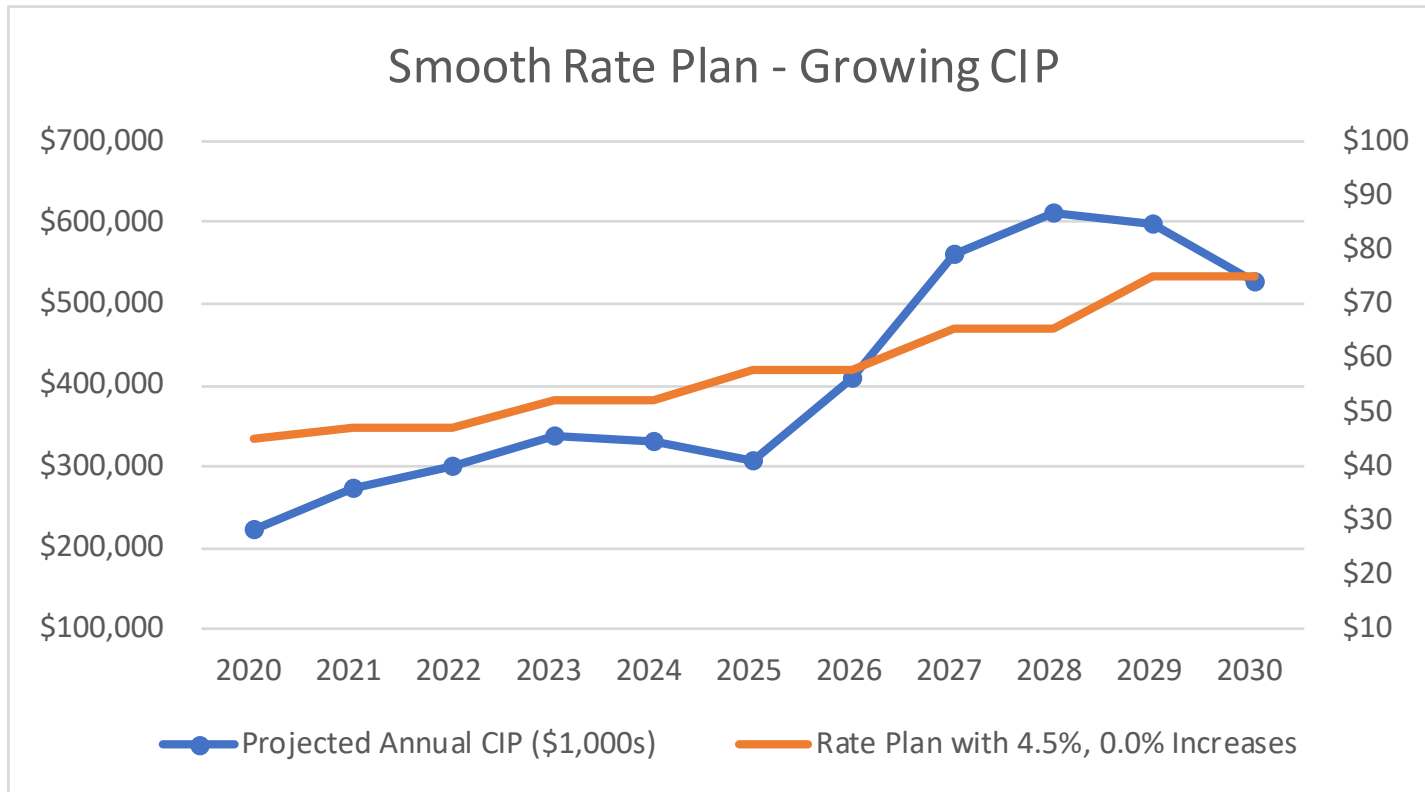
The CIP is significantly backloaded and the proposed rate plan shows a smooth pattern. [See Table 1: Smooth Rate Plan – Growing CIP] The trade-off for near-term relief is increased revenue risk in the biennium and a shift of rate increase impacts to already high outer years.

**COVID-19** has introduced added risks to revenue collection and the bond market which are *NOT* reflected in these forecasts.

- Significant variance from projections is likely, though insufficient data is available to reasonably estimate and adjust.
- **2021 is the most “at risk” revenue year** due to the four-quarter rolling average billing structure.
- Reserves are maintained to mitigate expected revenue shortfalls – including emergency capital reserves for potential asset failure response.



**Table 1: Smooth Rate Plan – Growing CIP:**





**CITY OF KIRKLAND**  
**City Manager's Office**  
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## MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Kari Page, Senior Neighborhood Services Outreach Coordinator  
Joel Pfundt, Transportation Manager  
Rod Steitzer, Capital Improvement Program Manager  
James Lopez, Assistant City Manager  
Julie Underwood, Interim Director of Public Works

**Date:** July 23, 2020

**Subject:** SAFER ROUTES TO SCHOOL ACTION PLANS

### **RECOMMENDATION:**

It is recommended that the City Council receive a briefing and give direction about the Safer Routes to School Action Plans that have been under development since April 2019. Specifically, staff is seeking comment on any change the Council would like to see based on its review of the final draft plans (see Attachment A).

### **BACKGROUND DISCUSSION:**

The Lake Washington School District reports that enrollments are up 26-percent over the last ten years, and projections suggest that this trend will continue, with an additional 2,000 students expected by 2022. Since 2012, the population of the City has increased nearly 10-percent. Because of this growth, more traffic is converging on schools at arrival and pick-up times. This leads to poor traffic circulation, congestion, inadequate parking, and often unsafe conditions.

To address these issues, the City Council adopted the following 2019-2020 Work Program item:

*In partnership with the Lake Washington School District and neighborhood associations, develop a 'Safer Routes to School Action Plan' for each elementary school, middle school, and high school in Kirkland. (City Council Work Program)*

The City Manager directed staff to work in partnership with the Lake Washington School District, law enforcement, engineering design professionals, students, parents, and neighborhoods to identify key steps to make walking, biking, and riding the bus to school safer, more convenient, and fun.

This memo includes a description of what is included in the Safer Routes to School Action Plans, policy direction that guided the process, the outreach methods used in the development of the walk recommendations, and highlights from the Safer Routes to School Action Plans.

***Safer Routes to School Action Plans Elements***

The Safer Routes to School Action Plans include the following seven elements.

- **Engagement** means listening to students, families, school administrators, and community members throughout the decision-making process to ensure the public's concerns and aspirations are consistently understood and considered.
- **Equity** is about fair and equitable distribution of resources and ensuring safe, healthy, and fair outcomes for low-income students, students of color, and students with disabilities.
- **Education** strategies, undertaken in cooperation with the Lake Washington School District, improve safe walking and bicycling skills for all students and community members.
- **Encouragement** strategies are about having fun and getting more students walking and biking to and from school. Encouragement also embraces and promotes riding the bus and carpooling as simple, safe, cost-effective, and environmentally friendly options.
- **Enforcement** activities increase the safety of students walking and biking to school by targeting unsafe driving behavior. Such behavior includes speeding, failing to yield to pedestrians and bicyclists, illegal parking, and illegal turns in school areas.
- **Engineering** is the design and implementation of traffic control devices and physical improvements to make walking, biking, and busing to school safer and more convenient and comfortable.
- **Evaluation** includes collecting information and tracking data over time to measure the effectiveness of methods and practices in the Safer Routes to School Action Plans.

***Policy Direction***

The creation of the Safer Routes to School Actions Plans was informed by various sources of policy, including:

A. City Council Goals:*Public Safety*

Ensure that all those who live, work, and play in Kirkland are safe. Council Goal: Provide for public safety through a community-based approach that focuses on prevention of problems and a timely response.

*Balanced Transportation*

Kirkland values an integrated multi-modal system of transportation choices. Council Goal: Reduce reliance on single occupancy vehicles and improve connectivity and multi-modal mobility in Kirkland in ways that maintain and enhance travel times, safety, health, and transportation choices.

*Neighborhoods*

The residents of Kirkland experience a high quality of life in their neighborhoods. Council Goal: Achieve active neighborhood participation and a high degree of satisfaction with neighborhood character, services and infrastructure.

B. Kirkland's Comprehensive Plan Vision:

Kirkland is one of the most livable cities in America. We are 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 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.

C. Transportation Master Plan Policies:

- |                |  |
|----------------|--|
| Policy T-1.6   | Make it safe and easy for children to walk to school and other destinations.                                     |
| Action T-1.6.1 | Plan and prioritize school walk route projects.  |
| Action T-1.6.2 | Increase the number of children who walk to school by helping school communities develop and implement programs. |

D. The Active Transportation Plan Goals:

- |                |   |
|----------------|---|
| Goal G4.       | Increase the number of children who use active transportation to travel to and from school.   |
| Objective G4.1 | Complete sidewalk on one side of all school walk route segments of all arterials and collector streets by 2019.   |
| Objective G4.2 | Complete sidewalk on one side of highest priority school walk route segments of all arterials and collector streets by 2016.                                      |
| Objective G4.3 | Develop a project at one or more elementary schools to increase the number of children walking to that school by 10% by 2014.                                     |
| Objective G4.4 | Determine interest in active transportation and implement appropriate programs at Kirkland Jr. High, Lake Washington High School and Juanita High School by 2010. |

E. Lake Washington School District walk and bike policies:

The District provides transportation only to those students who live beyond a one-mile radius of the student's school, unless the District has reviewed walk routes and determined that no safe walk routes are available. Within that boundary, their practice allows for elementary students to walk up to one and a half miles to school and middle and high school students to walk up to two miles. Students with walk distances that exceed these limits are eligible for bus service. These guidelines are used to establish all walk boundaries for the Lake Washington School District. See Attachment B for Lake Washington School District attendance areas and Attachment C Lake Washington School District walk boundaries.

The District encourages the use of bicycles as a mode of transportation to school when safe. Bicycle routes designated by the local cities and county are included in the District's [Suggested Walk Route maps](#). All elementary students above the age of 10 may ride a

bicycle to school with a completed permission form signed by the parent/guardian. For students under the age of 10, an adult must accompany the student both to school and on the return home.

F. City Council Direction:

At the April 21, 2020 City Council meeting, staff updated the Council on the progress of the Safer Routes to School Action Plan initiative and provided methodologies, data, and findings from the year-long effort. The Council directed staff to move forward with the Engineering element of the Action Plans and to use on-line public engagement tools to obtain feedback on the walk recommendations.

The Council also provided the following direction:

- 1) Once the walk recommendations have been adopted, create an interactive map showing existing sidewalks, crosswalks, bus routes, and elementary school walk routes to help families plan their routes to school.
- 2) Evaluate all walkways behind extruded curbs in Kirkland and include walk recommendations for sections that do not meet the minimum sidewalk standards (at least 4-foot minimum width, smooth surface, and no crumbling or broken sections of curb). The following walk recommendations were confirmed:
  - FH24: NE 122<sup>nd</sup> Place/NE 123<sup>rd</sup> Street
  - FH01: 84<sup>th</sup> Avenue NE (small section north of NE 123<sup>rd</sup> Street)
  - FH02: 87<sup>th</sup> Avenue NE (small section north of NE 132<sup>nd</sup> Street)
  - SRH09: 122<sup>nd</sup> Avenue NE (between NE 70<sup>th</sup> Place and NE 75<sup>th</sup> Street)
  - *Not included:* NE 134<sup>th</sup> Street (east of 87<sup>th</sup> Avenue NE) one small section of this new extruded curb walkway does not meet the 4-foot standard. Public Works Maintenance is scheduled to widen this section to make it compliant.
- 3) Coordinate with the Active Transportation Plan to update design standards to make it easier to do low cost, interim safety improvements.

***Outreach Methods:***

Below is an account of staff's outreach and engagement process for 2019 and 2020. The presence of the coronavirus and the resulting pandemic substantially slowed the momentum of the Safer Route to School Initiative during the spring months of 2020, when staff was counting on students being active, parents being engaged in this process, and neighborhoods providing forums for public engagement. The Governor's Stay Home, Stay Safe order required staff to pause and rethink the speed and approach to many of the Safer Routes to School Action Plan elements.

**2019:** Staff began working on the Safer Routes to School initiative in April 2019. The first phase included both public outreach and data analysis for mapping relevant information associated with walking and biking to the bus and school. The purpose of this phase of public outreach was to encourage more students to walk, bike, and ride the bus to school and to engage the public in identifying potential safety improvements. In addition to various meeting formats and events during that phase, staff published an on-line survey in November 2019 to gauge how many students were walking, biking, and riding the bus to

school and to gather information about the desire to walk or bike more. The table below outlines the outreach tools and timeline for the 2019 public engagement phase.

**Table 1: 2019 Safer Routes to School Action Plans Outreach**

2019 Month	Public Input	Plan Development
April May June July	<ul style="list-style-type: none"> <li>• Suggest-A-Project Promotion</li> <li>• Neighborhood Meetings</li> <li>• Interest Group Meetings</li> <li>• Community Meeting at City Hall</li> <li>• Transportation Commission Meetings</li> <li>• Neighborhood Picnics</li> </ul>	<ul style="list-style-type: none"> <li>• Data input on Suggest-A-Project Map</li> <li>• Data Analysis</li> <li>• School/City Partnership Meetings</li> </ul>
August September	<ul style="list-style-type: none"> <li>• Suggest-A-Project Promotion</li> <li>• Neighborhood Picnics</li> <li>• Community Event Booth</li> <li>• Lake Washington School District Open House</li> <li>• PTSA District Board</li> <li>• Transportation Commission</li> </ul>	
October November December	<ul style="list-style-type: none"> <li>• Suggest-A-Project Promotion</li> <li>• Walk and Bike to School Month</li> <li>• Community Meeting at City Hall</li> <li>• Neighborhood Meetings</li> <li>• Safe and Active Transportation Plan Online Survey</li> </ul>	<ul style="list-style-type: none"> <li>• Data analysis</li> <li>• Toole Design Contract for Engineering Services</li> </ul>

**2020:** In January 2020, staff began preparing for an extensive public outreach schedule that included meeting with every active neighborhood association in March and April. Parents and PTAs were invited to their neighborhood meetings and the plan was to discuss recommended improvements and provide input about the draft Action Plans. The meetings also were to have been used to promote the Safe and Active Transportation Summit that had been scheduled for Saturday, March 28. However, because of the pandemic, all the scheduled neighborhood meetings and the Summit were cancelled.

As part of the April 21, 2020 City Council update on the draft Action Plans, the Council directed staff to use on-line public engagement tools to obtain feedback on the walk recommendations.

#### Outreach for Engineering Element of Action Plans:

After consulting with several active PTA and Neighborhood Association Representatives, staff was told parents—many of whom had become default teachers and all-day childcare providers because of the pandemic—would have the most time and energy to engage with the City on this important initiative beginning in June 2020. Staff launched an extensive outreach effort for the entire month of June 2020, which gave families ample time to provide input on the walk recommendations.

**Table 2: 2020 Actions**

2020 Month	Public Input	Plan Development
January February	<ul style="list-style-type: none"> <li>• Online Safe and Active Transportation Survey</li> <li>• Transportation Commission Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Toole Design (consultant) Engineering Analysis</li> <li>• Data Analysis</li> <li>• Meetings with Police Department (Traffic, Neighborhood Resource Officer, School Resource Officers)</li> </ul>
March April May		<ul style="list-style-type: none"> <li>• City Council update</li> <li>• Refine Walk Recommendations and Prioritization Criteria</li> <li>• Draft Action Plans</li> <li>• Develop Interactive Map</li> </ul>
June July	<ul style="list-style-type: none"> <li>• Neighborhood zoom meetings to discuss Walk Recommendations, prioritization criteria, and voting instructions.</li> <li>• Public comment and voting on draft Walk Recommendations via Interactive Map</li> </ul>	<ul style="list-style-type: none"> <li>• Edit Draft Action Plans</li> <li>• Incorporate public input scores into Walk Recommendation priorities</li> <li>• Finalize Walk Recommendations and priorities</li> </ul>
August	<ul style="list-style-type: none"> <li>• Report back to public on final Action Plans</li> </ul>	<ul style="list-style-type: none"> <li>• City Council Presentation of Draft Action Plans</li> </ul>
September - Ongoing	<ul style="list-style-type: none"> <li>• Implementation of Action Plans</li> </ul>	<ul style="list-style-type: none"> <li>• Council Adoptions of Action Plans</li> <li>• Speed Study</li> <li>• Circulation Study</li> <li>• Action Plan Implementation: <ul style="list-style-type: none"> <li>○ Engagement</li> <li>○ Equity</li> <li>○ Education</li> <li>○ Encouragement</li> <li>○ Enforcement</li> <li>○ Engineering</li> </ul> </li> <li>• Evaluation</li> </ul>

Staff used three methods of engaging the public in Kirkland's Safer Routes to School initiative: in-person public engagement, digital outreach and promotion, and interactive on-line engagement.

1. In-person public engagement:

In-person public engagement included individual and group meetings (in-person meetings were replaced by Zoom meetings following the outbreak of the pandemic). A smaller number were individual meetings and site visits about specific safety concerns. The in-person events had two main goals: 1) spread the word about the City's Safer Routes to School initiative by promoting walking, biking, and riding the bus to school; and 2) collect input on safety improvements for walking, biking, and riding the bus to school. The specific events were:

**Table 3: Outreach Events**

<b>Events and Meetings</b>	<b>Quantity</b>	<b>*Attendance</b>
<b>Neighborhood Association Meetings</b> <i>Highlands, Moss Bay, Juanita, South Rose Hill/Bridle Trails, Central Houghton, North Rose Hill, Everest, Norkirk, Evergreen Hill, Market, Finn Hill</i>	30	544
<b>Walk and Bike to School Month Events</b> <i>Twain, Kirk, Sandberg, Keller, Thoreau, Rose Hill, Juanita, Bell, Franklin, Lakeview</i>	9	**550
<b>Community Event Booth Experiences</b> <i>Crossing Kirkland, Google Lights, Neighborhood Picnics, Lake Washington School District Special Needs Expo, Lake Washington School District New Parent Open House</i>	8	***650
<b>Interest Group Meetings</b> <i>Kirkland Youth Council, Sustainability Ambassadors, Kiwanis, PTA District Board, school site visits (with parents, school administration, or PTA Chairs)</i>	11	204
<b>Community Meetings at City Hall</b> <i>June 15 Community Meeting, October 19 Stainability Summit</i>	2	142
<b>SUBTOTAL</b>	<b>61</b>	<b>2,090</b>

\*Total number of people that were present at a meeting or with whom staff interacted.

\*\*Estimated number of parents and students doing an interactive exercise about why students like to walk or bike to school.

\*\*\*Estimated number of people who engaged with the Safer Routes to School activity booth. Not everyone in the event engaged with the City's booth. Engagement varied from providing suggestions for safety improvements to receiving an information card.

2. Digital outreach and promotion:

Digital outreach efforts were a focus throughout the project. Postings increased awareness of the Safer Routes to School initiative and directed people to the in-person events as well as the interactive online opportunities. Digital outreach became more important during the pandemic.



**Table 4: Digital Outreach Techniques\***

Digital Online	Quantity	**Views
Facebook Posts	8	16,303
Nextdoor Posts	2	4,209
Twitter Tweets	5	7,472
City Newsletter Articles	12	14,266
Video posted on YouTube and Facebook	3	680
Landing Webpage (www.kirklandwa.gov/safe2school)	1	552
<b>SUBTOTAL</b>	<b>31</b>	<b>43,482</b>

\*Metrics current as of July 16, 2020.

\*\* "Views" defined as: Facebook Reach, Twitter Impressions, Email Unique Opens, Webpage Unique Visits, YouTube Views, and Facebook 1m Video Views.

### 3. Interactive online engagement:

In-person and digital outreach were used to draw people to the on-line engagement tools including Suggest-A-Project, the Safe and Active Transportation Survey, and the interactive map for commenting and voting on the walk recommendations. Based on input from a sample of stakeholders and staff discussion, the decision was made that on-line engagement would be easier for parents of school age children than attending meetings. This proved to be even more important during the pandemic.

**Table 5: Interactive Online Techniques**

Interactive Online	Participants
<b>Suggest-A-Project</b> <i>Interactive map used to suggest walk and bike improvements.</i>	178
<b>Safe and Active Transportation Survey</b> <i>Only those who identified themselves as having school-age children.</i>	490
<b>Walk Recommendation Survey (interactive map)</b> <i>June 2020 online voting of Walk Recommendations</i>	630
<b>SUBTOTAL</b>	<b>1,298</b>

### *Highlights to the Safer Routes to School Action Plans:*

#### A. Status of the Engagement, Equity, Education, Encouragement, and Enforcement Elements

COVID slowed the momentum with students, families, and school administration for Safer Routes to School. The circulation study, speed studies, projects being done by the Sustainability Ambassadors, and incentive programs were all put on hold. The Action Plans outline steps that can be taken when schools return to normal. With the uncertainty over

the City's budget because of the pandemic, caution was used when laying out expectations for accomplishments. The actions in the plans rely upon current staffing levels and involve partnering with the Lake Washington School District and other agencies on implementation.

## B. Engineering

- The [on-line voting](#) of June 2020 was a success with 630 people voting on the 133 walk recommendations. The breakdown by neighborhood is listed below. In general, just under 1-percent of the Kirkland population participated in the prioritization of the [walk recommendations](#).

**Table 6: Walk Recommendation Votes by Neighborhood**

Neighborhood	Households*	Votes	% of total Households
Finn Hill	15,493	155	1.00%
Evergreen Hill	11,888	32	0.27%
Totem Lake	2,824	0	0.00%
Juanita	18,796	90	0.48%
Highlands	2,694	32	1.19%
Market	1,967	27	1.37%
Norkirk	4,201	95	2.26%
Central Houghton	4,024	39	0.97%
Everest	1,373	8	0.58%
Lakeview	3,383	1	0.03%
Moss Bay	6,438	14	0.22%
North Rose Hill	8,170	61	0.75%
South Rose Hill/Bridle Trails	5,989	42	0.70%
Not specified	-	34	1.00%
<b>Total</b>	<b>87,240</b>	<b>630</b>	<b>0.72%</b>

\* 2019 estimated population

Public voting was important in developing community-based recommendations but did not dictate which projects would score the most overall. See Attachment D for how the public vote was combined with the technical criteria and weights assigned to establish the [overall priority](#) of each project. As can be seen in Table 7, below, even some of the highest vote winners ended up in the medium priority group because of the technical safety considerations inherent in the overall prioritization criteria.

**Table 7: Walk Recommendation with the Most Votes**

Top Votes	Project Number	Overall Priority	Project Type	Location
1	NK 12	Medium	Sidewalk	19th Ave. from Market St. to 4th St.
2	FH 22	High	Sidewalk	90th Ave. NE/131st Way/NE 132nd St. from 9600 Block to NE 134th St.
3	FH 23	Medium	Sidewalk	NE 134th St./NE 135th St./NE 136th St.t from 90th Ave. NE to 95th Ave. NE
4	JN 08	Medium	Sidewalk	NE 145th St. from 100th Ave NE to 108th Pl. NE
5	NK 03	Medium	Sidewalk	4th St. from 18th Ave. to 13th Ave.
6	CH 05	Low	Sidewalk	111th Ave. NE from 110th Ave. NE to NE 49th St.
7	FH 09	High	Sidewalk	90th Ave. NE from NE 134th St.t to north of NE 137th Pl.

Projects were categorized into high, medium, and low based upon their total score. As part of the [interactive map](#), participants were invited to comment on projects. Those comments are provided in Attachment E. Generally, comments were pointing out observations about the need for a particular project.

The highest-ranking projects in each neighborhood are listed below. There is a planning level estimate of \$13M for the 17,232 linear feet (3.26 linear miles) of high priority sidewalks. The estimate is based on a general per-linear-foot (\$750/linear foot) basis extrapolated from the most recent (2019) school walk routes sidewalk projects.

Projects that scored highest in other neighborhoods were typically those on arterials and collectors where speeds and volumes are greater. Projects on "roadway risk factor" streets (streets with multiple traffic lanes, multiple crash reports, higher traffic speeds, or higher volumes), such as NE 68<sup>th</sup>/70<sup>th</sup> Street and NE 124<sup>th</sup> Street, tend to be in the high category. The smaller neighborhoods with fewer arterials and collectors have lower-ranking projects.

### **Central Houghton**

CH01 Low Sidewalk: 112th Avenue NE from NE 65th Street to NE 68th Street  
CH03 Low Enhance crosswalk lighting: 108th Avenue NE south of NE 44th Street

### **Evergreen Hill**

EH04 High Sidewalk: 124th Avenue NE from NE 145th Street to City Limits  
EH09 High Enhance crossing: 124th Avenue NE at NE 143rd Street

### **Everest**

EV04 High Enhance crossing: NE 68th Street at 106th Avenue NE  
EV05 High Enhance crosswalk lighting: NE 72nd Pl north of S I-405 Offramp

### **Finn Hill**

FH22 High Sidewalk: 90th Avenue NE/131 St Way/NE 132nd Street from 9600 Block to NE 134th Street  
FH11 High Enhance crossing: Juanita Drive NE at NE 124th Street

### **Highlands**

HLD01 Low Sidewalk: 110th Avenue NE from CKC to NE 97th Street

### **Juanita**

JN17 High Enhance crossing: NE 132nd Street at 111th Place NE  
JN02 High Enhance crossing - Multi-lane Street: NE 124th Street at 102rd Avenue NE

### **Lakeview**

LV01 High Enhance crossing: Lake Wash Boulevard north of NE 52nd Street

### **Moss Bay**

MB01 High Enhance crossing: State Street S at 7th Avenue S  
MB04 High Enhance crossing: 2nd Avenue S at State Street

### **Market**

MK05 High Enhance crossing: Market Street at 19th Avenue  
MK02 High Enhance crossing: Market Street at 12th Avenue

**Norkirk**

NK09 High Enhance crossing: Market Street at 9th Avenue  
NK01 High Sidewalk: 7th Ave from 8th St to 9th St

**North Rose Hill**

NRH02 High Sidewalk: 132nd Avenue NE from NE 110th Pl to NE 97th Street  
NRH03 High Sidewalk: NE 90th Street from 124th Avenue NE to 128th Way NE

**South Rose Hill/Bridle Trails**

SRH08 High Sidewalk: 116th Avenue NE south of NE 75th Place north of 75th Place  
SRH13 High Enhance crossing: NE 80th Street at 124th Avenue NE

**Totem Lake**

TL01 Med Enhance crossing: 116th Avenue NE north of NE 128th Street

**C. Evaluation and Funding**

The Safer Routes to School Action Plans provide an overall listing of project priorities across all neighborhoods. Establishing priorities across the entire City provides a consistent, transparent, and easily understood funding rationale for policy makers. The Safer Routes to School Action Plans communicate to the public how funding decisions are made for an equitable distribution of resources.

At the April 21, 2020 City Council update, the walk recommendations included 28 of the 46 light deficient crosswalks from the Neighborhood Street Light Program. Sixteen of the 28 have been completed or submitted to PSE for evaluations and funding. To date, the City has spent \$122,000 of the \$198,000 one-time fund. The remaining 12 light deficient crosswalks in the Action Plans are in the City's Transportation Group list of the next priority high risk light-deficient crosswalk sites. There is \$76,000 remaining in the Neighborhood Street Light Program.

Expectations for implementing the Action Plans are contingent upon when students return to school, traffic patterns returning to normal, and budget considerations from the pandemic.

Funding and updates to the Safer Routes to School Action Plans will be prioritized through the regular budget process for the General Fund and Capital Improvement Program. Considerations for possible funding sources include:

- a. Capital Improvement Program
- b. School Safety Cameras (Ordinance 4681)
- c. North Kirkland/JFK School Walk Route Enhancements (NMC08710)
- d. Neighborhood Safety Program (Attachment F Master List of Projects)
- e. Grant funding
- f. Potential for redevelopment

**NEXT STEPS:**

Based upon the feedback from the City Council on August 4, Safer Routes to School Action Plans are scheduled to return to the City Council for additional input or adoption in September.

Attachment A: Draft Safer Routes to School Action Plans

Attachment B: Lake Washington School District School Attendance Area Boundaries

Attachment C: Lake Washington School District School Attendance Walk Boundaries

Attachment D: Walk Recommendation Prioritization

Attachment E: Public comments from the interactive map of walk recommendations

Attachment F: Neighborhood Safety Program Master List of Projects



City of Kirkland

# Safer Routes to School Action Plans

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JULY 2020 DRAFT



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# acknowledgements

Thanks to all of the families, students, parents and individuals who gave their time to help shape the Safer Routes to School Action Plans through their comments, suggestions, and encouragements.

Adopted at the Kirkland City Council meeting of \_\_\_ by Resolution \_\_\_\_\_.

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**Penny Sweet**, Mayor  
**Jay Arnold**, Deputy Mayor  
**Dave Asher**, Councilmember  
**Neal Black**, Councilmember  
**Kelli Curtis**, Councilmember  
**Amy Falcone**, Councilmember  
**Tom Neir**, Councilmember  
**Toby Nixon**, Councilmember  
**Jon Pascal**, Councilmember

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**Kurt Ahrensfeld**, Vice Chair  
**Brayden Brackett**, Youth Member  
**Ken Deuker**, Commissioner  
**Faith DeBolt**, Commissioner  
**Hayden Goldberg**, Youth Member  
**Bradley Haverstein**, Commissioner  
**Doug Jacobson**, Commissioner  
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**Terry Marpert**, Commissioner  
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**Sergeant Michael Vickers**, Kirkland Police Department  
**David Wolbrecht**, Neighborhood Outreach Coordinator  
**Kirkland School Resource Officers**

## Consultant Team

Toole Design

# letter from the city council

July 27, 2020

To Whom It May Concern,

The Kirkland City Council is committed to ensuring that we are making the right investments to get every child to and from school safely. We know that walking and biking to school has tremendous benefits for the physical and mental health of our children. Additionally, school enrollments are up 26% throughout the Lake Washington School District over the last 10 years, and projections suggest that these trends will continue to increase, with an additional 2,000 students expected by 2022. Due to this regional growth, more traffic is converging on schools at arrival and pick-up times. This leads to poor traffic circulation, congestion, inadequate parking and often unsafe conditions. Investing in safer routes to schools to encourage more biking and walking benefits everyone.

To that end, the City Council adopted the development of a "Safer Routes to School Action Plan" for each neighborhood in Kirkland as a part of the City's 2019-2020 Work Program. Over a period of months, almost 4,000 residents followed the process or participated in developing a list of potential areas that would benefit from safety improvements. To gather this input, City staff attended 30 neighborhood association meetings, nine "walk and bike to school" events, numerous community events, and conducted online outreach.

After the list was developed, over 600 Kirkland residents participated in a survey to vote on the recommendations for the Safer Routes to School Action Plans. We sincerely appreciate everyone who took the time to help us identify and prioritize these important projects. We want to thank the Lake Washington School District for being a partner and joining us in our commitment to encouraging students to walk and bike to school. We also want to give a special thanks to the PTAs that have done so much to encourage walking and biking and provided us tremendous support in spreading the word about the creation of these action plans. The success of this endeavor will reflect the tremendous engagement from our community.

Together we have built a plan for the safety of our children, and now together we must take the actions needed to implement these strategies. Our world is changing every day, and we are collectively facing challenges that we could not have predicted when this process began. However, we remain unwavering in our dedication to the safety of Kirkland's children. We recognize that it will take time to implement all the Safer Routes to Schools improvements, but we believe that this is time and money well spent.

Sincerely,

## Kirkland City Council

Mayor Penny Sweet  
Deputy Mayor Jay Arnold  
Councilmember Neal Black  
Councilmember Kelli Curtis  
Councilmember Amy Falcone  
Councilmember Toby Nixon  
Councilmember Jon Pascal



# introduction

As part of the 2019-2020 City Council Work Program, the City Council directed staff to work in partnership with the Lake Washington School District and neighborhood associations to develop a 'Safer Routes to School Action Plan' for each neighborhood in Kirkland.

This work program item addresses three **City Council Goals:**

## Public Safety

Ensure that all those who live, work, and play in Kirkland are safe.

**Council Goal:** Provide for public safety through a community-based approach that focuses on prevention of problems and a timely response.

## Neighborhoods

The residents of Kirkland experience a high quality of life in their neighborhoods.

**Council Goal:** Achieve active neighborhood participation and a high degree of satisfaction with neighborhood character, services and infrastructure.

## Balanced Transportation

Kirkland values an integrated multi-modal system of transportation choices.

**Council Goal:** Reduce reliance on single occupancy vehicles and improve connectivity and multi-modal mobility in Kirkland in ways that maintain and enhance travel times, safety, health, and transportation choices.

The **Safer Routes to School Action Plans** have seven sections:



engagement



equity



education



encouragement



enforcement



engineering



evaluation



The Safer Routes to School Action Plans were developed in cooperation with the Lake Washington School District, law enforcement, design professionals, students, parents, and neighborhoods. The Action Plans identify key steps to make walking, biking and riding the bus to school safer, more convenient, and fun. The Action Plans layout obtainable goals and actions to:

1. Engage all demographic groups to ensure safe, healthy, and fair outcomes for all students including students from low-income families, students of color, and students with disabilities;
2. Fill gaps in the sidewalk network and improve crosswalks to make it safer to walk and bike to schools and to bus stops;
3. Improve traffic circulation in and around schools through traffic calming, education, and enforcement;
4. Promote the benefits and provide incentives to encourage more students to walk, bike, bus, and carpool to school;
5. Educate students, parents, and the community about road safety rules for all modes of transportation to reduce collisions and make it safer for all students; and
6. Deter unsafe driver, pedestrian and bicyclist behaviors through safe street design, education, meaningful police/community relationships, and enforcement.



## WALKING AND BIKING TO SCHOOL:

- benefits children's physical and social health;
- improves traffic circulation and safety in and around schools;
- increases students' readiness to learn;
- improves academic performance;
- helps avoid or delay the onset of disease through increased exercise;
- teaches life-long road safety awareness and skills;
- reduces transportation costs for both the parents and the school district; and
- is fun.





## engagement

Engagement means listening to students, families, school administrators, and community organizations throughout the decision-making process to ensure the public's concerns and aspirations are consistently understood and considered.

### 2019 May - Dec

- + Coordinate with Lake Washington School District
- + Begin outreach for Safe Routes to School initiative
- + Promote walking and biking to school
- + Collect public's suggestions for walking and biking improvements
- + Refine existing infrastructure data and mapping
- + Transportation Commission Updates



### 2020 Jan - May

- + Develop walk and bike project recommendations
- + Coordinate with Police on Enforcement
- + Coordinate with Lake Washington School District
- + Develop interactive map for public review
- + Provide update to City Council



*Community input is particularly important in developing Safer Routes to School Action Plans because of the scale of pedestrian projects and the significant impacts these have on the quality of life for Kirkland families. The Safer Routes to School Action Plans were developed through an extensive public engagement process in 2019 and 2020.*



## June

- + Collect public input on walk recommendations
- + Public voting on walk recommendations



## July - Aug

- + Finalize prioritization process
- + Develop and present final Action Plans to City Council for adoption

## Sept - Ongoing

- + Implement Action Plans





## Goal

Kirkland is a safe, inclusive, and welcoming city for all people and is deeply committed to promoting a just society that respects and welcomes all people. Civic engagement, innovation, and diversity are highly valued. The City will continue this high level of public engagement throughout the implementation of the Action Plans.

## Action Plan Implementation Stakeholders

- Students
- Parents
- Parent Teacher Associations (PTAs)
- Neighborhood Associations
- School administration
- Organizations intended to serve students from low-income families, minority students, and students with disabilities.
- Volunteers
- Lake Washington School District
  - Superintendent
  - Equity Team
  - School Administration
  - Teachers
  - Transportation
  - Risk Management
- City of Kirkland
  - City Council
  - City Manager's Office
  - Police
  - Public Works Engineering
  - Public Works Transportation
  - Communications Program
- King County's SchoolPool
- Cascade Bicycle Club
- Kirkland Green Trip
- Community Van
- King County Metro
- King County Metro Neighborhood Pop-Up

Sustainability Ambassadors are committed to educating for sustainability by aligning classroom work with community relevance for the real world. Staff will continue to work with the Sustainability Ambassadors to help support the goals of the Safer Routes to School Action Plans. Examples of projects from 2019 include:

- Reduce global warming by increasing the number of students walking, biking, or taking the bus to school.
- Increase carpooling by employing carpool matching apps.
- Educate students and parents about Kirkland Green Trip and Metro SchoolPool.
- Decrease carbon emissions by increasing the number of students using Metro.
- Create a case for electric school buses.

## Strategies for engaging the community in Safer Routes to School Action Plans

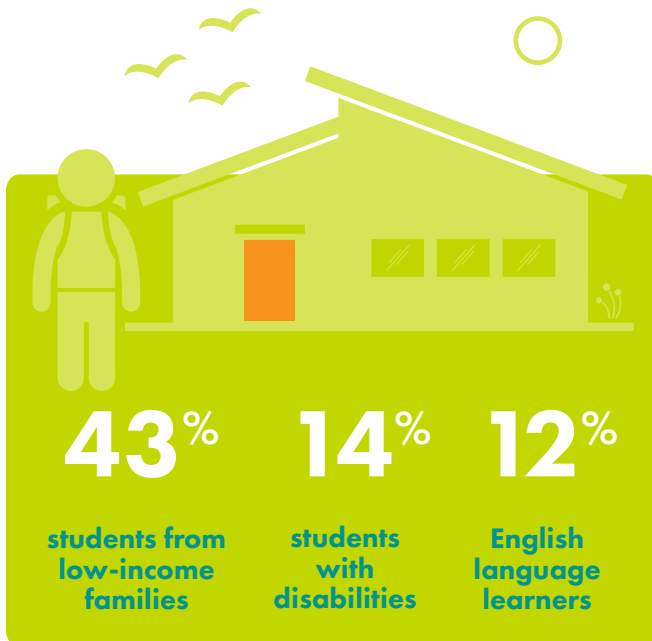
1. Have fun
2. Be organized, engage stakeholders in planning and make expectations clear
3. Respect volunteer time and level of commitment
4. Build trust, offer food, and eat together
5. Be culturally and linguistically relevant to the demographics of the intended population
6. Go to where people are (rather than bring them to you)
7. Show appreciation



## equity

Equity is about fair and equitable distribution of resources and ensuring safe, healthy, and fair outcomes for low-income students, students of color, and students with disabilities.

*According to the National Partnership for Safe Routes to School, children from low-income families are twice as likely as children from wealthier families to walk to school, but they often face significant traffic and personal safety challenges on the trip to school. Safe places to walk and bike contribute to Kirkland's vision of a vibrant, attractive, green and welcoming place to live.*



\*Low-income families are defined as households that qualify for free or reduced school lunches. Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

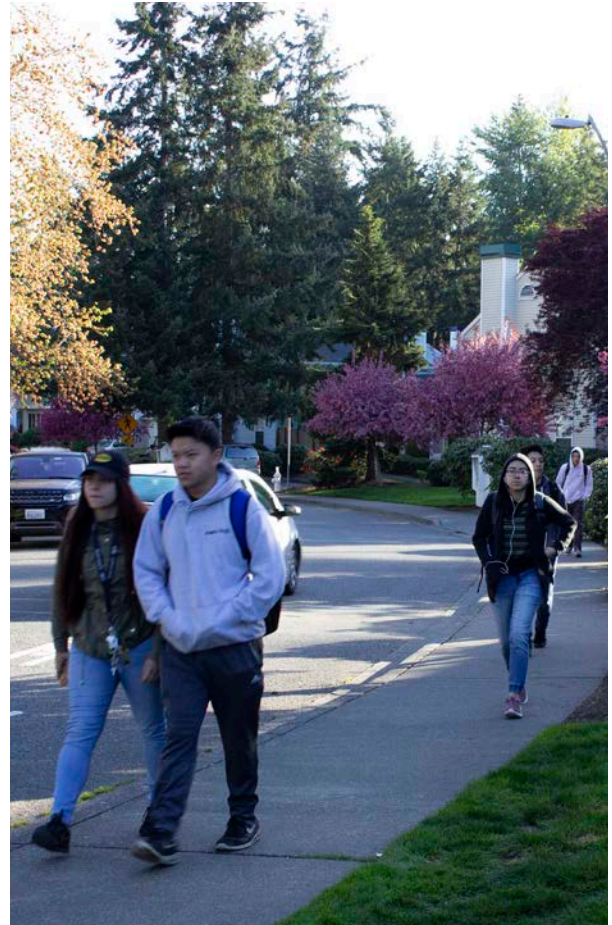
## Goal

Kirkland is a safe, inclusive, and welcoming city for all people and is deeply committed to promoting a just society that respects and welcomes all people. Kirkland will continually strive to understand and remove barriers to create opportunities for all residents.

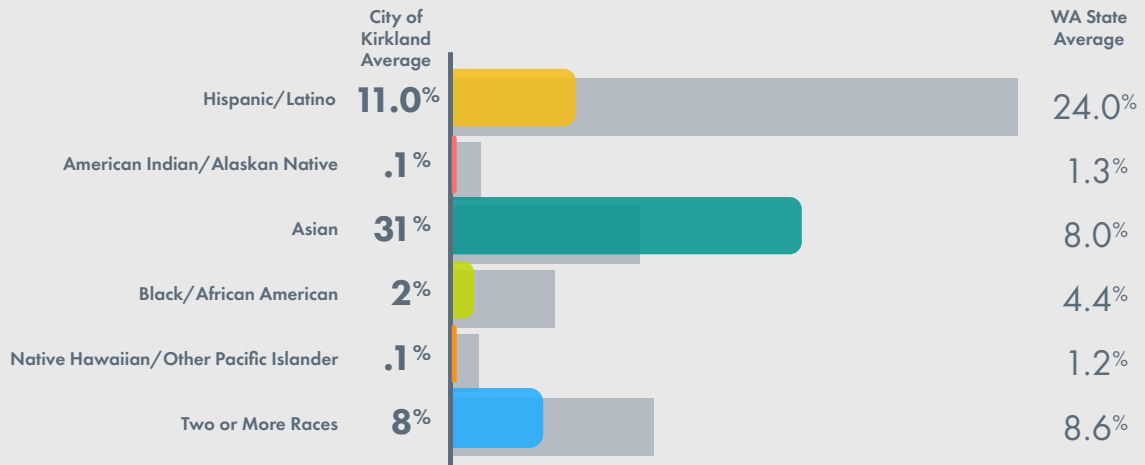
## Action Plan

- Use an equity impact assessment, focused on low-income students, students of color, and students with disabilities to ensure an equitable distribution of resources in the implementation of all elements of the Safer Routes to School Action Plans. Equity impact assessments will be reviewed annually to inform action for the upcoming year.
- Prioritize Safer Routes to School walk recommendations that improve walking conditions near schools with higher proportions of low-income students, students of color, and students with disabilities.
- Continually learn new strategies and best practices to reduce barriers through staff participation with Governing for Regional Equity and Inclusion, Eastside Race and Leadership Coalition, and Welcoming America.

- Reduce barriers throughout the implementation of the Action Plans.
  - Translate materials in languages reflective of the demographics of the intended population.
  - Seek activities to engage with traditionally under-represented groups.
  - Support shared values of diversity and inclusion and identify additional actions to serve all demographic groups.
    - Continue ongoing training for all City staff on best practices for removing barriers and creating opportunities for all residents.
    - Promote education and encouragement programs at events intended for a variety of cultural and ethnic groups:
      - Lake Washington School District’s Welcome Event for New and International Families.
      - City of Kirkland’s City Hall for All.
      - Lake Washington School District’s Special Education Resource Fair.
  - Implement City of Kirkland’s Americans with Disabilities Act Transition Plan and embrace all Title VI laws and guidelines. Make every effort to ensure non-discrimination in all programs and activities, whether those programs and activities are federally funded or not.



## Students of Color



Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only



## education

In cooperation with the Lake Washington School District, the education element improves safe walking and bicycling skills for all students and community members.



*Serious traffic injuries and deaths are preventable and can be addressed with education and roadway design. Kirkland strives for every child and adult to have a solid understanding of roadway safety rules to reduce injuries.*

# Goal

Kirkland will cooperate with the Lake Washington School District to expand pedestrian and bicycle education programs at middle schools, special events, and neighborhood picnics. Staff will look for opportunities to facilitate additional educational events each year.

# Action Plan

- Make crosswalk education a top priority. Promote proper use of crosswalk flags and rapid flashing beacons.
- Look for opportunities to partner with community organizations and key stakeholders to promote roadway safety rules and skills for all modes of transportation, including:
  - o Prioritize communities with low-income students, students of color, and students with disabilities.
  - o Develop and distribute informational materials to parents and students.
  - o Translate educational material into languages reflective of the demographics of the intended population.
  - o Create and promote short, fun safety videos.

- Implement Vision Zero education programs targeting roadway safety rules for drivers.
- Promote safety apps for smartphones and computers like PedSafe (<https://pedsafe.net/>) which turns a smartphone into a flashing beacon, and Watchout (<https://www.simplerstudios.com/>) which show drivers where to be particularly alert because of crashes involving walking and biking.
- Create and promote school drop-off / pick-up circulation maps to help awareness of safety protocols at each school. Include 'park and walk' sites to reduce congestion in and around schools. Include King County's Community Mobility Hub locations for connecting both students and their parents/caregivers with alternative transportation options.
- Cooperate with the Lake Washington School District on the 2019-2021 Safe Routes to School Curriculum Grant from the Washington State Department of Transportation.



King County Metro Translated SRTS Safety Tips Sheets



## encouragement

Encouragement strategies are about having fun and getting more students walking and biking to and from school. Encouragement also embraces and promotes riding the bus and carpooling as simple, safe, cost-effective, and environmentally friendly options.



*Walking and biking to school benefits children's physical and social health and embraces Kirkland's vision of having walkable, bikeable, and friendly neighborhoods. Busing and carpooling reduces congestion in and around schools and reduces transportation costs for both parents and the school district. Kirkland strives to reduce the number of students being driven to and from school in family vehicles.*

### Goal

#### [Transportation Master Plan Policies \(2015\):](#)

Action T-1.6.2: Increase the number of children who walk to school by helping school communities develop and implement programs.

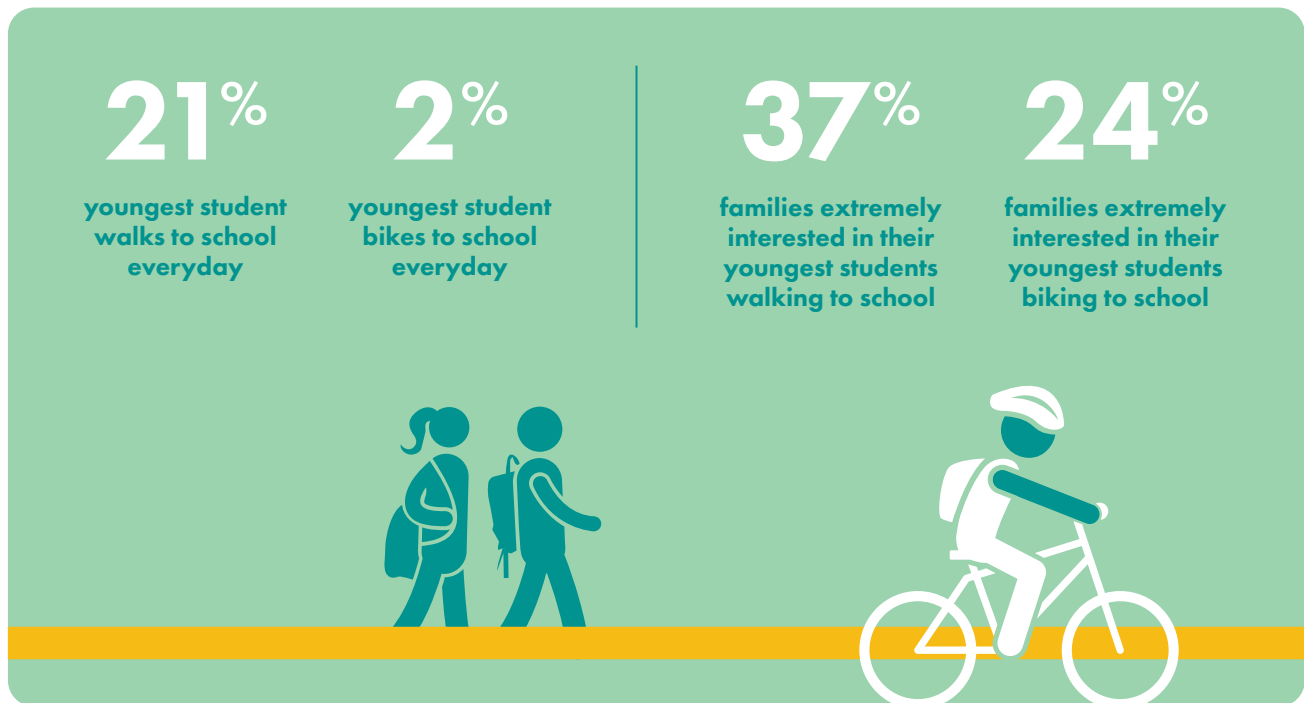
Washington State Department of Transportation's Safe Routes to School Program observed a 20% increase in walking and biking at schools where they funded projects and monitored encouragement results. Kirkland will strive to reduce the number of family vehicles being driven to and from school at drop-off and pick-up times.

### Action Plan

- Prioritize, plan and implement walking and biking campaigns for schools with higher proportions of low-income families, students of color and students with disabilities.
- Look for opportunities to partner with community organizations and key stakeholders to promote roadway safety rules and skills for all modes of transportation.
  - o Work with the Lake Washington School District to select at least one school in each category (elementary, middle, high, and alternative school) to test various incentive

programs. The schools should be selected from the equity impact analysis and/or schools with recently completed walk or bike improvements.

- Work with Lake Washington School District, PTAs, and volunteers to conduct and test the effectiveness of various incentive programs.
- Establish a general baseline for the number of students who walk, bike, carpool, bus (Metro or school bus) and ride/drive family vehicles to school.
- Experiment with various incentive programs at the selected schools to determine the most effective incentives.
- Collect data in each of the selected schools to determine the effectiveness of the incentive programs.
- Incorporate the most effective techniques and lessons learned into the ongoing Safer Routes to School Action Plan strategies.
- Work with community agencies like King County's SchoolPool, Cascade Bicycle Club, and Lake Washington School District in Walk and Bike to School promotional events in October and May. Continue to work with PTAs and school administrations to expand the campaigns to middle and high schools.
- Promote walking school buses and bike trains.
- Work with parents and PTAs to evaluate smartphone and computer apps like Ride Share, Pogorides, GoKids, CarpooltoSchool, and HopSkipDrive. Promote the apps that are most effective and easy to use.
- Create and promote short, fun videos featuring young people walking, biking, carpooling, and riding the bus to school.



Source: Kirkland's 2019/2020 Nonscientific Safe and Active Transportation Survey.



## enforcement

Enforcement activities increase the safety of students walking and biking to school by targeting unsafe driving behavior. Such behavior includes speeding, failing to yield to pedestrians and bicyclists, illegal parking, and illegal turns in school areas.

*As traffic speeds increase, so does the risk of serious injuries or fatalities from collisions. Kirkland is committed to deterring unsafe driver behaviors and encouraging safe habits by people walking, bicycling and driving to school.*

### Goal

An important component of deterring unsafe behavior is a trusting police-community relationship. The Kirkland Police Department strives to continually build meaningful community relationships as a means of monitoring and enforcing traffic laws. Kirkland’s goal is zero fatalities and serious injuries on all streets (Vision Zero).



Source: Insert by Toole Design Group

1. Braking distances do not account for braking reaction time.

2. AASHTO Green Book—A Policy on Geometric Design of Highways and Streets, 7th Edition. American Association and Highway Transportation Officials, 2018.

3. Tefft, Brian C. Impact speed and a pedestrian’s risk of severe injury or death. Accident Analysis & Prevention. 50. 2013.



## Action Plan

- Utilize the School Resource Officer program in middle schools to foster positive relationships between police officers and young people by helping with classroom walk and bike curriculum.
- Conduct speed studies near fourteen schools. Consider expanding the number of school zone safety cameras for sites that have the highest traffic volumes and speeds. Revenues above operational expenses from school zone safety cameras should be directed to street, pedestrian, bicycle, and traffic improvement projects near schools (as per Ordinance 4681 approved by the City Council on March 5, 2019).
- Consider automated school bus cameras that detect and photograph vehicles attempting to pass stopped school buses. Revenues above operational expenses from automated school bus cameras can be directed to street, pedestrian, bicycle, and traffic improvement projects near schools.
- Replace and add school zone signage for middle and elementary schools to meet City standards.
- Continue to recruit volunteers for Pedestrian Flag Program with the goal of having flags at all crosswalks adjacent to schools.
- Consider testing the concept of "[School Streets](#)." A School Street is a road outside a school with a temporary restriction on motorized traffic at school drop-off and pick-up times. The purpose is to prioritize safe walking and biking conditions over drop-off and pick-up congestion. The restriction applies to school traffic and through traffic. If successful, consider expanding the program to more schools.
- Increase police traffic patrol in areas with chronic speeding and traffic safety violations.
- Coordinate closely between Traffic Enforcement (Police), the Transportation Division (Public Works), and the Capital Projects Division (Public Works) to address safety concerns with physical improvements.

**The City will carry out speed studies on streets near fourteen schools. The locations were selected based upon past speed studies and input from the public and Police Department. The Neighborhood Traffic Control Program handles all other speeding mitigation requests as part of the ongoing program.**

**High schools do not have school zones and therefore are not included in the study.**

Table 1: Anticipated Speed Study Sites

School	Street
Thoreau Elementary	84 <sup>th</sup> Avenue NE
Sandburg Elementary	84 <sup>th</sup> Avenue NE
Juanita Elementary	NE 132 <sup>nd</sup> Street
Twain Elementary	NE 95 <sup>th</sup> Street
Franklin Elementary	NE 60 <sup>th</sup> Street
Lakeview Elementary	State Street
Peter Kirk Elementary	6 <sup>th</sup> Street
Bell Elementary	NE 112 <sup>th</sup> Street
Keller Elementary	108 <sup>th</sup> Avenue NE
Frost Elementary	NE 140 <sup>th</sup> Street
Kirkland Middle	NE 18 <sup>th</sup> Street
Finn Hill Middle	84 <sup>th</sup> Avenue NE
Rose Hill Elementary	NE 80 <sup>th</sup> Street
Muir Elementary & Kamiakin Middle	132 <sup>nd</sup> Avenue NE



## engineering

Engineering is the design and implementation of traffic control devices and physical improvements to make walking, biking, and busing to school safer, convenient, and more comfortable.

*Thorough community and engineering assessment of the barriers for walking and biking to school is critical to the success of Kirkland's Safer Routes to School Action Plans.*

### Goal

Kirkland's Comprehensive Plan and Neighborhood Plans have goals and objectives calling for completing a safe network of sidewalks, bicycle facilities, trails, and crossings to make active transportation a first choice for many trips. The [Transportation Master Plan \(2015\)](#) includes the following policy and action related to walking to school:

Policy T-1.6: Make it safe and easy for children to walk to school and other destinations.

Action T-1.6.1: Plan and prioritize school walk route projects.

### Action Plan

- Continue Kirkland's commitment to complete sidewalks one side of all arterials and collectors with priority given to School Walk Routes on arterials and collectors.
- Leverage existing local, state, and federal funding to implement walk recommendations identified in the Action Plans.
- Allocate revenues above the operational expenses from school safety cameras to street, pedestrian, bicycle, and traffic improvement projects near schools.



Example of routes to school drawn by parents and students at walk and bike to school event.

- Coordinate with the Active Transportation Plan to update design standards to make it easier to do low-cost interim safety improvements.
- Conduct traffic circulation study in and around eleven schools with chronic circulation issues. Update engineering recommendations from the circulation study. Coordinate with the Lake Washington School District to implement recommended improvements.
  - o Thoreau at 8224 NE 138th Street
  - o Finn Hill Middle at 8040 NE 132nd Street
  - o Sandburg at 12801 84th Ave NE
  - o Juanita at 9635 NE 132nd Street
  - o Twain at 9525 130th Ave NE
  - o Rose Hill at 8110 128th Ave NE
  - o Ben Franklin at 12434 NE 60th Street
  - o Lakeview at 10400 NE 68th Street

## E-Page 75

- o Peter Kirk at 1312 6th Street
- o Bell at 11212 NE 112th Street
- o International Community School at 11133 NE 65th Street

Safer Routes to School Action Plans infrastructure recommendations are listed by neighborhood. Throughout the city, there are 133 recommended projects. The project recommendations will be updated periodically.

- 40 Enhance Crossings
- 6 Enhance Crossings on Multilane Streets
- 12 Enhance Crosswalk Lighting
- 75 Install Sidewalks

Safer Routes to School Action Plans Walk Recommendations do not include the following.

- Projects related to biking: Recommendations for bike improvements are part of the Citywide bike network in the Active Transportation Plan. Bike network recommendations for schools are included in the upcoming Active Transportation Plan update.
- Trail connections: Proposed new trails benefiting walking and biking to school are identified in the Citywide Connections Map approved by the City Council in 2019.
- Walkways behind extruded curbs: Asphalt walking surfaces separated by a curb or planter strip are considered complete, except when the surface or width is sub-standard.
- Sidewalk maintenance: Sidewalk conditions reported in the 2015 Sidewalk Inventory Analysis are addressed separately through routine Public Works maintenance and the Capital Improvement Program.
- Washington State Department of Transportation Projects: Multi-modal connections between downtown and the Bus Rapid Transit Station at I-405/NE 85th Street are not included.
- Study locations: Recent multi-modal transportation study locations (Homes Point Drive and 100th Avenue NE) are not included.

The following factors are identified in the Transportation Master Plan and were used to prioritize recommended projects in the Safer Routes to School Action Plans.



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# evaluation

Evaluation includes collecting information and tracking data over time to measure the effectiveness of methods and practices in the Safer Routes to School Action Plans.

*Measurements are used to determine if goals are being met and to ensure that resources are directed toward efforts that show the greatest likelihood of success. Mid-course corrections can be made to improve the chances of success.*

## Action Plan Activities and Objectives

The following table outlines the selected activity to be measured in the evaluation phase of the Safer Routes to School Action Plans.

Table 2: Action Plan Activities and Objectives

OBJECTIVES		
Activity	What will be done	What change is expected
Equity Impact Assessment	Annually review all school demographics using Washington Office of Superintendent of Public Instruction <a href="#">publications</a> .	Continue progress on identifying and dismantling potential unintended impacts and/or barriers to participation to ensure safe, healthy, and fair outcomes for low-income students, students of color, and students with disabilities.
Capital Projects	Annually review all school demographics using Washington Office of Superintendent of Public Instruction <a href="#">publications</a> .	Use school demographic information to give priority to improvements benefiting schools with more low-income students, students of color, and students with disabilities.
School Zone Signage	Complete a thorough evaluation of school zone signage.	Update all school zone signage to meet City standards. Continue to monitor and maintain signs.

OBJECTIVES		
Activity	What will be done	What change is expected
Speed Study	Conduct speed study and consider school zone safety cameras to help with enforcement where speeds and volumes are highest. Revenues above operational expenses from school zone safety cameras will be directed to street, pedestrian, bicycle, and traffic improvement projects near schools.	Reduce speeding and increased safety in school zones.
Traffic Circulation Study	Obtain aerial video imagery during drop-off and pick-up times to study and make recommendations for circulation improvements. Update engineering recommendations where appropriate. Coordinate with the Lake Washington School District to implement recommended improvements.	Reduce congestion and increase predictability and safety of all modes of transportation.
Crosswalk Flags	Work with the PTAs and parents to solicit volunteers to maintain crosswalk flags so that flags can be added to sites near schools.	Reduce injuries and increase crosswalk safety adjacent to schools.
Special Events	Support a Safer Routes to School booth or facilitate interactive activities like bike rodeo at community events to improve safety skills and promote walking, biking, carpooling and riding the bus to school.	Increase the number of students walking, biking, carpooling, and riding the bus to school. Reduce pedestrian and bicycle crashes.
Walk and Bike to School Events in October and May	Partner with PTAs, local agencies, and Lake Washington School District to implement walking and biking campaigns at elementary, middle, and high schools. Develop and distribute informational material to parents and students. Translate educational material into languages appropriate for the demographics of the intended population.	Increase the number of students walking, biking, carpooling, and riding the bus to school.
Sidewalk Improvements	Complete sidewalks on at least one side of arterial and collector streets within school walk areas.	Improve safety and convenience for students walking and biking to school.
Crosswalk Improvements	Enhance crossings on arterial and collector streets within school walk areas.	Improve safety for students crossing arterial and collector streets.

# Central Houghton



Lake Washington High School



Lakeview Elementary School

Table 3: Central Houghton Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*		
		Lakeview Elementary School	Lake Washington High School	Washington State
Total households within school's walk area		424	941	-
Total number of students attending		558	1,779	-
Students from low-income families		14.2%	14.1%	45.3%
Students with disabilities		9.9%	9.3%	14.4%
English Language Learners		15.9%	4.5%	11.7%
RACE & ETHNICITY	Hispanic/ Latino of any race(s) students	11.3%	12.7%	24.0%
	American Indian/ Alaskan Native students	0.0%	0.1%	1.3%
	Asian students	18.3%	12.5%	8.0%
	Black/ African American students	3.2%	2.4%	4.4%
	Native Hawaiian/ Other Pacific Islander students	0.2%	0.0%	1.2%
	White students	56.6%	63.8%	52.6%
	Students of Two or More Races	10.4%	8.6%	8.6%

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only



### Recent Infrastructure Projects

**SIDEWALK:** On the south Side of NE 52nd Street between 108th Ave NE and Lake Washington Boulevard.

**IMPROVED CONNECTION:** From NE 60th Street to the Cross Kirkland Corridor.

**RAPID FLASHING BEACON:** On 108th Avenue NE at 62nd Street.

**TRAIL CONNECTION:** On the Cross Kirkland Corridor at NE 53rd Street.

### ALTERNATIVE SCHOOLS IN THE NEIGHBORHOOD

- Community School
- Emerson High School
- Emerson K-12
- International Community School

### Schools\*

- Lakeview Elementary School at State Street
- Lake Washington High School at NE 80th Street

\*Infrastructure projects are described on the following pages



Map 1: Central Houghton

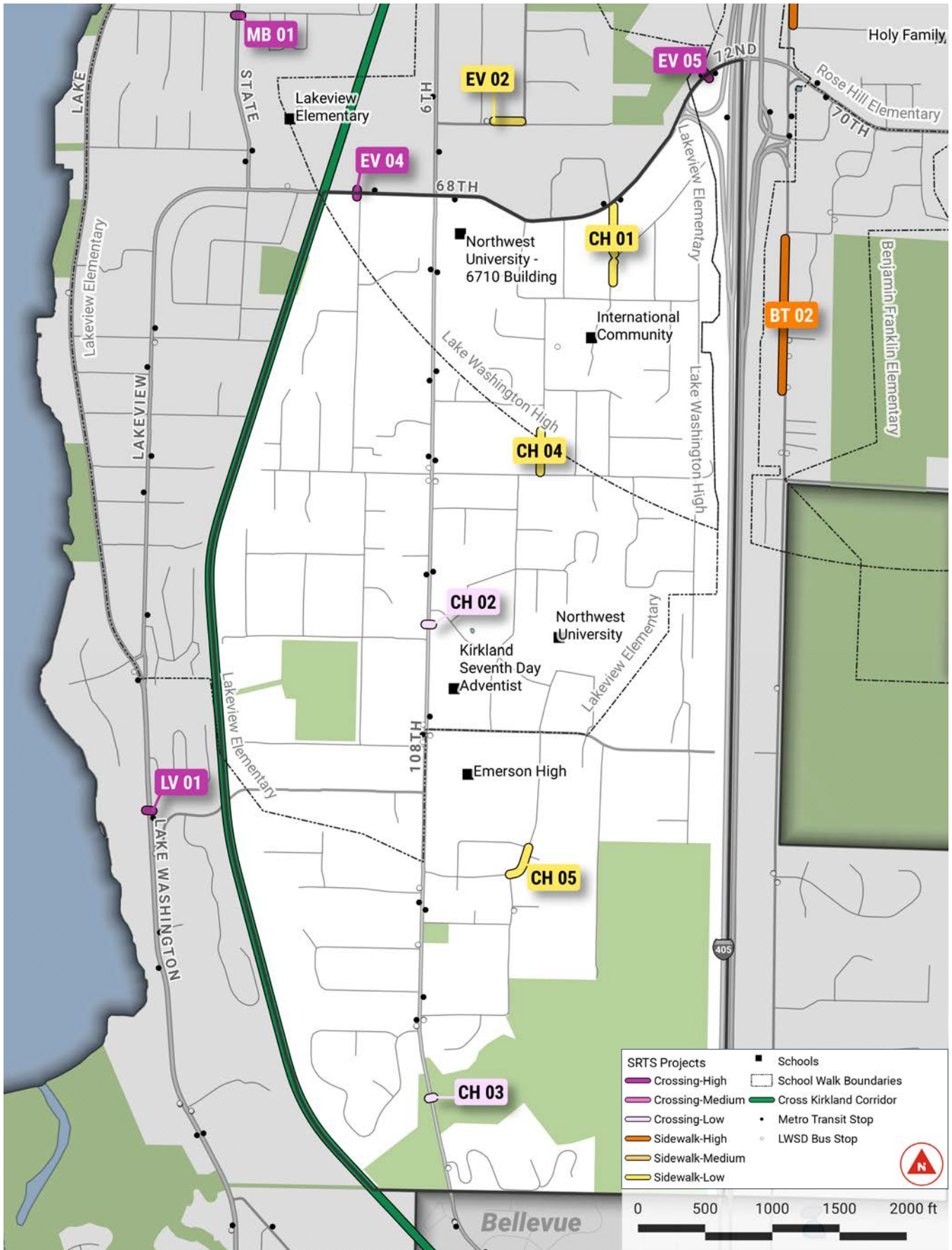
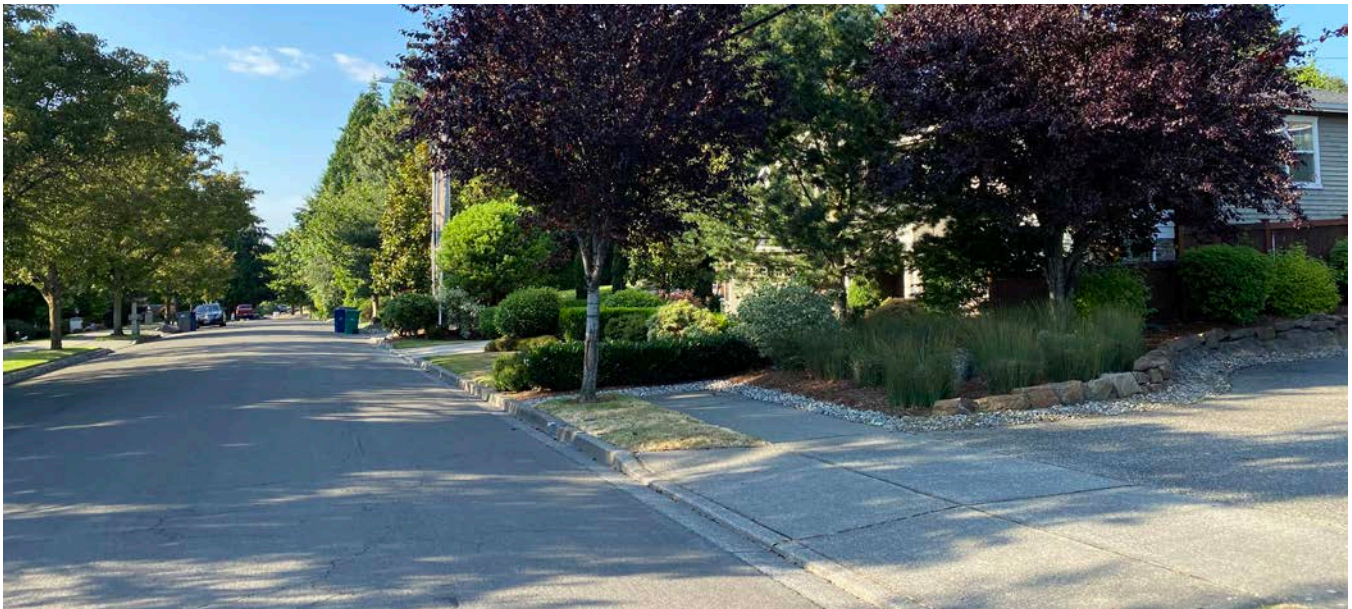


Table 4: Central Houghton Prioritization Table

Project ID	Project Type	Location	Priority
CH 01	Sidewalk	112th Ave NE from NE 65th St to NE 68th St	Low
CH 02	Enhance crossing	108th Ave NE north of NE 55th St	Low
CH 03	Enhance crosswalk lighting	108th Ave NE south of NE 44th St	Low
CH 04	Sidewalk	111th Ave NE from NE 60th St to NE 62nd St	Low
CH 05	Sidewalk	111th Ave NE from 110th Ave NE to NE 49th St	Low



**CH 01** Sidewalk: 112th Avenue NE from NE 65th Street to NE 68th Street

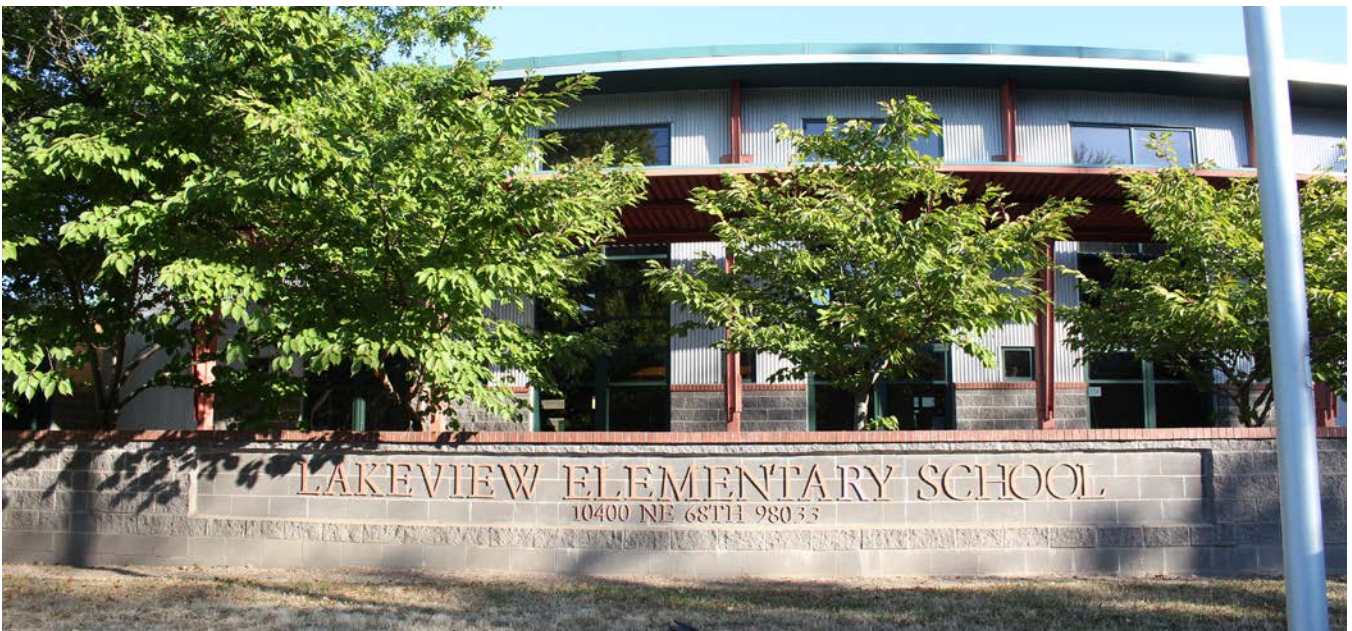


**CH02** Enhance crosswalk: 108th Avenue NE north of NE 55th Street (Image from Map data 2019 Google)

# Everest



Lake Washington High School



Lakeview Elementary School

Table 5: Everest Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*		
		Lakeview Elementary School	Lake Washington High School	Washington State
Total households within school's walk area		447	665	-
Total number of students attending		558	1,779	-
Students from low-income families		14.2%	14.1%	45.3%
Students with disabilities		9.9%	9.3%	14.4%
English Language Learners		15.9%	4.5%	11.7%
RACE & ETHNICITY	Hispanic/ Latino of any race(s) students	11.3%	12.7%	24.0%
	American Indian/ Alaskan Native students	0.0%	0.1%	1.3%
	Asian students	18.3%	12.5%	8.0%
	Black/ African American students	3.2%	2.4%	4.4%
	Native Hawaiian/ Other Pacific Islander students	0.2%	0.0%	1.2%
	White students	56.6%	63.8%	52.6%
	Students of Two or More Races	10.4%	8.6%	8.6%



\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**SIDEWALK:** On the west side of 6th Street between 9th Street and the Cross Kirkland Corridor.

**GRAVEL WALKWAY:** Along 8th Street South and Railroad Ave to the Cross Kirkland Corridor.

**INTERSECTION IMPROVEMENTS:** On Kirkland Way and Railroad Avenue.

**RADAR SPEED SIGNS:** On Kirkland Way at Cross Kirkland Corridor.

### Schools\*

- Lakeview Elementary School at State Street
- Lake Washington High School at NE 80th Street

\*Infrastructure projects are described on the following pages

Map 2: Everest

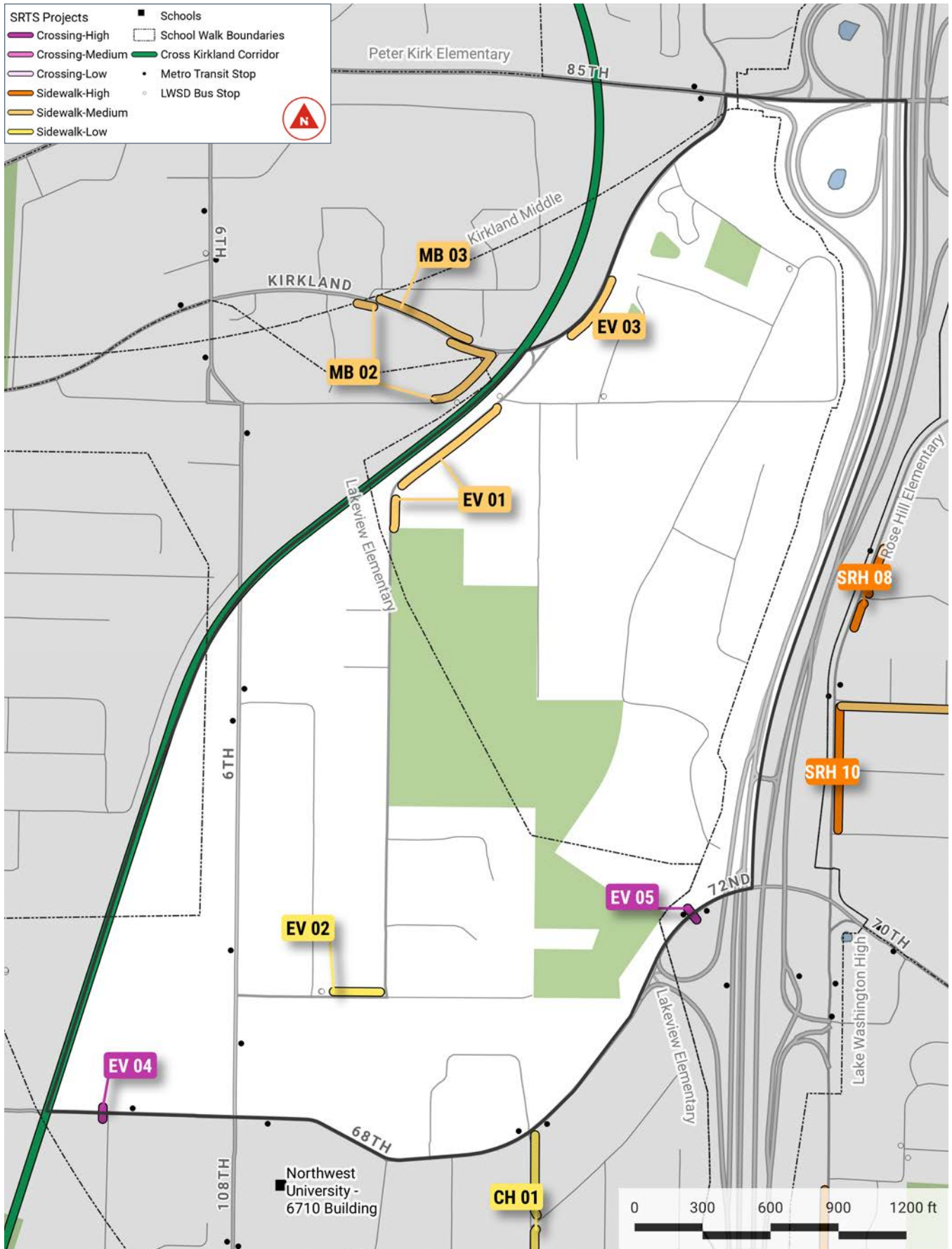


Table 6: Everest Prioritization Table

Project ID	Project Type	Location	Priority
EV 01	Sidewalk	Railroad Ave from 8th St S to Kirkland Ave	Medium
EV 02	Sidewalk	9th Ave from 8th St S to 7th St S	Low
EV 03	Sidewalk	Kirkland Way east of Cross Kirkland Corridor	Medium
EV 04	Enhance crossing	NE 68th St 106th Ave NE	High
EV 05	Enhance crosswalk lighting	NE 72nd Pl north of S I-405 Offramp	High



EV04 Enhance crossing: NE 68th Street at 106th Avenue NE



EV05 Enhance crosswalk lighting: NE 72nd Place north of S I-405 Offramp

# Evergreen Hill/Kingsgate



Muir Elementary School



Kamiakin Middle School



Frost Elementary School



Juanita High School

Table 7: Evergreen Hill/Kingsgate Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*				
		Muir Elementary School	Frost Elementary School	Kamiakin Middle School	Juanita High School	Washington State
Total households within school's walk area		2,644	1,788	4,189	473	-
Total number of students attending		425	441	603	1,543	-
Students from low-income families		30.6%	33.6%	27.9%	22.9%	45.3%
Students with disabilities		425	12.7%	13.6%	11.3%	14.4%
English Language Learners		24.2%	22.7%	10.3%	7.3%	11.7%
RACE & ETHNICITY	Hispanic/ Latino of any race(s) students	16.7%	29.7%	18.7%	15.0%	24.0%
	American Indian/ Alaskan Native students	0.5%	0.5%	0.7%	0.2%	1.3%
	Asian students	27.3%	6.6%	22.4%	17.0%	8.0%
	Black/ African American students	3.3%	3.3%	2.5%	3.4%	4.4%
	Native Hawaiian/ Other Pacific Islander students	0.2%	0.5%	0.2%	0.2%	1.2%
	White students	42.6%	49.9%	43.9%	55.0%	52.6%
	Students of Two or More Races	9.4%	9.3%	11.6%	9.1%	8.6%

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card, Kirkland, Lake Washington School District only



### Recent Infrastructure Projects

**RAPID FLASHING BEACON:** On NE 132nd Street at 121st Avenue NE

**RAPID FLASHING BEACON:** On NE 132nd Street at 129th Place NE.

**CROSSWALK ISLAND:** On 124th Avenue NE at 142nd Place.

**RADAR SPEED SIGNS:** On NE 143rd Street at 132nd and 128th Avenue NE.

### Schools\*

- Muir Elementary School at 132nd Avenue NE
- Frost Elementary School at NE 140th Street
- Kamiakin Middle School at 132nd Avenue NE
- Juanita High School at NE 132nd Street

\*Infrastructure projects are described on the following pages



Map 3: Evergreen Hill/Kingsgate

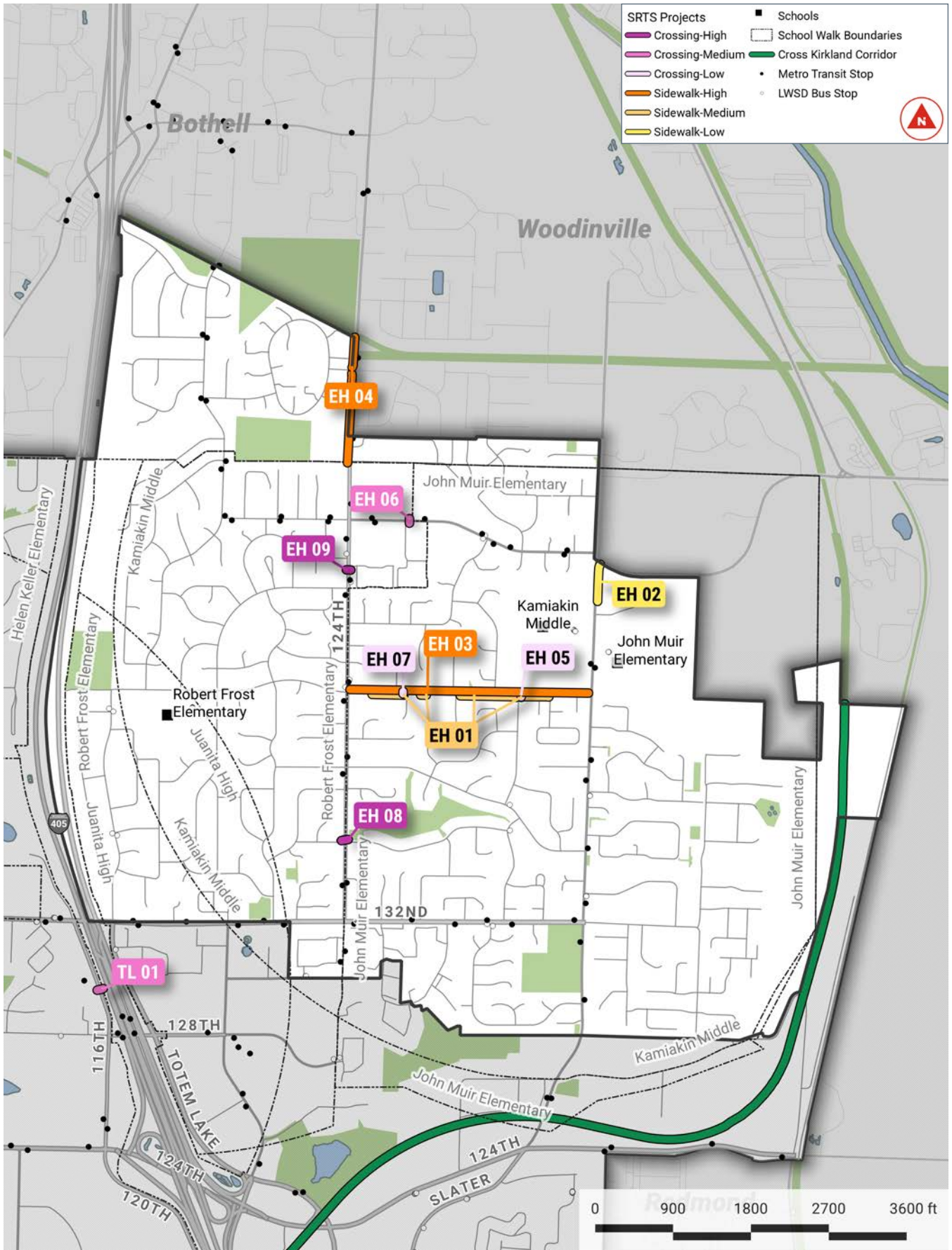
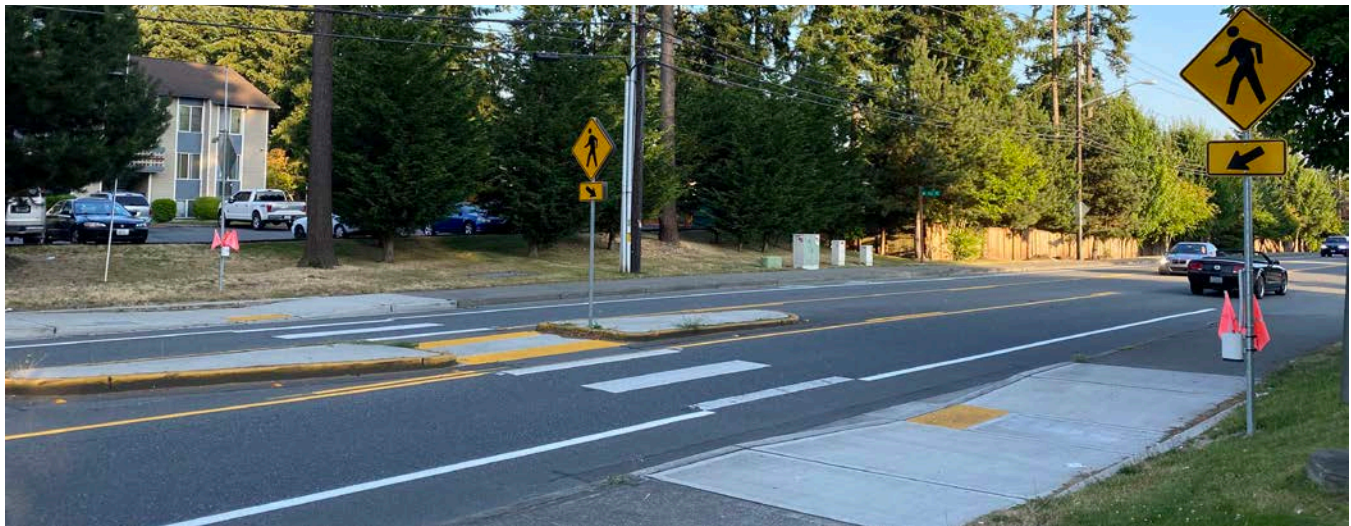


Table 8: Evergreen Hill/Kingsgate Prioritization Table

Project ID	Project Type	Location	Priority
EH 01	Sidewalk	NE 140th St from 131st Ave NE to 124th Ave NE	Medium
EH 02	Sidewalk	132nd Ave NE from north of NE 142nd Pl to NE 143rd Pl	Low
EH 03	Sidewalk	NE 140th St from 124th Ave NE to 132nd Ave NE	High
EH 04	Sidewalk	124th Ave NE from NE 145th St to city limits	High
EH 05	Enhance crosswalk lighting	NE 140th St at 129th Pl NE	Low
EH 06	Enhance crosswalk lighting	NE 144th St at 126th Ave NE	Medium
EH 07	Enhance crosswalk lighting	NE 140th St at 126th Ave NE	Low
EH 08	Enhance crossing	124th Ave NE at NE 134th Pl	High
EH 09	Enhance crossing	124th Ave NE at NE 143rd St	High



**EH 09** Enhance crossing: 124th Avenue NE at NE 143rd Street



**EH04** Sidewalk: 124th Avenue NE from NE 145th Street to city limits

# Finn Hill



Carl Sandburg Elementary School



Finn Hill Middle School



Thoreau Elementary School



Juanita Elementary School



Juanita High School

Table 9: Finn Hill Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*					
		Sandburg Elementary School	Thoreau Elementary School	Juanita Elementary School	Finn Hill Middle School	Juanita High School	Washington State
RACE & ETHNICITY	Total households within school's walk area	1,170	2,166	919	3,672	782	-
	Total number of students attending	467	481	402	677	1,543	-
	Students from low-income families	5.8%	15.4%	18.2%	18.9%	22.9%	45.3%
	Students with disabilities	15.6%	12.7%	15.4%	11.8%	11.3%	14.4%
	English Language Learners	10.5%	10.4%	14.2%	11.2%	7.3%	11.7%
	Hispanic/ Latino of any race(s) students	10.5%	11.0%	18.2%	14.6%	15.0%	24.0%
	American Indian/ Alaskan Native students	0.0%	0.2%	0.0%	0.0%	0.2%	1.3%
	Asian students	12.2%	16.0%	14.9%	8.4%	17.0%	8.0%
	Black/ African American students	1.1%	0.6%	3.0%	2.5%	3.4%	4.4%
	Native Hawaiian/ Other Pacific Islander students	0.4%	0.2%	0.2%	0.3%	0.2%	1.2%
	White students	64.7%	59.3%	54.7%	63.2%	55.0%	52.6%
Students of Two or More Races	11.1%	12.7%	9.0%	10.9%	9.1%	8.6%	



\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**SIDEWALK:** On the south side of NE 132nd Street between 84th Avenue NE and 87th Avenue NE.

**CROSSWALK MARKINGS:** Along NE 145th Street at 84th Avenue NE, 88th Avenue NE, and 92nd Avenue NE.

**RAPID FLASHING BEACON:** On Juanita Drive at NE 137th Street connecting Big Finn Hill Park trails.

**CROSSWALK AND CURB:** Along 84th Ave NE from NE 139th Street to NE 141st Street.

### Schools\*

- Sandburg Elementary School at 84th Avenue NE
- Thoreau Elementary School at 84th Avenue NE
- Juanita Elementary School at NE 132nd Street
- Finn Hill Middle School at 84th Avenue NE
- Juanita High School at NE 132nd Street

\*Infrastructure projects are described on the following pages

ALTERNATIVE SCHOOLS IN THE NEIGHBORHOOD  
Discovery Community School  
Environmental & Adventure School

Map 4: Finn Hill

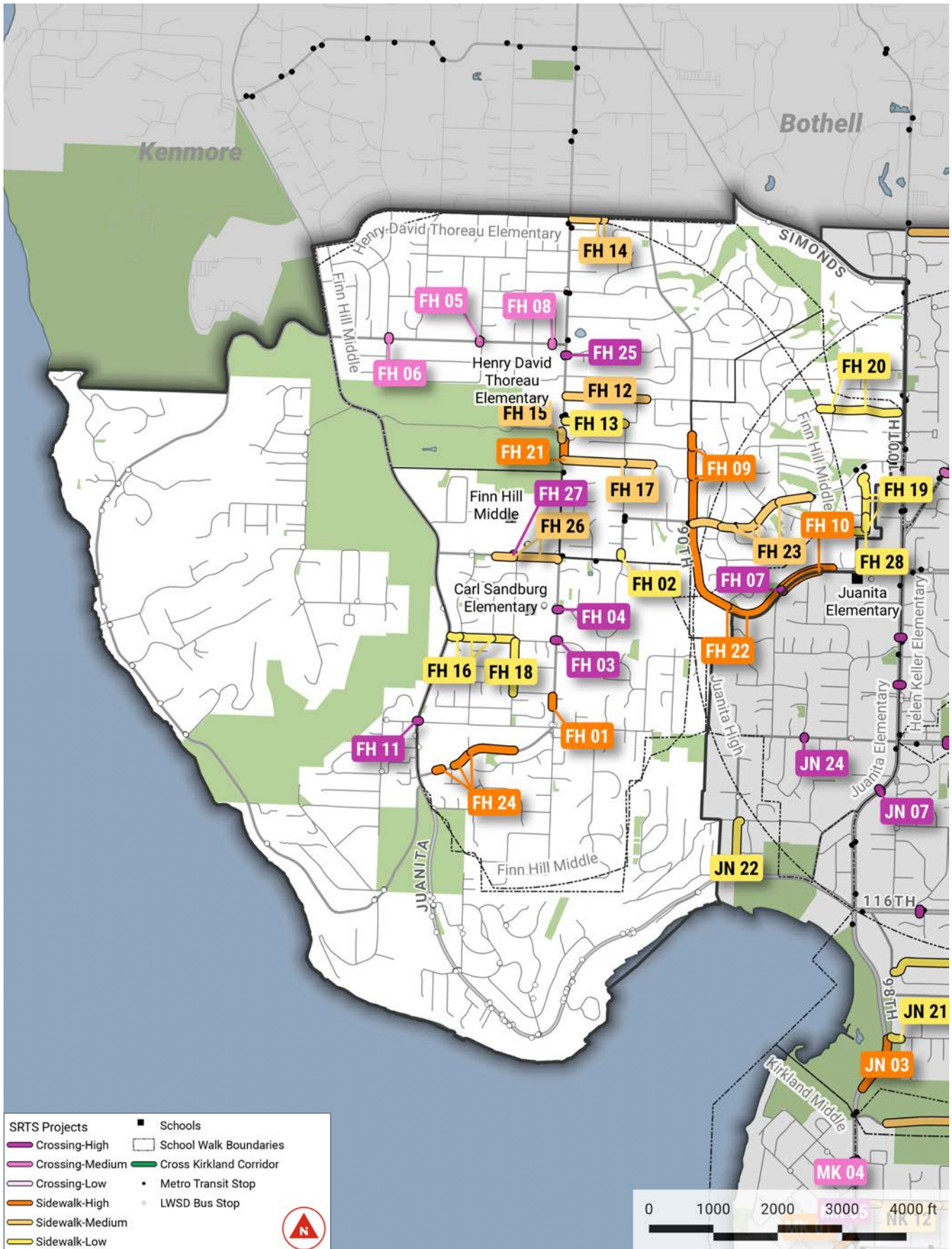


Table 10: Finn Hill Prioritization Table

Project ID	Project Type	Location	Priority
FH 01	Sidewalk	84th Ave NE south of NE 125th Pl	High
FH 02	Sidewalk	87th Ave NE north of NE 132nd St	Low
FH 03	Enhance crossing	84th Ave NE at NE 128th St	High
FH 04	Enhance crossing	84th Ave NE at NE 129th Pl	High
FH 05	Enhance crossing	NE 141st St at 80th Ave NE	Medium
FH 06	Enhance crossing	NE 141st St at 75th Ave NE	Medium
FH 07	Enhance crossing	NE 131st Way at 94th Ave NE	High
FH 08	Enhance crossing	NE 141st St at 83rd Pl NE	Medium
FH 09	Sidewalk	90th Ave NE from NE 134th St to north of NE 137th Pl	High
FH 10	Sidewalk	NE 131st Way from 94th Ave NE to approx 9600 Block	High
FH 11	Enhance crossing	Juanita Dr NE at NE 124th St	High
FH 12	Sidewalk	NE 139th St from 84th Ave NE to east of 87th Ave NE	Medium
FH 13	Sidewalk	NE 138th St from 84th Ave NE to 87th Ave NE	Low
FH 14	Sidewalk	NE 145th St from 84th Ave to 85th Ave	Medium
FH 15	Sidewalk	84th Ave NE from NE 137th Ct to NE 138th St	Medium
FH 16	Sidewalk	NE 128th St from Juanita Dr to 82nd Ave NE	Low
FH 17	Sidewalk	NE 137th St from 84th Ave NE to 88th Pl NE	Medium
FH 18	Sidewalk	82nd Ave NE from NE 125th Ct to NE 128th St	Low
FH 19	Sidewalk	98th Ave NE from NE 134th St to south of NE 136th St	Low
FH 20	Sidewalk	NE 139th St from 100th Ave NE to west of 97th Ave NE	Low
FH 21	Sidewalk	84th Ave NE from NE 137th St to NE 137th Ct	High
FH 22	Sidewalk	90th Ave NE/NE 131st Way/NE 132nd St from 9600 Block to NE 134th St	High
FH 23	Sidewalk	NE 134th St/NE 135th St/NE 136th St from 90th Ave NE to 95th Ave NE	Medium
FH 24	Sidewalk	NE 122nd Pl from Juanita Dr to 84th Ave NE	High
FH 25	Enhance crossing	84th Ave NE at NE 141st St	High
FH 26	Sidewalk	NE 132nd St from 84th Ave NE to East of 82nd Ave NE	Medium
FH 27	Enhance crosswalk lighting	NE 132nd St at 82nd Ave NE	High
FH 28	Sidewalk	98th Ave NE from NE 134th St to south of NE 136th St	Low



**FH 22** Sidewalk: 90th Avenue NE/NE 131 St Way/NE 132nd Street from 9600 Block to NE 134th Street



**FH 11** Enhance crossing: Juanita Drive NE at NE 124th Street



**FH 10** Sidewalk: NE 131st Way from 94th Ave NE to Approx 9600 Block



**FH 27** Enhance crosswalk lighting: NE 132nd Street at 82nd Avenue NE



**FH 25** Enhance crossing: 84th Avenue NE at NE 141st Street



**FH 04** Enhance crossing: 84th Avenue NE at NE 129th Place



# Highlands



Kirk Elementary School



Kirkland Middle School

Table 11: Highlands Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*		
		Kirk Elementary School	Kirkland Middle School	Washington State
RACE & ETHNICITY	Total households within school's walk area	1,066	1,066	-
	Total number of students attending	636	619	-
	Students from low-income families	4.7%	10.3%	45.3%
	Students with disabilities	8.6%	11.0%	14.4%
	English Language Learners	9.4%	5.5%	11.7%
	Hispanic/ Latino of any race(s) students	7.5%	9.2%	24.0%
	American Indian/ Alaskan Native students	0.0%	0.2%	1.3%
	Asian students	15.9%	12.6%	8.0%
	Black/ African American students	1.6%	3.1%	4.4%
	Native Hawaiian/ Other Pacific Islander students	0.2%	0.0%	1.2%
	White students	61.0%	67.5%	52.6%
	Students of Two or More Races	13.8%	7.4%	8.6%

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**SIDEWALK:** On the west side of 111th Avenue NE from NE 100th to 104th Streets.

**STAIRS AND BRIDGE CONNECTION:** From 116th Avenue NE to the Cross Kirkland Connector.

**TRAIL CONNECTION:** At the end of 111th Avenue NE to the Cross Kirkland Connector.

**ADA RAMP:** At Forbes Creek Park.

### Schools\*

- Kirk Elementary School at 6th Street
- Kirkland Middle School at NE 18th Street

\*Infrastructure projects are described on the following pages



Map 5: Highlands

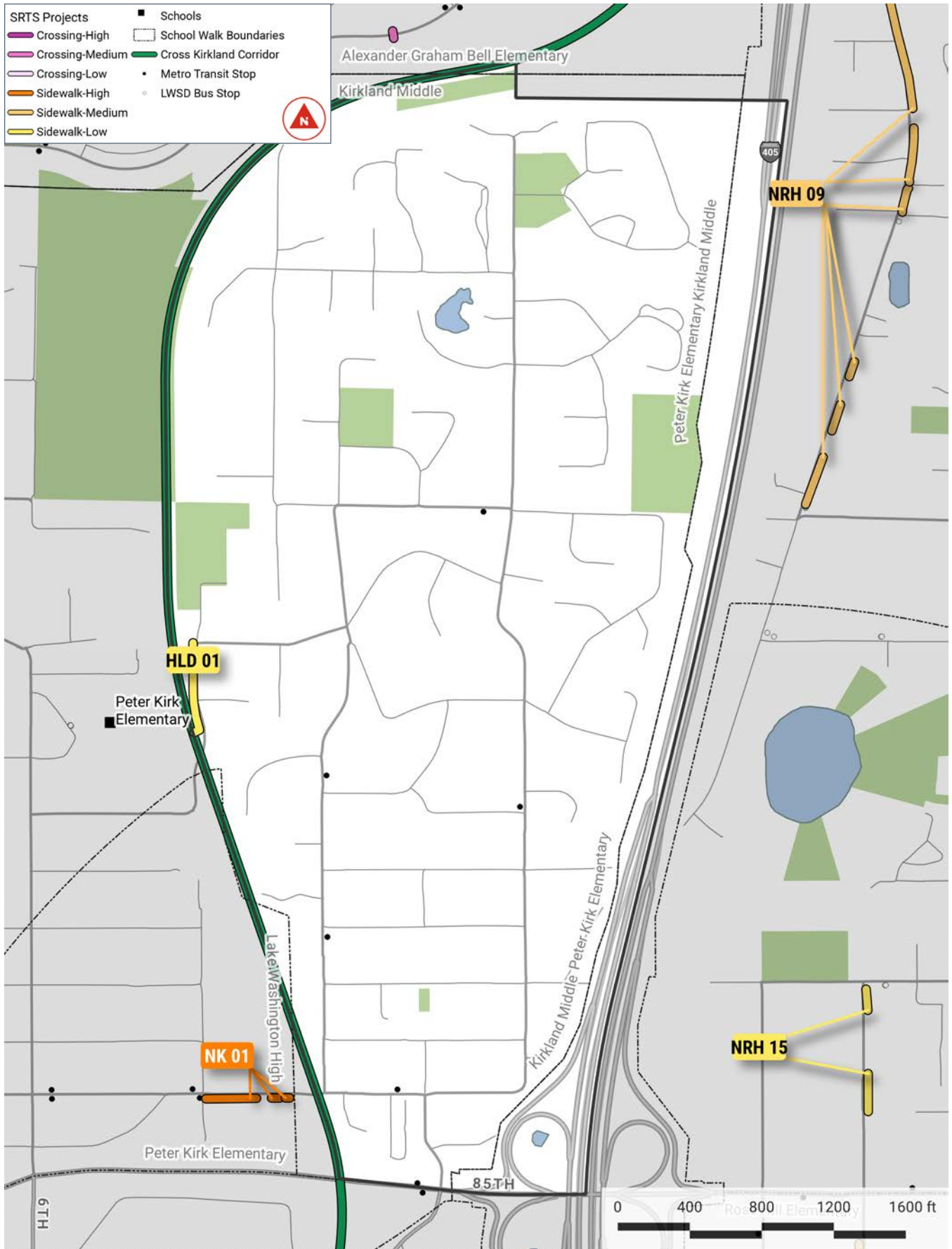


Table 12: Highlands Prioritization Table

Project ID	Project Type	Location	Priority
HLD 01	Sidewalk	110th Ave NE from Cross Kirkland Corridor to NE 97th St	Low



**HLD 01** Sidewalk: 110th Avenue NE from Cross Kirkland Corridor to NE 97th Street

# Juanita



Bell Elementary School



Keller Elementary School



Juanita Elementary School



Juanita High School



Kirk Elementary School



Kirkland Middle School

Table 13: Juanita Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*						
		Bell Elementary School	Keller Elementary School	Juanita Elementary School	Kirk Elementary School	Kirkland Middle School	Juanita High School	Washington State
Total households within school's walk area		2,864	1,785	1,190	4	4	6,295	-
Total number of students attending		547	313	402	636	619	1,543	-
Students from low-income families		16.5%	23.0%	18.2%	4.7%	10.3%	22.9%	45.3%
Students with disabilities		15.5%	20.4%	15.4%	8.6%	11.0%	11.3%	14.4%
English Language Learners		13.5%	11.2%	14.2%	9.4%	5.5%	7.3%	11.7%
RACE & ETHNICITY	Hispanic/ Latino of any race(s) students	17.7%	15.3%	18.2%	7.5%	9.2%	15.0%	24.0%
	American Indian/ Alaskan Native students	0.2%	0.6%	0.0%	0.0%	0.2%	0.2%	1.3%
	Asian students	14.3%	9.3%	14.9%	15.9%	12.6%	17.0%	8.0%
	Black/ African American students	4.6%	2.9%	3.0%	1.6%	3.1%	3.4%	4.4%
	Native Hawaiian/ Other Pacific Islander students	0.2%	0.0%	0.2%	0.2%	0.0%	0.2%	1.2%
	White students	53.7%	56.5%	54.7%	61.0%	67.5%	55.0%	52.6%
	Students of Two or More Races	9.3%	15.3%	9.0%	13.8%	7.4%	9.1%	8.6%

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**SIDEWALK:** On the east side of 108th Avenue NE from NE 112th to 116th Streets.

**RAPID FLASHING BEACON:** On NE 132nd Street at 105th Avenue NE.

**TRAIL CONNECTION:** At Forbes Creek Drive and the Cross Kirkland Corridor. between 113th Court NE and 115th Court NE.

**BICYCLE IMPROVEMENTS:** 98th Avenue NE and 100th Avenue NE.

ALTERNATIVE SCHOOLS IN THE NEIGHBORHOOD

Futures School (Juanita High School)

### Schools\*

- Bell Elementary School at NE 112th Street
- Keller Elementary School at 108th Avenue NE
- Juanita Elementary School at NE 132nd Street
- Kirk Elementary School at 6th Street
- Kirkland Middle School at NE 18th Street
- Juanita High School at NE 132nd Street

\*Infrastructure projects are described on the following pages



Map 6: Juanita

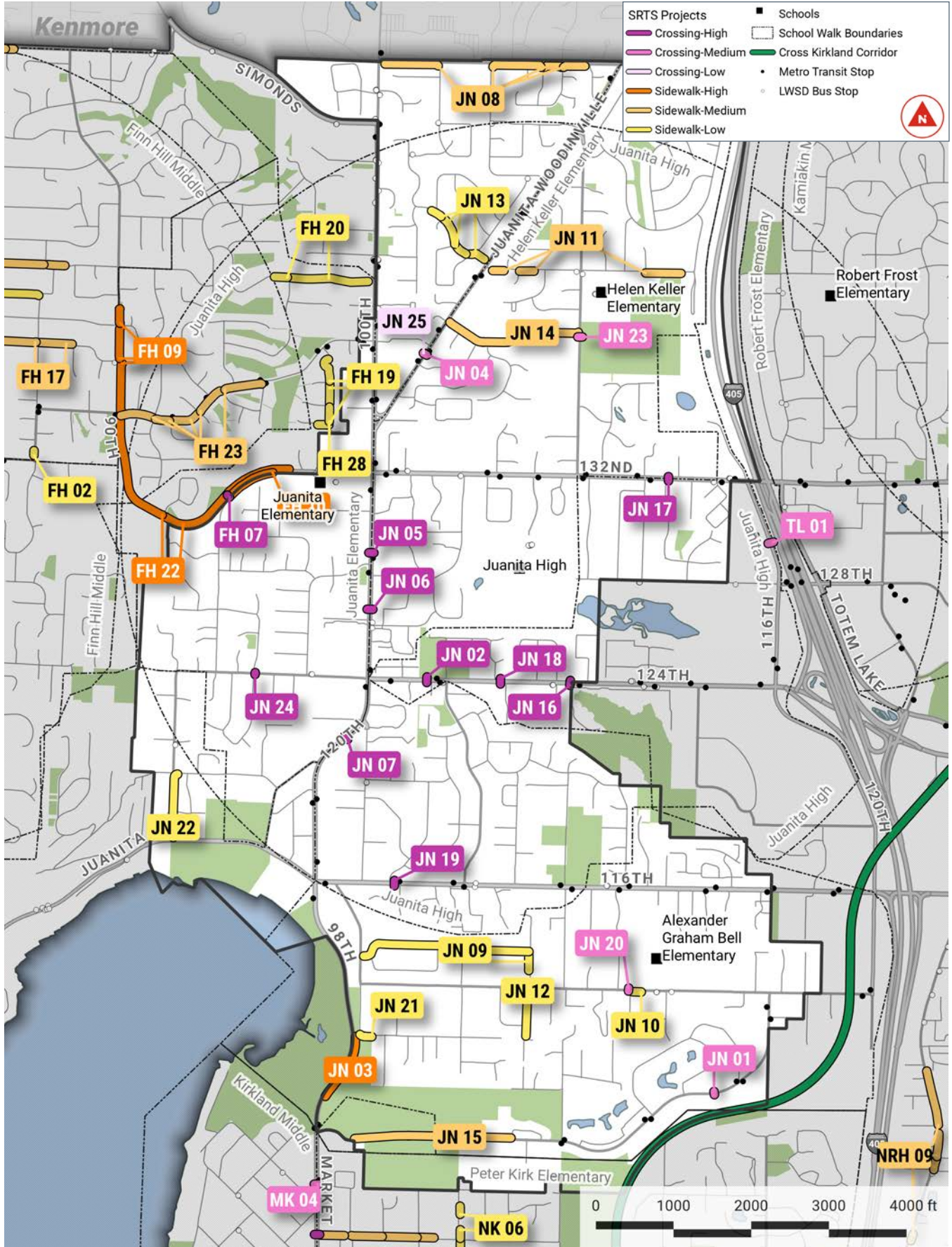


Table 14: Juanita Prioritization Table

Project ID	Project Type	Location	Priority
JN 01	Enhance crossing	Forbes Creek Dr at Forbes Creek Trail	Medium
JN 02	Enhance crossing - Multi-lane Street	NE 124th St at 102rd Ave NE	High
JN 03	Sidewalk	98th Ave NE from Forbes Creek Dr to NE 110th St	High
JN 04	Enhance crossing - Multi-lane Street	Juanita/Woodinville Way NE at NE 136th Pl	Medium
JN 05	Enhance crossing - Multi-lane Street	100th Ave NE at NE 129th Pl	High
JN 06	Enhance crossing - Multi-lane Street	100th Ave NE at NE 126th St	High
JN 07	Enhance crossing - Multi-lane Street	NE 120th Pl at NE 122nd St	High
JN 08	Sidewalk	NE 145th St from 100th Ave NE to 108th Pl NE	Medium
JN 09	Sidewalk	NE 113th S from 100th Ave NE to 106th Ave NE and 106th Ave NE	Low
JN 10	Sidewalk	NE 112th St east of 111th Ave NE	Low
JN 11	Sidewalk	NE 140th St from Juanita/Woodinville Way NE to 113th Ave NE	Medium
JN 12	Sidewalk	106th Ave NE from NE 110th St to NE 112th St	Low
JN 13	Sidewalk	NE 141st Pl/102nd Pl NE/NE 140th Pl from Juanita Woodinville Way NE to 101st Pl NE	Low
JN 14	Sidewalk	NE 137th Pl from 108th Ave NE to Juanita/Woodinville Way NE	Medium
JN 15	Sidewalk	Forbes Creek Dr from NE 107th Pl to Market St	Medium
JN 16	Enhance crossing	NE 124th St at 108th Ct NE	High
JN 17	Enhance crossing	NE 132nd St at 111th Pl NE	High
JN 18	Enhance crossing - Multi-lane Street	NE 124th St at 105th Pl NE	High
JN 19	Enhance crossing	NE 116th St at 101st Pl NE	High
JN 20	Enhance crossing	NE 112th St at 111th Ave NE	Medium
JN 21	Sidewalk	NE 110th St from west of 101st Ave NE to 100th Ave NE	Low
JN 22	Sidewalk	93rd Ave NE from Juanita Drive to NE 120th St	Low
JN 23	Enhance crossing	108th Ave NE at NE 137th Pl	Medium
JN 24	Enhance crosswalk lighting	NE 124th St at 95th Pl NE	High
JN 25	Enhance crosswalk lighting	Juanita/Woodinville Way NE at NE 136th St	Low





**JN 17** Enhance crossing: NE 132nd Street at 111th Place NE



**JN 02** Enhance crossing - Multi-lane Street: NE 124th Street at 102rd Avenue NE



**JN 16** Enhance Crossing: NE 124th St at 108th Ct NE



**JN 19** Enhance crossing: NE 116th Street at 101st Place NE

# Lakeview



Lakeview Elementary School

Table 15: Lakeview Neighborhood Snapshot

	SCHOOLS SERVING THE NEIGHBORHOOD*	
	Lakeview Elementary School	Washington State
Total households within school's walk area	641	-
Total number of students attending	558	-
Students from low-income families	14.2%	45.3%
Students with disabilities	9.9%	14.4%
English Language Learners	15.9%	11.7%
Hispanic/ Latino of any race(s) students	11.3%	24.0%
American Indian/ Alaskan Native students	0.0%	1.3%
Asian students	18.3%	8.0%
Black/ African American students	3.2%	4.4%
Native Hawaiian/Other Pacific Islander students	0.2%	1.2%
White students	56.6%	52.6%
Students of Two or More Races	10.4%	8.6%

RACE & ETHNICITY

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only



## Recent Infrastructure Projects

**SIDEWALK:** On the west side of 104th Avenue NE and north side of NE 67th Street.

**SIDEWALK:** On the east side of 103rd Avenue NE between NE 64th Street and NE 67th Street.

**CROSSWALK:** On Lakeview Drive north of 64th Street.

**STAIRS:** From NE 68th Street to the Cross Kirkland Corridor.

## Schools\*

- Lakeview Elementary School at NE 68th Street

\*Infrastructure projects are described on the following pages

Map 7: Lakeview

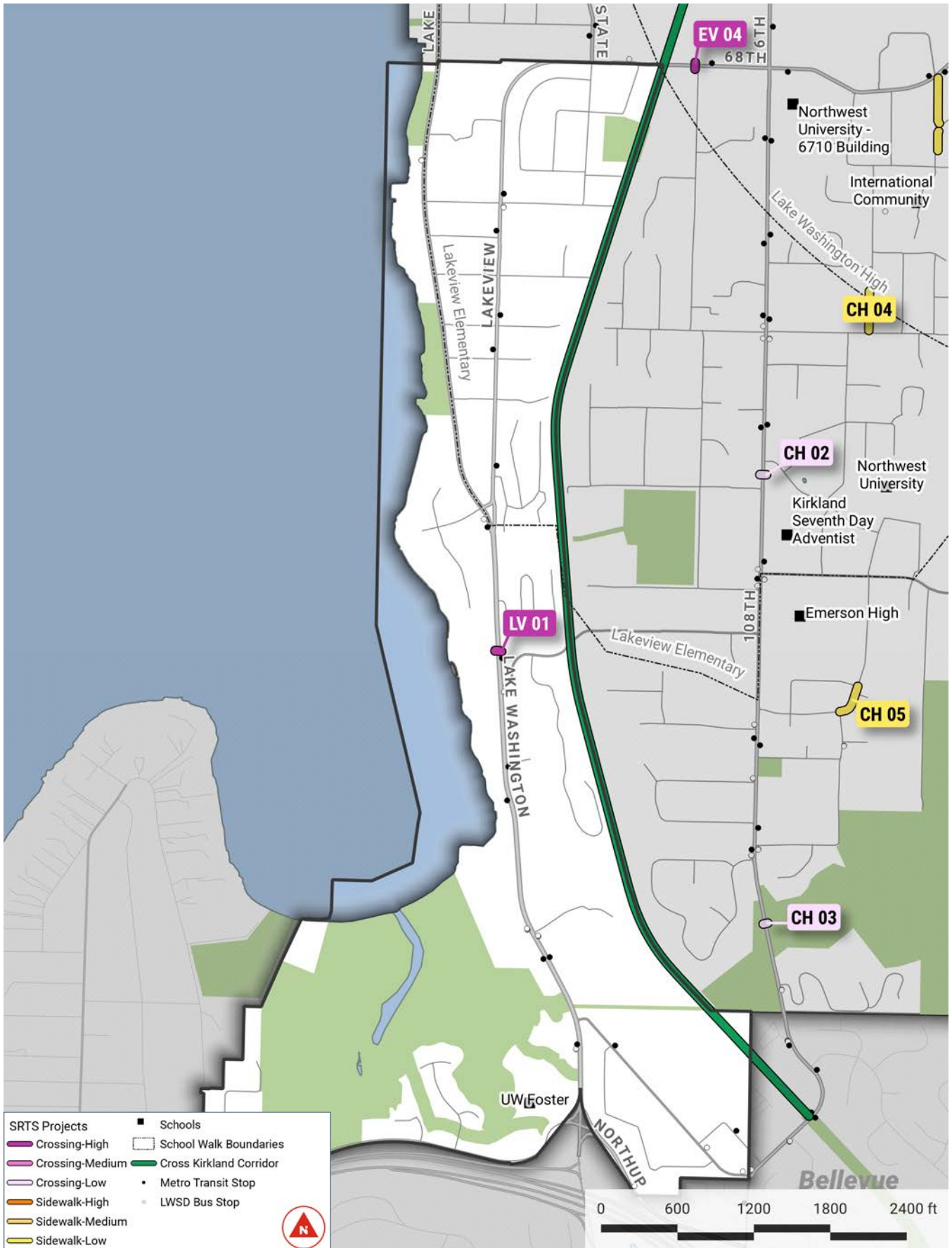


Table 16: Lakeview Prioritization Table

Project ID	Project Type	Location	Priority
LV 01	Enhance crossing	Lake Wash Blvd NE north of NE 52nd St	High



LV 01 Enhance crossing: Lake Wash Boulevard NE north of NE 52nd Street

# Market



Kirkland Middle School

Table 17: Market Neighborhood Snapshot

	SCHOOLS SERVING THE NEIGHBORHOOD*	
	Kirkland Middle School	Washington State
Total households within school's walk area	708	-
Total number of students attending	619	-
Students from low-income families	10.3%	45.3%
Students with disabilities	11.0%	14.4%
English Language Learners	5.5%	11.7%
Hispanic/ Latino of any race(s) students	9.2%	24.0%
American Indian/ Alaskan Native students	0.2%	1.3%
Asian students	12.6%	8.0%
Black/ African American students	3.1%	4.4%
Native Hawaiian/Other Pacific Islander students	0.0%	1.2%
White students	67.5%	52.6%
Students of Two or More Races	7.4%	8.6%

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**RAPID FLASHING BEACON:** On Market Street at 4th Street.

**RAPID FLASHING BEACON:** On Market Street at 7th Avenue W.

### Schools\*

- Kirkland Middle School at NE 18th Street

\*Infrastructure projects are described on the following pages



Map 8: Market

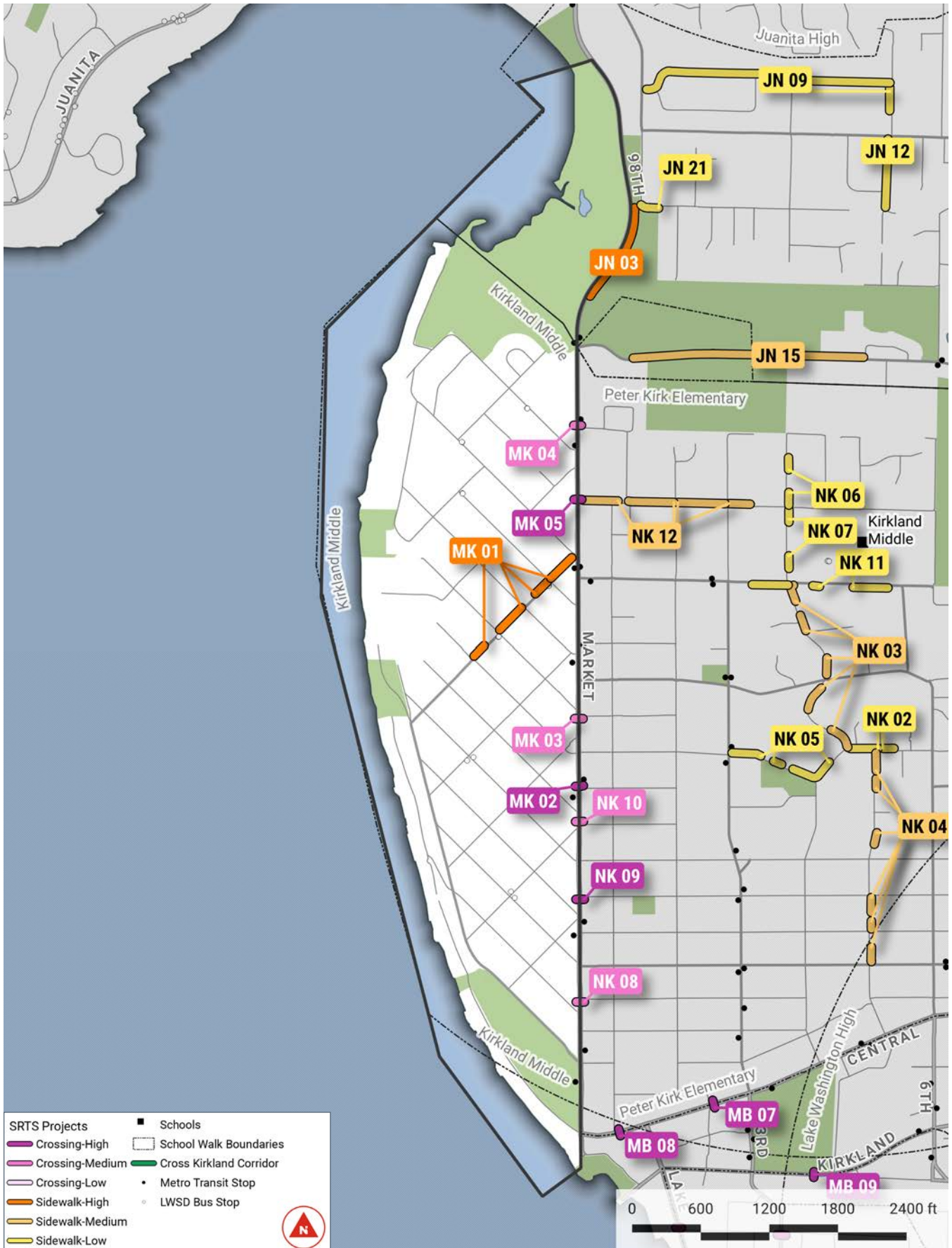


Table 18: Market Prioritization Table

Project ID	Project Type	Location	Priority
MK 01	Sidewalk	6th St W from 13th Ave W to Market St	High
MK 02	Enhance crossing	Market St at 12th Ave	High
MK 03	Enhance crossing	Market St at 14th Ave	Medium
MK 04	Enhance crossing	Market St at 20th Ave	Medium
MK 05	Enhance crossing	Market St at 19th Ave	High

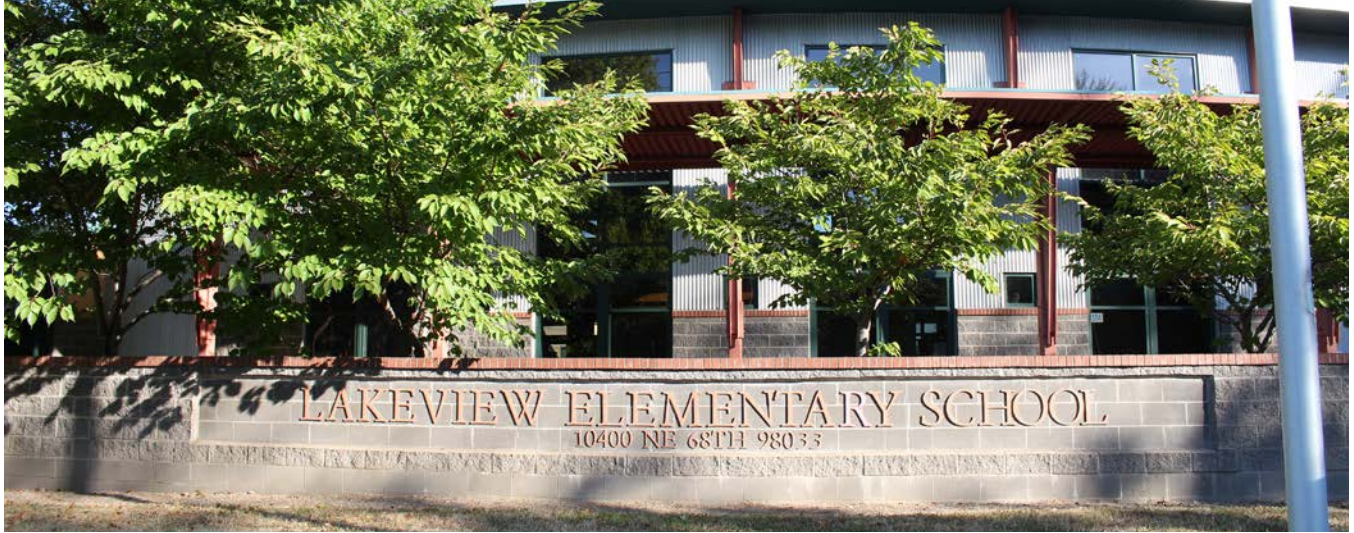


**MK 02** Enhance crossing: Market Street at 12th Avenue



**MK 04** Enhance crossing: Market Street at 19th Avenue

# Moss Bay



Lakeview Elementary School



Kirkland Middle School



Lake Washington High School



Kirk Elementary School

Table 19: Moss Bay Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*				
		Kirk Elementary School	Lakeview Elementary School	Kirkland Middle School	Lake Washington High School	Washington State
Total households within school's walk area		901	1,591	1,232	1,211	-
Total number of students attending		636	558	619	1,779	-
Students from low-income families		4.7%	14.2%	10.3%	14.1%	45.3%
Students with disabilities		8.6%	9.9%	11.0%	9.3%	14.4%
English Language Learners		9.4%	15.9%	5.5%	4.5%	11.7%
RACE & ETHNICITY	Hispanic/ Latino of any race(s) students	7.5%	11.3%	9.2%	12.7%	24.0%
	American Indian/ Alaskan Native students	0.0%	0.0%	0.2%	0.1%	1.3%
	Asian students	15.9%	18.3%	12.6%	12.5%	8.0%
	Black/ African American students	1.6%	3.2%	3.1%	2.4%	4.4%
	Native Hawaiian/Other Pacific Islander students	0.2%	0.2%	0.0%	0.0%	1.2%
	White students	61.0%	56.6%	67.5%	63.8%	52.6%
	Students of Two or More Races	13.8%	10.4%	7.4%	8.6%	8.6%



\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**PARK LANE FESTIVAL STREET:** On Park Lane between Third Street and Lake Street.

**STAIRS:** From NE 68th Street to the Cross Kirkland Corridor.

**SIDEWALK:** On the north side of Kirkland Avenue east of 6th Street South.

**CROSSWALK WITH RAMPS:** On Kirkland Avenue at Marina Park.

### Schools\*

- Kirk Elementary School at 6th Street
- Lakeview Elementary School at NE 68th Street
- Kirkland Middle School at NE 18th Street
- Lake Washington High School at NE 80th Street

\*Infrastructure projects are described on the following pages

Map 9: Moss Bay

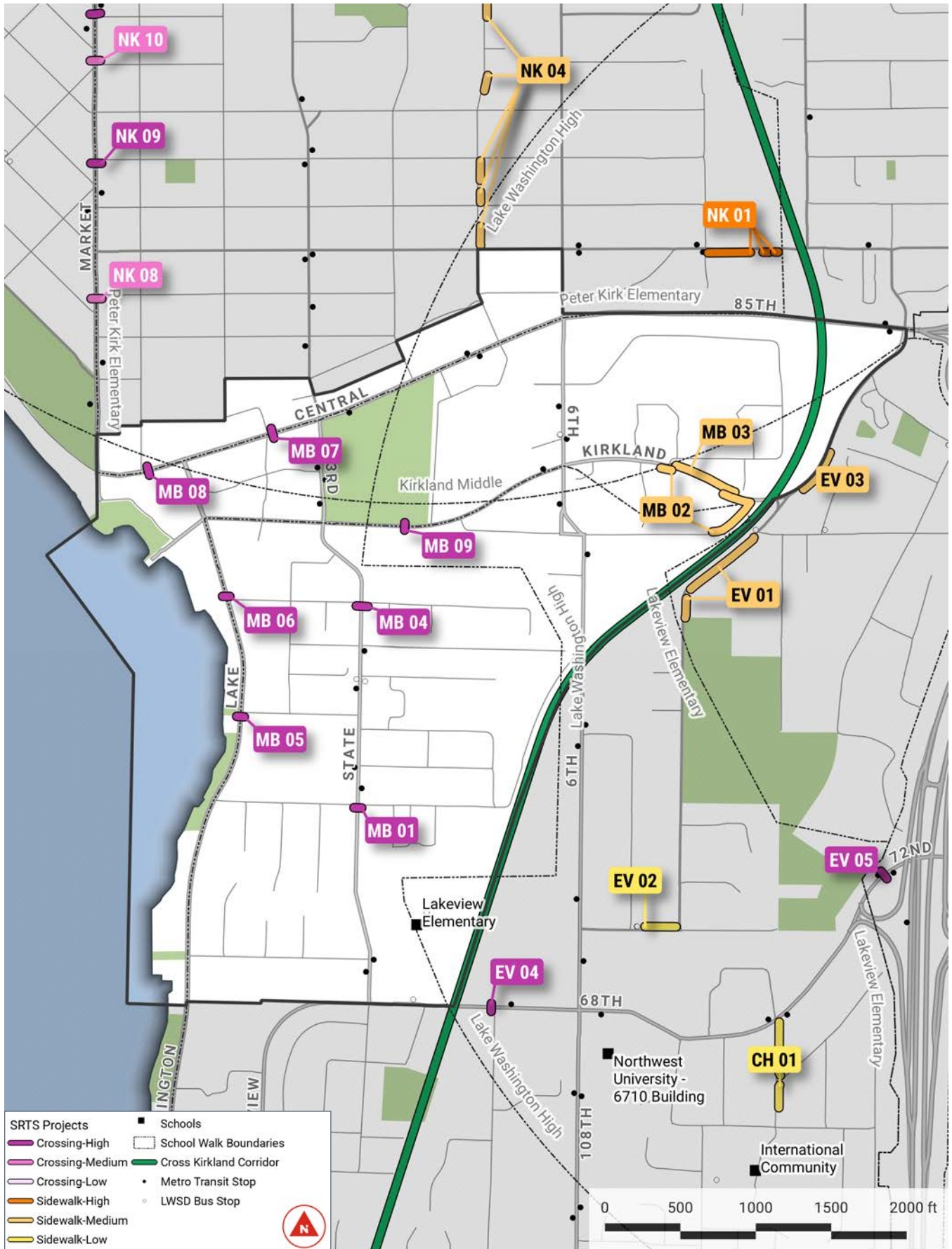


Table 20: Moss Bay Prioritization Table

Project ID	Project Type	Location	Priority
MB 01	Enhance crossing	State St S at 7th Ave S	High
MB 02	Sidewalk	Kirkland Way from 2nd Ave to 8th St	Medium
MB 03	Sidewalk	Kirkland Way from 2nd Ave to 9th St	Medium
MB 04	Enhance crossing	2nd Ave S at State St	High
MB 05	Enhance crossing	Lake St at 5th Ave S	High
MB 06	Enhance crossing	Lake St at 2nd Ave S	High
MB 07	Enhance crossing	Central Way at Main St	High
MB 08	Enhance crossing	Central Way at 1st St	High
MB 09	Enhance crossing	Kirkland Ave at Kirkland Performance Center	High



**MB 01** Enhance crossing: State Street S at 7th Avenue S



**MB 04** Enhance crossing: 2nd Avenue S at State Street

# Norkirk



Kirkland Middle School



Kirk Elementary School



Lake Washington High School

Table 21: Norkirk Neighborhood Snapshot

	SCHOOLS SERVING THE NEIGHBORHOOD*			
	Kirk Elementary School	Kirkland Middle School	Lake Washington High School	Washington State
Total households within school’s walk area	1,715	1,715	152	-
Total number of students attending	636	619	1,779	-
Students from low-income families	4.7%	10.3%	14.1%	45.3%
Students with disabilities	8.6%	11.0%	9.3%	14.4%
English Language Learners	9.4%	5.5%	4.5%	11.7%
Hispanic/ Latino of any race(s) students	7.5%	9.2%	12.7%	24.0%
American Indian/ Alaskan Native students	0.0%	0.2%	0.1%	1.3%
Asian students	15.9%	12.6%	12.5%	8.0%
Black/ African American students	1.6%	3.1%	2.4%	4.4%
Native Hawaiian/ Other Pacific Islander students	0.2%	0.0%	0.0%	1.2%
White students	61.0%	67.5%	63.8%	52.6%
Students of Two or More Races	13.8%	7.4%	8.6%	8.6%



RACE & ETHNICITY

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**SIDEWALK:** On the west side of 6th Street from 13th Avenue to 15th Avenue near Peter Kirk Elementary.

**CROSSWALK IMPROVEMENTS:** On 7th Avenue S at 1st Street, 4th Street, and 5th Street.

**SIGHT DISTANCE IMPROVEMENT:** At 15th Avenue and 4th Street.

**ASPHALT WALKWAY ALONG:** 7th Avenue between 6th and 8th Streets.

### Schools\*

- Kirk Elementary School at 6th Street
- Kirkland Middle School at NE 18th Street
- Lake Washington High School at NE 80th Street

\*Infrastructure projects are described on the following pages



Map 10: Norkirk

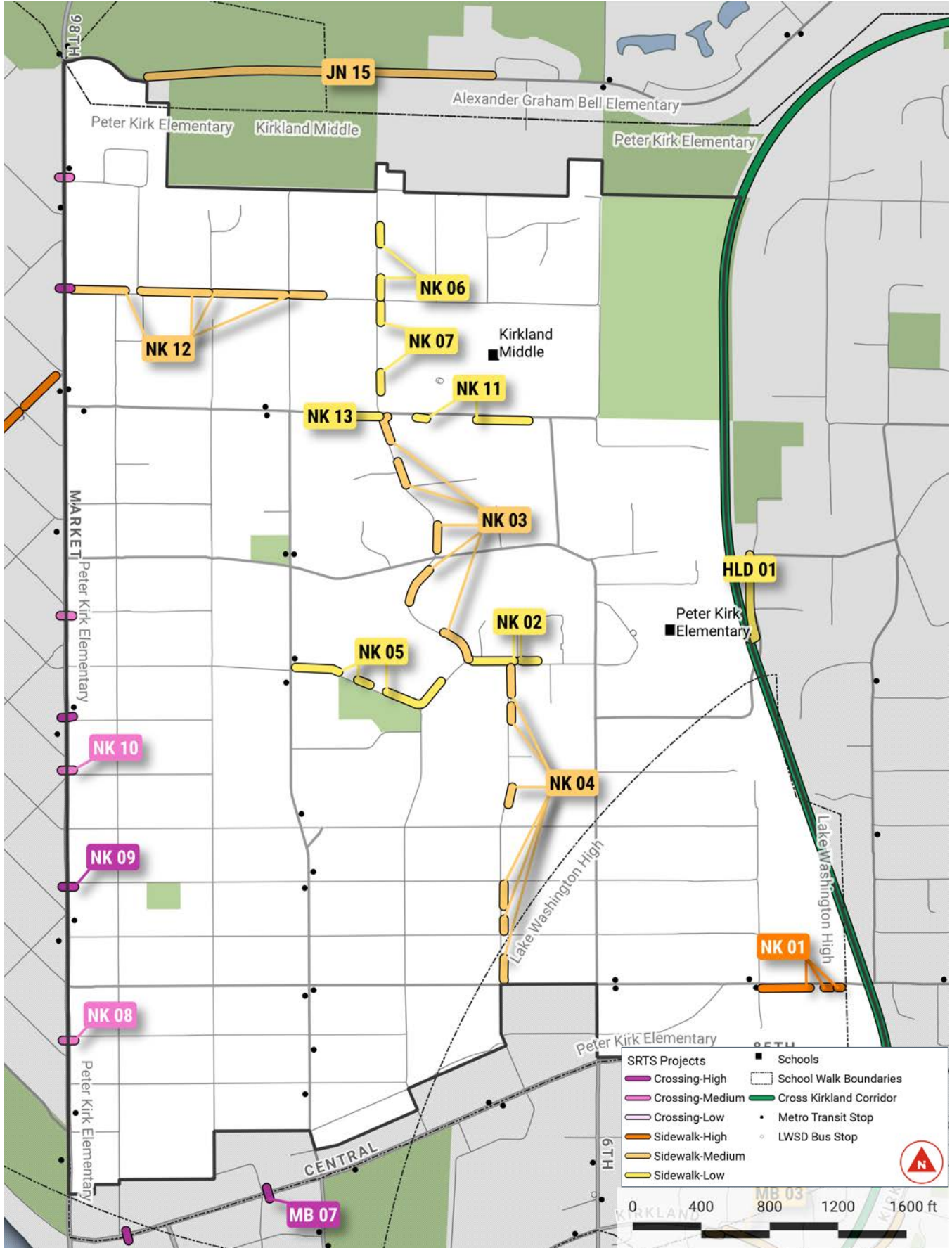
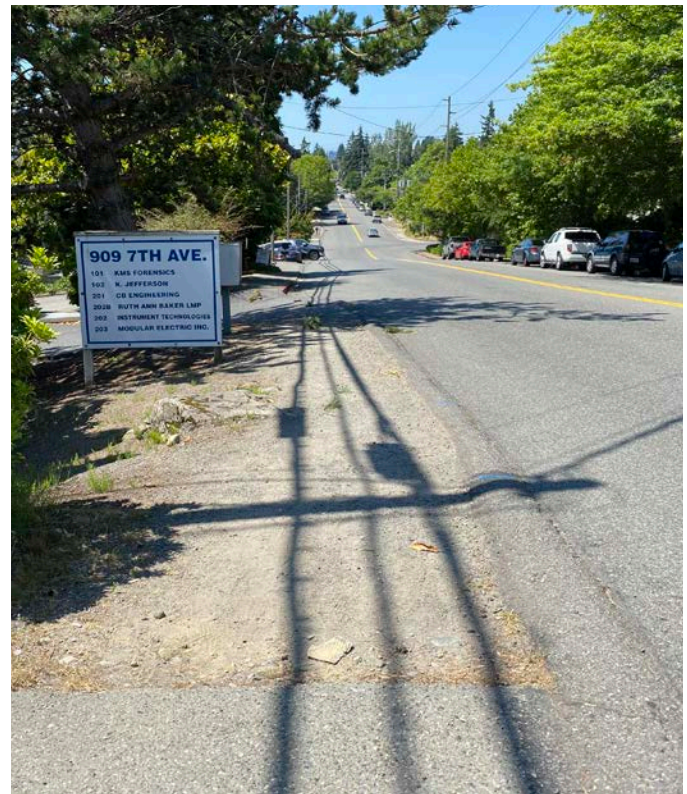


Table 22: Norkirk Prioritization Table

Project ID	Project Type	Location	Priority
NK 01	Sidewalk	7th Ave from 8th St to 9th St	High
NK 02	Sidewalk	13th Ave from 5th Pl to 4th St	Low
NK 03	Sidewalk	4th St from 18th Ave to 13th Ave	Medium
NK 04	Sidewalk	5th St from 7th Ave to 13th Ave	Medium
NK 05	Sidewalk	13th Ave from 3rd St to 4th St	Low
NK 06	Sidewalk	4th St from north of 19th Ave to 20th Ave	Low
NK 07	Sidewalk	4th St from north of 18th Ave to 19th Ave	Low
NK 08	Enhance crossing	Market St at 6th Ave	Medium
NK 09	Enhance crossing	Market St at 9th Ave	High
NK 10	Enhance crossing	Market St at 11th Ave	Medium
NK 11	Sidewalk	18th Ave from 4th St to 5th Pl	Low
NK 12	Sidewalk	19th Ave from Market St to 4th St	Medium
NK 13	Sidewalk	18th Ave from 4th St to west of 4th St	Low



NK 09 Enhance crossing: Market Street at 9th Avenue



NK 01 Sidewalk: 7th Ave from 8th St to 9th St

# North Rose Hill



Twain Elementary School



Rose Hill Middle School



Lake Washington High School

Table 23: North Rose Hill Neighborhood Snapshot

		SCHOOLS SERVING THE NEIGHBORHOOD*			
		Twain Elementary School	Rose Hill Middle School	Lake Washington High School	Washington State
Total households within school's walk area		1,443	167	755	-
Total number of students attending		659	1,028	1,779	-
Students from low-income families		14.9%	16.1%	14.1%	45.3%
Students with disabilities		13.1%	11.3%	9.3%	14.4%
English Language Learners		18.4%	8.6%	4.5%	11.7%
RACE & ETHNICITY	Hispanic/ Latino of any race(s) students	14.0%	13.3%	12.7%	24.0%
	American Indian/ Alaskan Native students	0.5%	0.0%	0.1%	1.3%
	Asian students	22.8%	27.5%	12.5%	8.0%
	Black/ African American students	2.0%	2.1%	2.4%	4.4%
	Native Hawaiian/Other Pacific Islander students	0.5%	0.0%	0.0%	1.2%
	White students	49.5%	47.0%	63.8%	52.6%
	Students of Two or More Races	10.9%	10.0%	8.6%	8.6%



\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

- SIDEWALK:** On the south side of NE 104th Street from 132nd to 126th Avenues NE.
- SIDEWALK:** On the east side of 126th Avenue NE from NE 85th Street to NE 90th Street.
- SIDEWALK:** On the west side of 130th Avenue NE adjacent to Mark Twain Elementary.
- RAPID FLASHING BEACON:** On 132nd Avenue NE at NE 97th Street and NE 93rd Street.

### Schools\*

- Twain Elementary School at NE 95th Street
- Rose Hill Middle School at NE 75th Street
- Lake Washington High School at NE 80th Street

\*Infrastructure projects are described on the following pages

Map 11: North Rose Hill

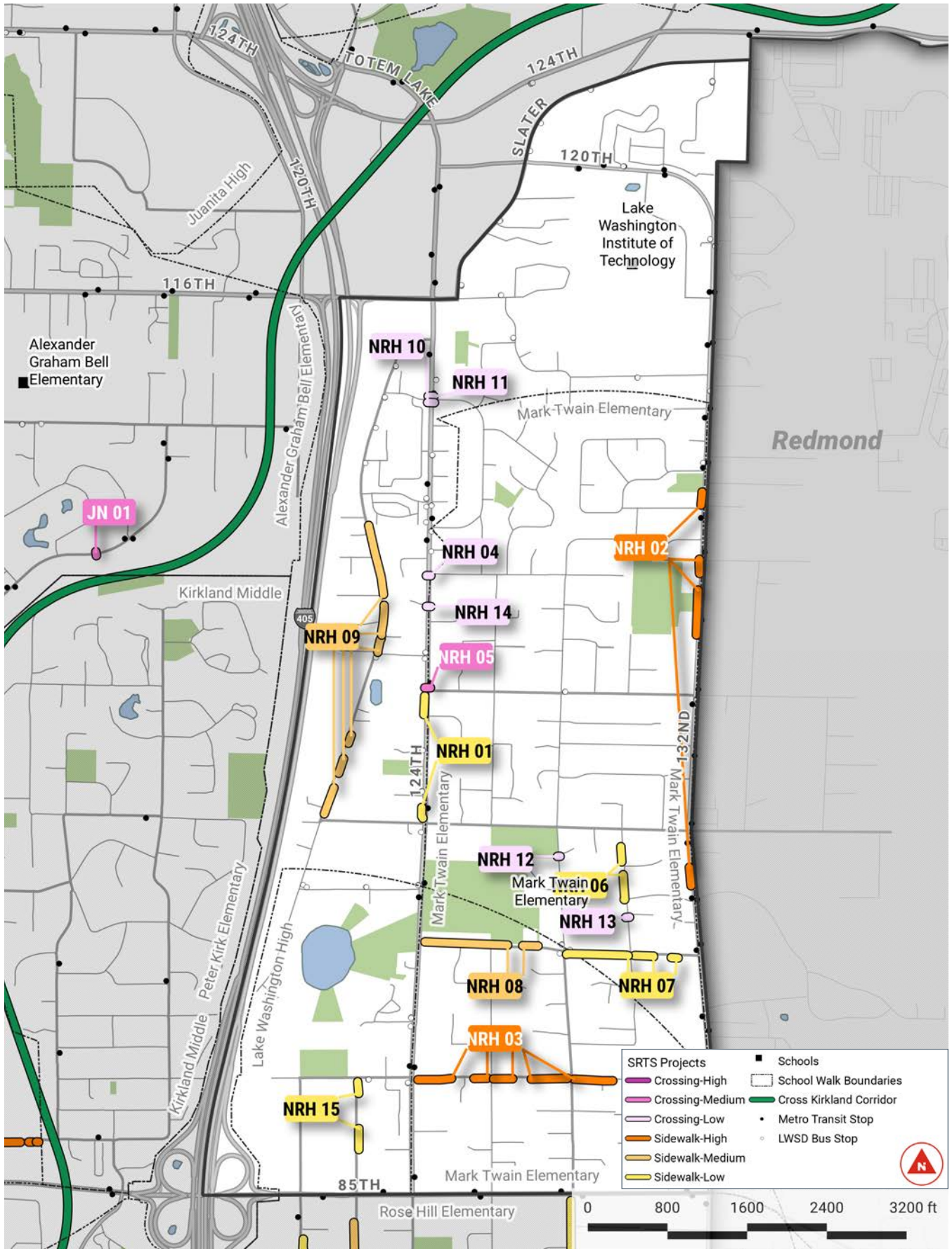
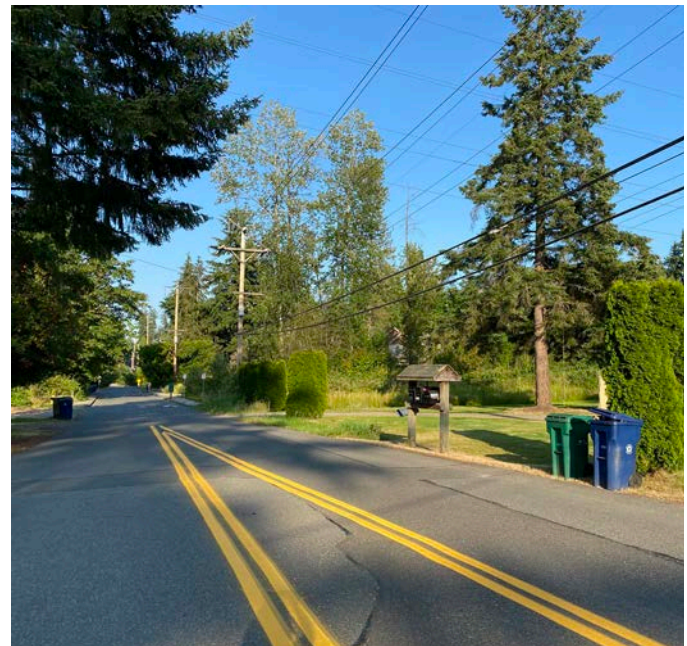


Table 24: North Rose Hill Prioritization Table

Project ID	Project Type	Location	Priority
NRH 01	Sidewalk	124th Ave NE from NE 100th St to NE 100th Pl	Low
NRH 02	Sidewalk	132nd Ave NE from NE 110th Pl to NE 97th St	High
NRH 03	Sidewalk	NE 90th St from 124th Ave NE to 128th Way NE	High
NRH 04	Enhance crossing	124th Ave NE at NE 107th Pl	Low
NRH 05	Enhance crossing	124th Ave NE at NE 104th St	Medium
NRH 06	Sidewalk	130th Ave NE from north of NE 98th Pl to NE 97th St	Low
NRH 07	Sidewalk	NE 95th St from east of 130th Ave NE to 128th Ave NE	Low
NRH 08	Sidewalk	NE 95th St from west of 128th Ave to 124th Ave NE	Medium
NRH 09	Sidewalk	Slater Ave NE from NE 100th St to NE 108th Pl	Medium
NRH 10	Enhance crossing	124th Ave NE at NE 112th Pl	Low
NRH 11	Enhance crossing	124th Ave NE at NE 112th Pl	Low
NRH 12	Enhance crosswalk lighting	128th Ave NE at NE 99th Ln	Low
NRH 13	Enhance crosswalk lighting	130th Ave NE at NE 96th Pl	Low
NRH 14	Enhance crosswalk lighting	124th Ave NE at NE 107th St	Low
NRH 15	Sidewalk	122nd Ave NE from NE 85th St to NE 90th St	Low



**NRH 02** Sidewalk: 132nd Avenue NE from NE 110th Place to NE 97th Street



**NRH 03** Sidewalk: NE 90th Street from 124th Avenue NE to 128th Way NE

# South Rose Hill/Bridle Trails



Rose Hill Middle School



Lake Washington High School



Rose Hill Elementary School



Franklin Elementary School

Table 25: South Rose Hill/ Bridle Trails Neighborhood Snapshot

SCHOOLS SERVING THE NEIGHBORHOOD*					
	Franklin Elementary School	Rose Hill Elementary School	Rose Hill Middle School	Lake Washington High School	Washington State
Total households within school's walk area	689	1,481	1,772	1,481	-
Total number of students attending	481	487	1,028	1,779	-
Students from low-income families	7.3%	20.1%	16.1%	14.1%	45.3%
Students with disabilities	9.1%	9.0%	11.3%	9.3%	14.4%
English Language Learners	21.0%	19.1%	8.6%	4.5%	11.7%
Hispanic/ Latino of any race(s) students	6.9%	16.4%	13.3%	12.7%	24.0%
American Indian/ Alaskan Native students	0.2%	0.0%	0.0%	0.1%	1.3%
Asian students	37.6%	29.6%	27.5%	12.5%	8.0%
Black/ African American students	1.7%	2.3%	2.1%	2.4%	4.4%
Native Hawaiian/Other Pacific Islander students	0.0%	0.0%	0.0%	0.0%	1.2%
White students	46.2%	38.2%	47.0%	63.8%	52.6%
Students of Two or More Races	7.5%	13.6%	10.0%	8.6%	8.6%

RACE & ETHNICITY

South Rose Hill / Bridle Trails

\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card, Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**SIDEWALK:** On the north side of NE 60th Street from 116th Avenue NE to 132nd Avenue NE.

**SIDEWALK:** On east side of 125th Avenue NE from NE 70th to NE 65th Place.

**RAPID FLASHING BEACON:** On NE 70th Place at 130th Avenue NE.

**INTERSECTION IMPROVEMENTS:** At 124th Avenue NE and NE 80th Street.

ALTERNATIVE SCHOOLS IN THE NEIGHBORHOOD

Northstar Middle School

### Schools\*

- Franklin Elementary School at NE 60th Street
- Rose Hill Elementary School at NE 80th Street
- Rose Hill Middle School at NE 75th Street
- Lake Washington High School at NE 80th Street

\*Infrastructure projects are described on the following pages



Map 12: South Rose Hill/Bridle Trails

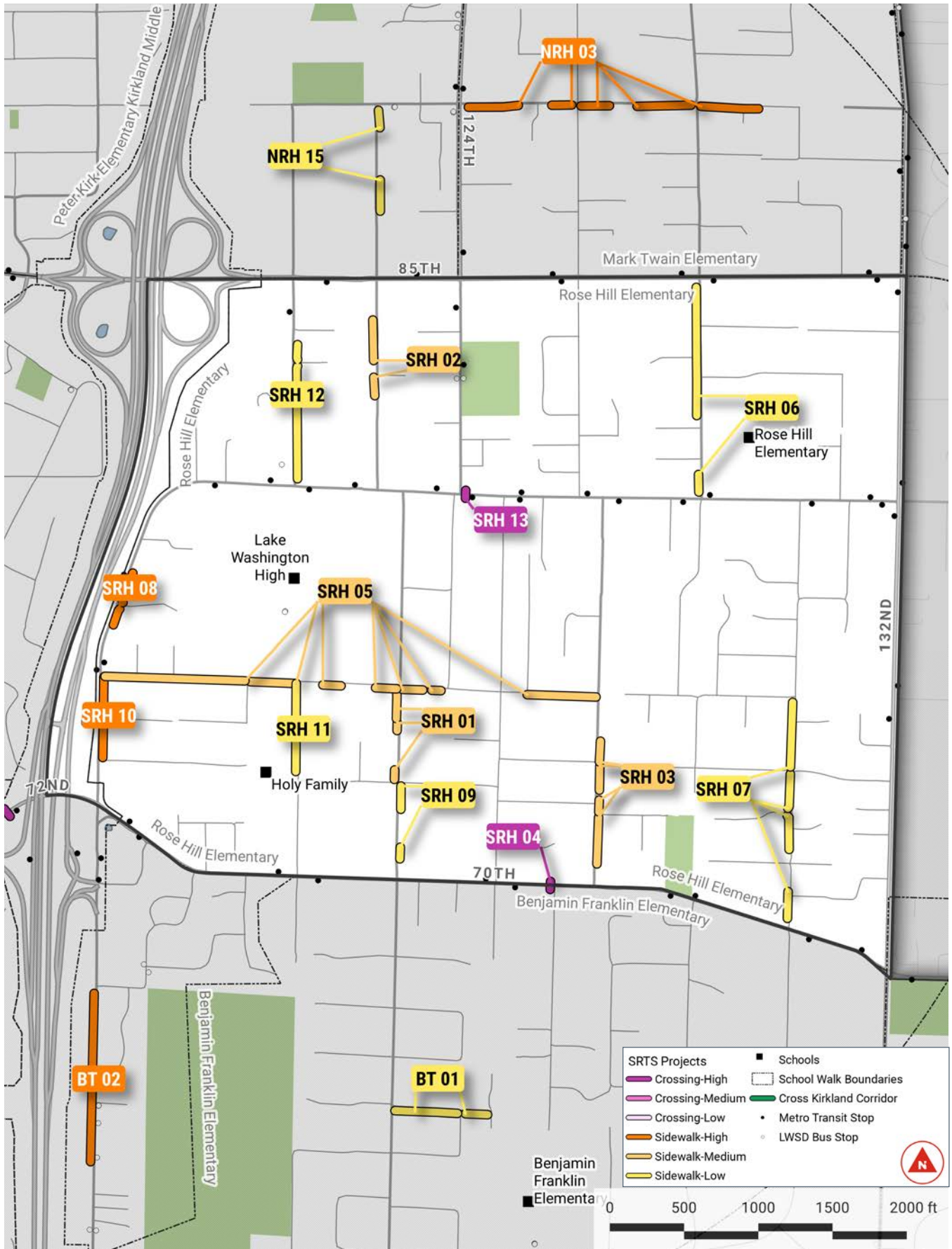


Table 26: South Rose Hill Prioritization Table

Project ID	Project Type	Location	Priority
SRH 01	Sidewalk	122nd Ave NE from NE 73rd St to NE 75th St	Medium
SRH 02	Sidewalk	122nd Ave NE from NE 82nd Ln to NE 85th St	Medium
SRH 03	Sidewalk	126th Ave NE from NE 70th St to north of NE 73rd St	Medium
SRH 04	Enhance crossing	NE 70th Street at 125th Ave NE	High
SRH 05	Sidewalk	NE 75th St from 126th Ave NE to 116th Ave NE	Medium
SRH 06	Sidewalk	128th Ave NE from NE 80th St to NE 85th St	Low
SRH 07	Sidewalk	130th Ave NE from NE 70th St to NE 75th St	Low
SRH 08	Sidewalk	116th Ave NE from north of 75th pl to south of NE 75th Pl	High
SRH 09	Sidewalk	122nd Ave NE from NE 70th St to NE 73rd St	Low
SRH 10	Sidewalk	116th Ave NE from NE 73rd St to NE 75th St	High
SRH 11	Sidewalk	120th Ave NE from NE 75th St to NE 70th St	Low
SRH 12	Sidewalk	120th Ave NE from north of NE 83rd St to NE 80th Stt	Low
SRH 13	Enhance crossing	NE 80th St at 124th Ave NE	High



**SRH 08** Sidewalk: 116th Avenue NE south of NE 75th Place north of 75th Place



**SRH 13** Enhance crossing: NE 80th Street at 124th Avenue NE

# Totem Lake



Kamiakin Middle School



Juanita High School



Frost Elementary School



Muir Elementary School

Table 27: Totem Lake Neighborhood Snapshot

	SCHOOLS SERVING THE NEIGHBORHOOD*				
	Frost Elementary School	Muir Elementary School	Kamiakin Middle School	Juanita High School	Washington State
Total households within school's walk area	200	252	160	947	-
Total number of students attending	441	425	603	1,543	-
Students from low-income families	33.6%	30.6%	27.9%	22.9%	45.3%
Students with disabilities	12.7%	11.8%	13.6%	11.3%	14.4%
English Language Learners	22.7%	24.2%	10.3%	7.3%	11.7%
Hispanic/ Latino of any race(s) students	29.7%	16.7%	18.7%	15.0%	24.0%
American Indian/ Alaskan Native students	0.5%	0.5%	0.7%	0.2%	1.3%
Asian students	6.6%	27.3%	22.4%	17.0%	8.0%
Black/ African American students	3.6%	3.3%	2.5%	3.4%	4.4%
Native Hawaiian/Other Pacific Islander students	0.5%	0.2%	0.2%	0.2%	1.2%
White students	49.9%	42.6%	43.9%	55.0%	52.6%
Students of Two or More Races	9.3%	9.4%	11.6%	9.1%	8.6%



\* Schools with Lake Washington School District designated walk areas within the neighborhood.

Source: Washington Office of Superintendent of Public Instruction Report Card. Kirkland, Lake Washington School District only

### Recent Infrastructure Projects

**PURCHASE AND DEVELOPMENT:** Of the Cross Kirkland Corridor Interim Trail.

**RAPID FLASHING BEACON:** On 116th Avenue NE at 12500 block.

**TRAFFIC MEDIAN ISLAND:** On Slater Ave NE at NE 119th Street.

### Schools\*

- Frost Elementary School at NE 140th Street
- Muir Elementary School at 132nd Avenue NE
- Kamiakin Middle School at 132nd Avenue NE
- Juanita High School at NE 132nd Street

\*Infrastructure projects are described on the following pages

Map 13: Totem Lake

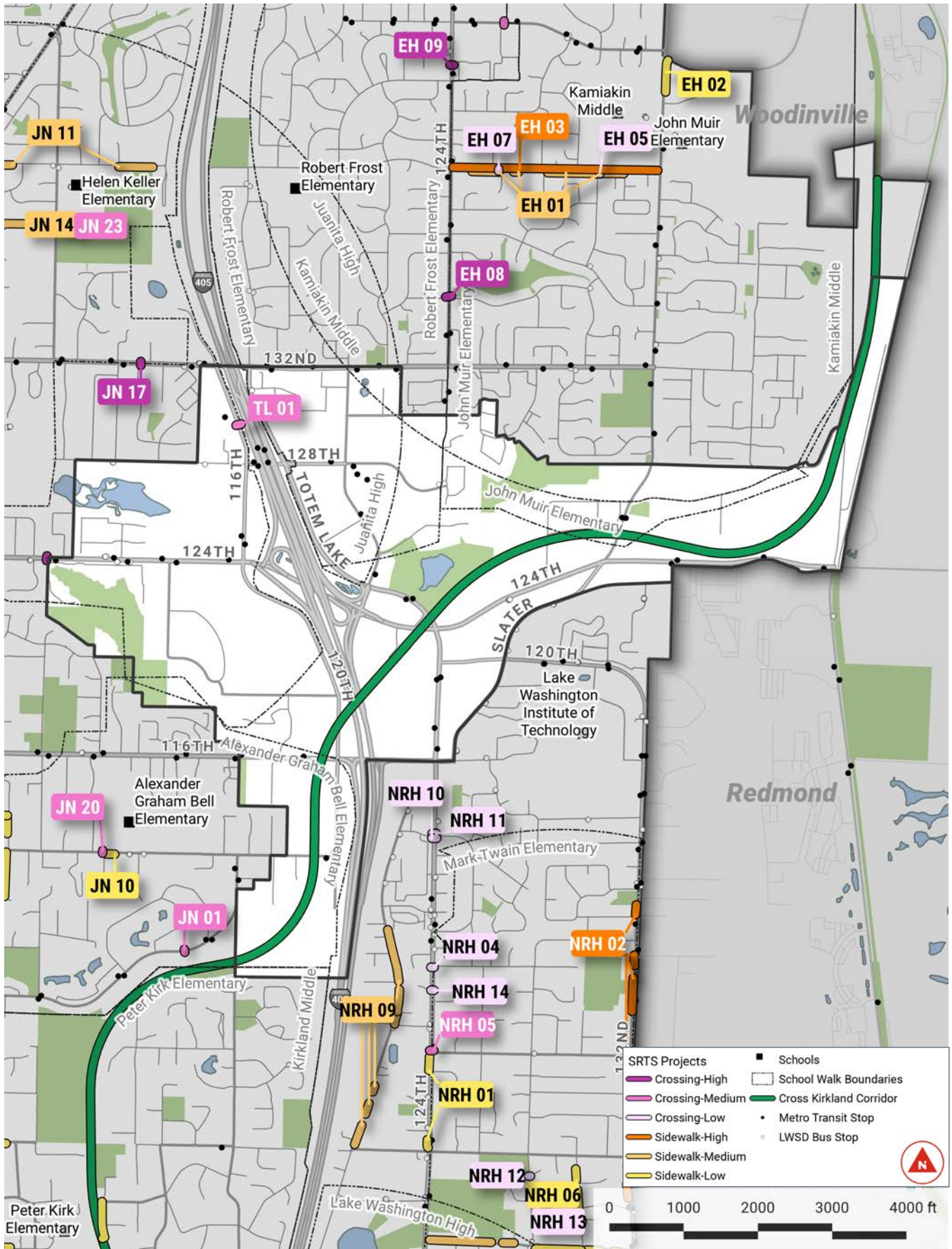


Table 28: Totem Lake Prioritization Table

Project ID	Project Type	Location	Priority
TL 01	Enhance crossing	116th Ave NE north of NE 128th St	Medium



TL 01 Enhance crossing: 116th Avenue NE north of NE 128th Street

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# appendix



Table 29: Central Houghton Prioritization Table

Project ID	Project Type	Street Class	Priority Level	Sidewalk Linear Feet (approximate)
<b>Central Houghton</b>				
CH 01	Sidewalk	NEIGHBORHOOD ACCESS	Low	510
CH 02	Enhance crossing	MINOR ARTERIAL	Low	
CH 03	Enhance crosswalk lighting	MINOR ARTERIAL	Low	
CH 04	Sidewalk	NEIGHBORHOOD ACCESS	Low	308
CH 05	Sidewalk	NEIGHBORHOOD ACCESS	Low	266
<b>Evergreen Hill (Kingsgate)</b>				
EH 01	Sidewalk	NEIGHBORHOOD ACCESS	Medium	1402
EH 02	Sidewalk	COLLECTOR	Low	431
EH 03	Sidewalk	NEIGHBORHOOD ACCESS	High	2757
EH 04	Sidewalk	MINOR ARTERIAL	High	1386
EH 05	Enhance crosswalk lighting	NEIGHBORHOOD ACCESS	Low	
EH 06	Enhance crosswalk lighting	COLLECTOR	Medium	
EH 07	Enhance crosswalk lighting	NEIGHBORHOOD ACCESS	Low	
EH 08	Enhance crossing	MINOR ARTERIAL	High	
EH 09	Enhance crossing	MINOR ARTERIAL	High	
<b>Everest</b>				
EV 01	Sidewalk	COLLECTOR	Medium	673
EV 02	Sidewalk	COLLECTOR	Low	206
EV 03	Sidewalk	MINOR ARTERIAL	Medium	306
EV 04	Enhance crossing	MINOR ARTERIAL	High	
EV 05	Enhance crosswalk lighting	MINOR ARTERIAL	High	
<b>Finn Hill</b>				
FH 01	Sidewalk	Collector	High	163
FH 02	Sidewalk	COLLECTOR	Low	61
FH 03	Enhance crossing	COLLECTOR	High	
FH 04	Enhance crossing	COLLECTOR	High	

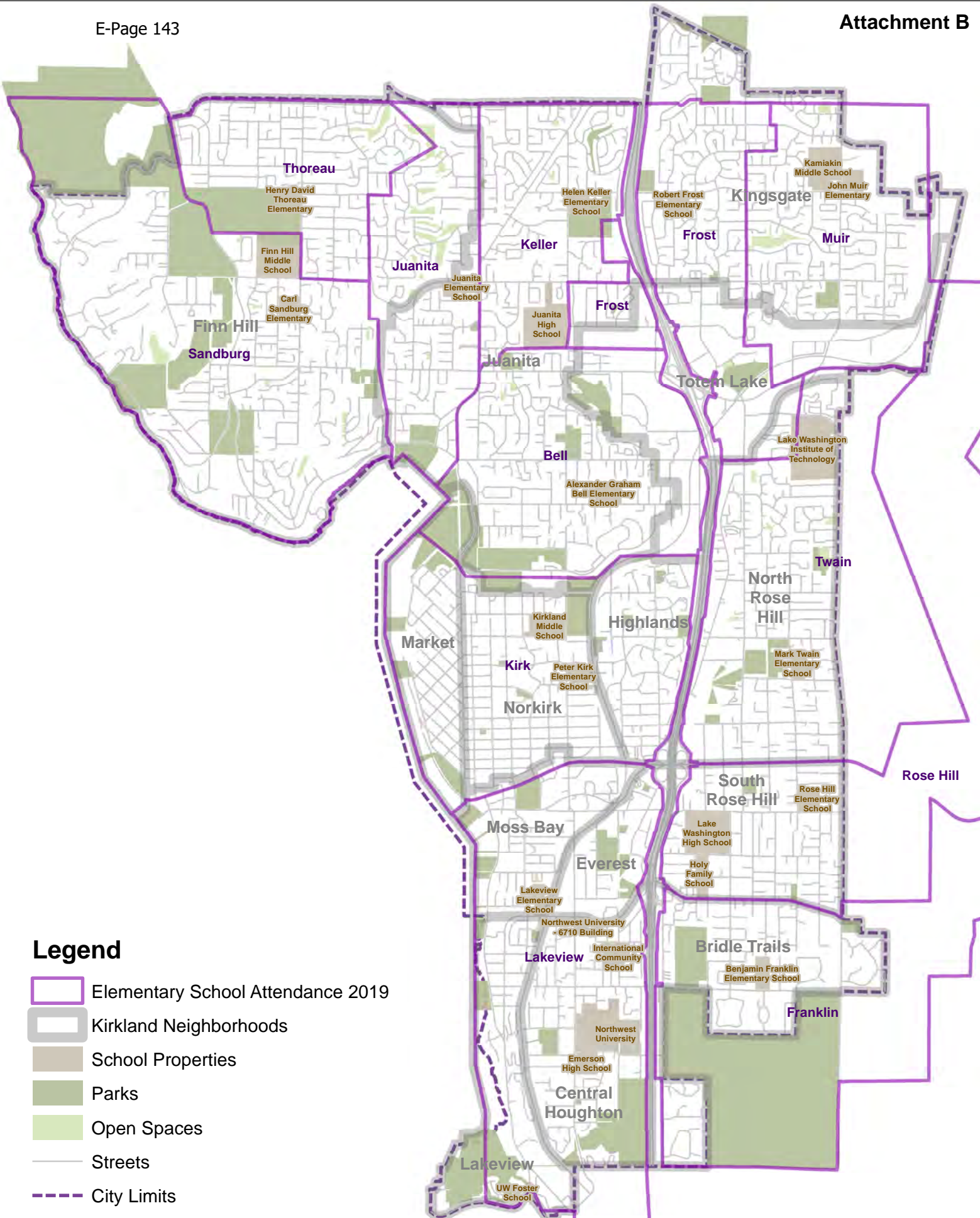
Project ID	Project Type	Street Class	Priority Level	Sidewalk Linear Feet (approximate)
FH 05	Enhance crossing	COLLECTOR	Medium	
FH 06	Enhance crossing	COLLECTOR	Medium	
FH 07	Enhance crossing	MINOR ARTERIAL	High	
FH 08	Enhance crossing	COLLECTOR	Medium	
FH 09	Sidewalk	COLLECTOR	High	1218
FH 10	Sidewalk	MINOR ARTERIAL	High	653
FH 11	Enhance crossing	MINOR ARTERIAL	High	
FH 12	Sidewalk	NEIGHBORHOOD ACCESS	Medium	1199
FH 13	Sidewalk	NEIGHBORHOOD ACCESS	Low	931
FH 14	Sidewalk	COLLECTOR	Medium	451
FH 15	Sidewalk	COLLECTOR	Medium	129
FH 16	Sidewalk	NEIGHBORHOOD ACCESS	Low	871
FH 17	Sidewalk	NEIGHBORHOOD ACCESS	Medium	1329
FH 18	Sidewalk	NEIGHBORHOOD ACCESS	Low	793
FH 19	Sidewalk	NEIGHBORHOOD ACCESS	Low	736
FH 20	Sidewalk	NEIGHBORHOOD ACCESS	Low	1160
FH 21	Sidewalk	COLLECTOR	High	293
FH 22	Sidewalk	MINOR ARTERIAL	High	3382
FH 23	Sidewalk	NEIGHBORHOOD ACCESS	Medium	1826
FH 24	Sidewalk	COLLECTOR	High	1033
FH 25	Enhance crossing	COLLECTOR	High	
FH 26	Sidewalk	COLLECTOR	Medium	885
FH 27	Enhance crosswalk lighting	COLLECTOR	High	
FH 28	Sidewalk	NEIGHBORHOOD ACCESS	Low	185
<b>Highlands</b>				
HLD 01	Sidewalk	COLLECTOR	Low	517

Project ID	Project Type	Street Class	Priority Level	Sidewalk Linear Feet (approximate)
<b>Juanita</b>				
JN 01	Enhance crossing	COLLECTOR	Medium	
JN 02	Enhance crossing - Multi-lane Street	PRINCIPAL ARTERIAL	High	
JN 03	Sidewalk	PRINCIPAL ARTERIAL	High	890
JN 04	Enhance crossing - Multi-lane Street	MINOR ARTERIAL	Medium	
JN 05	Enhance crossing - Multi-lane Street	PRINCIPAL ARTERIAL	High	
JN 06	Enhance crossing - Multi-lane Street	PRINCIPAL ARTERIAL	High	
JN 07	Enhance crossing - Multi-lane Street	PRINCIPAL ARTERIAL	High	
JN 08	Sidewalk	COLLECTOR	Medium	1834
JN 09	Sidewalk	NEIGHBORHOOD ACCESS	Low	2428
JN 10	Sidewalk	COLLECTOR	Low	117
JN 11	Sidewalk	NEIGHBORHOOD ACCESS	Medium	789
JN 12	Sidewalk	NEIGHBORHOOD ACCESS	Low	596
JN 13	Sidewalk	NEIGHBORHOOD ACCESS	Low	870
JN 14	Sidewalk	NEIGHBORHOOD ACCESS	Medium	1764
JN 15	Sidewalk	COLLECTOR	Medium	2015
JN 16	Enhance crossing	PRINCIPAL ARTERIAL	High	
JN 17	Enhance crossing	PRINCIPAL ARTERIAL	High	
JN 18	Enhance crossing - Multi-lane Street	PRINCIPAL ARTERIAL	High	
JN 19	Enhance crossing	PRINCIPAL ARTERIAL	High	
JN 20	Enhance crossing	COLLECTOR	Medium	
JN 21	Sidewalk	NEIGHBORHOOD ACCESS	Low	160
JN 22	Sidewalk	COLLECTOR	Low	839
JN 23	Enhance crossing	COLLECTOR	Medium	
JN 24	Enhance crosswalk lighting	COLLECTOR	High	
JN 25	Enhance crosswalk lighting	MINOR ARTERIAL	Low	

Project ID	Project Type	Street Class	Priority Level	Sidewalk Linear Feet (approximate)
<b>Lakeview</b>				
LV 01	Enhance crossing	PRINCIPAL ARTERIAL	High	
<b>Moss Bay</b>				
MB 01	Enhance crossing	MINOR ARTERIAL	High	
MB 02	Sidewalk	MINOR ARTERIAL	Medium	591
MB 03	Sidewalk	MINOR ARTERIAL	Medium	428
MB 04	Enhance crossing	MINOR ARTERIAL	High	
MB 05	Enhance crossing	wPRINCIPAL ARTERIAL	High	
MB 06	Enhance crossing	PRINCIPAL ARTERIAL	High	
MB 07	Enhance crossing	PRINCIPAL ARTERIAL	High	
MB 08	Enhance crossing	PRINCIPAL ARTERIAL	High	
MB 09	Enhance crossing	MINOR ARTERIAL	High	
<b>Market</b>				
MK 01	Sidewalk	COLLECTOR	High	799
MK 02	Enhance crossing	PRINCIPAL ARTERIAL	High	
MK 03	Enhance crossing	PRINCIPAL ARTERIAL	Medium	
MK 04	Enhance crossing	PRINCIPAL ARTERIAL	Medium	
MK 05	Enhance crossing	PRINCIPAL ARTERIAL	High	
<b>Norkirk</b>				
NK 01	Sidewalk	COLLECTOR	High	347
NK 02	Sidewalk	NEIGHBORHOOD ACCESS	Low	366
NK 03	Sidewalk	NEIGHBORHOOD ACCESS	Medium	890
NK 04	Sidewalk	NEIGHBORHOOD ACCESS	Medium	670
NK 05	Sidewalk	NEIGHBORHOOD ACCESS	Low	722
NK 06	Sidewalk	NEIGHBORHOOD ACCESS	Low	216
NK 07	Sidewalk	NEIGHBORHOOD ACCESS	Low	217
NK 08	Enhance crossing	PRINCIPAL ARTERIAL	Medium	

Project ID	Project Type	Street Class	Priority Level	Sidewalk Linear Feet (approximate)
NK 09	Enhance crossing	PRINCIPAL ARTERIAL	High	
NK 10	Enhance crossing	PRINCIPAL ARTERIAL	Medium	
NK 11	Sidewalk	COLLECTOR	Low	362
NK 12	Sidewalk	NEIGHBORHOOD ACCESS	Medium	1298
NK 13	Sidewalk	COLLECTOR	Low	313
<b>North Rose Hill</b>				
NRH 01	Sidewalk	PRINCIPAL ARTERIAL	Low	298
NRH 02	Sidewalk	MINOR ARTERIAL	High	912
NRH 03	Sidewalk	COLLECTOR	High	1415
NRH 04	Enhance crossing	PRINCIPAL ARTERIAL	Low	
NRH 05	Enhance crossing	PRINCIPAL ARTERIAL	Medium	
NRH 06	Sidewalk	NEIGHBORHOOD ACCESS	Low	407
NRH 07	Sidewalk	COLLECTOR	Low	886
NRH 08	Sidewalk	COLLECTOR	Medium	984
NRH 09	Sidewalk	COLLECTOR	Medium	1666
NRH 10	Enhance crossing	PRINCIPAL ARTERIAL	Low	
NRH 11	Enhance crossing	PRINCIPAL ARTERIAL	Low	
NRH 12	Enhance crosswalk lighting	NEIGHBORHOOD ACCESS	Low	
NRH 13	Enhance crosswalk lighting	NEIGHBORHOOD ACCESS	Low	
NRH 14	Enhance crosswalk lighting	PRINCIPAL ARTERIAL	Low	
NRH 15	Sidewalk	COLLECTOR	Low	328
<b>South Rose Hill/Bridle Trails</b>				
SRH 01	Sidewalk	COLLECTOR	Medium	316
SRH 02	Sidewalk	COLLECTOR	Medium	397
SRH 03	Sidewalk	COLLECTOR	Medium	696
SRH 04	Enhance crossing	MINOR ARTERIAL	High	
SRH 05	Sidewalk	NEIGHBORHOOD ACCESS	Medium	2180

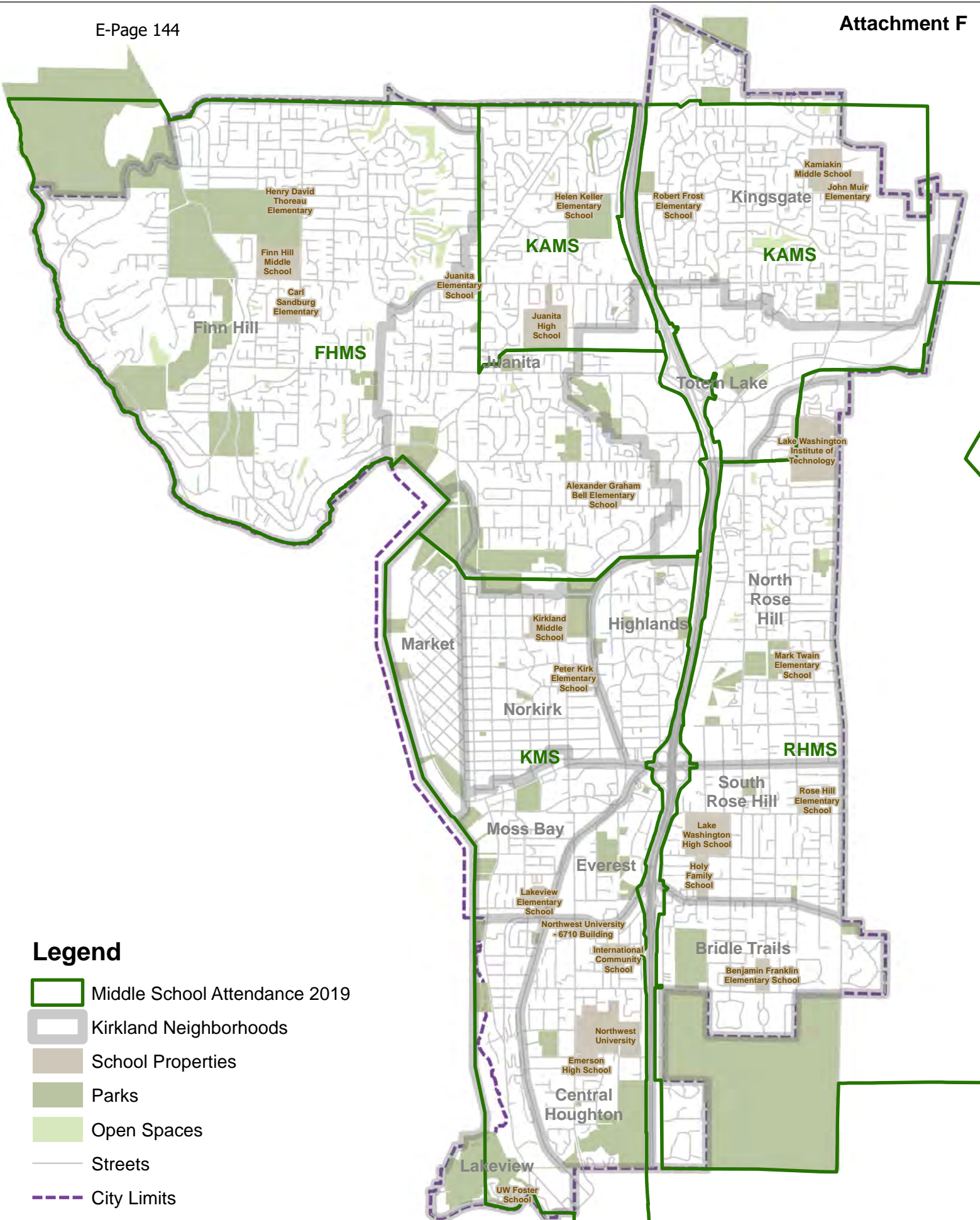
Project ID	Project Type	Street Class	Priority Level	Sidewalk Linear Feet (approximate)
SRH 06	Sidewalk	COLLECTOR	Low	983
SRH 07	Sidewalk	NEIGHBORHOOD ACCESS	Low	1082
SRH 08	Sidewalk	COLLECTOR	High	328
SRH 09	Sidewalk	COLLECTOR	Low	235
SRH 10	Sidewalk	COLLECTOR	High	519
SRH 11	Sidewalk	NEIGHBORHOOD ACCESS	Low	593
SRH 12	Sidewalk	COLLECTOR	Low	863
SRH 13	Enhance crossing	COLLECTOR	High	
BT 01	Sidewalk	NEIGHBORHOOD ACCESS	Low	571
BT 02	Sidewalk	COLLECTOR	High	1135
BT 03	Enhance crosswalk lighting	COLLECTOR	Low	
<b>Totem Lake</b>				
TL 01	Enhance crossing	MINOR ARTERIAL	Medium	



### Legend

- Elementary School Attendance 2019
- Kirkland Neighborhoods
- School Properties
- Parks
- Open Spaces
- Streets
- City Limits

# Elementary School Attendance Areas

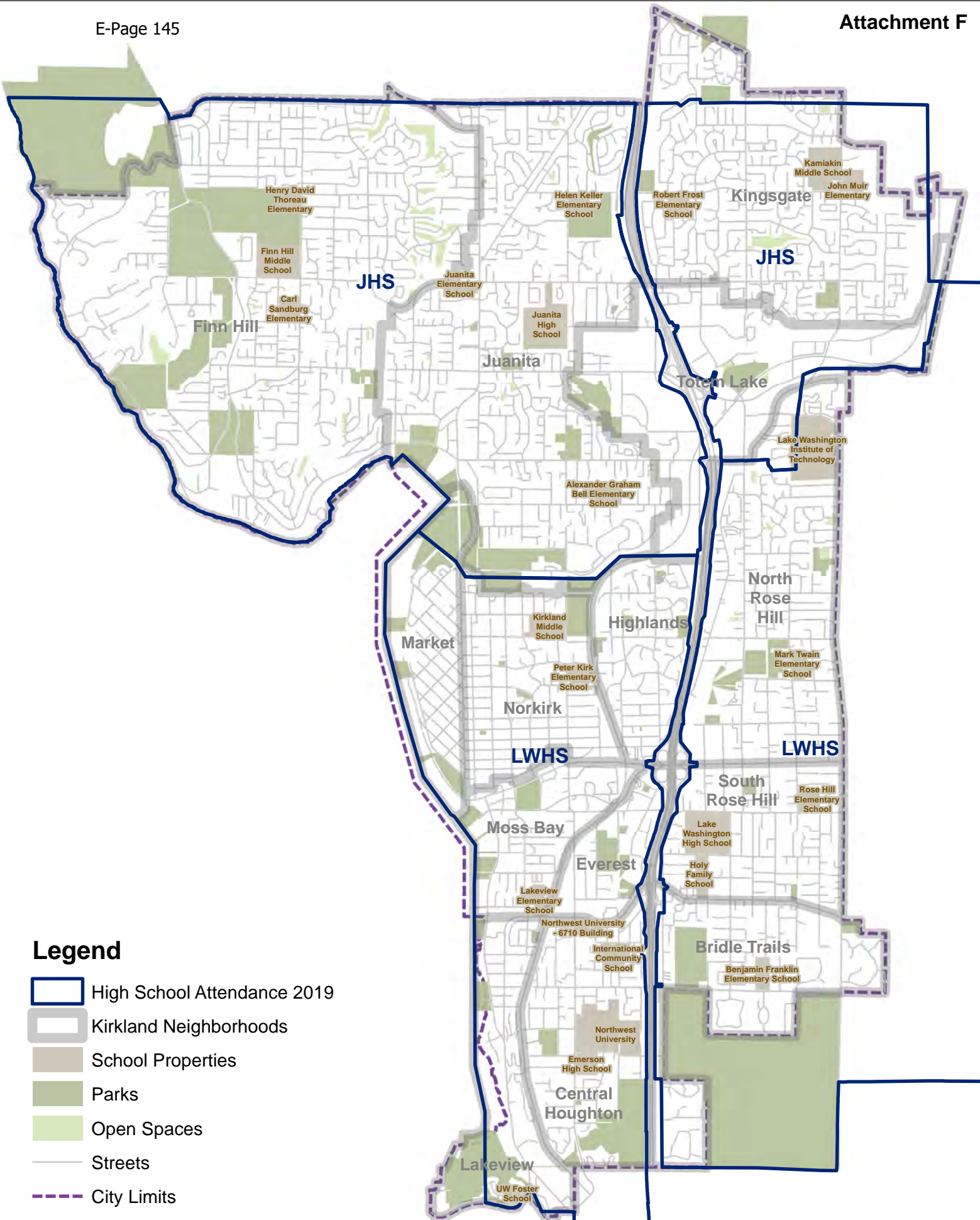


**Legend**








- Middle School Attendance 2019
- Kirkland Neighborhoods
- School Properties
- Parks
- Open Spaces
- Streets
- City Limits

Middle School Attendance Areas

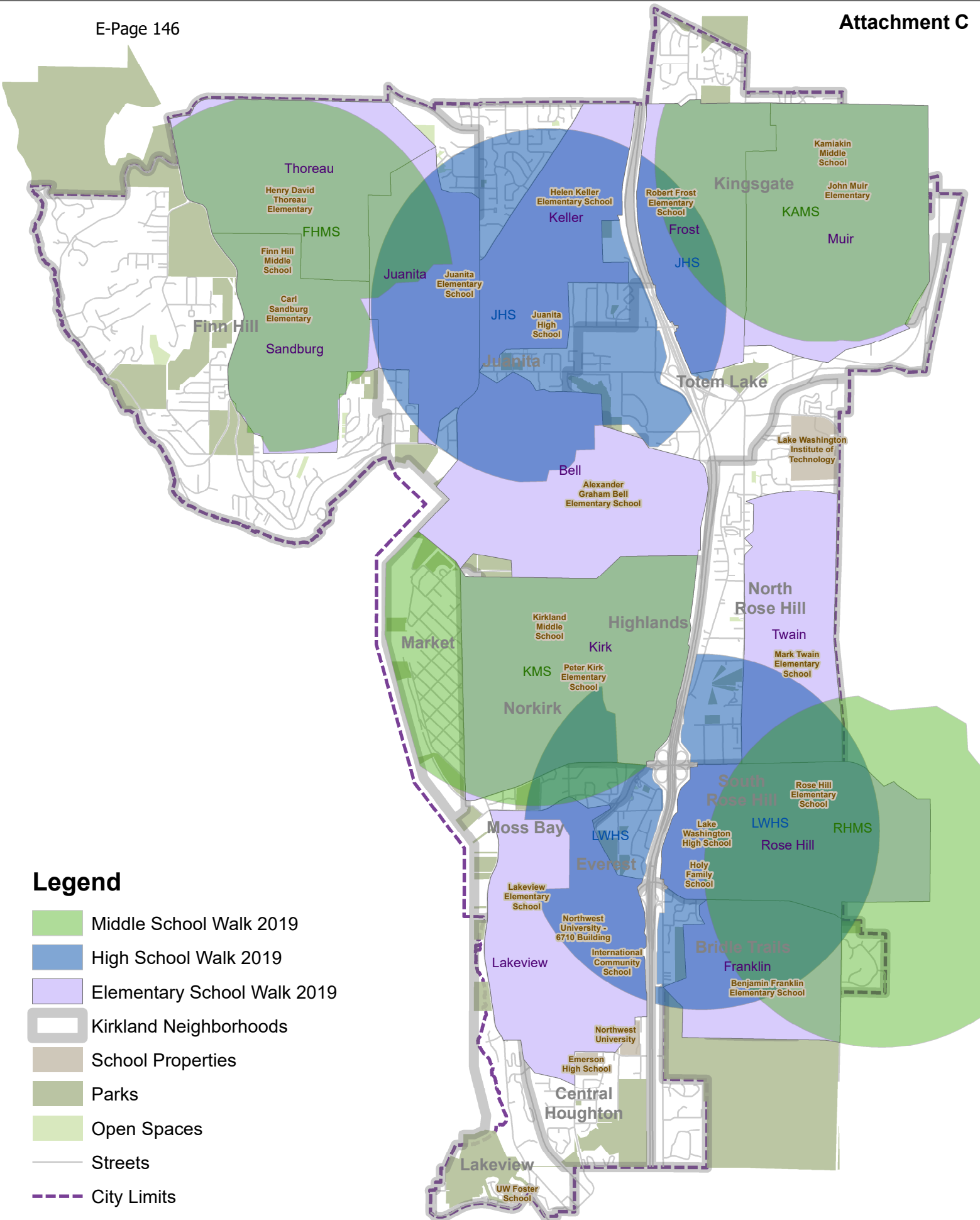




### Legend

-  High School Attendance 2019
-  Kirkland Neighborhoods
-  School Properties
-  Parks
-  Open Spaces
-  Streets
-  City Limits

## High School Attendance Areas



### Legend

- Middle School Walk 2019
- High School Walk 2019
- Elementary School Walk 2019
- Kirkland Neighborhoods
- School Properties
- Parks
- Open Spaces
- Streets
- City Limits

## School Walk Boundaries

**Walk Recommendation Prioritization**

<b>Points</b>	<b>Safer Routes to School Walk Recommendation Prioritization</b>
<b>40</b>	<b>Improve safety—Prioritize locations based on crash history and indicators of crash risk like adjacent street auto volume, speed and number of lanes.</b>
	Crosswalk Risk Factor: Crosswalk recommendations where there are multiple traffic lanes, multiple crash reports, higher traffic speeds, or higher volumes.
	Roadway Risk Factor: Sidewalk recommendations on roads with a history of pedestrian and bicycle accidents.
<b>20</b>	<b>Link to Land Use—Choose sidewalks and crosswalks that expand and enhance walkability and places where current pedestrian volumes are high.</b>
	Within School Walk Boundary: Walk recommendations within school walk boundary(ies), as defined by the Lake Washington or North Shore School Districts.
	Distance to School: Walk recommendation in close proximity to school(s).
	Greatest benefit: Number of households benefiting from walk recommendation.
<b>5</b>	<b>Connect to the Cross Kirkland Corridor—Make numerous strong links to the CKC.</b>
	Cross Kirkland Corridor Access: Walk recommendations providing direct access to the Cross Kirkland Corridor.
<b>15</b>	<b>Make Connections—Give high priority to projects that fill gaps by connecting existing sidewalks.</b>
	Fills gap on Arterial or Collector: Walk recommendations filling gaps on one side of arterials and collectors.
	Fills gap on Designated School Walk Route: Walk recommendations filling gap on one side of designated school walk routes on arterials and collectors.
<b>10</b>	<b>Connect to Transit—Complete walkways that allow easy access to transit, particularly regional transit.</b>
	Distance to School Bus: Walk recommendations in close proximity to a bus stop.
	Distance to Metro Bus: Walk recommendations in close proximity to a school bus stop
<b>20</b>	<b>Community input—Because of the scale of pedestrian projects, gathering the on-the-ground knowledge through community input is particularly important in selecting pedestrian projects.</b>
	Suggested by the public: Walk recommendations suggested by the public.
	Community Priorities: The publics' walk recommendation voting results.

<p><b>8</b></p>	<p><b>Safe, Inclusive, and Welcoming City for all people—The City of Kirkland strives to ensure the Safer Routes to School initiatives benefit all demographic groups, with attention to ensuring safe, healthy, and fair outcomes for students from low-income families, students of color, and students with disabilities.</b></p>
	<p>Health Equity Need Score: Walk recommendations serving schools with higher levels of low-income families, students of color, and students with disabilities.</p>
<p><b>118</b></p>	<p><b>Total Possible Points</b></p>

## Public Comments from Interactive Map

BT02	This is our daily route to Franklin elementary and we need a sidewalk!
BT02	This is the busy back entrance to Ben Franklin Elementary. Cars drive to drop students at the back gate and families walking to school have no option other than to walk on the road. Some cars speed and some kids on bikes or foot are oblivious to cars approaching them from behind. A sidewalk on this section of 65th would prevent these dangerous interactions between cars and pedestrians.
BT02,BT03,BT04	Everybody should be safe to walk more.
BT02,EV04	Dangerous walk to school in the morning without sidewalk.
BT02,SRH04,SRH08	Owner of 12304 NE 65th ST --- high dead-end traffic volume for pickup/drop-off at Ben Franklin. Main walking route to school ground facilities during non-school hours/weekends
CH01,CH06,SRH15	Dangerous situations for student/child/pedestrian safety where I've witnessed near collisions. Fatalities are only a matter of time.
CH05,CH06,MB10	There have been a lot of families with such aged children moving into the neighborhood competing with increasing levels of cut through traffic due to failing arterials and intersections.
CH06	Also-Please add a bridge over the 108th/68th intersection!!!! 🙏
CH06	Blind corner, speeders, people avoiding 108th cutting through neighborhood. Many families with small kids. I raised 5 children and thank God we've only had near misses and no full-on collisions with cars
CH06	Child attends Kirkland Children's School
CH06	Kid goes to lakeview.
CH06	Numerous children in the neighborhood.
CH06	This is a blind bend in the road with no sidewalks and many children around. Also, cars in the neighborhood tend to drive too quickly in this area. In addition, there is another road that intersects in this area with no stop sign so it is a very dangerous area. As an adult, I myself am concerned walking around this bend and am constantly looking for cars. It's a very dangerous area of road in our neighborhood.
CH06	This is a blind corner in the neighborhood. This route is a convenient "detour" for vehicles from outside the neighborhood, BEST and Emerson vehicles for example. They may not be sensitive to local speed limits and family concerns. Anything that will slow speeds, increase stops will save lives. With no checks in place, someone will eventually be killed on this corner.
CH06	This proposal is adjacent to our property and we have seen so many car/pedestrian "near-misses" it's only time until somebody walking, or biking will be hit by a car on this blind corner. We have about 10 elementary school aged children in our neighborhood who are out in danger daily walking the route around this corner.
CH06	This project was suggested by the public - no sidewalks, poor sight distance, and cut-through traffic to avoid northbound queuing on 108th

CH06	It is difficult to determine what the proposed solution is, but "Dead Man's Curve" as it's known on 111th Ave NE needs a way to make it safer for all people walking there.
CH06,EV01,EV02	poor sight distance, children walking from 108th school bus, no sidewalk or pathway
CH06,SRH11,SRH13	Our children went to LW and often walked on the side streets where there were no sidewalks and traffic was intense. Also, the crossing NE 48th Street/108th Ave, NE corner is very dangerous. I have almost run over a woman with stroller, and sometimes I walk there and had almost been run over. The visibility in that corner is very limited, and even if you are careful, it is a very dangerous corner. I suggest for next year this corner should be addressed with a sidewalk.
EH01,EH02,EH04	I chose projects that would make our walk to John Muir safer.
EH01,EH02,EH06	Child walking to school
EH01,EH03,EH04	Our family has personally witnessed 2 car/ pedestrian accidents in this crosswalk. Something has to be changed
EH01,EH09,SRH04	Children walking to school
EH02	We have seen children almost get hit by cars. The children walk in our front yard to avoid getting hit. There are no cross walks nearby and parents even drop their children off on the side of the road with no sidewalk. It is so dangerous and right in the middle of two schools. Muir being a walking school.
EH02	What about the 1/2 block between the existing sidewalk and the proposed? I personally put up a proposal including the whole strip of 140th missing a sidewalk. This road is vital to the walking school and an accident waiting to happen. The whole side of the road needs to have a sidewalk.
EH02,EH03,EH04	It would be nice if we could benefit kids of color and low-income kids. Hope that can be a factor next time.
EH02,EH03,EH04	No sidewalk on a main road to a walking school with hundreds of houses. We have seen children almost get hit because a car is parked in the shoulder and there is no sidewalk.
EH02,EH04,EH06	My child walks this path to school it's a fall hazard in many places
EH02,EH04,EH06	Some children walk alone
EH03	This intersection needs more a sidewalk added. It needs a traffic revision such as a circle, with the apartments going into the north school time traffic will only increase.
EH03,EH04,EH07	EH3 is in my driving path every day. I see kids trying to cross there before and after school and it is dangerous because of the hill that blocks sight lines. ALSO- EH7 is not readily visible on this map, I only found it because I was specifically looking for it, knowing it was a problem area.
EH04	The current conditions are not ADA compliant
EH04,EH05	This route is on the way to MS for neighbors and eventually my kids. They are forced to walk on the road because of the steep slope.
EH04,EH05,EH08	We try hard to be a walking family. Safe sidewalks will help!
EH04,EH06,EH08	Part of regular walking loop

EH04,EH06,JN19	improves safety for elderly, disabled and kids on roadways that currently see frequent speeders
EH05	Woodmoor
EH05,FH06	My children must cross Juanita Blvd to walk to school. Walking to school is faster than taking the bus as the bus stop is .9 miles from our house and the school is less than .6 miles. But only if they cross Juanita.
EH06,EH07,EH10	Safety for child walking to school
EH07	This is a direct bike and walk commune for Kingsgate kids to Kamiakin- it is a dangerous spot that parents frequently prefer to drive the short distance rather than let their kids go. Those extra cars compound the problem when parents running late can cause accidents.
EV01	a well maintained and safe path is on opposite side of street. It is waste of money to build a sidewalk on both sides of street. And this side of street has important drainage ditch
EV01,EV02,EV06	None, my children attend Lakeview Elementary
EV02	So close to school. Young kids.
EV02	There is a sidewalk on opposite side of street. And due to cars running the stop sign in this area people should only walk on the side of the street where sidewalk is present already. waste of money to build a sidewalk on both sides of street
EV03,JN17,MB08	I don't have kids, so I picked projects where I also walk and feel uncomfortable as an adult, thinking they'd be even worse for kids and helpful to more members of the public than just kids.
EV04,EV05	We, and many others in our neighborhood, walk to school on 65th every day and parents drive in and out of the street at high speeds to drop off their children at the back of the school. We were told by neighbors who have lived there for a long time that there used to be a speed bump on the street, but it was removed when the road was repaved. This area is essentially a second entrance for the school.
EV04,FH03,FH07	Because FH 06 has been said "NO" to many times. Just forget about FH 06. This is a gateway to putting a road there. The kids won't walk. Their mom's drive them down the street to the bus stop, you think they will walk to school?
FH01	When students walk to school from south of 125th on 84th towards Sandburg Elementary and Finn Hill Middle School it is on the street with no sidewalk. It would greatly benefit two schools and hundreds of students in the building of this sidewalk.
FH01	Approve
FH01,FH06,FH28	Putting sidewalks all along 84th Ave is important. Its effects hundreds of students each day walking to three different schools.
FH02	It is not only my only children; I was watching a steady stream pass by every school day. The city has done a great job adding sidewalks, but this last section remains a danger zone. People also do not usually come to a full stop at the stop signs in this area and regularly speed well above the posted 25 MPH speed limit.
FH02,FH18,FH22	One child goes to Thoreau and uses this walking path on FH 18 and 22. Another child goes to EAS and uses FH 2.

FH02,FH18,FH23	Child with disability
FH02,FH18,FH23	Neighbor has disabled child
FH03	When 84th Ave is full of stopped cars, drivers not going to the school sometimes drive in oncoming lanes. They will not see any pedestrians in the crosswalk. Flashing lights would greatly increase safety for pedestrians.
FH03,FH23,FH28	For FH28 - in addition should include a flashing light to cross the street to Finn Hill Middle School would makes sense. FH23 is great idea - it's not only a nightmare to walk without a sidewalk but hard to see pedestrians as a driver. Extra lighting in this area may be necessary especially during dark rainy fall/winter days.
FH06	Yes, please, there is no safe crossing of Juanita Drive for all this residential on the west side.
FH06	Not sure about this crosswalk and how you plan for students to walk from Finn Hill Middle School and Sandburg Elem. Are they to cross this busy unsafe intersection and go down to the ravine and up it before reaching a dirt road? I've heard in the past about a walking bridge over Juanita Dr. An improved crosswalk would be nice but as a longtime resident on 74th Ave NE I question if students are to walk down into the ravine and up the steep side to reach NE132nd ST, a dirt road? I don't see young children doing that. I'm also concerned for safety of those crossing Juanita Drive even with an enhanced crosswalk. It is not a safe intersection with a curve right before it if coming from Kenmore. I was rear ended there while waiting to turn left onto NE 132nd St. Safety is my main concern. I think a walking bridge over Juanita Drive is the only way for this intersection to be safe for students.
FH06,FH11,FH23	connections across Juanita drive are important and lacking
FH06,FH12,FH28	We currently have zero pedestrian access in and out of the neighborhood. This would help that.
FH06,FH17,FH25	Holmes Point has serious safety problems for children walking to bus stops and no projects listed attempt to remedy this problem.
FH06,FH18,FH28	My daughter crosses Juanita Drive to get to school but can't walk due to the heavy traffic and lack of safe passage.
FH06,FH23,FH24	M children go to Finn Hill Middle School from the Finn Hill neighborhood. I see the car patterns. My selected top 3 will enhance walking and biking for sure.
FH06,FH31,FH32	Being able to cut property taxes by saving bus routes.
FH08	This is an important access point to and from Finn Hill. There needs to be an enhanced crosswalk as cars are moving fast around a blind corner.
FH08,FH11,FH23	Making "Goodwill Hill" a safe space for teenagers to walk and bike provides non-car access to Juanita High School from Finn Hill.
FH08,FH17,FH23	my main and first choice is FH17 by far. 128th is a well-used road from Juanita drive into Sandburg elementary area with zero sidewalk protection. with a new development currently being built, traffic will only increase. safety along this route for Sandburg should be increased. thank you.



FH08,MK01,NK11	I am a bicyclist and kids bike too. Although that might not sound like an extenuating circumstance it feels like bicyclist are an underrepresented minority in Kirkland. We matter too! Although bicycling is not seen as a handicap it feels like "we" get throw under the bus especially when it comes to building out infrastructures related to walking. The pedestrian bump out do NOT WORK WELL FOR THE BICYCLIST! Also, traffic slowing island don't help the bicyclist either because cars are pushed into the space, we are riding in. And the landscape barrier that are built into the shoulders of the road to slow traffic such as on 6th Street between 11th Ave and 12 Ave near Peter Kirk School THROW THE BICYCLIST UNDER THE BUS! Where is the bicyclist supposed to go? Please take ALL forms of Active Transportation into consideration when looking at one. Kids love to bicycle when it is safe. It is a great confidence building skill. Plan your streets for all modes of transportation!
FH09	I vote for this!
FH10	This stretch of road is lacking in sidewalks. My kids use to walk along this stretch of road, and it is not safe
FH10	Dangerous stretch of road with no sidewalk and no shoulder. Lots of pedestrians and bikers, but it's not safe.
FH10	there needs to be a sidewalk on both sides of the street here. this is a significant walkway for people accessing the bus stops at 134th and 90th heading, eventually east *and west* from 90th.
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FH10,FH11,FH15	I walk often and these are the locations I struggle to most to stay out of a car's way. They are also locations where I see students dropped off by buses that are unsafe.
FH10,FH11,FH23	We walk this route as a family and cars have to go around us in the next lane. It's not safe.
FH10,FH18,FH22	We walk these routes daily with many other families. At least one of these families has a child with disabilities. They are the designated routes to school and are not safe enough without sidewalks.
FH10,FH21,FH24	This is a very steep hill with cars parked on both sides. It's difficult for cars to go up or down, let alone any pedestrians that must walk down the middle of the street to go around parked cars. There is a sidewalk further up the street, so it makes sense to connect it to 100th. This neighborhood should be walkable.
FH10,FH23,FH24	Children have been almost hit by cars multiple times during Halloween. Can't go on neighborhood walks.
FH10,FH24,JN24	There were no proposed improvements in my specific neighborhood of Holmes Point (which is lumped in with the larger Finn Hill neighborhood), thus I selected projects based upon arterials that I travel frequently that

	have bus stops or where I observe regular pedestrians but without continuous sidewalks
FH11,FH20,FH33	I live on 98th Ave. NE and watch many children (unaccompanied) walk to school using 98th Ave NE. There are NO sidewalks, NO speed bumps and NO slow when children are present signs. Sidewalks along 98th ave leading to 132nd would improve walkability and most importantly, the safety of the many children using this street to access Juanita elementary, and the Juanita High.
FH11,FH23,FH30	I'm a runner. I would like to cycle more in the neighborhood. I also have a dog. I like to walk around. The lack of sidewalks makes me feel very unsafe and unseen, especially by vehicles and cyclists. The hills don't help, and I can't imagine how scary it must be for parents whose kids are supposed to play in the neighborhood. I also wish I had more access to get places 100% on my own two feet/wheels, and the lack of sidewalks makes it very crowded/dangerous on the roads.
FH12	There is no safe way to cross Juanita Drive
FH12	The crossing is. potential higher risk as it is on a main arterial and traffic often exceeds the posted 35 mph. There are no stops or impediments to traffic between NE 122nd street and the QFC shopping center
FH13,FH14,FH18	Children near Thoreau need more sidewalks in which to walk/bike safely to school.
FH13,FH22,FH26	FH 26 is very important to me because it is the route we walk to school. But it should be important to everyone as it poses a significant safety threat. The crosswalk is positioned at an awkward road crossing and towards the bottom of a hill. Both obstacles make it difficult to see and prone to confusion. In our experience, the crossing guards have done an excellent job protecting students, but they cannot safely do the job alone.
FH14	138th is not big enough for sidewalks. No sidewalks are needed.
FH14,FH16,FH22	We are a walking school with literally NO sidewalks from our home to the school, we live 3 blocks away (5min). Very sad to see that there are no sidewalks for our little children who have no other option than to walk.
FH14,FH18,FH22	We walk to school every day and these would make our 3 kids under 8 safer
FH15	There are often students walking on this road. Illegal parking in the planting strip forces them to walk in the street. It's very dangerous.
FH15	This section of road is scary. Also recommend just making it a 4 way stop. People stop half the time here anyways.
FH15	This would be great. Always see people walking here.
FH15	This short continuation of the sidewalk will benefit everyone walking to LWSD or NSD schools and connect the east side of 84th safely to the Inglewood shopping center.
FH15,JN10,JN16	JN 10 _ I would vote three times for this location if I could. I live right off 145th in Kirkland and frequently walk my dog on 145th. There has been increased traffic since the toll on the bridge and all the new construction in the area. Often children and families are walking this road to 7-11 and my kids used to go on that street to Helen Keller when they missed their

	school bus. It is now a super busy arterial. PLEASE put in the sidewalk here. THANK YOU!!!
FH17	128th is a much-used street off Juanita drive entering the Sandburg elementary area without any sidewalk protection. with a new development just down the block, car traffic will increase, and safety should be addressed for children walking this route to school. thank you.
FH17,FH19,FH28	9 kids on NE 126TH PL all enrolled in or planning to enroll in Sandburg\Finn Hill.
FH17,JN09,MB08	FH 17 is a walk route for several kids to Sandburg Elementary. There is not even a shoulder on this road, and it is having heavy automobile traffic during school hours, being the shortest distance between the school and Juanita Drive. The other two were selected from the viewpoint of a driver and where I see pedestrians trying to cross most often.
FH19	Approve
FH21	The road is very steep, and cars are parked on both sides. It's very dangerous and difficult to walk up or down 139th St. There is a sidewalk farther up the street, it should connect to 100th. This is very dangerous!
FH22,FH23,FH24	The road has heavy traffic and is banked that frequently cars are driving on the shoulder. Not safe for pedestrians and were kids walk to school
FH22,FH23,JN24	Child attends Quest school
FH23	Would be great to see this as a shared use path improvement for both pedestrians and cyclists. It's a critical link between Juanita and Finn Hill and a shared use path would be far more comfortable for cyclists to use than an on-street bike lane.
FH23,FH24	I have kids and we walk everywhere including to my kid's elementary school. In our loop there are many blind curves and folks speeding throughout the loop.
FH23,FH24,FH30	FH 23 should be designed to permit bike riders to ascend safely as well as accommodate pedestrians. Thought should be given to exploring walk routes that use utility easements and open space connecting the top of the hill to the foot, near Juanita Elementary.
FH23,JN13,JN25	JN25 - Fully support this project being funded as it was a priority for the Juanita Neighborhood and was not funded under this year's NSP. JN13 - This walkway seems small but filling in the sidewalk gaps and providing a RRFB at JWW would be critical to opening the neighborhood west of JWW to become part of the official school walk route map for Keller Elementary (which it is not now). FH23 - Recommend this be a shared use path to link Juanita and Finn Hill. It would serve both Juanita Elementary and students going to Finn Hill Middle by both foot and bike.
FH24	Children are designated walkers to Juanita Elementary, Finn Hill Middle School, and Juanita High School on this route. Also, the King County Metro Bus goes through here.
FH24	Stretch of 90th has no sidewalk. Difficult for drivers to see children walking in the road during dark winter, rainy, or foggy weather.

FH24	This would be a huge safety improvement! When school was in session, students must walk around parked cars into the busy street as they walk to/from school. A sidewalk here would be beneficial to students and the general public.
FH24,JN10	Looking at where I run & feel things could be safer & where my kiddo will be walking along soon.
FH25	Approve
FH26	My daughter is smaller than average and the flags at this intersection do not help much here during non-school hours when we go play at school.
FH26	Voting for this!
HLD01	Highlands needs way more sidewalks
HLD01	How can this project be amended to address the lack of street lighting in this area? In the winter, this area is very dark in the morning and evening school drop-off and pickup times.
HLD01,MB08,MB09	My entire neighborhood has partial sidewalks and I constantly must cross the street because the sidewalk ends.
JN02	Would support an exploration of a full signal at 103rd near the NKCC rather than a HAWK signal at this location as there would be more community benefit both for the neighborhood as well as improving access to important opportunities at NKCC.
JN02,JN20	I'm disappointed that a pathway from NKCC to JHS wasn't on the list. It's infested with blackberries, slippery and heavily used.
JN08,JN10,JN13	With the possibility of school walking zones being extended to accommodate social distancing, I expect my kids will end up needing to walk to school in the future.
JN10	My kids I won't let to walk to school because people drive fast down this stretch of road and there are no sidewalks. Where the bus picks them up is dangerous because there are no sidewalks to the stop
JN10	The lack of a bike lane in this location is a DEATH waiting to happen. A separate bike lane, and not the current 'sharrows' is needed.
JN10	This is a must several us ride the bus and there is no sidewalk. also, very dark in the winter.
JN10	Very unsafe road for children and adults to walk on. Poor visibility in the dark. No sidewalk and vehicles pass on the shoulder since no turn lane.
JN10	this street desperately needs improvements before someone gets killed. no one stops for the standard crosswalk and motorists flat out fly despite the 30-mph limit. no sidewalks or streetlights on either side.
JN10	When west-bound from the 100th AVE to NW 145th ST, there is no shoulder for cyclists. If you are comfortable killing cyclists, then don't fix this. I commute though this intersection and put my life in the hands of inattention motorists every time. A wider shoulder will be a life saver. A raised sidewalk for pedestrians will be nice, but a separate bike lane, especially with the raised center divider keeping cars 'right there' is a critical addition. Thank you for your consideration.
JN10	a must! dark and muddy

JN10,JN13,JN16	JN10 really needs serious consideration. Because there is so much traffic, it is one of the most dangerous streets in the Juanita neighborhood.
JN10,JN15,JN16	I'm a senior
JN10,JN15,JN16	Safe walking to churches, 7-11, Safeway, and Helen Keller school for children. Very dangerous now especially when dark.
JN10,JN15,JN16	We do not have children, but are seniors living in a cul de sac. The only decent walk involves waling along 145th, which can be very scary at time.
JN11	Child attending Bell
JN11	child attends regular school
JN11	Children need to take a road without sidewalk
JN11	Corner intersection with surprisingly a lot of traffic for such road. There is no sidewalk in that area.
JN11	No safe route to school from my house (kid needs to walk on street)
JN11	uneven side, tripping hazard
JN11	walking hazard. uneven edge
JN11	great
JN12	My four children attend school around there
JN14	kids walking/biking to AG Bell (and increasing number of toddlers in neighborhood entering school years
JN14	lots of kids walking
JN15	This seems like a great project. However, I assume that JN13 should be funded first along with improvements routing to/from the RRFB at Juanita-Woodinville Way to provide a safe crossing for students to walk to Helen Keller.
JN16,JN25	Helen Keller Elementary is on 108th Ave NE. The traffic can be very heavy on this street, because drivers use it as a cut through. There are no speed bumps or other "calming" signage or road painting to slow down drivers. It is common for cars seen driven at 35 mph in the school zone. Keller is one of the only schools in Kirkland that does not have flashing crosswalks in the area. There are not adequate crosswalks, or signage, at this school. Families and children also frequently cross at Edith Moulton Park at NE 137th Place (just south of Keller). There are no crosswalks at this intersection, which is also a location for a bus stop for the middle school. Kids are darting back and forth across the street here, even during high traffic times. It is not safe!
JN17,MB03,NK01	More sidewalks would have the biggest impact in keeping vehicles away from pedestrians.
JN17,MK01,NK12	general safety for children and elderly who frequent these routes
JN17,SRH03,SRH15	Two SRH ones are critical for LWHS student safety. Other is heavily used by community.
JN22	Cars drive through the school zone so fast! I've seen way too many parents and kids almost get hit.
JN24	It is part of the future Billy Goat Trail
JN24	Middle school bus picks kids up there

MB01	There are currently no enhanced crosswalks on State street for kids to cross safely. This one is the closest to the school of the proposed projects and should be completed to give kids an easy and safe way to cross State Street. Thanks!
MB01,MB05,MB07	MB05 and MB01 are particularly dangerous crosswalks as cars are often exceeding the speed limit and not always watching for children crossing.
MB05,SRH03,SRH15	Route from my house to the bus stop and from the bus stop to high school
MB10,MK01,MK02	Child attends private school and uses MK02 to access bus.
MK01	This is to register my enthusiastic vote in favor of Route MK01 (sidewalk additions to 6th Street West). Addressing this particular route would not only improve school route safety, but also address a known pedestrian safety issue in our neighborhood, as this is a common north-south walking route. Thank you. From Kevin Harrang, neighborhood resident
MK01	I agree that the sidewalk should be on the north side of 6th Street W and parking should be eliminated on the north side of 6th St W at the hazardous intersection at Market, 6th St W and 18th Ave W. Right now, the dental office employees are parking on that side of the street making it difficult for cars to enter 6th Street W from Market safely. They have a parking garage and should use it. It would be nice if the city would create an open stream bed where possible and remove the culverts on the south side of 6th St West so that storm water could be naturally cleaned before entering Lake Washington.
MK01,MK02,MK03	My children must wait on someone's personal property for the school bus in the morning because there is not a sidewalk. When the bus drops them off at the end of the day, they are dropped into the middle of the street again because there isn't a sidewalk. This is not safe and a sidewalk in this location would solve this problem and create a safer walk to the bus/walk home from the bus route. We don't feel comfortable letting my 7-year-old (or my 10-year-old) walk by themselves because of the lack of sidewalks and the number of cars that use 6th street as a thoroughfare.
MK05	Children and other folks in neighborhood walk (dodge cars) on 19th going to/from home and Crestwood Park, Peter Kirkland Elementary and Kirkland Middle School. Very dangerous without sidewalks.
MK05,NK07,NK12	Children attending Kirkland Middle School
MK05,NK07,NK12	Safe roads for kids to walk to school
MK05,NK12,NK16	In the 18 years I've lived here, I cringe when I see kids walking up 19th to the junior high on the street with no sidewalk and cars rushing by.
NK02,NK03,NK04	Parents often bypass 6th St onto 5th and at excessive speeds with no consistent sidewalks on 5th St it put children and families at risk. School zones would be helpful.
NK02,NK04,NK12	I watch parents parking along 13th Ave and they must get out into bushes. Also, cars coming out of 5th St at 13th can't see to the west due to full easement. Lots of kids also walk up 5th from condos and apts on 6th and 7th Avenue and have no sidewalks for long stretches.
NK03	This is an incredibly dangerous route to walk for anyone. A sidewalk would provide safety improvements for all users — not only school children.

NK03,NK04,NK12	Kids regularly walk up 4th St. toward the middle school, currently no clear sidewalk path the full way.
NK03,NK04,NK12	kids walk alone
NK03,NK05,NK12	NK-12 - I live on 19th Ave. and my children and I have often had to duck into the bushes of our neighbors' homes to avoid being hit by a car since there is no consistent sidewalk on this street. In some parts of 19th there is not even a shoulder to walk on. Even though it's a direct route to KMS and Peter Kirk Elementary, I would not let my kids walk on it because of the danger. There is no continuous sidewalk for a "safe route to school" from my house. My kids would have to walk in the street with no shoulder to get to school even if they chose to walk east on 18th Ave.
NK03,NK07,NK12	These sections of road without sidewalks have been a problem for the 13 years my kids have been walking to school almost every day.
NK03,NK12	Lots of close calls with cars and kids walking on 19th ave
NK04,NK07,NK12	NK-07: School buses uses this route and there's no sidewalk for the many PK and KMS students who use it.
NK04,NK12,NK13	Child with disability
NK09,NK10,NK12	Safer for the kids to walk to school
NK11,NK12,NK15	We live on 1st ST between 19th and 20th, with a 2nd grader and Kindergartner. The walk to Peter Kirk Elementary is dangerous at best, as there are no sidewalks on 19th until you're near the middle school. People drive fast down the hill from 3rd Street to Market, making our walk especially dangerous. Sidewalks should be installed throughout the area served by Peter Kirk Elementary, since bus service isn't offered for our area.
NK12	19th Ave is a main street leading to Kirkland Middle School and Peter Kirk Elementary School. This street is very dangerous for adults and children alike. It does not have enough room for cars and pedestrians! There is a ditch on one side no sidewalk on the other, especially dyer when garbage cans are out.
NK12	19th in the evening when the sun is in my eyes, and children are walking on the street as they do with no other choices, I am blinded. It is so dangerous for walkers and for children and for drivers.
NK12	Adding a sidewalk at 19th ave will enable my kids to walk to school. Thanks!
NK12	Because of the proximity to schools, children walk 19th all the time, even with speed bumps this road is too dangerous and it's only a matter of time before someone is hurt
NK12	Child attends Kirkland Middle and walks from 19th Pl/2nd St. There are sections without easements and are dangerous.
NK12	child will be school age and it is unsafe to walk east from 1st street or market street on 19th
NK12	Children need a safe way to get to the school
NK12	Children's safety
NK12	I care about my children and neighbors.

NK12	I dog walk here daily and can't imagine how worrying it is for parents who want to let their kids walk to school. With the morning sun in drivers' eyes traveling up from market it is very dangerous walking on this street.
NK12	Lots of school kids and parents walking on street during peak hours without sidewalk. Risking their safety.
NK12	Many families in the area; 19th/NK12 is the last through-street to Market so it's high-traffic as people avoid Market.
NK12	Of all of the unnecessary sidewalks built in our community over the years, aside walk for school kids as well as adults from Market to 4th St. on 19th to Kirkland Junior High /Crest Woods park has been absolutely needed for Years....there is absolutely no safe path for pedestrians on this route
NK12	RE NK12: In addition to being safe for the many schoolchildren that walk 19th Ave without any sidewalks it should be noted that this street receives heavy general pedestrian traffic as well for all the Norkirk healthy walkers that make their way to Juanita Beach park and trails.
NK12	This rode is heavily used to access the parks and school with a very narrow roadside
NK12	Trash day is dangerous.
NK12	We have lived on 2nd Street for over 35 years and had 2 children attend KMS and Peter Kirk Elementary. I am surprised that there have no accidents on 19th Ave. There is no shoulder or path to walk on 19th Ave to get to KMS or Peter Kirk. I also walk East on 19th daily and am constantly having to move over to the grass area to avoid traffic. This project has been discussed for years and I am convinced that it is falling on "deaf ears"!!!
NK12	We've lived on or near 19th ave in Kirkland since 2006 and the lack of sidewalk going up the hill has been a point of concern for us since our kids started school. it isn't safe and without sidewalks there isn't enough room on the side of the road to avoid cars going both directions.
NK12	The likely expense of this project due to significant terrain and waterway issues along the 19th Ave incline are cause for concern of funding stewardship. In addition, there is a safe, full sidewalk walking route one block south, on 18th Ave from Market St all the way to KMS.
NK12	More speed bumps on this section of road might help make it safer to walk near traffic if we can't have a sidewalk built.
NK12	We desperately need sidewalks on 19th Ave. Kids walking to school, bikers, and dog walkers all use this stretch without any shoulder or sidewalks.
NK12	This road has a lot of pedestrian traffic and is extremely busy and dangerous, with absolutely no shoulder to walk on and limited visibility due to the hill.
NK12,NK13,NK14	I used to live in 1st street between 19th and 20th and my own kids had to contend with walking up 19th ave to KMS with no sidewalks! Winter sun comes right down that street in the mornings and can be blinding to kids with regards to on-coming cars. Not having a sidewalk at least for 1st to 3rd street for years is a sad thing!
NK17	Child walking to school on the sidewalk and not in traffic from Kirkland Middle School



NK17	neighbors' safety walking to Crestwood Park while observing social distancing due to COVID. Also, Students' safety walking to school during busy hours. Many occurrences the ditch on 18th Ave and 4th limits no shoulder for people to walk while facing heavy incoming vehicle driving on 18th Ave.
NK17	Since COVID, many neighbors observe social distancing and as they walk toward Crestwood park, they started with a sidewalk on 3rd St, however found themselves caught in situation there's not only no sidewalk toward 4th but also there's ditch. Often time there're people across the street, facing with incoming vehicles on the road both directions. Pre-COVID, many students of Kirkland Middle School face similar safety challenge in the morning and afternoon hours. please consider this project as a safety measure for neighbors to entire their walk to Crestwood park or students to school.
NRH01	This should be completed as part of the 124th sidewalk project that was previously started and has not yet finished.
NRH01,NRH02,NRH09	NRH01 - Busy bus stop next to one property without sidewalk
NRH01,NRH02,NRH10	2 Children with Disabilities - Type 1 Diabetes (needs quick access to cross street to get access to medical supplies/help, needs clear definition for sidewalk boundaries/path if mental confusion is presented by low or high blood sugar extremes with potential risk for needing medical help being greater), ADHD - combined type inattention and impulsivity (needs clear rules and reduced distractions to cross street/stay on sidewalks), Autism (needs clear rules for taking turns when crossing street with multiple social variables to consider from vehicles, pedestrians and bicycle interactions at high impact location)
NRH01,NRH03,NRH08	My kids walk to school and use the NE 90th St route to get to Mark Twain
NRH02	Besides school walk access, this is part of the path from all the apartments to the most local park. Having to walk in the street for part of this walk to the park makes it inaccessible to some people and unsafe for others.
NRH02,NRH06,NRH08	132 Ave has seen an increase in pedestrian use with changes from COVID19. It would be nice if NRH02 included the connection from 113th St to LWIT, this is both a driving challenge and more pedestrian use since COVD19.
NRH03	Many new children use this road to walk and bike to school.
NRH03	Street is very dark, no sidewalk, cars are going too fast, very dangerous in winter
NRH03	The road is used by a lot of motorists who are bypassing NE 85th St and to go to Costco. The road pinched between 124th Ave NE and 126th Ave NE. This forces everyone who uses this road to walk into or out of North Rose Hill to walk into traffic. Many children in my neighborhood also use this route and I won't let them go on their own because of how dangerous it is.
NRH03,NRH08,NRH19	child walks to public school
NRH04	important
NRH04,NRH05,NRH08	The intersection of NE 95th St and 128th Ave NE by Mark Twain Elementary should be a 4 way stop. It is reasonably safe when crossing guards are present but at other times it is not as safe as it could be. People

	assume all the time it is a 4 way stop because it is painted with 4-way crosswalks.
NRH04,NRH05,NRH17	Child issue
NRH05	Whether or not this one becomes "enhanced" it at least needs to be a MARKED cross walk. Even though there are clear sidewalks on both sides, wheelchair ramps, etc., cars still do not stop for me on 124th when I'm standing in the bike lane attempting to indicate I'd like to cross. I believe this is because it is an unmarked crosswalk. It needs PAINT striping, and possibly flags, if not more.
NRH06	Many already walk on this on-again-off-again side of the road.
NRH07	We would like to prioritize this safety project.
NRH07,NRH08,NRH20	High traffic volume on 132nd Ave NE and on NE 95th St during Mark Twain drop-off and pick-up times.
NRH08	important for kids
NRH09	Child with disability
NRH09	Kids must cross the busy street multiple times in order to stay on a sidewalk and get to a bus stop.
NRH09	slater ave ne has had tremendous growth in number of residents but sidewalks are broken throughout which is risky for all pedestrians.
NRH09	There is sidewalk on the opposite side of Slater that would be less to fill in. HOWEVER, there is a POLE in the middle of the sidewalk just north of 107th--this was due to the housing recession and a sloppy "fix"/cheap "fix" when the house built there was foreclosed before it was ever sold.
NRH09	This location supports a significant bus stop for Boys and Girls Club. Also, about 12 yrs. ago, this location was meant to possibly get a "bump"/raised cross walk (from the B&G club back entrance to the side of Slater with side walk) and was voted and approved by the neighborhood under the supervision of Noel Slatterman (I think was his name) Please locate the original Slater Traffic Safety Task Force recommendations and neighborhood voter-approved plan.
NRH12	important for kids
SRH01,SRH08,SRH14	Private school
SRH04,SRH08,SRH09	It's not safe for my kids to walk or rollerblade in our neighborhood to walk to school and eventually walk to High School
SRH06,SRH10,SRH17	My children aged 12 and 9 (one child with disabilities) cross 70th all the time. I'd like to have the kids ride their bikes, but this road is like a highway. At least enhanced crosswalks help.
SRH08,SRH09,SRH15	Want to maximize the safety and usability of Neighborhood Greenways as safe routes for all purposes, including school access.
SRH10	This stretch of road currently presents extra safety concerns for bikes and scooters. The road was recently resurfaced with a slurry seal that is almost impossible to ride a scooter on, and the broad gravel stretches force children on bikes to swing way out into the street. A proper sidewalk would not only make this street much more walkable, but also be a huge safety improvement for children who bike or ride a scooter.

SRH15	People park along this strip and there is no place to either walk or ride a bicycle. It is a major entry road into the HS, which has over 1700 students.
SRH16	What makes this risk level low? I have seen several close calls here due to volume of cars that go through here, the offset continuation of 124th southbound, and blocked visibility of crosswalk users for people driving eastbound on 80th by cars waiting to turn left northbound onto 124th.

Status of 2014-2020 NSP Projects										Attachment F
Project #	Project Description	JFK [NM 0073]	Walkable Kirkland [NM 6- 201]	Levy - Ped. [NM 6-200]	Crosswalk [NM 0012]	Private Dev./LWSD	Levy - School Rts [NM 6- 100]	Other City Programs	Total Project Costs/Estimate	Status
<b>2014</b>										
14NSP01	Rapid Flashing Beacon on NE 132nd Street at 121st Ave NE and turn lane (east to north bound)					\$ 120,867			\$ 120,867	Complete
14NSP02	Rapid Flashing Beacon on Juanita Drive at NE 137th Street connecting Big Finn Hill Park trails							\$ 60,630	\$ 60,630	Complete
14NSP03	Crosswalk and curb along 84th Ave NE from NE 139th Street to NE 141st Street	\$ 975							\$ 975	Complete
14NSP04	Rapid Flashing Beacon on NE 132nd Street at 105th Ave NE	\$ 61,174					\$ 3,003		\$ 64,177	Complete
14NSP05	Trail Connection at Forbes Creek Drive and the CKC - between 113th Court NE and 115th Court NE	\$ 11,006					\$ 1,794		\$ 12,800	Complete
14NSP06	Crosswalk markings along 90th Ave NE at NE 134th Street, NE 137th Street, and NE 139th Street	\$ 46,845					\$ 2,245		\$ 49,090	Complete
14NSP07	Crosswalk markings along NE 145th Street at 84th Ave NE, 88th Ave NE, and 92nd Ave NE	\$ 30,000							\$ 30,000	Complete
Grant	Rapid Flashing Beacon on Juanita Drive at 93rd Avenue NE							\$ 59,033	\$ 59,033	Complete
<b>2015</b>										
15NSP01	Stairs from NE 68 <sup>th</sup> Street to the CKC		\$ 66,970				\$ 9,989	\$ 17,500	\$ 94,459	Complete
15NSP02	Sidewalk on north side of Kirkland Avenue at 6 <sup>th</sup> Street South		\$ 78,947				\$ 3,708		\$ 82,655	Complete
15NSP03	Rapid Flashing Beacon on 84th Avenue NE at NE 138th Street crosswalk		\$ 37,273				\$ 1,507		\$ 38,780	Complete
15NSP04	Stairs and bridge connection from 116 <sup>th</sup> Avenue NE to the CKC		\$ 9,523						\$ 9,523	Complete
15NSP05	Improved connection from NE 60th Street to the CKC		\$ 5,320						\$ 5,320	Complete
15NSP06	Rapid Flashing Beacon at crosswalk on 132 <sup>nd</sup> Avenue NE at NE 97 <sup>th</sup> Street			\$ 8,000	\$ 57,029		\$ 3,252		\$ 68,281	Complete
15NSP07	Crosswalk improvements on 112th Avenue at NE 68th Street			\$ 9,016			\$ 331		\$ 9,347	Complete
15NSP08	Rapid Flashing Beacon at crosswalk on 132 <sup>nd</sup> Avenue NE at NE 93 <sup>rd</sup> Street			\$ 17,514	\$ 12,971		\$ 43,016		\$ 73,501	Complete
15NSP09	Rapid Flashing Beacon on NE 70 <sup>th</sup> Place at 130 <sup>th</sup> Avenue NE		\$ 44,350						\$ 44,350	Complete
15NSP10	Radar speed signs (2) on Juanita Drive (in the vicinity of Woodlands Park and west of Juanita Beach Park)		\$ 1,967	\$ 41,228			\$ 5,164		\$ 48,359	Complete
15NSP11	Crosswalk improvements on 7 <sup>th</sup> Avenue S. at 1 <sup>st</sup> Street, 4 <sup>th</sup> Street, and 5 <sup>th</sup> Street		\$ 29,892				\$ 2,767		\$ 32,659	Complete
Grant	Rapid Flashing Beacon on Market and 4th Street							\$ 67,900	\$ 67,900	Complete
<b>2016</b>										
16NSP01	Intersection study for Kirkland Way and Railroad Ave		\$ 7,500						\$ 7,500	Complete
16NSP02	Intersection study for 124th Ave NE and NE 80th Street		\$ 7,500						\$ 7,500	Complete
16NSP03	Stair connection near 2nd Ave at the CKC		\$ 19,515						\$ 19,515	Complete
16NSP04	Extruded curb along 87th Ave NE and 134th Street		\$ 68,264			\$ 10,000			\$ 78,264	Complete
16NSP05	Crosswalk island on 124th Ave NE at 142nd Place		\$ 11,290	\$ 12,637		\$ 26,000			\$ 49,927	Complete
16NSP06	New crosswalk with ramps on Kirkland Ave at Marina Park						\$ 6,600		\$ 6,600	Complete
16NSP07	Sight distance improvement at 15th Ave and 4th Street		\$ 19,640				\$ 25,000		\$ 44,640	Complete
16NSP08	Rapid Flashing Beacon on Market Street at 7th Ave W			\$ 53,071					\$ 53,071	Complete
16NSP09	Rapid Flashing Beacon on 108th Ave NE at 62nd Street			\$ 84,292					\$ 84,292	Complete
16NSP10	Trail lighting and gravel on walkway to NE 126th Street from NKCC		\$ 13,331			\$ 32,500			\$ 45,831	Complete
16NSP11	Gravel walkway along 8th Street South and Railroad Ave to the CKC		\$ 42,160						\$ 42,160	Complete
16NSP12	Asphalt walkway along 7th Ave between 6th & 8th Streets		\$ 10,800						\$ 10,800	Complete
16NSP13	Trail connection at the end of 111th Ave NE to the CKC						\$ 1,320		\$ 1,320	Complete
16NSP14	Intersection study at NE 132nd Street and 136th Ave NE						\$ 7,500		\$ 7,500	Complete

Project #	Project Description	JFK [NM 0073]	Walkable Kirkland [NM 6- 201]	Levy - Ped. [NM 6-200]	Crosswalk [NM 0012]	Private Dev./LWSD	Levy - School Rts [NM 6- 100]	Other City Programs	Total Project Costs/Estimate	Status
<b>2017</b>										
17NSP01	Radar Speed Signs on NE 143rd Street and 132nd and 128th Avenue NE		\$ 70,463						\$ 70,463	Complete
17NSP02	Rapid Flashing Beacon on NE 120th Place south of NE 122nd Street			\$ 124,938					\$ 124,938	Complete
17NSP03	Crosswalk Improvement at NE 138th Street and 84th Avenue NE							\$2,601	\$ 2,601	Complete
17NSP04	Rapid Flashing Beacon on 116th Avenue NE at 12500 block		\$ 71,138	\$ 25,062					\$ 96,200	Complete
17NSP05	Reflective Pavement Markers on NE 68th Street at 110th Avenue NE (criteria not met for radar speed signs)							\$713	\$ 713	Complete
17NSP06	Intersection Improvements on Kirkland Way and Railroad Avenue		\$54,625						\$ 54,625	Complete
17NSP07	Intersection Improvements on 124th Avenue NE and NE 80th Street		\$3,774					\$17,567	\$ 21,341	Complete
	Walkway Improvement on 7th Avenue at 5th Street							\$17,592	\$ 17,592	Complete
<b>2018</b>										
18NSP01	Bicycle Improvements 98th Ave and 100th Ave NE					\$ 34,379			\$ 34,379	Complete
18NSP02	Radar Speed Sign on 132nd Ave NE near NE 135th St		\$ 27,988					\$ 25,000	\$ 52,988	Complete
18NSP03	Radar Speed Signs on Kirkland Way at CKC		\$ 34,069	\$ 64,485					\$ 98,554	Complete
18NSP04	Trail Connection on the CKC at NE 53rd Street		\$ 4,989						\$ 4,989	Complete
18NSP05	Walkway Improvement on 7th Ave from 5th to 6th Streets		\$ 79,981						\$ 79,981	Complete
18NSP06	Stair Improvements for CKC connection along NE 100 Street at Cotton Hill Park		\$ 7,228						\$ 7,228	Complete
18NSP07	Rapid Flashing Beacon on NE 70th Street at 120th Ave			\$ 61,670					\$ 61,670	Complete
18NSP08	Crosswalk at Lakeshore Plaza at Marina Park		\$ 10,903						\$ 10,903	Complete
18NSP09	Radar Speed Sign on 131st Way east of 94th Ave NE		\$ 37,209						\$ 37,209	Complete
	ADA Ramp at Forbes Creek Park							\$ 8,518	\$ 8,518	Complete
<b>2019</b>										
19NSP01	Raised sidewalk on corner of NE 134th Street at 87th Ave NE		\$ 80,000	\$ 11,402					\$ 91,402	Anticipated Summer 2020
19NSP02	Rapid Flashing Beacon on NE 132nd Street at 129th PI NE							\$ 123,157	\$ 123,157	Anticipated Summer 2020
19NSP03	Traffic median island on Slater Ave NE at NE 119th Street		\$ 24,245	\$ 14,181					\$ 38,426	Anticipated Summer 2020
19NSP04	Intersection improvement on NE 87th Street at 114th Ave NE		\$ 62,781						\$ 62,781	Anticipated Summer 2020
19NSP05	Walkway on NE 120th Street between 93rd PI NE and 96th Ave NE		\$ 43,826						\$ 43,826	Anticipated Summer 2020
19NSP06	Crosswalk on Lakeview Drive north of 64th Street		\$ 67,594						\$ 67,594	Anticipated Summer 2020
19NSP07	Rapid Flashing Beacon on 108th Ave at NE 46th Street			\$ 124,255					\$ 124,255	Anticipated Summer 2020
<b>2020</b>										
20NSP01	Intersection improvements at Central Way and Market									
20NSP02	Crosswalk on 132nd Ave NE at NE 129th Street									
20NSP03	Rapid Flashing Beacon on 84th Avenue NE at NE 137th St									
20NSP04	Rapid Flashing Beacon on Central Way at Main									
20NSP05	Intersection improvements on 108th Ave NE at NE 137th PI									
20NSP06	Rapid Flashing Beacon on 124th Ave NE and NE 104th St									
20NSP07	Pedestrian safety at 110th Ave NE and CKC									
		\$ 150,000	\$ 1,080,812	\$ 725,992	\$ 70,000	\$ 223,746	\$ 76,776	\$ 440,630	\$ 2,767,957	



KIRKLAND CITY COUNCIL MEETING MINUTES  
July 21, 2020

1. CALL TO ORDER

Mayor Sweet called the study session to order at 5:30 p.m. and called the regular meeting to order at 7:30 p.m.

2. ROLL CALL

ROLL CALL:

Members Present: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Members Absent: None.

3. STUDY SESSION

a. Special Joint Meeting with Planning Commission

(1) 2020-2022 Planning Work Program

Attending the special joint meeting in addition to the City Council were Planning Commission Chair John Tymczyszyn, Deputy Chair Angela Rozmyn, and Commissioners Carter Bagg, Scott Reusser, Rodney Rutherford, and Sandeep Singhal. Deputy Planning and Building Director Jeremy McMahan reviewed the Planning Work Program followed by comments from Chair Tymczyszyn, both responded to Council questions. Planning and Building Director Adam Weinstein and City Manager Kurt Triplett also joined the discussion.

b. Northeast 85th Street Station Area Plan

Senior Planner Allison Zike introduced Mithūn Partner Erin Ishizaki, who reviewed the outreach strategy, initial concepts and preliminary alternatives for the NE 85th BRT Station Area Plan, followed by a presentation on the Opportunities and Challenges Report from Mithūn Senior Associate Brad Barnett.

4. HONORS AND PROCLAMATIONS

None.

5. COMMUNICATIONS

a. Announcements

b. Items from the Audience

Terry Danysh  
Danita Carter  
Alice Dobry  
Eric Godfrey  
Gary Bleeker  
Ron Snell  
Luis Navarro  
Jed Darland  
Santos Contreras  
Debbie Lacy

c. Petitions

6. PUBLIC HEARINGS

None.

7. SPECIAL PRESENTATIONS

a. COVID-19 Update

Recreation Supervisor Max Prophet provided an update on the summer beach ambassador program. Parks and Community Services Director Lynn Zwaagstra followed with a presentation on potential next steps to mitigate large group gatherings. City Manager Kurt Triplett followed with a briefing on residential evictions and the temporary elimination of parking on the west side of Lake Washington Boulevard; City Attorney Kevin Raymond also responded to Council questions.

b. Puget Sound Emergency Radio Network Update

City Attorney Kevin Raymond, PSERN Director David Mendel and PSERN Deputy Division Director Kimberly Nuber provided an update on the status of the Puget Sound Emergency Radio Network (PSERN) project and the PSERN Operating interlocal cooperation agreement.

8. CONSENT CALENDAR

a. Approval of Minutes

(1) July 7, 2020

The minutes of the July 7, 2020 regular meeting were approved via approval of the consent calendar.

b. Audit of Accounts and Payment of Bills and Payroll

Payroll: \$3,585,144.92  
Bills: \$4,959,687.51  
SS708B wire #200  
CA70820 checks #713484 - 713569  
CA71420 checks #713570 - 713680

The Audit of Accounts was approved via approval of the consent calendar.

c. General Correspondence

d. Claims

(1) Claims for Damages

Claims received from Robyn Hayes, Nadia Jessa, Erik Kluth, and Nicole Park were acknowledged via approval of the consent calendar.

e. Award of Bids

f. Acceptance of Public Improvements and Establishing Lien Period

g. Approval of Agreements

h. Other Items of Business

(1) Planning Commission Resignation

Ms. Cullen's resignation was acknowledged and draft response letter was approved via approval of the consent calendar.

(2) Resolution R-5436, entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING THE 2019 STREETS LEVY ACCOUNTABILITY REPORT FOR PROPOSITION 1-LEVY FOR STREET MAINTENANCE AND PEDESTRIAN SAFETY."

The resolution was approved via approval of the consent calendar.

(3) Resolution R-5440, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING THE 2019 PARK LEVY ACCOUNTABILITY REPORT FOR PROPOSITION 2 - PARKS MAINTENANCE, RESORATION AND ENHANCEMENT LEVY."

The resolution was approved via approval of the consent calendar.

(4) Resolution R-5437, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE JUANITA CREEK CULVERT



REPLACEMENT AT 137TH PL - RCO FISH PASSAGE GRANT APPLICATION."

The resolution was approved via approval of the consent calendar.

- (5) Resolution R-5438, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND INTENDING TO CONTINUE TO PARTICIPATE AS A JOINT AGREEMENT CITY UNDER THE KING COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) CONSORTIUM."

The resolution was approved via approval of the consent calendar.

- (6) Resolution R-5439, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING APPLICATION FOR FUNDING ASSISTANCE FOR AQUATIC LANDS ENHANCEMENT ACCOUNT PROGRAM PROJECT TO THE WASHINGTON STATE RECREATION AND CONSERVATION OFFICE AS PROVIDED IN CHAPTER 79A.25 REVISED CODE OF WASHINGTON AND WASHINGTON ADMINISTRATIVE CODE TITLE 286, AND SUBSEQUENT LEGISLATIVE ACTION."

The resolution was approved via approval of the consent calendar.

- (7) May 2020 Financial Dashboard

The report was acknowledged via approval of the consent calendar.

- (8) Procurement Report

The report was acknowledged via approval of the consent calendar.

Motion to Approve the consent calendar.

Moved by Councilmember Toby Nixon, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

9. BUSINESS

- a. Proposed Zoning Code Amendments – Rooftop Amenities and Appurtenances Briefing

Senior Planner Allison Zike provided an overview of the proposed ordinance, answered Council questions and received direction. Deputy Director Jeremy McMahon also responded to Council questions.

b. Puget Sound Emergency Radio Network Operator Interlocal Agreement

- (1) Resolution R-5441, Authorizing and Directing the City Manager to Sign on Behalf of the City of Kirkland the Puget Sound Emergency Radio Network (PSERN) Operator Interlocal Cooperation Agreement

Motion to Approve Resolution R-5441, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING AND DIRECTING THE CITY MANAGER TO SIGN ON BEHALF OF THE CITY THE PUGET SOUND EMERGENCY RADIO NETWORK (PSERN) OPERATOR INTERLOCAL COOPERATION AGREEMENT."

Moved by Councilmember Jon Pascal, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Council recessed for a short break.

c. Safe, Inclusive and Welcoming Framework

Assistant City Manager James Lopez reviewed the revised draft resolution and proposed amendments and received council direction.

- (1) Resolution R-5434, Affirming That Black Lives Matter and Approving the Framework for Kirkland to Become a Safe, Inclusive and Welcoming Community Through Actions to Improve the Safety and Respect of Black People in Kirkland and Help End Structural Racism by Partnering with Those Most Affected

Motion to Approve Resolution R-5434, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AFFIRMING THAT BLACK LIVES MATTER AND APPROVING THE FRAMEWORK FOR KIRKLAND TO BECOME A SAFE, INCLUSIVE AND WELCOMING COMMUNITY THROUGH ACTIONS TO IMPROVE THE SAFETY AND RESPECT OF BLACK PEOPLE IN KIRKLAND AND END STRUCTURAL RACISM BY PARTNERING WITH THOSE MOST AFFECTED."

Moved by Councilmember Amy Falcone, seconded by Councilmember Kelli Curtis

Motion to Amend Resolution R-5434 by adding a new Section 1(b) at line 68 to read as follows: "a. Evaluating enhancements to the existing police dashboard that help guard against bias in police actions;" and reorder the existing subsections in Section 1 that follow.

Moved by Councilmember Kelli Curtis, seconded by Councilmember Neal Black

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434 by adding a new Section 2(e) at line 87 to read as follows: "e. Evaluating implementation of a community court to reduce disproportional impacts on traditionally marginalized populations;" and reorder the existing subsections in Section 2 that follow.

Moved by Councilmember Kelli Curtis, seconded by Councilmember Toby Nixon

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434 by replacing in its entirety Section 2(g) at line 91 to read as follows: "g. Contracting for a comprehensive City organizational equity assessment to identify gaps in diversity, equity and inclusion in all areas of City policy, practice and procedure, and to identify proposed actions steps to address these gaps;" and reorder the existing subsections in Section 2 that follow.

Moved by Councilmember Amy Falcone, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434 by amending Section 2(i) at line 98 to read as follows: "i. Evaluating whether public art and public symbols and special events and City programming in Kirkland are welcoming to all community members and expanding the diversity of public art, symbols, events and programming to be more inclusive;" and reorder the existing subsections in Section 2 that follow.

Moved by Councilmember Kelli Curtis, seconded by Councilmember Toby Nixon

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434, Section 3(b) beginning at line 111 to read as follows: "b. Targeted additional stakeholder engagement including indigenous and people of color;"

Moved by Councilmember Toby Nixon, seconded by Deputy Mayor Jay Arnold

Vote: Motion carried 5-2

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Toby Nixon, and Councilmember Jon Pascal.

No: Councilmember Amy Falcone, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434 by amending its Section 3(a) at line 110 to read as follows: "a. Community engagement process centered around Black people, with a focus on including intersectional voices;" as amended to include the language "with a focus on including intersectional voices" in section 3(b) instead of 3(a).

Moved by Councilmember Amy Falcone, seconded by Mayor Penny Sweet

Vote: Motion carried 7-

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend the previous amendment to Resolution R-5434 by modifying the language in Section 3(b) to include: "with a focus on including intersectional voices" instead of in section 3(a).

Moved by Councilmember Amy Falcone, seconded by Deputy Mayor Jay Arnold

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434 by adding a new Section 4(e) at line 127 to read as follows: "e. Funding a high-level Diversity, Equity and Inclusion position in the organization; and" and reorder the remaining subsection in Section 4 that follows.

Moved by Councilmember Kelli Curtis, seconded by Councilmember Amy Falcone

Vote: Motion failed 3 - 4

Yes: Councilmember Neal Black, Councilmember Kelli Curtis, and Councilmember Amy Falcone.

No: Deputy Mayor Jay Arnold, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Resolution R-5434 by directing staff to create a new section following Section 2 to focus on the review of City organizational structures, programs and policies from an equity and diversity perspective, and also from the perspective of reducing disproportionate impacts to marginalized communities, so that the section on police use of force can stay focused on that issue, and reorder the existing sections that follow.

Moved by Councilmember Jon Pascal, seconded by Councilmember Neal Black

Vote: Motion carried 6-1

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.  
No: Councilmember Kelli Curtis.

Motion to Postpone further consideration of Resolution R-5434 to the August 4, 2020 regular meeting.  
Moved by Councilmember Toby Nixon, seconded by Councilmember Amy Falcone  
Vote: Motion carried 7-0  
Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

d. Fire and Emergency Medical Services Ballot Measure

Management Analyst Andreana Campbell reviewed the ordinance and responded to Council questions.

- (1) Ordinance O-4731 and its Summary, Providing for the Form of the Ballot Proposition and Specifying Certain Other Details Concerning Submission to the Qualified Electors of the City at a Special Election to be Held Therein on November 3, 2020, of a Proposition Authorizing the City to Lift the Levy Limit Established in RCW 84.55.010 in Order to Fund Fire and Emergency Medical Services, and to Acquire, Construct, Improve, Equip and/or Renovate City Fire Facilities.

Motion to Approve Ordinance O-4731 and its Summary, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KIRKLAND, WASHINGTON, PROVIDING FOR THE FORM OF THE BALLOT PROPOSITION AND SPECIFYING CERTAIN OTHER DETAILS CONCERNING SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY AT A SPECIAL ELECTION TO BE HELD THEREIN ON NOVEMBER 3, 2020, OF A PROPOSITION AUTHORIZING THE CITY TO LIFT THE LEVY LIMIT ESTABLISHED IN RCW 84.55.010 IN ORDER TO FUND FIRE AND EMERGENCY MEDICAL SERVICES, AND TO ACQUIRE, CONSTRUCT, IMPROVE, EQUIP AND/OR RENOVATE CITY FIRE FACILITIES."  
Moved by Councilmember Toby Nixon, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0  
Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

Motion to Amend Ordinance O-4731, to change the levy rate to the half cent option detailed in Scenario B.  
Moved by Deputy Mayor Jay Arnold, failed due to lack of second.

(2) Ballot Measure Pro/Con Committee Appointments

Motion to Appoint Todd Pemble to the Fire/EMS Ballot Measure PRO Committee.

Moved by Councilmember Amy Falcone, seconded by Councilmember Kelli Curtis

Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

e. Sustainability Master Plan Review

This item was postponed for consideration at a future meeting.

10. REPORTS

a. City Council Regional and Committee Reports

Councilmembers shared information regarding an Eastrail Regional Advisory Council meeting; an update on the Legislative Workgroup agenda; a Water Resource Inventory Area (WRIA) 8 Salmon Recovery Council meeting; an event to distribute Personal Protective Equipment (PPE) to local businesses; a joint meeting with the King County Regional Transit Committee and the King County Mobility and Environment Committee; a King County Regional Law Safety and Justice Committee meeting; a volunteer weeding event; the "BLM A Day to Learn" event at Marina Park; a webinar by Governing for Racial Equity and Inclusion; a Youth Town Hall on Criminal Justice Reform hosted by Community Passageways; an Eastside Renters Forum; a King County Solid Waste Advisory Committee meeting; and an upcoming Cascade Water Alliance Board meeting.

Motion to Approve the Cultural Arts Commission recommendation to accept the donation of sculpture.

Moved by Councilmember Kelli Curtis, seconded by Councilmember Amy Falcone  
Vote: Motion carried 7-0

Yes: Deputy Mayor Jay Arnold, Councilmember Neal Black, Councilmember Kelli Curtis, Councilmember Amy Falcone, Councilmember Toby Nixon, Councilmember Jon Pascal, and Mayor Penny Sweet.

b. City Manager Reports

City Manager Kurt Triplett reported on drafting an emergency resolution declaring a temporary moratorium on residential evictions to be ratified at the August 4, 2020 council meeting; received direction from the Council on whether to implement a pilot program to close parking on the West side of Lake Washington Boulevard; and the current Planning Commission recruitment.

(1) Calendar Update

11. ITEMS FROM THE AUDIENCE

None.

12. EXECUTIVE SESSION

None.

13. ADJOURNMENT

The Kirkland City Council regular meeting of July 21, 2020 was adjourned at 11:18 p.m.

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Kathi Anderson, City Clerk

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Penny Sweet, Mayor



**CITY OF KIRKLAND**  
Department of Finance and Administration  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
www.kirklandwa.gov

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## MEMORANDUM

**To:** Kurt Triplett, City Manager  
**From:** Kathi Anderson, City Clerk  
**Date:** August 4, 2020  
**Subject:** CLAIM(S) FOR DAMAGES

### **RECOMMENDATION**

It is recommended that the City Council acknowledge receipt of the following Claim(s) for Damages and refer each claim to the proper department (risk management section) for disposition.

### **POLICY IMPLICATIONS**

This is consistent with City policy and procedure and is in accordance with the requirements of state law (RCW 35.31.040).

### **BACKGROUND DISCUSSION**

The City has received the following Claim(s) for Damages from:

- (1) Tami Hurwitz  
511 8<sup>th</sup> Street South  
Kirkland, WA 98033

**Amount:** \$330.30

**Nature of Claim:** Claimant states damages to her driveway resulted from wet paint tracked on to it by her vehicle when it traveled through freshly painted street striping.

- (2) Colin Jackson  
11524 NE 95<sup>th</sup> Street  
Kirkland WA 98033

**Amount:** \$299.32

**Nature of Claim:** Claimant states damages occurred to his residential sprinkler system resulted when an irrigation pipe was cut during a City contracted sidewalk installation project.



- (3) Bruce Winter Jr.  
13005 102<sup>nd</sup> Lane N.E., Unit 3  
Kirkland WA 98034

**Amount:** \$65.00

**Nature of Claim:** Claimant states damages occurred when he sustained an ankle injury resulting from tripping in a hole in the 132<sup>nd</sup> Square Park soccer field.

**Note:** Names of Claimants are no longer listed on the Agenda since names are listed in the memo.

**CITY OF KIRKLAND**

Public Works Department

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Jason Osborn, Stormwater Supervisor  
Josh Pantzke, Utility Manager  
Ray Steiger, Public Works Superintendent  
Julie Underwood, Interim Director of Public Works

**Date:** July 23, 2019

**Subject:** DEWATERING PUMP PURCHASE—AWARD CONTRACT

**RECOMMENDATION:**

Staff recommends that the City Council award a purchase contract for a four-inch, trailer-mounted ScrewSucker Model 100-S dewatering pump from APSCO, LLC of Redmond, Washington, in the amount of \$101,292.00, which includes sales tax.

By acting on this item under the Consent Calendar, the City Council is awarding a purchase contract for the subject equipment.

**BACKGROUND DISCUSSION:**

This proposed purchase is to replace a bypass pump. The City purchased the current pump in 2002, and it was already 10 years old at that time with high runtime hours. Staff uses this type of pump for stream bypasses, for surface water maintenance and construction projects, and other related tasks.

The reliable life of the current pump has passed. Issues with the current pump include:

- Most of the gauges for monitoring the engine and fuel system have failed;
- A high percentage of the time, the pump will not prime itself without considerable effort;
- The current pump does not have secure, lockable controls and is unsafe when left unattended. Many of the projects for which the pump is used require 24/7 pumping over long durations. The new pump, which has lockable controls, will give staff the ability to leave it unattended and capable of self-priming for overnight applications, increasing security and safety.

The pump recommended for purchase is a trailer-mounted ScrewSucker brand, Model 100-S. APSCO, LLC was the one and only qualified bidder to meet specifications. Their bid price was \$92,000.00. With tax, the total purchase price is \$101,292.00.

**Funding**

The purchase of this equipment was approved with the adoption of the 2019-2020 budget. The pump purchase was in Service Package 19-PW-32 funded with one-time Surface Water Utility Management Fund revenues. The amount identified in the Service Package was \$75,000. Savings in other line items within the Surface Water Utility Fund provide enough to cover the difference, which does not require a budget adjustment.

**FISCAL NOTE***CITY OF KIRKLAND*

<b>Source of Request</b>							
Julie Underwood, Interim Director of Public Works							
<b>Description of Request</b>							
One-time transfer of \$26,292 in available operating budget from the Surface Water Management Utility Operating Fund (42125500) to the Fleet Fund (521) to cover the full purchase of a dewatering pump. Service Package 19PW32 funded the original \$75,000 budget with one-time Surface Water Utility Management Fund budget which has already been transferred to the Fleet Fund (521) which will make the full purchase.							
<b>Legality/City Policy Basis</b>							
<b>Fiscal Impact</b>							
<b>One-time transfer of \$26,292 in Surface Water Utility Operating Fund available budget to the Fleet Fund (521). 2020 available budget for the Surface Water Utility Operating Fund account for operating supplies (42125500*531020) will decrease from \$135,580 to \$109,288.</b>							
<b>Recommended Funding Source(s)</b>							
	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
<b>Reserve</b>							
<b>Revenue/Exp Savings</b>							
<b>Other Source</b>							
<b>Other Information</b>							
\$75,000 of funding was already transferred from the Surface Water Operating Budget (42125500) to the Fleet Fund (52120611) to make the initial purchase.							

Prepared By	Kevin Lowe Pelstring, Budget Analyst	Date	July 24, 2020
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**CITY OF KIRKLAND**  
**Department of Finance & Administration**  
**123 Fifth Avenue, Kirkland, WA 98033 425.587.3190**  
**www.kirklandwa.gov**

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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Michael Olson, Director of Finance and Administration  
Kathi Anderson, City Clerk/Public Records Officer  
JamieLynn Estell, Deputy City Clerk

**Date:** August 4, 2020

**Subject:** PUBLIC DISCLOSURE SEMI-ANNUAL PERFORMANCE REPORT

## **RECOMMENDATION**

City Council receives the semi-annual status report on the City's public records disclosure program pursuant to [KMC 3.15.120](#).

## **BACKGROUND**

In accordance with [KMC 3.15.120](#), this report presents the performance of the City's Public Disclosure Program during the first half of 2020. [KMC 3.15.120](#) states that the semi-annual public records disclosure report shall include: (1) the number of open records requests at the beginning of reporting period; (2) the number of records requests received during the reporting period; (3) the number of records requests closed in the period; and (4) the number of open requests at the end of the reporting period. This information is represented in Figure A.

**Figure A**

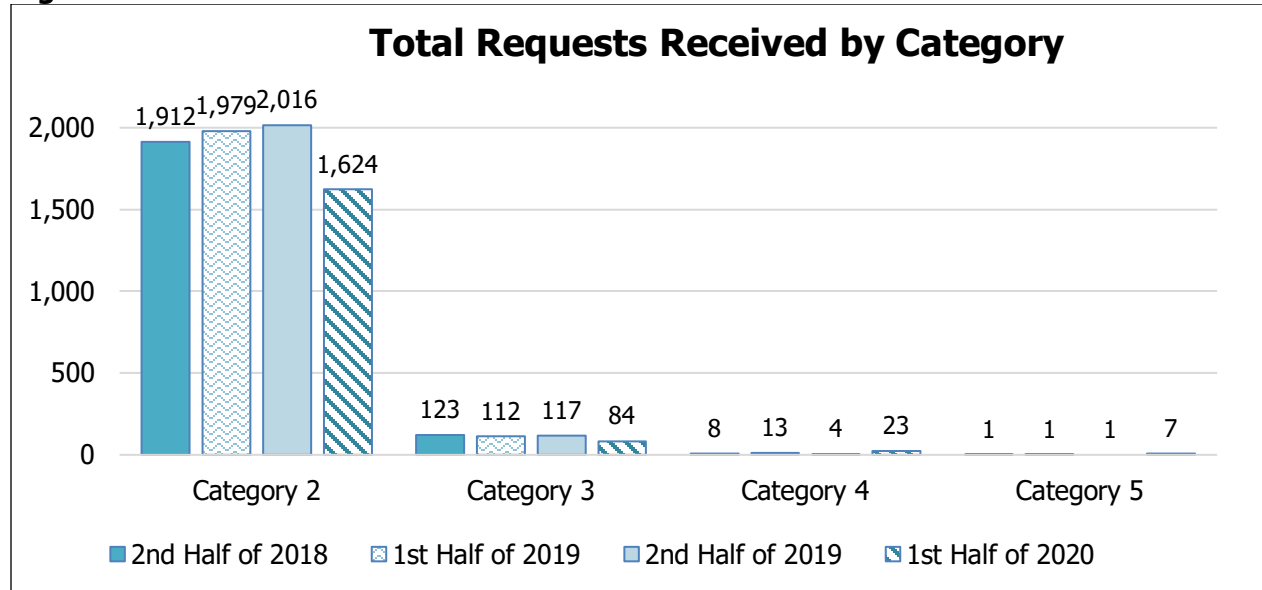
<b>Mandatory Reporting Information</b>	
Requests Open on January 1, 2020	93
Requests Received January 1 – June 30, 2020	1,773
Requests Closed January 1 – June 30, 2020	1,788
Requests Open on June 30, 2020	78

## **DATA-BASED ANALYSIS OF PERFORMANCE**

This report presents information on the City's performance by comparing the total requests received and the average time it took to process them. Performance is presented as a comparison between four reporting periods: the second half of 2018, the first and second halves of 2019, and the first half of 2020.

The City experienced a 18.7% decrease in the total number of requests from the second half of 2019 compared to the first half of 2020; 2,138 to 1,738. The comparison of requests by category between the four reporting periods is presented in Figure B.

**Figure B<sup>1</sup>**



Pursuant to the City's PRA Rule 080, the following goals for standard response time periods are established as follows:<sup>2</sup>

- a) Category 1 records requests are defined as needing immediate response in the interest of public safety (imminent danger). These requests shall take priority over all other requests. *Public Records has never received any requests that fit within this designation.*
- b) Category 2 records requests are defined as routine or readily filled requests for easily identified and immediately accessible records requiring little or no coordination between departments.
- c) Category 3 records requests are defined as routine requests that involve:
  - i. A large number of records, and/or
  - ii. Records that are not easily identified, located and accessible, and
  - iii. Records that require some coordination between departments.
- d) Category 4 records requests are defined as complex requests which may be especially broad or vague which involve:
  - i. A large number of records that are not easily identified, located or accessible, requiring significant coordination between multiple departments, and
  - ii. Research by City staff who are not primarily responsible for public disclosure and/or
  - iii. Review by public disclosure staff to determine whether any of the records are exempt from production
- e) Category 5 records requests are complex requests that may be especially broad or vague which involve:

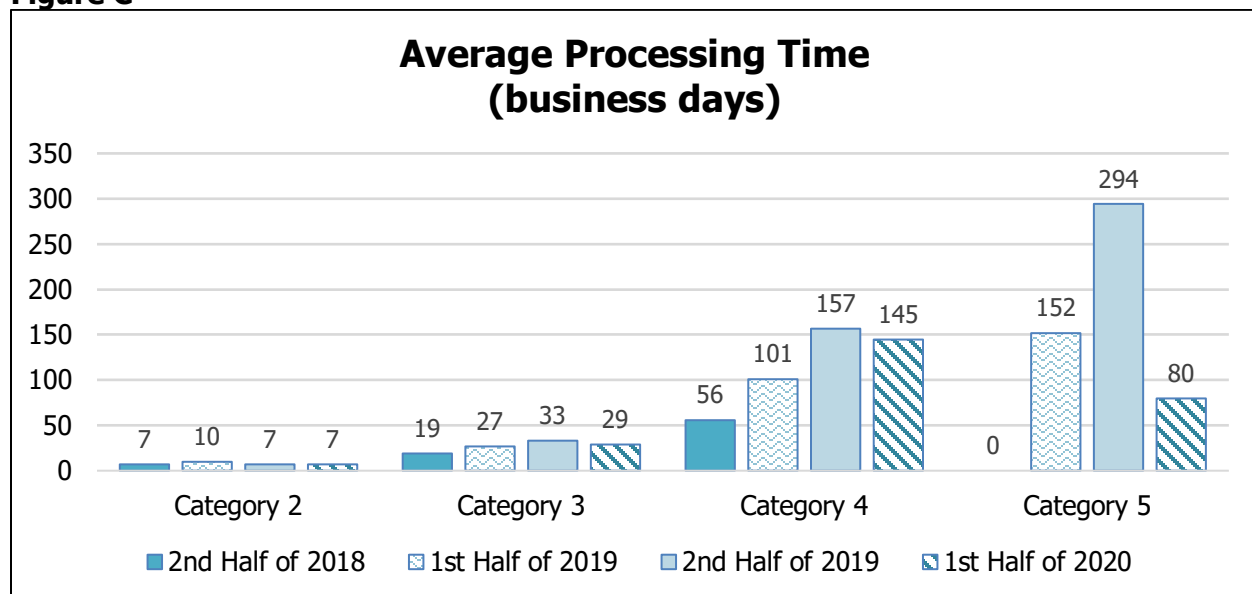
<sup>1</sup> There were no Category 1 requests received during any of the reporting periods

<sup>2</sup> Time is dependent on the nature and scope of the request for category 3, 4, and 5 requests

- i. A large number of records that are not easily identified, located or accessible, requiring coordination between multiple departments, and
- ii. Research by City staff who are not primarily responsible for public disclosure and/or
- iii. Legal review and creation of an exemption log. These requests may require additional assistance from third parties in identification and assembly.

Figure C presents data for the average processing time (in business days) by category. The data only reflects processing time for requests that have been closed during the current reporting period.

**Figure C**



### **TIMELINE FACTORS**

The primary factors contributing to the decrease of average processing times in this reporting period for all categories were:

- COVID-19 slowed the number of records requests from a normal 80-100+ total requests in queue per day to 50-60 total requests in queue per day
  - We are now seeing an increase in requests as we phase further to into the "Safe Start" reopening plan
- Governor Inslee's [Proclamation 20-28.6](#) suspending in-person review of records as well as the 5-day response timeframe
  - We have been successful in continuing to produce records or responding to requesters within 5 days

Despite the decrease in processing times, there has been a recent influx of requests in the category 4 and 5 queues that have required in-depth research, legal review, and an increase in necessary redactions. This will more than likely be reflected in the February 2021 report as an increase in response times.

**PUBLIC RECORDS ACT LEGISLATIVE UPDATES**

SSHB 1888- [42.56.250 amendment](#); to specifically include birth month and year and photograph of all public employees are exempt, not just criminal justice employees. Payroll deductions are now exempt. Requests for employee personnel files, supervisory files, etc. will now require third-party notice to employee, union representative (if applicable), and has to include certain details.

SB 6187- [42.56.590 amendment](#); modified the definition of "personal information" on security breaches to include the last four digits of social security numbers. Includes state and local agencies data breach timelines and nature of information to trigger notice requirement.

**RELATED UPDATES**

Staff has not completed a review of the internal minimum threshold for waiving costs when producing records in hardcopy format. Due to the closure of City Hall and suspension of any in-person review or pick-up by [Proclamation 20-28.6](#), the number of records produced in hard copy is not discernable at this time.

The Public Disclosure Steering Team will continue to assess the needs of the public records program. The current funding level appears to be adequate; to date, the program has not needed to draw on the \$100,000 Public Records Contingency Fund approved by the City Council in 2017.



**CITY OF KIRKLAND**

Department of Public Works

123 Fifth Avenue, Kirkland, WA 98033 425.587.3800

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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Rachel Konrady, Surface Water Planner  
Kelli Jones, Surface Water Program Supervisor  
John Burkhalter, Development and Environmental Services Manager  
Julie Underwood, Interim Director of Public Works

**Date:** July 23, 2020

**Subject:** AUTHORIZATION TO SIGN FIRST AMENDMENT TO WRIA 8 INTERLOCAL AGREEMENT

**RECOMMENDATION:**

Staff recommends that the City Council:

- Approve the first amendment to the 2015 Interlocal Agreement for Watershed Basins Within Water Resource Inventory Area 8 (WRIA 8), authorizing Snohomish County to rejoin the agreement as a member of the WRIA 8 Salmon Recovery Council (SRC); and
- Authorize the City Manager to sign the first amendment on behalf of the City.

Approval of this proposed Resolution by adopting the Consent Calendar will authorize the City Manager to sign the first amendment to the Interlocal Agreement on behalf of the City.

**BACKGROUND AND DISCUSSION:**

In 2006 and again in 2015, the Kirkland City Council entered into an Interlocal Agreement (see Attachment A) with other jurisdictions within the watershed to address salmon recovery planning and implementation efforts. The current ILA is in effect until December 31, 2025, and participation in the ILA demonstrates commitment to proactively working together within the watershed to address the Endangered Species Act listing of Chinook Salmon.

***ILA Purpose***

Salmon recovery is a multi-jurisdictional effort, with shared interests and responsibility for addressing watershed health and salmon habitat protection and restoration. Identification of watershed health issues and implementation of salmon habitat protection and restoration can be carried out more efficiently if done cooperatively rather than separately and independently. The ILA provides an effective, long-standing forum for regional coordination and a governance structure to implement the WRIA 8 Plan, which supports implementation of the Puget Sound Partnership Action Agenda for recovery of Puget Sound. In addition to preserving and sustaining a species important to the Puget Sound, this effort can reduce the risk of third party lawsuits limiting private/public development and City maintenance activities in Kirkland.

The WRIA 8 Salmon Recovery Council (SRC) is the governing body created to implement the ILA and the WRIA 8 Plan, currently with 27 jurisdictions sharing the costs, not including Snohomish County. In addition, there are many stakeholder groups that elect a member to serve on the SRC (for example, Friends of the Issaquah Salmon Hatchery and WA Association of Sewer and Water

Districts). These members are non-voting on financial matters, but may vote on matters of policy and are instrumental to continuing the ongoing participation of citizens and other stakeholders to ensure continued public outreach efforts.

Because of budget constraints, Snohomish County left the ILA and participation on the SRC on December 31, 2018. After a year of effort by WRIA 8 staff and SRC members, Snohomish County Council approved a budget that included participation in the ILA and SRC beginning in 2020. Each member of the ILA must approve the amendment to allow Snohomish County to rejoin the ILA. Exiting the ILA does not require an amendment but rather a sixty-day notice. The ILA is silent about rejoining, so the King County Prosecuting Attorney's Office concluded a formal amendment with ratification from all the parties was prudent.

### ***Budget and Funding***

The total annual budget under the ILA for 2020 is \$629,774, and Kirkland's portion is \$32,675 (see Attachment B). The Snohomish Country portion in 2020 is \$64,053. The City's financial obligation did not change when Snohomish withdrew because the WRIA was able to meet its costs through prior year carry-over, State grant funding, savings, and careful budgeting.

Funds collected via the ILA are used to support a WRIA 8 staff team (housed at King County) that performs a variety of tasks, including the following:

- Coordinating the SRC work plan and meetings;
- Providing links to salmon recovery at the regional, state, and federal levels;
- Administering policies;
- Advocating for more sustainable funding for salmon recovery projects;
- Coordinating grants for salmon recovery projects and programs; and
- Coordinating and tracking implementation of the WRIA 8 Plan including associated grants.

### **NEXT STEPS:**

If the Council approves the amendment to have Snohomish County rejoin the ILA, then approval of the proposed Resolution would authorize the City Manager to sign the amendment to the ILA on behalf of the City.

Attachment A: Interlocal Agreement for Watershed Basins Within WRIA 8 (*executed 2015*)

Attachment B: Cost-share Rates ILA for Watershed Basis Within WRIA 8 (*updated for 2020*)  
Resolution

Exhibit A: First Amendment to the Interlocal Agreement for Watershed Basins Within WRIA 8

## INTERLOCAL AGREEMENT

### For the Watershed Basins within Water Resource Inventory Area 8

#### PREAMBLE

**THIS AGREEMENT** ("Agreement") is entered into pursuant to Chapter 39.34 RCW by and among the eligible county and city governments signing this agreement that are located in King and Snohomish Counties, lying wholly or partially within the management area of Watershed Resource Inventory Area ("WRIA") 8, which includes all or portions of the Lake Washington, Cedar River, and Sammamish River basins, all political subdivisions of the State of Washington (individually for those signing this Agreement, "party", and collectively "parties"). The parties share interests in and responsibility for addressing long-term watershed planning and conservation.

**WHEREAS**, the parties share interests in and responsibility for addressing long-term watershed planning and conservation of the aquatic ecosystems and floodplains for purposes of implementing the Lake Washington/Cedar/Sammamish Watershed (WRIA 8) Chinook Salmon Conservation Plan ("WRIA 8 Plan") and improving watershed health for the watershed basins in WRIA 8 and wish to provide for funding and implementation of various activities and projects therein; and

**WHEREAS**, Puget Sound Chinook salmon, including the WRIA 8 Cedar and Sammamish populations, were listed as threatened under the Endangered Species Act (ESA) in 1999; and

**WHEREAS**, the parties recognize their participation in this Agreement demonstrates their commitment to proactively working to address the ESA listing of Chinook salmon; and

**WHEREAS**, the parties recognize achieving WRIA 8 salmon recovery and watershed health goals requires a recommitment to, and acceleration of, the collaborative implementation and funding of salmon recovery actions, and

**WHEREAS**, the parties have participated in an Interlocal Agreement for the years 2001-2005 to develop the WRIA 8 Plan, contributed to the federally-approved Puget Sound Salmon Recovery Plan, and desire to continue providing efficient participation in the implementation of such plans; and

**WHEREAS**, the parties took formal action in 2005 and 2006 to ratify the WRIA 8 Plan, and

**WHEREAS**, the parties have participated in an extension of the 2001-2005 Interlocal Agreement and an Interlocal Agreement for the years 2007-2015 to implement the WRIA 8 Plan; and

**WHEREAS**, the parties seek information on watershed conditions and salmon conservation and recovery needs to inform local decision-making bodies regarding actions in response to listings under the ESA; and

**WHEREAS**, the parties have prioritized and contributed resources and funds for implementing projects and programs to protect and restore salmon habitat; and

**WHEREAS**, the parties wish to monitor and evaluate implementation of the WRIA 8 Plan through adaptive management; and

**WHEREAS**, the parties wish to continue to use adaptive management for identifying, coordinating and implementing basin plans and water quality, flood hazard reduction, water quantity, and habitat projects in the watersheds; and

**WHEREAS**, the parties recognize climate change is likely to affect watershed ecosystem function and processes, and salmon habitat restoration actions are a proactive approach to making the watershed ecosystem more resilient to changing conditions, which supports watershed health for human communities and salmon populations; and

**WHEREAS**, the parties have an interest in participating on the Puget Sound Salmon Recovery Council and other groups associated with Puget Sound recovery because of the contributions of the Lake Washington/Cedar/Sammamish Watershed to the overall health of Puget Sound and to collectively seek funding to implement the WRIA 8 Plan; and

**WHEREAS**, the parties have an interest in participating on the Washington Salmon Coalition and other groups associated with the Salmon Recovery Funding Board to collectively seek funding to implement the WRIA 8 Plan; and

**WHEREAS**, the parties have an interest in supporting implementation of the Puget Sound Partnership Action Agenda to restore the health of Puget Sound as it relates to salmon recovery and WRIA 8 priorities; and

**WHEREAS**, the parties recognize the importance of efforts to protect and restore habitat for multiple species in the Lake Washington/Cedar/Sammamish Watershed, including Lake Sammamish kokanee, and will seek opportunities to partner and coordinate Chinook recovery efforts with these other efforts where there are overlapping priorities and benefits; and

**WHEREAS**, the parties have an interest in achieving multiple benefits by integrating salmon recovery planning and actions with floodplain management, water quality and agriculture; and

**WHEREAS**, the parties recognize that identification of watershed issues, and implementation of salmon conservation and recovery actions may be carried out more efficiently if done cooperatively than if carried out separately and independently;

**NOW, THEREFORE**, in consideration of the mutual promises, benefits and covenants contained herein, the parties hereto do mutually covenant and agree as follows:

## MUTUAL COVENANTS AND AGREEMENTS

1. **DEFINITIONS.** For purposes of this Agreement, the following terms shall have the meaning provided for below:
  - 1.1. **ELIGIBLE JURISDICTIONS:** The governments eligible for participation in this Agreement as parties are the Counties of King and Snohomish; the cities of Bellevue, Bothell, Brier, Clyde Hill, Edmonds, Everett, Issaquah, Kenmore, Kent, Kirkland, Lake Forest Park, Lynnwood, Maple Valley, Medina, Mercer Island, Mill Creek, Mountlake Terrace, Mukilteo, Newcastle, Redmond, Renton, Sammamish, Seattle, Shoreline, Woodinville; the towns of Beaux Arts, Hunts Point, Woodway and Yarrow Point; and other interested public agencies and tribes.
  - 1.2. **WRIA 8 SALMON RECOVERY COUNCIL:** The *WRIA 8 Salmon Recovery Council* created herein is the governing body responsible for implementing this Agreement and is comprised of members who are designated representatives of eligible jurisdictions who have authorized the execution of and become parties to this Agreement. In addition, the *WRIA 8 Salmon Recovery Council* includes members who are not representatives of the parties and are comprised of a balance of stakeholder representatives and any other persons who are deemed by the parties to this Agreement to be appropriate for the implementation and adaptive management of the *WRIA 8 Plan*. The appointed representatives of parties will appoint the members who are not representing parties, using the voting provisions of Section 5 of this Agreement.
  - 1.3. **LAKE WASHINGTON/CEDAR/SAMMAMISH WATERSHED (WRIA 8) CHINOOK SALMON CONSERVATION PLAN, JULY 2005:** *WRIA 8 Plan* as referred to herein is the three volume document, and any subsequent updates adopted in accordance with the procedures provided for in Section 6 below, developed in partnership with stakeholder representatives and ratified by the parties to this Agreement for the purposes of preserving, protecting, and restoring habitat with the intent to recover listed species, including sustainable, genetically diverse, harvestable populations of naturally spawning Chinook salmon.
  - 1.4. **MANAGEMENT COMMITTEE:** *Management Committee* as referred to herein consists of five (5) elected officials or their designees which elected officials are chosen by the party members of the *WRIA 8 Salmon Recovery Council*, according to the voting procedures in Section 5, and charged with staff oversight and administrative duties on the *WRIA 8 Salmon Recovery Council's* behalf.
  - 1.5. **SERVICE PROVIDER(S):** *Service Provider(s)*, as used herein, means that agency, government, consultant or other entity which supplies staffing or other resources to and for the *WRIA 8 Salmon Recovery Council*, in exchange for payment. The *Service Provider(s)* may be a party to this Agreement.

- 1.6 **FISCAL AGENT:** The *Fiscal Agent* refers to that agency or government which performs all accounting services for the **WRIA 8 Salmon Recovery Council**, as it may require, in accordance with the requirements of Chapter 39.34 RCW.
- 1.7 **STAKEHOLDERS:** Stakeholders refers to those public and private entities within the WRIA who reflect the diverse interests integral for planning, implementation, and adaptive management for the recovery of the listed species under the Endangered Species Act, and may include but are not limited to environmental and business interests.
2. **PURPOSES.** The purposes of this Agreement include the following:
  - 2.1 To provide a mechanism and governance structure for the implementation and adaptive management of the implementation of the **WRIA 8 Plan**
  - 2.2 To share the cost of the WRIA 8 Service Provider team to coordinate and provide the services necessary for the successful implementation and management of the **WRIA 8 Plan**. The maximum financial or resource obligation of any participating eligible jurisdiction under this Agreement shall be limited to its share of the cost of the Service Provider staff and associated operating costs.
  - 2.3 To provide a mechanism for securing technical assistance and funding from state agencies or other sources.
  - 2.4 To provide a mechanism for the implementation of other multiple benefit habitat, water quality and floodplain management projects with local, regional, state, federal and non-profit funds as may be contributed to or secured by the **WRIA 8 Salmon Recovery Council**.
  - 2.5 To annually recommend WRIA 8 salmon recovery programs and projects for funding by the King County Flood Control District through the District's Cooperative Watershed Management grant program.
  - 2.6 To serve as the salmon recovery "Lead Entity" as designated by state law (Chapter 77.85 RCW) for WRIA 8, The Lead Entity is responsible for developing a salmon recovery strategy, working with project sponsors to develop projects, convening local technical and citizen committees to annually recommend WRIA 8 salmon habitat restoration and protection projects for funding by the State of Washington Salmon Recovery Funding Board, and representing WRIA 8 in Puget Sound region and state wide salmon recovery forums.
  - 2.7 To provide a framework for cooperation and coordination among the parties on issues relating to the implementation and management of the implementation of the **WRIA 8 Plan** and to meet the requirement or a commitment by any party to participate in WRIA-based or watershed basin planning in response to any state or federal law which may require such participation as a condition of any funding, permitting or other program of state or federal agencies, at the discretion of such party to this Agreement.

- 2.8 To develop and articulate WRIA-based positions on salmon habitat, conservation and funding to state and federal legislators.
- 2.9 To provide for the ongoing participation of citizens and other stakeholders in such efforts and to ensure continued public outreach efforts to educate and garner support for current and future ESA efforts.
- 2.10 To provide information for parties to use to inform land use planning, regulations, and outreach and education programs.
- 2.11 To provide a mechanism for on-going monitoring and adaptive management of the **WRIA 8 Plan** as defined in the Plan.

It is not the purpose or intent of this Agreement to create, supplant, preempt or supersede the authority or role of any individual jurisdiction or water quality policy bodies such as the Regional Water Quality Committee.

- 3. **EFFECTIVE DATE AND TERM.** This Agreement shall become effective on January 1, 2016 provided it has been signed by that date by at least nine (9) of the eligible jurisdictions within WRIA 8 representing at least seventy percent (70%) of the affected population, as authorized by each jurisdiction's legislative body, and further provided that after such signatures this Agreement has been filed by King County and Snohomish County in accordance with the terms of RCW 39.34.040 and .200. If such requirements are not met by January 1, 2016, then the effective date of this Agreement shall be the date on which such requirements are met. This Agreement provides the mechanism and governance structure for implementation of the **WRIA 8 Plan** from January 1, 2016 through December 31, 2025. Once effective, this Agreement shall remain in effect through December 31, 2025; provided, however, that this Agreement may be extended for such additional terms as the parties may agree to in writing, with such extension being effective upon its execution by at least nine (9) of the eligible jurisdictions within WRIA 8 representing at least seventy per cent (70%) of the affected population,.
- 4. **ORGANIZATION AND NATURE OF WRIA 8 SALMON RECOVERY COUNCIL.** The parties hereby establish a governing body for WRIA 8 and the Lake Washington-Cedar and Sammamish watershed basins and associated Puget Sound drainages (hereinafter the "**WRIA 8 Salmon Recovery Council**") the precise boundaries of which are established in Chapter 173-500 WAC, or as determined by the **WRIA 8 Salmon Recovery Council**, to serve as the formal governance structure for carrying out the purposes of this Agreement in partnership with non-party members. Each party to this agreement shall appoint one (1) elected official to serve as its representative on the **WRIA 8 Salmon Recovery Council**. The **WRIA 8 Salmon Recovery Council** is a voluntary association of the county and city governments, and other interested public agencies and tribes, located wholly or partially within the management area of WRIA 8 and the Lake Washington/Cedar/Sammamish watershed basins and associated Puget Sound drainages who

choose to be parties to this Agreement. Representatives from stakeholder entities who are selected under the voting provisions of Section 5.2 of this agreement are also part of this association.

4.1 Upon the effective execution of this agreement and the appointment of representatives to the **WRIA 8 Salmon Recovery Council**, the party members of the **WRIA 8 Salmon Recovery Council** shall meet and choose from among its members, according to the voting provisions of Section 5, five (5) elected officials or their designees, to serve as a **Management Committee** to oversee and direct the funds and personnel contributed under this Agreement, in accordance with the adopted annual budget and such other directions as may be provided by the party members of the **WRIA 8 Salmon Recovery Council**. Representatives of the **Fiscal Agent** and **Service Provider** may serve as non-voting ex officio members of the Management Committee. The **Management Committee** shall act as an executive subcommittee of the **WRIA 8 Salmon Recovery Council**, responsible for oversight and evaluation of any **Service Providers** or consultants, for administration of the budget, and for providing recommendations on administrative matters to the **WRIA 8 Salmon Recovery Council** for action, consistent with the other subsections of this section.

4.1.1 Services to the **WRIA 8 Salmon Recovery Council** for the term of this agreement shall be provided by King County Department of Natural Resources which shall be the primary **Service Provider** unless the party members pursuant to the voting provisions of Section 5 choose another primary **Service Provider**. The **Management Committee** shall prepare a Memorandum of Understanding to be signed by an authorized representative of King County and an authorized representative of WRIA 8, which shall set out the expectations for services to be provided. Services should include, without limitation, identification of and job descriptions for dedicated staff in increments no smaller than .5 FTE, description of any supervisory role retained by the **Service Provider** over any staff performing services under this Agreement, and a method of regular consultation between the **Service Provider** and the **Management Committee** concerning the performance of services hereunder.

4.1.2 The **Management Committee** shall make recommendations to the party members of the **WRIA 8 Salmon Recovery Council** for action, including decisions related to work program, staffing and service agreements, and budget and financial operations, annually for each year of this Agreement. All duties of the **Management Committee** shall be established by the party members of the **WRIA 8 Salmon Recovery Council**.



- 4.2 The party members of the **WRIA 8 Salmon Recovery Council** shall have the authority and mandate to establish and adopt the following:
- 4.2.1 By September 1 of each year, establish and approve an annual budget, establishing the level of funding and total resource obligations of the parties which are to be allocated on a proportional basis according to the average of the population, assessed valuation and area attributable to each party to the Agreement, in accordance with the formula set forth in Exhibit A, which formula shall be updated every third year by the **WRIA 8 Salmon Recovery Council**, as more current data become available, and in accordance with Section 2.2. Individual party cost shares may change more frequently than every three years for parties involved in an annexation that changes the area, population, and assessed value calculation of such party to the extent that the cost shares established by the formula set forth in Exhibit A would be changed by such annexation. For parties that are not county or city governments, the level of funding and resource obligation will be determined in communications with the **Management Committee**, which will develop a recommendation for review and approval by, the **WRIA 8 Salmon Recovery Council**.
- 4.2.2 Review and evaluate annually the duties to be assigned to the **Management Committee** hereunder and the performance of the **Fiscal Agent** and **Service Provider(s)** to this Agreement, and provide for whatever actions it deems appropriate to ensure that quality services are efficiently, effectively and responsibly delivered in the performance of the purposes of this Agreement. In evaluating the performance of any **Service Provider(s)**, at least every three (3) years, the **WRIA 8 Salmon Recovery Council** may retain an outside consultant to perform a professional assessment of the work and services so provided. Evaluations of the **Service Provider(s)** shall occur in years 3, 6, and 9 of the Agreement
- 4.2.3 Oversee and administer the expenditure of budgeted funds and allocate the utilization of resources contributed by each party or obtained from other sources in accordance with an annual prioritized list of implementation and adaptive management activities within the WRIA during each year of this Agreement.
- 4.3 The **WRIA 8 Salmon Recovery Council** through the primary **Service Provider** may contract with similar watershed forum governing bodies or any other entities for any lawful purpose related hereto, including specific functions and tasks which are initiated and led by another party to this Agreement beyond the services provided by the primary **Service Provider**. The parties may choose to create a separate legal or administrative entity under applicable state law, including without limitation a nonprofit corporation or

general partnership, to accept private gifts, grants or financial contributions, or for any other lawful purposes.

4.4 The party members of the **WRIA 8 Salmon Recovery Council** shall adopt other rules and procedures that are consistent with its purposes as stated herein and are necessary for its operation.

5. **VOTING.** The party members on the **WRIA 8 Salmon Recovery Council** shall make decisions; approve scope of work, budget, priorities and any other actions necessary to carry out the purposes of this Agreement as follows:

5.1 No action or binding decision will be taken by the **WRIA 8 Salmon Recovery Council** without the presence of a quorum of active party members. A quorum exists if a majority of the party members are present at the **WRIA 8 Salmon Recovery Council** meeting, provided that positions left vacant on the **WRIA 8 Salmon Recovery Council** by parties shall not be included in calculating the quorum. In addition, positions will be considered vacant on the third consecutive absence and shall not be included in calculating a quorum until that time in which the party member is present. The voting procedures provided for in 5.1.1 through 5.1.2 are conditioned upon there being a quorum of the active party members present for any action or decision to be effective and binding.

5.1.1 Decisions shall be made using a consensus model as much as possible. Each party agrees to use its best efforts and exercise good faith in consensus decision-making. Consensus may be reached by unanimous agreement of the party members at the meeting, or by a majority recommendation agreed upon by the active party members, with a minority report. Any party who does not accept a majority decision may request weighted voting as set forth below.

5.1.2 In the event consensus cannot be achieved, as determined by rules and procedures adopted by the **WRIA 8 Salmon Recovery Council**, the **WRIA 8 Salmon Recovery Council** shall take action on a dual-majority basis, as follows:

5.1.2.1 Each party, through its appointed representative, may cast its weighted vote in connection with a proposed **WRIA 8 Salmon Recovery Council** action.

5.1.2.2 The weighted vote of each party in relation to the weighted votes of each of the other parties shall be determined by the percentage of the annual contribution by each party set in accordance with Subsection 4.2.1 in the year in which the vote is taken.

5.1.2.3 For any action subject to weighted voting to be deemed approved, an affirmative vote must be cast by both a majority of the active party members to this Agreement and by a majority of the weighted votes of the active party members to this Agreement. No action shall be valid

and binding on the parties to this Agreement until it shall receive majority of votes of both the total number of active party members to the Agreement and of the active members representing a majority of the annual budget contribution for the year in which the vote is taken. A vote of abstention shall be recorded as a "no" vote.

- 5.2 The party members on the **WRIA 8 Salmon Recovery Council** may deem it appropriate to appoint to the **WRIA 8 Salmon Recovery Council** non-party stakeholder representatives and other persons who are appropriate for the implementation and adaptive management of the **WRIA 8 Plan**.
- 5.2.1 Nomination of such non-party members may be made by any member of the **WRIA 8 Salmon Recovery Council**. Appointment to the **WRIA 8 Salmon Recovery Council** of such non-party members requires either consensus or dual majority of party members as provided in Section 5.1.
- 5.2.2 The party members on the **WRIA 8 Salmon Recovery Council** may deem it appropriate to allow non-party members to vote on particular **WRIA 8 Salmon Recovery Council** decisions. The party members may determine which issues are appropriate for non-party voting by either consensus or majority as provided in Sections 5.1, except in the case where legislation requires non-party member votes.
- 5.2.3 Decisions of the entire **WRIA 8 Salmon Recovery Council**, both party and non-party members, shall be made using a consensus model as much as possible. Voting of the entire **WRIA 8 Salmon Recovery Council** will be determined by consensus or majority as provided in Sections 5.1 and a majority of the non-party members.

6. **ADAPTIVE MANAGEMENT OF THE WRIA 8 CHINOOK SALMON CONSERVATION PLAN.**

The **WRIA 8 Plan** shall be implemented with an adaptive management approach. Such an approach anticipates updates and amendments to the **WRIA 8 Plan**. Such amendments to be effective and binding must comply with the following provisions:

- 6.1 The **WRIA 8 Salmon Recovery Council** shall act to approve or remand any **WRIA 8 Plan** amendments prepared and recommended by the committees of the **WRIA 8 Salmon Recovery Council** within ninety (90) calendar days of receipt of the plan amendments, according to the voting procedures described in Section 5.
- 6.2 In the event that any amendments are not so approved, they shall be returned to the committees **of the WRIA 8 Salmon Recovery Council** for further consideration and amendment and thereafter returned to the **WRIA 8 Salmon Recovery Council** for decision.

- 6.3 After approval of the **WRIA 8 Plan** amendments by the **WRIA 8 Salmon Recovery Council**, the plan amendments shall be referred to the parties to this Agreement for ratification prior to the submission to any federal or state agency for further action. Ratification means an affirmative action, evidenced by a resolution, motion, or ordinance of the jurisdiction's legislative body, by at least nine (9) jurisdictions within WRIA 8 representing at least seventy per cent (70%) of the total population of WRIA 8. Upon ratification, the **WRIA 8 Salmon Recovery Council** shall transmit the **updated WRIA 8 Plan** to any state or federal agency as may be required for further action.
- 6.4 In the event that any state or federal agency to which the **WRIA 8 Plan** or amendments thereto are submitted shall remand the **WRIA 8 Plan** or amendments thereto for further consideration, the **WRIA 8 Salmon Recovery Council** shall conduct such further consideration and may refer the plan or amendments to the committees of the **WRIA 8 Salmon Recovery Council** for recommendation on amendments thereto.
- 6.5 The parties agree that any amendments to the **WRIA 8 Plan** shall not be forwarded separately by any of them to any state or federal agency unless it has been approved and ratified as provided herein.

7. **OBLIGATIONS OF PARTIES; BUDGET; FISCAL AGENT; RULES.**

- 7.1 Each party shall be responsible for meeting its financial obligations hereunder as described in Section 2.2, and established in the annual budget adopted by the **WRIA 8 Salmon Recovery Council** under this Agreement and described in Section 4.2.1. The maximum funding responsibilities imposed upon the parties during the first year of this Agreement shall not exceed the amounts set forth in Exhibit A, which shall be updated every third year as described in Section 4.2.1, or as annexations result in changes to the area, population, and assessed value calculation for those parties involved in the annexation to the extent that the cost shares established by the formula set forth in Exhibit A would be changed for such parties by the annexation.
- 7.2 No later than September 1 of each year of this Agreement, the **WRIA 8 Salmon Recovery Council** shall adopt a budget, including its overhead and administrative costs, for the following calendar year. The budget shall propose the level of funding and other responsibilities (e.g. staffing) of the individual parties for the following calendar year and shall propose the levels of funding and resources to be allocated to specific prioritized implementation and adaptive management activities within the WRIA. The parties shall thereafter take whatever separate legislative or other actions that may be necessary to timely address such individual responsibilities under the proposed budget, and shall have done so no later than December 1st of each such year.

7.3 Funds collected from the parties or other sources on behalf of the **WRIA 8 Salmon Recovery Council** shall be maintained in a special fund by King County as **Fiscal Agent** and as *ex officio* treasurer on behalf of the **WRIA 8 Salmon Recovery Council** pursuant to rules and procedures established and agreed to by the **WRIA 8 Salmon Recovery Council**. Such rules and procedures shall set out billing practices and collection procedures and any other procedures as may be necessary to provide for its efficient administration and operation. Any party to this Agreement may inspect and review all records maintained in connection with such fund at any reasonable time.

8. **LATECOMERS.** A county or city government, or other interested public agency or tribe in King or Snohomish County lying wholly or partially within the management area of WRIA 8 and the Lake Washington-Cedar and Sammamish watershed basins and adjacent Puget Sound drainages which has not become a party to this Agreement within twelve (12) months of the effective date of this Agreement may become a party only with the written consent of all the parties. The provisions of Section 5 otherwise governing decisions of the **WRIA 8 Salmon Recovery Council** shall not apply to Section 8. The parties and the county, city, or other public agency or tribe seeking to become a party shall jointly determine the terms and conditions under which the county, city, or other public agency or tribe may become a party. These terms and conditions shall include payment by such county, city, or other public agency or tribe to the **Fiscal Agent** of the amount determined jointly by the parties and the county, city, or other public agency or tribe to represent such county, city, or other public agency or tribe's fair and proportionate share of all costs associated with activities undertaken by the **WRIA 8 Salmon Recovery Council** and the parties on its behalf as of the date the county, city, or other public agency or tribe becomes a party. Any county, city, or other public agency or tribe that becomes a party pursuant to this section shall thereby assume the general rights and responsibilities of all other parties to this Agreement. After the inclusion of such entity as a party to this Agreement, the formula for party contribution shall be adjusted for the following year to reflect the addition of this new party.9.

**TERMINATION.** This Agreement may be terminated by any party, as to that party only, upon sixty (60) calendar days' written notice to all other parties. The terminating party shall remain fully responsible for meeting all of its funding and other obligations through the end of the calendar year in which such notice is given, together with any other costs that may have been incurred on behalf of such terminating party up to the effective date of such termination. This Agreement may be terminated at any time by the written agreement of all parties. It is possible that the makeup of the parties to this Agreement may change from time to time. Regardless of any such changes, the parties choosing not to exercise the right of termination shall each remain obligated to meet their respective share of the obligations of the **WRIA 8 Salmon Recovery Council** as reflected in the annual budget.

10. **HOLD HARMLESS AND INDEMNIFICATION.** To the extent permitted by state law, and for the limited purposes set forth in this agreement, each party shall protect, defend, hold harmless and indemnify the other parties, their officers, elected officials, agents and employees, while acting within the scope of their employment as such, from and against any and all claims (including demands, suits, penalties, liabilities, damages, costs, expenses, or losses of any kind or nature whatsoever) arising out of or in any way resulting from such party's own negligent acts or omissions related to such party's participation and obligations under this Agreement. Each party agrees that its obligations under this subsection extend to any claim, demand and/or cause of action brought by or on behalf of any of its employees or agents. For this purpose, each party, by mutual negotiation, hereby waives, with respect to the other parties only, any immunity that would otherwise be available against such claims under the industrial insurance act provisions of Title 51 RCW. The provisions of this subsection shall survive and continue to be applicable to parties exercising the right of termination pursuant to Section 9.
11. **NO ASSUMPTION OF LIABILITY.** In no event do the parties to this Agreement intend to assume any responsibility, risk or liability of any other party to this Agreement or otherwise with regard to any party's duties, responsibilities or liabilities under the Endangered Species Act, or any other act, statute or regulation of any local municipality or government, the State of Washington or the United States.
12. **VOLUNTARY AGREEMENT.** This is a voluntary agreement and it is acknowledged and agreed that, in entering into this Agreement, no party is committing to adopt or implement any actions or recommendations that may be contained in the *WRIA 8 Plan* pursuant to this Agreement.
13. **NO PRECLUSION OF ACTIVITIES OR PROJECTS.** Nothing herein shall preclude any one or more of the parties to this Agreement from choosing or agreeing to fund or implement any work, activities or projects associated with any of the purposes hereunder by separate agreement or action, provided that any such decision or agreement shall not impose any funding, participation or other obligation of any kind on any party to this Agreement which is not a party to such decision or agreement.
14. **NO THIRD PARTY RIGHTS.** Nothing contained in this Agreement is intended to, nor shall it be construed to, create any rights in any third party, including without limitation the non-party members, NMFS, USFWS, any agency or department of the United States, or the State of Washington, or to form the basis for any liability on the part of the *WRIA 8 Salmon Recovery Council* or any of the parties, or their officers, elected officials, agents and employees, to any third party.
15. **AMENDMENTS.** This Agreement may be amended, altered or clarified only by the unanimous consent of the parties to this Agreement, represented by affirmative action by their legislative bodies.
16. **COUNTERPARTS.** This Agreement may be executed in counterparts.

- 17. **APPROVAL BY PARTIES' GOVERNING BODIES.** The governing body of each party must approve this Agreement before any representative of such party may sign this Agreement.
- 18. **FILING OF AGREEMENT.** This Agreement shall be filed by King County and Snohomish County in accordance with the provisions of RCW 39.34.040 and .200 and with the terms of Section 3 herein.

**IN WITNESS WHEREOF,** the parties hereto have executed this Agreement on the dates indicated below:

Approved as to form:

TOWN OF BEAUX ARTS VILLAGE:

By: \_\_\_\_\_

By: 


Title: \_\_\_\_\_

Title: MAYOR


Date: \_\_\_\_\_

Date: 8 Sept 2015

Approved as to form:

By:   
Title: Dep. City Atty  
Date: 10/22/15

CITY OF BELLEVUE:

By:   
Title: Dep. City Mgr  
Date: 10/27/2015



Approved as to form:

CITY OF BOTHELL:

By: Paul DeJ for Joe Beck

By: 

Title: Assoc City Abb

Title: City Manager

Date: 10/27/15

Date: 10-28-15

Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF CLYDE HILL:

By: Allen

Title: Mayor

Date: 8/13/15

Approved as to form:

CITY OF EDMONDS:

By: Sharon Catta

By: Walter D. Early

Title: CITY ATTORNEY

Title: Mayor

Date: 11-5-15

Date: 11.4.15

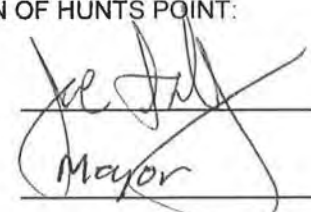
Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

TOWN OF HUNTS POINT:

By:  \_\_\_\_\_

Title: Mayor

Date: 14 Sept 2015

Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF ISSAQUAH:

By:  \_\_\_\_\_

Title: Mayor \_\_\_\_\_

Date: 7/24/15 \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF KENMORE:

By: 

Title: CITY MANAGER

Date: 12/18/2015

Approved as to form:

By: 

Title: CITY ATTORNEY

Date: 8/21/15

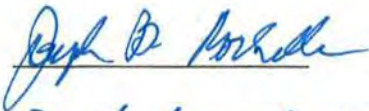
CITY OF KENT:

By: 


Title: Mayor

Date: 8/24/15

Approved as to form:

By:   
Title: Deputy Association Rep  
Date: 12/1/15

KING COUNTY:

By:   
Title: Director, KCDNRSP  
Date: 12/1/2015



Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF KIRKLAND:

By: Marilyn Beard

Title: Deputy City Manager

Date: 12/3/15

Approved as to form:

By: K. Q. Pratt

Title: Interim City Attorney

Date: 7-23-15

CITY OF LAKE FOREST PARK:

By: Catherine Stanford

Title: Deputy Mayor

Date: 7-23-15

Approved as to form:

By: PTau  
Title: City Attorney  
Date: 10-15-15

CITY OF MAPLE VALLEY:  
By: [Signature]  
Title: City Manager  
Date: 10/15/2015

Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

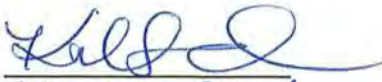
CITY OF MEDINA:

By:  \_\_\_\_\_

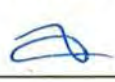
Title: City Manager

Date: 1-13-2016

Approved as to form:

By:   
Kari L. Sand  
Title: City Attorney  
Date: 11-23-15

CITY OF MERCER ISLAND:

By:   
Title: City Manager  
Date: 11-30-15

Approved as to form:

By:

~~\_\_\_\_\_~~  
Shane Moloney

Title:

City Attorney

Date:

10-15-2015

CITY OF MILL CREEK:

By:

Rebecca Polycotto

Title:

City Manager

Date:

10-16-15

Approved as to form:

By: Greg Schu  
Title: City Attorney  
Date: 9-21-2015

CITY OF MOUNTLAKE TERRACE:

By: [Signature]  
Title: INTERIM CITY MGR  
Date: 9/21/15

Approved as to form:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF MUKILTEO:

By: *Jeffrey* \_\_\_\_\_

Title: Mayor \_\_\_\_\_

Date: 9.29.15 \_\_\_\_\_



Approved as to form:

By: *Devin Perkins*  
Title: *City Attorney*  
Date: *11/10/15*

CITY OF NEWCASTLE:

By: *[Signature]*  
Title: *City Manager*  
Date: *11/17/15*

Approved as to form:

By: James E. Hanley  
James E. Hanley

Title: CITY ATTORNEY

Date: November 5, 2015

CITY OF REDMOND:

By: Michael B. Q. for  
John Marchione

Title: Mayor

Date: November 4, 2015

Approved as to form:

By: Lawrence Warner

Title: City Attorney

Date: 9/21/15

CITY OF RENTON:

By: Dennis Far

Title: Mayor

Date: 9/21/15

Attest: Jason Seth

Jason Seth, City Clerk



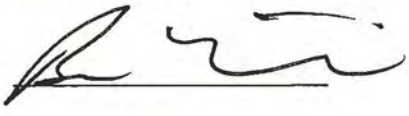
Approved as to form:

By: 

Title: City Attorney

Date: October 7, 2015


CITY OF SAMMAMISH:

By: 

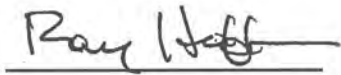
Title: City Manager

Date: October 7, 2015


Approved as to form:

By:   
Title: Twinstacy Harris  
Asst City Attorney  
Date: 7/21/15

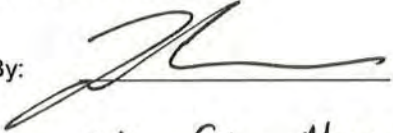
CITY OF SEATTLE:

By:   
Title: DIRECTOR, SPU  
Date: 7/23/15

Approved as to form:

By:   
Title: City Attorney  
Date: 10-28-15

CITY OF SHORELINE:

By:   
Title: Acting City Manager  
Date: 10-28-15

Approved as to form:

By: [Signature]

Title: Deputy Pros. Atty

Date: 9/14/15

SNOHOMISH COUNTY:

By: [Signature]

Title: EXECUTIVE

Date: 12-18-15

COUNCIL USE ONLY  
Approved: 12-16-15  
Docfile: D-20

Approved as to form:

By: [Signature]  
Title: City Attorney  
Date: 10/6/2015

CITY OF WOODINVILLE:

By: [Signature]  
Title: Interim City Manager  
Date: 10/9/15



Approved as to form:

By: Wagner Smith  
Title: Town attorney  
Date: 9/22/15

TOWN OF WOODWAY:

By: Carla A. Nichols  
Title: MAYOR  
Date: Sep. 21, 2015

Approved as to form:

By: Ana Jaseya Warkol

Title: Clerk Treasurer

Date: October 19 2015

TOWN OF YARROW POINT:

By: [Signature]

Title: Mayor

Date: October 19 2015

# Exhibit A

## Regional Watershed Funding

### WRIA Based Cost-share: WRIA 8

For 2016

Total : \$553,713

Note: Total reflects WRIA 8 Salmon Recovery Council decision (March 19, 2015) to provide for an annual increase in the ILA cost share not to exceed the Consumer Price Index for Wages, which is estimated to be 2.18% in 2016. Jurisdictional area, population, and assessed value is to be recalculated every three years per the WRIA 8 interlocal agreement for 2016-2025.

WRIA 8 Salmon Recovery Council approved 3-19-15

WRIA 8 Jurisdiction	Population (Pop)	Assessed Value (AV)	Area (Sq. Mi.)	Cost-Share Amount (Average of Pop, AV, Area)	WRIA 8 Jurisdiction			
Beaux Arts	290	0.0%	\$104,734,000	0.0%	0.08	0.0%	\$143	Beaux Arts
Bellevue	132,100	9.3%	\$33,167,992,493	12.5%	33.53	7.2%	\$53,631	Bellevue
Bothell	40,540	2.9%	\$5,955,222,655	2.2%	13.66	2.9%	\$14,849	Bothell
Clyde Hill	2,980	0.2%	\$1,714,510,000	0.6%	1.06	0.2%	\$2,004	Clyde Hill
Edmonds	39,950	2.8%	\$7,512,735,402	2.8%	8.99	1.9%	\$14,007	Edmonds
Hunts Point	395	0.0%	\$784,473,000	0.3%	0.28	0.1%	\$709	Hunts Point
Issaquah	32,130	2.3%	\$6,132,631,583	2.3%	11.4	2.4%	\$12,981	Issaquah
Kenmore	21,170	1.5%	\$2,835,378,679	1.1%	6.14	1.3%	\$7,169	Kenmore
Kent	0	0.0%	\$1,714,000	0.0%	0.45	0.1%	\$180	Kent
King County (Uninc.)	129,665	9.2%	\$16,265,512,387	6.1%	166.03	35.7%	\$94,041	King County (Uninc.)
Kirkland	81,730	5.8%	\$14,356,215,877	5.4%	17.81	3.8%	\$27,719	Kirkland
Lake Forest Park	12,680	0.9%	\$1,844,674,400	0.7%	3.51	0.8%	\$4,330	Lake Forest Park
Maple Valley	2,454	0.2%	\$357,899,600	0.1%	1.3	0.3%	\$1,085	Maple Valley
Medina	3,000	0.2%	\$2,822,326,500	1.1%	1.41	0.3%	\$2,918	Medina
Mercer Island	22,720	1.6%	\$9,132,580,404	3.5%	6.21	1.3%	\$11,790	Mercer Island
Mill Creek	18,600	1.3%	\$3,048,481,121	1.2%	4.68	1.0%	\$6,404	Mill Creek
Mountlake Terrace	20,160	1.4%	\$2,269,630,481	0.9%	4.17	0.9%	\$5,862	Mountlake Terrace
Mukilteo	20,440	1.4%	\$3,843,580,393	1.5%	6.00	1.3%	\$7,722	Mukilteo
Newcastle	10,640	0.8%	\$1,888,944,600	0.7%	4.46	1.0%	\$4,471	Newcastle
Redmond	55,840	3.9%	\$11,941,569,998	4.5%	16.45	3.5%	\$22,123	Redmond
Renton	59,193	4.2%	\$6,961,057,377	2.6%	13.81	3.0%	\$18,040	Renton
Sammamish	48,060	3.4%	\$8,110,684,304	3.1%	17.05	3.7%	\$18,675	Sammamish
Seattle	435,487	30.7%	\$92,061,834,922	34.8%	53.01	11.4%	\$141,950	Seattle
Shoreline	53,670	3.8%	\$7,322,409,100	2.8%	11.59	2.5%	\$16,693	Shoreline
Sno. Co. (Uninc.)	159,369	11.3%	\$20,454,964,615	7.7%	55.51	11.9%	\$57,030	Snoh. Co. (Uninc.)
Woodinville	10,990	0.8%	\$2,507,893,071	0.9%	5.66	1.2%	\$5,424	Woodinville
Woodway	1,300	0.1%	\$441,766,909	0.2%	1.08	0.2%	\$905	Woodway
Yarrow Point	1,015	0.1%	\$838,037,500	0.3%	0.36	0.1%	\$859	Yarrow Point
<b>Totals</b>	<b>1,416,568</b>	<b>100.0%</b>	<b>\$264,679,455,371</b>	<b>100.0%</b>	<b>465.69</b>	<b>100.0%</b>	<b>\$553,713</b>	<b>Totals</b>

NOTE: King County land area excludes the Upper Cedar basin

DATA SOURCES:

- Parcels with 2013 Assessment data
- 2010 Census Tracts
- 2013 Population
- King County Cities
- Snohomish County Cities

**Regional Watershed Salmon Recovery Funding  
WRIA Based Cost-share: WRIA 8 2020**

**FINAL Cost Share for 2020 Budget**

**Approved by WRIA 8 Salmon Recovery Council on 7/18/19**

*Note: Total reflects WRIA 8 SRC approval to estimate the increase in the interlocal agreement (ILA) cost share to cover base expenditures using the CPI-W rate (2.55% as of March 2019) as a proxy for annual service cost increases in the 2020 WRIA 8 budget.*

WRIA 8 Jurisdiction	Population (Pop)	Assessed Value (AV)	Area (Sq. Mi.)	2020 Cost-Share Amount - 2.55% increase (Average of Pop, AV, Area)	WRIA 8 Jurisdiction
Beaux Arts	308	\$149,999,000	0.08	\$160	Beaux Arts
Bellevue	140,700	\$50,826,143,242	33.53	\$62,096	Bellevue
Bothell	44,370	\$9,020,800,508	13.66	\$17,203	Bothell
Clyde Hill	3,015	\$2,341,849,800	1.06	\$2,157	Clyde Hill
Edmonds	41,260	\$8,986,377,504	8.99	\$14,646	Edmonds
Hunts Point	415	\$1,041,880,600	0.29	\$750	Hunts Point
Issaquah	36,030	\$9,745,544,054	12.06	\$15,709	Issaquah
Kenmore	22,580	\$4,112,738,085	6.16	\$8,139	Kenmore
Kent	0	\$1,714,000	0.45	\$203	Kent
King County (Uninc.)	129,867	\$19,735,571,870	163.25	\$102,351	King County (Uninc.)
<b>Kirkland</b>	<b>86,080</b>	<b>\$23,465,531,235</b>	<b>17.83</b>	<b>\$32,675</b>	<b>Kirkland</b>
Lake Forest Park	12,990	\$2,737,840,500	3.51	\$4,868	Lake Forest Park
Maple Valley	2,428	\$511,454,591	0.94	\$1,037	Maple Valley
Medina	3,205	\$3,731,563,700	1.41	\$3,092	Medina
Mercer Island	24,210	\$12,643,498,362	6.29	\$13,018	Mercer Island
Mill Creek	19,960	\$3,658,647,180	4.68	\$6,864	Mill Creek
Mountlake Terrace	21,290	\$2,781,717,655	4.16	\$6,343	Mountlake Terrace
Mukilteo	18,317	\$4,452,292,817	6.00	\$7,658	Mukilteo
Newcastle	11,280	\$2,720,406,958	4.46	\$5,049	Newcastle
Redmond	62,110	\$17,701,759,681	16.47	\$25,618	Redmond
Renton	62,221	\$10,081,764,966	13.92	\$20,381	Renton
Sammamish	50,688	\$13,191,274,463	19.09	\$22,777	Sammamish
Seattle	467,828	\$143,994,084,034	53.01	\$166,645	Seattle
Shoreline	55,060	\$10,250,413,250	11.58	\$18,420	Shoreline
Sno. Co. (Uninc.)	174,509	\$27,335,231,451	55.44	\$64,053	Snoh. Co. (Uninc.)
Woodinville	11,660	\$3,217,273,067	5.66	\$5,908	Woodinville
Woodway	1,340	\$622,335,140	1.16	\$1,045	Woodway
Yarrow Point	1,040	\$1,109,293,500	0.36	\$906	Yarrow Point
<b>Totals</b>	<b>1,504,761</b>	<b>\$390,169,001,213</b>	<b>465.52</b>	<b>\$629,774</b>	
				<b>2020 TOTAL</b>	<b>\$629,774</b>

NOTE:  
King County land area excludes the Upper Cedar basin, which is Seattle's protected municipal watershed  
City of Kent jurisdiction in WRIA 8 is solely the Kent Watershed and no population is attributed to this area

- DATA SOURCES:
- 2018 Assessor's data (King and Snohomish County)
  - 2017 Census tracts for population (for jurisdictions partially in WRIA 8)
  - Washington State Office of Financial Management (OFM) 2017 population (for jurisdictions wholly within WRIA 8);
  - 2017 King County Cities
  - 2017 Snohomish County Cities

RESOLUTION R-5444

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING AN AMENDMENT TO THE INTERLOCAL AGREEMENT WITH PARTICIPATING LOCAL GOVERNMENTS WITHIN WATER RESOURCE INVENTORY AREA 8 (WRIA 8) FOR SALMON RECOVERY PLANNING AND IMPLEMENTATION TO ALLOW SNOHOMISH COUNTY TO REJOIN AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AMENDMENT ON BEHALF OF THE CITY OF KIRKLAND.

1           WHEREAS, Chapter 39.34 RCW authorizes the City of  
2 Kirkland to enter into interlocal agreements with other  
3 governmental entities; and  
4

5           WHEREAS, Kirkland City Council on October 6, 2015,  
6 adopted Resolution R-5151 approving the interlocal agreement for  
7 salmon recovery that expires on December 31, 2025; and  
8

9           WHEREAS, Kirkland City Council on March 6, 2018, adopted  
10 Resolution R-5304 approving the 2017 update to the WRIA 8  
11 Chinook Salmon Conservation Plan ("WRIA 8 Plan") as an  
12 addendum to the 2005 WRIA 8 Chinook Salmon Conservation  
13 Plan; and  
14

15           WHEREAS, Kirkland City Council authorizes Snohomish  
16 County to rejoin the ILA as a member of the WRIA 8 Salmon  
17 Recovery Council after terminating their participation for  
18 budgetary reasons effective December 31, 2018.

19           NOW, THEREFORE, be it resolved by the City Council of the  
20 City of Kirkland as follows:  
21

22           Section 1. The City Manager is authorized to execute on  
23 behalf of the City of Kirkland an Amendment to the Interlocal  
24 Agreement With Participating Local Governments within Water  
25 Resource Inventory Area 8 ("WRIA 8") for Salmon Recovery  
26 Planning, substantially similar to that attached as Exhibit "A,"  
27 which is entitled "Amendment to WRIA 8 Interlocal Agreement for  
28 2016-2025."  
29

30           Passed by majority vote of the Kirkland City Council in open  
31 meeting this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

32  
33           Signed in authentication thereof this \_\_\_\_\_ day of  
34 \_\_\_\_\_, 2020.

\_\_\_\_\_  
Penny Sweet, Mayor

Attest:

\_\_\_\_\_  
Kathi Anderson, City Clerk

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**FIRST AMENDMENT TO  
INTERLOCAL AGREEMENT  
For the Watershed Basins within Water Resource Inventory Area 8**

**PREAMBLE**

THIS FIRST AMENDMENT ("Amendment") to the Interlocal Agreement ("Agreement") for the Watershed Basins within Water Resource Inventory Area 8 ("WRIA 8") is entered into by the Parties and Snohomish County ("County") to authorize the County to rejoin the Agreement as a member of the WRIA 8 Salmon Recovery Council ("Council"). The County terminated its participation effective December 31, 2018, and now wishes to rejoin.

**AMENDMENT**

Upon the effective date of this Amendment, the County shall be a member of the Council, and shall have all of the rights, privileges, duties and obligations afforded the Parties under the terms of the Agreement. Per Section 7 of the Agreement, the County agrees to pay its annual cost share for 2020 and future years.

**IN WITNESS WHEREOF**, Snohomish County and the Parties have executed this Amendment as of the last date of signature below:

City of Kirkland

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**CITY OF KIRKLAND****Planning and Building Department****123 Fifth Avenue, Kirkland, WA 98033 425.587.3600****[www.kirklandwa.gov](http://www.kirklandwa.gov)**

---

**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Kurt Aldworth, Building Official  
Adam Weinstein, Planning & Building Director

**Date:** July 23, 2020

**Subject:** KIRKLAND MUNICIPAL CODE CHAPTER 21.56 - FLOOD DAMAGE PREVENTION

**RECOMMENDATION:**

That the City Council adopt the attached amended Ordinance for Chapter 21.56 - Flood Damage Prevention.

By taking action on this legislation through adoption of the consent calendar, the Council is approving this Ordinance.

**BACKGROUND DISCUSSION:**

FEMA is updating the Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) for King County and its communities. As a result, all flood ordinances in the County must be updated to reference the new FIRMs and FIS. When this happens, the Department of Ecology also takes the opportunity to review flood ordinances for other needed changes to comply with the National Flood Insurance Program (NFIP).

The last time the City's Flood Damage Prevention Chapter was updated was back in 2012. The City currently has until August 19, 2020 to adopt and have the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office approve floodplain management measures that satisfy 44 Code of Federal Regulations (CFR) Section 60.3(d) of the NFIP.

The City must adopt floodplain management measures that meet or exceed the minimum NFIP requirements to avoid suspension from the NFIP. If suspended, our community becomes ineligible for flood insurance through the NFIP, new insurance policies cannot be sold, and existing policies cannot be renewed. Under the Flood Disaster Protection Act of 1973, as amended, flood insurance must be purchased by property owners seeking any Federal financial assistance for construction or acquisition of buildings in Special Flood Hazard Areas (SFHAs). This financial assistance includes certain federally guaranteed mortgages and direct loans, federal disaster relief loans and grants, as well as other similarly described assistance from FEMA and other agencies.

Fortunately, there are very few floodplain areas within the City of Kirkland. As you will see on the map attached to this report as **Exhibit A**, the three main areas are Forbes Creek, Totem Lake and Yarrow Bay.

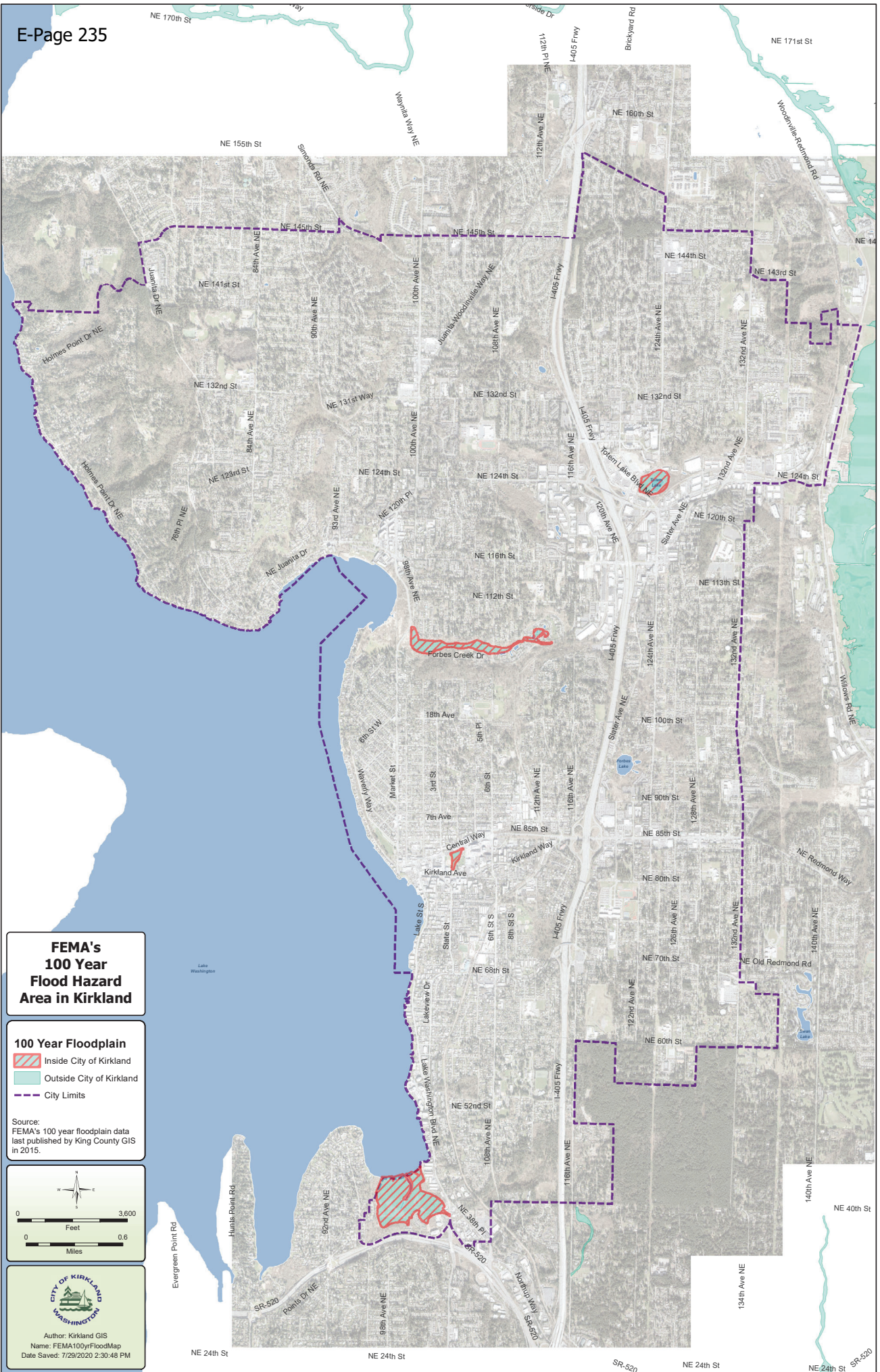
The key updates to KMC 21.56 primarily result in:

1. Added and revised definitions;
2. Added requirements for application for development permits; and
3. Provisions for flood hazard reduction

The purpose of the code amendments is to clarify code language and meet the minimum NFIP requirements, providing upkeep and maintenance based on what FEMA requires the City to adopt; the outcome provides a clearer and more understandable ordinance. Fortunately, the changes within this ordinance – the minimum required to satisfy FEMA requirements – will not hinder development. The substantive requirements for applicants undertaking projects in flood zones include common-sense (and easily-achieved) requirements such as completing an engineering study to show that a project would not change the base flood elevation, and making sure that mechanical equipment is waterproofed or situated at least 1 foot above the base flood elevation.




In conclusion, if the City fails to keep current with the latest updates in federal flood damage prevention requirements, then the owners of buildings in our floodplains could be denied flood insurance when they go to renew their policies. Conversely, adopting and then holding development activity to the most current requirements will not only reduce the potential of damage due to flooding, but may benefit building owners further by resulting in reduced rates for their flood insurance premiums.

Exhibit A – Map  
Ordinance  
Publication Summary

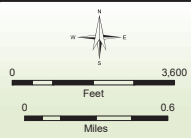



**FEMA's  
100 Year  
Flood Hazard  
Area in Kirkland**

**100 Year Floodplain**

-  Inside City of Kirkland
-  Outside City of Kirkland
-  City Limits

Source:  
FEMA's 100 year floodplain data  
last published by King County GIS  
in 2015.

Author: Kirkland GIS  
Name: FEMA100yrFloodMap  
Date Saved: 7/29/2020 2:30:48 PM

## ORDINANCE O-4732

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO FLOOD DAMAGE PREVENTION AND AMENDING CHAPTER 21.56 OF THE KIRKLAND MUNICIPAL CODE.

The City Council of the City of Kirkland do ordain as follows:

Section 1. Kirkland Municipal Code Section 21.56.010 is amended to read as follows.

**21.56.010 Statement of purpose.**

It is the purpose of this chapter to meet the requirements of the Federal Flood Administration for federal flood insurance availability and to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed:

- (1) To protect human life and health;
- (2) To minimize expenditure of public money and costly flood-control projects;
- (3) To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) To minimize prolonged business interruptions;
- (5) To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets, and bridges located in areas of special flood hazard;
- (6) To help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future flood blight areas;
- (7) To ensure that potential buyers are notified that property is in an area of special flood hazard; and
- (8) To ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.
- (9) Participate in and maintain eligibility for flood insurance and disaster relief.

Section 2. Kirkland Municipal Code Section 21.56.020 is amended to read as follows.

**21.56.020 Definitions.**

Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application.

(1) "Alteration of watercourse" means any action that will change the location of the channel occupied by water within the banks of any portion of a riverine waterbody.

~~(12)~~ "Appeal" means a request for a review of the building official's interpretation of any provision of this chapter or a request for a variance.

46 (23) "Area of shallow flooding" means a designated AO or  
47 AH zone on the flood insurance rate map (FIRM). ~~AO zones have~~  
48 ~~base flood depths that range from with a one percent or greater~~  
49 ~~annual chance of flooding to an average depth of one to three~~  
50 ~~feet above the natural ground; a clearly defined channel does not~~  
51 ~~exist; the path of flooding is unpredictable and indeterminate; and~~  
52 ~~velocity flow may be evident. AO is characterized as sheet flow.~~  
53 AH zones have ponding, as shown with standard base flood  
54 elevations. Also referred to as the sheet flow area.

55 (34) "Area of special flood hazard" means the land in the  
56 floodplain within a community subject to a one percent or greater  
57 chance of flooding in any given year. ~~Designation on maps always~~  
58 ~~includes the letters A or V. It is shown on the Flood Insurance~~  
59 ~~Rate Map (FIRM) as zone A, AO, AH, A1-30, AE, A99, AR "Special~~  
60 ~~flood hazard area" is synonymous in meaning with the phrase~~  
61 ~~"area of special flood hazard".~~

62 (5) "ASCE 24" means the most recently published version of  
63 ASCE 24, Flood Resistant Design and Construction, published by  
64 the American Society of Civil Engineers.

65 (4-6) "Base flood" means the flood having a one percent  
66 chance of being equaled or exceeded in any given year. Also  
67 referred to as the "one-hundred-year flood." Designated on FIRMs  
68 by the letters A or V.

69 (7) "Base Flood Elevation (BFE)" means the elevation to  
70 which floodwater is anticipated to rise during the base flood.

71 (58) "Basement" means any area of the building having its  
72 floor subgrade (below ground level) on all sides.

73 (69) "Breakaway wall" means a wall that is not part of the  
74 structural support of the building and is intended through its  
75 design and construction to collapse under specific lateral loading  
76 forces, without causing damage to the elevated portion of the  
77 building or supporting foundation systems.

78 (10) "Building" see "Structure."

79 (11) "Building Code" means the currently effective versions  
80 of the International Building Code and the International  
81 Residential Code adopted by the State of Washington Building  
82 Code Council.

83 (712) "Critical facility" means a facility for which even a  
84 slight chance of flooding might be too great. Critical facilities  
85 include but are not limited to schools, nursing homes, hospitals,  
86 police, fire and emergency response installations and installations  
87 which produce, use or store hazardous materials or hazardous  
88 waste.

89 (813) "Development" means any manmade change to  
90 improved or unimproved real estate, including but not limited to  
91 buildings or other structures, mining, dredging, filling, grading,  
92 paving, excavation or drilling operations or storage of equipment  
93 or material located within the area of special flood hazard.

94 (914) "Elevated building" means, for insurance purposes, a  
95 nonbasement building that has its lowest elevated floor raised  
96 above ground level by foundation walls, shear walls, post, piers,  
97 pilings, or columns.

98       (15) "Elevation Certificate" means an administrative tool of  
99 the National Flood Insurance Program (NFIP) that can be used to  
100 provide elevation information, to determine the proper insurance  
101 premium rate, and to support a request for a Letter of Map  
102 Amendment (LOMA) or Letter of Map Revision based on fill  
103 (LOMR-F).

104       (16) "Essential Facility" has the same meaning as "Essential  
105 Facility" defined in ASCE 24. Table 1-1 in ASCE 24-14 further  
106 identifies building occupancies that are essential facilities.

107       (17) "Existing manufactured home park or subdivision"  
108 means a manufactured home park or subdivision for which the  
109 construction of facilities for servicing the lots on which the  
110 manufactured homes are to be affixed (including, at a minimum,  
111 the installation of utilities, the construction of streets, and either  
112 final site grading or the pouring of concrete pads) is completed  
113 before the effective date of the adopted floodplain management  
114 regulations.

115       (18) "Expansion to an existing manufactured home park or  
116 subdivision" means the preparation of additional sites by the  
117 construction of facilities for servicing the lots on which the  
118 manufactured homes are to be affixed (including the installation  
119 of utilities, the construction of streets, and either final site grading  
120 or the pouring of concrete pads).

121       ~~(19)~~ "Flood" or "flooding" means:

122       1. A general and temporary condition of partial or complete  
123 inundation of normally dry land areas from:

124       (A) The overflow of inland or tidal waters; and/or

125       (B) The unusual and rapid accumulation of runoff of surface  
126 waters from any source.

127       (C) Mudslides (i.e., mudflows) which are proximately caused  
128 by flooding as defined in paragraph (1)(b) of this definition and  
129 are akin to a river of liquid and flowing mud on the surfaces of  
130 normally dry land areas, as when earth is carried by a current of  
131 water and deposited along the path of the current.

132       2. The collapse or subsidence of land along the shore of a lake  
133 or other body of water as a result of erosion or undermining  
134 caused by waves or currents of water exceeding anticipated  
135 cyclical levels or suddenly caused by an unusually high water level  
136 in a natural body of water, accompanied by a severe storm, or by  
137 an unanticipated force of nature, such as flash flood or an  
138 abnormal tidal surge, or by some similarly unusual and  
139 unforeseeable event which results in flooding as defined in  
140 paragraph (1)(a) of this definition.

141       (20) "Flood elevation study" means an examination,  
142 evaluation and determination of flood hazards and, if appropriate,  
143 corresponding water surface elevations, or an examination,  
144 evaluation and determination of mudslide (i.e., mudflow) and/or  
145 flood-related erosion hazards. Also known as a Flood Insurance  
146 Study (FIS).

147       ~~(21)~~ "Flood insurance rate map (FIRM)" means the official  
148 map on which the Federal Insurance Administration has  
149 delineated both the areas of special flood hazards and the risk

150 premium zones applicable to the community. A FIRM that has  
151 been made available digitally is called a Digital Flood Insurance  
152 Rate Map (DFIRM).

153 (22) "Floodplain or floodprone area" means any land area  
154 susceptible to being inundated by water from any source. See  
155 "flood" or "flooding."

156 (23) "Floodplain administrator" means the community official  
157 designated by title to administer and enforce the floodplain  
158 management regulations.

159 (24) "Floodplain management regulations" means the zoning  
160 ordinances, subdivision regulations, building codes, health  
161 regulations, special purpose ordinances (such as floodplain  
162 ordinance, grading ordinance and erosion control ordinance) and  
163 other application of police power. The term describes such state  
164 or local regulations, in any combination thereof, which provide  
165 standards for the purpose of flood damage prevention and  
166 reduction.

167 (25) "Flood proofing" means any combination of structural  
168 and nonstructural additions, changes, or adjustments to  
169 structures which reduce or eliminate risk of flood damage to real  
170 estate or improved real property, water and sanitary facilities,  
171 structures, and their contents. Flood proofed structures are those  
172 that have the structural integrity and design to be impervious to  
173 floodwater below the Base Flood Elevation.

174 (1226) "Flood insurance study" means the official report  
175 provided by the Federal Insurance Administration that includes  
176 flood profiles, the FIRM, and the water surface elevation of the  
177 base flood.

178 (1327) "Floodway" means the channel of a river or other  
179 watercourse and the adjacent land areas that must be reserved in  
180 order to discharge the base flood without cumulatively increasing  
181 the water surface elevation more than ~~one foot~~. a designated  
182 height. Also referred to as "Regulatory Floodway."

183 (28) "Functionally dependent use" means a use which cannot  
184 perform its intended purpose unless it is located or carried out in  
185 close proximity to water. The term includes only docking facilities,  
186 port facilities that are necessary for the loading and unloading of  
187 cargo or passengers, and ship building and ship repair facilities,  
188 and does not include long-term storage or related manufacturing  
189 facilities.

190 (29) "Highest adjacent grade" means the highest natural  
191 elevation of the ground surface prior to construction next to the  
192 proposed walls of a structure.

193 (30) "Historic structure" means any structure that is:

194 1. Listed individually in the National Register of Historic Places  
195 (a listing maintained by the Department of Interior) or  
196 preliminarily determined by the Secretary of the Interior as  
197 meeting the requirements for individual listing on the National  
198 Register;

199 2. Certified or preliminarily determined by the Secretary of the  
200 Interior as contributing to the historical significance of a registered  
201 historic district or a district preliminarily determined by the  
202 Secretary to qualify as a registered historic district;

203 3. Individually listed on a state inventory of historic places in  
204 states with historic preservation programs which have been  
205 approved by the Secretary of Interior; or

206 4. Individually listed on a local inventory of historic places in  
207 communities with historic preservation programs that have been  
208 certified either:

209 (A) By an approved state program as determined by the  
210 Secretary of the Interior, or

211 (B) Directly by the Secretary of the Interior in states without  
212 approved programs.

213 (1431) "Lowest floor" means the lowest floor of the lowest  
214 enclosed area (including basement). An unfinished or flood-  
215 resistant enclosure, usable solely for parking of vehicles, building  
216 access, or storage in an area other than a basement area, is not  
217 considered a building's lowest floor; provided, that such enclosure  
218 is not built so as to render the structure in violation of the  
219 applicable nonelevation design requirements of this chapter found  
220 at Section 21.56.090(1)(B).

221 (1532) "Manufactured home" means a structure,  
222 transportable in one or more sections, which is built on a  
223 permanent chassis and is designed for use with or without a  
224 permanent foundation when connected to the required utilities.  
225 For floodplain management purposes, the term "manufactured  
226 home" also includes park trailers, travel trailers, and other similar  
227 vehicles placed on a site for greater than one hundred eighty  
228 consecutive days. For insurance purposes, the term  
229 "manufactured home" does not include park trailers, travel  
230 trailers, and other similar vehicles.

231 (1633) "Manufactured home park or subdivision" means a  
232 parcel (or contiguous parcels) of land divided into two or more  
233 manufactured home lots for rent or sale.

234 (34) "Mean Sea Level" means for purposes of the National  
235 Flood Insurance Program, the vertical datum to which Base Flood  
236 Elevations shown on a community's Flood Insurance Rate Map are  
237 referenced.

238  
239 ~~(1735) "New construction" means structures for which the~~  
240 ~~"start of construction" commenced on or after the effective date~~  
241 ~~of the ordinance codified in this chapter. New construction: For~~  
242 ~~the purposes of determining insurance rates, structures for which~~  
243 ~~the "start of construction" commenced on or after the effective~~  
244 ~~date of an initial Flood Insurance Rate Map or after December 31,~~  
245 ~~1974, whichever is later, and includes any subsequent~~  
246 ~~improvements to such structures. For floodplain management~~  
247 ~~purposes, "new construction" means structures for which the~~  
248 ~~"start of construction" commenced on or after the effective date~~  
249 ~~of a floodplain management regulation adopted by a community~~  
250 ~~and includes any subsequent improvements to such structures.~~

251 (1836) "New manufactured home park or subdivision"  
252 means a manufactured home park or subdivision for which the  
253 construction of facilities for servicing the lots on which the  
254 manufactured homes are to be affixed (including, at a minimum,  
255 the installation of utilities, the construction of streets, and either  
256 final site grading or the pouring of concrete pads) is completed on



257 or after the effective date of adopted floodplain management  
258 regulations.

259  
260 (37) "One-hundred-year flood or 100-year flood: See "Base  
261 flood."

262  
263 (38) "Reasonably Safe from Flooding" means development  
264 that is designed and built to be safe from flooding based on  
265 consideration of current flood elevation studies, historical data,  
266 high water marks and other reliable data known to the  
267 community. In unnumbered A zones where flood elevation  
268 information is not available and cannot be obtained by practicable  
269 means, reasonably safe from flooding means that the lowest floor  
270 is at least two feet above the Highest Adjacent Grade.

271 ~~(1939)~~ "Recreational vehicle" means a vehicle:

272 (A) Built on a single chassis;

273 (B) Four hundred square feet or less when measured at the  
274 largest horizontal projection;

275 (C) Designed to be self-propelled or permanently towable by  
276 a light duty truck; and

277 (D) Designed primarily not for use as a permanent dwelling  
278 but as temporary living quarters for recreational camping, travel  
279 or seasonal use.

280 ~~(2040)~~ "Start of construction" includes substantial  
281 improvement, and means the date the building permit was issued;  
282 provided, the actual start of construction, repair, reconstruction,  
283 rehabilitation, addition, placement or other improvement was  
284 within one hundred eighty days of the permit date. The "actual  
285 start" means either the first placement of permanent construction  
286 of a structure on a site, such as the pouring of slab or footings,  
287 the installation of piles, the construction of columns, or any work  
288 beyond the stage of excavation; or the placement of a  
289 manufactured home on a foundation. Permanent construction  
290 does not include land preparation, such as clearing, grading and  
291 filling; nor does it include the installation of streets and/or  
292 walkways; nor does it include excavation for a basement, footings,  
293 piers, or foundation or the erection of temporary forms; nor does  
294 it include the installation on the property of accessory buildings,  
295 such as garages or sheds not occupied as dwelling units or not  
296 part of the main structure. For a substantial improvement, the  
297 "actual start" of construction means the first alteration of any wall,  
298 ceiling, floor, or other structural part of a building, whether or not  
299 that alteration affects the external dimensions of the building.

300 ~~(2141)~~ "Structure" means for floodplain management  
301 purposes, a walled and roofed building including a gas or liquid  
302 storage tank that is primarily above ground, as well as a  
303 manufactured home.

304 ~~(2242)~~ "Substantial damage" means damage of any origin  
305 sustained by a structure whereby the cost of restoring the  
306 structure to its before-damaged condition would equal or exceed  
307 fifty percent of the market value of the structure before the  
308 damage occurred.

309 ~~(2343)~~ "Substantial improvement" means any repair,  
310 reconstruction, rehabilitation, addition or other improvement of a

311 structure, the cost of which equals or exceeds fifty percent of the  
 312 market value of the structure before the "start of construction" of  
 313 the improvement. This term includes structures which have  
 314 incurred "substantial damage," regardless of the actual repair  
 315 work performed. The term does not, however, include either:

316 (A) ~~Before the improvement or repair is started; or~~

317 (B) ~~If the structure has been damaged and is being restored,~~  
 318 ~~before the damage occurred. For the purposes of this definition,~~  
 319 ~~"substantial improvement" is considered to occur when the first~~  
 320 ~~alteration of any wall, ceiling, floor, or other structural part of the~~  
 321 ~~building commences, whether or not that alteration affects the~~  
 322 ~~external dimensions of the structure.~~

323 ~~The term excludes:~~

324 (iA) Any project for improvement of a structure to correct  
 325 existing violations of state or local health, sanitary, or safety code  
 326 specifications which have been previously identified by the local  
 327 code enforcement official and which are the minimum necessary  
 328 to assure safe living conditions; or

329 (iiB) Any alteration of a structure listed on the National  
 330 Register of Historic Places or a State Inventory of Historic Places.

331 (2444) "Variance" means a grant of relief from the  
 332 requirements of this chapter which permits construction in a  
 333 manner that would otherwise be prohibited by this chapter.

334 (2545) "Water dependent" means a structure for commerce  
 335 or industry which cannot exist in any other location and is  
 336 dependent on the water by reason of the intrinsic nature of its  
 337 operations.

338 (46) "Water surface elevation" means the height, in relation  
 339 to the vertical datum utilized in the applicable flood insurance  
 340 study of floods of various magnitudes and frequencies in the  
 341 floodplains of coastal or riverine areas.

342  
 343 Section 3. Kirkland Municipal Code Section 21.56.025 is  
 344 amended to read as follows.

345  
 346 **21.56.025 Lands to which this chapter applies.**

347 This chapter shall apply to all areas of special flood hazards within  
 348 the jurisdiction of the city of Kirkland. All development within  
 349 special flood hazard areas is subject to the terms of this chapter  
 350 and other applicable regulations.

351  
 352 Section 4. Kirkland Municipal Code Section 21.56.030 is  
 353 amended to read as follows.

354  
 355 **21.56.030 Basis for establishing the areas of special flood**  
 356 **hazard.**

357 The areas of special flood hazard identified by the Federal  
 358 Insurance Administration in a scientific and engineering report  
 359 entitled "The Flood Insurance Study for King County, Washington  
 360 and Incorporated Areas" dated ~~September 30, 1993,~~ August 19,  
 361 2020, having an effective date of May 16, 1995, and any revisions  
 362 thereto with accompanying flood insurance maps Flood Insurance  
 363 Rate Maps (FIRM) is adopted by reference and declared to be a

364 part of this chapter. The flood insurance study and the FIRM are  
365 on file at City Hall, 123 Fifth Avenue, Kirkland, WA 98033.

366  
367 Section 5. Kirkland Municipal Code Section 21.56.060 is  
368 amended to read as follows.

369  
370 **21.56.060 Application for development permit.**

371 Application for a development permit shall be made on forms  
372 furnished by the city and may include but not be limited to: plans  
373 in duplicate drawn to scale showing the nature, location,  
374 dimensions, and elevations of the areas in question; existing or  
375 proposed structures, fill, storage of materials, drainage facilities,  
376 and the location of the foregoing. Specifically, the following  
377 information is required:

378 (1) Elevation in relation to mean sea level of the lowest floor  
379 (including basement) of all structures;

380 (2) Elevation in relation to mean sea level to which any structure  
381 has been floodproofed;

382 (3) Certification by a registered professional engineer or  
383 architect that the floodproofing methods for any nonresidential  
384 structure meet the floodproofing criteria in Section [21.56.090](#)(2);  
385 ~~and~~

386 (4) Description of the extent to which a watercourse will be  
387 altered or relocated as a result of the proposed development;:-

388 (5) Where development is proposed in a floodway, an  
389 engineering analysis indicating no rise of the Base Flood Elevation;  
390 and

391 (6) Any other such information that may be reasonably required  
392 by the Floodplain Administrator in order to review the application.

393  
394 Section 6. Kirkland Municipal Code Section 21.56.070 is  
395 amended to read as follows.

396  
397 **21.56.070 Duties and responsibilities of the building**  
398 **official.**

399 Duties of the building official shall include, but not be limited to:

400 (1) Permit Review.

401 (A) Review all development permits to determine that the  
402 permit requirements of this chapter have been satisfied;

403 (B) Review all development permits to determine that all  
404 necessary permits have been obtained from those federal, state,  
405 or local governmental agencies from which prior approval is  
406 required;

407 (C) Review all development permits to determine if the  
408 proposed development is located in the floodway. If located in the  
409 floodway, assure that the encroachment provisions of  
410 Section [21.56.095](#)(1) are met.

411 (D) Review all development permits to determine that the site  
412 is reasonably safe from flooding.

413 (E) Notify FEMA when annexations occur in the special flood  
414 hazard area.

415 (2) Use of Other Base Flood Data. When base flood elevation  
416 data has not been provided in accordance with Section [21.56.030](#),  
417 the building official shall obtain, review, and reasonably utilize any

418 base flood elevation and floodway data available from a federal,  
419 state or other source, in order to administer  
420 Sections [21.56.090](#) and [21.56.095](#).

421 (3) Information to Be Obtained and Maintained.

422 (A) Where base flood elevation data is provided through the  
423 flood insurance study, FIRM, or required as in subsection (2) of  
424 this section, obtain and record the actual elevation (in relation to  
425 mean sea level) of the lowest floor (including basement) of all new  
426 or substantially improved structures, and whether or not the  
427 structure contains a basement;

428 (B) For all new or substantially improved floodproofed  
429 nonresidential structures where base flood elevation data is  
430 provided through the flood insurance study, FIRM, or as required  
431 as in subsection (2) of this section:

432 (i) Obtain and record the elevation (in relation to mean sea  
433 level) to which the structure was floodproofed; and

434 (ii) Maintain the floodproofing certifications required in  
435 Section [21.56.060\(3\)](#) and [21.56.095\(i\)](#);

436 (C) Maintain records of all variance actions, including  
437 justification for their issuance.

438 (D) Maintain improvement and damage calculations.

439 ~~(E)~~ Maintain for public inspection all records pertaining to the  
440 provisions of this chapter.

441 (4) Alteration of Watercourses.

442 (A) Notify adjacent communities and the Washington State  
443 Department of Ecology prior to any alteration or relocation of a  
444 watercourse, and submit evidence of such notification to the  
445 Federal Insurance Administration;

446 (B) Require that maintenance is provided within the altered or  
447 relocated portion of said watercourse so that the flood-carrying  
448 capacity is not diminished.

449 (5) Interpretation of FIRM Boundaries. Make interpretations  
450 where needed, as to exact location of the boundaries of the areas  
451 of special flood hazards (for example, where there appears to be  
452 a conflict between a mapped boundary and actual field  
453 conditions). The person contesting the location of the boundary  
454 shall be given a reasonable opportunity to appeal the  
455 interpretation as provided in Section [21.56.075](#).

456 (6) Changes to the Special Flood Hazard Area.

457 (A) If a project will alter the BFE or boundaries of the SFHA,  
458 then the project proponent shall provide the community with  
459 engineering documentation and analysis regarding the proposed  
460 change. If the change to the BFE or boundaries of the SFHA would  
461 normally require a Letter of Map Change, then the project  
462 proponent shall initiate, and receive approval of, a Conditional  
463 Letter of Map Revision (CLOMR) prior to approval of the  
464 development permit. The project shall be constructed in a manner  
465 consistent with the approved CLOMR.

466 (B) If a CLOMR application is made, then the project proponent  
467 shall also supply the full CLOMR documentation package to the  
468 Floodplain Administrator to be attached to the floodplain  
469 development permit, including all required property owner  
470 notifications.

471

472           Section 7. Kirkland Municipal Code Section 21.56.090 is  
473 amended to read as follows.

474  
475 **21.56.090 Provisions for flood hazard reduction—Specific**  
476 **standards.**

477 In all areas of special flood hazards where base flood elevation  
478 data has been provided as set forth in  
479 Section [21.56.030](#) or [21.56.070\(2\)](#), the following provisions are  
480 required:

481 (1) Residential Construction.

482 (A) New construction and substantial improvement of any  
483 residential structure shall have the lowest floor, including  
484 basement, elevated one foot or more above base flood elevation.  
485 Mechanical equipment and utilities shall be waterproof or elevated  
486 at least one foot above the base flood elevation.

487 (B) Fully enclosed areas below the lowest floor that are subject  
488 to flooding are prohibited, or shall be designed to automatically  
489 equalize hydrostatic flood forces on exterior walls by allowing for  
490 the entry and exit of floodwaters. Designs for meeting this  
491 requirement must either be certified by a registered professional  
492 engineer or architect or must meet or exceed the following  
493 minimum criteria:

494 (i) A minimum of two openings having a total net area of not  
495 less than one square inch for every square foot of enclosed area  
496 subject to flooding shall be provided.

497 (ii) The bottom of all openings shall be no higher than one foot  
498 above grade.

499 (iii) Openings may be equipped with screens, louvers, or other  
500 coverings or devices; provided, that they permit the automatic  
501 entry and exit of floodwaters.

502 (iv) A garage attached to a residential structure, constructed  
503 with the garage floor slab below the BFE, must be designed to  
504 allow for the automatic entry and exit of flood waters.

505 (C) New construction and substantial improvement of any  
506 residential structure in an AO zone shall meet the requirements in  
507 Section 21.56.105.

508 (D) New construction and substantial improvement of any  
509 residential structure in an Unnumbered A zone for which a BFE is  
510 not available and cannot be reasonably obtained shall be  
511 reasonably safe from flooding, but in all cases the lowest floor  
512 shall be at least two feet above the Highest Adjacent Grade.

513 (2) Nonresidential Construction. Except in AO zones which are  
514 regulated under Section 21.56.105, Anew construction and  
515 substantial improvement of any commercial, industrial or other  
516 nonresidential structure shall either have the lowest floor,  
517 including basement, elevated one foot or more above the level of  
518 the base flood elevation; or as required by ASCE 24, whichever is  
519 greater, together with attendant utility and sanitary facilities,  
520 shall:

521 (A) Be floodproofed so that below one foot above the base flood  
522 level the structure is watertight with walls substantially  
523 impermeable to the passage of water or dry floodproofed to the  
524 elevation required by ASCE 24, whichever is greater;

- 525 (B) Have structural components capable of resisting hydrostatic  
526 and hydrodynamic loads and effects of buoyancy;
- 527 (C) Be certified by a registered professional engineer or  
528 architect that the design and methods of construction are in  
529 accordance with accepted standards of practice for meeting  
530 provisions of this subsection based on their development and/or  
531 review of the structural designs, specifications and plans. Such  
532 certification shall be provided to the official as set forth in  
533 Section [21.56.070\(3\)\(B\)](#);
- 534 (D) Nonresidential structures that are elevated, and not  
535 floodproofed, must meet the same standards for space below the  
536 lowest floor as described in subsection (1)(B) of this section;
- 537 (E) If located in an Unnumbered A zone for which a BFE is not available  
538 and cannot be reasonably obtained,  
539 the structure shall be reasonably safe from flooding, but in all  
540 cases the lowest floor shall be at least two feet above the Highest  
541 Adjacent Grade.
- 542 (EF) Applicants floodproofing nonresidential buildings shall be  
543 notified that flood insurance premiums will be based on rates that  
544 are one foot below the floodproofed level (e.g., a building  
545 constructed to the base flood level will be rated as one foot  
546 below).
- 547 (3) Critical Facility. Construction of new critical facilities shall be,  
548 to the extent possible, located outside the limits of the special  
549 flood hazard area (SFHA) (one-hundred-year floodplain).  
550 Construction of new critical facilities shall be permissible within  
551 the SFHA if no feasible alternative site is available. Critical facilities  
552 constructed within the SFHA shall have the lowest floor elevated  
553 three feet above the level of the base flood elevation at the site  
554 or to the height of the five-hundred-year flood, whichever is  
555 higher. Access to and from the critical facility should also be  
556 protected to the height utilized above. Floodproofing and sealing  
557 measures must be taken to ensure that toxic substances will not  
558 be displaced by or released into floodwaters. Access routes  
559 elevated to or above the level of the base flood elevation shall be  
560 provided to all critical facilities to the extent possible.
- 561 (4) Manufactured Homes.
- 562 (A) All manufactured homes to be placed or substantially  
563 improved within zones A1—30, AH, and AE shall be elevated on a  
564 permanent foundation such that the lowest floor of the  
565 manufactured home is one foot or more above the base flood  
566 elevation; and be securely anchored to an adequately anchored  
567 foundation system to resist flotation, collapse and lateral  
568 movement in accordance with the provisions of  
569 Section [21.56.085\(1\)\(B\)](#). This applies to manufactured homes:
- 570 (i) Outside of a manufactured home park or subdivision;  
571 (ii) In a new manufactured home park or subdivision;  
572 (iii) In an expansion to an existing manufactured home park or  
573 subdivision; or  
574 (iv) In an existing manufactured home park or subdivision on a  
575 site which a manufactured home has incurred "substantial  
576 damage" as a result of a flood.

- 577 (B) Manufactured homes to be placed or substantially improved  
578 on sites in an existing manufactured home park or subdivision that  
579 are not subject to the above manufactured home provisions shall  
580 be elevated so that either:
- 581 (i) The lowest floor of the manufactured home is elevated one  
582 foot or more above the base flood elevation; or
  - 583 (ii) The manufactured home chassis is supported by reinforced  
584 piers or other foundation elements of at least equivalent strength  
585 that are no less than thirty-six inches in height above grade and  
586 are securely anchored to an adequately anchored foundation  
587 system to resist flotation, collapse and lateral movement.
- 588 (5) Recreational vehicles placed on sites are required to either:
- 589 (A) Be on the site for fewer than one hundred eighty  
590 consecutive days; or
  - 591 (B) Be fully licensed and ready for highway use, on wheels or  
592 jacking system, attached to the site only by quick disconnect type  
593 utilities and security devices, and have no permanently attached  
594 additions; or
  - 595 (C) Meet the requirements of subsection (4) of this section.
- 596 (6) If buildings or manufactured homes are constructed or  
597 substantially improved with fully enclosed areas below the lowest  
598 floor, the areas shall be used solely for parking of vehicles,  
599 building access, or storage.
- 600 (7) Appurtenant Structures (Detached Garages & Small Storage  
601 Structures)
- 602 (A) Appurtenant structures used solely for parking of vehicles  
603 or limited storage may be constructed such that the floor is below  
604 the BFE, provided the structure is designed and constructed in  
605 accordance with the following requirements:
  - 606 (i) Use of the appurtenant structure must be limited to parking  
607 of vehicles or limited storage;
  - 608 (ii) The portions of the appurtenant structure located below the  
609 BFE must be built using flood resistant materials;
  - 610 (iii) The appurtenant structure must be adequately anchored to  
611 prevent flotation, collapse, and lateral movement;
  - 612 (iv) Any machinery or equipment servicing the appurtenant  
613 structure must be elevated or flood proofed to or above the BFE;
  - 614 (v) The appurtenant structure must comply with floodway  
615 encroachment provisions in Section 5.4-1;
  - 616 (vi) The appurtenant structure must be designed to allow for  
617 the automatic entry and exit of floodwaters in accordance with  
618 Section 5.2-1(5).
  - 619 (vii) The structure shall have low damage potential, and
  - 620 (viii) If the structure is converted to another use, it must be  
621 brought into full compliance with the standards governing such  
622 use.
  - 623 (ix) The structure shall not be used for human habitation.
- 624 (B) Detached garages, storage structures, and other  
625 appurtenant structures not meeting the above standards must be  
626 constructed in accordance with all applicable standards in Section  
627 5.2-1.
- 628 (C) Upon completion of the structure, certification that the  
629 requirement of this section have been satisfied shall be provided  
630 to the Floodplain Administrator for verification.

631 (8) In areas with BFEs (when a regulatory floodway has not  
 632 been designated), no new construction, substantial  
 633 improvements, or other development (including fill) shall be  
 634 permitted within zones A1-30 and AE on the community's FIRM,  
 635 unless it is demonstrated that the cumulative effect of the  
 636 proposed development, when combined with all other existing and  
 637 anticipated development, will not increase the water surface  
 638 elevation of the base flood more than one foot at any point within  
 639 the community.

640  
 641 Section 8. If any provision of this ordinance or its  
 642 application to any person or circumstance is held invalid, the  
 643 remainder of the ordinance or the application of the provision to  
 644 other persons or circumstances is not affected.

645  
 646 Section 9. his ordinance shall be in force and effect five  
 647 days from and after its passage by the Kirkland City Council and  
 648 publication pursuant to Section 1.08.017, Kirkland Municipal Code  
 649 in the summary form attached to the original of this ordinance and  
 650 by this reference approved by the City Council.

651  
 652 Passed by majority vote of the Kirkland City Council in open  
 653 meeting this \_\_\_\_ day of \_\_\_\_\_, 2020.

654  
 655 Signed in authentication thereof this \_\_\_\_ day of  
 656 \_\_\_\_\_, 2020.

\_\_\_\_\_  
 Penny Sweet, Mayor

Attest:

\_\_\_\_\_  
 Kathi Anderson, City Clerk

Approved as to Form:

\_\_\_\_\_  
 Kevin Raymond, City Attorney



PUBLICATION SUMMARY  
OF ORDINANCE NO. 4732

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO FLOOD DAMAGE PREVENTION AND AMENDING CHAPTER 21.56 OF THE KIRKLAND MUNICIPAL CODE.

SECTION 1. Amends Kirkland Municipal Code (KMC) Section 21.56.010 relating to the statement of purpose for flood damage prevention.

SECTION 2. Amends KMC Section 21.56.020 relating to flood damage prevention definitions.

SECTION 3. Amends KMC Section 21.56.025 relating to land areas to which the flood damage prevention chapter applies.

SECTION 4. Amends KMC Section 21.56.030 relating to the basis for establishing the areas of a special flood hazard.

SECTION 5. Amends KMC Section 21.56.060 relating to the application for a development permit.

SECTION 6. Amends KMC Section 21.56.070 relating to the duties and responsibilities of the building official.

SECTION 7. Amends KMC Section 21.56.090 relating to the specific standards for provisions for flood hazard reduction.

SECTION 8. Provides a severability clause for the ordinance.

SECTION 9. Authorizes publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of summary.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the \_\_\_\_ day of \_\_\_\_\_, 2020.

I certify that the foregoing is a summary of Ordinance 4732 approved by the Kirkland City Council for summary publication.

---

Kathi Anderson, City Clerk



**CITY OF KIRKLAND**  
**PLANNING AND BUILDING DEPARTMENT**  
**123 FIFTH AVENUE, KIRKLAND, WA 98033**  
**425.587.3600 - [www.kirklandwa.gov](http://www.kirklandwa.gov)**

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## MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Jeremy McMahan, Deputy Planning & Building Director  
Adam Weinstein, AICP, Planning & Building Director

**Date:** July 24, 2020

**Subject:** Adoption of 2020-2022 Planning Work Program, File No. PLN20-00008

### Recommendation

Adopt the 2020-2022 Planning Work Program by resolution.

### Background

The Planning Work Program guides the Planning and Building Department's work over the next three years on long-range planning projects that will help shape the future of Kirkland. The Work Program lists all long range planning tasks. While many of these tasks involve Planning Commission and City Council review, some are strictly administrative.

The Planning Commission met on July 9 to develop their recommendations on the 2020-2022 Work Program. The City Council reviewed the draft Work Program and Commission recommendations during a joint meeting with the Planning Commission on July 21, 2020.

The following summarizes key discussion points:

- General support for the equity focus of the projects in the Work Program.
- Affordable housing strategies continue to be a top priority. The Work Program includes a number of large initiatives, including Kingsgate Transit Oriented Development (TOD), neighborhood plans, the Station Area Plan, and the Bridle Trails neighborhood center that have the opportunity to contribute significant affordable housing supply. All of these projects, particularly the Station Area Plan, can function as pilots for many of the initiatives identified in the Housing Strategy Plan. Lessons learned in these projects can be expanded to other parts of the City.
- The Council expressed a continued interest in identifying numerical affordable housing goals (for affordable units built under inclusionary zoning rules, along with missing middle housing and accessory dwelling units), and then tracking progress toward meeting these goals. Staff will continue to work on developing appropriate reporting tools and metrics.
- The Council agreed with the Planning Commission on the topic of school capacity challenges. Staff has worked with the Lake Washington School District on innovative

concepts for urban schools and has engaged District staff early in the Station Area planning process to identify impacts associated with the Station Area development as well as how the planning effort can integrate new school facilities. Ongoing discussions about the issue should continue and new Work Program items may emerge from those discussions as possible solutions.

- As Council considers the Sustainability Master Plan (SMP), projects like high performance buildings may emerge as priorities for inclusion in the Work Program. The attached Work Program identifies a potential project in 2021, pending direction from the SMP.
- Council also made useful comments about the approach to revising the regulations governing development in the Holmes Point Overlay and revisiting the regulations for the Norkirk light industrial district in light of past planning work for the zone.
- Staff will await further direction from Council regarding potentially revisiting the recently-adopted missing middle housing code amendments in the context of Houghton Community Council's veto of the legislation.

### **Attachments**

1. 2020-2022 Draft Work Program
2. Resolution R-5442

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

**For future consideration**  
 \*Parking policy  
 \*Housing affordability policy initiative  
 \*Limit/prohibit storage uses  
 \*School Capacity  
 \*PUD Valuation Tool  
 \*Housing Metrics/Dashboard

RESOLUTION R-5442

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING THE 2020-2022 PLANNING WORK PROGRAM.

1           WHEREAS, the Kirkland City Council and the Kirkland  
2 Planning Commission met at a joint meeting on July 21, 2020 to  
3 discuss the proposed 2020-2022 Planning Work Program (Work  
4 Program); and

5  
6           WHEREAS, the Planning Commission was consulted about  
7 the Work Program and provided its expertise, review and  
8 recommendation.

9  
10           NOW, THEREFORE, be it resolved by the City Council of the  
11 City of Kirkland as follows:

12  
13           Section 1. The Work Program shall be established as  
14 shown in Attachment 1 of this Resolution.

15  
16           Section 2. The Work Program shall be generally used by  
17 the City staff and Planning Commission in scheduling work tasks,  
18 meetings, and hearings.

19  
20           Section 3. A copy of this Resolution and Work Program  
21 shall be distributed to the Planning Commission, Parks Board,  
22 Transportation Commission, Design Review Board, Neighborhood  
23 Associations, Chamber of Commerce, and Houghton Community  
24 Council.

25  
26           Passed by majority vote of the Kirkland City Council in open  
27 meeting this 4th day of August, 2020.

28  
29           Signed in authentication thereof this \_\_\_\_ day of  
30 \_\_\_\_\_, 2020.

\_\_\_\_\_  
Penny Sweet, Mayor

Attest:

\_\_\_\_\_  
Kathi Anderson, City Clerk



**CITY OF KIRKLAND**  
**Department of Public Works**  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800  
www.kirklandwa.gov

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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Katy Coleman, Sr. Development Engineering Analyst  
Julie Underwood, Interim Director of Public Works

**Date:** July 23, 2020

**Subject:** RESOLUTION TO RECOGNIZE THE VACATION OF AND RELINQUISH ANY AND ALL OF THE CITY'S INTEREST, EXCEPT FOR A UTILITY EASEMENT, IN UNOPENED RIGHT-OF-WAY VAC20-00243 "CAMPBELL"

## **RECOMMENDATION:**

It is recommended that the City Council adopt the attached Resolution recognizing the vacation of and relinquishing any and all interest, except for a utility easement, in the portion of unopened right-of-way abutting the parcel at 11228 NE 90<sup>th</sup> Street.

Specifically, the subject right-of-way is identified as the south 8 feet of the unopened alley abutting the north boundary of the following described property: Lots 22 and 23, Block 234, Supplementary Plat to Kirkland, as recorded in Volume 8 of Plats, page 5, records of King County, Washington.

Approval of this staff report by adopting the Consent Calendar will recognize the vacation of, and authorize relinquishing interest, except for a utility easement, in said right-of-way.

## **BACKGROUND DISCUSSION:**

The unopened portion of the right-of-way abutting the property of 11228 NE 90<sup>th</sup> Street (Attachment A) originally was platted and dedicated in 1891 as Supplementary Plat to Kirkland. The "Five Year Non-User Statute" in Washington State law provides that any street or right-of-way platted, dedicated, or deeded prior to March 12, 1904, which was outside City jurisdiction when dedicated, and which remained unopened or unimproved for five continuous years, is then vacated. This area was annexed to the City in 1967. The subject right-of-way has not been opened or improved. By operation of law it has been vacated, though it still appears on the City's records as unopened right-of-way.

The King County Recorder's Office will not recognize such a de facto right-of-way vacation unless the jurisdiction in which it is located takes legislative action. In Kirkland, when property owners request acknowledgement of such right-of-way vacations, staff asks for supporting documentation and, if satisfactory, asks the Council to act on a Resolution that recognizes the vacation and relinquishes interest in the property, if any. This method is accepted by King County.

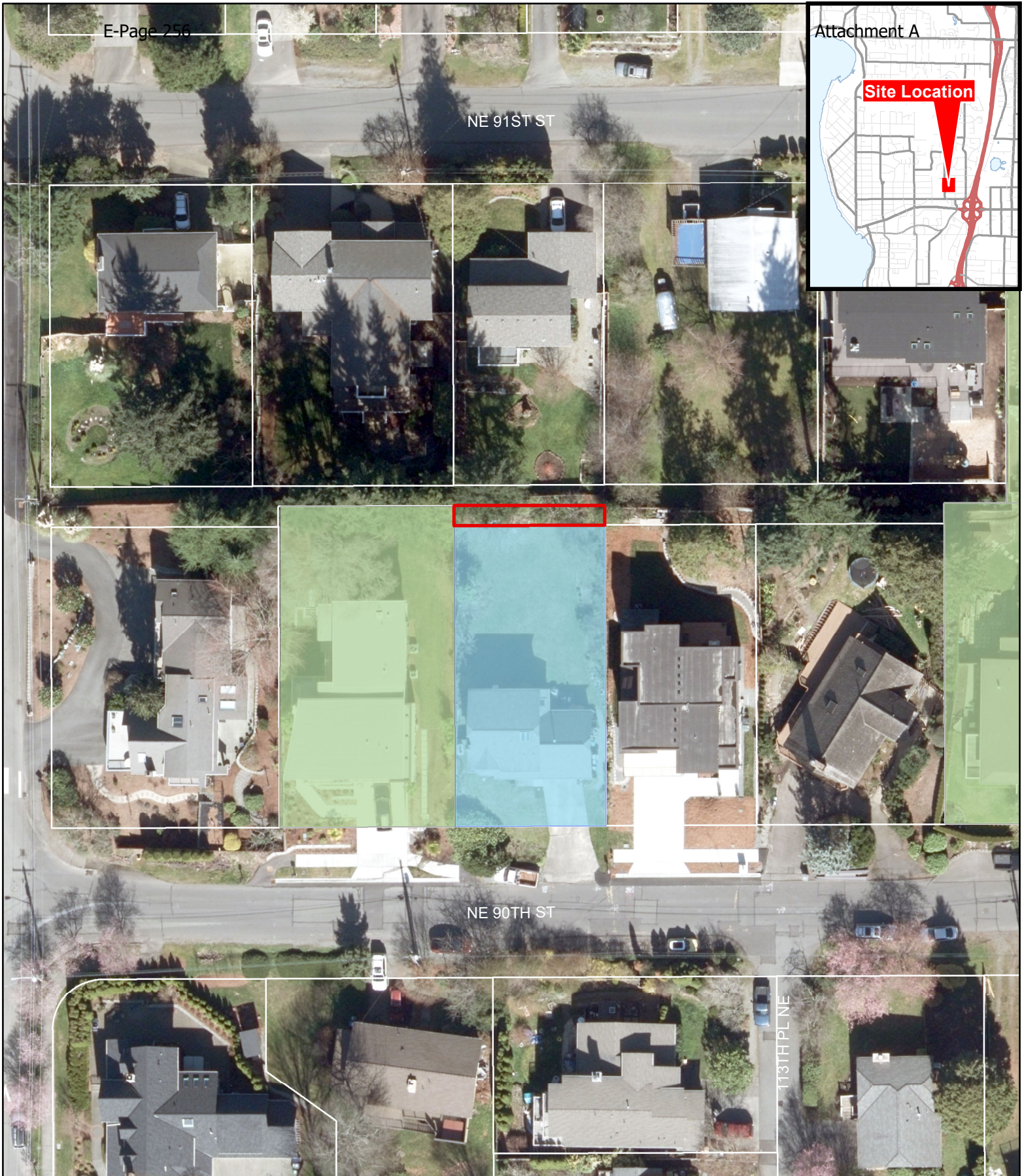
The Robert Campbell Revocable Living Trust, owner of the property abutting this unopened right-of-way, submitted information to the City documenting that the right-of-way is subject to the Five Year Non-User Statute (Vacation by Operation of Law), Laws of 1889, Chapter 19, Section 32. In this case, the City has asked the owner, and the owner has agreed, to grant the City a utility easement within the unopened right-of-way to provide options in the future for both the City and the property owners.

After reviewing this information, the City Attorney concurs with the owner and recommends approval of the proposed Resolution to bring closure to the matter.

Attachment A: Site and Vicinity Map  
Proposed Resolution

NE 91ST ST




Site Location



NE 90TH ST

113TH PL NE

**Campbell Property  
Vicinity Map  
11228 NE 90th Street**

-  Proposed Vacation Recognition
-  Non-User Vacations Recognized
-  Campbell Property



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RESOLUTION R - 5443

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RELINQUISHING ANY INTEREST THE CITY MAY HAVE, EXCEPT FOR A UTILITY EASEMENT, IN UNOPENED RIGHT-OF-WAY AS DESCRIBED HEREIN AND REQUESTED BY PROPERTY OWNER ROBERT CAMPBELL REVOCABLE LIVING TRUST.

1           WHEREAS, the City has received a request to recognize that any  
2 rights to the land originally dedicated in 1891 as right-of-way abutting  
3 a portion of Supplementary Plat To Kirkland have been vacated by  
4 operation of law; and

5  
6           WHEREAS, the Laws of 1889, Chapter 19, Section 32, provide  
7 that any county road that remains unopened for five years after  
8 authority is granted for opening the same is vacated by operation of law  
9 at that time; and

10  
11           WHEREAS, the area that is the subject of this request was part  
12 of an annexation to the City of Kirkland in 1967, with the relevant right-  
13 of-way having been unopened; and

14  
15           WHEREAS, in consideration for reimbursing the administrative  
16 costs for doing so and granting the City a utility easement in the vacated  
17 area, the City is willing to recognize the vacation may have occurred,  
18

19  
20           NOW, THEREFORE, BE IT RESOLVED by the City Council of the  
21 City of Kirkland as follows:

22  
23           Section 1. As requested by the property owner Robert Campbell  
24 Revocable Living Trust, the City Council of the City of Kirkland hereby  
25 recognizes that the following described right-of-way may have been  
26 vacated by operation of law and relinquishes all interest it may have,  
27 except for a utility easement, in that portion of right-of-way described  
28 as follows:

29  
30           The south 8 feet of the unopened alley, or whatever portion  
31 remains for recognition of possible vacation by this Resolution,  
32 abutting the north boundary of the following described  
33 property: Lots 22 and 23, Block 234, Supplementary Plat to  
34 Kirkland, according to the plat thereof, recorded in Volume 8 of  
35 Plats, page 5, in King County, Washington.

36  
37           Section 2. This resolution does not affect any third party rights  
38 in the property, if any.

39           Passed by majority vote of the Kirkland City Council in open  
40 meeting this \_\_\_\_ day of \_\_\_\_\_, 2020

41  
42           Signed in authentication thereof this \_\_\_\_ day of  
43 \_\_\_\_\_, 2020.

\_\_\_\_\_  
Penny Sweet, Mayor

Attest:

\_\_\_\_\_  
Kathi Anderson, City Clerk



**CITY OF KIRKLAND**  
**Department of Finance & Administration**  
123 Fifth Ave, Kirkland, WA 98033 · 425.587.3100  
www.kirklandwa.gov

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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Michael Olson, Director of Finance and Administration  
Chip Corder, Temporary Deputy Director of Administration-Budget  
Kyle Butler, Financial Planning Supervisor  
Kevin Lowe Pelstring, Budget Analyst

**Date:** July 23, 2020

**Subject:** Monthly Financial Dashboard Report through June 30, 2020

### **RECOMMENDATION:**

It is recommended that the City Council receive the monthly Financial Dashboard Report for June 2020.

### **BACKGROUND DISCUSSION**

The Financial Dashboard is a high-level summary of some of the City's key revenue and expenditure indicators. It provides a budget to actual comparison for year-to-date revenues and expenditures for the general fund, as well as some other key revenues and expenditures. The report also compares this year's actual revenue and expenditure performance to the prior year. It is even more important during the current COVID-19 pandemic and associated economic impacts to closely track the City's revenues and expenditures.

We begin to see the full effects of COVID-19 and the Governor's stay-at-home order reflected in this report. Total General Fund revenues are 50.1% of budget, which is right at the 50.0% budget threshold, but lower than the typical range of 52.0-54.0% of budget, and down 2.7% relative to the same period in 2019 mostly due to significant declines in Sales Tax and Development Fees described below. Total Expenditures are 49.2% of budget and slightly below the 50% budget threshold primarily due to position vacancy savings balanced by COVID-19 related expenses—some of which will be reimbursable.

Notably, the June results include Sales Tax revenues through April, when COVID-19 transformed consumer activity in Kirkland and in our region. Relative to the same period in 2019, Sales Tax is down 5.3% mostly due to the following business sectors, which comprise more than one quarter of total revenues: Auto/Gas Retail (-20.5%), Retail Eating/Drinking (-16.4%), and Miscellaneous (-35.5%). Development Fees are 47.3% of budget and down 14.8% relative to the same period in 2019 primarily due to the COVID-19 shutdown and the unusually high level of development activity in 2019 at the Totem Lake and Kirkland Urban sites. However, Building Fees – a major subset of Development Fees – are up 42.0% as development activity picks up again following the temporary shutdown.

Property Taxes have reached 53.0% of budget, reflecting a return to normalcy after the King County property tax due date was pushed from April 30 to June 1, and shows no evidence of increased delinquencies at this time.

Financial Planning will continue to monitor and project these and all City revenues being affected by COVID-19, providing that information where needed to inform policy decisions.




**June 2020 Financial Dashboard**  
July 23, 2020

**Revenues (through 6/30/20):**

- General Fund Revenues** are 50.1% of budget, which is right at the 50.0% budget threshold and is lower than normal, primarily due to the economic impact of COVID-19 on Sales Tax and Development Fees. Typically, General Fund Revenues are 52.0-54.0% of budget due to the City's conservative Sales Tax budgeting policy. Relative to the same period in 2019, General Fund Revenues are down 2.7% mostly due to significant declines in Sales Tax (-5.3%) and Development Fees (-14.8%).
- Sales Tax** is 51.5% of budget, which is modestly above the 50.0% budget threshold, primarily due to the net effect of the City's modified two-year sales tax lag policy and the negative economic impact of COVID-19. Relative to the same period in 2019, Sales Tax is down 5.3% mostly due to the following business sectors, which comprise more than one quarter of total revenues: Auto/Gas Retail (-20.5%), Retail Eating/Drinking (-16.4%), and Miscellaneous (-35.5%). Helping offset these losses are the following business sectors, which comprise almost two-thirds of total revenues: Services (+8.4%), Contracting (+3.3%), General Merchandise/Miscellaneous Retail (+4.5%), and Other Retail (+7.2%). Note that the 5.3% drop in year-to-date Sales Tax through June includes a \$499,925 negative adjustment for two overpayments to the City in March and May's monthly distribution from the state. As a reminder, there is a two-month lag between when sales tax is generated and when it is distributed to the City (i.e., June receipts are for April retail activity).
- Property Taxes** are 53.0% of budget, which is modestly above the 50.0% budget threshold. This is typical for the first half of the year, reflecting a return to normalcy after the King County property tax due date was pushed from April 30 to June 1. There is no evidence of increased delinquencies at this point.
- Utility Taxes** are 50.3% of budget, which is right at the 50.0% budget threshold. Relative to the same period in 2019, Utility Taxes are up 0.2% primarily due to the net effect of a 14.8% increase in Gas Utility Taxes (related to this past winter) and a 16.4% decrease in Telephone Utility Taxes (reflecting an ongoing downward trend, though the decline is greater than expected).
- Development Fees** are 47.3% of budget, which is modestly below the 50.0% budget threshold, and are down 14.8% relative to the same period in 2019 primarily due to the COVID-19 shutdown and the unusually high level of development activity in 2019 at the Totem Lake and Kirkland Urban sites. However, comparing June to May, Building Fees, which are a major subset of Development Fees, are up 42.0% as development activity, including tenant improvements at the Totem Lake and Kirkland Urban sites, picks up again following the temporary shutdown.
- Business Fees** are 53.7% of budget, which is modestly above the 50.0% budget threshold, and are up 10.7% relative to the same period in 2019 due to a temporary anomaly as the City's business license renewal timing is re-aligned by the Washington State Department of Revenue.

**Expenditures (through 6/30/20):**

- General Fund Expenditures** are 49.2% of budget, which is slightly below the 50.0% budget threshold, primarily due to position vacancy savings (see General Fund Salaries/Benefits bullet point below).
- General Fund Salaries/Benefits** are 48.5% of budget, which is modestly below the 50.0% budget threshold, due to position vacancy savings. In particular, seasonal hires are down in Parks & Community Services due to COVID-19 restrictions.
- Fire Suppression Overtime** is 63.8% of budget, which is significantly above the 50.0% budget threshold, due to overtime incurred from COVID-19 quarantine procedures for firefighters. However, relative to the same period in 2019, Fire Suppression Overtime is down 15.5%.

City of Kirkland Financial Dashboard									
Annual Budget Status as of 6/30/2020      Budget Threshold (% Complete) : 50.0%									
General Fund	2020 Budget	Year-to-Date Actual 2020	% Received/ % Expended	June YTD	May YTD	Year-to-Date Actual 2019	YTD Change: 19 to 20		
							\$	%	
<b>General Fund</b>									
Total Revenues	102,699,968	51,479,561	50.1%			52,904,582	(1,425,021)	-2.7%	
Total Expenditures	102,341,353	50,383,478	49.2%			45,817,436	4,566,042	10.0%	
<b>Key Indicators (All Funds)</b>									
<i>Revenues</i>									
Sales Tax	23,130,166	11,906,332	51.5%			12,575,873	(669,540)	-5.3%	
Property Taxes	19,995,776	10,594,771	53.0%			10,332,998	261,774	2.5%	
Utility Taxes	14,211,368	7,144,210	50.3%			7,130,124	14,087	0.2%	
Development Fees	11,282,715	5,336,579	47.3%			6,266,090	(929,511)	-14.8%	
Business Fees	3,662,591	1,966,308	53.7%			1,775,587	190,721	10.7%	
Gas Tax	1,935,654	777,866	40.2%			855,984	(78,117)	-9.1%	
<i>Expenditures</i>									
General Fund Salaries/Benefits	73,117,562	35,459,838	48.5%			33,851,316	1,608,522	4.8%	(1)
Fire Suppression Overtime	861,545	549,434	63.8%			650,130	(100,696)	-15.5%	
Contract Jail Costs	539,630	143,943	26.7%			123,985	19,959	16.1%	
Fuel Costs	604,912	140,452	23.2%			221,154	(80,702)	-36.5%	
<b>Status Key</b>									
Revenues are higher than expected or expenditures are lower than expected						<b>NOTES:</b>			
Revenues or expenditures are within expected range						(1) Excludes Fire Suppression Overtime			
WATCH - Revenues lower/expenditures higher than expected range or outlook is cautious									



**CITY OF KIRKLAND**  
**Department of Finance & Administration**  
 123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
 www.kirklandwa.gov

## MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Michael Olson, Director of Finance & Administration  
 Chip Corder, Temporary Deputy Director-Budget  
 Robby Perkins-High, Senior Financial Analyst  
 Kevin Lowe Pelstring, Budget Analyst

**Date:** July 23, 2020

**Subject:** June 2020 Sales Tax Revenue

### Summary

The Financial Planning Division prepares a monthly sales tax revenue memo analyzing monthly and year-to-date activity by business sector, forecasting sales tax revenue in the current year, and tracking key national and regional economic indicators to provide additional context for the state of the economy. The general retail sales tax is the City's largest single revenue source, accounting for 19 percent of total budgeted revenues in the General Fund and funding, along with property tax and utility taxes, public safety and other general government (i.e., non-utility) services. It is also more sensitive to economic cycles than other tax revenues. Accordingly, it is monitored closely by staff—even more so given the economic disruption and the uncertainty, in terms of a return to normalcy, caused by COVID-19.

There is a two-month lag between when sales tax is generated and when it is distributed to the City by the Washington State Department of Revenue (DOR). Accordingly, June sales tax revenue relates to April retail activity in Kirkland. The negative economic impacts of COVID-19 are evident in various business sectors, with April representing the first full month under the Governor's stay-at-home order, which took effect on March 23. **Comparing June 2020 to June 2019, sales tax revenue is down \$566,167 (29.2 percent).** However, this includes a \$499,925 negative adjustment by the Washington State Department of Revenue (DOR) for taxpayer remittance errors, which overstated retail activity in January and March (resulting in higher distributions to the City in March and May). **Excluding this correction, sales tax revenue is down only \$66,241 (3.4 percent) in June. Comparing the first half of 2020 to the first half of 2019, year-to-date sales tax revenue is down \$669,540 (5.3 percent),** with the following business sectors (constituting 82.2% of the sales tax revenue budget in 2020) being most noteworthy:

Business Sector	% of Total Sales Tax Revenue Budget (2020)	% Change: First Half 2020 vs. First Half 2019
Contracting	26.2%	+3.3%
Auto/Gas Retail	16.6%	-20.5%
Services	14.4%	+8.4%
Other Retail	13.6%	+7.2%
Retail Eating/Drinking	6.1%	-16.4%
Miscellaneous	5.3%	-35.5%

**June 2020 vs. June 2019**

Two tables are provided, one including the \$499,925 correction noted above and the other excluding it.

**June Sales Tax Receipts including \$499,925 Correction**

Business Sector Group	June		Dollar Change	Percent Change	Percent of Total	
	2019	2020			2019	2020
Services	255,316	(222,786)	(478,102)	-187.3%	13.2%	-16.2%
Contracting	540,633	490,854	(49,779)	-9.2%	27.9%	35.8%
Communications	46,728	32,346	(14,382)	-30.8%	2.4%	2.4%
Retail:						
Auto/Gas Retail	283,227	352,166	68,939	24.3%	14.6%	25.7%
Gen Merch/Misc Retail	208,604	196,418	(12,186)	-5.8%	10.8%	14.3%
Retail Eating/Drinking	144,040	113,253	(30,787)	-21.4%	7.4%	8.3%
Other Retail	238,209	240,863	2,654	1.1%	12.3%	17.5%
Wholesale	106,877	70,053	(36,824)	-34.5%	5.5%	5.1%
Miscellaneous	115,236	99,536	(15,700)	-13.6%	5.9%	7.3%
<b>Total</b>	<b>1,938,870</b>	<b>1,372,703</b>	<b>(566,167)</b>	<b>-29.2%</b>	<b>100%</b>	<b>100%</b>

Note: June 2020 revenue includes a \$499,925 correction to the Services business sector for taxpayer remittance errors, which overstated retail activity in January and March (resulting in higher distributions to the City in March and May).

**June Sales Tax Receipts excluding \$499,925 Correction**

Business Sector Group	June		Dollar Change	Percent Change	Percent of Total	
	2019	2020			2019	2020
Services	255,316	277,140	21,824	8.5%	13.2%	20.2%
Contracting	540,633	490,854	(49,779)	-9.2%	27.9%	35.8%
Communications	46,728	32,346	(14,382)	-30.8%	2.4%	2.4%
Retail:						
Auto/Gas Retail	283,227	352,166	68,939	24.3%	14.6%	25.7%
Gen Merch/Misc Retail	208,604	196,418	(12,186)	-5.8%	10.8%	14.3%
Retail Eating/Drinking	144,040	113,253	(30,787)	-21.4%	7.4%	8.3%
Other Retail	238,209	240,863	2,654	1.1%	12.3%	17.5%
Wholesale	106,877	70,053	(36,824)	-34.5%	5.5%	5.1%
Miscellaneous	115,236	99,536	(15,700)	-13.6%	5.9%	-29.2%
<b>Total</b>	<b>1,938,870</b>	<b>1,872,629</b>	<b>(66,241)</b>	<b>-3.4%</b>	<b>100%</b>	<b>100%</b>

Including the \$499,925 correction, which impacted the Services business sector, **sales tax revenue is down \$566,167 (29.2 percent) in June**. However, this correction should be excluded from the comparison, since it ties back to the March and May sales tax distributions to the City. Thus, **sales tax revenue is down only \$66,241 (3.4 percent) in June, ignoring the correction**.

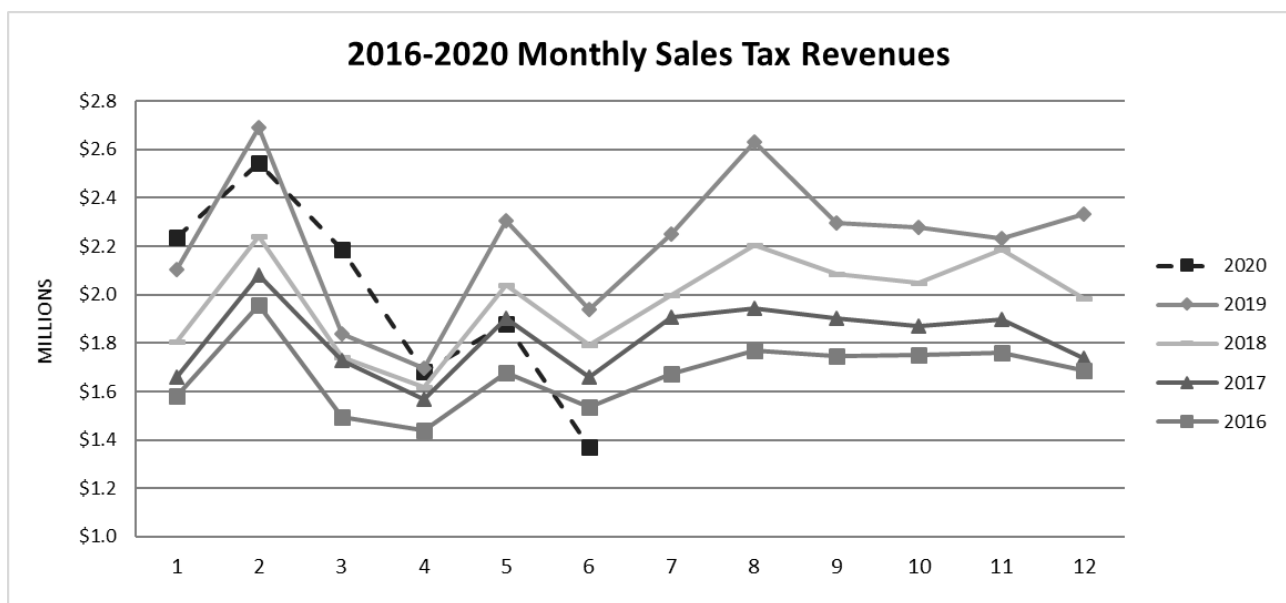
Looking at business sectors, the most significant growth occurred in **Auto/Gas Retail (up \$68,939, or 24.3 percent) and Services (up \$21,824, or 8.5 percent)**. Noteworthy declines occurred in **Contracting (down \$49,779, or 9.2 percent), Wholesale (down \$36,824, or 34.5 percent), and Retail Eating/Drinking (down \$30,787, or 21.4 percent)**. There were significant percentage declines in Communications (down 30.8 percent) and Miscellaneous (down 13.6 percent) as well, but both were under \$16,000 each, which is less consequential.

**January-June 2020 vs. January-June 2019**

Business Sector Group	YTD		Dollar Change	Percent Change	Percent of Total	
	2019	2020			2019	2020
Services	1,578,112	1,710,975	132,863	8.4%	12.5%	14.4%
Contracting	3,013,931	3,114,032	100,101	3.3%	24.0%	26.2%
Communications	263,182	250,009	(13,173)	-5.0%	2.1%	2.1%
Retail:						
Auto/Gas Retail	2,491,536	1,981,290	(510,246)	-20.5%	19.8%	16.6%
Gen Merch/Misc Retail	1,305,838	1,364,305	58,467	4.5%	10.4%	11.5%
Retail Eating/Drinking	867,418	725,114	(142,305)	-16.4%	6.9%	6.1%
Other Retail	1,505,794	1,614,937	109,143	7.2%	12.0%	13.6%
Wholesale	568,516	512,581	(55,935)	-9.8%	4.5%	4.3%
Miscellaneous	981,546	633,090	(348,456)	-35.5%	7.8%	5.3%
<b>Total</b>	<b>12,575,873</b>	<b>11,906,333</b>	<b>(669,540)</b>	<b>-5.3%</b>	<b>100%</b>	<b>100%</b>

**Sales tax revenue is down \$669,540 (5.3 percent) in the first half of 2020.** In terms of business sectors, the most significant growth occurred in **Services (up \$132,863, or 8.4 percent), Other Retail (up \$109,143, or 7.2 percent), and Contracting (up \$100,101, or 3.3 percent)**. Within Services, the growth has been concentrated in the Administration & Support and Publishing Services sub-sectors. Other Retail's growth has been led by the Electronics and Health & Personal sub-sectors. Noteworthy declines occurred in **Auto/Gas Retail (down \$510,246, or 20.5 percent), Miscellaneous (down \$348,456, or 35.5 percent), and Retail Eating/Drinking (down \$142,305, or 16.4 percent)**. The dramatic drop in Auto/Gas Retail is primarily due to a \$410,305 (83.5 percent) decline in May sales tax revenue (for March retail activity). The significant decrease in Miscellaneous relates to a large payment in back taxes by a business in 2019 (roughly \$248,522) distorting the year-over-year comparison, so **without this adjustment the Miscellaneous sector would only be down 13.6 percent from 2019 and total sales tax revenues would be down roughly 3.4 percent.**

The chart below shows Kirkland's monthly sales tax revenue through June 2020 compared to the four prior years.



**“What If” Forecast Scenarios (2020 Only)**

Given current COVID-19 data trends in King County and the high level of economic uncertainty that accompanies it, four “what if” forecast scenarios are provided for 2020 sales tax revenue.

“What If” Scenario	2020 Forecast	2020 Budget	Surplus (Deficit)	Staff Forecast Assessment
2020 forecast is 5% below 2019 actual*	\$25,262,146	\$23,130,166	\$2,131,980	Optimistic
2020 forecast is 10% below 2019 actual*	\$23,932,560	\$23,130,166	\$802,394	Somewhat likely
2020 forecast is 15% below 2019 actual*	\$22,602,973	\$23,130,166	(\$527,193)	Likely
2020 forecast is 20% below 2019 actual*	\$21,273,386	\$23,130,166	(\$1,856,780)	Somewhat pessimistic

\*2019 actual sales tax revenue = \$26,591,733.

As previously noted, sales tax revenue for the first half of 2020 is down only 5.3 percent relative to the same period in 2019. However, this is not expected to hold for the second half of 2020. **The most recent King County Forecast Model, which was released in July 2020 by the Office of Economic and Financial Analysis, projects a 15.7 percent decline in taxable retail sales in 2020 relative to the prior year.** Previously, the King County Economic and Revenue Forecast, which was released in June 2020 by the same Office, projected a 30.0 percent decline in taxable retail sales in 2020. Such a dramatic swing in projected taxable retail sales captures how difficult the current forecasting environment is. With only two months of sales tax revenue data available since COVID-19 took root, the next two monthly sales tax distributions from DOR in July (for May retail activity) and August (for June retail activity) are critical to developing a more informed forecast for 2020 and the coming biennium.

There are two key “takeaways” from these “what if” forecast scenarios. **First, 2020 budgeted sales tax revenue is 13 percent below 2019 actual sales tax revenue.** That provides a significant “cushion” in 2020, reducing the financial impact of the two deficit scenarios accordingly. For example, under the 20 percent reduction scenario, the \$1,856,780 budget shortfall in sales tax revenue represents only a 7 percent reduction. **Second, if 2020 sales tax revenue declined 20 percent, the City could cover the \$1,856,780 budget shortfall with General Fund surplus cash at the end of 2019.**

To help frame staff’s assessment of the last two “what if” forecast scenarios, the following two tables identify how much sales tax revenue in the second half of 2020 would have to decline relative to the second half of 2019 to end the year 15 percent and 20 percent below 2019 actual sales tax revenue.

*2020 Forecast is 15% below 2019 Actual (Staff Forecast Assessment: Likely)*

Sales Tax Revenue	2019	2020	\$ Change	% Change
First half of year (actual)	\$12,575,873	\$11,906,332	(\$669,541)	-5.3%
Second half of year (2019 actual & 2020 forecast)	\$14,015,860	\$10,696,641	(\$3,319,219)	-23.7%
<b>Total</b>	<b>\$26,591,733</b>	<b>\$22,602,973</b>	<b>(\$3,988,760)</b>	<b>-15.0%</b>

*2020 Forecast is 20% below 2019 Actual (Staff Forecast Assessment: Somewhat Pessimistic)*

Sales Tax Revenue	2019	2020	\$ Change	% Change
First half of year (actual)	\$12,575,873	\$11,906,332	(\$669,541)	-5.3%
Second half of year (2019 actual & 2020 forecast)	\$14,015,860	\$9,367,054	(\$4,648,806)	-33.2%
<b>Total</b>	<b>\$26,591,733</b>	<b>\$21,273,386</b>	<b>(\$5,318,347)</b>	<b>-20.0%</b>



In the 15 percent and 20 percent reduction scenarios, sales tax revenue in the second half of 2020 would have to decline 23.7 percent and 33.2 percent respectively compared to the second half of 2019.

**Staff will finalize its 2020-2022 sales tax forecast at the end of August for the 2021-2022**

**Preliminary Budget.** However, it will be subject to change based on the monthly sales tax distributions in September, October, and November as well as other relevant economic data. If necessary, the 2020-2022 sales tax forecast can be adjusted as late as December, when the 2021-2022 Final Budget is adopted by the Council.

**Key National and Regional Economic Indicators**

Information about wider trends in the economy provides a mechanism to help understand current results in Kirkland and to predict future performance. The combination of consumer confidence, unemployment levels, housing data, inflation, and auto sales provides a broader economic context for key factors in sales tax revenues. Since the sales tax figures reported above are from two months prior, some of the figures in the table below can function as leading indicators for where sales taxes may go in future reports.

Indicator	Most Recent Month of Data	Unit	Month			Yearly Average	
			Previous	Current	Change	2019	2020
<b>Consumer Confidence</b>							
Consumer Confidence Index	June	Index	85.9	98.1	12.2	128.1	108.6
<b>Unemployment Rate</b>							
National	June	%	13.3	11.1	(2.2)	3.7	8.4
Washington State	May	%	16.1	14.8	(1.3)	4.5	9.1
King County	April	%	5.6	14.9	9.3	3.0	8.0
Kirkland	April	%	5.3	13.0	7.7	2.9	7.0
<b>Housing</b>							
New House Permits	May	Thousands	28.6	56.6	28.0	48.7	46.9
Case-Shiller Seattle Area Home Prices	April	Index	266.2	270.0	3.8	252.2	263.0
<b>Inflation (CPI-W)</b>							
National	June	% Change	(0.1)	0.5	0.6	1.7	1.1
Seattle	June	% Change	1.5	1.0	(0.5)	2.1	1.7
<b>Car Sales</b>							
New Vehicle Registrations	June	Thousands	9.4	16.6	7.2	23.7	17.2

The Conference Board **Consumer Confidence Index** increased modestly in June at 98.1, after a sharp decline in April. The 2020 average thus far sits 19.5 points below the 2019 average.

The national **Unemployment Rate** dropped from 13.3 percent in May to 11.1 percent in June, while the Washington State unemployment rate dropped from 16.1 percent in April to 14.8 percent in May. King County and Kirkland's unemployment rates increased dramatically from March to April, with the County going from 5.6 percent to 14.9 percent and Kirkland going from 5.3 to 13.0 percent. Preliminary data (not included in the above table) indicates that unemployment rates will likely fall in June for Washington State (possibly below 10.0 percent) and in May for King County and Kirkland.

**New Housing Permits** rebounded significantly from April, increasing by 28,000 in May. The **Case-Shiller Home Price Index** saw an increase of 3.8 points, and currently sits 10.8 points above the 2019 average.

**Inflation** for Seattle-Tacoma-Bellevue, as measured by the CPI-W, fell from 1.5 percent to 1.0 percent between April and June. On the national level, inflation turned moderately positive, increasing from -0.1 percent in May to 0.5 percent in June.

**New Vehicle Registrations** decreased by 7,200 from May to June, continuing to decline since the COVID-19 crisis began.

**CITY OF KIRKLAND**Fire Department · 123 Fifth Avenue, Kirkland, WA 98033  
425.587.3650 · [www.kirklandwa.gov](http://www.kirklandwa.gov)**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Joseph Sanford, Fire Chief  
Dave Van Valkenburg, Deputy Fire Chief

**Date:** July 23, 2020

**Subject:** Fire Department Dashboard – 2<sup>nd</sup> Qtr 2020

**RECOMMENDATION:**

City Council receives the Fire Department dashboard for the 2<sup>nd</sup> quarter of 2020. This dashboard is submitted for Council review.

**BACKGROUND DISCUSSION:**

The Fire Department collects data from NORCOM dispatching and from internal records management systems. Together with the Finance Department, Fire compiles the data into charts and graphs and reviews them regularly for trends in incident type, incident volumes and monitoring response times for issues that impact them.

In the second quarter of 2020, the Fire Department continued to navigate the COVID-19 pandemic and our response to it. The pandemic affected all areas of Fire Department response from the increasing personal protective equipment (PPE) on emergency medical incidents to the smallest details of station life surrounding cooking, cleaning and social interaction. KFD experienced a similar trend as did our neighboring King County Fire and EMS agencies. Each experienced a modest decline in overall call volume.

Fire Department units responded to two significant structure fires occurring in the 2<sup>nd</sup> quarter. Causes are under investigation. Neither is considered suspicious at this time.

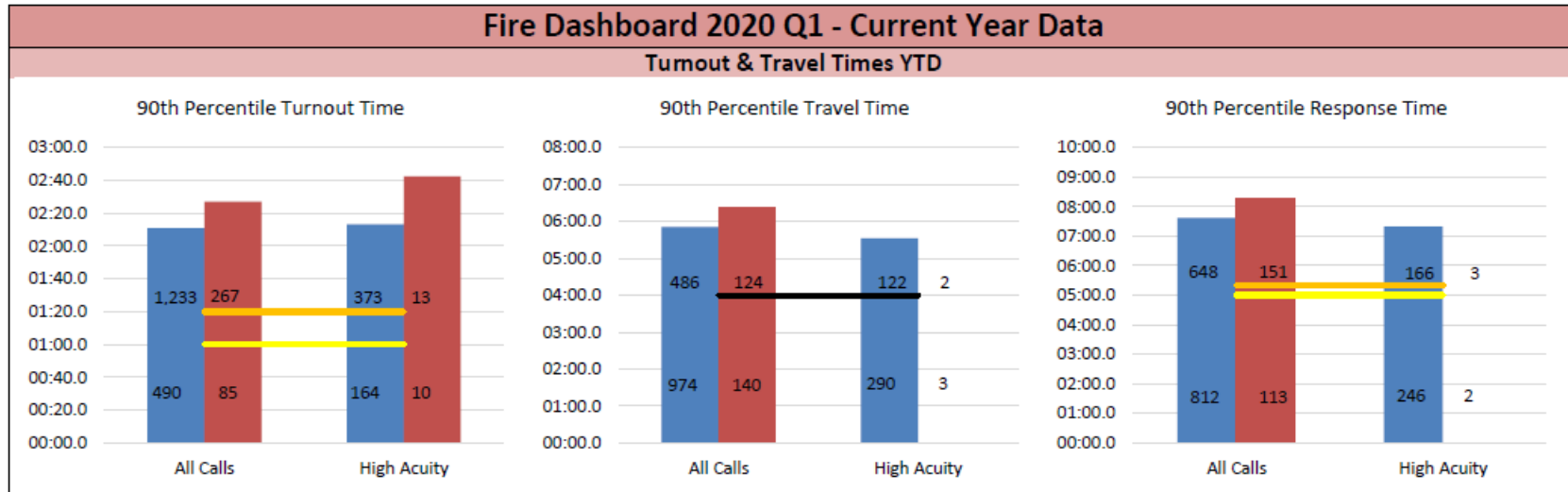
In addition, the Fire Prevention Bureau reinitiated engine company fire and life safety inspections in multi-family and small general businesses in the 2<sup>nd</sup> quarter. Engine company inspections were halted due to the Governor's recommendations and recently begun again following state guidelines and utilizing approved PPE and social distancing. Prevention staff also process construction applications, plan reviews and construction inspections.

Additional data can be found in the 2018 Kirkland Fire Department Annual Report located at:

<https://www.kirklandwa.gov/Assets/2018+Fire+Department+Annual+Report.pdf>

Attachment A: Q2 2020 Fire Department Dashboard

2020 Second Quarter Dashboard



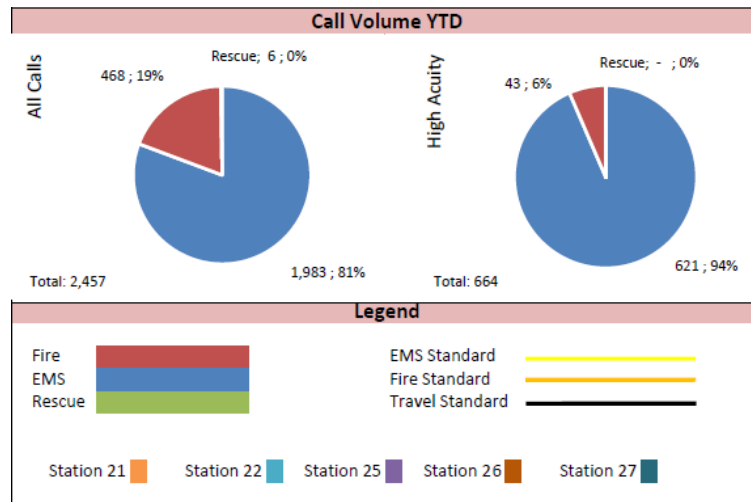
Turnout and Travel times are reported for the 90<sup>th</sup> percentile for all responses for Kirkland Fire Department units within the City of Kirkland.

Turnout standards are 60 seconds for Emergency Medical Service responses and 80 seconds for fire/rescue calls requiring crews to don PPE

Total response time goals are:

6 minutes for EMS responses

6 minutes, 30 seconds for fire responses



Automatic Aid YTD			Medic Responses YTD			
<u>Jurisdiction</u>	<u>Given</u>	<u>Received</u>	<u>Unit</u>	<u>Responses</u>	<u>Unit</u>	<u>Responses</u>
Redmond	91	28	M101	33	M165	0
Bellevue	74	34	M102	0		
Bothell	53	8	M119	39		
Woodinville	12	15	M123	302		
Northshore	9	6	M135	1		
Eastside	1	0	M142	26		
<b>Total</b>	<b>240</b>	<b>91</b>	M157	17	<b>Total</b>	<b>418</b>

### Confirmed Structure Fires Effective Response Force (ERF)

Date	Response Time					
	1st Assigned	1st On Scene	Time of ERF	Reported	1st Unit Time	ERF Time
3/1/2020	4:57:47 PM	5:04:56 PM	5:08:41 PM	23	7.09 mins	10.54 mins*
3/29/2020	12:30:57 AM	12:42:50 AM	12:52:05 AM	21	11.53 mins	21.08 mins**

\* Structure Fire

\*\*Working Fire

*Effective firefighting Force (EFR) reflects the number of Firefighters required on scene to effectively control and extinguish fires in buildings KFS standards is 14 suppression personal within the first 14 minutes and 30 seconds.*

*Order of assignments on the fire ground may vary based on the situation, units are normally assigned an engine for fire attack, second engine as Rapid Intervention Crew (2 in/2out), third engine as back up team, fourth engine for exposures or other tasks. The first arriving ladder for search and rescue, second ladder for ventilation. The first Battalion Chief will assume incident command (IC). The second arriving Battalion chief will assume the safety officer role. All subsequent units are assigned tasks based on incident priorities.*

### Fire Prevention Inspections and Permits YTD

#### Occupancy Inspections

	Q1	Q2	Q3	Q4	Total
Violations	128				128
Corrected Violations	67				67
Total Inspections	86				86

*\*Due to covid-19 many scheduled inspections did not take place.*

#### IFC Permits

	Q1	Q2	Q3	Q4	Total
Requiring Review	10	-	-	-	10
Not Requiring Review	1	-	-	-	1
Total	11	-	-	-	11

**CITY OF KIRKLAND****Police Department****11750 NE 118<sup>th</sup> Street, Kirkland, WA 98034-7114 425.587.3400****[www.kirklandwa.gov](http://www.kirklandwa.gov)**

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**MEMORANDUM**

**To:** Kurt Triplett, City Manager  
**From:** Cherie Harris, Chief of Police  
**Date:** July 20, 2020  
**Subject:** 2nd Quarter, 2020 Police Dashboard

**Recommendation:**

City Council receives an update on Proposition 1, the 2<sup>nd</sup> quarter Crime Dashboard and the Quarterly Animal Services report. The Crime Dashboard and the Quarterly Animal Services report were formerly provided to the Public Safety Committee and included in the committee minutes for all other Councilmembers. Starting in 2020 with the elimination of committees, these reports will be periodically provided as a consent item to the full Council. Staff acknowledges that the Council is considering direction to provide additional Dashboard information in the future as part of Resolution R-5434 on the Council agenda for action on August 4, 2020.

**Background:**

The implementation of Proposition 1 continues as expected. The Department hired 9 new Officers in 2019, many of which are still in various stages of training. The Washington State Basic Law Enforcement Academy has re-opened their campus but continues to train many of the students through a virtual classroom experience. Agencies are required to provide additional training for their recruits to include defensive tactics and firearms instruction. The Training Unit has developed a plan to provide this instruction in coordination with other neighboring Cities.

Nevertheless, using overtime and prioritization of specialty assignments, the Department has filled ALL the Proposition 1 positions as of August 1, 2020:

**Pro-Act (4)** - All 4 Officers deployed as of October 1, 2019. In addition, the Department has assigned a Sergeant for supervision.

**School Resource Officer (SRO) (4)** – testing and selection occurred in 2019, 3 Officers were appointed as SRO's. Training occurred during the summer and fall of 2019 and all were actively working in their schools as of January 6, 2020. Additional testing will occur in Spring 2020 for the remaining vacant position. The Department has assigned a Sergeant for supervision who attended SRO basic and works with the International School and Emerson. Due to COVID 19, schools were closed in the middle of March and the SRO's were assigned to patrol to assist with training and staffing.

**Neighborhood Resource Officer (NRO) (1)** – testing occurred in 2019. The Officer selected was the Department Training Officer, a critical position that cannot be backfilled with overtime. Selection of the new Training Officer and cross-training has occurred. The additional Proposition 1 NRO position was implemented on August 1, 2020.

**Crime Analyst (1)** – A conditional offer of employment was extended to an experienced Crime Analyst who is currently completing the polygraph, psychological and medical exams that are part of the final stages of hiring a police department employee. As indicated in the July 7<sup>th</sup> Strategic Plan update, the hiring process was originally frozen due to the unknown economic impact of the virus on sales tax. Several factors have led to the restart of this hiring process. The Council expressed concerns during budget briefings about the impact to public safety of freezing some Police and Fire Dept. vacancies, including this position. Additional economic information does show a significant financial impact to sales tax, but further analysis indicates the Proposition 1 fund is likely to be able to sustain this hire. Finally, there have been numerous requests for data and crime analysis in response to the death of George Floyd and the related issues of police use of force and alternatives to policing. In order to effectively provide and analyze this data, additional support is needed for the current Crime Analyst.

**Mental Health Professional (MHP)** – The Prop 1 MHP started on July 1, 2020 and will be primarily paired with the new NRO, who starts on August 1, 2020. The current NRO continues to respond to calls related to people experiencing homelessness, and the current WASPC grant-funded MHP is working several days a week and co-responding with patrol officers who have completed the 40-hour crisis intervention training. These teams respond to crisis calls in progress when available and/or follow up as needed after calls occur.

**Gun Safety program** – Staff developed a safety program that includes instruction, allows for community interaction, the ability to ask questions and will provide gun locks and or gun safes to those that attend. Due to the COVID19 outbreak and the “stay at home order”, Staff tested a virtual safety program but found that it did not meet the expectations of the “in person” instruction. A series of instructional videos are currently being developed to promote gun safety through both the Department’s website and social media platforms. Gun locks continue to be available to the community upon request. Staff plan to host in person instruction as soon as allowed by the Governors “stay at home” order.

The Department has previously provided both written and verbal reports to the Council’s Public Safety Committee on a quarterly basis about crime and updates on major programs.

The 2020 Crime Dashboard was developed with Council input and is designed to provide a quick visual “dashboard” of whether or not crime in the City of Kirkland is within the expected range. If it is depicted in green, it is either below or within the expected range. If it’s above the expected range, it is depicted in red with an asterisk (\*). Using a weighted average for the last five years, the Department Crime Analyst also looks at the normal range and specifically for trends that might make a certain category appear to fluctuate unnecessarily. In addition, a brief written analysis is included on each category and if there are any anomalies they are noted for further investigation.

COVID-19 has had a significant impact on crime, with most categories continuing to report a decrease in numbers compared to the averages. The exceptions were Robberies (which is one above the normal range) and Aggravated Assaults, which continue to trend upward significantly. As reported in the 1<sup>st</sup> quarter report, in addition to the “stay at home” order issued by Governor Inslee, the Department

restricted Officer's activity in an effort to increase social distancing with the public. Officers were encouraged to be highly visible in and around businesses that were closed, focus on crimes of a serious nature and to limit traffic enforcement to violators that were exhibiting high risk behavior. Through collaboration with NORCOM, the use of online reporting was encouraged and community members calling 911 were asked to meet Officers outside whenever possible. This tactic was well received by the public. In addition, the use of personal protective equipment (PPE) by Officers increased and they are now wearing cloth masks.

During Phase 2, the restriction on Officer self-initiated activity was lifted with the requirement that Officers are wearing cloth masks when making contact with the public and transitioning to PPE as the situation dictates. The Department continues to use online reporting and social distancing tactics to attempt to reduce exposure.

As the weather has improved there has been an increase in activity in Kirkland, most noticeable in the City Parks. In response, Staff organized the deployment of extra foot or bike patrols using both on-duty and off-duty Officers. At the busiest parks (Houghton Beach, Marina Park and OO Denny) Officers have logged time on 235 occasions in these three locations during the 2<sup>nd</sup> quarter. The Department will continue to work closely with Parks Staff and deploy extra patrols throughout the summer months.

Another significant increase in activity during the COVID-19 pandemic is the number of background checks associated with firearm sales that the Department Records unit is processing on a daily basis. While there are no "brick and mortar" stores in Kirkland, a background check is conducted by any resident buying a firearm in the city in which they live. The following graph depicts the increase in the 2<sup>nd</sup> quarter, as compared to the last two years:

2018		2019		2020	
April	115	April	145	April	282
May	105	May	120	May	202
June	81	June	203	June	498
<b>Total</b>	<b>301</b>		<b>468</b>		<b>982</b>



# Kirkland Police Department Dashboard

January 1 to June 30, 2020

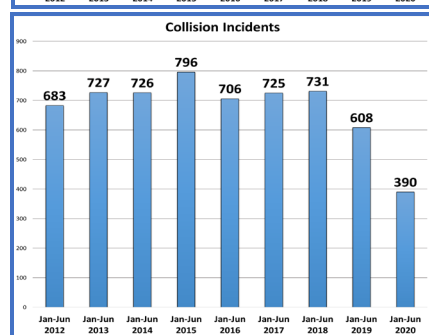
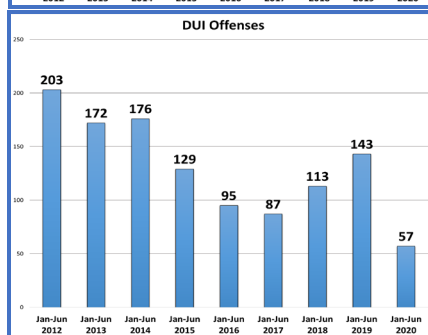
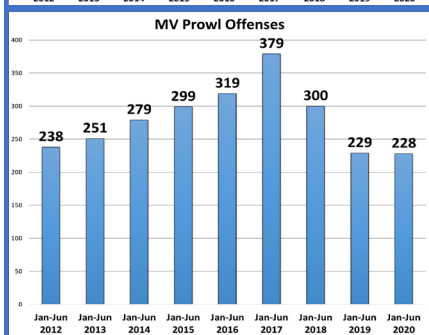
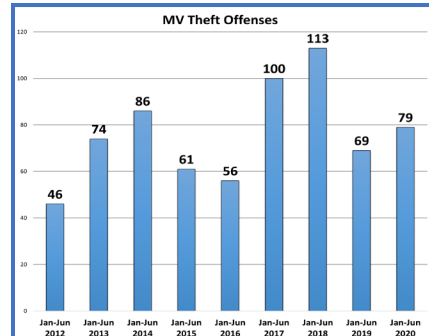
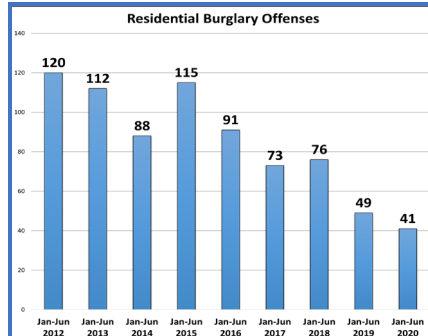
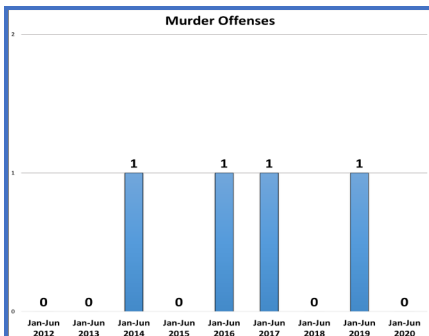
Crimes of Interest	2012-2019 Wtd. Avg.	Normal Range	2020	Change from Wtd. Avg.
Murder	0.6	0 to 1	0	-100%
Sex Offenses	24.1	19 to 29	20	-17%
Robbery	9.2	7 to 11	12	*31%
Aggravated Assault	21.1	15 to 28	38	*80%
Burglary - Residential	80.1	62 to 98	41	-49%
Burglary - Commercial	47.8	38 to 57	49	3%
Motor Vehicle Theft	81.1	58 to 104	79	-3%
Motor Vehicle Prowl	293.7	250 to 337	228	-22%
DUI	125.6	84 to 167	57	-55%
Collisions	704.4	672 to 736	390	-45%

### Status Key



Below or Within Expected Range

Above Expected Range\*



## 2020 Mid-Year Crime Summary

**Murder:** There were no murders in the first half of 2020. The last murder in Kirkland was in May of 2019.

**Sex Offenses:** This category includes crimes such as rape, child molestation, indecent liberties, and voyeurism. There were 20 cases reported in the first half of the year which is down 17% from the weighted average of the same period over the past eight years. This category has small numbers and is prone to fluctuations.

**Robbery:** There were 12 robberies reported in the first half of the year. This is up 31% over the weighted average of the same period over the past eight years. This category also has small numbers and can fluctuate significantly. The normal range for this category is 7-11 incidents. Of the 12 robberies, seven were of commercial businesses while five robberies were of individuals.

**Aggravated Assault:** There were 38 aggravated assaults in the first half of 2020. This is up 80% over the weighted average of the same period over the past eight years. While this category also tends to fluctuate, the normal range is 15-28, so the current total is significantly above expected levels. Of the 38 assaults, 12 were domestic violence related which equates to about 32%. While most major crime categories have declined this year, assaults have been the exception with a significant increase.

**Residential Burglary:** There were 41 residential burglaries reported in the first half of 2020, representing a decline of 49% from the weighted average of the past eight years. Residential burglaries have trended downward over the past several years, and with the COVID-19 stay-home order, homes have become a less attractive target for thieves.

**Commercial Burglary:** We had 49 commercial burglaries in the first six months of 2020 which represents a 3% increase from the weighted average of the same period over the past eight years.

**Motor Vehicle Theft:** There were 79 auto theft reports in the first half of the year, representing a decrease of 3% from the weighted average of the same period over the previous eight years.

**Car Prowl:** There were 228 car prowls reported citywide in the first half of 2020, representing a 22% decrease from the weighted average of the same period over the past eight years. Prowls remain at low levels compared to their peak in 2017.

**DUI:** There were 57 DUI arrests made in in the first half of 2020. This represents a 55% decrease from the weighted average of the same period over the past eight years. It should be noted that taverns and bars were either closed during most of the 2<sup>nd</sup> quarter or were restricted to take out service.

**Collisions:** 390 collisions were reported in the first half of 2020, a 45% decrease from the weighted average of the same period over the past eight years. Collisions are at the lowest level since before annexation in 2011. Historically, collisions are the number one call for service in the City and are therefore included on the crime dashboard. The "stay at home" order has significantly decreased the amount of traffic on City streets which has in turn reduced the number of collisions and resulting congestion.



## CITY OF KIRKLAND

### Police Department

11750 NE 118<sup>th</sup> Street, Kirkland, WA 98034-7114 425.587.3400

[www.kirklandwa.gov](http://www.kirklandwa.gov)

## MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Cherie Harris, Chief of Police  
Rob Saloum, Risk Management Lieutenant

**Date:** July 20, 2020

**Subject:** Animal Services Quarterly Report – 2nd Quarter 2020

### **Recommendation:**

City Council receives an update on the Animal Services Program.

### **Background:**

The ongoing COVID-19 crisis has had a major impact on pet license canvassing during the 2nd quarter due to the need for social distancing and the "stay at home order". The Department does not intend to conduct the traditional neighborhood canvassing that has occurred in previous years. The Department continues to waive late fees and the requirement to provide proof of rabies vaccination at the time of renewal. With the move to Phase 2, the Animal Control Officer (ACO) has increased her visibility in City parks and enforcement of licensing and off leash dog violations.

The following categories of information were developed in collaboration with the previous Council Public Safety Committee:

### **Total program expenditures vs. licensing revenue:**

Quarter	Expenditures	Revenue	Donations
Q1	\$47,873	\$41,700	\$1,295
Q2	\$55,302	\$47,675	\$2,073

Expenses include salaries and benefits, sheltering costs, veterinarian services, Petdata licensing services and various program costs such as marketing and communications. Revenue is the sum of pet licensing. Of note is a contract undertaken during this reporting period between the City of Kirkland and Cascadia Consulting group. The purpose of the contract is to provide remote engagement with Kirkland residents to increase pet licensing. Compensation for this contract shall not exceed \$19,995.

**Pet Data licensing activity by month (including City Hall & Police Department):**

<b>Rask – 2016</b>		<b>Kirkland -2019</b>	<b>1 year</b>	<b>2 year</b>	<b>Replace</b>	<b>Total</b>	<b>Kirkland -2020</b>	<b>1 year</b>	<b>2 year</b>	<b>Replace</b>	<b>Total</b>
January	658	January	467	55	1	523	January	379	47	0	426
February	779	February	488	64	1	553	February	409	38	1	448
March	768	March	581	75	2	658	March	347	50	1	398
April	947	April	540	41	0	487	April	261	16	0	277
May	911	May	492	69	0	424	May	603	61	0	664
June	783	June	386	47	1	341	June	506	37	3	546
Total	2205	Total	2954	351	5	2986	Total	2505	249	5	2759

There is a marked increase in licensing in the month of May & June that the Department believes is a result of the community becoming aware of the waiver of late fees.

**The following table depicts 2nd quarter sheltering and intake activity:**

<b>Everett Shelter Intakes</b>				
Dogs	Cats	Other	Total	Est. Total \$
12	3	0	15	\$2,050
<b>KPD Intake</b>				
Dogs	Cats	Other	Total	Est. Total \$
6	0	0	6	\$0
<b>Veterinary Care</b>				
Dogs	Cats	Other	Total	Est. Total \$
6	5	0	11	\$2430.23
<b>Meow Cat Rescue/RASK acceptance of Kirkland Pets</b>				
Dogs	Cats	Other	Total	Est. Total \$
0	0	0	0	\$0
<b>Total Intake and Cost</b>				
24	8	0	32	\$4480.23

There were no significant sheltering or intake costs during this reporting period.

**Animal Control Officer Activity:**

<b>Activity</b>	<b>Quantity</b>
Calls for Service Responded To	190
Lost Animals Reunited with Their Owners	9
Off Leash Dog Warnings	9
Off Leash Dog Tickets	5
On-view (Foot Patrol etc.)	19
Community Events / Meetings Attended	0

Warnings Given	38
Criminal Citations Issued	1
Notices of Infraction Issued	11
Cases Written	12
Cases Filed with the Prosecutor	1
Barking Dog Complaints Responded To	0
Hobby Kennel/ Cattery License	5
Dog Bite Complaints Responded To	20

Activity during the 2<sup>nd</sup> quarter was lower than previous years due to the COVID19 outbreak and the "stay at home" order

### **License Canvassing:**

No canvassing occurred in the 1st quarter of 2020

### **Parks Enhanced Leash Law Enforcement (Kris / Betty - Parks Department):**

<b>Activity</b>	<b>Quantity</b>
Written warnings	139
Tickets	3
Contacts	136
License pamphlets handed out	0

Contacts by the Park Rangers were also lower during the 2<sup>nd</sup> quarter due to the COVID19 outbreak and the "stay at home" order.

### **Notes from a selection of calls Officer Matison responded to during the 2<sup>nd</sup> quarter:**

2020-00010977: ACO Matison responded to a CFS involving a dog attacked by an off-leash Pitbull type dog at Emerson School. The RP's dog required immediate veterinary treatment for several bite wounds and an injury to the left rear leg. The owner of the Pitbull type dog left the scene without providing any type of identification. The RP was able to get a picture of the subject's white Subaru with a bright yellow license plate. However, the ACO was unable to locate the vehicle and the license plate was unreadable.

20- 00018306: ACO Matison received an OUR Kirkland Service Request about multiple roosters at a property. ACO Matison issued a 14-day notice to remove the roosters from the city limits.

20-00013627: ACO was requested to respond to an apartment after the owner was transported to the hospital by Kirkland Fire. Upon arrival, ACO Matison collected 6 dogs and 1 cat from the apartment. All the animals showed signs of neglect and the living conditions were extremely unsanitary. Veterinary exams confirmed abuse and neglect. The animals were relinquished by the owner and criminal charges were filed.

20-00019054: ACO Matison responded to a dog at large that chased two children back into their home. Upon arrival, ACO Matison contacted the RP who explained the dog belongs to his neighbor and it's an

on-going issue of the dog running at large. ACO Matison spoke with the owner of the dog and issued a civil infraction for dog at large and failure to license.

20-00014663: On a foot-patrol, ACO Matison contacted three individuals allowing their dogs to run at large in the park. Verbal warnings were issued, as all three had recently just moved to Kirkland. ACO Matison mailed them all a 14-day notice to obtain a current Kirkland Pet License.

One of six animals removed from an apartment due to neglect and unsanitary conditions. All seven animals were relinquished by the owner and adopted out to new families.



This sweet boy was abandoned behind QFC, tethered to a dumpster. He has since been adopted.





## CITY OF KIRKLAND

Department of Finance & Administration  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100  
www.kirklandwa.gov

### MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Greg Piland, Financial Operations Manager

**Date:** July 23, 2020

**Subject:** REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF August 4, 2020.

This report is provided to apprise the Council of recent and upcoming procurement activities where the cost is estimated or known to be in excess of \$50,000. The "Process" column on the table indicates the process being used to determine the award of the contract.

The City's major procurement activities initiated since the last report dated July 9, 2020 are as follows:

	Project/Purchase	Process	Estimate/Price	Status
1.	2020 Street overlay project	Invitation for bids	\$1,543,365.15	Contract awarded to Lakeside Industries of Issaquah, WA.
2.	Microsoft Azure charges	Cooperative purchase	\$143,805.64	Purchase order awarded to SHI International Corporation of Somerset, NJ.



**CITY OF KIRKLAND**  
**City Manager's Office**  
**123 Fifth Avenue, Kirkland, WA 98033 425.587.3001**  
**[www.kirklandwa.gov](http://www.kirklandwa.gov)**

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## **MEMORANDUM**

**To:** City Council

**From:** Kurt Triplett, City Manager

**Date:** July 27, 2020

**Subject:** REVISED SAFE, INCLUSIVE AND WELCOMING FRAMEWORK AND FUNDING RECOMMENDATIONS

### **Recommendation**

City Council reviews the revised draft Resolution R-5434, affirming that Black lives matter and establishing a framework to becoming a safe, inclusive and welcoming community. The revised resolution incorporates amendments made by the Council during the July 21 Council meeting discussion. Following review and any subsequent amendments, staff recommends final adoption on August 4.

It is also recommended the Council reviews and provides direction on the City Manager's funding plan to implement the elements of the framework resolution.

### **Background**

Since the tragic killing of George Floyd by a police officer on May 25, 2020 in Minneapolis, Minnesota there have been numerous marches and rallies in Kirkland calling for an end to structural racism and for the City to demonstrate that Black lives matter. At the June 16, 2020 Council meeting, the Council issued a statement directing the City Manager to develop a framework for the City's response to the community. At the July 7, 2020 Council meeting, the Council held a public hearing on the draft framework, Resolution R-5434. At the July 21, 2020 Council meeting, the Council received further community feedback on the revised resolution and adopted various amendments to it.

R-5434 was drafted based on four key guiding principles:

- Build on previous City work to become safe, inclusive and welcoming.
- Listen, learn and partner with the Black community and People of Color on actions and outcomes.
- Create broad community engagement to identify actions to increase the safety of Black residents and visitors and reduce structural racism.
- Create policy and program outcomes that are specific, measurable, timely and funded.

The engagement with the Black community, non-profits, community-based organizations, experts and other community members is intended to inform the Council's 2021-2022 Biennial Budget deliberations in the fall of 2020, potential legislative actions for the Council or state legislature, and mid-biennial budget requests related to R-5434 in 2021.



### ***Relationship Between R-5240 and R-5434***

On February 21, 2017 the City Council adopted Resolution R-5240 declaring Kirkland a Safe, Inclusive and Welcoming Community for all people (Attachment A). R-5240 provided a wide-ranging framework for the City, including directing the City Manager to review City policies and programs, to evaluate administrative and legislative actions, and to invite community dialogue on ways to help keep Kirkland a safe, inclusive and welcoming city for all people. As affirmed in R-5240:

*...the City of Kirkland is committed to protecting and serving everyone who resides in, works in, or visits Kirkland without discrimination based on race, religion, color, national origin, sex, age, income or economic status, political affiliation, military status, sexual orientation, or physical, mental or sensory ability.*

The intent of R-5434 is not to supersede R-5240. Rather, R-5434 builds on the more comprehensive framework of R-5240 by focusing on structural, anti-Black racism through community engagement centered on Black people, policy and program review, and associated investments. The results of the transparency, accountability and community engagement strategies under R-5434 will ultimately benefit all residents of Kirkland.

### ***Funding Recommendations***

Staff view the actions outlined in R-5434 as the equivalent of a new City Work Program initiative and are proposing to resource the effort as a top priority of the government. With the current financial constraints caused by the COVID-19 pandemic, City staff have distinguished between early action funding requests and those requests that will be incorporated into the City's budget process.

### **Early Action Funding Requests**

The purpose of the early action funding requests is to facilitate immediate implementation of community outreach elements, transparency elements, and national best practice research elements in the resolution. There are three specific early action requests.

#### **1. Extend the current temporary Management Analyst position for the remainder of 2020 and through 2021 to initiate Sections 1-3**

The temporary Management Analyst position in the City Manager's Office expires on September 30, 2020. This position was created to support the exploratory process for a potential Fire and Emergency Medical Services ballot measure for the November 2020 election. This position coordinated the successful engagement process with the Community Safety Advisory Group (ComSAG), including the statistically valid phone survey and associated online version. The Management Analyst also coordinated the technical, legal and financial work that defined the ballot measure investments and cost estimates which were included in the final ordinance approved by the Council. This position was critical in supporting all actions that resulted in Council's decision to place the Fire and Emergency Service measure on the November 3, 2020 ballot.

The anticipated work plan as articulated in R-5434 sections 1, 2, and 3 (Transparency and Accountability) includes a significant amount of policy analysis, program assessment, and potential legislative support. Although some of this work will require third-party professional services, staff are anticipating that several of these items will be undertaken by this position. Extending this position through 2020 will also allow for

background support to the community outreach portion of the R-5434 work plan by completing associated policy analysis and program assessment. Further extension of this position through 2021 will best support the implementation of any recommendations of the community engagement process as well as policy analysis support through the 2021 Legislative session. This position would also be available to support implementation of the fire and emergency services ballot measure if approved by the voters in November.

*Funding Request: \$160,000 (Includes 2020 and 2021 costs)*

**2. Hire a temporary Special Projects Coordinator for a period of six months to support community engagement in section 4**

R-5434 outlines a robust community engagement process about structural racism and policy and program solutions. By design, this process will be centered around Black people, with targeted additional stakeholder engagement including Indigenous people and people of color, with a focus on including intersectional voices. These citywide conversations will take place at town halls (anticipated to be held virtually due to the on-going COVID-19 pandemic), other virtual meetings, and small group discussions, and it will also include surveys, mailers, and social media campaigns. Staff intend to return to Council for a themed retreat on this topic, and additional public hearings will be held to guide input to the Council on legislative action.

Outreach staff in the City Manager's Office dedicated to the implementation of such themed resident engagement are currently assigned to other high priority projects, including on-going pandemic response and community engagement on the biennial budget. Due to the complexity and amount of support anticipated for the R-5434 community engagement, a temporary dedicated staff position will be needed to implement this work plan under the direction of the Assistant City Manager.

*Funding Request: \$70,000*

**3. Professional Services Funding to support sections 1-4**

To help best support the community engagement process called for in R-5434, City staff anticipate needing to contract with subject matter experts for facilitating support, technology products for telephonic town halls, and similar professional services. Community conversations on structural racism, racial justice, and white supremacy culture require a high level of subject matter expertise and experience, and staff recommend hiring consultant(s) to facilitate such dialogues. Similarly, although the current technology available to staff through Zoom and other online platforms may be enough for a meaningful community engagement process, staff anticipate potentially needing to obtain additional software or hardware to implement the community engagement process. Staff also anticipates contracting for technical expertise for dashboard development, policy expertise for alternatives to policing and the equity gap analysis. The funding request for professional services is a placeholder with scope, schedule and budget to follow. If the full amount is not needed, it will not be expended.

*Funding Request: \$150,000*

These early actions total \$380,000 and are proposed to be funded through a combination of Council Special Projects Reserve and 2019 revenues above projections. Use of 2019 funds will result in less money to be applied towards the 2020 revenue gap. However, through July, revenue loss has been somewhat less than projected. In addition, there were additional “gap reduction” actions presented to the Council that have yet to be taken such as suspending contributions to sinking funds. Based on these factors, staff projects there is sufficient funding to cover these early actions without worsening the 2020 gap. A fiscal note detailing the final early action funding sources will be brought to the Council on September 1<sup>st</sup>.

#### Budget Process Funding Requests

The City Manager is recommending that funding strategies for any remaining items outlined in R-5434 be incorporated into the City’s Biennial Budget process. Approval of R-5434 will designate these items as priorities to be funded in the 2021-2022 budget. However, the City Manager is recommending waiting for several reasons. First, the community engagement for R-5434 is anticipated to generate additional ideas for policies, plans, and programs. Such ideas might influence the scope of other action items identified in the resolution. Second, some of these items, such as the dashboard for police use of force and the police officer body cameras, might be best funded as part of the Capital Improvement Program. Involving them in the context of the other CIP discussions will be helpful for the Council to appropriately prioritize and understand the trade-offs associated with these decisions. Finally, the City’s financial forecast continues to evolve as the economic impacts of the COVID-19 pandemic are further understood through sales tax reports and other revenue updates. The near-term financial landscape remains incredibly uncertain, and staff do not recommend committing to specific funding levels in August given that uncertainty. There will be much more certainty in October.

#### **Next Steps**

Staff is seeking final adoption of Resolution R-5434. Staff is also seeking concurrence with the two-part funding strategy to implement the elements of the framework resolution. With Council direction at the August 4 Council meeting, staff would return to the September 1 meeting with a fiscal note authorizing the expenditures.

## RESOLUTION R-5434

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AFFIRMING THAT BLACK LIVES MATTER AND APPROVING THE FRAMEWORK FOR KIRKLAND TO BECOME A SAFE, INCLUSIVE AND WELCOMING COMMUNITY THROUGH ACTIONS TO IMPROVE THE SAFETY AND RESPECT OF BLACK PEOPLE IN KIRKLAND AND END STRUCTURAL RACISM BY PARTNERING WITH THOSE MOST AFFECTED

1           WHEREAS, On February 21, 2017 the City Council adopted  
2 Resolution R-5240 declaring Kirkland a Safe, Inclusive and Welcoming  
3 Community for all people; and  
4

5           WHEREAS, following adoption of Resolution R-5240, the City has  
6 taken many budgetary and policy actions to make progress towards this  
7 goal but recognizes there is still much more to be done to achieve  
8 equity, justice and inclusion for everyone; and  
9

10           WHEREAS, since the tragic killing of George Floyd by a police  
11 officer on May 25, 2020 in Minneapolis, Minnesota, there have been  
12 dozens of protests, marches and rallies in Kirkland calling for an end to  
13 structural racism and for the City to demonstrate that Black lives matter;  
14 and  
15

16           WHEREAS, at the June 16, 2020 City Council meeting, the  
17 Council issued a formal statement to the community on issues of  
18 structural racism and injustice and requested that the City Manager  
19 develop "a framework for a citywide response to the issues of bias and  
20 racism towards our Black and brown community members" to be  
21 presented at the July 7, 2020 Council meeting; and  
22

23           WHEREAS, the June 16 statement also asked the City Manager  
24 to bring to the July 7, 2020 Council meeting "a request for necessary  
25 resources for early implementation actions and community-wide  
26 conversations on these critical topics"; and  
27

28           WHEREAS, the Eastside Race and Leadership Coalition has for  
29 several years brought together local stakeholders from across the  
30 community in pursuit of a vision in which the diversity of leaders in local  
31 government, social service and non-profit organizations, commerce and  
32 education sectors reflect those living in the communities, and that the  
33 decisions they make respect the cultural and social differences of those  
34 living, working, learning and growing in these communities and  
35 eliminate barriers that would otherwise keep them from achieving their  
36 fullest potential; and  
37

38 WHEREAS, several notable Black leaders from the Eastside Race  
39 and Leadership Coalition formed a group called the Right to Breathe  
40 Committee, and since June 12, 2020 have been engaging the City in  
41 discussions and have called upon the City to abolish systemic Anti-  
42 Blackness to ensure equal justice, provide oversight and accountability  
43 through equitable shared decision-making that embodies the phrase  
44 "nothing about us without us", and de-escalate encounters involving  
45 people enforcing laws and rules against Black people; and

46  
47 WHEREAS, community members have encouraged the City to  
48 evaluate police policies against the national Campaign Zero's "8 Can't  
49 Wait" campaign to end police violence, and to commit to President  
50 Barack Obama's four part "Mayor's Pledge", which includes: reviewing  
51 the City's police use of force policies; engaging the Kirkland community  
52 by including a diverse range of input, experiences, and stories in the  
53 review; reporting the findings of the review to the community and  
54 seeking feedback; and reforming the City's police use of force policies;

55  
56 WHEREAS, this resolution incorporates elements of the "8 Can't  
57 Wait" and "Mayor's Pledge" initiatives and is also intended to create a  
58 path to progress on the goals of community stakeholders seeking  
59 change;

60  
61 NOW, THEREFORE, be it resolved by the City Council of the City  
62 of Kirkland as follows:

63  
64 Section 1. The City Manager is hereby directed to develop  
65 Transparency strategies to allow the community and the Council to  
66 understand how the City as an organization is performing. These  
67 strategies shall include but are not limited to:

- 68 a. Developing a police "use of force" public dashboard;
- 69 b. Evaluating enhancements to the existing police dashboard  
70 that help guard against bias in police action;
- 71 c. Developing a School Resource Officer public dashboard;
- 72 d. Developing a Human Resources public dashboard;
- 73 e. Developing a Human Services public dashboard; and
- 74 f. Other strategies identified by the community and the  
75 Council.

76  
77 Section 2. The City Manager is further directed to develop  
78 Accountability strategies to allow the community and the Council to  
79 understand the City's current police use of force policies and identify  
80 possible changes to such policies. These strategies shall include but are  
81 not limited to:

- 82 a. "8 Can't Wait" police use of force policy review;
- 83 b. Contracting for third party policy use of force review and use  
84 of force data evaluation and analysis;
- 85 c. Structured Council use of force policy and data deliberations;
- 86 d. Evaluating options for independent civilian oversight of  
87 police use of force.
- 88 e. Developing a police body camera pilot program; and
- 89 f. Review of national best practices for alternatives to police for

90 serving those experiencing homelessness, behavioral health  
91 issues, drug addiction and other community challenges.  
92

93 Section 3. The City Manager is further directed to develop  
94 further Accountability strategies to allow the community and the Council  
95 to understand and identify possible changes to other City organizational  
96 structures, programs, and policies. These strategies shall include but  
97 are not limited to:

- 98 a. Evaluating implementation of a community court to reduce  
99 disproportional impacts on traditionally marginalized  
100 populations;
- 101 b. Contracting for a comprehensive City organizational equity  
102 assessment to identify gaps in diversity, equity and inclusion  
103 in all areas of City policy, practice and procedure, and to  
104 identify proposed actions steps to address these gaps;
- 105 c. Conducting a comprehensive review of City procurement and  
106 contracting processes and documents to eliminate barriers  
107 for disadvantaged businesses enterprises to compete for City  
108 projects;
- 109 d. Evaluating whether public art, public symbols, special events  
110 and City programming in Kirkland are welcoming to all  
111 community members;
- 112 e. Expanding the diversity of public art, symbols, events and  
113 programming to be more inclusive; and
- 114 f. Other strategies identified by the community and the  
115 Council.  
116

117 Section 4. The City Manager is further directed to develop  
118 Community Engagement strategies to facilitate citywide conversations  
119 about structural racism and policy and program solutions. These  
120 strategies shall include but are not limited to:

- 121 a. Community engagement process centered around Black  
122 people;
- 123 b. Targeted additional stakeholder engagement including  
124 Indigenous people and people of color, with a focus on  
125 including intersectional voices;
- 126 c. Town Halls, virtual meetings and small group discussion;
- 127 d. Surveys, mailers and social media campaigns;
- 128 e. Council retreat and public hearings; and
- 129 f. Other strategies identified by the community and the  
130 Council.  
131

132 Section 5. The City Manager is further directed to develop  
133 Funding strategies to implement the entire framework set forth in this  
134 resolution. These strategies shall include but are not limited to:

- 135 a. Funding an outside review of police use of force;
- 136 b. Funding a body camera pilot project;
- 137 c. Funding community engagement strategies;
- 138 d. Reserving additional funding to implement ideas from  
139 community engagement, a national best practices review,  
140 and the equity assessment; and
- 141 e. Meeting other funding needs identified by the community

142 and the Council.

143

144 Section 6. The City Manager is hereby directed to return to the  
145 Council by August 4, 2020 with funding recommendations for Council  
146 authorization to implement the elements of the framework resolution.

147

148

149 Passed by majority vote of the Kirkland City Council in open  
150 meeting this \_\_\_\_ day of \_\_\_\_\_, 2020.

151

152 Signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_,  
153 2020.

\_\_\_\_\_  
Penny Sweet, Mayor

Attest:

\_\_\_\_\_  
Kathi Anderson, City Clerk

DRAFT

**RESOLUTION R-5240**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND  
DECLARING KIRKLAND AS A SAFE, INCLUSIVE AND WELCOMING CITY  
FOR ALL PEOPLE.**

1           **WHEREAS, on January 3, 2017, the Mayor, with the support of**  
2 **the City Council, reiterated the values of the City of Kirkland by**  
3 **proclaiming Kirkland as a safe, inclusive and welcoming city for all**  
4 **people, and requested that City staff assist the City Council in**  
5 **developing and implementing a program to communicate the City's**  
6 **values; and**

7  
8           **WHEREAS, the City Council further discussed actions that could**  
9 **be taken to implement these values of diversity and inclusion at the**  
10 **Council's February 3, 2017 retreat, and the Council wishes to establish**  
11 **the elements of the proclamation as City policy through a resolution;**  
12 **and**

13  
14           **WHEREAS, Kirkland's vision statement describes the City as**  
15 **being a welcoming place to live, work and play, a place that highly**  
16 **values diversity and is respectful, fair, and inclusive, and also committed**  
17 **to providing neighborhoods and businesses that meet the needs of a**  
18 **variety of incomes, ages and life styles, through community**  
19 **engagement that creates a sense of belonging through shared values;**  
20 **and**

21  
22           **WHEREAS, the City of Kirkland is committed to protecting and**  
23 **serving everyone who resides in, works in, or visits Kirkland without**  
24 **discrimination based on race, religion, color, national origin, sex, age,**  
25 **income or economic status, political affiliation, military status, sexual**  
26 **orientation, or physical, mental or sensory ability; and**

27  
28           **WHEREAS, Kirkland believes in the dignity, equality and**  
29 **constitutional and civil rights of all people, and will not tolerate hate,**  
30 **intolerance, discrimination, harassment or any behavior that creates**  
31 **fear, isolation or intimidation; and**

32  
33           **WHEREAS, Kirkland's vibrancy and sense of community is**  
34 **stronger for our diversity and shared values of acceptance and respect;**  
35 **and**

36  
37           **WHEREAS, the City Council supports these principles and strives**  
38 **to reflect them in their actions as elected officials in Kirkland; and**



39 WHEREAS, Kirkland City employees also support these principles  
 40 and strive to embody these ideals every day as they provide critical  
 41 services in support of the public health, safety and welfare, such as,  
 42 police, fire, parks, public works and much more in an inclusive and  
 43 equitable manner to all residents, visitors and businesses in Kirkland.  
 44

45 NOW, THEREFORE, be it resolved by the City Council of the City  
 46 of Kirkland as follows:  
 47

48 Section 1. The City Manager is hereby authorized and directed  
 49 to review the City of Kirkland’s policies and programs and to evaluate  
 50 administrative and legislative actions for Council review and approval  
 51 that keep Kirkland a just society that respects and welcomes all people,  
 52

53 Section 2. The City Manager shall propose legislation that  
 54 codifies current City department policies related to non-discrimination,  
 55 immigration status and religious affiliation.  
 56

57 Section 3. The City Manager shall invite the community to come  
 58 together to discuss and support the shared values of diversity and  
 59 inclusion and identify additional actions that can be taken by the City  
 60 and the community to help keep Kirkland a safe, welcoming and  
 61 inclusive city for all people.  
 62

63 Passed by majority vote of the Kirkland City Council in open  
 64 meeting this 21st day of February, 2017.  
 65

66 Signed in authentication thereof this 21st day of February, 2017.

  
 MAYOR

Attest:

  
 City Clerk



**CITY OF KIRKLAND**  
**Planning and Building Department**  
**123 5th Avenue, Kirkland, WA 98033**  
**425.587.3600- [www.kirklandwa.gov](http://www.kirklandwa.gov)**

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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Allison Zike, AICP, Senior Planner  
Jeremy McMahan, Deputy Planning & Building Director  
Adam Weinstein, AICP, Planning & Building Director

**Date:** July 23, 2020

**Subject:** Amendments to the Kirkland Zoning Code (KZC) Related to Rooftop Amenities and Appurtenances  
File Number CAM19-00502

**Staff Recommendation**

Adopt the enclosed ordinance amending KZC Chapters 5, 50, and 115 related to existing rooftop appurtenance regulations and proposing new regulations for rooftop amenities and rooftop common rooms.

**Background**

The City Council directed the Planning Commission (PC) and staff to study rooftop amenity regulations as part of the adopted Planning Work program to determine if they should be amended.

As Kirkland's multifamily, office, and mixed-use districts become denser and more compact, there is an increasing need for outdoor amenity space for residents and workers. One option is to make better use of the roof space on buildings so that, rather than serving a strictly utilitarian function, these spaces can be accessed as a place for building occupants to be outside and interact as a community. In some cases, to gain access to this roof space, code amendments may be needed to allow things like elevator overruns, stairway enclosures, and railings to exceed current height limits. The scope of the proposed code amendments focuses on exploring how to provide more flexibility for rooftop amenities on multi-family and commercial structures, while clarification of the existing rooftop appurtenance codes was studied for all property types.

Existing regulations for rooftop appurtenances are described in KZC 115.120. The complete KZC text, with proposed amendments, is included as Exhibit A of the enclosed ordinance. A summary of the existing regulations, history of granted rooftop appurtenance modifications, evaluation of barriers to rooftop amenity provisions in the existing regulations, and further background was provided in the staff memos within the PC packets for the previous study sessions, hyperlinked below:

PC Study Session #1: [September 26, 2019 Meeting Packet](#)

PC Study Session #2: [January 9, 2020 Meeting Packet](#)

### **City Council Briefings and Direction**

City Council received a briefing on the rooftop amenity code amendments at their June 16, 2020 meeting. Project background, review of barriers to provision of rooftop amenities in the existing Zoning Code, all public comments received before publication of the June 16 packet, analysis of areas adjoining low-density residential zones, summaries of the Houghton Community Council (HCC) and PC recommendations, and the proposed code amendments recommended by the PC are included in the [June 16, 2020 City Council Packet](#).

City Council received a second briefing at their July 21, 2020 meeting. The [July 21, 2020 City Council Packet](#) includes a final summary of public comments received and key questions that staff sought direction on to refine the proposed code amendments. The key questions and the direction received from Council on July 21 are summarized below.

1. Should rooftop common rooms and rooftop amenities be restricted on properties adjoining low-density residential zones?

*Council Direction:* While rooftop amenities and rooftop common rooms are appropriate to allow above the maximum structure height in certain areas of the City, Council directed staff that neither of these items should be allowed above the maximum structure height on subject properties partially, or wholly, adjoining low-density residential zones.

2. Based on Council's discussion of question #1, if rooftop common rooms and rooftop amenities are prohibited in areas adjoining low-density residential zones, is there a need to require further public benefit for these items in areas of the City not adjoining low-density residential zones?

*Council Direction:* Council agreed with the PC recommended options, set forth in proposed KZC section 115.122.6.e, for public benefits required in order to approve a rooftop common room modification. Council indicated that, because rooftop common rooms and rooftop amenities will be prohibited above maximum structure height on parcels adjoining low-density residential zones, there was not a need to develop further public benefit requirements for the proposed code amendments.

3. What types of public benefit incentives should be offered in exchange for allowing rooftop amenities to exceed the maximum structure height? What types of public benefit incentives should be offered in exchange for allowing rooftop common rooms to exceed the maximum structure height?

*Council Direction:* Because the Council decided in discussion of question #2 above that no additional public benefits needed to be developed, there was no direction required on this question.

4. If chosen as a public benefit, does Council wish to distinguish a "green roof" element from a landscaped space requirement? Does Council have any guidance as to appropriate sizing standards for this element?

*Council Direction: Council did not direct staff to develop a "green roof" standard as a part of the subject code amendments, but some Councilmembers expressed an interest in doing so with a future project. Staff will explore how this issue may be integrated into existing Planning Work Program tasks.*

An additional piece of direction provided by Council was to strengthen language in the proposed code amendments to specify that rooftop amenities and rooftop common rooms should be available to all building residents or tenants, at no additional charge (e.g. rent premiums or other fee-required access). This language has been added to KZC section 115.122.4 Rooftop Amenities and Rooftop Common Rooms, "Access".

The proposed code amendments (see Exhibit A of enclosed ordinance) are responsive to the City Council direction summarized above.

### **Recommended Code Amendments**

Following consideration of public comments and HCC recommendations, the PC recommended adoption of code amendments to clarify existing regulations for rooftop appurtenances and to increase flexibility for the provision of rooftop amenities on multi-family and commercial buildings. The code amendment summary below also includes Council direction and recommends amending KZC 5, KZC 50.62, KZC 115.115, and KZC 115.120 (see Exhibit A of enclosed ordinance) as follows:

1. Add a definition for "Rooftop Amenities";
2. Add a definition for "Rooftop Common Room";
3. Add an intent section for Rooftop Appurtenances and Rooftop Amenities;
4. Clarify screening requirement hierarchy for rooftop appurtenances;
5. Revise regulations to allow elevator/stair equipment up to 15 feet above the maximum building height by right (without a modification process) when necessary to access rooftop amenity spaces

*Properties partially, or wholly, adjoining low-density residential zones will still require a modification process;*

6. Add a new section to allow rooftop amenities, including railings, to exceed the maximum building height and set forth the allowed height and area for those amenities;
7. Within new rooftop amenity code section, allow rooftop common rooms, considered to be enclosed rooms or covered areas, and set forth maximum height and area standards and required design elements for such rooms

*Rooftop common rooms and rooftop amenities are prohibited above maximum structure height on properties partially, or wholly, adjoining low-density residential zones;*

8. Add language specifying that any projects requiring land use review (e.g., Process IIA, Design Review) will use that same process to review any rooftop appurtenance/amenity modifications;

9. Move screening and location standards for mechanical units that are not on a rooftop to KZC 115.115 Required Yards; and
10. Revise KZC 50.62 to allow rooftop appurtenances, rooftop amenities, and rooftop commons rooms through a modification process in the CBD 1A and 1B zones.

Attachment 1 shows a summary of the proposed allowances for rooftop appurtenances, rooftop amenities, and rooftop common rooms.

### **Criteria for Amending the Text of the Zoning Code**

Pursuant to KZC 160.60 and KZC 135.25, the City may amend the text of the Zoning Code only if it finds that:

1. The proposed amendment is consistent with the applicable provisions of the Comprehensive Plan; and
2. The proposed amendment bears a substantial relation to public health, safety, or welfare; and
3. The proposed amendment is in the best interest of the residents of Kirkland; and
4. When applicable, the proposed amendment is consistent with the Shoreline Management Act and the City's adopted shoreline master program.

The proposed Zoning Code amendments are consistent with the Comprehensive Plan, bear a substantial relation to public health, safety, or welfare, and are in the best interest of the residents of Kirkland because they are intended to clarify existing regulations for rooftop appurtenances, as well as provide more flexibility for multifamily and commercial structures to access underutilized rooftops for recreation and social connectivity. The proposed amendments would result in more rooftop open space throughout the City, potentially reducing the use of local parks and creating more community gathering spaces.

### **Environmental Review**

An addendum to the City of Kirkland 2015 Comprehensive Plan Update – Draft and Final Environmental Impact Statement (EIS) was issued for the proposed amendments on February 24, 2020, file no. SEP20-00093. The impacts of the proposal are within the range of impacts identified and evaluated in the EIS, and no new significant environmental impacts were identified.

### **Attachments:**

1. Rooftop Appurtenances and Amenities Proposed Allowances Summary Table

### **Enclosures:**

1. Ordinance
2. Ordinance Exhibit A – Proposed KZC 5, 50, and 115 Zoning Code Amendments
3. Summary Ordinance

cc: File Number CAM19-00502  
Interested Parties/Parties of Record  
Planning Commission  
Houghton Community Council

**ROOFTOP AMENITY/APPURTENANCE PROPOSED CODE AMENDMENT SUMMARY**

Below is a table summarizing the proposed allowances for rooftop appurtenances and amenities, whether they would be allowed by right or require a modification process, and what public benefit is required.

<b>ALLOWED BY RIGHT*</b>				
<b>Item</b>	<b>Maximum Height</b> (above max. structure ht)	<b>Maximum Area</b>	<b>Public Benefit Proposed as Requirement</b>	<b>Change from Current Adopted Code</b>
Rooftop Appurtenances – Elevators and Equipment/Stair Enclosures <u>not</u> adjoining** low-density residential zones	15 feet above max. building height	Minimum necessary (elevator overrun can include min. exit vestibule necessary); Must be counted in total footprint of all rooftop appurtenances	None	Changes to by-right allowance rather than requiring a modification process. Increases height flexibility up to 15 feet, rather than the height of the floor below (which is typically less than 15 feet).
Rooftop Appurtenances – Other	4 feet above max. building height	10% of building footprint	None	No change.
Rooftop Amenities***	4 feet above max. building height	None	None	Existing code prohibits rooftop amenities from exceeding maximum structure height.
Railings	Minimum necessary for Building Code compliance, but no more than 4 feet above max. building height	None. Must be setback 5 feet from building edge	None	Existing code prohibits railings from exceeding maximum structure height.
<b>ALLOWED WITH MODIFICATION*</b>				
<b>Item</b>	<b>Maximum Height</b> (above max. structure ht)	<b>Maximum Area</b>	<b>Public Benefit Proposed as Requirement</b>	<b>Change from Current Adopted Code</b>
Rooftop Appurtenances – Elevators and Equipment/Stair Enclosures adjoining** low-density residential zones	15 feet above max. building height	Minimum necessary (elevator overrun can include min. exit vestibule necessary); Must be counted in total footprint of all rooftop appurtenances	None	Increases height flexibility up to 15 feet, rather than the height of the floor below (which is typically less than 15 feet).
Rooftop Appurtenances – Other	Not to exceed height of story below	25% of building footprint	None	None
Rooftop Common Room***	Not to exceed height of story below	500 square feet or 10% of building footprint, whichever is less	1) A landscaped area, or green roof, on the rooftop equal to the square footage of the rooftop common room, or	Existing code prohibits rooftop common rooms from exceeding maximum structure height.

ROOFTOP APPURTENANCES & AMENITIES PROPOSED ALLOWANCES TABLE

			2) A street-level public plaza equal to the square footage of the rooftop common room, or  3) Public use of the rooftop common room, either as public access or as use of the rooftop common room as publicly accessible retail, restaurant, or similar space, or	Includes options required for public benefit.
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\* See recommended code amendments for special regulations in the CBD 1A and 1B zones

\*\* "Adjoining" comprises parcels that are partially or wholly within a buffer extending 100 feet from any area zoned for low-density residential uses.

\*\*\*Not allowed adjoining (see above footnote) low-density residential zones

## ORDINANCE O-4720

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING AND LAND USE AND AMENDING THE CITY OF KIRKLAND ZONING CODE, ORDINANCE 3719 AS AMENDED, INCLUDING CHAPTERS 5, 50, AND 115 REGARDING DEVELOPMENT STANDARDS FOR ROOFTOP APPURTENANCES AND ROOFTOP AMENITIES, AND RELATED DEFINITIONS, AND APPROVING A SUMMARY FOR PUBLICATION, FILE NO. CAM19-00502.

1 WHEREAS, the City Council has received a recommendation  
2 from the Kirkland Planning Commission to amend a portion of the City  
3 of Kirkland Zoning Code, Ordinance 3719, as amended, as set forth in  
4 the report and recommendation of the Planning Commission dated July  
5 23, 2020 and bearing Kirkland Planning and Building Department File  
6 No. CAM19-00502; and  
7

8 WHEREAS, prior to making the recommendation, the Planning  
9 Commission and Houghton Community Council, following notice thereof  
10 as required by RCW 35A.63.070, held a joint public hearing on February  
11 13, 2020, on the amendment proposals. The Houghton Community  
12 Council considered the comments received at the hearing and developed  
13 a recommendation to the Planning Commission at its deliberation  
14 meeting on February 13, 2020, and the Planning Commission considered  
15 the comments received at the hearing and the recommendation of the  
16 Houghton Community Council and developed its recommendation to the  
17 City Council on February 27, 2020; and  
18

19 WHEREAS, pursuant to the State Environmental Policy Act  
20 (SEPA), there has accompanied the legislative proposal and  
21 recommendation through the entire consideration process, a SEPA  
22 addendum to Existing Environmental Documents issued by the  
23 responsible official pursuant to WAC 197-11-625; and  
24

25 WHEREAS, in open public meeting on August 4, 2020 the City  
26 Council considered the environmental documents received from the  
27 responsible official, together with the report and recommendation of the  
28 Planning Commission.  
29

30 NOW, THEREFORE, the City Council of the City of Kirkland do  
31 ordain as follows:  
32

33 Section 1. Zoning Code Amended: The specified sections in  
34 Chapters 5, 50, and 115 of the Kirkland Zoning Code are amended as  
35 set forth in **Exhibit A** to this ordinance and incorporated by reference.  
36

37 Section 2. Severability: If any section, subsection, sentence,  
38 clause, phrase, part or portion of this ordinance, including those parts  
39 adopted by reference, is for any reason held to be invalid or  
40 unconstitutional by any court of competent jurisdiction, such decision  
41 shall not affect the validity of the remaining portions of this ordinance.



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Section 3. To the extent that the subject matter of this Ordinance is subject to the disapproval jurisdiction of the Houghton Community Council as created by Ordinance 2001, the Ordinance shall become effective within the Houghton community either upon approval of the Houghton Community Council, or upon failure of the Community Council to disapprove this Ordinance within 60 days of its passage.

Section 4. Effective Date: Except as to Section 3 above, this ordinance shall be in full force and effect five days from and after its passage by the City Council and publication, pursuant to Kirkland Municipal Code 1.08.017 in the summary form attached to the original of this ordinance and by this reference approved by the City Council as required by law.

Section 5. Ordinance Copy: A complete copy of this ordinance shall be certified by the City Clerk, who shall then forward the certified copy to the King County Department of Assessments.

Passed by majority vote of the Kirkland City Council in open meeting this \_\_\_\_ day of \_\_\_\_\_, 2020.

Signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Penny Sweet, Mayor

Attest:

\_\_\_\_\_  
Kathi Anderson, City Clerk

Approved as to Form:

\_\_\_\_\_  
Kevin Raymond, City Attorney

PUBLICATION SUMMARY  
OF ORDINANCE NO. 4720

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING AND LAND USE AND AMENDING THE CITY OF KIRKLAND ZONING CODE, ORDINANCE 3719 AS AMENDED, INCLUDING CHAPTERS 5, 50, AND 115 REGARDING DEVELOPMENT STANDARDS FOR ROOFTOP APPURTENANCES AND ROOFTOP AMENITIES, AND RELATED DEFINITIONS, AND APPROVING A SUMMARY FOR PUBLICATION, FILE NO. CAM19-00502.

SECTION 1. Amends Chapters 5, 50 and 115 to the Kirkland Zoning Code relating to rooftop appurtenances and amenities.

SECTION 2. Provides a severability clause for the ordinance.

SECTION 3. Provides that the effective date of the ordinance is affected by the disapproval jurisdiction of the Houghton Community Council.

SECTION 4. Authorizes the publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as five days after publication of the summary.

SECTION 5. Establishes certification by City Clerk and notification of King County Department of Assessments.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the \_\_\_\_ day of \_\_\_\_\_, 2020.

I certify that the foregoing is a summary of Ordinance 4720 approved by the Kirkland City Council for summary publication.

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Kathi Anderson, City Clerk

## Kirkland Zoning Code – Chapter 5 - Definitions

### **5.10.816 Rooftop Amenities**

**Structures such as landscape planters, guards or railings, decking material, seating, play equipment, kitchen and/or barbeque elements, hot tubs, animal runs, fire pits, umbrellas, trellises, and similar temporary or permanent items that are on a building rooftop, available to all building occupants, and do not provide exclusive use to any specific units/suites or group of units/suites.**

### 5.10.817 Rooftop Appurtenances

HVAC equipment, mechanical or elevator equipment and penthouses, roof access stair enclosures, and similar equipment or appurtenances that extend above the roofline of a building, but not including personal wireless service facilities as defined by KZC 117.15 or solar panels as defined by KZC 5.10.881.1. (Ord. 4350 § 1, 2012; Ord. 3919 § 1, 2003)

### **5.10.818 Rooftop Common Room**

**An exterior covered area or an interior enclosed space on a building rooftop that is available to all building occupants and does not provide exclusive space to any specific units/suites or group of units/suites.**

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## Kirkland Zoning Code – Section 115.120 – Rooftop Appurtenances

**The intent of these rooftop appurtenance regulations is to specify height allowances for such items above the maximum height of structure. Regulations for rooftop appurtenances recognize that the rooftop can be a practical place for building utilities and that access to rooftops often requires additional height.**

1. Scope – The regulations contained in this section apply to all construction except: (a) single-family residential, and (b) personal wireless service facilities regulated by Chapter 117 KZC.

For properties within jurisdiction of the Shoreline Management Act, see Chapter 83 KZC.

2. Abandonment – Rooftop appurtenances which are abandoned or no longer serve the building or tenant space with which they are associated shall be removed by the building owner within 90 days of the date they were abandoned or discontinued service.  
Appurtenances associated with buildings or tenant spaces which are vacant but which are undergoing renovation and/or are available for lease or rent shall not be considered abandoned.
3. Required Screening for Rooftop Appurtenances
  - a. New construction shall, to the extent feasible, visually screen rooftop appurtenances by incorporating them into the roof form, or by using architectural designs such as clerestories having a slope of at least three (3) feet vertical to 12 feet horizontal or roof wells. Such roof forms and architectural designs may extend five (5) feet above the height limit (see Plate 30).
  - b. New or replacement appurtenances on existing buildings and new appurtenances on new buildings where compliance with subsection (3)(a) of this section is not feasible shall be surrounded by a solid screening enclosure equal in height to the appurtenances being screened. The screen must be integrated into the architecture of the building.
  - c. A rooftop appurtenance screened by alternative measures, including but not limited to landscaping maintained at a height equal to the height of the appurtenance, painting to match the building roof and/or façade, or the use of pre-manufactured self-screening appurtenances, is exempt from the requirements of subsections (3)(a) and (b) of this section if the Planning Official determines that such alternative screening will be as effective in minimizing rooftop clutter as a solid screening enclosure.**
  - d. Exemptions**
    - 1) Rod, wire, and dish antennas approved pursuant to KZC 115.60(2) are exempt from the requirements of subsections (3)(a) and (b) of this section where screening would interfere with the effective operation of these antennas.

~~2) A rooftop appurtenance screened by alternative measures, including but not limited to landscaping maintained at a height equal to the height of the appurtenance, painting to match the building roof, or the use of pre-manufactured self-screening appurtenances, is exempt from the requirements of subsections (3)(a) and (b) of this section if the Planning Official determines that such alternative screening will be as effective in minimizing rooftop clutter as a solid screening enclosure.~~

4. Allowable Height and Size – **Rooftop Appurtenances**

a. **Any** rooftop appurtenances may exceed the ~~applicable height limitation~~ **maximum height of structure** by a maximum of four (4) feet if the area of all appurtenances and screening does not exceed 10 percent of the total area of the building footprint (see Plate 31). **Elevators and equipment and/or stair enclosures allowed under subsection 4(b), below, shall be included in the area calculation towards the maximum 10%.**

**b. For stacked dwelling units and commercial buildings, rooftop appurtenances necessary to access rooftop amenities, such as elevators and associated equipment and/or stair enclosures, may extend above the maximum height of structure for the zone beyond the allowance in subsection 4(a), provided:**

**1) The elevator and associated equipment and/or stair enclosure height is the minimum necessary for rooftop access and does not exceed 15 feet above the maximum height of structure; and**

**2) Elevators and associated equipment may include an enclosed entry/exit vestibule matching the height of the elevator, but not exceeding the minimum area required by the building code.**

**3) The stair enclosure, including the top landing of stairs, does not exceed the minimum area required by the building code.**

**4) Rooftop appurtenances necessary to access rooftop amenities, such as elevators and associated equipment and/or stair enclosures, proposed where the subject**

**property is partially, or wholly, adjoining low-density residential zones may only be approved through the modification process in KZC 115.120.4(c) below.**

**bc.** The Planning Official may approve a modification to the standards of subsection (4)(a) of this section if:

- 1) No reasonable alternatives to the increased height or size **exists**, such as utilizing alternative equipment design or technology or locating the appurtenances at or below grade or within the structure, ~~exists~~, and the amount of increase and the size of the appurtenance and its screening is the minimum amount necessary; and
- 2) The applicant submits accurate graphic representations or other information that demonstrates that:
  - a) Views from ~~adjacent~~ **adjoining** properties will not be significantly blocked **by the appurtenance(s)**; and
  - b) Visibility of the appurtenances from ~~adjacent~~ **adjoining** properties and streets will be minimized; and
  - c) Aesthetic impacts resulting from the increased height and/or area will be minimized through appropriate screening, architectural integration, and/or location or consolidation of the appurtenance(s); and
- 3) The height of the appurtenance, ~~including the combined height of mechanical equipment or elevator penthouse overrun and appurtenances mounted on top of the penthouse overrun~~, shall in no event exceed ~~the lesser of the following~~:
  - a) ~~The~~ height of the story immediately below the appurtenance, ~~or~~
  - b) ~~Fifteen feet above the applicable height limitation~~; and
- 4) In no event shall the total area occupied by rooftop appurtenances or enclosed within their screening exceed 25 percent the total area of the building footprint.

**ed.** The Planning Official shall not approve or deny a modification pursuant to subsection (4)(~~bc~~) of this section without first providing notice of the modification request to the

owners and residents of each adjoining property and providing opportunity for comment. ~~The Planning Official shall use mailing labels provided by the applicant, or, at the discretion of the Planning Official, by the City.~~ Said comment period shall not be less than seven (7) calendar days. The fee for processing a modification request shall be as established by City ordinance.

5. Optional Locations – As an option to placing appurtenances on the roof, appurtenances may be located as follows:

~~a. At or below grade, subject to the following:~~

~~1) The appurtenances are surrounded by landscaping or a solid screening enclosure, or is located in such a manner that they are not visible from adjacent properties or rights of way; and~~

~~2) The appurtenances will not violate KZC 115.95 (Noise Regulations) or KZC 115.100 (Odor), or create undue heat or vibration on the adjoining property; and~~

~~3) The appurtenances may be located in a required side or rear yard, if:~~

~~a) The appurtenances comply with subsections (5)(a)(1) and (2) of this section; and~~

~~b) The appurtenances are reviewed as part of a Process I or II zoning permit for the use or structure they will serve; and~~

~~c) If the use or structure the appurtenance will serve does not require review through Process I or II, the Planning Official may allow an appurtenance to be located in a required side or rear yard using the process described in subsection (4)(c) of this section. In such event, only the owners and residents of the property located immediately adjacent to the required yard in which the appurtenance is proposed to be located shall be provided notice; and~~

~~d) Insufficient at or below grade space exists elsewhere on the site to locate the appurtenances; and~~

~~e) The required yard is not adjacent to a residential zone; and~~

- f) ~~The appurtenances are the minimum size necessary.~~
- 4) ~~Appurtenances located at or below grade shall not be counted toward allowable lot coverage.~~

[continued from above...] in a parking structure, subject to the following:

- 1) The appurtenances are located or screened in such a manner that they are not visible from ~~adjacent~~ **adjoining** properties or rights-of-way; and
- 2) The appurtenances will not violate KZC 115.95 (Noise Regulations) or KZC 115.100 (Odor) or create undue heat or vibration on the adjoining property.
- 3) If the parking structure would otherwise contain 10 or more parking stalls, the parking may be reduced by the amount necessary, but by no more than two (2) parking stalls, to provide the physical space required to accommodate the appurtenances.

**See also KZC 115.115.3(p).**

## **6. Review Authority**

**If a rooftop appurtenance modification requiring approval through a Planning Official decision pursuant to subsection 4(c), is part of a proposal that requires additional approval through Design Review, Process I, Process IIA or Process IIB, the entire proposal shall be decided upon using that other process.**

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### **115.122 Rooftop Amenities and Rooftop Common Rooms**

**The intent of these rooftop amenity and common room regulations is to specify height and size allowances for such items above the maximum height of structure. These regulations do not apply to rooftop amenities and rooftop common rooms that are below the maximum height of structure. These additional height allowances for rooftop amenities and rooftop common rooms are intended to encourage the provision of common space on the rooftop to**



serve stacked dwelling units and commercial building occupants while protecting adjoining low-density residential uses from possible adverse impacts.

1. Scope – The regulations contained in this section apply only to structures containing stacked dwelling units and/or commercial uses, where no portion of the subject property is adjoining a low-density residential zone.
2. Noise – Rooftop amenities and amenity spaces, and rooftop common rooms, are subject to the noise regulations described in KZC 115.95.
3. Lighting – Rooftop amenities and amenity spaces, and rooftop common rooms, are subject to the below lighting standards:
  - a. Lighting regulations described in KZC 115.85.1;
  - b. All exterior light fixtures shall be directed downward and use “fully shielded cut off” fixtures as defined by the Illuminating Engineering Society of North America (IESNA), or other appropriate measure to conceal the light source from adjoining uses. Manufacturer specification sheets for the lighting fixtures including photometric data shall be included with lighting plans; and
  - c. All exterior lighting associated with rooftop amenities and amenity spaces, and rooftop common rooms, shall be turned off after business hours or 10:00 p.m., whichever is later, with the exception of necessary lighting for site security. On portions of property adjoining low density residential zones, such lighting shall be turned off after business hours or 10:00 p.m., whichever is earlier. Outdoor lighting used to illuminate walkways and building entrances may remain on after 10:00 p.m.
4. Access – Rooftop amenities and rooftop common rooms that exceed the maximum structure height shall be available to all residents of a multi-family structure or to all tenants of a commercial structure, with no additional fee for access required. For mixed-use structures, access requirements shall be based on the predominant use of that structure. Rooftop amenities and rooftop commons rooms that exceed the maximum structure height shall not provide exclusive use to any specific units/suites or group of units/suites.

5. Allowable Height and Size – Rooftop Amenities

- a. Rooftop amenities surrounded by approved guards or railings may exceed the maximum height of the structure for the zone by a maximum of four (4) feet.
- b. Guards or railings enclosing rooftop amenities space may exceed the maximum height of the structure for the zone by a maximum of four (4) feet and shall be setback from the building edge a minimum of 5 feet. Railings shall be of a transparent or majority-open design such as glass, cabling, picket, or other similar types of railings. Where the applicable zone allows parapets to exceed the maximum height of structure, setback and transparency standards do not apply to the parapet when it is used as the railing.
- c. Rooftop amenities may not exceed the maximum structure height if any portion of the subject property adjoins a low-density residential zone.

6. Allowable Height and Size – Rooftop Common Room

Provided that no portion of the subject property adjoins a low density residential zone, the Planning Official may approve the addition of a rooftop common room if:

- a. The applicant submits accurate graphic representations or other information that demonstrates that:
  - 1) Views from adjoining properties will not be significantly blocked by the rooftop common room; and
  - 2) The location and orientation of the rooftop common room is such that the visibility of the rooftop common room from adjoining properties and streets will be minimized; and
  - 3) All walls of the rooftop common room must contain transparent windows comprising at least 75 percent of the area of the facade between two feet and seven feet above floor level. This requirement does not apply to elevators and stair enclosures attached to a rooftop common room; and
  - 4) The rooftop common room is architecturally integrated with the building design; and

- b. The height of the rooftop common room shall not exceed 15 feet or the height of the story immediately below the rooftop common room, whichever is less; and
- c. The area of the rooftop common room, measured to the outermost exterior element, shall not exceed 500 square feet or 10% of building footprint, whichever is less. The minimum floor area required by building code for elevators and associated equipment and/or stair enclosures shall be exempt from the maximum area calculation for the rooftop common room; and
- d. The rooftop common room is setback from any building edge at a distance equal to the height of tallest point of the room above the roof deck; and
- e. The applicant provides one of the following public benefit items in addition to the rooftop common room:
- 1) ) A landscaped and vegetated area, or an area designed and constructed as a green roof, equal to the square footage of the rooftop common room and showing the landscape plan requirements set forth in KZC 95.40.3, or
  - 2) A street-level public plaza equal to the square footage of the rooftop common room, or
  - 3) Public use of the rooftop common room, either as public access or as use of the rooftop common room as publicly accessible retail, restaurant, or similar space
- f. The Planning Official shall not approve or deny the addition of a rooftop common room pursuant to this subsection without first providing notice of the modification request to the owners and residents of each adjoining property and providing opportunity for comment. Said comment period shall not be less than seven (7) calendar days. The fee for processing a modification request shall be as established by City ordinance.

## 7. Review Authority

If a rooftop common room requiring approval through a Planning Official decision pursuant to subsection 3, is part of a proposal that requires additional approval through Design Review,

**Process I, Process IIA or Process IIB, the entire proposal shall be decided upon using that other process.**

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**Kirkland Zoning Code – Section 115.115.3 – Required Yards, Structures and Improvements**

p. HVAC and similar types of mechanical equipment may be placed no closer than five (5) feet to a side or rear property line, and shall not be located within a required front yard; provided, that such equipment may be located in a storage shed approved pursuant to subsection (3)(m) of this section or a garage approved pursuant to subsection (3)(o)(2) of this section. All HVAC and similar types of mechanical equipment shall ~~be baffled, shielded, enclosed, or placed on the property in a manner that will ensure compliance with the noise provisions of KZC 115.95~~ **meet the standards below:** ~~Also see KZC 115.120(5) concerning alternative locations for mechanical equipment.~~

**1) For properties other than single-family residential, HVAC and similar types of mechanical equipment shall be surrounded by landscaping or a solid screening enclosure, or located in such a manner that they are not visible from adjoining properties or rights-of-way; and**

**2) The HVAC and similar types of mechanical equipment shall not violate KZC 115.95 (Noise Regulations) or KZC 115.100 (Odor), or create undue heat or vibration on the adjoining property.**

---

**Kirkland Zoning Code – Section 50.62 – Building Height Provisions in the CBD**

1. Height shall be measured above the point of measurement (e.g, above average building elevation, or above right-of-way) as specified in the particular use zone charts. For purposes of measuring building height above the abutting right(s)-of-way, alleys shall be excluded.
2. Where retail frontage is required along an abutting street and along pedestrian-oriented streets (see Plate 34H), the minimum ground floor story height for retail; restaurant and tavern; entertainment, cultural, and/or recreational facility uses shall be 15 feet; provided, however, that in CBD 1A and CBD 1B, any buildings proposed and built after April 1, 2009, or buildings that existed prior to April 1, 2009, which are 10 feet or more below the permitted maximum height of structure, shall be required to provide a minimum 13-foot ground floor story height.

3. The following exceptions to height regulations in CBD zones are established:
- a. Decorative parapets may exceed the height limit by a maximum of four (4) feet; provided, that the average height of the parapet around the perimeter of the structure shall not exceed two (2) feet.
  - b. For structures with a peaked roof, the peak may extend five (5) feet above the height limit if the slope of the roof is greater than three (3) feet vertical to 12 feet horizontal and eight (8) feet above the height limit if the slope of the roof is equal or greater than four (4) feet vertical to 12 feet horizontal.
  - c. Within CBD 1A and 1B, the height of rooftop appurtenances and related screening shall not exceed the maximum applicable height limitation beyond the height exceptions established in subsections (3)(a) and (3)(b) of this section. **Rooftop** ~~In addition, the~~ appurtenances and screening shall be integrated into the design of the parapet or peaked roof form. **However, the City may approve modifications for elevators and associated equipment and/or stair enclosures subject to the standards in KZC 115.120.4(b) and the rooftop appurtenance modification criteria and procedures in KZC 115.120.4(c) and (d) and 115.120.6.** The height of **any other** rooftop appurtenances and the height of related screening may not be modified through KZC 115.120.
    - d. Within CBD 1A and 1B, the height of rooftop amenities or rooftop common rooms that exceed the maximum applicable height limitation established in subsections (3)(a) and (3)(b) of this section shall be reviewed pursuant to the standards and modification process described in KZC 115.122.5 through 7.**



**CITY OF KIRKLAND**  
**Planning and Building Department**  
**123 5th Avenue, Kirkland, WA 98033**  
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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** David Barnes, Senior Planner  
Adam Weinstein, Planning and Building Director

**Date:** July 27, 2020

**Subject:** Sustainability Master Plan Review

**Recommendation**

Review the draft Sustainability Master Plan (see Attachment 1), and provide high-level feedback to staff on the overall content and format of the plan, in advance of adopting a final version at a future Council meeting.

**Background**

In January 2019, the City embarked on the development of a Sustainability Master Plan, which is included in the 2019-2020 City Work Program and is intended to identify best practices that allow Kirkland's many sustainability strategies to be implemented and measured, along with new actions needed to achieve a livable and sustainable community.

The recent pandemic has taught us a lot about ourselves and has had immediate and potentially long-lasting impacts – many of them adverse – on the entire community. COVID-19 also has helped illustrate some of the challenges and opportunities surrounding Kirkland's efforts to become more sustainable:

- Significant improvements to mobility, carbon emissions and quality of life are within reach. We have seen many businesses retooling their operations and more people working productively from home. In fact, the reduction in local and regional single occupancy vehicle (SOV) trips has demonstrated a path towards reducing community carbon emissions, improving air quality and public health.
- Structural weaknesses in the community as a whole and in the local economy, such as an over-dependence on global supply chains, have been brought to the forefront. These challenges have created a host of potential opportunities to develop a new, greener economy with a focus on rebuilding our businesses and community with greater resilience that can sustain us during unexpected events and future crises.
- Public outreach can be extensive, inclusive, and equitable while using a virtual meeting platform. The City Council, boards and commissions, community groups, and City staff have demonstrated that meeting attendance can increase

and more ideas and voices can be heard that aid in City and community initiatives.

Sustainability is a major principle and governing value in the Comprehensive Plan and, sustainability concerns and objectives are integrated into many major City policies and functional plans. A major objective of the Sustainability Master Plan is to better coordinate all the sustainability efforts into one functional plan, recommend new policies, provide a clear and prioritized implementation plan, and provide a tool to formalize and memorialize sustainable decision-making.

At the [February 4, 2020 City Council Study Session](#), staff reintroduced the guiding principles for the Sustainability Master Plan and discussed the format and overall organization of the plan, including the plan's thematic sections.

City Council provided the following specific feedback about the plan, and staff has incorporated it into the draft of the plan:

- **Ensure that the plan shows the work we do with local and regional partnerships, such as King County Cities Climate Collaboration (K4C), and others as appropriate.** *This information has specifically incorporated into actions for each topic area, and partners have been identified who will be essential to the implementation of the plan.*
- **While the overarching intent of the plan is to more effectively implement existing environmental policies, new policies needed to attain sustainability goals should be identified in the plan.** *The Sustainability Master Plan includes incremental policies that can be adopted now along with a second set of aspirational policies that exhibit longer-term environmental leadership, all with an intent to achieve environmental goals and make positive change in the community.*
- **Apply a social equity lens on every aspect of what the City does, particularly in the realm of sustainability.** *Staff has coordinated with the subject matter experts at the City and has revised actions throughout the plan to ensure that environmental and social justice outcomes are a critical component of the sustainable decision-making matrix tool.*
- **Provide demographic data on plan participants to ensure the community's diverse voices and communities have been taken into account.** *Staff has provided a summary of the outreach to show how the community was involved in the development of this plan (see Attachment 2). A link has been provided in the plan's appendix to show a broader picture of the outreach conducted.*
- **Provide more examples of the positive benefits of addressing climate change, such as reducing public health impacts and increased energy efficiency.** *Not all community members may be supportive of undertaking sustainability measures solely for the purpose of addressing climate change, and*

identifying other societal benefits could garner broader support from the community. In discussing actions pertaining to reducing carbon emissions, the plan cross-references to many of the associated benefits, including increased energy efficiency, reduced air pollution, and more affordable housing costs.

### **Plan Organization**

The plan is organized into four distinct areas with the following components:

*Focus Areas* - The plan has 8 focus areas that each comprise an element. Each topical element has specific measurable goals and actions designed to aid in achieving the plan's goals.

*Policy* - Two sets of policies are presented, the first of which are shorter-term policies that support the plan's actions and the second of which are aspirational and intended to demonstrate the City's long-range commitment to environmental leadership.

*Implementation* - All of the actions from the element's goals are presented in a matrix that has been scored based on environmental criteria established in the plan. Additional information has been included to aid decision-making on which actions to consider first.

*Sustainable Decision Making* – This section provides a process that can be used to show how major decisions have considered sustainability principles, using a weighted decision-making tool, and then how to memorialize that thought process in City staff reports.

*Community* – The City as an organization is just one of the partners in ensuring a sustainable Kirkland for all future generations. The people who live here, operate and work for our businesses along with the City all have a role to play that will help amplify the goals and action of this plan. This section identifies sustainability actions that individuals throughout the community can take to help achieve the goals in the plan.

### **Public Outreach**

Extensive public outreach using the Themed Resident Engagement Kirkland methodology (TREK) was conducted over the last year to solicit feedback that has been incorporated into this draft plan (See Attachment 2) for summary. The community can continue to provide comment to staff and Council up until Council adoption of this plan.

### **Public and City Council Comment**

A complete draft of Sustainability Master Plan was released in the July 21, 2020 Council Packet. We have received seven public comments and expect to receive more (see Attachment 3). In addition to the public comment, staff has received a detailed list of questions, potential revisions, and policy discussion pertaining to the draft plan from Deputy Mayor Jay Arnold. Staff has created a matrix using the Deputy Mayor's input that can be part of a discussion about potential changes to the draft plan (see Attachment 4). Other verbal and written comments provided by Council members can



be added to the matrix in the future. Staff has also received some minor editorial comments from other Council members and is continuing to evaluate all comments and can provide feedback on request.

**Next Steps**

Staff will incorporate Council feedback into the plan and come back to future Council meetings for more discussion and, ultimately, with a resolution to formalize the adoption of the Sustainability Master Plan and to discuss the implementation strategy.

**Attachments**

1. Sustainability Master Plan draft
2. Public Outreach Summary
3. Public Comment
4. Council Comment Matrix



# CITY OF KIRKLAND SUSTAINABILITY MASTER PLAN

**DRAFT**  
July 2020



**ADOPTED: (TBD)**

Ordinance (TBD)

## Acknowledgments

### City Council

Penny Sweet, Mayor  
Jay Arnold, Deputy Mayor  
Neal Black, Councilmember  
Kelli Curtis, Councilmember  
Amy Falcone, Councilmember  
Toby Nixon, Councilmember  
Jon Pascal, Councilmember

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**Outreach Director** - James Lopez, Assistant City Manager

**Outreach Lead** - David Wolbrecht, Neighborhood Services Outreach Coordinator

For more information please visit:

[https://www.kirklandwa.gov/depart/CMO/Neighborhood\\_Services/Sustainability\\_Master\\_Plan.htm](https://www.kirklandwa.gov/depart/CMO/Neighborhood_Services/Sustainability_Master_Plan.htm)

Or contact:

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Sarah Richards  
Dave Russell

#### Sustainability Ambassadors

Kirkland Youth Council

Kirkland Business Roundtable

Kirkland Chamber of Commerce

*The City of Kirkland would like to thank and recognize the efforts of all community groups and community members who gave their time and energy to bring this plan to life.*

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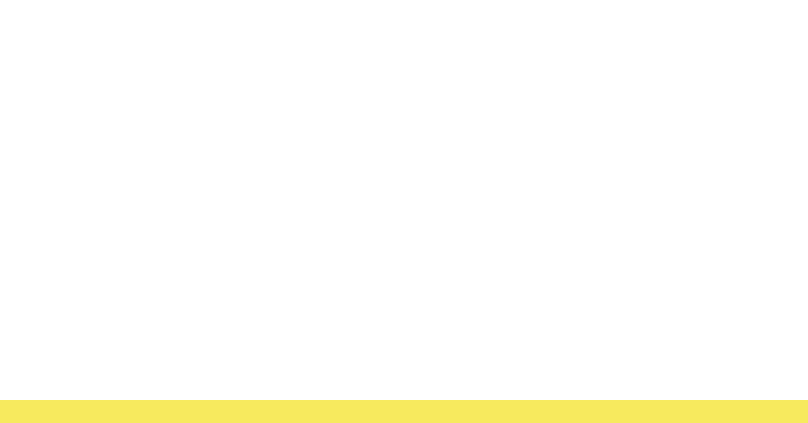
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Appendix  
[Sustainability Master Plan Themed Resident Engagement Report](#)



# EXECUTIVE SUMMARY

The primary purpose of the City of Kirkland's Sustainability Master Plan (SMP) can be found in the definition of the word sustainability, which is about meeting the needs of the present without compromising the ability of future generations to meet their needs. The major needs of the community are cleaner air and water, healthier food to eat, expanding housing options that allow people of all economic means to live here, and furthering a more equitable and socially just city that is welcoming and inclusive of all people. The creation of the SMP is the fulfillment of a 2019-2020 Council work plan goal, which was derived from the Environment Element of Kirkland's Comprehensive Plan and builds on Kirkland's progressive environmental heritage.

Additionally, the SMP seeks to coordinate the many existing City master plans, policies, programs and actions that encompass environmental issues. The SMP helps the community articulate where we are now, where we should be, and establishes goals and implementable actions that put the City on a clear path to achieve sustainability for future generations to come.

## A Plan Informed by the Community

Extensive outreach was performed in the community and internally to City staff to learn what we should be focused on to create a more sustainable Kirkland and the action steps that we could take to achieve this goal. Staff utilized the Themed Resident Engagement Kirkland (TREK) methodology and, with the assistance of the City Manager's Office, hosted two major events, conducted nine focus groups, and published an online survey. All of these provided for robust public participation in the creation of the SMP.

The second major outreach event was a Sustainability Summit held as part of the City's annual City Hall for All event. Conducted in a similar style as the Sustainability Forum, this event focused on showing the community what staff had done with the information that was provided at the Sustainability Forum and small focus group outreach. Notably, staff was able to also share what actions the City already undertakes to further sustainability in Kirkland and the overall region. The City Hall for All event also included a Sustainability Fair in the Peter Kirk Room, where community members could learn what actions they could take to reduce their impacts on the environment.



Residents provided input on community environmental goals at the Sustainability Summit

After these major outreach events, staff continued to work with a group of local community members that are also involved in environmental issues and in conjunction with groups such as the Sierra Club and People for Climate Action - Kirkland. This group of committed citizens served as a sounding board for the many good ideas generated by the community and contributed immensely to the development of this plan.

# Sustainability Master Plan Key Recommendations

The plan is divided into eight focus areas. The following list of recommendations highlights the ideas that garnered the most support and excitement in the community:

## Energy Supply and Emissions

It is imperative that the energy the community uses is renewable and consistently gets cleaner until it is free of all pollutants. This can be achieved by sourcing electricity that is not produced by combustion of fossil fuels. This conversion should be done to the maximum extent possible by 2030 to avoid the worst impact from Climate Change as the world works towards achieving zero community greenhouse gas (GHG) emissions.

- Secure carbon-free electricity for the community
- Reduce the use of natural gas in buildings and convert existing systems to clean electric
- Reduce vehicle miles traveled

## Buildings and Infrastructure

Buildings and related infrastructure not only use a great deal of natural and human made materials, but their construction and operation are responsible for over one third of the community's GHG emissions. Since water is a precious and essential resource, we should ensure we don't use more than required as it is also being impacted by climate change.

- Incentivize construction of high-performing, low energy use zero-emission structures
- Increase water efficiency in all buildings and infrastructure
- Retrofit existing buildings to reduce energy use

## Land Use and Transportation

Transportation alone accounts for about half of Kirkland's community greenhouse gas emissions. Efficient land use and transportation patterns can be optimized to use the land we have more efficiently, and to help the community improve air quality, reduce congestion by driving less, and utilize many cleaner transportation options such as biking, walking, transit use and carpooling.

- Employ Smart Growth principles in all City planning practices and codes
- Ensure that people of all ages and abilities can comfortably get around by walking or bicycling
- Reduce the average amount each person drives by 20% by 2030 and 50% by 2050
- Grow the annual number of weekday transit riders by 20% each year

## Natural Environment and Ecosystems

Air, water, land, plants and animals and the entire ecosystem that supports them are vital to human health and contribute immensely to the community's quality of life.

- Protect and enhance the water quality of Kirkland's streams, lakes and wetlands
- Make sure that all residents can walk to a park or open space
- With the community's help, restore at least 500 acres of City-owned natural areas and open space park lands by 2035
- Meet the overall goal of citywide 40% tree canopy cover goal by 2026
- Eliminate the discretionary use of synthetic pesticides in parks by 2025
- Manage Kirkland's urban forest resource for optimal health, climate resiliency and social equity

## Sustainable Material Management

Reducing consumption and waste by reusing materials and fixing items instead of replacing or discarding them helps us transition to a system where everything is reused or recycled.

- Achieve zero waste by 2030
- Compost all food and yard waste
- Reuse material and recycle the rest
- Support product stewardship

## Sustainable Governance

Responsible governance helps foster decisions that are good for the environment, social equity, and the economy.

- Integrate sustainability into every major decision the City makes
- Coordinate sustainability programs and policies across all City departments
- Ensure processes for public participation are fair, accessible, and inclusive
- Build community resiliency
- Maintain the City's responsible fiscal practices

## Sustainable Business

Local businesses, both small and large, contribute extensively to the livelihood of the community and enhance Kirkland's sense of place. The city can assist businesses to become more sustainable and help rebuild the local economy through local and regional partnerships.

- Provide personalized environmental technical support to businesses
- Develop a diversified, equitable and resilient local green economy

## Healthy Community

Communities that have access to the necessities of life such as food, water, housing, jobs and opportunities are happier and healthier. It is important for all members of the community to feel they belong and that their city is equitable and socially just.

- Double the number of P-Patches or other community gardens by 2025, and again by 2030
- Reduce how much potable water each person in Kirkland uses by 10% by 2025 and 20% by 2030
- Help refugees and immigrants, people of color and economically struggling residents access the resources they need to thrive
- Build a community that helps young people become engaged, competent and responsible members of the community
- Make Kirkland a safe, inclusive, and welcoming place for all people
- Expand housing options for all income levels
- Provide more recreation facilities

## Putting the Plan into Action

Many of the Sustainability Master Plan's goals have time horizons of approximately ten years and there are others that will take longer to achieve. It is therefore essential that the actions in this plan are carefully monitored and measured and updates are provided to the community every two years. This will help ensure that City operations and the community are working together in partnership towards a truly sustainable future for all.





# INTRODUCTION TO PLAN

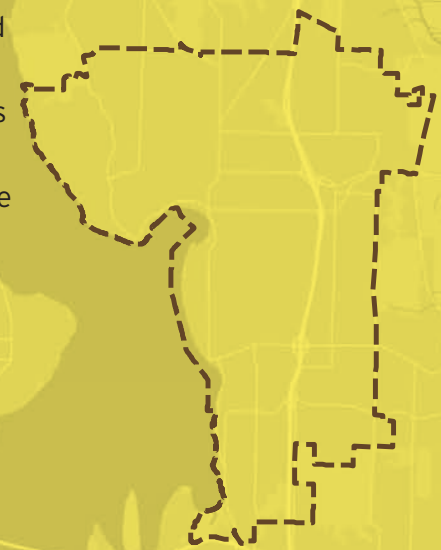
The Sustainability Master Plan is not the first time the City has created a plan that addressed environmental issues in Kirkland. The Natural Resources Management Plan was adopted in 2002 and many other plans since then have touched on issues such as climate, stormwater, transportation and housing which are inextricably connected to sustainability. This plan is different from all the previously adopted City plans because it pulls together all these broad areas into one plan.

Goals are organized by **focus areas**, which are broken down into manageable, bite sized pieces called **elements**. The elements represent distinct, yet related pieces of the focus areas and establish goals and actions for each element. The goals are meant to be measurable so that the progress of each prioritized action can be demonstrated and documented. This allows the City and the community to be held accountable for the success of the goal achievement and the flexibility to change the actions, if the desired results are not reached. The elements, goals and actions in the focus area of the plan are not simple to achieve. They will take diligence, coordination and prioritization of funding and in many cases direct action from the community.

The **policy section** is meant to help push the boundaries of current City policies and demonstrate leadership among other cities and the region. They are bold, aspirational policies that can be considered for adoption as they are written. This section can serve to challenge our current policies and push the City and the community even closer to sustainability.

The **implementation section** of this plan is intended to help decision-makers prioritize the completion and funding of identified actions. The implementation matrix is a master matrix of all potential actions that could be attempted. They are broken into focus areas and have been evaluated by City staff and provided an overall weighted score to help decision makers prioritize which actions to take first.

To integrate **sustainable decision-making** into the City's processes, the plan introduces a new tool called the sustainable decision-making matrix (SDMM). The SDMM is a weighted decision-making tool that helps all City departments make more informed decision on projects, programs, policies and actions in all City operations and is intended to institutionalize sustainability throughout the organization.





# FOCUS AREAS

The eight focus areas organizing the City's environmental goals are broad in nature but represent some of the most important aspects of sustainability.

Each focus area is further broken down into elements that define specific goals. Each element is described, and its current status explained provides context to both the user and reader.

In addition, each element establishes measurable goals, and provide actions designed to achieve the goals. Policy citations show how the City's existing polices support this plan, and callouts of actions provide examples of what the City is currently doing to further the goals of the plan.

# Guide to the Focus Area Chapters

This plan is designed to be intuitive to read and is meant to educate the reader not only on what the city plans on doing to address sustainability in the future, but also what the city has done in the past, and why it has chosen to address sustainability in these ways.

## Focus Area Introduction

••• The color is unique for each Focus Area, used throughout the plan

••• Title of Focus Area

••• Icon of Focus Area, used throughout the plan

••• Description of the Focus Area

••• Description of how the Focus Area is related to sustainability

••• List of all the Elements of the Focus Area

## Focus Area Pages

Element Heading

Definition of the Element

Explanation of where the city currently stands in addressing the Element

Each Element contains supporting Goals

Actions to achieve Goals

Callouts provide extra information, such as a definition of a specific term, information about a program, or an example

Existing policy support for Element goals

Context for Goals

# ENERGY SUPPLY + EMISSIONS

The type of energy the community sources and uses greatly affects pollution levels, greenhouse gas emissions, and self sufficiency in a turbulent energy market.



According to the 2018 Intergovernmental Panel on Climate Change report (IPCC), on a world-wide basis we have approximately 10 years (until 2030) to convert all our energy supply to clean, renewable resources such as wind, solar and hydro, to prevent the worst effects of climate change. If this conversion does not happen within this timeline, the greenhouse gas (GHG) emissions from combusting fossil fuels could lead to much more extreme impacts such as sea level rise, heatwaves, storm events, failed food crops, disease, and loss of human life.

This conversion cannot happen overnight, and it must begin now with the creation of new wind and solar farms and the rapid discontinuance of fossil fuel use. Many of the issues related to energy supply are not in our direct control. Fortunately we do have influence on outcomes. We don't know how bad the impacts will be of not reaching the world-wide GHG emission reductions; but the risks of inaction or too little action directly conflict with sustainability. Therefore, we should make every effort to meet these GHG reduction goals in order to create an equitable community where future generations will be able to meet their own needs. We look to achieve these goals through work on Five Elements in this Focus Area:

- 1. Community GHG Emissions**
- 2. Purchased Electricity**
- 3. Distributive Renewable Energy**
- 4. Electrification of Vehicles**
- 5. Purchased Pipeline Gas**



# ENERGY SUPPLY & EMISSIONS FOCUS AREA ELEMENTS

## 1. Community GHG Emissions

**What is it?** Community (GHG) Emissions are the result of combusting fossil fuels such as gasoline, diesel, coal, and pipeline gas (also known as natural gas). In order to reduce carbon emissions to reach goal levels it will be important to switch to carbon-free electricity, reduce use of gas in our homes and businesses and reduce the use of gas-powered vehicles.

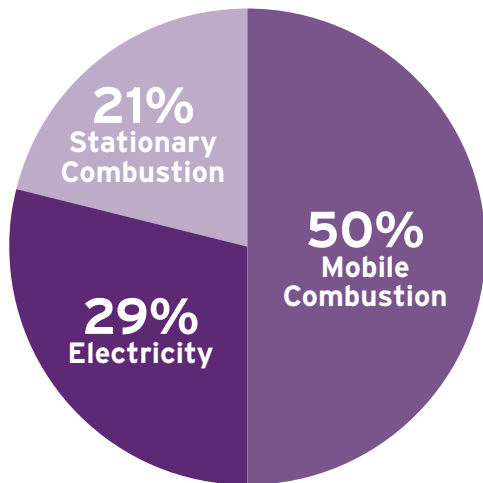


Figure 1. 2017 Kirkland community emissions breakdown by source

**Existing Policy Support:** [Kirkland Comprehensive Plan](#)

**Policy E-5.1:** Achieve the City's greenhouse gas emission reductions as compared to a 2007 baseline:

- 25 percent by 2020
- 50 percent by 2030
- 80 percent by 2050

**Where are we now?** As of 2017, community GHG emissions were 640,900 **MTCO<sub>2</sub>e (metric tons of carbon dioxide equivalent)** a year, which represents achieving a reduction of 22 percent from the 2007 baseline. These emissions are associated with three different sources as follows:

- **50% or 329,000 MTCO<sub>2</sub>e from Mobile Combustion:** Emissions from vehicles traveling in and through Kirkland (gas and diesel)
- **21% or 138,000 MTCO<sub>2</sub>e from Stationary Combustion:** Emissions from natural gas used for heat and other gas appliances
- **29% or 188,000 MTCO<sub>2</sub>e from Electricity:** Emissions from energy used for buildings and infrastructure such as streetlights, signals, and pump station.

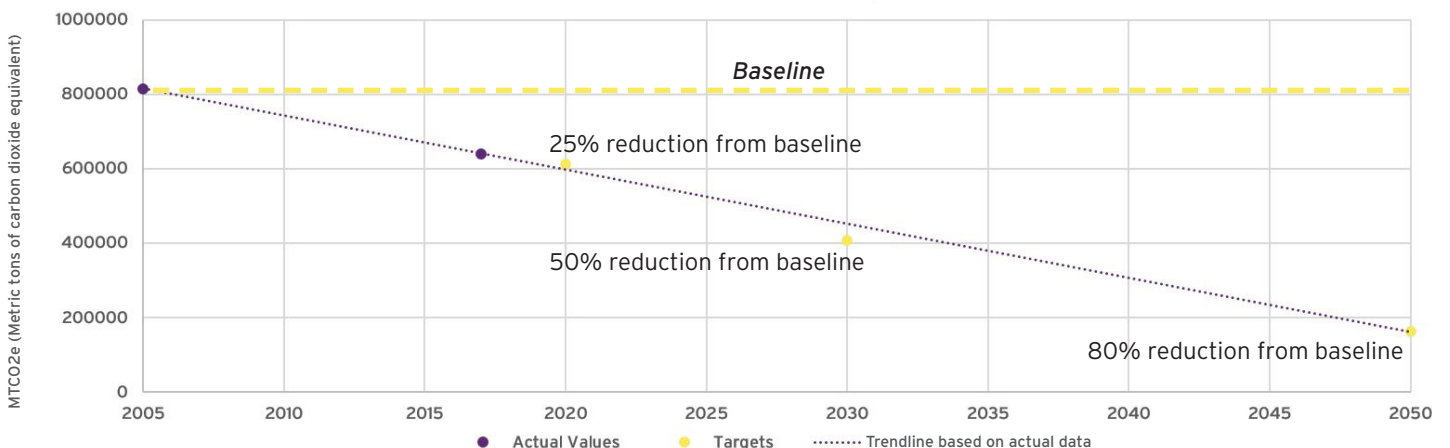


Figure 2. Community emissions targets compared with 2005 baseline and 2017 data.

# ENERGY SUPPLY + EMISSIONS



## Goal ES-1 Prioritize community GHG emissions reduction to achieve City Comprehensive Plan and K4C Goals

- **Action ES-1.1** Factor emissions reduction into budget processes and decision making
- **Action ES 1.2** Work with community members to create public/private partnerships to reduce emissions
- **Action ES 1.3** Work with K4C and lobby State Legislature to enact laws to further reduce GHG emissions

A new Washington State Law (CETA) requires all purchased electricity to be fossil fuel free by 2030 and 100% by 2045

## 2. Purchased Electricity

**What is it?** The electricity that is supplied for purchase by the local contracted utility, currently Puget Sound Energy (PSE).

**Where are we now?** Purchased electricity offered throughout the city is 40% **carbon free** as of 2019 but the remainder still contributes 29% of community GHG emissions. Most carbon free electricity offered by PSE comes from hydro electric and wind power facilities.

## Goal ES-2 Ensure that purchased energy is 100% carbon free by 2030

- **Actions ES-2.1** Establish a plan to have 100% renewable energy for the community, and work with utility provider (currently PSE) and other stakeholders to establish plan
- **Actions ES-2.2** Consider supporting the formation of an Eastside Public Utility District that secures 100% renewable electricity that is equitably priced for the entire community

The City of Kirkland has secured renewable electricity for City operations via PSE's Green Direct Program. This program is an interim step to build the utility's capacity to generate local renewable energy.

### Existing Policy Support: Kirkland Comprehensive Plan

**Policy E-5.7:** Pursue 100 percent renewable energy use by 2050 through regional collaboration

## Why Carbon Free?



**Carbon free** electricity sources bring more stable prices and are a cheaper alternative to fossil fuels in the long run because fossil fuels are heavily subsidized. Carbon free energy is also better for air quality and public health as it does not rely on combustion to create energy and helps lower emissions for the entire community







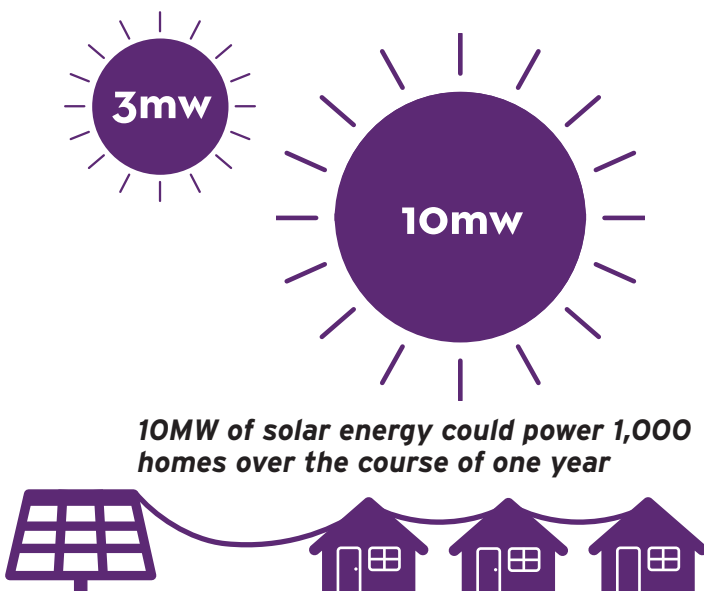
## 3. Distributive Renewable Energy

**What is it?** Solar Panel systems that are designed to feed directly into the electrical energy grid.

**Where are we now?** There are currently no city programs to encourage community or Individual solar installations. There are no community solar Installations in the City of Kirkland.

### Goal ES-3 Add an additional 10 Mega Watts (MW) of combined individual and community distributive solar by 2030

- **Action ES-3.1** In cooperation with environmental groups and solar installers, develop a marketing program to Kirkland residents and businesses to encourage installation of solar systems on or at their property
- **Action ES-3.2** Work with King County and other members of the K4C to establish a region wide program for successful implementation of community solar. Program will include a focus on low income residents and those in low and moderate income housing



There are two different types of distributive solar renewable energy systems:

- **Individual Solar Installations** are owned by a single entity or business and installed on a private building and
- **Community Solar Installations** that are owned by members of the community and typically installed on a public building.

### Why Community Solar?



Not all homes are suitable for solar power, and renters may also be interested in choosing clean energy. Community solar installations allow people who cannot install their own arrays or who can not afford a full array to purchase a share in a larger solar array. Community solar provides flexibility.



Solar panels being installed in Kirkland during one of the Solarize Kirkland campaigns.

Kirkland has run two successful Solarize Kirkland campaigns resulting in 291 customers with individual Solar Installations generating a total of 3 MW of power each year.



## 4. Electrification of Vehicles

**What is it?** Reduce use of fossil fuels and reduce GHG emissions from mobile combustion by providing the required infrastructure, expanding use of electric vehicles and charging stations across the City, including at major activity centers.

**Where are we now?** Mobile Combustion makes up 50% of Kirkland's annual Community GHG emissions with a total output of 329,000 MTCO<sub>2e</sub> as of 2017. There is no policy or code that requires public or private electric charging stations to be built with new private development, although the City has installed several electric vehicle chargers in the Central Business District.

### Goal ES-4 Reduce GHG emissions from vehicles 25% by 2030

- **Action ES-4.1** Support engagement and partnerships with utilities and organizations to develop regional pilots to incentivize the transition to electric vehicle ownership for all sectors, through development of infrastructure, education, and grants and incentives
- **Action ES-4.2** Enact local code and programs to create incentives or require electric vehicle charging station retrofits in existing buildings or on development sites
- **Action ES-4.3** Require EV charging stations with all new developments or redevelopment projects at a minimum ratio of one EV charger for 2% of all required parking stalls

Washington State Code requires certain new construction to be built with electric charging station capability at a ratio of 10% of all required parking stalls.



Electric vehicle charging stations at the Marina Parking Lot in downtown Kirkland.

City of Seattle requires all new homes with off-street parking to be "charger-ready" - wired to support a Level 2 EV charger. Twenty percent of multifamily development parking spaces must be "EV-ready."



## 5. Purchased Pipeline Gas

**What is it?** Pipeline gas (also known as natural gas) that is supplied for purchase by the local contracted utility, currently Puget Sound Energy (PSE). Many communities are targeting the reduction of pipeline gas to both reduce GHG emissions and to address safety concerns for human health from indoor exposure to pipeline gas, pipeline leaks and explosions, and environmental impacts associated with pipeline gas extraction.

**Where are we now?** Pipeline Gas makes up 21% of Community GHG Emissions and contributes 138,000 MTCO<sub>2</sub>e annually. There are 23,000 individual gas customers within the City of Kirkland, and 95% of these customers are residential homes which use almost 3/4 of all pipeline gas in the city.

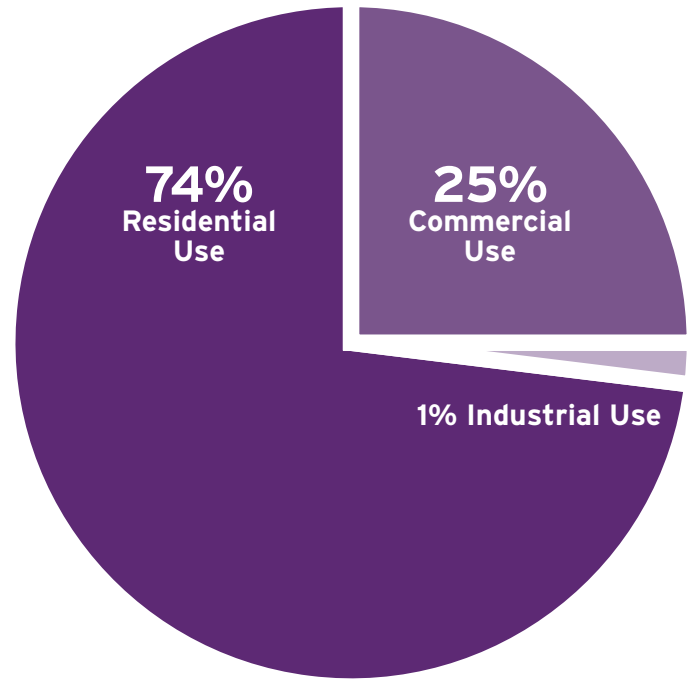


Figure 3. Kirkland pipeline gas usage by user type

**Goal ES-5 Reduce emissions of pipeline gas and other fossil fuels from all buildings by 20% by 2025 and 50% by 2030, as compared to a 2017 baseline**

- **Action ES-5.1** Establish a public/private partnership to educate gas account users about how to reduce gas usage
- **Action ES-5.2** Establish a public/private partnership or incentive program to convert existing gas heating systems and other appliances to energy efficient electric systems
- **Action ES-5.3** Explore requiring all new construction to be built with only electric systems



**20%**  
reduction  
over 8  
years

**50%**  
reduction  
over 13  
years

# BUILDINGS + INFRASTRUCTURE

All building types and infrastructure within the City have the potential to use much less energy and resources than current codes require if constructed with sustainable design or retrofitted



Existing and new buildings account for 50% of the energy used city-wide and the GHG emissions from this source accounts for approximately 206,000 MTCO<sub>2</sub>e. The Washington State Energy Code regulates the efficiency of all new structures, but existing buildings that have been built under older codes represent a tremendous opportunity to not only reduce energy use and save users money, but also reduce related GHG emissions.

To achieve the City's ambitious reduction goals, the buildings that house people and business in Kirkland must be as efficient as possible to reduce the amount of renewable energy capacity that will need to be created to serve the community's energy needs. If existing demand for energy is not reduced, it will take longer to achieve emission reduction goals while lower-income households will continue to be burdened by higher energy costs. We look to achieve these goals through work on **Three Elements** of this Focus Area:

- 1. New Construction + Development**
- 2. Existing Buildings**
- 3. Water Efficiency**

# BUILDINGS + INFRASTRUCTURE

## FOCUS AREA ELEMENTS



### 1. New Construction + Development

**What is it?** The design and construction of new development.

**Where are we now?** There is no requirement for **Net Zero Energy** or **High Performing Green Building** design for new development. Kirkland's Green Building Program includes incentives for Single Family Development that meets certain criteria.

There is no equivalent program for commercial or multifamily development but some large-scale projects may be required to provide an energy efficiency plan on a case by case basis. There are many programs to certify a building as a high performing green building such as Leadership in Energy and Environmental Design (LEED), Build Green, Passive House and the International Living Future's Living Building Challenge.

Over 300 energy efficient homes have been built in Kirkland through the City's Green Building Program since its inception in 2008.

#### Goal BI-1 Certify all new construction as High Performing Green Buildings by 2025

- **Action BI-1.1** Restructure City of Kirkland Priority Green Building program to incentivize net zero energy buildings in single family, commercial and multi-family buildings
- **Action BI-1.2** Create public/private partnerships to encourage and educate builders to create energy efficient structures

#### Existing Policy Support: Kirkland Comprehensive Plan

**Policy E-4.1:** Expand City programs that promote sustainable building certifications and require them when appropriate

**Policy E-4.6:** Work with regional partners such as Regional Code Collaborative (RCC) to build on the Washington State Energy Code, leading the way to "net-zero carbon" buildings through innovation in local codes, ordinances, and related partnerships



Kirkland Urban, in downtown Kirkland, opened its first phase in 2019, including retail, office, and multi-family.



**High Performing Green Buildings** are those which deliver a relatively higher level of energy-efficiency performance than that required by building codes or other regulations.



# BUILDINGS + INFRASTRUCTURE

**Goal BI-2 Increase the resilience of the built environment by requiring 50% of new construction to be Certified Net Zero Energy by 2025 and 100% of new construction to be certified Net Zero Energy by 2030**

- **Action BI-2.1** Continue to build market demand for net-zero energy buildings through incentives, education, demonstration projects, partnerships and recognition

A **Net Zero Energy** building is a building with zero net energy consumption, meaning the total amount of energy used by the building on an annual basis is equal to the amount of renewable energy created on the site or by other renewable energy sources.

## Why Net Zero Development?

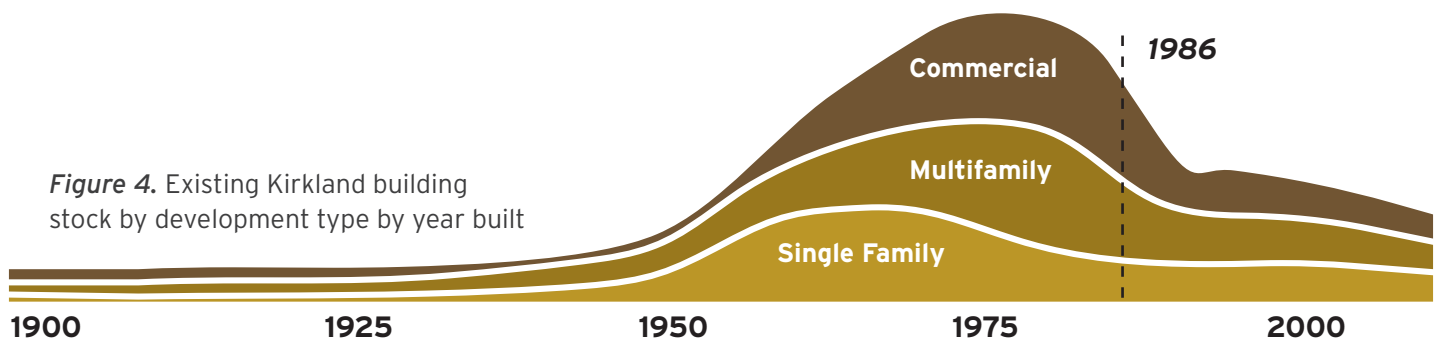


The value of **Net Zero** development is multi-faceted. Net Zero buildings produce as much renewable energy as they consume and therefore do not increase pollution in the community, reducing health impacts. This kind of development is designed to very high energy efficiency standards, and costs less to operate. By incentivizing more net zero development we ensure future generations can be energy independent.

## 2. Existing Buildings

**What is it?** Any existing building such as a commercial building, residential structure or single-family home has great potential to become more energy efficient because energy code requirements are more stringent now than in the past.

**Where are we now?** 70% of the building stock in Kirkland was built before 1986. The Washington State Building Code began taking energy efficiency into consideration in 1986. These older buildings present a big opportunity to increase energy efficiency and reduce energy bills.



**Goal BI-3 Achieve the K4C Goal to reduce energy use in all existing buildings by 25% by 2030 and 45% by 2050 compared to a 2017 baseline**

- **Action BI-3.1** Create an incentive program to share energy efficiency savings with building owners and tenants in multi-family housing
- **Action BI-3.2** Work with K4C to adopt State required energy performance benchmarking and disclosure ordinances for an annual reporting program for commercial buildings, and explore options for multifamily buildings

# BUILDINGS + INFRASTRUCTURE



- **Action BI-3.3** Work with K4C to implement C-PACER legislation approved by the State Legislature
- **Action BI-3.4** Work with the K4C to implement energy performance ratings for all homes at time of sale so that prospective buyers can make informed decisions about energy costs and carbon emissions
- **Action BI-3.5** Work with K4C, energy efficiency contractors and interested parties to establish a program to assist homeowners in identifying and selecting appropriate and cost effective energy improvements

C-PACER or Commercial-Property Assessed Clean Energy Resilience legislation will provide owners with a means to access less expensive capital, over a longer term, with the opportunity for costs to be offset from energy savings

The City of Portland requires those selling single-family homes to disclose a Home Energy Score with any listing or public posting about the house.

## 3. Water Efficiency

**What is it?** Increasing water efficiency means reducing water wastage by measuring the amount of water required for a purpose compared with the water actually used.

**Where are we now?** According to the United States Environmental Protection Agency (EPA), water use in buildings accounts for over 70% of water use on a national basis and the average household uses more than 300 gallons per day. Water efficiency measures such as low flow fixtures and certified

### **Existing Policy Support: Kirkland Comprehensive Plan**

**Policy E-4.7:** Work with regional partners to pursue 100 percent use of a combination of reclaimed, harvested, grey and black water for the community's needs.

appliances help demonstrate that it is possible to use existing water resources, rather than develop new and more expensive sources.

### **Goal BI-4 Reduce water use in buildings by 10% by 2025 and 20% by 2030 as compared to a 2019 baseline**

- **Action BI-4.1** Create an incentive program to promote EPA's Water Sense fixtures or Energy Star appliances in new and existing structures utilizing a new or existing public/private partnership
- **Action BI-4.2** Revise the City's Green Building program to require greater water efficiency than

required by green building certifications such as LEED, Built Green and Passive House

- **Action BI-4.3** Revise the Kirkland Municipal Code to require greater water efficiency outside of existing structures (such as required for landscaping, water features, and public infrastructure

# LAND USE + TRANSPORTATION

How people travel and  
land is developed



A key issue in sustainability is the relationship between land use and transportation, as many historic transportation related investments have fostered sprawling, auto-dominated environments. The transportation sector is one of the largest contributors to anthropogenic U.S. greenhouse gas (GHG) emissions and pollution. Transportation accounted for the largest portion (28%) of total U.S. GHG emissions in 2016. In Kirkland, vehicles account for (50%) of the community's GHG emissions. Between 1990 and 2016, GHG emissions in the transportation sector increased more in absolute terms than any other sector (electricity generation, industry, agriculture, residential, or commercial).

Reducing vehicle emissions and other pollutants enhances public health, especially for vulnerable community members. One way to accomplish this is to reduce both the number and length of trips people take in automobiles, particularly single occupancy trips. We look to achieve these goals through work on **Four Elements** of this Focus Area:

1. **Smart Compact Growth**
2. **Active Transportation**
3. **Public Transportation**
4. **Shared Mobility**



# LAND USE & TRANSPORTATION FOCUS AREA ELEMENTS



## 1. Smart Compact Growth

**What is it?** Smart growth is an approach to development that encourages a mix of building types and uses, diverse housing and transportation options, development within existing neighborhoods, and community engagement.

**Where are we now?** Kirkland first adopted Smart Growth Planning Policies in the late 1980s and early 1990s. The City currently uses two strategies to implement Smart Compact Growth: **10-Minute Neighborhoods**, and **Transit Oriented Development**.

### Goal LT-1 Employ Smart Growth principles in all City planning practices

- **Action LT-1.1** Engage in a Smart Growth policy and Smart Growth zoning code scrub

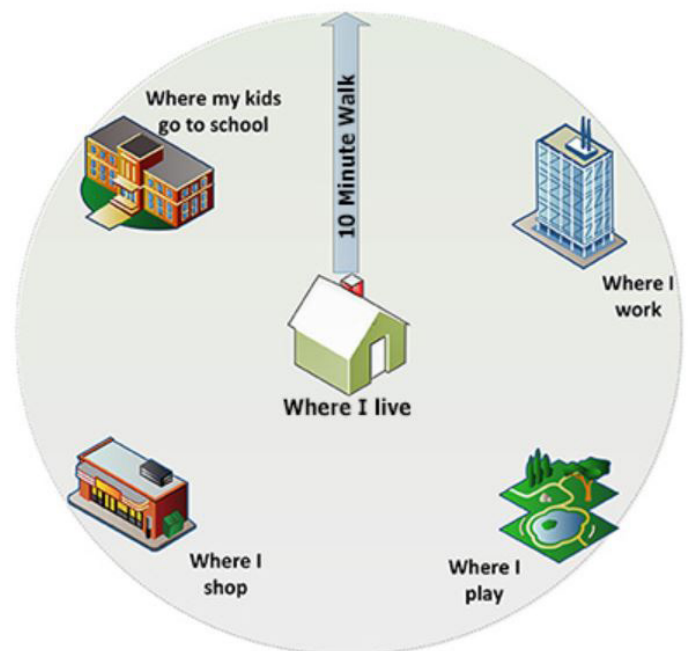
### Goal LT-2 Increase access to existing 10-Minute Neighborhoods in Kirkland

- **Action LT-2.1** Work with public works department to align new pedestrian connections with the 10-Minute Neighborhood concept
- **Action LT-2.2** Create public/private partnerships to educate the community on the benefits of 10-Minute Neighborhoods and smart growth
- **Action LT-2.3** Increase housing density along major transit corridors

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy LU-3.1:** Create and maintain neighborhoods that allow residents and employees to walk or bicycle to places that meet their daily needs.

**Walk Friendly Communities** is a nationally recognized organization that rates walkability in cities based on a number of factors including planning policies, engineering, and education



Example of a 10-minute Neighborhood

**10-minute Neighborhoods:** a walkable community that has two important characteristics: (1) **Destinations:** basic needs are satisfied within a 10 minute walk and (2) **Accessibility:** the community needs to be able to conveniently get to those destinations.



## LAND USE + TRANSPORTATION

**Goal LT-3** Achieve the K4C goal of reducing driving per capita by 20% by 2030 and 50% by 2050, compared to 2017 levels

- **Action LT-3.1** Partner with local businesses to subsidize programs to increase access to transit
- **Action LT-3.2** Create public private partnerships and work with large employers to find creative transportation solutions for commuters
- **Action LT-3.3** For new development, increase bicycle parking requirements and require amenities for employees such as showers, lockers and secure storage
- **Action LT-3.4** Evaluate parking requirements to reduce parking minimums in areas well served by transit
- **Action LT-3.5** Remove parking minimums in 10 minute neighborhoods

**Transit Oriented Development (TOD):** a type of community development that includes a mixture of housing, office, retail and/or other amenities integrated into a walkable neighborhood and located within a half-mile of quality public transportation. TOD's support the increased use of transit and reduce reliance on single-occupant vehicles.

## 2. Active Transportation

**What is it?** Active Transportation refers to people walking and bicycling. Walking also includes using a wheelchair or other assistive device and bicycling includes using regular pedal bikes, electric assist bicycles (e-bikes), tricycles, or adaptive bicycles.

All types of walking or bicycling trips matter. This covers trips for recreation or transportation including trips to access another form of transportation, such as walking or bicycling to the bus.

**Where are we now?** As of 2020 the City of Kirkland is updating the Active Transportation Plan and is developing Safer Routes to School Action Plans. The City has also received a bronze rating from Walk Friendly Communities and from Bicycle Friendly Communities.

**Neighborhood Greenways** are well-connected low speed, low volume neighborhood roadways that prioritize pedestrian and bicycle travel with traffic calming treatments and improved arterial crossings.

**Existing Plan Support:** [Kirkland Transportation Master Plan](#)

**Policy T-1.4:** Prioritize, design and construct pedestrian facilities in a manner that supports the pedestrian goal and other goals in the TMP.

**Policy T-2.4:** Implement elements and programs that make cycling easier.

### Active Transportation Plan



Kirkland upkeeps an Active Transportation Plan which guides the city in building new Pedestrian and Bicycle Infrastructure. Between 2009 and 2019 Kirkland added over 15,000 linear feet of new sidewalk. Almost 70% of the 2015 planned bike lane network is complete and the City has begun work on expanding the **Neighborhood Greenways** network. The City prioritizes new infrastructure that separates active transportation from motor vehicles and is designed to feel comfortable for people of all ages and abilities.

# LAND USE + TRANSPORTATION



**Goal LT-4** Ensure that people of all ages and abilities can comfortably get to where they need to go by walking or bicycling

- **Action LT-4.1** Coordinate with the Active Transportation Plan to align projects and priorities with the Sustainability Master Plan
- **Action LT-4.2** Strive for a platinum status with Walk Friendly Communities or equivalent
- **Action LT-4.3** Strive for a platinum status with Bicycle Friendly Communities or equivalent
- **Action LT-4.4** Coordinate with the school district to increase the number of students who receive walk and bike education
- **Action LT-4.5** Coordinate with the school communities to increase the number of students walking, biking, carpooling and taking the bus to school
- **Action LT-4.6** Make it safe and easy for children to walk, bike and take the bus to school and other destinations
- **Action LT-4.7** Prioritize walk and bike access to high frequency transit service

## Getting to Platinum...



The City has been recognized by two national organizations for its efforts in creating a safe environment for pedestrians and bicyclists. The Bicycle Friendly Community Program recognizes places, through a Bronze to Diamond designation rating, that meet certain standards for bicycling improvements through engineering, education, enforcement, evaluation and encouragement. Walk Friendly Communities rates walkability in cities based on factors including planning polices, engineering, and education.



97% of school walk routes along major roads have sidewalks on at least one side of the street.

**Protected Bike Lanes** are an exclusive bicycle facility within or adjacent to the roadway but separated from motor vehicle traffic by a physical barrier or change in elevation.





## LAND USE + TRANSPORTATION

### 3. Public Transit

**What is it?** Taking Transit includes taking local or regional buses and light rail but also includes special needs transportation services such as ADA paratransit services.

**Where are we now?** Average weekday transit boardings represent an indicator of trends in transit ridership on Metro buses. A good measure for public transit ridership in Kirkland would be to maintain the annual average weekday ridership growth and compare it with King County Metro ridership growth. From 2017 to 2020, Kirkland had an average of 14.7% growth in its annual weekday ridership.

#### ■ Goal LT-5 Grow annual average weekday transit ridership by 20% each year

- **Action LT-5.1** Promote public transit use by offering incentives and providing a comprehensive transportation demand management (TDM) program that utilizes a variety of modes, serves diverse populations, and covers many geographic areas (funding is needed to support these actions)
- **Action LT-5.2** Provide better access to transit through first-last mile strategies
- **Action LT-5.3** Work with regional transit agencies to provide an equitable and inclusive access to fare payment options
- **Action LT-5.4** Work with transit agencies on honing and increasing service to Kirkland

**Existing Policy Support:** Kirkland Transportation Master Plan

**Policy T-3.1:** Plan and construct an environment supportive of frequent and reliable transit service in Kirkland.

### Transportation's Health Impacts



As identified by Centers for Disease Control and Prevention (CDC), transportation and public health are linked in several areas including:

- **Air pollution and associated respiratory and heart diseases.** Increased availability of public transit can help decrease traffic congestion and vehicle miles traveled in automobiles. This decrease helps lower air pollution known to cause health problems. Locating facilities like schools and active transportation routes away from the most heavily trafficked roads may also help reduce exposure to air pollution.
- **Environmental justice/social equity.** Highways have historically been built through low-income areas of cities without consideration of the vulnerable populations living there. Addressing the potential health effects of a proposed transportation project, plan, or policy before it is built or implemented can ensure that the health of residents is not compromised. Creating safe biking and walking access to key destinations helps residents get where they need to go regardless of income, age or ability.





## 4. Shared Mobility

**What is it?** Refers to the shared use of a vehicle, bicycle, or other transportation mode. It is a transportation strategy that allows users to access transportation services on an as-needed basis.

**Where are we now?** There are several existing shared mobility programs in Kirkland such as community van and community ride. Also, Kirkland Green Trip program offers ride-matching platform and other tools to find, plan, and schedule a shared ride. These programs are created in partnership with King County Metro.

### Goal LT-6 Promote current shared mobility programs and services

- **Action LT-6.1** Encourage carpooling and using shared mobility by providing incentives and ride-matching tools and services

*Kirkland Green Trip* is a one-stop resource to plan the most sustainable trips to and from work, school, and home with the goal of reducing environmental impacts caused by traffic, helping those who live and work in Kirkland thrive and earn incentives.

### Goal LT-7 Establish new shared mobility options

- **Action LT-7.1** Create partnerships with regional transit agencies and explore new public/private-partnerships
- **Action LT-7.2** Provide innovative transit solutions along the Cross Kirkland Corridor and the connections from I-405 to downtown Kirkland

Kirkland Community Van is a rideshare pilot program in partnership with King County Metro to provide community members with a new way to share a ride to popular destinations when bus service can't meet their needs.



# NATURAL ENVIRONMENT + ECOSYSTEMS

All critical areas such as streams, wetlands and Lake Washington, areas like parks and open space, and existing natural resources including air quality, surface water quality, tree canopy, open space and ecosystem biodiversity



A healthy, functioning natural environment is essential to life. We rely on wetlands to receive our excess water and cleanse it. Streams provide a place for plants and animals to exist in an urban environment, and support salmon, whose presence informs us about our water quality. The urban forest provides shade, processes our carbon dioxide, sequesters our carbon and cleans the air. Our parks and open spaces provide beauty and are places for all of us to enjoy and relax. The natural environment and the many benefits it provides must be protected and enhanced to maintain a sustainable community.

We look to achieve these goals through work on **Four Elements** of this Focus Area:

1. **Sustainable Urban Waterways**
2. **Conservation + Stewardship**
3. **Access to Parks + Open Space**
4. **Sustainable Urban Forestry**



# NATURAL ENV. + ECOSYSTEMS FOCUS AREA ELEMENTS

## 1. Sustainable Urban Waterways

**What is it?** Sustainable urban waterways are fishable, swimmable and encompassed within healthy watersheds. These characteristics are achieved by improved water quality, reduced peak flows and restored fish passage and fish habitat.

**Where are we now?** Kirkland is compliant with the National Pollutant Discharge Elimination System (NPDES) Municipal Stormwater permit, which controls the impact of pollutants on our creeks and lakes. The City also developed the Surface Water Master Plan that combines permit requirements and additional efforts to support salmon recovery, flood reduction, and watershed restoration.

**Existing Policy Support:** [Kirkland Comprehensive Plan](#)

**Policy E-1.9:** Using a watershed-based approach, both locally and regionally, apply best available science in formulating regulations, incentives, and programs to maintain and improve the quality of Kirkland's water resources.

**Existing Policy Support:** [Surface Water Master Plan](#)

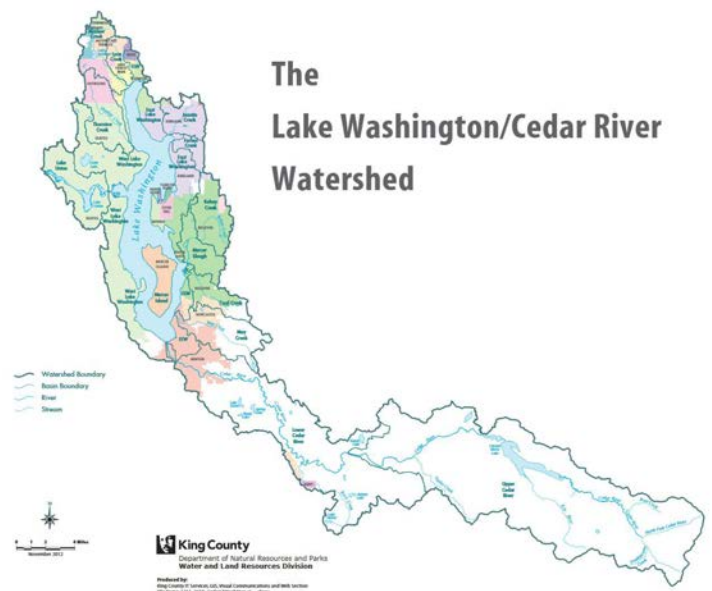
The Surface Water Master Plan outlines priorities and needs of surface water related work activities that take place in Kirkland.

### A Watershed Perspective



A **watershed** is an area of land that drains to a particular water body. Most of Kirkland is within the Lake Washington watershed. That means Kirkland influences how clean and healthy Lake Washington is for humans and wildlife because rain carries pollution from wherever it falls. Other cities along the lake are also in the Lake Washington watershed, so it's vital to work together to protect the lake's water quality and watershed health. City of Kirkland actively partners with other agencies, including:

- Stormwater Action Monitoring (SAM)
- Stormwater Outreach for Regional Municipalities (STORM)
- King County Flood District
- King Conservation District
- The regional NPDES permit coordinators group
- Lake Washington Watershed Salmon Recovery Council



# NATURAL ENVIRONMENT + ECOSYSTEMS



## Goal EV-1 Protect and enhance the water quality of Kirkland's streams, lakes and wetlands

- **Action EV-1.1** Continue NPDES permit compliance, including developing an interdisciplinary team to support the assessment of watersheds and prioritization of future protection or enhancement measures
- **Action EV-1.2** Proactively identify and reduce pollutants of concern in Kirkland's impaired streams and monitor progress
- **Action EV-1.3** Assess and prioritize watersheds and actions that will improve water quality. Build and apply a decision-making matrix for ecological/watershed activities. Incorporate public input into assessment and prioritization process. Ensure that actions are equitably applied throughout the city.



Blue Heron finding refuge in a natural green space along Juanita Creek in Kirkland.

## Goal EV-2 Protect and enhance Kirkland's watersheds and aquatic habitat conditions

- **Action EV-2.1** Continue to fund projects to make culverts fish passable. Prioritize streams based on potential fish use/topography/flow/habitat availability.
- **Action EV-2.2** Develop action plans for stormwater retrofit and water quality management strategies. Ensure that actions are equitably applied throughout the city.
- **Action EV-2.3** Actively involve the community in the protection of Kirkland's aquatic resources. Ensure that information and opportunities are accessible to the broader community.



A volunteer applies a marker to a storm drain, raising awareness that everything - including soap suds and litter - that goes down a storm drain flows untreated into Lake Washington. Only rain down the drain!





# NATURAL ENVIRONMENT + ECOSYSTEMS

## Goal EV-3 Protect and maintain the City's surface water and stormwater infrastructure for optimal performance

- **Action EV-3.1** Inspect and maintain public stormwater infrastructure including catch basins, pipes, ditches, and detention/retention facilities to protect water quality and prevent flooding
- **Action EV-3.2** Develop and implement a proactive approach to replace aging stormwater infrastructure that includes identification of "critical" system elements

## Goal EV-4 Reduce threats to public infrastructure or private property due to flooding

- **Action EV-4.1** Evaluate stormwater infrastructure capacity through modeling and TV inspection, and either clear observed debris and obstructions or develop projects to address capacity problems
- **Action EV-4.2** Construct flood reduction projects within 5 years of identification for problems that occur more frequently than every 10 years
- **Action EV-4.3** Review development proposals for both potential flood impacts to the project, and for downstream impacts from the project, and require mitigation of impacts as appropriate

## 2. Conservation + Stewardship

**What is it?** Provide key ecosystem services and opportunities for residents to connect with nature throughout the City by restoring urban forests, creeks, wetlands, and other critical habitats.

**Where are we now?** As of 2019, more than 119 acres of City owned natural areas and open space park lands have been enrolled in a continuous cycle of restoration.

**Existing Policy Support:** [Parks, Recreation & Open Space Plan](#)

**Policy 7.1: Natural Area Preservation.** Preserve significant natural areas to meet outdoor recreation needs, provide opportunities for residents to connect with nature, and meet habitat protection needs.

Current area in  
restoration  
**119 acres**

2035 goal  
restoration area  
**500 acres**

Over  
**3X**  
current  
total over  
15 years

# NATURAL ENVIRONMENT + ECOSYSTEMS



## Goal EV-5 Engage the community in the restoration of at least 500 acres of City owned natural areas and open space park lands by 2035

- **Action EV-5.1** Recruit and train additional Stewards to lead volunteer habitat restoration events in parks and natural areas
- **Action EV-5.2** Grow the Green Kirkland Partnership volunteer force at a rate that meets or exceeds the rate of the City's annual population growth
- **Action EV-5.3** Contract a year-round Washington Conservation Corps (WCC) crew to work in critical areas (wetlands, streams, steep slopes) across all City parks, open spaces, and natural areas



## Goal EV-6 Eliminate the discretionary use (not required for the control of aggressive stinging insects or regulated noxious weeds) of synthetic pesticides in parks by 2025

- **Action EV-6.1** Establish a cross department Integrated Pest Management (IPM) team to review and update City IPM policies and practices, prioritize treatment locations, and ensure maintenance activities take place as needed in previously treated locations
- **Action EV-6.2** Utilize the ArcCollector application to map and track the treatment of noxious weeds requiring treatment across all City owned lands

### Why Do Weeds Need to Be Controlled in Public Spaces?



- Effectively reduce populations of invasive, noxious weeds
- Create safe sightlines for people walking, biking, and driving
- Protect sidewalks and streets from damage
- Eliminate safety hazards in public walking, bicycling or play areas
- Restore, create, and protect environmentally valuable areas

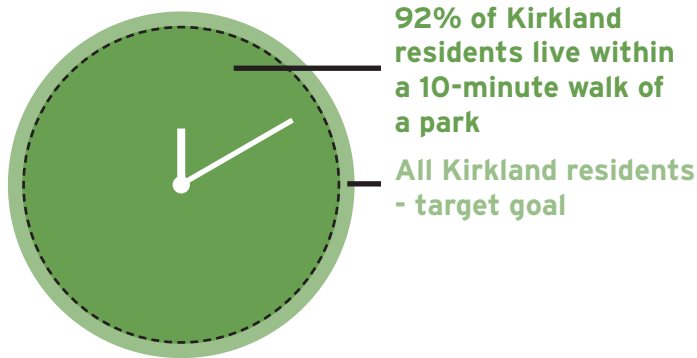
**Integrated Pest Management** uses a combination of strategies to deal with weeds and pests while minimizing risks to people, animals and the environment. Methods the City uses include physical removal, prevention, mechanical, and chemical.



## 3. Access to Parks + Open Space

**What is it?** Kirkland's Parks, Recreation and Open Space Plan articulates a service level that specifies that Kirkland residents should live within a ¼ mile radius of a neighborhood park. Additionally, parks and recreation across the country is spearheading a national campaign to ensure all people live within a 10-minute walk to a park.

**Where are we now?** 75% of Kirkland residents are within a ¼ mile radius of a neighborhood park. According to the Trust for Public Land, 92% of residents live within a 10-minute walk of a park.



**Goal EV-7** Ensure that all residents have equal access to healthy parks and open space within walking distance

- **Action EV 7.1** Proactively seek and acquire parkland to create new parks, prioritizing park development in areas where service level deficiencies exist (where households are more than 1/4 mile from a developed park), and in areas of the City facing population growth through residential and commercial development

**Goal EV-8** Ensure that all residents live within a 10-minute walk to parks

- **Action EV 8.1** Sign the national "10-minute walk" initiative
- **Action EV 8.2** Work with GIS to create dataset for privately owned public parks and public plazas in the city

**Existing Policy Support:** Parks, Recreation & Open Space Plan

**Policy 5.5: Universal Access & Inclusion.** Strive to reduce barriers to participation and provide universal access to facilities and programs.

Strive to reduce barriers to participation and provide universal access to facilities and programs.

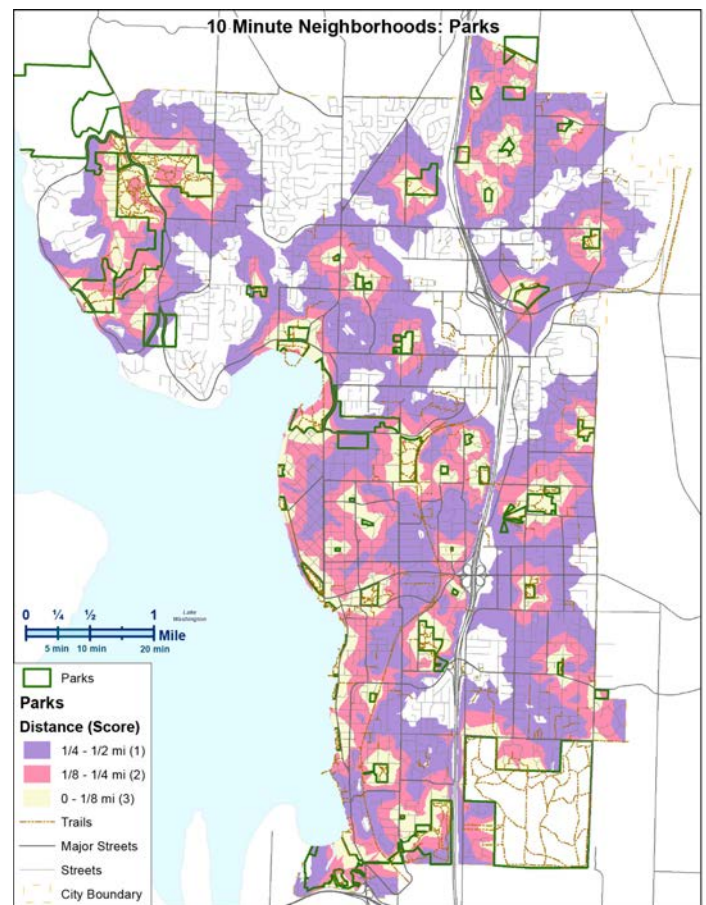


Figure 5. Distance to neighborhood Kirkland parks in 2014.

# NATURAL ENVIRONMENT + ECOSYSTEMS



**Goal EV-9** Continually improve parks to meet the active and passive recreational needs of Kirkland residents by reducing barriers to participation and providing universal access to facilities and programs where possible

- **Action EV 9.1** Conduct an accessibility review of parks and recreation facilities with the 2021 update of the Parks and Open Space Plan for the purpose of creating an action plan for needed improvements
- **Action EV 9.2** Integrate an accessibility and inclusivity capital project fund into the Parks and Community Services capital improvement program
- **Action EV 9.3** Update the Park, Recreation and Open Space Plan every six years



Rendering of updates at Juanita Beach Park in 2020, with a new bathhouse and picnic areas, and a playground accessible for all abilities.

Walkway at Edith Moulton Park.

## Why is Park Access Important for Sustainability?



Parks and green spaces are an important component of sustainability and should be accessible and usable by all members of the community. It is more equitable to distribute parks and green spaces throughout the City, ensuring all community members can walk to them in ten minutes or less.





## 4. Sustainable Urban Forest

**What is it?** A sustainable urban forest is more resilient to stressors when it consists of healthy trees with diverse age and species characteristics. Greater urban forest resiliency and biodiversity can be achieved through management efforts that include mature tree preservation, proper tree care and tree planting with species diversity objectives.

**Where are we now?** In 2018, citywide tree canopy cover was assessed at 38 percent. When compared to canopy cover in 2010, that's a 272-acre loss of canopy cover, mostly occurring in single family residential areas.

By joining 14 cities in a partnership with the King Conservation District, Kirkland acquired its most recent tree canopy cover assessment, including canopy data by census block. Kirkland also participated in a 2018 modeling project studying the impact of canopy cover on stormwater capacity as one of four pilot cities in the Puget Sound region.

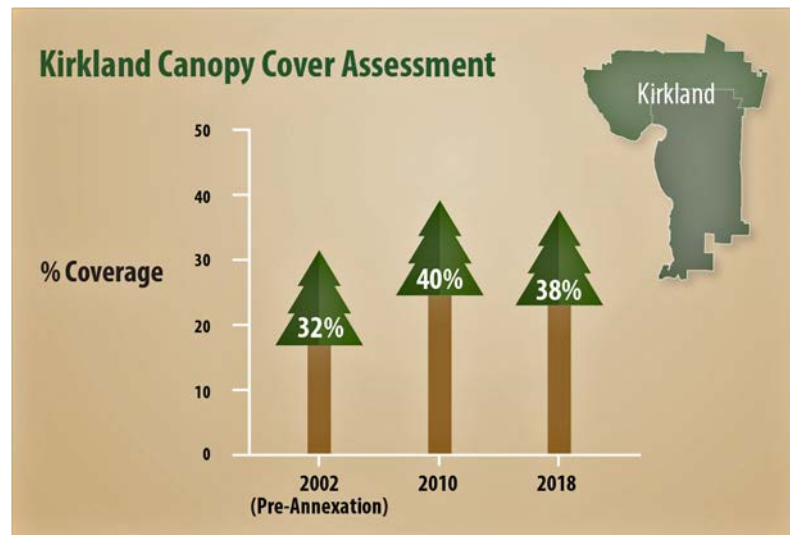
A 2018 field study showed that development activities pose challenges to retaining larger, mature trees. Trees in Kirkland's active parks were inventoried in 2015 to enable a more proactive management approach. Street trees on Kirkland collector and arterial streets were inventoried in 2017, providing data on approximately 32% of Kirkland's street trees.

Amendments to the City's tree ordinance to simplify the code and result in a broader diversity of tree ages for long-term succession are expected to be completed by mid-2020. Related enforcement codes were adopted in early 2020. The 2014-2109 Urban Forest Work Plan identified tree planting objectives that have not been initiated, with the exception of a pilot tree give-away.

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy E-2.1:** Strive to achieve a healthy, resilient urban forest with an overall 40 percent tree canopy coverage.

**Policy E-2.2:** Implement the Urban Forestry Strategic Management Plan.



By earning Growth Awards for 10 consecutive years, Kirkland was recognized as a Sterling Tree City USA in 2018 and "regarded as a leader in community forestry" by the National Arbor Day Foundation.



# NATURAL ENVIRONMENT + ECOSYSTEMS



**Goal EV-10** Examine trends in canopy gain or loss, identify priorities for meeting the overall goal of citywide 40% tree canopy cover goal by 2026 and develop strategies to manage Kirkland's urban forest resource for optimal health, climate resiliency and social equity

- **Action EV-10.1** Formally recognize and support internal cross department collaborative planning to develop and implement sustainable urban forestry strategies for the broader community
- **Action EV-10.2** Incorporate into work plan recommendations from American Society of Landscape Architects (ASLA) Smart Policies for a Changing Climate and the Urban Forest Sustainability and Management Reenvironmental education, access to transportation and services, public health outcomes, and other challenges
- **Action EV-10.3** Ensure continued health and growth of public trees by improving the public tree maintenance program: provide adequate public tree maintenance resources and update and maintain the right-of-way tree inventory to manage for age/species diversity objectives
- **Action EV-10.4** Develop canopy enhancement strategies to mitigate public health impacts in areas that may be disproportionately affected by adverse environmental conditions which may directly, or indirectly, be associated with social disparities in income, homeownership, education, access to transportation and other services, public health outcomes, and other challenges
- **Action EV-10.5** Develop and implement tree planting programs in partnership with schools, regional agencies and nonprofits to increase tree canopy cover on private and public property, including rights-of-way, parks and natural areas
- **Action EV-10.6** Identify and prioritize climate-resilient tree species for public/private tree planting programs
- **Action EV-10.7** Dedicate resources for an ongoing, robust and inclusive public education framework that engages the community, increases awareness of long-range goals and code requirements, promotes stewardship of the urban forest, communicates the value and benefits of trees, and garners public support for the planting and preservation of trees citywide

## Why Are Trees Important?



Trees provide enormous environmental, economic, and social benefits, including:

- Improving air quality and producing oxygen
- Reducing the urban heat island effect
- Controlling stormwater runoff and soil erosion, thereby protecting water quality
- Contributing to reductions in crime and increased property values
- Enhancing resident health and well-being
- Providing wildlife habitat and migration corridors
- Building climate resiliency for the community





# NATURAL ENVIRONMENT + ECOSYSTEMS

# SUSTAINABLE MATERIALS MANAGEMENT

A systemic, holistic approach to using and reusing materials more productively over their entire life cycles, beginning at design and production, through use and reuse, and at the end-of-life through recovery and recycling



Sustainable Materials Management considers the entire life cycle of how we use materials, and their end of life. The ultimate goal is to achieve **zero waste of resources**. Waste management goals have historically focused on recycling efforts but we now know that just recycling is not the answer. Although many may think that switching to compostable or recyclable versions of single use products will be better for the environment, research shows that not to be the case. Environmental impacts are lessened by avoiding unnecessary single use items and prioritizing reusable options.

The City of Kirkland is an active participant in regional waste reduction and recycling efforts, and works to continually innovate and improve programs and offerings. This is done through a variety of recycling programs, like special recycling collection events for expanded polystyrene foam or free battery recycling drop offs, and education campaigns, like promoting participation in food scrap composting. The City aims to reduce the impacts of our residents' and business' waste on the environment. We look to achieve these goals through work on **Three Elements** of this Focus Area:

1. **Waste Reduction**
2. **Recycling and Composting**
3. **Product Stewardship**





# SUSTAINABLE MATERIAL MGMT. FOCUS AREA ELEMENTS

## 1. Waste Reduction

**What is it?** Waste reduction is the practice of creating less waste through preventing waste generation and changing consumption patterns to avoid the resources needed for recycling or disposal.

**How do we measure it?** *Waste generation* is the total amount of materials disposed of as trash and materials recycled or composted whereas *waste disposal* is only the amount of material disposed of as trash. These numbers are significant because they indicate overall consumption patterns, more than just what percentage of material is recycled. Kirkland seeks to achieve the waste generation and waste disposal goals in the King County Comprehensive Solid Waste Management Plan. Kirkland and other King County cities collaborate on an overall plan to reduce and manage waste.

**Where are we?** As of 2018, Kirkland's waste generation rate per capita is 19.9 lbs/week. The waste disposal rate per capita is 8.9 lbs/week.

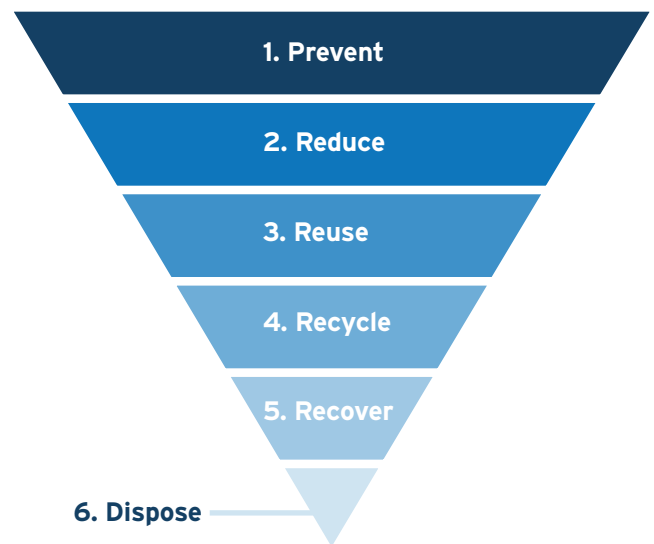
### Existing Policy Support: [Kirkland Comprehensive Plan](#)

**Policy PS-2.1:** Coordinate with the City's solid waste and recycling collection contractors and King County Solid Waste Division to ensure that the existing level of service standards are maintained or improved and waste reduction and recycling goals and targets are in compliance with the Draft 2013 King County Comprehensive Solid Waste Management Plan (SWMP) update.

## Managing Our Waste



The waste hierarchy prioritizes how we should handle our waste – preventing and reducing waste is the best choice, and throwing things away is the worst environmental choice.



Although recycling items instead of throwing them away allows the material to be turned into something else, recycling everything isn't the end goal for our waste. Reducing the amount of waste produced overall – whether trash, recycling, or compost – will make the most impact for the planet.

Reduce waste by preventing it in the first place, by choosing long-lasting products or skipping a purchase altogether, and by extending the life of possessions. Repairing items and reusing materials also promotes social equity and builds community.

# SUSTAINABLE MATERIALS MANAGEMENT



## Goal SM-1 Continue to achieve King County's Waste Generation rate target of 20.4 pounds per week per capita by 2030

- **Action SM-1.1** Reduce consumer use of common single-use items - for example, by promoting use of reusable shopping and produce bags
- **Action SM-1.2** Lead by example by improving waste prevention and recycling in City operations, facilities, at sponsored events, and through the purchase of sustainable products
- **Action SM-1.3** Evaluate progress towards waste generation targets annually

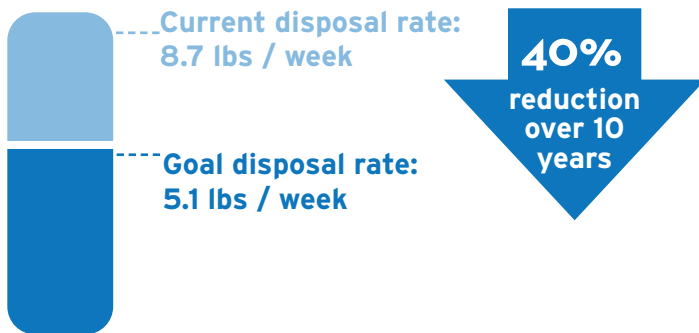
Kirkland banned single use plastic bags in 2016 and is currently looking at other policy options to reduce single use food service ware.

The City is currently working on internal purchasing policies, and recently committed to purchasing only compostable food service ware for internal events.

## Goal SM-2 Achieve King County's waste disposal rate target of 5.1 pounds per week per capita by 2030

- **Action SM-2.1** Support repair and reuse activities throughout Kirkland and King County
- **Action SM-2.2** Evaluate progress towards waste disposal targets annually

Reuse events like repair cafes and costume swaps help residents keep items in use, and support the community by providing free options for members of the community in need.





# SUSTAINABLE MATERIALS MANAGEMENT

## Goal SM-3 Reduce single use food service ware throughout City of Kirkland

- **Action SM 3.1** Eliminate the use of expanded polystyrene foam food service ware in food service establishments
- **Action SM 3.2** Enact policy to support reduction of single use food service ware, including straws and utensils
- **Action SM 3.3** Work directly with businesses to provide technical assistance and incentives to increase the use of durable products in food service

## 2. Recycling + Composting

**What is it?** **Recycling** is the process of collecting and processing materials and turning them into usable and marketable new products. **Composting** is the diversion of **organics** such as yard waste, food scraps, and food-soiled paper to a controlled biological decomposition process that creates a beneficial soil amendment.

**How do we measure it?** Recycling diversion rates can include a variety of things, although they typically measure the amount of materials recycled or composted, instead of landfilled. King County reports City recycling diversion rates as the weight of the amount recycled and composted out of weight of total waste.

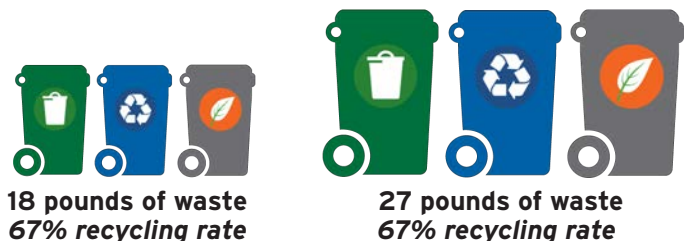
**Where are we now?** Kirkland's combined residential diversion in 2018 was 55.4% and only includes hauler-reported tonnage data from residential customers.

Many Kirkland residents and businesses participate in diverting food and yard waste from the garbage. It is not mandatory to compost food, but the City offers the service to all at no cost.

### Reduce vs. Recycle



While it's helpful to recycle and compost a greater proportion of our waste, the total amount of waste we produce overall is also important to measure – maybe even more important. For example, a family which increased the amount of material they throw away, recycle, and compost by the same proportion would recycle the same proportion of their waste, but generate a lot more waste in total.



# SUSTAINABLE MATERIALS MANAGEMENT



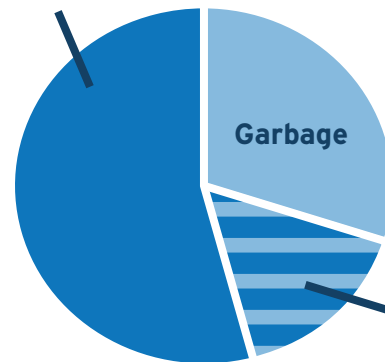
**Goal SM-4** Achieve a recycling diversion rate of 70% by 2030. This is a goal that all of King County has agreed upon.

- **Action SM-4.1** Explore options to increase the efficiency and reduce the price of curbside and multi-family collection of bulky items, while diverting as many items as possible for reuse or recycling
- **Action SM-4.2** Expand recycling collection events for difficult-to-recycle items without product stewardship take-back programs

Kirkland offers a number of events each year for hard to recycle items like Styrofoam™, mattresses, paint, and more!

- **Action SM-4.3** Increase single-family food scrap recycling through a three-year educational cart tagging program
- **Action SM-4.4** Update and enforce building code requirements to ensure adequate and conveniently located space for garbage, recycling, and organics collection containers in multi-family, commercial, and mixed-use buildings
- **Action SM-4.5** Institute a construction and demolition program that requires structures to be deconstructed versus demolished to recover valuable building materials that can be reused or recycled
- **Action SM-4.6** Explore and consider a disposal ban policy for recycling and/or organics (ex. City of Seattle)

**Current: 54% of waste recycled or composted**



**30% increase over 10 years**

**Goal: 70% of waste recycled or composted**

**Figure 6.** Current and goal percentage of Kirkland's waste stream that is recycled or composted (by weight) compared to all waste generated



Simple changes can have dramatic impacts on recycling, like switching from carts to dumpsters so there's enough room for residents to recycle their materials.



# SUSTAINABLE MATERIALS MANAGEMENT

## Goal SM-5 Increase the number of businesses composting food scraps to 150 by 2023

112 business within the City of Kirkland compost food scraps as of 2018.

- Action SM-5.1** Continue to develop infrastructure and increase regional and local educational outreach, incentives and promotion to increase recycling of food scraps and food-soiled paper. These efforts should target single-family and multi-family residential developments, as well as nonresidential buildings such as schools, institutions, and businesses.
- Action SM-5.2** Work with food producers, grocers, restaurants, and schools to prevent food waste and to increase food recovery through donation of surplus meals and staple food items to local food banks



To provide more access to food scrap composting for multifamily residents, Kirkland has piloted two community food scrap drop-off containers, located at City Hall and North Kirkland Community Center.

Kirkland partnered with Lake Washington School District and King County Green Schools to pilot a school food share program to rescue uneaten food at some schools.

## 3. Product Stewardship

**What is it?** Product Stewardship is an environmental management strategy that means whoever designs, produces, sells, or uses a product takes responsibility for minimizing the product's environmental impact throughout all stages of the products' life cycle, including end of life management. These programs can also be considered Extended Producer Responsibility programs, because they shift the responsibility of end of life from the consumer to the producer.

**Where are we now?** Product stewardship programs are typically statewide policies, so existing programs vary across the US. Kirkland cannot set up our own programs, but instead can play a role in supporting the creation of new programs. Currently, in Washington State, product stewardship programs exist for some hard to recycle items, including computers, televisions, fluorescent bulbs, and medicines. A new program for paint stewardship will begin in 2020.

## SMP Goal SM-6 Expand Statewide Program for Product Stewardship to include challenging to recycle items like mattresses, batteries, and plastic packaging

- Action SM-6.1** Support legislative efforts and remain active in groups like Northwest Product Stewardship Council (NWPSC).

Kirkland has representation on the Steering Committee of the NWPSC.

# SUSTAINABLE GOVERNANCE

The cooperation and coordination with all levels of government to achieve effective, efficient, and responsive governance and a sustainable level of core services for the Kirkland community



A sustainable government ensures that Kirkland can continue providing key services and guiding the community towards the future it envisions. This includes providing a sustainable level of core services that are funded from predictable revenue.

Trust in governance underpins the City's ability to support the community. Engaging all members of the community - especially those who have traditionally not been represented in public processes - ensures that the voices of all can be heard and incorporated into decision-making, and creates more equitable solutions.

Community resilience prepares Kirkland to continue providing needed services and adapt to changing circumstances, whether economic or related to natural or human-made hazards. The 2020 COVID-19 pandemic highlights the need for an adaptive local government.

We look to achieve these goals through work on **Four Elements**:

- 1. City Operations**
- 2. Civic Engagement**
- 3. Community Resilience**
- 4. Financial Stewardship**



# SUSTAINABLE GOVERNANCE FOCUS AREA ELEMENTS

## 1. City Operations

**What is it?** City operations include all of the operations that make the City function on a daily basis. So many of the decisions the City makes have an effect on the environment, social equity and the economy. It is imperative that the City exhibit leadership to all residents and businesses by showing that good operational decisions can be made to enhance sustainability and livability in Kirkland.

### ■ Goal SG-1 Integrate sustainability into every major decision the City makes

- **Action SG-1.1** Utilize Sustainable Decision Making Matrix by all department decision makers
- **Action SG-1.2** Memorialize in Staff Reports that all major decisions have considered sustainability and have utilized the Sustainable Decision Making Matrix
- **Action SG-1.3** Identify and use other tools and certifications such as a Carbon Counting Calculator and Institute for Sustainable Infrastructure (ISI) Envision certification that can be used for all City building and infrastructure projects to ensure low carbon methods and materials are being considered
- **Action SG-1.4** Identify and apply the **Electronic Product Environment Assessment Tool (EPEAT) registry** for decisions of electronic equipment purchases
- **Action SG-1.5** Actively seek grants in order to move toward an all-electric City's fleet and supporting charging station infrastructure
- **Action SG-1.6** Establish a grant-writing team to find and apply for grants to fund actions from the Sustainability Master Plan

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy E-4.5:** Utilize life cycle cost analysis for public projects that benefit the built and natural environment.

**Where are we now?** The City makes its decisions in many different forms that consider the environment, equity, and the economy among other consider other criteria. However, not all decisions comprehensively consider sustainability.

**Sustainable Decision Making Worksheet**

Describe the proposed action in one sentence:

**Criteria 1: Greenhouse Gas Reduction**  
How much will taking this action reduce greenhouse gas emissions in Kirkland?  
0 Not applicable  
1 Will not reduce greenhouse gas emissions  
2 Will marginally reduce greenhouse gas emissions  
3 Will moderately reduce greenhouse gas emissions  
4 Will significantly reduce greenhouse gas emissions  
5 Will extremely reduce greenhouse gas emissions  
How could this action be adjusted to further reduce emissions?  
**Greenhouse Gas Weighted Score**  
Multiply the rating by 5: [ ] × 5 = [ ]

**Criteria 2: Environmental Quality**  
How much will the City taking this action protect habitats, open space and tree cover; reduce consumption of natural resources; and restore ecosystems?  
0 Not applicable  
1 Will not improve environmental quality  
2 Will marginally improve environmental quality  
3 Will moderately improve environmental quality  
4 Will significantly improve environmental quality  
5 Will extremely improve environmental quality  
How could this action be adjusted to further improve environmental quality?  
**Enviro. Quality Weighted Score**  
Multiply the rating by 3: [ ] × 3 = [ ]

**Criteria 3: Community Health & Quality of Life**  
How much will this action increase health in the community, quality of life, and increase resilience to natural and human-caused hazards?  
0 Not applicable  
1 Will not reduce improve community health  
2 Will marginally improve community health  
3 Will moderately improve community health  
4 Will significantly improve community health  
5 Will extremely improve community health  
How could this action be adjusted to further improve community health?  
**Comm. Health Weighted Score**  
Multiply the rating by 3: [ ] × 3 = [ ]

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The **Sustainable Decision Making Matrix** is available as an Excel workbook or a printable worksheet in this report's "Sustainable Decision Making" section.

The **Electronic Product Environment Assessment Tool (EPEAT)** is a method for purchasers to evaluate the effect of a product on the environment. It assesses various lifecycle environmental aspects of a device and ranks products based on a set of environmental performance criteria.

- **Action SG 1.7** Apply for a Puget Sound Energy Resource Conservation Officer to optimize energy use and maximize efficiency at all City facilities



### ■ Goal SG-2 Coordinate sustainability programs and policies across all City departments

- **Action SG-2.1** Appoint a sustainability manager with the authority to coordinate the implementation of the Sustainability Master Plan
- **Action SG-2.2** Implement a system to more closely coordinate sustainability-related activities across City departments and implement the Sustainability Master Plan
- **Action SG-2.3** Establish a protocol that allows eligible City staff with positions that don't require full-time in-person presence to work from home a minimum of two days per week

### ■ Goal SG-3 Examine and refresh City's purchasing policies, to focus on more environmentally preferable purchasing

- **Action SG-3.1** Implement new internal purchasing guidelines, with focus on reducing single use items
- **Action SG-3.2** Explore specifying compost made from organic materials collected from City residents, businesses, and government to be used in City operations and projects
- **Action SG-3.3** Update purchasing policy to reflect best practices in environmental purchasing

## 2. Civic Engagement

**What is it?** Civic Engagement is the active participation of community members in seeking to make a difference in the civic life of the community, including having the ability, agency, and opportunity to be involved in decision-making processes that affect them. Engagement activities range from volunteerism to information sharing, from consulting with the community on a policy decision to resident-led efforts, depending on the degree of community and City involvement and decision-making authority. An underlying principle of civic engagement is seeking to ensure that community members should be involved in decisions that impact them.

**Where are we now?** The City has successfully employed various techniques of public participation, ranging from town halls, community meetings, discussion forums, and online surveys. The City continues to cultivate community capacity in the



Gun Safety and Community Safety Town Hall - June 2018

form of knowledge, participation, and leadership through campaigns of themed resident engagement on timely topics and on-going collaboration with Kirkland's neighborhood associations. The City also supports a vibrant volunteer program and utilizes various boards and commissions to advise the City Council on policy.





## Goal SG-4 Ensure processes for public participation are fair, accessible, and inclusive

- **Action SG-4.1** Implement a system of civic engagement that more closely coordinates activities across various City departments to ensure that community members, particularly those most affected by an issue or those historically underrepresented in civic life, may participate in a meaningful way
- **Action SG-4.2** Develop a process to identify and dismantle unintended barriers to public

participation by considering and responding to the diversity of our community, including the various cultural, ethnic, and historical experiences of community members

- **Action SG-4.3** Explore ways to identify and empower trusted messengers in the community to serve as liaisons between the City and communities that have historically been underrepresented in civic life

## Goal SG-5 Cultivate community members' knowledge of, participation in, and leadership for civic processes

- **Action SG-5.1** Explore opportunities for the City's involvement in efforts of **collective impact** to help achieve desired outcomes
- **Action SG-5.2** Maintain support for Kirkland neighborhood associations, including efforts at expanding active participation from underrepresented segments of the community, such as people of color, immigrants, and renters

**Collective impact** is the commitment of a group of actors from different sectors to a common agenda for solving a specific social problem.

- **Action SG-5.3** Explore partnership programs to implement opportunities for civic education and leadership development for community leaders, with a specific emphasis on Black community members, people of color, and immigrants

## 3. Community Resilience

**What is it?** The sustained ability of a community to utilize available resources (energy, communication, transportation, food, etc.) to respond to, withstand, and recover from adverse situations

**Where are we now?** Emergency Management maintains various plans, including the Hazard Mitigation plan, and City resources that are intended to direct and support building resiliency in the community. Emergency Management conducts public education and outreach activities as part of the 'whole community' readiness concept and trains City staff to coordinate and support all phases of emergency and disaster management.





### Goal SG-6 Improve community resiliency through community engagement and by strengthening essential City resources

- **Action SG-6.1** Increase redundant/alternate power capability at critical City facilities
- **Action SG-6.2** Educate residents and businesses on actions they can take to increase personal and physical earthquake resilience
- **Action SG-6.3** Identify options and actions to increase water reservoir stability and shake resilient water mains
- **Action SG-6.4** Continue mitigation projects intended to reduce the risk of erosion, landslide, and urban flooding
- **Action SG-6.5** Focus on efforts to address and mitigate climate change impacts
- **Action SG-6.6** Implement hazard mitigation strategies, as identified in the 2019 Hazard Mitigation Plan, through funding, resources, staff support, and collaborative relationships with partner agencies

## 4. Financial Stewardship

**What is it?** The stewardship of public funds is one of the greatest responsibilities given to the officials and managers of the City of Kirkland. The establishment of and maintenance of wise fiscal policies enables City officials to protect public interests and ensure public trust. The City's Fiscal Policies represent long-standing principles, traditions, and best practices that have guided the City management in the past and are intended to ensure that the City is financially able to meet its immediate and long-term objectives.

**Where are we now?** Kirkland is in the second year of the 2019-2020 biennium. City Management and Staff have commenced the preparation of next biennium's budget and Capital Improvement Program (CIP) for review and discussion with the City Council.

As part of the budget development process, the City Council reviews Kirkland's Fiscal Policies and updates them to reflect best practices to ensure the City's financial sustainability.

### Goal SG-7 Maintain the City's responsible fiscal practices while enabling progress on City sustainability goals

- **Action SG-7.1** Use the Sustainable Decision Making Matrix that is provided in the Sustainable Decision Making section of this document as a tool for evaluating future investments in projects, programs or actions, such as the greening of the City's fleet or making City facilities more environmentally friendly. The intent is to view proposals through a "sustainability lens" along with financial and other criteria to get a more complete picture of the current and future impacts and benefits of each investment.
- **Action SG-7.2** Evaluate the establishment and funding of a sustainability opportunity fund with the intent of using these funds as the City match portion of any potential grant applications in support of sustainability-oriented projects.



# SUSTAINABLE GOVERNANCE

# SUSTAINABLE BUSINESS

A healthy mix of local resilient businesses and services that have a positive impact on the environment and the community



Kirkland's business community, from the larger anchor businesses to the small independently-owned shops and restaurants, shapes Kirkland's character and livability. Having goods and services available locally means that Kirkland residents can meet their needs without traveling to another city (probably by car) and also supports community members as well as local government by keeping spending and tax revenue within the city.

Businesses also contribute to Kirkland's environmental impacts through the choices they make about how they operate and what they sell.

We look to achieve the goals to achieve a sustainable business community through work on the **Three Elements** of this Focus Area:

1. **Green Business**
2. **Economic Diversity**
3. **Green Economy**

# SUSTAINABLE BUSINESS FOCUS AREA ELEMENTS



## 1. Green Business

**What is it?** Green businesses follow practices that limit their environmental impact and protect their employees. Businesses that look to operate sustainably reduce expenses, improve efficiency, keep employees healthy and engaged, comply with regulations, and do right by the planet.

**Where are we now?** The City of Kirkland offers a variety of resources to businesses to operate more sustainably. These resources include waste, recycling, and composting program assistance,

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy E-4.11:** Promote and recognize green businesses in Kirkland.

free containers and posters, storm drain markers, pollution prevention visits, employee transportation assistance, and more. These resources can be accessed through assistance through the EnviroStars Green Business program and the Source Control Business Inspections Program.

### ■ Goal SB-1 Engage with Kirkland businesses on environmental best practices

- **Actions SB-1.1** Use the EnviroStars Green Business and Source Control Programs to assist Kirkland businesses in accessing resources to follow environmental best practices
- **Action SB-1.2** Conduct outreach to all non home-based businesses, ensuring all have sufficient recycling capacity
- **Action SB-1.3** Provide hands-on technical assistance to potential pollution generating businesses to manage business operations to reduce pollution entering the stormwater system



Eastside Community Aid Thrift Shop was one of the first Kirkland businesses to be recognized as an EnviroStars green business, at the highest level.



# SUSTAINABLE BUSINESS

## Why Green Business is Important



Green businesses engage in practices that reduce their impacts on the environment, conserve resources, and protect their employees and customers. By operating more sustainably, businesses can reduce expenses, improve efficiency, keep employees healthy and engaged, comply with regulations, and protect the planet. These practices can be beneficial to the environment and the business bottom line, by reducing costs and improving their image to customers. More than 70% of Puget Sound residents think it's important to buy from environmentally-minded businesses.



The City provides spill kits to businesses like restaurant Bella Balducci so they can be prepared to clean up any accidental spills and prevent pollution from reaching Lake Washington.

## 2. Economic Diversity

**What is it?** Kirkland businesses providing a broad range of products and services as defined by the total economic output by business sector.

**Where are we now?** The City does not currently track economic diversity.

### Goal SB-2 Foster economic diversity throughout the community

- **Actions SB-2.1** Track and monitor the makeup of business industries in Kirkland and set a diversification goal
- **Actions SB-2.2** Partner with Chamber & Kirkland Downtown Alliance on promoting "Buy Local"
- **Actions SB-2.3** Support policy that encourages mixed use development and economic diversity

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy ED 1.2:** Encourage a broad range of businesses that provide goods and services to the community.

## Economic Diversity Supports the Community



When a large variety of businesses are located locally, residents and other local businesses can meet all or most of their needs for purchasing goods and services without traveling to another city. That makes it easier for people to walk, bike, or bus to meet most of purchasing needs, minimizing dependence on single-occupancy-vehicle travel and reducing travel distances. This is especially beneficial for members of the community who are not able to drive. Shopping locally keeps more money in the community and also provides more funding for local government services.



## 3. Green Economy

**What is it?** A green economy is resilient, socially just, and follows a circular framework that designs out waste through reuse, modular and repairable design, and making the most of materials. Taking a green approach to the economy is low carbon and resource efficient. A green economy strengthens the community by providing living wage jobs, sourcing products locally, and developing green industries that don't harm environmental quality.

**Where are we now?** The City supports individual businesses through technical support programs, but does not have an overarching program for building a green economy. A similar model might be found in the City's partnership with Redmond and Bellevue on the Innovation Triangle. Businesses can access assistance through the City's economic development team.

### ■ Goal SB-3 Support and enhance the resilience of the Kirkland business community

- **Action SB 3.1** Develop an economic resilience plan in partnership with Kirkland businesses that focuses on successful operations during uncertain economic times
- **Action SB 3.2** Formulate a green economic recovery plan in partnership with Kirkland businesses that focuses on clean, green industries and living wage jobs
- **Action SB 3.3** Support legislation that promotes a resilient business community in Kirkland and on the Eastside
- **Action SB 3.4** Promote home occupation businesses as means to create more jobs and reduce transportation impacts related to commuting

### ■ Goal SB-4 Support the transition to an equitable, socially just sustainable business community in Kirkland

- **Action SB 4.1** Create a program to help restaurants, institutions, schools procure food from local sources and farms
- **Action SB 4.2** Promote a training program to assist immigrant and Black, Indigenous, and People of Color (BIPOC) small business owners
- **Action SB 4.3** Develop public/private partnerships to create spaces and places for startups that focus on making and selling sustainable products



# HEALTHY COMMUNITY

A healthy community is equitable, socially just and one in which each person has a sense of belonging, support in their community, and access to opportunities that fulfill the basic needs of life



A healthy community must ensure that the entire community has equitable access to resources such as clean water and air, healthy attainable housing, nutritious food, living wage jobs, and a sense of being welcome, accepted and belonging. Improving access to services, representation in decision-making, and environmental conditions for historically marginalized community members, such as low income and Black, Indigenous, and People of Color (BIPOC), should be prioritized. Sustainable communities are socially just, share a common purpose, and are places where all people thrive and enjoy good health and create a high quality of life.

We look to achieve these goals through **Six Elements** of this Focus Area:

1. **Sustainable Food System**
2. **Potable Water**
3. **Human Services**
4. **Welcoming + Inclusion**
5. **Attainable Housing**
6. **Recreation and Wellness**





# HEALTHY COMMUNITY FOCUS AREA ELEMENTS

## 1. Sustainable Food System

**What is it?** A Sustainable Food System includes increasing opportunities for local food production, distribution and consumption. Composting and Reducing Food Waste Reduction is covered in Sustainable Materials Management.

**Where are we now?** There are three official P-Patches city-wide. Farmer's Markets occur twice per week.

**Goal HC-1** Increase the number and geographic diversity of P-Patches or other types of community gardens by 100% by 2025, and another 100% by 2030

- **Action HC 1.1** Develop a funding plan for development and operation of new P-Patches or other community gardens
- **Action HC 1.2** Develop Public/Private partnerships to locate new P-Patches on private land, including rooftops
- **Action HC 1.3** Develop a strategy plan to prioritize the location of community garden opportunities in areas of the city with concentrations of multi-family developments

**Goal HC-2** Increase Farmer's Markets operations from two days per week to seven days per week by 2030, and increase geographic diversity of locations

- **Action HC 2.1** Develop Public/Private Partnerships to assist in new Farmers Market Operations
- **Action HC 2.2** Amend the Kirkland Zoning Code to allow Farmer's Markets where excluded

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy E-6.1:** Expand the local food production market by supporting urban and community farming, buying locally produced food and by participating in the Farm City Roundtable forum



Juanita Farmer's Market provides an opportunity to buy fresh produce weekly in summer.



Volunteers working in the demonstration garden at McAuliffe Park. Photo by Tilth Alliance.

# HEALTHY COMMUNITY



## Goal HC-3 Increase opportunities for private development to grow more food

- **Action HC 3.1** Amend Kirkland Zoning Code to require common open space to include food growing beds
- **Action HC 3.2** Amend the Kirkland Zoning Code to allow food growing in stream and wetland building buffer setback areas
- **Action HC 3.3** Develop a Food Action Plan that assures fresh, local food is available and accessible by entire community

## 2. Potable Water

**What is it?** The quantity of fresh drinking water. The city obtains its drinking water from three sources, Cascade Water Alliance, Northshore Utility District and Woodinville Water Alliance.

**Where are we now?** In 2019 Kirkland used over 2.6 billion gallons of potable water, equal to 58 gallons per day per person.

### Existing Policy Support: Kirkland Comprehensive Plan

**Policy U-2.1:** Work in coordination with other jurisdictions and purveyors in the region to ensure a reliable, economic and sustainable source of water and to address long-term regional water demand.

The average resident in Seattle uses only 39 gallons of water per person per day.

## Goal HC-4 Reduce use of potable water on a per capita basis by 10% by 2025 and 20% by 2030 as compared to 2019

- **Action HC-4.1** Increase efficiency of water fixtures through incentive programs, educational campaigns, legislation and public/private partnership in the community
- **Action HC-4.2** Establish a program-partnership to develop the following types of water supplies for community use: reclaimed water, harvested water and grey and black water
- **Action HC-4.3** Intensify water conservation efforts through public/private partnerships and outreach and education

Harvesting and reusing **rainwater**, **grey water** and even **black water** can reduce the pressure on existing drinking water sources for future generations.

## Water and Sustainability



Water is not an infinite resource. 97% of the world's water is frozen, 2 % is salt water and only 1% of the world's water is available as fresh, clean drinking water also known as potable water. It is predicted that climate change will impact how much water we have available in the future and that using water wisely now can help ensure that future water demands can be met.



## 3. Human Services

**What is it?** The City recognizes that each resident needs to have a sense of belonging, support in their community, and access to opportunities that fulfill the basic needs of life. Human Services represents those services and programs that seek to enhance the quality of life for all members of the community by supporting diversity and social equity, supporting the provision of services that are utilized by those considered more vulnerable and/or at risk, including youth, seniors, and those in need, and contributing to the social development of the community.

**Goal HC-5** Ensure that refugees and immigrants, people of color and economically struggling residents have access to the resources they need to thrive and experience Kirkland as a safe, inclusive and welcoming community

- **Action HC-5.1:** Calculate and tabulate available community health data and conduct community outreach to inform grant program priorities and provide recommendations on resource and access needs

**Goal HC-6:** Address the homelessness crisis in Kirkland and regionally. Ensure that unhoused residents are connected to life-safety services by coordinating the City's response to the homelessness crisis and providing ongoing case management support

- **Action HC-6.1:** Connect unhoused residents to life-safety services, ensure a coordinated response to the homelessness crisis and to respond to residents and businesses experiencing the community effects of the current crisis
- **Action HC-6.2:** Work regionally to secure ongoing operating funding for increased shelter and day center services for all populations experiencing homelessness on the Eastside

**Existing Policy Support:** [Kirkland Comprehensive Plan](#)

**Policy HS-2.1:** Work to achieve a community where everyone is treated with respect and given equitable access to resources.

**Where are we now?** The City addresses basic human services needs through regional facilitation and coordination and a grant program supporting the work of local nonprofit agencies; senior programming is offered at Peter Kirk Community Center and youth services includes a Youth Council, Teen Traffic Court, a Youth Summit and a Mini-Grant Program.





**Goal HC-7:** Build a community in which families, neighbors, schools, and organizations all work together to help young people become engaged, competent and responsible members of the community

- **Action HC-7.1:** Sign on as an Eastside Pathways partner, joining the Lake Washington School District, City of Redmond, the Bellevue School District, the City of Bellevue and many nonprofit organizations to work collectively to attain better outcomes for children, cradle to career



## 4. Welcoming and Inclusive

**What is it?** Being welcoming and inclusive means demonstrating a recognition that our community is enriched with people from different countries, from a diversity of racial and ethnic groups and faith traditions, with various expressions of ability, and from various levels of socioeconomic status. This is done by supporting a culture and policy environment that allows for all segments of our population, whether long-term residents or newcomers, to feel valued and fully participate in strengthening the social, economic, and civic fabric of the community.



Community members attended “Finding Solutions: Creating an Inclusive and Safe Community” in November 2018

**Existing Policy Support:** [Kirkland Comprehensive Plan](#)

**Policy CC-1.1:** Support diversity in our population.

**Policy CC-1.3:** Support formal and informal community organizations.

**Resolution R-5240:** [Declaring Kirkland as a Safe, Inclusive and Welcoming City for All People](#)

**Where are we now?** The City has taken several actions to be a more welcoming and inclusive community, including a Proclamation of Kirkland being a safe, inclusive, and welcoming place for all people and a supporting Ordinance prohibiting City staff from inquiring about immigration status unless otherwise required by law.

The City has also directly funded organizations serving the immigrant community through its Human Services Grants, and it has signed on as a member city to the Welcoming America Network and Cities for Citizenship.



## HEALTHY COMMUNITY

### Goal HC-8 Enhance the city of Kirkland as a safe, inclusive, and welcoming place for all people

- **Action HC-8.1** Require on-going training on diversity, equity, and inclusion for City employees
- **Action HC-8.2** Explore partnership programs to implement community-wide opportunities for learning and dialogue around diversity, equity, and inclusion
- **Action HC-8.3** Encourage the strengthening of relationships between various groups and communities in Kirkland, including communities of color, immigrant and refugee communities, neighborhood associations, the business community, and the faith community

### Goal HC-9 Cultivate a welcoming and inclusive community for immigrants and refugees

- **Action HC-9.1** Continue network membership in Welcoming America and Cities for Citizenship
- **Action HC-9.2** Seek Welcoming Certification from Welcoming America, including through regional partnerships with other agencies or organizations
- **Action HC-9.3** Explore partnership programs to strengthen relationships between the City and immigrant and refugee communities and to educate immigrants about their rights, responsibilities, and opportunities for naturalization

“Peace Has Come” mural being painted by artist Nathaniel in the Juanita neighborhood



Pride Flag over Kirkland City Hall during Pride Month 2020

**Welcoming America** is a non-profit, non-partisan organization that connects leaders in community, government, and nonprofit to create policy, reinforce welcoming principles, and communicate the socioeconomic benefits of inclusion.





## 5. Attainable Housing

**What is it?** Preserving existing affordable housing stock while providing new housing options that include a diversity of housing types that are affordable to all that would like to live here.

**Where are we now?** The City has an affordable housing program and codes that help provide housing options for low income to moderate earners. It also is a founding member of A Regional Coalition for Housing (ARCH), a regional partnership of cities in East King County that share resources and strategies to increase the supply of affordable housing. Recently, the City has been addressing housing options geared toward moderate income earners through increasing housing choices in single-family neighborhoods. Changes include allowing up to two accessory dwelling units on one parcel with a single-family home and making it easier to build cottages, duplexes and triplexes that can blend into existing neighborhoods. The action items in this element work towards encouraging preservation of multi-family housing and incentivizing construction of more energy efficient and sustainably constructed housing which is essential to making the cost to rent or buy housing attainable to more moderate-income earners.

**Existing Policy Support:** Kirkland Comprehensive Plan

**Policy H-3.4** Preserve, maintain, and improve existing affordable housing through assistance to residents and housing providers.

**Policy ED-1.5** Strive to maintain a balance of jobs and housing to enable residents to live near work.



Single family home with Accessory Dwelling Unit (ADU)

### ■ Goal HC-10 Expand housing options for all income levels

- **Action HC-10.1** Establish a program to preserve existing multi-family housing stock
- **Action HC-10.2** Establish program or create additional incentives to preserve older single-family housing stock in exchange for higher density and lot size flexibility
- **Action HC-10.3** Establish a public/private community solar program with a focus on existing multi-family housing stock
- **Action HC-10.4** Revise the City's Expedited Green Building program to include incentives related to creating attainable housing
- **Action HC-10.5** Establish a dialogue with housing developers who use the Evergreen Sustainability Standard to encourage them to go above and beyond minimum certification standards
- **Action HC-10.6** Monitor local and sub-regional job types and their wages and housing costs to ensure that the City's housing stock is affordable to employees of local businesses and traffic congestion is reduced



## 6. Recreation and Wellness

**What is it?** Kirkland provides opportunities for residents to seek social, physical and emotional components of health and wellness through recreation programs, facilities and services. Regular physical activity, such as recreating at a park, leads to improved physical condition, cardiovascular health, mood and ability to sleep. Being in nature and green space leads to lower rates of depression and anxiety. Robust parks and recreation space for active and passive use is a crucial component to achieving health and wellness individually and for the community.

**Goal HC-11 Strive to rebalance and/or acquire sports fields to achieve the specified service level. This service level shows an excess of baseball fields and a deficit of soccer/multi-purpose fields.**

- **Action HC-11.1** Complete an athletic field study that can identify a plan for system wide field improvements or acquisitions that will increase the number of soccer/multi-purpose fields

**Goal HC-12 Pursue funding measures and/or partnerships that will allow for the expansion of recreation facilities.**

- **Action HC-12.1** Build one new skate park to achieve the recommended two skate park facilities
- **Action HC-12.2** Construct a recreation and aquatics center to achieve the recommended indoor pool and recreation space

**Where are we now?** Kirkland's Parks, Recreation and Open Space Plan (PROS) identifies a service level for the community that specifies the number and types of indoor and outdoor space that should be provided. Currently in the city of Kirkland there are 25 baseball fields, 10 softball fields, 9 soccer / multi-purpose fields, 32 tennis courts, 3 pickleball courts, 1 skate park, 1 outdoor pool, 1 indoor pool and 2 community centers.



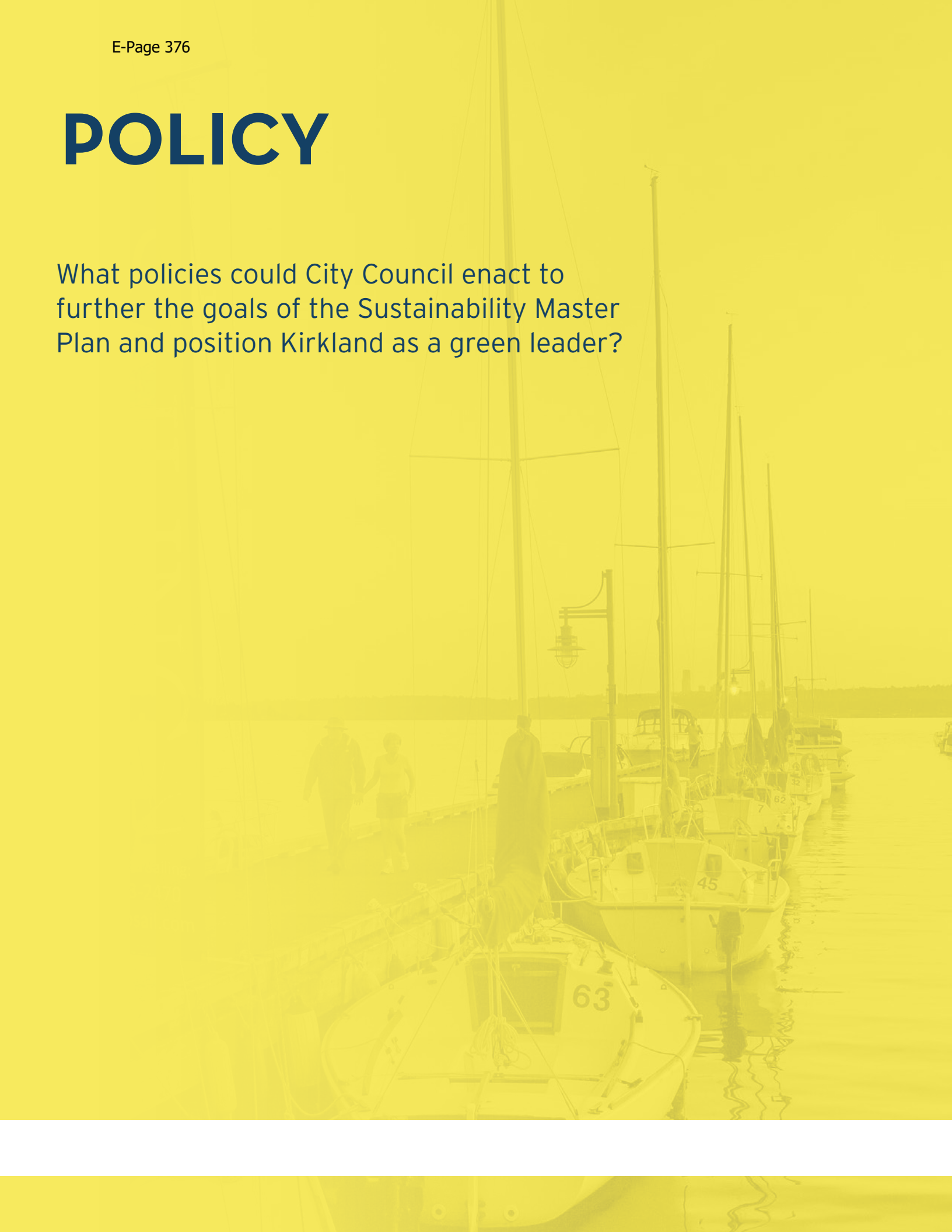
### Recreation and Sustainability



Regular physical activity leads to improved physical condition, cardiovascular health, mood and ability to sleep. Participation in recreation programming provides learning opportunity, community engagement and social interaction. Being in green spaces has shown to lower rates of depression and anxiety. These are components of the eight dimensions of wellness which is a foundational philosophy in the PROS Plan.

# POLICY

What policies could City Council enact to further the goals of the Sustainability Master Plan and position Kirkland as a green leader?





# Next Step Policies to Support Actions in Plan

Some policies that City Council could adopt to aid in achieving the actions outlined in this plan include:

## Energy Supply + Emissions

- Require electric vehicle charging station retrofits in existing buildings or on development sites
- Require EV charging stations with all new developments or redevelopment projects at a minimum ratio of one EV charger for 2% of all required parking stalls
- Require all new construction to be built with only electric systems

## Building + Infrastructure

- Adopt State-required energy performance benchmarking and disclosure ordinances for an annual reporting program for commercial buildings
- Revise the Kirkland Zoning Code or Municipal Code to require greater water efficiency outside of existing structures (such as required for landscaping, water features, and public infrastructure)

## Land Use + Transportation

- Reduce parking minimums in areas well served by transit
- Increase housing density along major transit corridors

## Sustainable Materials Management

- Adopt a food service packaging reduction policy
- Ban the use of disposable water bottles at City-sponsored events (except Emergency Management)
- Update building code requirements to ensure adequate and conveniently located space for garbage, recycling, and organics collection containers in multi-family, commercial, and mixed-use buildings
- Institute a construction and demolition program that requires structures to be deconstructed versus demolished to recover valuable building materials to be reused or recycled

## Healthy Community

- Amend the Kirkland Zoning Code to allow Farmer's Markets where excluded
- Amend Kirkland Zoning Code to require common open space to include food growing beds
- Amend the Kirkland Zoning Code to allow food growing in Stream and wetland building buffer setback areas

# Top 10 Policy Ideas for Environmental Leadership

This plan establishes a framework for environmental improvements over the next ten years, and into the future. Beyond the actions identified in the focus area chapters, City leadership could adopt more visionary goals that would make Kirkland a true environmental leader in the state, nation, and world, such as these.

1. Make Kirkland a **carbon-free city** by 2040.
2. Prohibit the use and sale of **hazardous yard and cleaning chemicals** by the City, businesses and entire community.
3. **Eliminate institutional racism** and any form of injustice in City government and the community.
4. **Eliminate use of all vehicles, machinery and processes that combust fossil fuels.**
5. **Divest all City assets in fossil fuels** and in any industry that is not socially just and equitable in their business operations.
6. Build all new City buildings to **Living Building Challenge standards** by 2040, and petal certified or core certified by 2030 and to net zero energy by 2025.
7. Create **green business districts.**
8. **Achieve Vision Zero** of no roadway deaths by redesigning, rebuilding and adapting roadways into a City-wide network of “complete streets” with priority given to bikes and pedestrians, greenways, trails, and car-free streets.
9. **Remove all human-made fish barriers** from streams with potential to support salmon.
10. Establish an interdisciplinary **Office of Sustainability**, potentially in conjunction with an existing department.



Current Councilmember Jon Pascal, senior planner David Barnes, current Deputy Mayor Jay Arnold, project engineer Anneke Davis, and Councilmember Toby Nixon at the LEED award ceremony for the Kirkland Justice Building.



# IMPLEMENTATION

To help decision-makers prioritize the actions identified in the focus areas, all actions have been evaluated according to six key criteria: reducing greenhouse gas emissions, improving environmental quality, supporting community health and resilience, producing more equitable outcomes, reducing reliance on fossil fuels, and weighing the cost to complete against savings realized.

# Action Rating Guide

## Criteria Rating Guide

Actions were rated according to the following criteria by the project manager and subject matter experts.

### Greenhouse Gas Reduction

How much could this action directly reduce greenhouse gas emissions in Kirkland?

- 0 - Not applicable
- 1 - Will not directly reduce Greenhouse Gas Emissions
- 2 - Will marginally reduce Greenhouse Gas Emissions
- 3 - Will moderately reduce Greenhouse Gas Emissions
- 4 - Will significantly reduce Greenhouse Gas Emissions
- 5 - Will extremely reduce Greenhouse Gas Emissions

Rating is weighted by 5.

### Environmental Quality

How well could this action protect habitats, open space and tree cover; reduce consumption of natural resources; and restore ecosystems?

- 0 - Not applicable
- 1 - Will not directly improve environmental quality
- 2 - Will marginally improve environmental quality
- 3 - Will moderately improve environmental quality
- 4 - Will significantly improve environmental quality
- 5 - Will extremely improve environmental quality

Rating is weighted by 3.

### Community Health - Quality of Life (QOL)

How much would this action benefit community health, quality of life, and increase Kirkland's resilience to natural and human-caused hazards?

- 0 - Not applicable
- 1 - Will not directly improve community health / QOL
- 2 - Will marginally improve community health / QOL
- 3 - Will moderately improve community health / QOL
- 4 - Will significantly improve community health / QOL
- 5 - Will extremely improve community health / QOL

Rating is weighted by 3.

### Environmental Social Justice

How much could this action improve equitable environmental outcomes for historically disenfranchised communities (low income, BIPOC)?

- 0 - Not applicable
- 1 - Will not directly improve social justice & equity
- 2 - Will marginally improve social justice & equity
- 3 - Will moderately improve social justice & equity
- 4 - Will significantly improve social justice & equity
- 5 - Will extremely improve social justice & equity

Rating is weighted by 3.

### Reduction of Energy Consumption

How much could this action directly reduce energy use, reduce energy costs and replace fossil fuel-based consumption with renewable energy sources?

- 0 - Not applicable
- 1 - Will not directly reduce energy consumption
- 2 - Will marginally reduce energy consumption
- 3 - Will moderately reduce energy consumption
- 4 - Will significantly reduce energy consumption
- 5 - Will extremely reduce energy consumption

Rating is weighted by 2.

### Net Cost

What is the net cost (cost - savings) for the City to complete this action?

- 0 - Cost is prohibitive
- 1 - Cost is extremely expensive
- 2 - Cost is highly expensive
- 3 - Cost is moderately expensive
- 4 - Cost is nominal
- 5 - No cost to implement

Rating is weighted by 2.

## Total Score



The maximum weighted score is 90 points. For ease of comparison, a scale is used to illustrate the total weighted score of each action. The sliding scale is tinted based on which ten-point block it falls within.

## Additional Action Information

Top actions identified by the community during the engagement process are indicated with a star icon. 

While many actions require coordination across departments, staff identified the lead department(s) or division(s). Some actions are not under the purview of current department or division responsibilities, indicated by "unassigned."

Relative costs and staff level of effort were evaluated within, not between, focus areas. Business impacts may be positive or negative.

# Energy Supply + Emissions Action Ratings

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
ES 1.1	Factor emissions reduction into all budget processes and decision making	60		4	2	3	3	4	4	0-2 years	• Finance		\$	Low	None
ES 1.2	Create public / private partnerships to reduce emissions	56		3	2	3	4	3	4	0-2 years	• Unassigned	• Private partners • K4C	\$	Moderate	None
ES 1.3	Lobby State Legislature to enact laws to further reduce GHG emissions	63		4	2	3	4	4	4	ongoing	• City Manager's Office	• K4C	\$	Low	Potential
ES 2.1	Establish a plan to have 100% renewable energy for the community	62		5	2	2	3	4	4	0-2 years	• Unassigned	• Energy utility • K4C • People for Climate Action - Kirkland	\$	Moderate	Potential
ES 2.2	Form an Eastside Public Utility District that secures 100% renewable electricity	48		2	2	3	3	3	4	0-2 years	• Unassigned	• Neighbor cities	\$\$	High	Potential
ES 3.1	Develop a marketing program to encourage installation of solar systems	50		3	2	3	2	3	4	0-2 years	• Unassigned	• Environmental groups • Solar installers	\$\$	Moderate	Potential
ES 3.2	Establish a region-wide program for successful implementation of community solar	56		3	2	3	4	3	4	3-6 years	• Unassigned	• King County • K4C members	\$\$	High	Potential
ES 4.1	Develop regional pilots to incentivize the transition to electric vehicle ownership	53		3	3	3	2	3	4	3-6 years	• Unassigned	• Energy utility • Organizations	\$\$	High	Potential
ES 4.2	Create incentives or require electric vehicle charging station retrofits in existing buildings or on development sites	60		4	3	3	2	4	4	0-2 years	• Planning & Building	• Developers	\$\$	Low	Direct
ES 4.3	Require EV charging stations with all new developments or redevelopment projects	47		3	2	2	2	3	4	0-2 years	• Planning & Building		\$	Low	Direct
ES 5.1	Educate pipeline gas users how to reduce usage	42		2	2	2	2	3	4	0-2 years	• Unassigned	• Private partners	\$	Low	None
ES 5.2	Establish incentive program to convert existing gas appliances to energy efficient electric	63		4	2	4	3	4	4	0-2 years	• Unassigned	• Private partners	\$\$	Low	Direct
ES 5.3	Require all new construction be built with only electric systems	63		4	2	4	3	4	4		• Planning & Building		\$	Low	Direct

# Building + Infrastructure Action Ratings

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts			
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	New Staff Need?	Staff Level of Effort	Impact to Business / Development / Community
BI 1.1	Incentivize net zero energy buildings through Priority Green Building program	60		4	3	3	2	4	4	0-2 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> <li>Public Works</li> </ul>	<ul style="list-style-type: none"> <li>Regional Code Collaborative</li> </ul>	\$		Moderate	Direct
BI 1.2	Encourage and educate developers to create energy efficient structures	50		3	2	3	2	3	4	0-2 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>Private partners</li> <li>Green building organizations</li> </ul>	\$		Moderate	Potential
BI 2.1	Build market demand for net-zero energy buildings through incentives, education, demonstration projects, partnerships and recognition	50		3	2	3	2	3	4	0-2 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>Private partners</li> <li>Green building organizations</li> </ul>	\$		Moderate	Potential
BI 3.1	Create an incentive program to share energy efficiency savings in multi-family housing	66		4	3	3	4	4	4	3-6 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>Building owners</li> <li>Property managers</li> </ul>	\$\$		Moderate	Potential
ES 3.2	Adopt energy performance benchmarking and disclosure ordinances for commercial buildings	60		4	3	3	2	4	4	3- 6 years	<ul style="list-style-type: none"> <li>Planning and Building</li> </ul>	<ul style="list-style-type: none"> <li>K4C</li> </ul>	\$\$		Low	Potential
BI 3.3	Implement C- PACER legislation	63		4	3	3	3	4	4	0-2 years	<ul style="list-style-type: none"> <li>Unassigned</li> </ul>	<ul style="list-style-type: none"> <li>K4C</li> </ul>	\$		Low	Direct
BI 3.4	Implement energy performance ratings for all homes at time of sale	60		4	3	3	2	4	4	3-6 years	<ul style="list-style-type: none"> <li>Unassigned</li> </ul>	<ul style="list-style-type: none"> <li>K4C</li> <li>Realtors</li> </ul>	\$		Med	Potential
BI 3.5	Establish a program to assist homeowners in selecting appropriate and cost effective energy solutions	60		4	3	3	2	4	4	0-2 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>K4C</li> <li>Energy efficiency contractors</li> </ul>	\$		Low	Potential
BI 4.1	Create an incentive program for energy and water efficient appliances in new and existing structures	52		3	3	2	2	4	4	0-2 years	<ul style="list-style-type: none"> <li>Public Works Utilities</li> </ul>	<ul style="list-style-type: none"> <li>Energy provider</li> <li>Water utilities</li> <li>Private partners</li> </ul>	\$		Low	Direct
BI 4.2	Require greater water efficiency than industry green building certifications	43		2	3	2	2	2	4	3-6 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>Regional Code Collaborative</li> </ul>	\$		Low	Direct
BI 4.3	Require greater water efficiency outside existing structures	43		2	3	2	2	2	4	3-+6 years	<ul style="list-style-type: none"> <li>Planning &amp; Building</li> </ul>	<ul style="list-style-type: none"> <li>Regional Code Collaborative</li> </ul>	\$		Low	Direct



# Land Use + Transportation Action Ratings

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
LT-1.1	Engage in a Smart Growth policy and Smart Growth zoning code scrub	60		4	2	3	3	4	4	ongoing	• Planning		\$	Moderate	Potential
LT-2.1	Align new pedestrian connections with the 10-Minute Neighborhood concept	54		4	2	3	3	2	3	ongoing	• Transportation		\$	Low	Direct
LT-2.2	Educate community on the benefits of 10-Minute Neighborhoods and smart growth	51		3	2	3	3	2	4	0-2 years	• Planning	• Private partners	\$	Moderate	Direct
LT-2.3	Increase housing density along major transit corridors	55		4	2	2	3	3	4	3-6 years	• Planning		\$	Low	Direct
LT 4.1	Align projects with Sustainability Master Plan	46		2	3	3	2	2	4	ongoing	• Transportation		\$	Low	Potential
LT-4.2	Strive for platinum status with Walk Friendly Communities	54		3	2	4	3	3	3	7-10 years	• Transportation		\$\$	Moderate	Direct
LT-4.3	Strive for platinum status with Bicycle Friendly Communities	54		3	2	4	3	3	3	3-6 years	• Transportation		\$\$	Moderate	Direct
LT-4.4	Educate more students about walking and biking	53		3	2	3	3	3	4	ongoing	• Transportation	• School districts	\$	Low	Direct
LT-4.5	Increase the number of students walking, biking, carpooling and taking the bus to school	66		4	3	4	3	4	4	0-2 years	• Transportation	• School districts	\$	Moderate	Direct
LT-4.6	Make it safe and easy for children to walk, bike and take the bus to school and other destinations	59		4	3	4	2	4	2	ongoing	• Transportation • City Manager's Office	• School districts	\$\$\$	High	Direct
LT-4.7	Prioritize walk and bike access to high frequency transit	75		5	3	5	4	5	2	ongoing	• Transportation		\$\$\$	Moderate	Direct
LT-5.1	Promote public transit use through incentives and a transportation demand management (TDM) program	63		4	2	3	4	4	4	ongoing	• Transportation		\$	Moderate	Direct
LT-5.2	Improve transit access through first-last mile strategies	75		5	3	5	4	5	2	3-6 years	• Transportation	• Ride share services	\$\$\$	Moderate	Direct
LT-5.3	Work with regional transit agencies to provide an equitable and inclusive access to fare payment options	59		3	2	3	5	3	4	3-6 years	• Transportation	• Regional Transit Agencies	\$	Low	Potential
LT-6.1	Encourage carpooling and using shared mobility by providing incentives and ride-matching tools	63		4	2	3	4	4	4	ongoing	• Transportation	• Regional Transit Agencies	\$	Moderate	Direct
LT-7.1	Create partnerships with regional transit agencies and explore new public/private-partnerships	50		3	1	3	3	3	4	ongoing	• Transportation	• Regional Transit Agencies	\$	Low	Potential
LT-7.2	Innovate transit solutions along Cross Kirkland Corridor and connection from I-405 to downtown Kirkland	52		3	2	4	3	3	2	3-6 years	• Transportation	• Regional Transit Agencies	\$\$\$	Moderate	Direct




# Natural Environment + Ecosystems Action Ratings














Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development / Community
EV-1.1	Continue NPDES permit compliance	41		0	4	4	3	0	4	ongoing	• Surface Water	• WA Ecology	\$	High	Direct
EV-1.2	Proactively identify and reduce pollutants of concern in Kirkland's impaired streams	40		0	5	4	3	0	2	ongoing	• Surface Water	• King County	\$\$\$	Moderate	Potential
EV-1.3	Assess and prioritize watersheds and actions that will improve water quality	39		0	4	3	4	0	3	0-2 years	• Surface Water		\$\$	Low	Potential
EV-2.1	Fund projects to make culverts fish passable	26		0	5	3	0	0	1	ongoing	• Surface Water	• Tribes • WA Fish & Wildlife • Army Corps	\$\$\$\$	Moderate	Potential
EV-2.2	Develop action plans for stormwater retrofit and water quality management strategies	42		0	5	3	4	0	3	0-2 years	• Surface Water		\$\$	Moderate	Potential
EV-2.3	Actively involve the community in the protection of Kirkland's aquatic resources	45		0	5	4	4	0	3	ongoing	• Surface Water	• Environmental groups • Community organizations	\$\$	Moderate	Potential
EV-3.1	Inspect and maintain public stormwater infrastructure	43		0	4	5	2	0	5	ongoing	• Surface Water		\$	Moderate	Potential
EV-3.2	Proactively replace aging stormwater infrastructure	37		0	3	5	3	0	2	0-2 years	• Surface Water		\$\$\$	Moderate	Potential
EV-4.1	Evaluate stormwater infrastructure capacity and address capacity problems	40		0	3	5	2	0	5	ongoing	• Surface Water		\$	Moderate	Potential
EV-4.2	Construct flood reduction projects for problems that occur more often than every 10 years	29		0	3	4	2	0	1	ongoing	• Capital Improvement Program		\$\$\$\$	Moderate	Potential
EV-4.3	Review development proposals for potential flood and downstream impacts and require mitigation	32		0	3	4	1	0	4	ongoing	• Surface Water	• Developers	\$	Moderate	Direct
EV-5.1	Recruit and train additional Stewards to lead volunteer habitat restoration events in parks and natural areas	53		1	5	5	2	2	4	0-2 years	• Parks & Comm. Service		\$	Moderate	Potential
EV-5.2	Grow the Green Kirkland Partnership volunteer force at a rate that meets or exceeds the City's population growth	53		1	5	5	2	2	4	0-2 years	• Parks & Comm. Service	• Forterra • EarthCorps	\$	Moderate	Direct
EV-5.3	Contract a year-round Washington Conservation Corps crew to work in critical areas in all City parks and natural areas	56		2	5	5	2	2	3	0-2 years	• Parks and Comm. Service	• Department of Ecology	\$\$	Moderate	Potential







Action		Total Score		Criteria Ratings						Execution			Impacts		
Action ID	Action Summary (see plan for complete text)	Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development / Community
EV-6.1	Update City IPM policies and practices, prioritize treatment locations, and ensure maintenance occurs as needed	46		1	4	4	2	1	4	0-2 years	• Parks & Comm. Service	• King County Noxious Weed Control	\$	Moderate	Potential
EV-6.2	Utilize the ArcCollector application to map and track the treatment of noxious weeds requiring treatment	50		2	4	4	2	1	4	0-2 years	• GIS		\$	Moderate	Potential
EV 7.1	Proactively seek and acquire parkland to secure new parks	54		2	4	4	5	2	2	ongoing	• Parks		\$\$\$\$	High	Potential
EV 8.1	Sign the national "10-minute walk" initiative	47		2	2	4	3	0	5	0-2 years	• Parks		\$	Low	None
EV 8.2	Create GIS dataset for privately owned public parks and public plazas in the city	8		0	0	0	0	0	4	3-6 years	• Parks		\$	Moderate	None
EV 9.1	Conduct an accessibility review of parks and recreation facilities to create an action plan for needed improvements	42		0	2	5	5	0	3	3-6 years	• Parks		\$\$	Moderate	None
EV 9.2	Add an accessibility and inclusivity capital project fund to the Parks and Community Services capital improvement program	36		0	0	5	5	0	3	3-6 years	• Parks		\$\$	Moderate	None
EV 9.3	Update the Park, Recreation and Open Space Plan	43		1	3	4	3	1	3	0-2 years	• Parks		\$\$\$	High	None
EV-10.1	Support internal cross department planning to develop and implement sustainable urban forestry strategies	47		0	4	3	4	2	5	3-6 years	• Unassigned		\$	Low	Direct
EV-10.2	Update the 2012-2019 Urban Forest Six Year Work Plan	49		1	4	4	4	0	4	0-2 years	• Planning & Building		\$	Low	Potential
EV-10.3	Pursue opportunities to improve the public tree maintenance program	56		1	3	5	5	3	3	3-6 years	• Parks • Public Works		\$\$\$	High	Direct
EV-10.4	Develop canopy enhancement strategies to mitigate public health impacts in areas that may be disproportionately affected by adverse environmental conditions	63		1	4	5	5	3	5	3-6 years	• Planning & Building	• WA Dept Natural Resources • WA Dept of Health • Private partners	\$	Moderate	Potential
EV-10.5	Develop and implement tree planting programs to increase tree canopy cover on private and public property	61		2	4	4	3	5	5	3-6 years	• Unassigned	• Schools • Regional agencies • Nonprofits	\$\$	Moderate	Direct
EV-10.6	Identify and prioritize climate-resilient tree species for public/private tree planting programs	56		0	4	4	3	5	4	0-2 years	• Planning & Building	• UW Climate Impacts Group • Allied professionals	\$	Low	Potential
EV-10.7	Dedicate resources for an ongoing, robust, inclusive public education and engagement framework around trees	56		0	5	5	4	2	5	0-2 years	• Planning & Building	• Community • Private partners	\$	Moderate	Direct

# Sustainable Materials Management Action Ratings

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development / Community
SM 1.1	Evaluate waste generation targets annually	26		1	1	1	1	1	5	0-2 years	• Solid Waste		\$	Low	None
SM 1.2	Reduce consumer use of common single-use items	43		3	3	2	1	2	3	3-6 years	• Solid Waste		\$	Moderate	Potential
SM 1.3	Improve waste prevention and recycling in City operations, facilities, and at sponsored events	35		2	2	2	1	1	4	3-6 years	• Solid Waste		\$	Moderate	Potential
SM 2.1	 Support repair and reuse activities	38		3	1	2	2	1	3	0-2 years	• Solid Waste	• EcoConsumer	\$	Low	None
SM 2.2	Evaluate waste disposal progress annually	26		1	1	1	1	1	5	0-2 years	• Solid Waste		\$	Low	None
SM 3.1	Eliminate the use of expanded polystyrene foam food service ware in food service establishments	44		3	3	3	1	1	3	0-2 years	• Solid Waste		\$\$	High	Direct
SM 3.2	Enact policy to reduce single use food service ware	37		2	2	2	1	2	4	0-2 years	• Solid Waste		\$	High	Direct
SM 3.3	Provide technical assistance and incentives to promote durable products at food service businesses	43		3	2	2	2	2	3	0-2 years	• Solid Waste		\$\$	High	Direct
SM 4.1	Increase the efficiency and reduce the price of curbside and multifamily collection of bulky items	39		2	2	2	3	1	3	3-6 years	• Solid Waste	• Hauler	\$\$	Moderate	None
SM 4.2	Expand recycling events for difficult to recycle items without product stewardship take-back programs	44		3	2	3	2	1	3	3-6 years	• Solid Waste		\$	Moderate	None
SM 4.3	Increase single family food scrap recycling through a three-year educational cart tagging program	43		4	2	2	1	1	3	3-6 years	• Solid Waste	• Hauler	\$	Moderate	None
SM 4.4	Update building code requirements for waste collection in multifamily, commercial, and mixed use	33		1	2	2	2	1	4	7-10 years	• Solid Waste		\$	Moderate	Direct
SM 4.5	Institute a construction and demolition program that requires structures to be deconstructed	48		4	2	3	1	1	4	7-10 years	• Solid Waste • Building		\$	Moderate	Direct
SM 4.6	Implement a disposal ban for recycling or organics	43		4	2	2	1	1	3	7-10 years	• Solid Waste		\$\$	High	None
SM 5.1	Develop infrastructure and increase outreach and incentives to increase recycling of organics	46		3	2	3	2	1	4	7-10 years	• Solid Waste		\$	Moderate	Direct
SM 5.2	Increase food recovery through donation of surplus meals and staple food items to local food banks	50		3	1	4	4	1	3	7-10 years	• Solid Waste	• Food producers • Food banks • Schools	\$\$	High	Direct
SM 6.1	Support legislative efforts and remain active in groups	32		1	1	2	2	1	5	7-10 years	• Solid Waste	• Northwest Product Stewardship Council	\$	Low	Potential















# Sustainable Governance Action Ratings

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
SG-1.1	★ Customize and utilize Sustainable Decision Making Matrix by all department decision makers	58		3	3	3	3	3	5	0-2 years	• City Manager's Office		\$	Moderate	Potential
SG-1.2	Memorialize in Staff Reports that all major decisions have considered sustainability	58		3	3	3	3	3	5	0-2 years	• City Manager's Office		\$	Low	None
SG-1.3	Identify tools such as a Carbon Counting Calculator that can be used for all City building and development projects to ensure the use of low carbon methods and materials	44		4	2	2	0	2	4	0-2 years	• Facilities • Capital Improvement Program		\$	Low	Potential
SG-1.4	Identify and apply the Epeat registry for decisions of electronic equipment purchases	27		1	1	0	1	4	4	0-2 years	• IT		\$	Low	None
SG-1.5	Actively seek grants in order to move toward an all-electric City's fleet and supporting charging station infrastructure.	49		4	1	3	1	4	3	0-2 years	• Fleet		\$	Moderate	None
SG-1.6	Establish a grant-writing team to find and apply for grants to fund actions from the Sustainability Master Plan	30		1	2	2	1	2	3	0-2 years	• Unassigned	• Dept of Commerce • King County	\$	Moderate	Potential
SG-1.7	Apply for a Puget Sound Energy Resource Conservation Officer to optimize energy use and maximize efficiency	36		2	1	2	1	4	3	0-2 years	• Facilities	• Puget Sound Energy	\$\$	Low	Potential
SG-2.1	★ Appoint a sustainability manager to coordinate implementation of the Sustainability Master Plan	49		3	3	2	3	3	2	3-6 years	• City Manager's Office		\$\$	High	None
SG-2.2	Implement a system to more closely coordinate sustainability-related activities across City departments	31		2	2	1	0	2	4	0-2 years	• City Manager's Office		\$\$	Moderate	None
SG-2.3	Establish protocol that allows all potential city staff to work from home a minimum of two days per week	50		4	2	3	1	2	4	0-2 years	• Human Resources		\$	Low	Potential
SG-3.1	Implement new internal purchasing guidelines, including focus on reducing single use items	21		2	1	0	0	0	4	0-2 years	• Purchasing • Solid Waste		\$	Low	None
SG-3.2	Explore specifying compost made from Kirkland's organic materials to be used in City operations and projects	25		2	3	0	0	0	3	0-2 years	• Public Works		\$	Low	None
SG-3.3	Update purchasing policy to reflect best practices in environmental purchasing	31		3	1	1	0	1	4	0-2 years	• Purchasing		\$	Low	None

Action		Total Score		Criteria Ratings						Execution			Impacts		
Action ID	Action Summary (see plan for complete text)	Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
SG-4.1	Implement a system of civic engagement that more closely coordinates activities across various City departments	26	 26	0	0	3	3	0	4	0-2 years	• City Manager's Office		\$-\$	Moderate	Potential
SG-4.2	Develop a process to identify and dismantle unintended barriers to public participation	27	 27	0	0	3	4	0	3	0-2 years	• City Manager's Office	<ul style="list-style-type: none"> <li>• Communities of color</li> <li>• Immigrant and refugee communities</li> <li>• Neighborhood Assoc.</li> <li>• Businesses</li> <li>• Faith community</li> <li>• Community-based organizations</li> </ul>	\$-\$	Moderate	Potential
SG-4.3	Identify and empower trusted messengers in the community to serve as liaisons between the City and communities that have historically been underrepresented	29	 29	0	0	3	4	0	4	0-2 years	• City Manager's Office	<ul style="list-style-type: none"> <li>• Communities of color</li> <li>• Immigrant and refugee communities</li> <li>• Faith community</li> <li>• Community-based organizations</li> </ul>	\$-\$	Moderate	Potential
SG-5.1	Explore opportunities for the City's involvement in efforts of collective impact to help achieve desired outcomes	23	 23	0	0	2	3	0	4	0-2 years	• City Manager's Office	<ul style="list-style-type: none"> <li>• Communities of color</li> <li>• Immigrant and refugee communities</li> <li>• Neighborhood Assoc.</li> <li>• Business community</li> <li>• Faith community</li> <li>• Community-based organizations</li> </ul>	\$-\$	Moderate	Potential
SG-5.2	Maintain support for Kirkland neighborhood associations, including efforts to expand active participation from underrepresented segments of the community	23	 23	0	0	2	3	0	4	0-2 years	• City Manager's Office	<ul style="list-style-type: none"> <li>• Neighborhood Assoc.</li> <li>• Communities of color</li> <li>• Immigrant and refugee communities</li> <li>• Faith community</li> <li>• Community-based organizations</li> </ul>	\$	Moderate	Potential
SG-5.3	Implement opportunities for civic education and leadership development for community leaders, with a specific emphasis on Black community members, people of color, and immigrants	30	 30	0	0	3	5	0	3	0-2 years	• City Manager's Office	<ul style="list-style-type: none"> <li>• Neighborhood Assoc.</li> <li>• Communities of Color</li> <li>• Immigrant and refugee communities</li> <li>• Faith community</li> <li>• Community-based organizations</li> </ul>	\$-\$	Moderate	Potential

Action		Total Score		Criteria Ratings						Execution			Impacts		
Action ID	Action Summary (see plan for complete text)	Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
SG-6.1	Increase redundant / alternate power capability at critical City facilities	39		2	0	3	4	2	2	3-6 years	• Facilities		\$\$\$	Moderate	None
SG-6.2	Educate residents and businesses on actions they can take to increase personal and physical earthquake resilience	34		0	0	4	4	1	4	ongoing	• Emergency Management	• Neighborhood Assoc. • Other public agencies • Business community • Nonprofit partners	\$	Low	Direct
SG-6.3	Identify options and actions to increase water reservoir stability and shake resilient water mains	28		0	3	3	2	0	2	3-6 years	• Public Works	• Water utilities	\$\$\$	Moderate	Potential
SG-6.4	Continue mitigation projects intended to reduce the risk of erosion, landslide, and urban flooding	35		0	4	3	2	1	3	ongoing	• Capital Improvement Program	• Other public agencies • Environmental groups	\$\$\$	Moderate	Potential
SG-6.5	Focus on efforts to address and mitigate climate change impacts	62		4	4	3	3	2	4	ongoing	• Planning & Building	• K4C	\$\$	Moderate	Potential
SG-6.6	Implement hazard mitigation strategies through funding, resources, staff support and partner agencies	53		3	4	3	3	1	3	3-6 years	• Emergency Management	• Other public agencies • Environmental groups • Utilities • Business Community • Nonprofit partners	\$\$\$	Moderate	Potential
SG-7.1	Use the Sustainable Decision Making Matrix as a tool for evaluating future investments in projects, programs or actions	58		3	3	3	3	3	5	0-2 years	• Finance		\$	Moderate	None
SG-7.2	Evaluate establishing a sustainability opportunity fund for the City match portion of sustainability grants	44		3	2	2	3	2	2	3-6 years	• Finance		\$\$\$	Moderate	None

# Sustainable Business Action Ratings






Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development / Community
SB-1.1	Assist Kirkland businesses in accessing resources to follow environmental best practices	41		2	3	2	2	2	3	Ongoing	• Public Works • Solid Waste	• EnviroStars	\$\$	Low	Direct
SB-1.2	Conduct outreach to all non home-based businesses, ensuring all have sufficient recycling capacity	25		1	2	1	1	0	4	0-2 years	• Solid Waste	• Hauler	\$	Low	Direct
SB-1.3	Provide hands-on technical assistance to potential pollution generating businesses to reduce pollution entering the stormwater system	31		0	3	2	2	1	4	Ongoing	• Surface Water	• King County Hazardous Waste	\$\$	Low	Direct
SB-2.1	Track and monitor the makeup of business industries in Kirkland and set a diversification goal	20		0	1	2	1	0	4	3-6 years	• Economic Development	• Washington State	\$	Low	Potential
SB-2.2	Partner with Chamber and Kirkland Downtown Alliance on promoting "Buy Local"	32		2	1	2	1	1	4	0-2 years	• Economic Development	• Chamber of Commerce • Kirkland Downtown Association	\$	Low	Direct
SB-2.3	 Support policy that encourages mixed use development and economic diversity	42		2	1	3	2	2	5	0-2 years	• Economic Development • Planning & Building		\$	Moderate	Direct
SB-3.1	Develop an economic resilience plan	23		0	0	3	2	1	3	3-6 years	• Unassigned	• Kirkland businesses	\$\$	Moderate	Direct
SB-3.2	Formulate a green economic recovery plan that focuses on clean, green industries and living wage jobs	46		2	2	3	3	3	3	0-2 years	• City Manager's Office	• Kirkland businesses	\$\$	Moderate	Direct
SB-3.3	Support legislation that promotes a resilient business community in Kirkland and on the Eastside	27		1	1	2	1	1	4	0-2 years	• City Manager's Office		\$	Low	Potential
SB-3.4	Promote home occupation businesses	37		2	2	2	1	2	4	3-6 years	• Planning & Building		\$	Low	Potential
SB-4.1	Create a program to help restaurants, institutions, schools procure food from local sources and farms	31		2	1	3	1	0	3	3-6 years	• Unassigned	• King Conservation District • Local farmers • Restaurants • School districts	\$\$	Moderate	Direct
SB-4.2	Promote a training program to assist immigrant and minority-owned new small business owners	37		1	2	2	4	1	3	3-6 years	• Unassigned		\$\$	Moderate	Direct
SB-4.3	Create spaces and places for startups that focus on making and selling sustainable products	30		1	2	2	1	1	4	3-6 years	• Unassigned	• Private partners	\$	Moderate	Direct

# Healthy Community Action Ratings

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
HC 1.1	★ Develop a funding plan for development and operation of new P-Patches and community gardens	40		2	2	3	3	0	3	3-6 years	• Parks		\$\$	Moderate	None
HC 1.2	Develop Public/Private partnerships to locate new P-Patches on private land, including rooftops	46		2	2	3	3	2	4	3-6 years	• Parks • Planning	• Private partners	\$\$	Moderate	None
HC 1.3	Develop a strategy plan to prioritize the location of community garden opportunities in areas of the city with concentrations of multi-family developments	46		2	2	4	4	0	3	3-6 years	• Parks		\$\$	Moderate	None
HC 2.1	Develop Public/Private Partnerships to assist in new Farmers Market Operations	36		2	0	3	3	0	4	3-6 years	• Parks	• Private partners	\$\$	Moderate	None
HC 2.2	Amend Kirkland Zoning Code to allow Farmer's Markets where excluded	39		2	0	3	4	0	4	0-2 years	• Planning		\$	Low	Potential
HC 3.1	Amend Kirkland Zoning Code to require common open space to include food growing beds	42		2	2	3	3	0	4	0-2 years	• Planning		\$	Low	None
HC 3.2	Amend the Kirkland Zoning Code to allow food growing in stream and wetland buffer setback areas	39		2	2	2	3	0	4	0-2 years	• Planning		\$	Low	None
HC 3.3	Develop a Food Action Plan that assures fresh, local food is available and accessible by entire community	37		2	1	3	3	0	3	7-10 years	• Unassigned		\$\$\$	High	Potential
HC 4.1	Increase efficiency of water fixtures through incentive programs, education, legislation and partnerships	37		2	2	1	2	3	3	0-2 years	• Planning & Building	• Water utilities	\$\$	Moderate	Direct
HC 4.2	Develop water supplies for community use: reclaimed water, harvested water and grey and black water	36		2	2	3	1	2	2	3-6 years	• Public Works	• Wastewater utilities	\$\$\$	High	None
HC 4.3	Intensify water conservation effort through public/private partnerships and outreach and education	37		2	2	1	2	2	4	0-2 years	• Public Works	• Water utilities	\$	Low	None
HC 5.1	Hire or contract a Community Engagement and Data Analyst for 1 year	31		0	0	3	4	2	3	0-2 years	• Human Services		\$\$	Moderate	Potential
HC 6.1	Hire or contract a homelessness and housing outreach specialist to connect unhoused residents to services and housing	60		3	3	4	4	3	3	0-2 years	• Human Services		\$\$	Moderate	Direct
HC 6.2	Secure funding for more shelter and day center services for all groups experiencing homelessness on the Eastside	34		0	2	3	3	2	3	0-2 years	• Human Services	• Other cities • Private partners	\$\$\$	Low	Direct



Action		Total Score		Criteria Ratings						Execution			Impacts		
Action ID	Action Summary (see plan for complete text)	Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
HC 7.1	Sign on as an Eastside Pathways partner to attain better outcomes for children, cradle to career	31		0	0	3	4	0	5	0-2 years	• Human Services	• Eastside Pathways • Partner agencies	\$	Low	Potential
HC 8.1	Require on-going training on diversity, equity, and inclusion for City employees	27		0	0	3	4	0	3	0-2 years	• Human Resources		\$\$	Moderate	Potential
HC 8.2	Explore partnership programs to implement community learning and dialogue around diversity, equity and inclusion	29		0	0	3	4	0	4	0-2 years	• City Manager's Office	• Communities of color • Immigrant and refugee communities • Neighborhood Assoc. • Businesses • Faith community	\$	Moderate	Potential
HC 8.3	Encourage the strengthening of relationships between various groups and communities in Kirkland	45		2	2	3	4	0	4	0-2 years	• City Manager's Office	• Communities of color • Immigrant and refugee communities • Neighborhood Assoc. • Businesses • Faith community	\$	Moderate	Potential
HC 9.1	Continue network membership in Welcoming America and Cities for Citizenship	23		0	0	2	3	0	4	0-2 years	• City Manager's Office		\$	Moderate	Potential
HC 9.2	Seek Welcoming Certification from Welcoming America	27		0	0	3	4	0	3	0-2 years	• City Manager's Office	• Community-based organizations • Neighboring cities	\$	Moderate	Potential
HC 9.3	Explore partnership programs to strengthen relationships between the City and immigrant and refugee communities	29		0	0	3	4	0	4	0-2 years	• City Manager's Office	• Community-based organizations • Neighboring cities	\$	Moderate	Potential
HC-10.1	Establish program to preserve multi-family housing stock	51		3	3	2	3	2	4	3-6 years	• Planning & Building	• ARCH • King County	\$\$	Moderate	Potential
HC-10.2	Establish program or create additional incentives to preserve older single-family housing stock in exchange for higher density and lot size flexibility	48		3	2	2	3	2	4	0-2 years	• Planning & Building		\$\$	Moderate	Potential
HC-10.3	Establish a public/private community solar program with a focus on existing multi-family housing stock	56		3	3	3	3	3	4	3-6 years	• Unassigned	• Private partners, • K4C	\$\$	Moderate	Potential
HC-10.4	Revise the City's Expedited Green Building program to include incentives related to creating attainable housing	50		3	2	2	3	3	4	0-2 years	• Planning & Building	• ARCH • King County	\$	Low	Direct

Action ID	Action	Total Score		Criteria Ratings						Execution			Impacts		
		Weighted Score	Weighted Score Out of Maximum 90-point Scale	Greenhouse Gas Reduction	Environmental Quality	Community Health-Quality of Life	Environmental Social Justice and Equity	Reduction of Energy Consumption	Net Cost	Time Frame	Lead Department or Division	Community Partners	Relative Cost	Staff Level of Effort	Impact to Business / Development Community
HC- 10.5	Encourage developers who use the Evergreen Sustainability Standard to exceed minimums	40		2	2	2	2	2	4	0-2 years	• Planning & Building	• Housing developers	\$	Low	Potential
HC-10.6	Track and monitor job/housing balance	24		1	1	1	1	1	4	0-2 years	• Unassigned		\$	Medium	None
HC 10.7	Complete an athletic field study that can identify a plan for system wide field improvements or acquisitions	30		0	0	3	5	0	3	3-6 years	• Parks & Comm. Services		\$	Medium	Potential
HC 11.1	Build an additional skate park	27		0	0	3	4	0	3	7-10 years	• Parks & Comm. Services		\$\$	Medium	None
HC 11.2	Construct a recreation and aquatics center to achieve the recommended indoor pool and recreation space	32		0	0	5	5	0	1	7-10 years	• Parks & Comm. Services	• Redmond • Bellevue • King County	\$\$\$\$	High	Potential

# Targeted Timelines for Goals in Plan

## 2025



**Goal ES-5** Reduce emissions of fossil fuels from all buildings by 20% by 2025 and 50% by 2030



**Goal BI-2** Require 50% of new construction to be Certified Net Zero Energy by 2025 and 100% by 2030



**Goal BI-4** Reduce water use in buildings by 10% by 2025 and 20% by 2030



**Goal BI-1** Certify all new construction as High Performing Green Buildings



**Goal SM-5** Increase the number of businesses composting food scraps to 150 by 2023



**Goal EV-6** Eliminate the discretionary use of synthetic pesticides in parks by 2025



**Goal EV-10** Identify priorities for meeting the overall goal of citywide 40% tree canopy cover goal by 2026



**Goal HC-1** Increase P-Patches or other community gardens by 100% by 2025, and another 100% by 2030



**Goal HC-4** Reduce per capita use of potable water by 10% by 2025 and 20% by 2030

## 2030



**Goal ES-2** Purchased energy is 100% carbon free



**Goal ES-1** Reduce community emissions by 50%



**Goal ES-3** Add 10 Mega Watts (MW) of solar



**Goal ES-4** Reduce GHG emissions from vehicles 25%



**Goal BI-3** Reduce energy use in existing buildings by 25%



**Goal LT-3** Reduce driving per capita by 20%



**Goal SM-1** Achieve waste generation rate of 20.4 lbs/week per capita



**Goal SM-2** Achieve waste disposal target of 5.1 lbs/week per capita



**Goal SM-4** Achieve a recycling diversion rate of 70%

## 2035



**Goal EV-5** Restore 500 acres of City-owned natural areas and open space park lands

## 2050



**Goal ES-1** Reduce community emissions by 80%



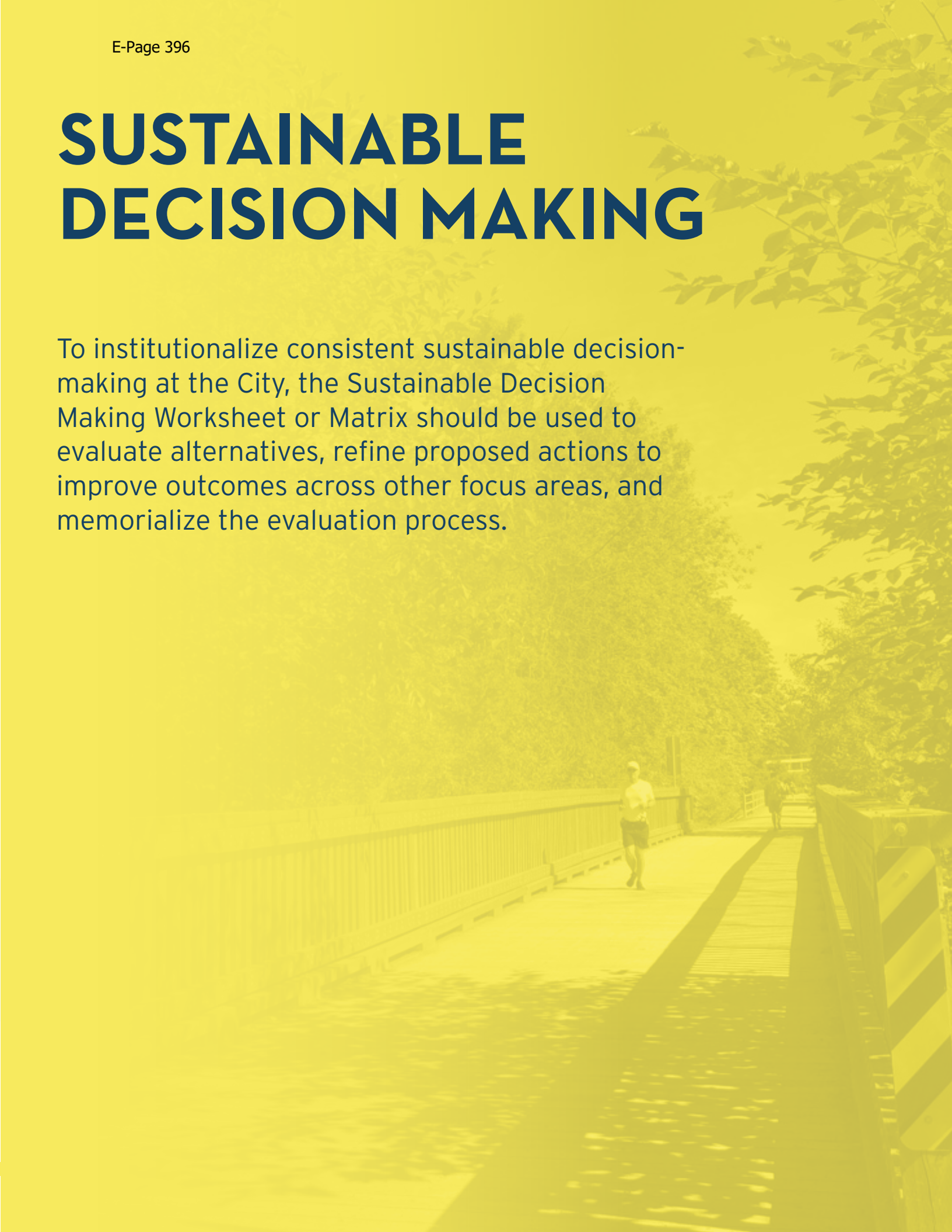
**Goal BI-3** Reduce energy use in existing buildings by 45%



**Goal LT-3** Reduce driving per capita by 50%

# SUSTAINABLE DECISION MAKING

To institutionalize consistent sustainable decision-making at the City, the Sustainable Decision Making Worksheet or Matrix should be used to evaluate alternatives, refine proposed actions to improve outcomes across other focus areas, and memorialize the evaluation process.



# Sustainable Decision Making at the City

The City frequently makes complex decisions and there are many competing interests in arriving at a final decision. The Sustainable Decision Making Matrix (SDMM) is a weighted decision making tool that is aligned with the major focus areas of the Sustainability Master Plan. Therefore, when this tool is used, it can inform these decisions and help fulfill the goals of this plan.

Decision makers should use either [the Excel version of the Sustainable Decision Making Matrix](#) or the following Sustainable Decision Making Matrix worksheet (shown on the next page) to calculate the weighted score of a particular action (project, policy, program or code). The higher the weighted score, the more a particular action is aligned with this plan's goals.

After a score is completed by decision makers, it should be memorialized in a uniform way to communicate to City Council and the community that the SDMM has been used and considered to make the most sustainable decision possible. The Template Staff Report sample text below should be used and documented in all Council Staff reports and other applicable documents.

## Template Staff Report Text

Insert action here (project, policy, program, code) A, B and C were evaluated by staff using the City's Sustainable Decision Making Matrix (SDMM). The scores for each Project, Alternative, action or decision were as follows (A=#, B=#, C=#) out of a total of 90 possible points.

The following alternatives were changed (if applicable) to more closely align with the criteria identified in the City's Sustainability Master Plan and then scored again using the SDMM. The Alternatives were then scored as follows (A=#, B=#, C=#).

Alternative (A, B or C), was chosen because it was the highest weighted score, and if applicable, it was (insert reason here) was also was factor in the decision made. Therefore, this decision to select (insert alternative) complies with the SDMM that was adopted as an integral part of the City's Sustainability Master Plan.

# Sustainable Decision Making Worksheet

The sustainable decision making worksheet will be used to evaluate City actions by how they align with the goals of the Sustainability Master Plan.

**Describe the proposed action in one sentence:**

## Criteria 1: Greenhouse Gas Reduction

How much will taking this action reduce green house gas emissions in Kirkland?

- 0 Not applicable
- 1 Will not reduce greenhouse gas emissions
- 2 Will marginally reduce greenhouse gas emissions
- 3 Will moderately reduce greenhouse gas emissions
- 4 Will significantly reduce greenhouse gas emissions
- 5 Will extremely reduce greenhouse gas emissions

### Greenhouse Gas Weighted Score

Multiply the rating by 5:

$$\underline{\hspace{2cm}} \times 5 = \square$$

How could this action be adjusted to further reduce emissions?

## Criteria 2: Environmental Quality

How much will the City taking this action protect habitats, open space and tree cover; reduce consumption of natural resources; and restore ecosystems?

- 0 Not applicable
- 1 Will not improve environmental quality
- 2 Will marginally improve environmental quality
- 3 Will moderately improve environmental quality
- 4 Will significantly improve environmental quality
- 5 Will extremely improve environmental quality

### Enviro. Quality Weighted Score

Multiply the rating by 3:

$$\underline{\hspace{2cm}} \times 3 = \square$$

How could this action be adjusted to further improve environmental quality?

## Criteria 3: Community Health & Quality of Life

How much will this action improve health in the community, quality of life, and increase resilience to natural and human-caused hazards?

- 0 Not applicable
- 1 Will not reduce improve community health
- 2 Will marginally improve community health
- 3 Will moderately improve community health
- 4 Will significantly improve community health
- 5 Will extremely improve community health

### Comm. Health Weighted Score

Multiply the rating by 3:

$$\underline{\hspace{2cm}} \times 3 = \square$$

How could this action be adjusted to further improve community health, quality of life, and resilience?

### Criteria 4: Environmental Social Justice & Equity

How much will this action improve equitable environmental outcomes for historically disenfranchised communities (e.g. low income; Black, Indigenous, and People of Color (BIPOC))?

- 0 Not applicable
- 1 Will not improve environmental social justice
- 2 Will marginally improve environmental social justice
- 3 Will moderately improve environmental social justice
- 4 Will significantly improve environmental social justice
- 5 Will extremely improve environmental social justice

#### Social Justice Weighted Score

Multiply the rating by 3:

$$\underline{\hspace{2cm}} \times 3 = \square$$

How could this action be adjusted to further improve environmental social justice and equity?

### Criteria 5: Reduction of Energy Consumption

How much will this action directly reduce energy consumption and energy costs and replace fossil fuel-based consumption with clean, renewable energy sources?

- 0 Not applicable
- 1 Will not reduce energy consumption
- 2 Will marginally reduce energy consumption
- 3 Will moderately reduce energy consumption
- 4 Will significantly reduce energy consumption
- 5 Will extremely reduce energy consumption

#### Energy Use Weighted Score

Multiply the rating by 2:

$$\underline{\hspace{2cm}} \times 2 = \square$$

How could this action be adjusted to further reduce energy consumption?

### Criteria 6: Cost

What will the net cost (cost - savings) be to the City to complete this action?

- 0 Cost is prohibitive
- 1 Cost is extremely expensive
- 2 Cost is highly expensive
- 3 Cost is moderately expensive
- 4 Cost is nominal
- 5 No cost to implement

#### Net Cost Weighted Score

Multiply the rating by 2:

$$\underline{\hspace{2cm}} \times 2 = \square$$

#### Total Weighted Score

Add all weighted scores together. Max score is 90.

<b>GHG Emissions</b>	<b>Enviro. Quality</b>	<b>Comm. Health</b>	<b>Social Justice</b>	<b>Energy Use</b>	<b>Net Cost</b>	<b>Total Score</b>
<input style="width: 60px; height: 40px;" type="text"/>	<input style="width: 60px; height: 40px;" type="text"/>	<input style="width: 60px; height: 40px;" type="text"/>	<input style="width: 60px; height: 40px;" type="text"/>	<input style="width: 60px; height: 40px;" type="text"/>	<input style="width: 60px; height: 40px;" type="text"/>	<input style="width: 60px; height: 40px;" type="text"/>
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# Focus Areas in City Plans

This table identifies which Focus Areas are addressed in existing City of Kirkland Planning documents. In future revisions of these planning documents, efforts should be made to address additional Focus Areas..

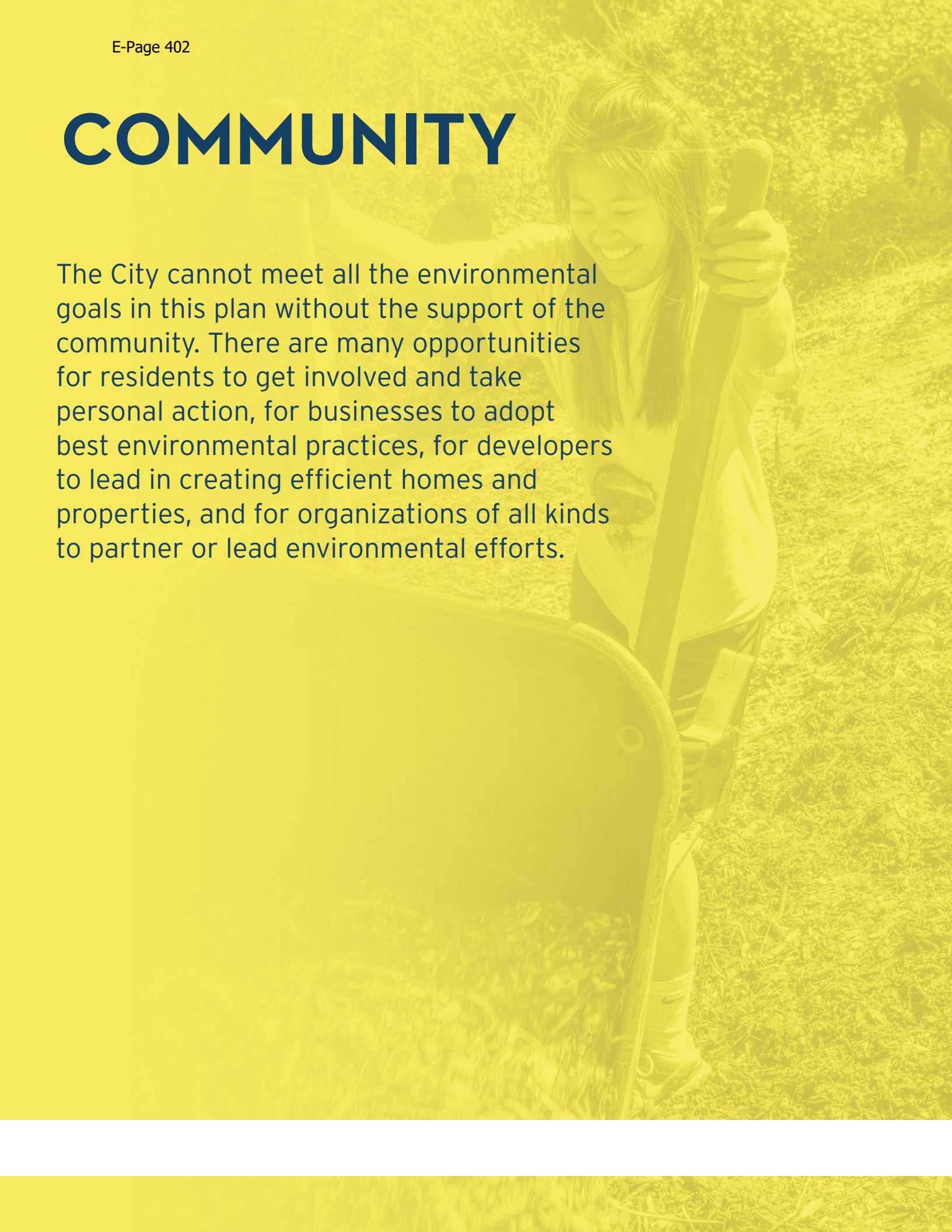
	 Energy Supply + Emissions	 Building + Land Use	 Land Use + Transportation	 Natural Environment + Ecosystems	 Sustainable Materials Management	 Sustainable Governance	 Sustainable Business	 Healthy Community
<u>Comprehensive Plan</u>	✓	✓	✓	✓	✓	✓	✓	✓
<u>Transportation Master Plan</u>			✓	✓		✓		✓
<u>Housing Strategic Plan</u>								✓
<u>Parks, Recreation and Open Space Plan</u>				✓				✓
<u>Urban Forestry Strategic Plan</u>				✓				
<u>Surface Water Master Plan</u>				✓		✓		✓
<u>Active Transportation Plan</u>			✓					
<u>Capital Facilities Plan</u>			✓	✓		✓		✓
<u>Transportation Implementation Plan</u>			✓			✓		





# COMMUNITY

The City cannot meet all the environmental goals in this plan without the support of the community. There are many opportunities for residents to get involved and take personal action, for businesses to adopt best environmental practices, for developers to lead in creating efficient homes and properties, and for organizations of all kinds to partner or lead environmental efforts.



# Community Action

There are many definitions of community and one is that it is “a group of people living in the same place or having a particular characteristic in common.” The common characteristic we share is that we care about the environment, social equity and justice, and having a strong resilient economy. Regarding the Sustainability Master Plan’s implementation, it relies not only on the City government, but all people that live in, work in and enjoy Kirkland to ensure its success.

Since there is limited funding and time to achieve the goals of the plan, it is essential that we all work together and determine what each of us can do to contribute to the overall sustainability of Kirkland and to the region. There are ways for all to help, regardless of income, age, or housing. These actions are merely a starting point to inspire the Kirkland community to join the City in reaching the goals of this plan.

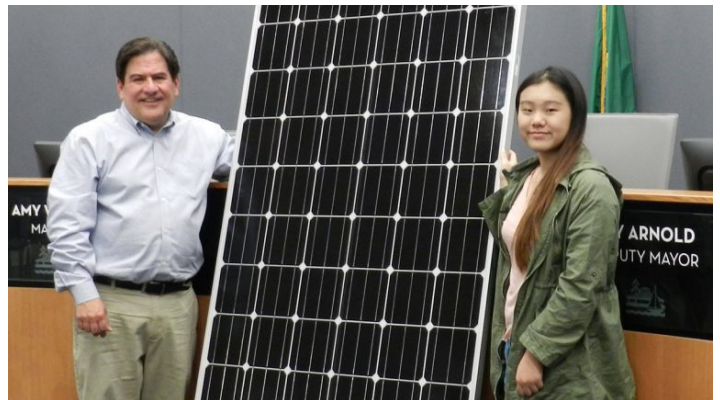
## Residents

### Engage + Advocate

- Respond to City surveys to inform decision-making
- Attend City workshops to shape project design
- Speak during public comment period at a Council meeting
- Email Council members about environmental actions you’d like the City to prioritize
- Alert City staff to sidewalk and bike lane maintenance needs using the Our Kirkland app

### Volunteer + Participate

- Volunteer with the Green Kirkland Partnership to restore Kirkland’s natural areas
- Become a Green Steward to champion the restoration of a natural space near you
- Volunteer for local non-profit and faith-based organizations working on sustainability, environmental justice, and supporting a healthy community
- Join a community group or organization working on environmental goals
- Become a Soil and Water Steward and educate the community about protecting our ecosystem
- Participate in community reuse events
- Help plant raingardens in your neighborhood



Community advocacy led to installation of solar panels at Kirkland City Hall.



Volunteers of all ages are invited to join in - these youth volunteered to plant trees at an Arbor Day event, along with Councilmember Jon Pascal.

## Personal Action

### At Home

- Use a shower timer and/or low-flow showerhead to reduce water and energy use
- Sign up for green power from Puget Sound Energy
- Put aerators on all faucets to reduce water use
- Repair broken items instead of replacing them
- Compost all your food scraps in your gray cart

### In Your Yard

- Welcome wildlife by planting a native garden
- Use less water by growing drought tolerant plants
- Replace pesticides and plant killer with natural pest control methods to reduce chemical use
- Follow best watering practices to prevent waste
- Harvest rainwater to use less potable water in your garden
- Minimize fertilizer use to protect waterways from excessive nutrients

### In the Community

- Make trips by foot, bike, bus, and other ways without a car when possible
- Patronize local businesses
- Choose secondhand items and participate in community sharing and reuse groups
- Support green businesses that have gotten EnviroStars recognition

### Invest in Green Infrastructure

- Install a solar array to supply clean energy
- When replacing natural gas appliances, consider switching to electrical appliances
- When remodeling, utilize a salvage team to minimize construction waste
- Build a raingarden that soaks up stormwater to prevent flooding and protect water quality
- Adding an Accessory Dwelling Unit can help provide more housing options in our community

Get green living tips on the City's [@KirklandEnviro Facebook](#) and [Twitter](#) accounts or [sign up for monthly green emails](#).



A [demonstration raingarden](#) at a Kirkland home.



Bike commuters at a Bike Everywhere Day station.



Solar panels installed at a Kirkland home during a Solarize Kirkland campaign.

# Businesses

## Follow Green Practices

Learn about and get help implementing environmental best practices that can save money and protect your staff's health through the EnviroStars green business program.

## Support Staff in Reducing Trips

- Encourage your staff to use alternative modes of transportation besides driving alone
- Provide transit passes or subsidies for staff
- Provide bike storage and lockers / changing facilities to make it easier for staff to cycle
- Allow staff to telecommute or work flex schedules

## Implement Green Upgrades

Learn about rebates and programs available to help your business make green upgrades through the EnviroStars green business program.

# Developers

Developers serve an important role in Kirkland's sustainability, and can have a big impact on Kirkland's environmental impacts in the long term through both the type of developments built and the choices made at those properties, whether single-family dwellings, or multi-family, mixed-use or commercial properties. We welcome your support and leadership in building greener developments.

# Organizations

## Partner

There are many opportunities to partner with the City to help the community achieve the goals of the Sustainability Master Plan. See the Implementation Guide for specific actions where the City is actively seeking community partners. We also welcome ideas for other partnerships.

## Lead

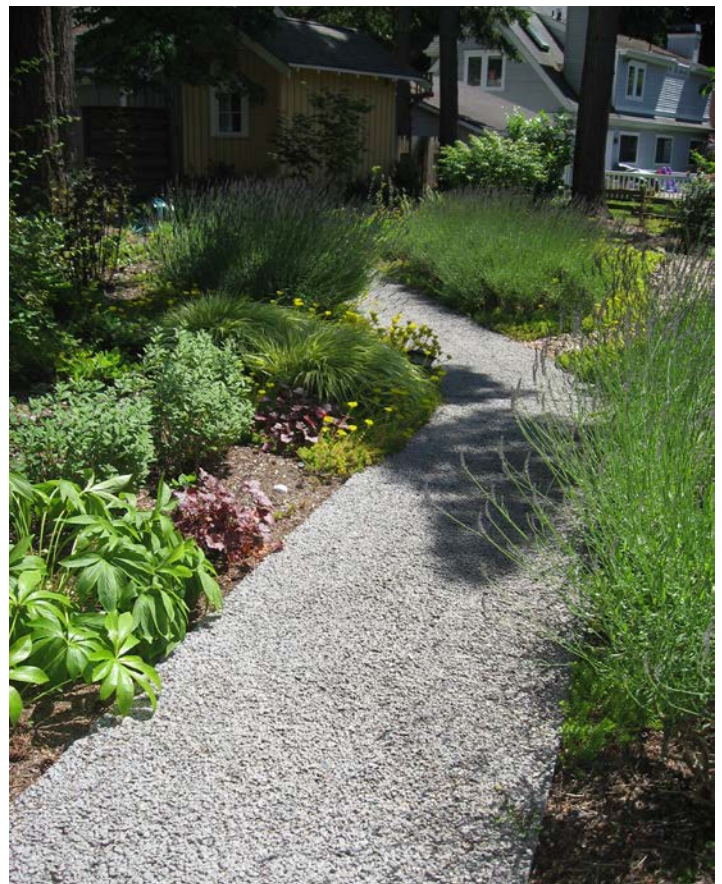
We celebrate the environmental leadership of non-profit and faith-based organizations in Kirkland.

The **EnviroStars** green business program provides free technical support for Washington businesses in their preferred language. Visit [envirostars.org](http://envirostars.org) or contact [info@envirostars.org](mailto:info@envirostars.org).



Recognition is available for businesses that commit to following key environmental best practices.

**Kirkland Green Trip** helps businesses support their employees in reducing drive-alone commute trips. Visit [kirklandgreentrip.org](http://kirklandgreentrip.org).



Pervious paving at a development in Kirkland.

## Public Outreach Tables

Table 1: **In-Person Techniques**

<b>Event Type</b>	<b>Quantity</b>	<b>Attendance*</b>
<b>Neighborhood Association Meetings / Kirkland Alliance of Neighborhoods Briefings</b> <i>Norkirk, Juanita, Moss Bay, S. Rose Hill / Bridle Trails, Highlands, Market, N. Rose Hill, Central Houghton, Everest, Evergreen Hill, KAN (May 8, June 12, October 9)</i>	13	208
<b>Interest Group Meetings</b> <i>Business Roundtable</i>	1	14
<b>Focus Groups</b>	9	66
<b>Community Meeting</b> <i>Sustainability Forum June 22, Sustainability Summit October 12</i>	2	131
<b>SUBTOTAL</b>	<b>25</b>	<b>419</b>

\*Total number of people that were present at a meeting.

Table 2: **Digital Outreach Techniques\*\*\***

<b>Digital Outreach Type</b>	<b>Quantity</b>	<b>Views****</b>
<b>Facebook Posts &amp; Events</b>	7	10,762
<b>Nextdoor Posts</b>	2	5,366
<b>Twitter Tweets</b>	6	9,008
<b>Partner Emails</b>	2	2,030
<b>City Newsletter Articles</b>	17	19,563
<b>Video posted on YouTube and Facebook</b>	4	1,969
<b>Landing Webpage</b> ( <a href="http://www.kirklandwa.gov/sustainabilityplan">www.kirklandwa.gov/sustainabilityplan</a> )	1	792
<b>SUBTOTAL</b>	<b>39</b>	<b>49,490</b>

\*\*\* Metrics current as of December 31, 2019.

\*\*\*\* "Views" defined as: Facebook Reach, Twitter Impressions, Email Unique Opens, Webpage Unique Visits, YouTube Views, and Facebook 1m Video Views.

**From:** Liz & Michael VanBemmel <lmvanbem@gmail.com>  
**Sent:** Friday, July 17, 2020 1:16 PM  
**To:** David Barnes  
**Subject:** Sustainability Master Plan

Hi David,

I just read the Kirkland draft sustainability master plan. It's a fantastic start and I'm really excited to see Kirkland implement these policies! Particularly the reductions in pipeline gas, as someone who went all-electric and had her gas line cut off at the street in 2014. Pipeline gas has been so greenwashed, most people don't realize how harmful it is for the planet or their family.

I did have a few suggested changes:

- Land Use and Transportation on page 6 mentions ensuring people can get comfortably around by walking or bicycling. I'd like to see that extended to walking, rolling, or bicycling, to include wheelchair users and families with strollers. There are a number of places in Kirkland where sidewalks are present and useable by people on foot, but too narrow for wheelchair users, too bumpy from tree roots, [cross-sloped driveway curb cuts](#), or lacking ADA ramps. And there's at least one place where a utility pole effectively eliminates sidewalk access entirely, with no way for wheelchair users to get around it. A lot of bus stops are similarly inaccessible. Adding "rolling" to the Land Use and Transportation section would reinforce the "all abilities" message. Perhaps even explicitly incorporating [Complete Streets](#) principles?



Figure 4



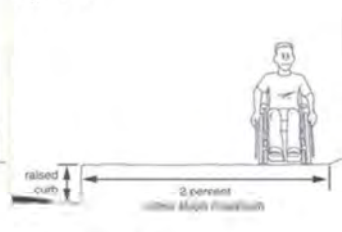
**PROBLEM** Wheelchair users traveling on a sidewalk with a cross slope greater than 2% use more energy to offset the force of gravity that directs them towards the curb and into the street

Figure 5



**GOOD DESIGN** A level area at least 915 mm (36 in) wide improves access when the street elevation is lower than the building elevation

Figure 6



**ACCEPTABLE DESIGN** Increasing the height of the curb provides a level pathway when the street elevation is lower than the building elevation. This solution may not be ideal if sidewalks are not wide enough to install well-designed curb ramps

- Under buildings and infrastructure, I'd suggest extending incentives for green building, like the priority permit review, to remodels, to make it easier to retrofit buildings and to help encourage



more people to consider going green if they were already going to do a remodel for other reasons.

- As a household that has owned a plug-in hybrid for 6 years, an all-electric car for 4, and zero level 2 chargers in that time, there is too much emphasis on electric vehicles and charging stations. Homes don't really need level 2 charging, as most people drive shorter distances than they think they do and can easily charge overnight or during an 8-hour work day on a level 1 charger plugged into a regular outlet. It's nice to have level 2 chargers near restaurants and stores to top up while you shop on unusual days with a lot of driving, or in mid-rise apartments where the expectation is that multiple residents will share a single charging station, but it's not critical. Public charging stations in Kirkland are already fairly abundant. I'd much rather see a reduction in (or elimination of!) minimum parking requirements and mandatory setbacks so that buildings become less spread out and more affordable to build, plus changes to zoning to allow more intermingling of housing and commercial spaces, helping to create more walkable, vibrant neighborhoods throughout Kirkland. I want my neighborhood to become a 15-minute neighborhood with better transit and protected bike lanes, so I can get rid of one or both cars entirely. I don't want to just have people trade in their ICE cars for electric and continue spewing out harmful particulates from brake pads and tires.

Anyway, thanks for all your work on this! It's a great start.

Liz VanBemmel  
12405 NE 108th Pl  
North Rose Hill

Dear Members of Kirkland City Council:

Thank you for the opportunity to comment on the Sustainability Master Plan. Our city's forward thinking on this matter is greatly appreciated.

I address you as a physician practicing and residing in Kirkland and as the President of the Washington Chapter of Physicians for Social Responsibility. I am concerned about the health impacts of burning fossil fuels and advocate for keeping strong provisions in the Sustainability Plan for phasing out the use of "natural" gas, more accurately referred to as methane, often obtained via the dangerous process of fracking for heating and cooking.

Extracted methane poses risks to human health throughout its product life cycle. These risks include but are not limited to contamination of drinking water near extraction sites, leakage of methane from extraction to pipeline to consumption site and of course the release of carbon dioxide and other air pollutants when the product is burned. My organization has published a detailed [Compendium on the Risks of Fracking](#) which I link here for your information. Leaked methane is 86 times more potent at heat trapping in the 20 year time frame than CO2 and leakage rates can be as high as 5-10% nullifying any argument for gas as a "clean" alternative to other energy sources.

The adverse health effects of burning gas in the home are underappreciated and under reported. Indoor air quality is largely unregulated but in homes relying on gas is often is more polluted than outdoor air. In fact gas stoves produce indoor levels of toxins that would be illegal if found outdoors. The health risks of these pollutants include but are not limited to increased risk of acute and chronic asthma and obstructive lung disease, increased acute and chronic risk of heart attack and stroke, and deleterious effects on childhood development. PSR has joined Sierra Club, Mothers Out Front and Rocky Mountain Institute in publishing a review of the [Health Effects from Gas Stove Pollution](#) which I link here for your information.

The human health risks of burning gas both for electricity generation and for heating and cooking are unacceptable and alternatives in the form of renewable electricity are readily available. Our sustainability plans must include phasing out gas in new construction and plans for retrofits of currently existing homes.

Thank you for your attention.

Sincerely,

Mark Vossler, MD  
President Washington Physicians for Social Responsibility

**From:** [Eric Godfrey](#)  
**To:** [Council Meeting Comment](#)  
**Cc:** [David Barnes](#); [Kurt Triplett](#)  
**Subject:** Comment on the Sustainability Master Plan  
**Date:** Tuesday, July 21, 2020 11:07:08 AM

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Dear Mayor and City Council members,

Thank you for considering the Sustainability Master Plan. I am 13 years old, and Mr. David Barnes was nice enough to tell me all about this plan and explain what to do if I wanted to comment on it.

I would like you to modify the Sustainability Master Plan to specifically mention something against the needless idling of vehicles.

All the time, I see cars needlessly idling in Kirkland. People idle while waiting for someone to run into the store to buy something, at parks, at schools, and at many other places. Just today, I saw a car in a parking lot, its windows open, and no one inside while it idled.

Needlessly idling produces CO<sub>2</sub> as well as many other harmful gases. Idling produces 130,000 tons of CO<sub>2</sub> annually all over the world. That is how much CO<sub>2</sub> one hundred fifty 747 Jets would emit if they flew constantly for one year.

I would like you to put something in the plan to address the issue of needless idling. Action ES 1.3 of Kirkland's Sustainability Master Plan would support something encouraging citizens not to idle. Also, Goal SG-2 supports city vehicles idling less. It would make sense to put specific statements about idling in both of these places.

Thank you for considering my request. By restricting idling, the whole city will breathe cleaner air.

Turn the key and be idle-free!

Eric Godfrey

Juanita

Members of the Kirkland City Council and City Staff,

My name is Ron Snell and I am member of PCA Kirkland. I also had the privilege of serving on the ETAG team for the Sustainability Master Plan. I would like to thank you for this additional opportunity to comment on the Plan. This is a very forward-thinking document and can be a model for other K4C cities as we all work to address climate change.

I would like to focus my comments on the Building and Infrastructure Focus Area. Since buildings represent almost 50% of Kirkland's GHG emissions, they present huge opportunities to reduce the city's carbon emissions by improving the efficiency of all commercial, multi-family and residential buildings.

The SMP recognizes that new buildings can be designed and constructed much more efficiently than are being built today. The plan calls for the movement toward a standard of net zero energy buildings by 2030 which will ensure that new Kirkland buildings do not contribute to climate change. While these new standards will cost somewhat more for the initial construction than under the existing building code, their total lifecycle costs will be much less because of reduced energy usage. Building owners and tenants will benefit from these reduced costs.

Most of the building stock in Kirkland in which we will live and work for the foreseeable future all ready exists. Many experts believe that as much as 50% of the energy in existing buildings can be saved through building retrofits. In my own home, adding additional attic insulation and sealing leaks resulted in nearly a 40% saving in heating costs. Deep retrofits can generate even greater savings. It is important that all Kirkland residents benefit from these improvements. Accordingly, the SMP calls on incentive programs to be developed for multi-family housing that allow both building owners and tenants to benefit from these energy saving improvements.

It is critical that we move quickly to implement the recommendations in the SMP. The 2018 Intergovernmental Panel on Climate Change (IPCC) warns that we need to dramatically reduce GHG emissions by 2030 if we are to avoid catastrophic climate change. Aggressive retrofitting of our existing buildings and more stringent efficiency standards for new construction are essential for Kirkland to meet its climate goals

**From:** [Gina Clark](#)  
**To:** [David Barnes](#)  
**Cc:** [Sonja O"Clare](#)  
**Subject:** Sustainability Master Plan  
**Date:** Wednesday, July 22, 2020 4:57:09 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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Hi, David. I hope this email finds you safe and well.

I've been following the Sustainability Master Plan. I had a question about what's next once council approves it. Will each of the sections be taken individually to draft and adopt more specific sets of policies, regulations, and programs? Are there timelines in place to accomplish this, including community stakeholder input on each? The draft plan looks good from our standpoint but we're hoping it will include at some point more details, inputs/outputs, measurements, and specifics. I know Kirkland is always good about this so we're looking forward to knowing how this proceeds.

Many thanks for all you do.

Take care,  
Gina



**Gina Clark** | Government Affairs Manager, King County

**p** 425.460.8224 **c** 425.268.1156  
335 116<sup>th</sup> Ave. SE, Bellevue, WA 98004

[mbaks.com](http://mbaks.com) Find us on [f](#) [t](#) [in](#) [i](#)

**We aspire to be the most trusted and respected housing experts  
in the Puget Sound region.**

Thank you to Council, the project team, staff, and volunteers for their work on this.

There are a lot of very good ideas in this plan. Our question is: does it go far enough?

We've lost a lot of opportunities in the last 5-10 years. Every one of those single family tear downs that has been replaced with a larger single family home (with 3-4 car garage) has lowered the overall sustainability of Kirkland. Not only do these lead to excessive consumption, but that land with the brand new house on it is now stuck for decades before it will make economic sense to do anything with it.

Even the multi-family housing that we have built is plagued with excessive parking, and we know that more parking leads to more driving which leads to reduced sustainability.

Because of this, we now have less land that we can use to make Kirkland into a sustainable city.

We have less land to build housing in order to prevent housing from being built in Duvall, Marysville, and so on, where that housing leads to long distance driving, acres of trees being destroyed, miles of pipes for small numbers of people, and so on. Our accounting needs to penalize us for those outcomes.

We have less land to build housing that we so desperately need. We have less space to add people to our city which will make walking, biking, and taking transit better. With better alternatives we can reduce car capacity and reduce the absolute amount of transportation emissions. Electric cars are better for whatever driving is left, but if they're the top of the plan for vehicle emissions, the overall result isn't a sustainable city.

With this proposed framework, will we go back and fix the following?

- The Houghton-Everest Neighborhood Center process left us with nothing. That location is still too good to waste. The city needs a plan for the Houghton Community Council, which has shown time and time again to be a barrier to sustainability. The land outside of their jurisdiction needs to be separated from what is frozen by them.

- The South Rose Hill/Bridle Trails Neighborhood Plan process left us with a new drive-through in the Bridle Trails neighborhood center, not exactly a show of faith by the owners in the likelihood of a sustainable outcome. The master plan process is simply at odds with sustainability. The status quo has already lost this area as a 10-minute neighborhood, with the loss of a true grocery store.

- The areas surrounding these centers need to be opened. ADUs/duplexes are a start. We need small scale apartment/condo buildings throughout these neighborhoods.

- Metro shouldn't be using precious transit dollars to try to improve general traffic flow with turn lanes in the hope that buses move faster. More car throughput isn't going to help.

- LWSD shouldn't be using precious education dollars to improve car throughput with turn lanes.

- LWSD shouldn't be using precious land resources for parking minimums and car queuing space.

- Impact fees shouldn't be used to increase car throughput (turn lanes, new signals, etc.) that take us away from sustainability goals.

- Maintaining the infrastructure for single family neighborhoods is too expensive to be financially prudent. Maintaining a road or all of the pipes for a handful of homes is too much of a drain. Apartment buildings are a more efficient use of public infrastructure.

The 85th plan is also on the schedule. The same questions come up - sustainability and inclusiveness vs car throughput and neighborhood character. If this plan doesn't lead to sustainable choices in plans like that, then the other details aren't going to matter. 85th doesn't need 405 BRT to be successful. It's already the downtown Kirkland - downtown Redmond corridor and could be a wonderful place with just access to those. It already has frequent transit.

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There are a lot of very good ideas in this plan, but there's really only one solution.

The root of our sustainability is our density. The only thing that matters is putting more people in Kirkland. All sustainability flows from this.

Every unit of housing that we decline to build in Kirkland means more farmland and forest land in Duvall that is paved over for people who would rather live closer anyway.

It doesn't matter what we do for stormwater if we are causing farmland to be paved over in Duvall.

It doesn't matter if we put in electric car chargers if people have to drive from Sammamish to Kirkland.

The best thing is that more people in a city only makes a city better. People bring a diversity of views and experiences. There are more people to share the work of building a great city.

More people in the space we already have means more financial sustainability. There are more people per foot of sewer pipe, which means more people to share in the expense of replacing it. There are more customers for our local businesses. There are more people to take transit, which leads to better transit, which leads to more people choosing transit. There are more people within biking distance of employers and businesses.

People who object to increased density are objecting either to more cars, or to the wrong kind of people. More cars does actually make a city worse, so they aren't wrong. But having more people in Kirkland gives people the option of not driving, an option that people in Duvall and Sammamish do not have. Getting around Kirkland without a car is very doable, and I am proof of that.

The objections about the wrong kind of people, usually expressed as "neighborhood character," need to be ignored if we are to be an inclusive city. In this time when we are concerned about systemic racism, we need to encourage all kinds of housing in all places throughout the city, including single family zones. Single family zoning is a way to keep the racist results of redlining without the explicit racism.

I am concerned that we have already lost many opportunities for increasing the housing supply in Kirkland. We need to be aggressive with the spaces we have left, and not get in the way of better sustainability.

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## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
<b>Energy Supply &amp; Emissions</b>				
DM Arnold	GHG Emissions		<u>Action ES 1.4: Update Kirkland comprehensive plan climate goals regularly to be consistent with updated state and regional goals.</u>	
DM Arnold	GHG Emissions		<u>Action ES 1.5: Support state or regional clean fuel standard.</u>	
DM Arnold	Purchased Electricity	Action ES-2.2 Consider supporting the formation of an Eastside Public Utility District that secures 100% renewable electricity that is equitably priced for the entire community	Action ES-2.2 Consider supporting the formation of an Eastside Public Utility District that secures 100% renewable electricity that is equitably priced for the entire community, <u>if Puget Sound Energy is not meeting its CETA goals</u>	
DM Arnold	Distributed Renewable Energy	The addition of 10MW of distributed solar in ES-3 covers about 1000 homes, out of more than 20,000 houses in Kirkland. Is there background on why not a more		This number was recommended by the Environmental Technical Advisory Group (ETAG) because they know the level of effort it takes to conduct a

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		aggressive number, especially with the goal being by 2030?		Solarize Kirkland campaign. Based on two previous campaigns 60 to 70 homes purchased solar panels per each annual campaign., It's still a heavy lift to get 1000 more homes with panels over the next 10 years. Community Solar may get us to our goals quicker.
DM Arnold	Distributed Renewable Energy		<u>Action ES-3.3: Consider revisions to remove barriers and provide incentives for solar in land use regulations.</u>	
DM Arnold	Distributed Renewable Energy		<u>Action ES 3.4: Support innovative financing mechanisms for distributed energy improvements.</u>	
DM Arnold	Electrification of Vehicles	Action ES-4.3 Require EV charging stations with all new developments or	Action ES-4.3 Require EV charging stations with all new developments or redevelopment projects at	

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		redevelopment projects at a minimum ratio of one EV charger for 2% of all required parking stalls	a minimum ratio of one EV charger for 2% of all required parking stalls <u>and to be charger-ready for more in the future (maybe 20%?)</u> .	
DM Arnold	Electrification of Vehicles		<u>Action ES-4.4: Require all new homes with off-street parking to be charger-ready- wired to support a Level 2 EV charger. Twenty percent of multifamily development parking spaces must be EV-ready.</u>	
DM Arnold	Electrification of Vehicles		<u>Action ES-4.5 Require all new single-family homes with off-street parking to be EV charger-ready.</u>	
DM Arnold	Electrification of Vehicles		<u>Action ES-4.6: Support state and regional requirements for delivery vehicles and TNCs.</u>	
DM Arnold	Electrification of Vehicles	The city should be a leader here in its operations. Vehicles that can be fully	<u>Action ES-4.7: Adopt a policy for fleet purchases for fully electric and hybrid electric vehicles</u>	

### Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		<p>electric should be. Trucks and vans where the technology isn't there yet should be hybrid. Kirkland should be part of a pilot with other jurisdictions in the region evaluating heavy duty and public works vehicles, when available.</p>	<p><u>depending on technology availability and city needs.</u></p>	
DM Arnold	Electrification of Vehicles	<p>Could also put this action into SG section, Action SG 1.5</p>	<p><u>Action ES-4.8: Adopt a policy for fleet purchases for fully electric and hybrid electric vehicles depending on technology availability and city needs.</u></p>	
DM Arnold	Electrification of Vehicles		<p><u>Action ES- 4.9: Consider policy to dedicate % of fuel tax toward support of electrification of transportation, such as building additional charging stations at city facilities.</u></p>	
<b>Buildings and Infrastructure</b>				

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
DM Arnold	New Construction and Development		<u>Action BI-2.2: Consider requirement for buildings in business districts to be built to high performing building standards.</u>	International Living Future Institutes (ILFI) Core Green Building Certification could be considered
DM Arnold	New Construction and Development		<u>Action BI-2.3: Require buildings as part of Council-approved Master Plans/ Development Agreements / Planned Unit Developments to be high performing green buildings, charger ready, no pipeline gas.</u>	International Living Future Institutes (ILFI) Core Green Building Certification could be considered
DM Arnold	New Construction and Development		<u>BI-2.4: Consider policy for performance standards for ARCH-constructed affordable housing.</u>	Built Green 5-Star or Emerald Star certification could be considered
DM Arnold	New Construction and Development	For the goals to reduce energy use in existing buildings by 25% by 2030, we should have a plan to do so for city facilities as well.	<u>Action BI-3.6: Develop plan in CIP for all city facilities to meet 25% energy reduction goal by 2030 and 45% by 2050.</u>	

### Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
DM Arnold	New Construction and Development		<u>Action BI-3.7: Develop standards for acquired facilities and consider retrofit plans as part of purchase.</u>	
<b>Land Use and Transportation</b>				
DM Arnold	Active Transportation	For actions that strive for achieving platinum status as a "Walk-Friendly Community" and a "Bike-Friendly Community", can you provide more background on those standards? Depending on what is involved, I may be interested in setting a stronger goal than "strive".		This information will be provided after consulting with staff.
DM Arnold	Active Transportation	Action LT-4.5 Coordinate with the school communities to increase the number of students walking, biking, carpooling and taking the bus to school	<del>Action LT-4.5 Coordinate with the school communities to increase the number of students walking and biking, carpooling and taking the bus to school</del> <u>through implementation of the Safer Routes to Schools Plan, when adopted.</u>	

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
DM Arnold	Active Transportation	Action LT-4.6 Make it safe and easy for children to walk, bike and take the bus to school and other destinations.	Action LT-4.6: Make it safe and easy <del>for children to walk, bike and take the bus to school and other destinations</del> <u>to connect between neighborhoods and business districts through implementation of the Active Transportation Plan, when adopted.</u>	
DM Arnold	Active Transportation	The markings and crossings used for the Lake Washington Loop are something that should be incorporated for all non-protected bike lanes.	Action LT-4.8: <u>Update markings for all bicycle lanes that are not protected by 2025.</u>	
DM Arnold	Active Transportation		Action LT-4.9: <u>Complete the Greenway network by 2030</u>	
DM Arnold	Active Transportation	This also may give us an ability to look at more permeable walkways	Action LT-4.10: <u>Develop alternative standards for safe pedestrian travel when building sidewalks is prohibitive.</u>	
DM Arnold	Public Transit	Action LT-5.2 Provide better access to transit	Action LT-5.2: <u>Provide better access to Explore public/private</u>	

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		through first-last mile strategies.	<u>partnerships for first mile-last mile strategies connections including bike share, scooter share, and automated shuttles.</u>	
DM Arnold	Public Transit	Action LT-5.4 Work with transit agencies on honing and increasing service to Kirkland.	Action LT-5.4 Work with transit agencies on honing and increasing service to Kirkland <u>in accordance with Metro Connects and Kirkland Transit Implementation Plan.</u>	
<b>Natural Environment and Ecosystems</b>				
DM Arnold	Conservation and Stewardship	Consider actions that have been previously discussed with Council.	Goal EV-7: <u>Explore the elimination of all use of synthetic pesticides.</u>	
DM Arnold	Conservation and Stewardship		<u>Action EV-7.1: Designate all parks with playgrounds as pesticide free parks.</u>	
DM Arnold	Conservation and Stewardship	Even if unfunded, this will allow us to track progress.	<u>Action EV-7.2: Add improvements to CIP that eliminate the need for pesticide use.</u>	
DM Arnold	Conservation and Stewardship		<u>Action EV-7.3: Regularly evaluate alternative</u>	



## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
			<u>products to synthetic pesticides.</u>	
DM Arnold	Conservation and Stewardship		<u>Action EV-7.4: Explore changes to maintenance standards to avoid use of synthetic pesticides.</u>	
DM Arnold	Access to Parks and Open Space	For Action EV 7.1, "Proactively seek and acquire parkland to create new parks, prioritizing park development in areas where service level deficiencies exist", ---- -Question- do we consider private parks as part of our prioritization? I want to make sure we are looking at things with an equity lens to truly get underserved areas. Related, with the city-school partnership, are facilities on school lands shown on the map on p. 34		This answer will be provided after consulting staff.
DM Arnold	Access to Parks and Open Space	For Action EV 8.1 "Sign the national "10-		This information will be provided

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		minute walk" initiative, -Question- can we get more information on what that initiative entails?		after consulting with staff.
DM Arnold	Sustainable Urban Forest		<u>Action EV 10.8: Evaluate pre-approved public works plans and look for opportunities for retention of right-of-way trees.</u>	
<b>Sustainable Materials Management</b>				
DM Arnold	Waste Reduction	Do we have a policy for that practice, or is this something that just continues each time Council approves rates? If we don't have a formal policy to reference, an action might be appropriate for SM-1.	<u>Action SM 1.4: Set rates to incentivize waste reduction.</u>	
DM Arnold	Recycling and Composting	Goal SM-4 Achieve a recycling diversion rate of 70% by 2030.	Goal SM-4 Achieve a <u>the countywide consensus rate</u> for recycling diversion <del>rate</del> of 70% by 2030.	

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
DM Arnold	Recycling and Composting	While Action SM-4.4, discusses building code requirements for recycling and organics in multi-family, commercial, and mixed-use buildings, what are we doing to improve recycling and organics in existing buildings? I'd like to see a goal in this area.	<u>Action SM-4.4b: Increase multi-family and commercial recycling through..</u>	
DM Arnold	Recycling and Composting	Explain context of Goal SM-5, "Increase the number of businesses composting food scraps to 150 by 2023." For example, would that cover all existing restaurants?		This information will be provided after consulting with staff.
<b>Sustainable Governance</b>				
DM Arnold	Civic Engagement	For SG-4, "Ensure processes for public participation are fair, accessible, and inclusive", we should recognize what we have learned about <i>increased</i> public participation during COVID-19 when we	<u>Action SG-4.4: Provide opportunities for public input that do not require presence at a particular time or place.</u>	

## Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		have not required physical presence at a specific time and place. Council is interested in continuing the methods of public participation; it is both as an equity and a sustainability issue. I'd like to add a new action SG-4.4.		
DM Arnold	Community Resilience	Action SG-6.5 Focus on efforts to address and mitigate climate change impacts.	Action SG-6.5 Focus on efforts to address and mitigate climate change impacts, <u>such as air quality issues and heat emergencies, for example.</u>	
<b>Healthy Community</b>				
DM Arnold	Potable Water	I was surprised to see that Kirkland residents use 58 gallons per day per person compared to Seattle's 39. The actions listed to reduce per-capita usage talk about water fixtures, outreach, education, and public-private partnerships. What is	Action HC 4.4: <u>Research per-capita differences in water usages throughout the region and identify best practices to incorporate.</u> OR Action HC 4.4: <u>Consider rate structure impacts on per-capita differences in water usage throughout the region.</u>	This information will be provided after consultation with staff and water provider.

### Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		Seattle doing that Kirkland isn't (or Cascade Water if the increased usage is across the Eastside)? I think we should have a specific action to review such as the below. If it is about rates, we should have an action to review:		
DM Arnold	Welcoming and Inclusion	As Council in parallel is adopting our framework to respond to Racial Justice issues and Black Lives Matter, I think we will want to have a goal and action in this plan regarding undoing systemic racism.		
<b>Policy Discussion</b>				
DM Arnold	Sustainable Governance/City Operations and Civic Engagement	For SG-2 "Coordinate sustainability programs and policies across all City departments" or SG-5, "Cultivate community	<u>Action SG-2.4 / SG-5.4: Consider appointing a citizen Sustainability Commission by 2025 to advise City Council on implementation status of</u>	

### Council Comment Matrix

Council Member	Focus Area/ Element	Existing Text, Comment or Question	Proposed Text, or New Text	Staff Feedback
		<p>members' knowledge of, participation in, and leadership for civic processes", I'd like to form a Sustainability Commission to follow up on implementation of the plan and advise the Council on changes. Recognizing the City's current budget challenges, the timeframe may be more opened ended</p>	<p><u>this plan and recommendations for future revisions as conditions change.</u></p>	



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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Iris Cabrera, PE, PTOE, Transportation Engineer  
Joel Pfundt, Transportation Manager  
Julie Underwood, Interim Director of Public Works

**Date:** July 23, 2020

**Subject:** KIRKLAND WAY LOW-CLEARANCE BRIDGE AT THE CROSS KIRKLAND CORRIDOR—ENHANCED SIGNAGE PLAN PROPOSAL

### **RECOMMENDATION:**

It is recommended that City Council approve by motion an enhanced signage plan along Kirkland Way for alerting over-height vehicles before reaching the Kirkland Way Bridge.

### **BACKGROUND DISCUSSION:**

The bridge that is the subject of this staff report (Bridge) is a former railroad bridge crossing over Kirkland Way that was converted to a multi-use path called the Cross Kirkland Corridor (CKC) and now owned by the City (see Attachment A, Vicinity Map). The vertical clearance is 11.5 feet, which is lower than the current national minimum bridge clearance standard of 14 to 16 feet.

To alert drivers about the Bridge's low clearance, the City installed warning signage when approaching the Bridge and affixed signs to the span itself. Despite those warning signs, over-height vehicles hit the Bridge frequently, causing damage or, in some cases, getting stuck under the bridge and blocking traffic until the vehicles are removed from the travel lanes.

In March 2020, staff evaluated the effectiveness and estimated costs for seven alternatives that would help reduce vehicles hitting the Bridge. The evaluation was presented in a report titled, "Kirkland Way/CKC Bridge Alternatives Evaluation," dated April 2, 2020.

At the June 2, 2020, City Council meeting, staff presented the conclusions in that evaluation (the evaluation was Attachment A to the corresponding staff report for that meeting). Staff recommended implementing a combination of four new larger warning signs and yellow flashing beacons (two in each direction) because that alternative balanced cost and effectiveness. The recommended alternative was estimated to cost approximately \$100,000. The Council discussed the alternatives and the recommendation, then directed staff to further refine and analyze a low cost, "enhanced signage only" option, including evaluating the option of all-way stop control at the Kirkland Way intersections on either side of the CKC Bridge, and return to Council with the results of the analyses.

### **Additional Analysis of Low-Cost Enhanced Signage Only Options**

Staff conducted further analysis of three options: 1) using enhanced signage (S-1); and 2) two scenarios using all-way stop control (S-2a and S-2b). The results of these effort are described below.

#### Option S-1: Enhanced Signage Only

When developing Option S-1, staff focused on developing a signage package that would attempt to raise driver awareness of the upcoming Bridge and its low clearance. The signage was developed using the following approaches:

- **Attract Attention**—By using more and larger signage
- **Clearly Communicate**—Using concise and catchier wording and graphics
- **Reduce Distractions**—By reviewing and cleaning up other potentially unnecessary signage

Option S-1 consists of installing 14 low-clearance warning signs, seven in each direction (see Attachment B, Option S-1). The new signs proposed in this option would be larger than the current warning signs. They would provide warning for the upcoming low clearance bridge in graphics and text, and provide directions that over-height vehicles must turn onto one of the side streets. Also, to increase driver's attention to the warning signs, the plan calls for signs facing the direction of traffic on both the right and left sides of the road. This option does not add any new stop signs on Kirkland Way. Sign types and locations conform to the requirements established in the *Manual of Uniform Traffic Control Devices* (MUTCD).

#### Option S-2: All Way Stop Control/Sight Distance Evaluation

Traffic engineers and transportation planners have several factors to keep in mind when assessing whether to establish new stop signs:



- The purpose of stop signs is to assign vehicular right-of-way at an intersection, particularly to prevent collisions.
- If installed where warranted, stop signs can be very effective in clarifying who has the right-of-way at an intersection.
- Stop signs can be a potential safety issue, and therefore should be used only where warranted or they may create liability issues for the City.
- Stop signs should not be used as a means to control vehicle speeds.
- Installation of a multiway stop should be based on an engineering study.

To assess and address the issues noted above, an engineering study based on field observations and existing data was conducted. The study consisted of 1) a warrant analysis as specified in the MUTCD Section 2B.07, "Multi-Way Stop Applications," and 2) sight distance evaluation per American Association of State Highway Transportation Officials' (AASHTO) *A Policy on Geometric Design for Highways and Streets, 2018 Edition*. This is commonly known as "the AASHTO Green Book."

Two scenarios were considered:

- **Option S-2a** (Figure 1) analyzed each intersection, Railroad Ave/Kirkland Way and 9<sup>th</sup> Street/Kirkland Way, as separate three-way all-way stops.
- **Option S-2b** (Figure 2) assumed the two intersections on Kirkland Way operate as a four leg, single all way stop intersection system, with only one stop sign controlling the eastbound approach and one controlling the westbound approach.

In both scenarios, drivers stopped at one leg of the intersection must be able to see vehicles stopped at the other legs of the intersection and determine the timing for their turn to enter the intersection safely.



**Figure 1. Option S-2a, Two Separate Three Leg All Way Stop Intersections**



**Figure 2. Option S-2b, Single Four Leg All Way Stop Intersection**

The MUTCD evaluation criteria to determine if an all-way stop is warranted are summarized below:

- A: All-way stop is an interim measure when a traffic signal is justified
- B: Five or more crashes in a twelve-month period (left turn/angle crash)
- C.1: Traffic volumes on major street averages at least 300 vehicles per hour for 8 hours; and [meaning both C.1 and C.2]
- C.2: Combined vehicular, pedestrian and bicycle volumes average at least 200 units for the same 8 hours, with average delay for minor-street vehicular traffic of at least of 30 seconds per vehicle.
- C.3: If 85<sup>th</sup> percentile speed exceeds 40 MPH; minimum vehicle volume warrants are 70% of C.1 and C.2.
- D. No single criterion is satisfied, but criteria B, C.1 and C.2 are satisfied to 80% of the minimum values.

Sight distance requirements at intersections are specified in Section 9.5.3, "Intersection Control," in AASHTO's Green Book. Sight distance requirements vary with the type of traffic control (stop, yield, traffic signal, no control) used at an intersection because different types of traffic control impose different legal constraints on drivers, thereby impacting driver behavior. For example, sight distance requirements for a driver stopped at a stop sign is less than a driver approaching an all-yield intersection.

At all-way stop controlled intersections (Section 9.5.3.5, Case E), the first stopped vehicle on each approach should be visible to drivers of the first stopped vehicle on each of the other approaches.

The results of the all-way stop control warrant analysis and sight distance evaluation for Options S-2a and S-2b are summarized in Table 1, below.

**Table 1. All Way Stop Warrant Analysis and Sight Distance Evaluation Results**

Evaluation Criteria	Options		
	S-2a		S-2b
	Kirkland Way/Railroad Ave	Kirkland Way/9 <sup>th</sup> Street	Kirkland Way-CKC Intersection System
MUTCD			
A	Not Met	Not Met	Not Met
B	Not Met	Not Met	Not Met
C.1	Not Met	Not Met	Not Met
C.2	Not Met	Not Met	Not Met
C.3	Not Met	Not Met	Not Met
D	Not Met	Not Met	Not Met
Sight Distance Requirement per AASHTO's Green Book	Met	Met	Not Met

The results of the warrant analysis show the MUTCD warrants for all-way stop control are not met for either scenario S-2a or S-2b. This means all way stop control is not an appropriately safety measure. Adding stop signs when warrants are not met increases the risk of vehicle crashes whether or not they may mitigate over-height vehicle crashes into the Bridge.

Transportation staff checked sight distance in the field to determine compliance with intersection sight distance requirements in the AASHTO Green Book for all way stop control. While Option S-2a, all-way stop control at each intersection, met sight distance requirements, Option S-2b did not. The driver of a stopped vehicle on the westbound approach through lane was not able to see a vehicle stopped on the eastbound approach because of the road curvature and bridge abutment, and vice versa. If a driver on an approach cannot see the first stopped vehicles on the other approaches of the intersection, then that driver is at risk of a vehicle crash because that driver would not know for certain if it is their turn to safely enter the intersection.

**NEXT STEPS:**

Staff will present a summary of the analysis of low-cost enhanced signage only options at the August 4 Council meeting and will respond to questions. For the reasons outlined in this staff report, staff is recommending implementing Option S-1, including installing the optional signage on the left side of the street. Option S-1 represents a low-cost solution to help mitigate the over-height vehicle crashes and does not increase the risk of other types of vehicle crashes. Option S-1 also does not preclude any additional options in the future and all signage installed will benefit any future mitigation actions as well.

Staff does not recommend implementing either Option S-2a or S-2b because engineering guidelines do not recommend stop signs as an effective countermeasure for over-height vehicle bridge crashes, and the installation of stop signs at these locations increases the risk of other types of vehicle crashes.

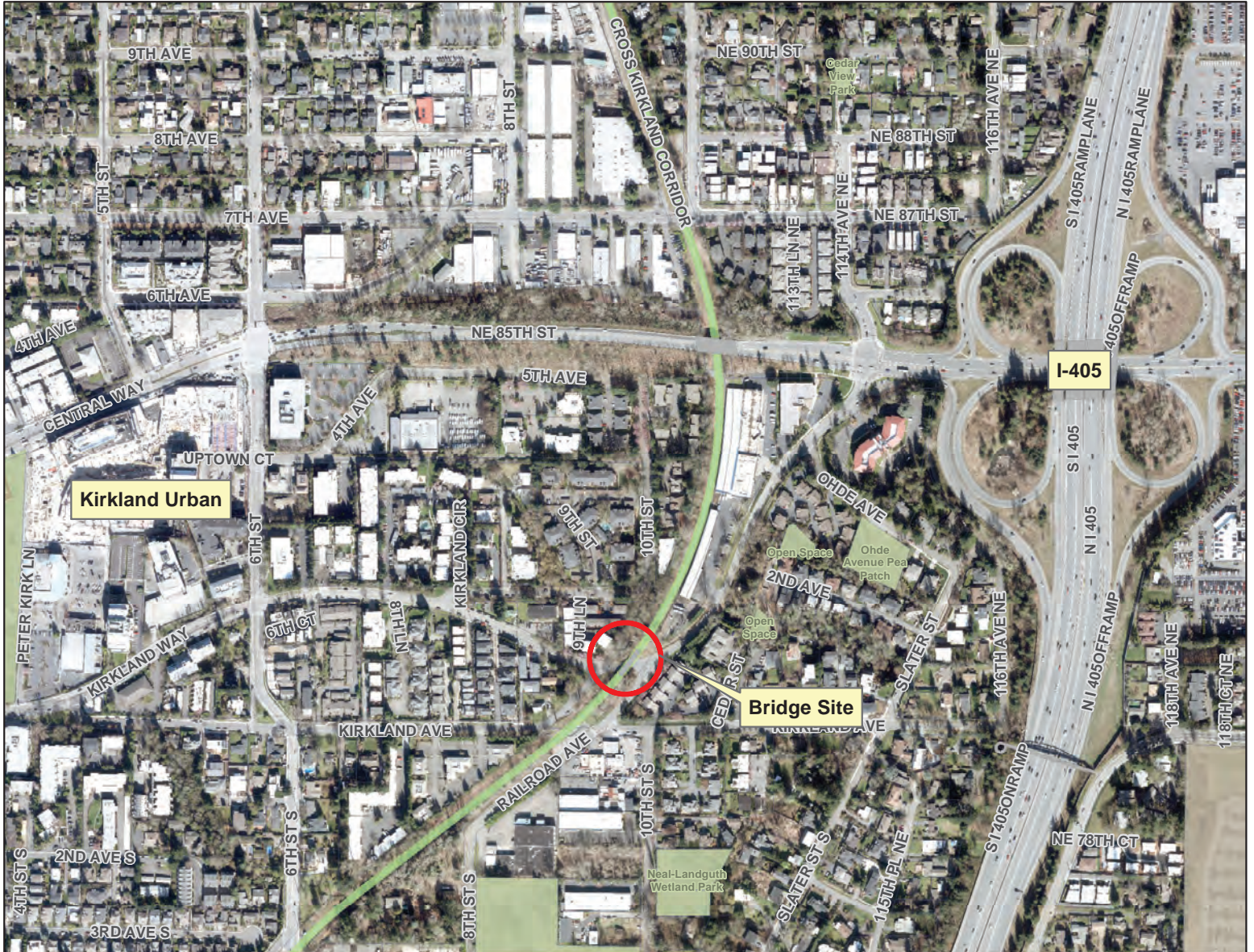
The cost for Option S-1 is not expected to exceed \$25,000 and could be implemented in approximately three months.

Staff will be seeking the Council's preference and direction by motion.

Attachment A: Vicinity Map

Attachment B: Option S-1 (7 pages of illustrations)

Attachment A - Vicinity Map



# Attachment B: Option S-1—Enhanced Sign Proposal (7 pages)

## Aerial Layout

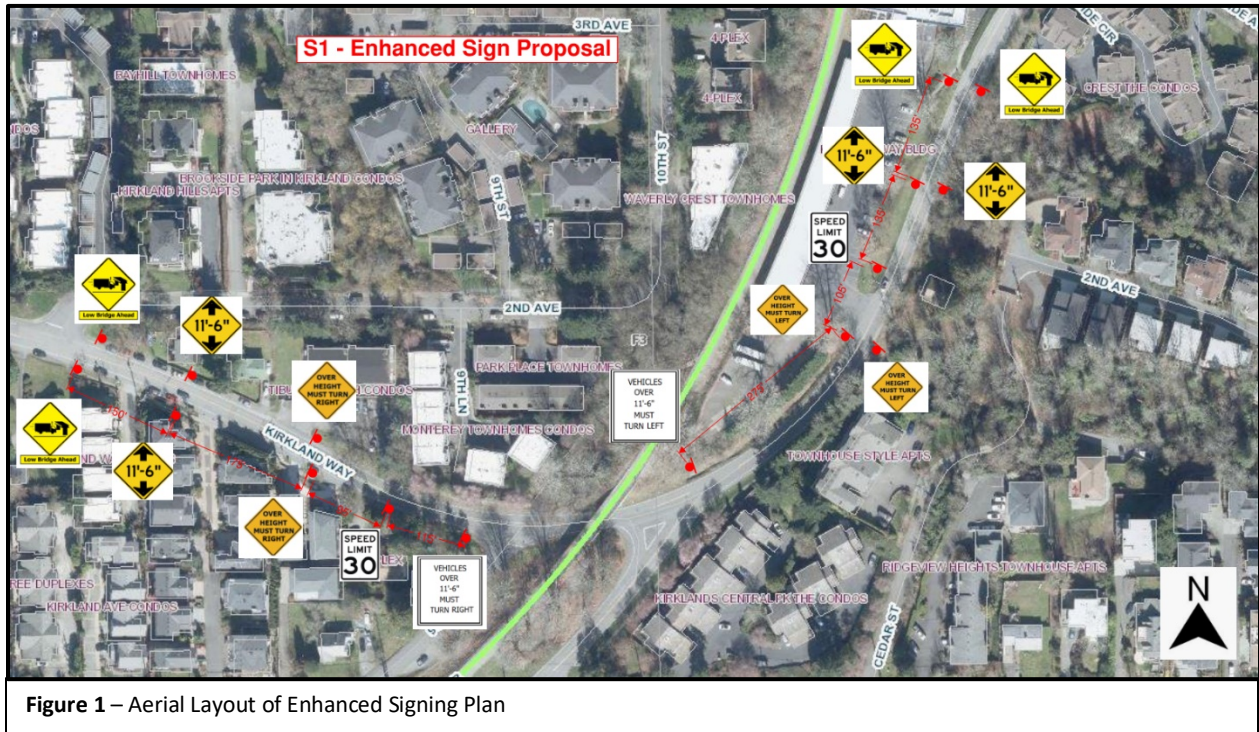


Figure 1 – Aerial Layout of Enhanced Signing Plan

### Visual Guide – Eastbound Direction

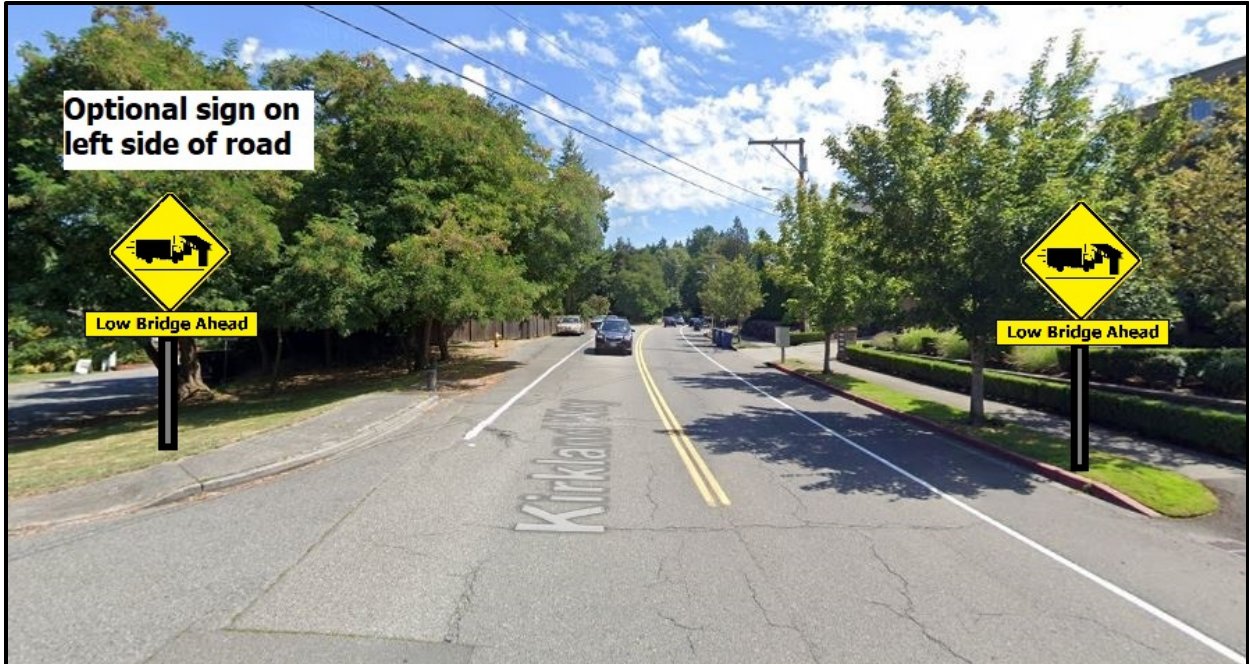


Figure 2 – Sign 1: Truck striking bridge with “Low Bridge Ahead,” optional sign on left side of road



Figure 3 – Sign 2: Low clearance sign, optional sign on left side of road



**Figure 4** – Sign 3: “Over Height Must Turn Right” sign, optional sign on left side of road



**Figure 5** – Sign 4: Existing radar speed sign





Figure 6 – Sign 5: Regulatory “Vehicles Over 11’-6” Must Turn Right” sign

### Visual Guide – Westbound Direction



Figure 6 – Sign 1: Truck striking bridge with “Low Bridge Ahead,” optional sign on left side of road



Figure 7 – Sign 2: Low clearance sign, optional sign on left side of road



Figure 8 – Sign 3: Existing radar speed sign



Figure 9 – Sign 4: “Over Height Must Turn Left” sign, optional sign on left side of road





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## MEMORANDUM

**To:** Kurt Triplett, City Manager

**From:** Janice Coogan, Senior Planner  
Jeremy McMahan, Deputy Planning & Building Director  
Adam Weinstein, AICP, Planning & Building Director

**Date:** July 27, 2020

**Subject:** Draft amendments to the Kirkland Zoning Code (KZC) and Kirkland Municipal Code (KMC) Design Guidelines for Totem Lake Business District and for Transit-Oriented Development (TOD) and Government Facility Parking Garage at the Kingsgate Park and Ride, Files CAM19-00129 (KZC amendments), CAM18-00196 (Design Guidelines for Totem Lake Business District)

## Recommendation

Receive a briefing on the Planning Commission's recommendation for proposed amendments to the Kirkland Zoning Code (KZC) and Kirkland Municipal Code (KMC) Design Guidelines for the Totem Lake Business District, to support redevelopment of the Kingsgate Park and Ride property for a Transit-Oriented Development (TOD) and planned Sound Transit and Washington State Department of Transportation (WSDOT) parking structures. Provide direction to staff on proposed amendments for final adoption at a future meeting.

## Background

The use of the Kingsgate Park and Ride WSDOT right-of-way for a TOD project has been identified as a key legislative priority by the Kirkland City Council and by WSDOT for several years. WSDOT also considers redevelopment of the Kingsgate site to be a "pioneer" project that the agency hopes to duplicate at other park and ride properties.

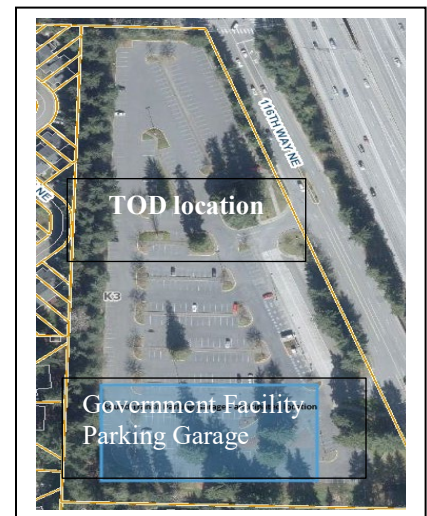
In 2015, the Totem Lake Neighborhood Plan established goals and policies for future development of the Kingsgate Park and Ride for TOD based on earlier discussions with WSDOT about future plans for the site. The proposed code amendments for the TOD site and revisions to the Design Guidelines for the Totem Lake Business District (both district wide and specific to the Park and Ride) implement these goals and policies.

In August 2018, the City Council adopted [Resolution R-5325](#) establishing objectives for the TOD including:

- Provide affordable and market rate housing with a majority of the housing for affordable housing, with a significant share affordable at moderate and/or lower income levels and include some units that are accessible to those with disabilities
- Allow a mix of uses
- Ensure high quality development
- Apply green building techniques in development
- Coordinate with agency partners

In November 2018, the [Kingsgate Park and Ride Transit Oriented Development Feasibility Study](#) was completed to analyze various development and financial scenarios to locate a TOD at the Kingsgate Park and Ride. The Feasibility Study involved several meeting charrettes and many design professionals and public agency staff participated.

In 2020, the City, WSDOT, and Sound Transit came to an agreement that the parking structure will be sited at the south end of the Kingsgate site. The southern location allows the existing access point and driveways to be retained, is closest to the inline freeway transit stop, and preserves more of the remainder of the site for TOD. Agency partners are also studying moving the existing bus layover stop within the park and ride parking lot onto 116<sup>th</sup> Way NE to provide a larger developable area for a TOD project and improve transit service.



Since then, significant progress has been made by the partners in moving forward with their objectives for the site. WSDOT hired Stowe Development & Strategies, LLC and other consultants to help guide the agency in evaluating development options that meet WSDOT's needs, prepare documents to enable the sale or lease of a portion of the property to Sound Transit to construct a parking structure, and develop conceptual site plan scenarios for TOD on the property. Staff from the partner agencies meet periodically on the status of the plans. Depending on direction from the State Legislature, the next step for WSDOT is to issue a request for qualifications (RFQ) for interested developers in late 2020 and request for proposal (RFP) in early 2021 to solicit developers to submit development proposals for TOD development of the property.

In the vicinity of the park and ride, other transit and transportation related projects are currently in engineering or environmental review:

- The Sound Transit BRT station planned on I-405 at NE 128<sup>th</sup> Street as part of the ST-3 regional transportation system along I-405 from Lynnwood to Burien.
- The [WSDOT I-405 NE 132<sup>nd</sup> Street intersection improvements](#) at NE 132<sup>nd</sup> Street and 116<sup>th</sup> Way NE including two new on-off ramps onto I-405 and two new roundabouts in the intersection.

#### Planning Commission Study Sessions

The Planning Commission (PC) held study sessions to discuss preliminary requirements for the amendments on May 9, 2019 (materials prepared for the study session can be viewed [here](#)) and

October 24, 2019 (materials prepared for the study session can be viewed here: [Part one](#), [Part two](#), [Part three](#)).

The PC discussed the following topics with staff:

- Residential density and range of uses that should be allowed
- Building height for parking facility garage and TOD ranged from 55' – 95'
- Parking facility garage lighting and cars need to be screened
- Health of existing trees in both west and south buffers should be evaluated; for any trees that are deemed unhealthy and removed, add replacement trees; retain both buffers; enhance buffer along south property line
- For commercial uses at the street level floor of buildings require minimum 13' floor to ceiling height
- Green building requirements should be included
- East/west internal road design with pedestrian pathway from 116<sup>th</sup> Way NE into site
- Bicycle storage and restrooms should be required
- Pedestrian crossing across 116<sup>th</sup> Way NE to the park and ride should be improved
- Gateway features at the northeast corner of the site were supported
- Vertical modulation of buildings along adjacent streets was encouraged
- Pedestrian oriented design and public plazas should be included in the development
- Review process for parking garage should be a Process I (Planning Director decision), Administrative Design Review; the review process for the TOD should be Design Board Review.
- Affordable housing requirements: agreed with staff, ARCH's approach, and City Council direction
- A public bathroom should be provided at the park and ride facility

Overall, the Planning Commission supported staff's preliminary recommendations at the study sessions.

#### Involvement of Other Agency Partners

Since the study sessions, City staff have continued to work on draft code amendments with a team of agency staff and consultants representing the following agencies:

- Washington Department of Transportation (WSDOT). WSDOT owns the property and is leading the TOD development initiative. WSDOT plans to construct a 338-stall parking garage.
- King County Metro. Metro operates the park and ride and provides transit service.
- Sound Transit. Sound Transit plans to build a 566-stall parking structure on the property as part of the ST-3 initiative to support the new BRT line on I-405.
- A Regional Coalition for Housing (ARCH). ARCH provides support to the City on affordable housing initiatives. The development of affordable housing at the Kingsgate site is the most important TOD objective for the Kingsgate site identified by the Kirkland City Council (Resolution R-5325).

Staff incorporated the direction received from the Planning Commission's study sessions, from WSDOT, Stowe Development & Strategies, LLC and Sound Transit into the enclosed draft amendments to the Zoning Code, Municipal Code and Design Guidelines for the Totem Lake Business District described in the next section.

## **Public Hearing before the Planning Commission and Recommendations on Draft Code Amendments**

On July 23, 2020, the Planning Commission held a public hearing to receive public comments on the amendments. See [link](#) to the meeting materials. Public comments received from agencies (Sound Transit, WSDOT and consultants) and the general public prior to the public hearing are included. Public comments received after distribution of the meeting packet are included as Attachment 6 to this memo.

Key public comment themes include:

- Support for TOD development and affordable housing at that location
- Support from Sound Transit of the proposed draft regulations for the TOD and Government Parking Garage Facility
- Comments received from WSDOT regarding proposed draft regulations for parking rates and affordability requirements expressed in their most recent letter of July 22, 2020 (Attachment 6).
- Concern about security of the existing and future park and ride facility and who will be responsible for managing the security
- Building height should be lower
- Concern about future development of the park and ride property and loss of open space, potential noise, vibration, need for open space for children, impact on bird habitat
- A TOD development should not be considered during the Covid pandemic

### *Planning Commission Recommendations Summary:*

Following the public hearing the Planning Commission deliberated on their recommendation to City Council and recommended advancing the draft regulations and guidelines to City Council for approval. The Commission recommends the following changes to the draft regulations and guidelines:

1. Affordable Housing - Adopt the draft amendments but City Council should review WSDOT's requests in the agency's July 22, 2020 letter to determine if the affordable housing threshold objectives established by R-5325 would actually make the project non-viable, as WSDOT states. See also email from Klaas Nijhuis with ARCH further clarifying his remarks at the hearing regarding the difference between 50-60% income levels and 4% and 9% tax exempt programs (Attachment 7).
2. Parking Requirements - Advance the parking requirements for the TOD as drafted, but include a statement in the TOD regulations indicating that the parking requirements may be reduced, and parking may be shared pursuant to the existing regulations in the Zoning Code. These existing regulations allow shared parking if the peak parking demands of the shared uses are adequate and the parties submit binding agreements for shared parking to the City. They also allow modifications to the code-required number of TOD stalls if parking studies justify the lower demand and parking demand management is agreed to (e.g., ORCA cards for residents, etc.).
3. Building Height and Massing - Add to the Design Guidelines for the Totem Lake Business District guidelines that address the modulation of buildings on the west side of the TOD to mitigate the effects of the building height and back of building on neighboring residential properties, and to ensure the facades are attractive for the adjacent residential development.



4. Public Bathroom and Security - The PC discussed the need for a restroom at the park and ride facility (because of lack of access to a restroom in the vicinity) and need for adequate security at the park and ride. The Planning Commission recommends:
  - Requiring that a public restroom be provided at the Government Facility Parking structure or park and ride, or allowing the garage operator to delegate the requirement to another party such as the TOD developer, and;
  - That Council consider potential security issues associated with a new Government Facility Parking Structure at this location, including identifying the entity and mechanism responsible for security. Based on experiences at the downtown parking garage, the Commission agreed that this is a legitimate issue and that if the agencies don't have a good security protocol in place, the burden will be shifted to the City
5. Green Building Standards - The PC discussed the green building standards that should be appropriate for a developer building the TOD project and wanted to give flexibility to a developer to lower standards to reduce construction costs. The PC recommends:
  - Keep the current standard for green development at LEED Platinum or equivalent unless the developer proposes a significant public benefit (such as a greater amount of affordable housing or income level) with the option to reduce the standard to LEED Gold or equivalent. The City Council should decide what types of public benefits could offset the LEED Platinum requirement.

### **Draft Code Amendments**

The following is a brief summary of the draft codes by topic areas and where to find them in related attachments (1-5):

- Attachment 1 contains draft regulations for Government Facility Parking Structures that might be developed in the zone (KZC 30.20.295)
- Attachment 2 contains draft regulations for future TOD development in the zone (KZC 30.20.300)
- Attachment 3 contains miscellaneous supporting definitions (KZC 5.10)
- Attachment 4 contains minor amendments to the City's affordable housing regulations to reflect the requirements for TOD development in the zone (KZC 112)
- Attachment 5 contains updates to the Design Guidelines for the Totem Lake Business District

### *Zoning Code Sections Proposed for Amendments:*

1. The key amendments for the park and ride parking structure and TOD will be incorporated into Zoning Code, [Professional Office Residential Use Zone Charts Chapter 30](#) (PR 1.8 Zone) to add two new use listings and associated development standards:
  - Add a new Government Facility Parking Structure use listing to the PR Use Zone Chart (KZC 30.20.295) and related development standards and special regulations described in more detail below and in Attachment 1.

- Add a new use listing for Transit Oriented Development containing Attached and Stacked Dwelling Units or Residential Suites to the PR Use Zone Chart (KZC 30.20.300) and associated development standards described below and in Attachment 2.
2. Amendments to KZC Chapter 5.10 Definitions:
    - Revise the definition of Transit Oriented Development zones to add the PR 1.8 TOD zone in the Totem Lake Neighborhood (Kingsgate Park and Ride zoning classification).
    - Revise the definition of Affordable Housing to include the Transit Oriented Development in the PR 1.8 zone.
  3. Amendments to KZC 112 Affordable Housing Incentives for Multifamily to add reference to which affordable housing requirements apply to the Transit Oriented Development in the PR 1.8 TOD zone (Attachment 4).

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

*Description of proposed amendments for Government Facility Parking Structure and Transit Oriented Development uses by topic area*

- Review Process  
The Government Facility Parking Structure - The draft regulations would require administrative review of a building permit application for the Government Facility Parking Structure with the inclusion of detailed site development and design standards in the code. This review process would establish predictable standards and enable the Sound Transit (and/or WSDOT) garage to be developed prior to the construction of a TOD project.

Draft regulations include architectural and site plan design standards that the garage(s) would need to comply with including: retention of the existing west and south buffers, vertical and horizontal building façade treatments to mitigate the aesthetics of the garage, minimize visibility of parked cars, car headlights, garage stair towers, allowances for elevator overruns, and similar standards (Attachment 1).

The Transit Oriented Development Containing Attached or Stacked Dwelling Units or Residential Suites listing - Draft regulations would require a Conceptual Master Plan approved by the Design Review Board (KZC Chapter 142) showing compliance with the proposed draft Totem Lake Design Guidelines and specific considerations unique to the TOD site (discussed below and contained in the KMC (Attachment 5). The master plan could include a phased development approach to development of the TOD.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- TOD Land Uses  
Recommendations from the Sound Transit Feasibility Study helped shape the types of land uses that are recommended at the site, including the challenges cited for retail use in TOD. The PC provided direction for retail use to be encouraged where possible, including providing space

within the TOD for mobile or temporary retail uses and requiring 13' tall ceiling heights for the street level floor of buildings.

- The draft regulations retain all existing permitted uses and regulations within the [PR 1.8 zone](#) as the base option for development (with the exception of drive through facilities, retail sale, service, repair of vehicles, trucks, boats, vehicle service stations).
- New TOD uses and development standards are established. They ensure achievement of the key objectives for the site of providing affordable housing as stated in Resolution 5325, by requiring that at least half of development within the TOD be residential use, and at least 51 percent of the housing units to be affordable at specific income levels. See affordable housing discussion below.
- Additional permitted uses would include: Hotel or Motel, Public or Private College or University and Related Facilities, Residential Suites (would also have to meet the affordable housing requirements) and Entertainment, Cultural and/or Recreational Facility.
- Commercial uses at the street level would need to orient toward the street and meet minimum 13-foot floor to ceiling height requirements. Commercial uses as well as mobile food carts are permitted depending on market feasibility but are not required.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- Affordable Housing Requirements

The draft regulations are intended to meet the affordable housing objectives in Resolution R-5325 adopted by City Council:

*"A range of housing affordability – Ensure that housing on the site includes a combination of affordable and market rate housing. A majority of the housing should be affordable housing with a significant share affordable at moderate and/or lower income levels and including some units that are accessible to those with disabilities."*

In keeping with these objectives to provide a "majority" of housing for affordable housing, the draft code amendments include a minimum of 51% of the total residential units being affordable. To meet the "significant share" threshold of the residential units being affordable at moderate and/or lower income levels the recommended affordability levels are as follows:

- For renter-occupied housing:
  - A minimum of 25% at 50% of median income (*WSDOT proposes instead 60%*)
  - A minimum of 15% at 80% of median income
  - A minimum of 10% at 10% of median income
- For owner-occupied housing:
  - A minimum of 51 percent of the total residential units must be affordable housing units as defined in KZC 5.10.023(1)(a), which is 80% of median income.

Staff discussed this approach with ARCH staff as a desirable approach to achieve the resolution's objectives (see Attachment 2 Special Regulation PU-40).

Prior to the public hearing, WSDOT and their consultants submitted comments to the Planning Commission and City Council requesting an alternative approach (See Attachment 6 to this memo, letter dated July 22, 2020 and Attachment 6 of the July 23, 2020 Planning Commission packet letters dated April 27, 2020, and June 18, 2020). Instead of providing a minimum of 51% of the total units for affordable housing, WSDOT requested a cap of 200 units then, anything over that amount would be a bonus as part of the RFQ/RFP developer selection process. Second, change the minimum income level requirement to be less restrictive for 25% of the units from 50% to 60% of median income because the biggest funding programs (tax exempt bonds and 4% or 9% tax credits) are available for housing at the 60% level.

Staff reviewed WSDOT's requests with ARCH and the City Manager. Based on the specific direction provided by the City Council in R-5325, staff continued to recommend the 51% affordable housing requirement and maintaining the 50% income affordability requirement to provide opportunities for a lower income level for a portion of the affordable housing. It should be noted that staff had also previously confirmed this direction with the City Council's Planning and Economic Development Committee. Flexibility is written into the draft code language, enabling the City Council could consider an alternative proposal in the future with approval of a development agreement.

*Planning Commission Deliberation Discussion:* At the public hearing Klaas Nijhuis staff with ARCH, answered questions from the Commission regarding the differences between the 50% vs 60% income levels. After the public hearing, the Planning Commission discussed WSDOT's request for the cap of 200 vs the 51% of total units be affordable housing unit's requirement in the draft regulations and the request to reduce the income level from 50% to 60% AMI. The PC concluded that the proposed draft regulations are in keeping the objectives City Council adopted in R-5325 and that the affordability thresholds to achieve the resolution is really a policy decision that the City Council should decide.

*PC recommendation:* While the Planning Commission supports the recommended affordable housing requirements as drafted by staff in Attachment 2. The Commission recommends that City Council consider the requests stated in WSDOT's letter of July 22, 2020 and evaluate from a policy standpoint if:

- a) the number of affordable housing units should be determined by 51 percent of the total number of residential units or other percentage or have a cap of 200 units as requested by WSDOT and,
- b) the draft amendments should maintain the recommended income level breakdowns listed in the draft requirements or should the 25% of the affordable housing units be at minimum 50% median income level (AMI) as recommended by staff (lower income level households) or 60% AMI for a viable project and meet the intended objectives for the site

Following the public hearing, Klaas Nijhuis with ARCH, submitted an email further clarifying his remarks made at the hearing, describing the differences between the 50% vs 60% income levels and the 4% and 9% tax exemption programs (See Attachment 7).

- Retention of Existing Perimeter Buffers and Landscaping Requirements

*Existing Vegetation Buffers*- The PC requested that the substantial existing treed buffers (trees are 117-127 feet tall) along the site's western and southern boundaries be retained to provide screening of the proposed parking structure and TOD project for abutting residential uses and contribute to the quality of life for the site's future TOD residents.

Draft regulations for both the parking structure and TOD include:

- Retention of the width, berms (10-14 feet tall) and vegetation in the existing buffers on the south and west property lines (subject to submittal of an arborist report evaluating the health of the existing trees). Require replacement trees for any trees determined to be unhealthy.
- Enhancement of the south buffer and installation of a 6-foot-tall fence would be required to provide effective screening of the garage for neighbors to the south, while considering safety issues (Crime Prevention through Environmental Design (CPTED)).

*Landscaping Requirements* - The existing trees along 116<sup>th</sup> Way NE are mature conifers and provide a visual buffer from the adjacent street and freeway. To help screen the view of the freeway from the future TOD residents, draft regulations require that if existing conifer trees are removed as a result of site development and right-of-way improvements, they should be replaced with a variety that will grow taller, with a minimum percentage of conifers. WSDOT preliminary plans for construction of the NE 132<sup>nd</sup> Street intersection improvements show trees to be removed and replacement trees added along 116<sup>th</sup> Way NE.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- Building Height and Massing

*Building Height* - A range of building heights of five to eight stories were discussed with the Planning Commission, WSDOT, Sound Transit and in the feasibility study. In preparation for the TOD RFQ/RFP process, various development scenarios including a range of building heights from 60'-85' are being considered. Sound Transit and WSDOT continue to refine their preliminary plans for the parking garages.

The draft regulations include the following maximum building heights:

- Government Facility Parking Structure:
  - 60' above average building elevation. Although preliminary plans show a slightly lower 5 story structure, this height will accommodate roof design elements for stair towers and elevator penthouses.
- TOD:

- 85' above average building elevation.

*Massing* - At the study sessions, the PC and adjacent residents expressed concern about the size and mass of the future buildings. To address massing concerns, the draft regulations for both the government facility parking structure and TOD structures and design guidelines require vertical and horizontal design treatments. Parking garages by function and design are limited in the amount of building modulation opportunities. Therefore, under the draft regulations for the parking structure, screening façade techniques and landscaping at the base of certain sides of the building (visible from the street and TOD) would be required (with flexibility written in to allow another design technique to soften the visual effects of the base of the parking structure).

To address building modulation and mass of the TOD for the pedestrian walking along the sidewalk along 116<sup>th</sup> Way NE, the draft regulations require that no portion of a structure located within 10' of the east property line shall exceed 45' above average building elevation, in order to allow for a potential building step back. The 20' east required yard could also be reduced if a commercial use or residential lobbies are designed with a pedestrian oriented façade meeting certain criteria. The Totem Lake Design Guidelines require vertical and horizontal modulation and the Design Review Board would determine the best approach to modulate the mass of the buildings using those Guidelines.

*Planning Commission Deliberation Discussion:* Even though the west buffer will be retained, the Planning Commission discussed being sure the west sides of the TOD buildings are attractive, and the height is modulated adjacent to the residential uses to the west.

*Planning Commission Recommendation:* Add to the Design Guideline for the Totem Lake Business District a design guideline that addresses the modulation of west side of the TOD buildings to mitigate the effects of the building height and back of building on neighboring residential properties to the west to ensure the facades are attractive for the adjacent residential development discussed in the next design guidelines section.

- Required Yards - Rather than measure required yards from the perimeter property lines, Sound Transit requested a unique approach to describe where the required yards should be measured from because they don't know the future interior lot line configuration for the subject property.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- Parking Requirements  
Since the April session, staff has recommended maintaining the previously proposed parking requirements for the residential market rate units of 1.0 stall per unit plus guest parking at 0.05 per unit and parking requirements for the affordable housing units of 0.75 stall per unit. These represent lower parking standards than the current zoning requirements for non-TOD sites.

The draft regulations for the affordable and market rate housing are consistent with minimum parking standards in RCW 36.70A.620 and Washington State Substitute House Bill [\(SHB\) 2343](#)

(recently adopted June 11, 2020) for both affordable housing and market rate housing units located in areas with frequent transit service defined in RCW 6.70A.620 as:

*"within one-quarter of a mile of a transit stop that provides service at least two times per hour for 12 or more hours per day for affordable housing units; and at least four times per hour for 12 or more hours per day for market rate multifamily housing units and housing units for seniors or people with disabilities."*

The chart below shows the existing and proposed parking requirements for multi-family residential and WSDOT's proposal for the TOD residential uses.

	<b>Existing Zoning Code</b>	<b>Proposed Draft Code</b>	<b>WSDOT Proposal</b>
<b>Attached, Stacked Residential</b>	Market Rate: 1.2 per studio unit 1.3 per 1 bedroom unit 1.6 per 2 bedroom unit 1.8 per 3 or more bedroom unit Plus guest rate:.10 of total stalls  Affordable Rate: 1.0 per unit	Market Rate: 1 per unit Plus guest: .05 per unit  Affordable Rate: .75 per unit (no guest stall)	Market Rate: .75 per unit (no guest parking)  Affordable Rate:.50 per unit Shared parking w/P& (TBD)
<b>Residential Suites</b>	1.0 per unit (with provisions to reduce to 0.5 if parking is managed)		

WSDOT and its consultants have requested the City consider a reduced parking requirements of 0.50 per affordable housing unit and 0.75 per market rate housing unit (with no guest parking) to help defer the high costs of building parking stalls for the developer, to keep the costs lower as an incentive to build more affordable housing units, and in the hopes of providing a shared parking arrangement with a TOD developer and the park and ride facility.

Parking studies prepared by Fehr and Peers have been submitted to support the reduced parking requirement request (examples include Esterra Park Block 6B project in Redmond, and the Velocity and Kirkland Crossing buildings at the South Kirkland Park and Ride site) (see Attachment 8 of July 23, 2020 PC meeting packet). This information has been reviewed by the City's Transportation Engineer and found to be inadequate and incomplete to justify adoption of a lower standard at this time.

*Staff conclusions* - Staff received the parking study information submitted by WSDOT and concludes that at this stage of the code amendment process, there are too many unknown variables about the TOD site to support recommending lower parking standards. The code already allows site/condition specific parking modification requests and allows shared parking as part of development proposals. The time of submittal of specific development proposals, which would include details about uses and shared parking, would be the appropriate time to consider lower standards. It is conceivable that the lower parking allowances requested by WSDOT could be granted if shown to be feasible as part of a specific development proposal, but at this time staff has substantive questions about the data and conclusions submitted. In considering parking modifications to reduce the parking standard, WSDOT consultants have submitted data from the King County Right Size Parking calculations as the basis for determining parking requirements. This information was already used by the City in establishing current parking requirements and is not accepted by the City as acceptable data to justify lower parking requirements.

Currently, there is no specific development proposal for the TOD site, the number of units, bedrooms, and mix of uses has not been determined. A shared parking arrangement between Sound Transit, WSDOT and a TOD developer is not currently in place, but the code currently provides a mechanism for shared parking to reduce parking requirements if such an arrangement is reached. In addition, parking modifications/reductions are typically conditioned on implementation of transportation management programs (like free bus passes for residents) that is recorded on the title to the property. At this time, no site-specific transportation management program has been proposed. The City also has a history of complaints from residents in the area regarding on street parking on residential streets. As previously noted, a future TOD developer would have the option to propose a reduction in parking stalls through the site-specific parking modification provisions in KZC 105.

*Planning Commission Deliberation Discussion:* The PC supports staff's recommended draft amendments as written and acknowledged that a parking reduction and shared parking request could be submitted later and approved by the City. Both a parking modification request to reduce the number of parking stalls and a shared parking request are allowed by existing Zoning Code KZC Chapter 105-Parking Modification and Shared Parking requirements if adequate parking studies are submitted meeting the decisional criteria.

*Planning Commission recommendation:* Advance the parking requirements as drafted recognizing that the parking requirements may be reduced once a development proposal is known as allowed by the existing Zoning Code if adequate parking studies, data are submitted, and criteria met.

- **Green Building**  
Staff and the PC expressed support for incorporating green building techniques into both the park and ride parking structure and TOD project. Green building standards have been a typical consideration recently as part of any City initiatives that increase development density and



intensity as a way to promote sustainability along with increases in density and building height. Sound Transit has also adopted green building standards for their projects.

WSDOT requested that the green building requirements be optional for the TOD site because it will increase the cost of development, impacting the amount of affordable housing that could be provided. They requested that green building standards be optional and that developer proposals with green features receive a higher rating as part of their RFP evaluation.

Staff considered WSDOT's request and believe that green requirements would not create a substantial impediment to housing production and would support the long-term affordability of the affordable and market-rate units by reducing operational costs associated with energy usage. Staff recommends the draft regulations require the following green building standards to be incorporated into both the government facility parking garage and the TOD development. Planning Division staff working on the Sustainability Master Plan and green building initiatives helped to craft the draft code.

- Government Facility Parking Structure - Under the proposed amendments, the parking garage will need to show compliance with the Sound Transit's Design Construction Manual criteria for sustainable building. Staff also recommends the draft regulations require utilizing the rooftop or other portion of the parking structure to be photo voltaic (PV) ready and wired for future solar or utility driven PV solar hosting.
- TOD project - The TOD development would be required to be designed, built and certified to achieve or exceed Built Green 5 Star certified, LEED Platinum certified, or Living Building Challenge Petal certified (Energy Water and Materials petals at a minimum), or Living Building Challenge certified standards.

Planning Commission Deliberation Discussion- The Planning Commission discussed staff's proposed draft green building standards for the TOD in Attachment 2 (Built Green 5 Star certified, Leed Platinum, or Living Building Challenge Petal certified) and could be a deterrent for a developer and could be lowered to help reduce the costs to build the project. PC discussed possibly lowering the building height if building is built to Leed Gold or if they want to build to the taller 85' height, require the Leed Platinum standard or require a public benefit proposal such as a greater number of affordable housing units.

Planning Commission Recommendation: The PC supports requiring green building standards but would like to give flexibility to a developer to lower standards to reduce construction costs. PC recommended the draft amendments be revised to:

Keep the green current standard at LEED Platinum unless the developer proposes a significant public benefit (such as a greater amount of affordable housing or income level) with the option of LEED Gold. City Council should decide how specific a public benefit should be.

- Bicycle storage

The PC discussed the need for bicycle storage and desire for restrooms at the parking garage facility. Sound Transit requested that staff consider using their standards for the amount of bicycle parking requirement based on estimated bike ridership by the year 2040. Staff considered the input from Sound Transit, which is included in the draft requirements for bicycle parking.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- Restrooms and Security of Government Facility Parking Structure at Park and Ride  
At study sessions and public hearing deliberation, the Planning Commission requested the park and ride provide a public restroom.

*Planning Commission Deliberation Discussion:* The PC restated the need for a public restroom but discussed concerns that the City is currently having at the Downtown Municipal Garage and needing to close the garage at night because of security issues, people using the garage as a bathroom, and other issues and wanted to avoid this same issue happening at the new parking garage at the Kingsgate Park and Ride. The PC stated that before the new Government Facility Parking Structure or redevelopment of the park and ride is implemented security management between the partners should be resolved.

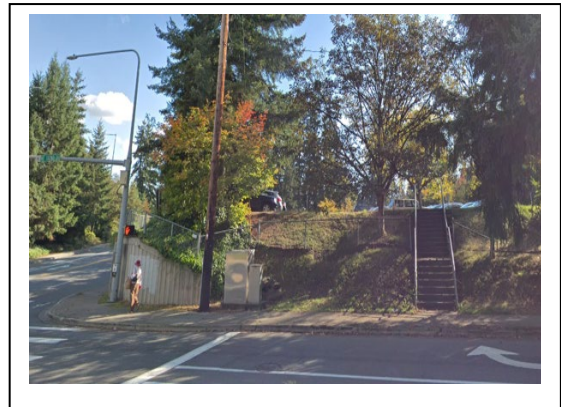
Sound Transit staff at the hearing confirmed that it is not the Sound Transit Board's policy to provide public restrooms at parking facilities and that perhaps other partners, such as WSDOT, King County Metro Transit, the City, or TOD developer could provide or share in the cost of and management of a restroom facility. They also stated that the security management of the parking structure has yet to be arranged between the park and ride agencies.

*Planning Commission Recommendation:* Directed staff to revised draft code regulations as follows:

- Require a restroom be provided at the Government Facility Parking structure or park and ride, or delegate the requirement to another party such as the TOD developer, and,
  - Require a security management of the new Government Facility Parking Structure or park and ride and who will be responsible.
- Electric vehicle parking stalls  
To implement likely provisions of the Sustainability Master Plan and encourage more electric vehicle infrastructure, the draft regulations for the Government Facility Parking Garage include requirements to establish parking stalls to accommodate electric vehicles and add the wiring for future EV stalls.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- Gateway at Northeast Corner of TOD site  
To implement the adopted policy in the Totem Lake Business District Plan, the northeast corner of the site presents an opportunity for a gateway element to be provided in the TOD development. The elevation of the Kingsgate site is approximately ten feet higher than that of the NE 132<sup>nd</sup> Street right-of-way in this area. The new 132<sup>nd</sup> Street intersection improvements to be constructed by WSDOT include construction of a 10-15' tall retaining wall. Staff has encouraged WSDOT to incorporate gateway features in the design of that area using the Totem Lake art concepts that have been created and planned to be installed at another gateway location with redevelopment of the ARCO gas station site at NE 124<sup>th</sup> Street and 116<sup>th</sup> Way NE.



Draft regulations and draft Totem Lake Design Guidelines include a requirement for a gateway be incorporated into the northeast corner of the site (Attachments 2 and 5). The guidelines reflect how building mass should be treated at the gateway. Whether the mass is taller with an iconic gateway feature or recedes from the street could both be viable alternatives for the project architects and Design Review Board to consider.

- Pedestrian Orientation  
It will be important to provide an attractive, comfortable pedestrian environment for transit users to access the new parking garage and to contribute to the sense of community and quality of life for future residents in the TOD. The PC also supported a through block pedestrian connection from 116<sup>th</sup> Way NE to the interior of the site and need to improve pedestrian access across 116<sup>th</sup> Way NE. New development at the site will need to comply with existing requirements in KZC 105 that require pedestrian connectivity between uses on the site, parking lots and to adjacent streets and properties.

To expand on KZC 105 requirements, draft regulations and guidelines for the garage and TOD uses encourage a coordinated development with pedestrian connections to transit, adjacent streets and through the site including:

- Development of an east-west internal street connecting 116<sup>th</sup> Way NE to the interior of the site between the Government Facility parking garage and the TOD portion of the site with 8' wide sidewalks and landscape strip.
- The master plan will need to show compliance with specific plaza and open space requirements
- Require pedestrian-oriented design for buildings with reduced setbacks along 116<sup>th</sup> Way NE.
- Site design must include installation of pedestrian linkages between public sidewalks and building entrances and between walkways on the subject property.

- Although not required, small amounts of retail or opportunities for mobile food service and pop-up retail uses are encouraged.

WSDOT requested 5' wide sidewalks and the ability to propose an alternative design to meet the requirements. Staff responded by adding language that authorizes the Public Works staff to modify the above standards if certain criteria are met.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

- Public Open Space and Plazas

The PC provided direction to require that public plazas or open space be incorporated into the site. In response, for the TOD portion of the site, draft regulations require a minimum size of plazas or open space areas based on the number of units provided and design requirements that will be reviewed by the Design Review Board. These public plazas and open space requirements are similar to established requirements for similar development projects.

WSDOT requested that the size requirements be decreased from 2,000 sq. ft. to 1,000 sq. ft. or that allowances be established to provide smaller plazas or open space in multiple locations. Staff response to this comment is that flexibility is already built into the requirements for the Design Review Board to evaluate the final size, location and design for the open space.

*Planning Commission recommendation is to proceed with the proposed draft regulations.*

### **Summary of Proposed Changes to the Design Guidelines for Totem Lake Business District**

Design Guidelines for the Totem Lake Business District are adopted by reference in the Kirkland Municipal Code KMC 3.30.040 (along with design guidelines in other business districts). The applicant for the future TOD project will need to show the Design Review Board how the project complies with these guidelines as part of the design review process described in KZC Chapter 142. Proposed changes to the Design Guidelines for the Totem Lake Business District for the overall district and specific to the future TOD include the following changes (see Attachment 5):

- Incorporate changes from the last update of the [Totem Lake Business District Plan](#) adopted in December 2015, and changes from the [Totem Lake Urban Center Enhancement and Multimodal Transportation Network Plan](#) adopted in May 2018.
- Updates to graphics and outdated text references, revisions to text and maps to reflect the refined vision for some areas such as the orientation to the Cross Kirkland Corridor (CKC) within the TL 5 zone, and a greater emphasis on the role of the CKC throughout the business district.
- New vision and design guidelines unique to the future redevelopment of the Kingsgate Park and Ride TOD including: guidelines for architectural scale modulation and massing along 116<sup>th</sup> Way NE and NE 132<sup>nd</sup> Street, allowance for reduced setback yard along 116<sup>th</sup> Way NE with entrances, porches or stoops, replacement trees along 116<sup>th</sup> Way NE that are of a taller variety, concepts for the gateway and public spaces and plazas.

*Planning Commission Deliberation Discussion:* As discussed in the height and massing section above, the Commission felt it was important for the Design Review Board to pay attention to the back side or west facades of the building adjacent to the residential uses.

*Planning Commission recommendation:* The PC directed staff to add a design guideline for the west facades of the TOD buildings to be modulated and/or provide design treatments to avoid creating a back of building next to residential

*Staff recommended revised text:* Staff suggests text be added to the draft Design Guidelines in Attachment 5, Section 17 on page 38, Architectural Scale shown in underlined text below:

Special Consideration for TOD in PR 1.8 zone:

The location of the subject property makes any new multi-story building highly visible from the surrounding streets and the freeway. The arrangement of building mass should address key vantage points and respond to the context of existing and/or planned improvements, gateway features, location of plazas and open space, and surrounding streets. In addition to the architectural scale techniques described above, long, unbroken facades along 116th Way NE should be avoided through limiting building façade length or providing a separation between buildings for a pedestrian corridor. Building mass should be reduced where reduced setbacks are desired along 116th Way NE for pedestrian oriented development and in the gateway area. Special attention should also be given to the west sides of the buildings adjacent to the residential uses to mitigate the height and mass of the structures by using modulation or other design techniques described above.

### **Public Outreach Efforts**

Below is a summary list of public outreach efforts conducted for this project.

- Project webpage included information about the process and key meeting dates: [Kingsgate Park and Ride Transit Oriented Development Amendments webpage](#)
- A postcard was mailed early in the process to residents and property owners to inform them of the code amendments and how to engage
- City staff produced a YouTube [video](#) hosted by Senior Planner Dorian Collins (retired) describing what is TOD, future plans for the Kingsgate Park and Ride, and how the public can become engaged in the code amendment process (distributed on Facebook, Twitter, City's webpage)
- Email announcements or meeting dates were sent to the list serve (161 subscribers)
- In January 2019, Sound Transit and partner agencies conducted a Developers Forum to provide an opportunity for developers to provide input for the future development standards for the site. Developers provided comments on the adopted TOD Feasibility Study and shared lessons learned from other TOD projects
- On March 18, 2019, staff from the City and Sound Transit attended the Juanita Neighborhood Association to provide project updates and gather input on the preliminary amendments
- In November 2019, City and agency staff attended a meeting with residents at adjacent Country Trace development
- [Totem Lake Magazine 2020](#) article provided an update on the planned TOD and other public-private projects in the Business District

- Notices of the public hearing were mailed to property owners and residents within 300' of the park and ride property, emailed to interested parties and published prior to the public hearing
- Notices were posted on three notice boards on the park and ride site

### **Criteria for Amending the Zoning Code**

The proposed amendments to the text of the Zoning Code must satisfy the criteria contained in Chapter 135 of the Zoning Code. The criteria and a brief analysis of how the proposed changes meet them are discussed below.

Chapter 135 of the Zoning Code contains four criteria for amending the text of the Zoning Code:

1. The proposed amendment is consistent with the applicable provisions of the Comprehensive Plan; and
2. The proposed amendment bears a substantial relation to public health, safety, or welfare; and
3. The proposed amendment is in the best interests of the residents of Kirkland; and
4. When applicable, the proposed amendment is consistent with the Shoreline Management Act and the City's adopted shoreline master program.

### *Staff Conclusions*

The proposed amendments to the Zoning Code and Design Guidelines for the Totem Lake Business District are consistent with the criteria listed above. The amendments will enable additional parking stalls for WSDOT and Sound Transit transit users to support the voter-approved ST-3 transit system on I-405. The amendments support a transit-oriented development at the location including increased affordable housing opportunities in the Totem Lake Urban Center close to transit, shops, services, health care, and educational facilities. The proposed amendments support the public health, safety and welfare of the community, and are in the best interests of the residents of Kirkland in that they implement the Totem Lake Urban Center Enhancement Plan and Comprehensive Plan policies for the Totem Lake Business District. Relevant goals and policies include:

*Policy TL-19.3: Seek opportunities to expand housing in the Totem Lake Business District. (Discussion provided in support of this policy cites the Kingsgate Park and Ride as an opportunity where additional housing could be provided.)*

*Goal TL-20: Encourage housing that is affordable to the local workforce and meets diverse housing needs.*

*Goal TL-21: Ensure that public and private development contributes to a coherent and attractive identity for the business district.*

*Policy TL-21.2: Encourage private development to help build the overall character of the Totem Lake Business District.*

*Goal TL-22: Develop gateway features that strengthen the character and identity of the Business District.*

*Policy TL-22.1: Identify and create gateways that are integrated with the transportation system, including the Cross Kirkland Corridor and other bicycle and pedestrian connections. Use public and private efforts to establish gateway features such as artwork, signage, landscape features and structures at the locations identified in Figure TL-10.*

*Goal TL-35: Support transit-oriented development (TOD) at the Kingsgate Park and Ride. Discussion in support of this goal notes that the site's location within the Totem Lake Urban Center, close to employment, shops and services, is ideal for transit-oriented development.*

*Policy TL-35.1: Encourage new transit-oriented development that:*

- *Provides a mix of housing, offices, shops and services at the Park and Ride site.*
- *Provides for affordable housing.*
- *Establishes standards for high-quality site and building design.*
- *Maximizes the effectiveness of transit-oriented development through supporting necessary densities, expanding opportunities for retail and other uses, reducing the need for parking, and mitigating traffic, visual, noise and other impacts.*
- *Ensures that transit operations remain efficient and are enhanced as appropriate.*

*Goal HS-2: Foster a City government and a community free of discrimination and committed to justice and social equity.*

*Goal HS-5: Create a community in which all members have the ability to meet their basic physical, economic and social needs, and the opportunity to enhance their quality of life.*

### **Compliance with State Environmental Policy Act (SEPA) - Environmental Review**

A SEPA Addendum to the City of Kirkland 2015 Comprehensive Plan Update Draft and Final Environmental Impact Statement was issued on July 9, 2020, prior to the public hearing, and is contained in the official file in the Planning and Building Department. The SEPA Addendum concludes that the proposed amendments would not result in new environmental impacts beyond those identified for the Comprehensive Plan Update EIS.

### **Submittal of Draft Plans to the Department of Commerce**

Under RCW 36.70A.106, the City is required to submit a Notice of Intent to Adopt along with any amendments to development regulations to the Washington Department of Commerce (DOC) at least sixty days prior to final adoption. DOC may review the draft regulations to confirm that they are consistent with the GMA, and with multi-regional and region planning policies. The City submitted the Intent to Adopt the Draft amendments to the Department of Commerce on July 9, 2020.

### **Equity Impact Review**

An equity assessment typically considers how projects relate to equity and inclusion along the following markers of difference:

- Race or ethnicity
- Gender and gender identity
- Disability
- Age

- Sexual orientation
- Religion, faith or belief
- Socio-economic factors

An assessment considers whether any groups might be negatively impacted by a project, whether there are issues of access for some groups, and how a project might positively impact equity and inclusion.

Relative to this proposed project in support of transit-oriented development of the Kingsgate site, staff concludes that the project supports the City's goals of equity and inclusion. The proposed amendments support more intensive development of a current surface park and ride lot. In its current configuration the property facilitates access to transit for all members of the community, enabling access to alternate modes of commuting for employment or other purposes. Future development of parking facilities and TOD may result in temporary reductions in availability of parking for those that rely on the facility, but the long-term plan of transit agencies and WSDOT is a net increase in available parking. The proposed zoning amendments result in an overall increase in access to transit, improving mobility and positively affecting equity and inclusion.

In terms of the overall goal of enabling future transit-oriented development with the proposed amendments, there is currently no employment or residential use in this zone, so no populations will be displaced by this initiative. The draft regulations include requirements for a significant portion of future development to be affordable housing, which expands the opportunity to live in a neighborhood with strong employment opportunities, excellent schools, shops, services, and transit to residents who would otherwise not be able to afford a residence in this area. In addition, the development regulations include:

- Lower parking requirements than non-TOD sites that further reduces the cost of living for residents with fewer or no cars
- Public open spaces that encourage social connectivity and gathering spaces and robust landscape requirements that ensure access to greenspace
- Green building standards that offer health and wellbeing benefits to residents due to design and materials in construction of the building as well as lower utility rates due to more energy efficient construction
- Pedestrian and bicycle amenities that enable nonmotorized circulation within the site and to the surrounding neighborhood

### **Next Steps**

Based on direction you provide at the August 4 meeting, staff will bring back the final code amendments for adoption by ordinance at a future meeting tentatively scheduled for September 1.

### **Attachments:**

1. KZC 30.20.295 Draft Government Facility Parking Structure
2. KZC 30.20.300 Draft TOD amendments
3. KZC 5.10 Definitions draft amendments
4. KZC 112 Affordable Housing Incentives for Multifamily draft amendments
5. KMC Draft Design Guidelines for Totem Lake Business District



Memo to Kurt Triplett  
Amendments to KZC &  
KMC for Kingsgate P&R  
August 4, 2020  
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6. Public Comments received post Public Hearing packet distribution
7. Klaas Nijhuis ARCH email 7.28/2020

cc: CAM19-00129 and CAM18-00196  
Interested Parties List  
Lorrie McKay, [lmckay@kirklandwa.gov](mailto:lmckay@kirklandwa.gov)  
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**Draft Zoning Code Amendments to PR 1.8 Transit Oriented Development (TOD) Zone  
in the Totem Lake Neighborhood**

Add New Government Facility Parking Garage Structure Use Listing to PR 1.8 Transit Oriented Development (TOD) Zone KZC Chapter 30		
Regulations		30.20 Permitted Uses
<p><b>Use</b> <b>30.20.295</b> Government Facility Parking Structure</p>	<p><b>Required Review Process</b> None within the Totem Lake Business District (TLBD)</p>	<p>Special Regulations: PU-40-This use (Government Facility Parking Structure) in the PR 1.8 TOD zone shall meet the following requirements:</p> <ul style="list-style-type: none"> <li>a. Development may contain the following accessory uses: retail establishments selling goods or providing services; restaurants and taverns; food trucks and retail carts.</li> <li>b. Provide an east-west oriented vehicular access road from 116th Way NE into the site to service the parking garage and shared future transit-oriented development to the north. The full build-out of the internal road is contingent upon the future TOD development planned north of the Government Facility Parking Structure. The Public Works Official shall review the design of the main east-west road based on the following design standards:                         <ul style="list-style-type: none"> <li>1) Two travel lanes (one lane each way)</li> <li>2) May include on-street parking</li> <li>3) Eight-foot-wide sidewalk on each side of the road with street trees placed in five foot wide landscape strip planted 30 feet on-center</li> <li>4) A phasing plan shall be submitted indicating construction responsibilities assigned to the Government facility use and responsibility assigned to future transit-oriented development to the north.</li> <li>5) The Public Works Official may modify these standards if:                                 <ul style="list-style-type: none"> <li>i. The modification will not affect the ability to provide any property with police, fire, emergency medical, or other-essential services, and</li> <li>ii. The modification will produce landscaping and site design superior to that which would result from adherence to the adopted standard.</li> </ul> </li> </ul> </li> <li>c. Provide coordinated pedestrian amenities for transit riders including, street furniture, signage, trash bins, newspaper boxes.</li> <li>d. Provide vertical and horizontal building façade treatments to mitigate size of parking garage, reduce the perceived mass of the building, and provide variety and interest along the east and north building facades visible from 116th Way NE and the development (TOD) to the north. Appropriate mitigation techniques include but are not limited to: vertical and horizontal building modulation; vertical trellises; climbing vines; green screens; perforated mounted screens on building facade; changes in building materials and colors; textured concrete; artwork, such as mosaics, murals, sculptures or bas-relief on blank walls; or landscaped beds (minimum five (5) feet wide or a raised planter bed at least two (2) feet high and three (3) feet wide planted with vegetation that will obscure or screen blank walls.</li> </ul>

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ATTACHMENT 1

**Draft Zoning Code Amendments to PR 1.8 Transit Oriented Development (TOD) Zone  
in the Totem Lake Neighborhood**

		<ul style="list-style-type: none"> <li>e. Provide design techniques that minimize the visibility of parked cars., screen headlights and visible garage lighting sources. Techniques may include a combination of solid walls, perforated metal or mesh panels or decorative grills.</li> <li>f. Provide design techniques for garage stair towers and elevator overruns to be distinctive architectural features, using elements such as roof forms, building materials and color.</li> <li>g. Submit a lighting plan for site, pedestrian, garage and roof lighting to ensure lighting minimizes light transfer of rooftop and garage lighting to adjacent residential use to the south and west (techniques such as: cut-off light shields, sensors).</li> <li>h. Service and storage functions shall be located away from the street edge and generally not be visible from the street or sidewalks.</li> <li>i. The Planning Official may approve variations of the above design standards if the proposal is consistent with the Totem Lake Business District Design Guidelines.</li> <li>j. Parking garage shall be designed constructed and built using sustainable building and infrastructure standards including:             <ul style="list-style-type: none"> <li>1) Show compliance with the Sound Transit’s Design Construction Manual criteria for sustainable building and infrastructure.</li> <li>2) Utilize the rooftop or other portions of the parking structure to be photovoltaic (PV) ready with required conduit and wiring installed for future community solar or utility driven PV solar hosting.</li> </ul> </li> <li>k. Provide electric vehicle charging station parking stalls at a minimum of 2% of the total new vehicle parking stalls. In addition, provide a minimum of 4% of the new parking stalls as EV ready charging stations with the appropriate infrastructure and electrical service.</li> </ul>
<p><b>Regulations for Government Facility Parking Structure 30.30.295</b></p>		<p><b>30.30 Density, Dimensions, Development Standards</b></p>
<b>Minimum Lot Size</b>	None	
<b>Required Yards</b>	East :20’. See Special Regulation DDS-1 and DD-26.	DD-26. The required yard may be reduced to 0’ if the street level floor of the building contains a commercial use designed with a pedestrian-oriented facade with direct access to 116 <sup>th</sup> Way NE. Façade treatments shall include overhead weather protection, public spaces with seating, landscaping, and art, and transparent storefronts. <b>The required yard shall be measured from the 116<sup>th</sup> Way NE right-of-way.</b>
	South: 45’ See Special	DD-27. The 45’ required yard shall be measured from the common property line between the TOD zone and the adjoining 1.8 zone.

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ATTACHMENT 1

**Draft Zoning Code Amendments to PR 1.8 Transit Oriented Development (TOD) Zone  
in the Totem Lake Neighborhood**

	Regulation DD-27	
	West:: 50' See Special Regulation DD-28	DD-28. The 50' required yard shall be measured from the common property line between the TOD zone and the adjoining RSX 7.2 zone.
	North: 0' (Along TOD property line)	
<b>Maximum Building Height</b>	60' above average building elevation	
<b>Maximum Lot Coverage</b>	100%	
<b>Regulations for Government Facility Parking Structure 30.40.295</b>		<b>30.40. Development Standards</b>
<b>Landscape Category</b>	B See Special Regulation DS-12.	DS-12. Submit a landscape and tree retention plan showing: a) Retention of all existing trees (unless deemed hazard or nuisance), vegetation, and berming within the required buffers located within the south and west required yard. Add replacement trees and vegetation in the buffers for any trees and vegetation removed deemed to be hazard or nuisance. b) Within the south required yard, the plans shall indicate enhancement of the existing buffer area to create the appearance of a natural, open area, planted with a variety of native trees, shrubs, and groundcover that will provide lower level screening and effective screening of the parking garage over time. Install a 6-foot-high solid screening fence or wall. Design of plan to include CPTED (Crime Prevention through Environmental Design) principles. c) Provide landscaping between the north and east parking structure façades and any vehicular access area or interior pedestrian walkway with a minimum 3 feet of landscaping. The Planning Official may modify this requirement if proposed façade treatments will achieve equal or better screening and visual appearance of the parking structure façade.
<b>Required Parking</b>	N/A See Special Regulation DS-13	DS-13. Development shall provide long term and short- term bicycle parking. At a minimum the number of bicycle parking stalls shall be 28. A portion of the bike stalls must be in a secured, locked area such as a bike cage or on-demand lockers within the garage or weatherproof bicycle lockers may be located outside of the garage. The Planning Official may modify this standard based on site constraints, observed utilization, high-quality bicycle infrastructure, or other

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ATTACHMENT 1

**Draft Zoning Code Amendments to PR 1.8 Transit Oriented Development (TOD) Zone  
in the Totem Lake Neighborhood**

		modes of access. Design must demonstrate that there is an area that could accommodate growth in bicycle parking demand at a rate of twice what was initially provided. To meet this requirement, off site bicycle parking may be approved if the Planning Official finds that the off-site location provides safer and/or more convenient access to Totem Lake/Kingsgate BRT Station.
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**Draft Zoning Code Amendments to PR 1.8 Transit Oriented Development (TOD) Zone in the Totem Lake Neighborhood**

**KZC Chapter 30, Add New PR 1.8 TOD Use Zone Chart Amendments:**

New Use Listing TOD Containing Attached or Stacked Dwelling Units or Residential Suites to PR 1.8 Transit Oriented Development (TOD) Zone KZC Chapter 30		
Regulations		30.20 Permitted Uses
<p><b>Use</b> 30.20.300 Transit Oriented Development Containing Attached or Stacked Dwelling Units or Residential Suites</p>	<p><b>Required Review Process:</b> DR., Chapter 142. See Special Regulation PU- 1 and PU-2</p>	<p>Special Regulations: PU-41. Development must be part of a Conceptual Master Plan (CMP) for the entire subject property. The proposed CMP shall be reviewed using the Design Review process provisions of KZC 142.35. Subsequent development proposals shall follow DR or ADR as set forth in the Notice of Approval for the Conceptual Master Plan. The Conceptual Master Plan shall incorporate the design guidelines contained in the Design Guidelines for the Totem Lake Business District and include the following:</p> <ul style="list-style-type: none"> <li>a. At least 50 percent of the gross floor area of development in the master plan must be residential uses.</li> <li>b. Residential development within the master plan shall result in a minimum of 51 percent of total residential units being affordable with affordability levels as follows:                             <ul style="list-style-type: none"> <li>1) For renter-occupied housing:                                     <ul style="list-style-type: none"> <li>i. A minimum of 25% of the total residential units shall be affordable at no greater than 50 percent of median income and</li> <li>ii. A minimum of 15% of the total residential units shall be affordable at 80 percent of median income and</li> <li>iii. A minimum of 10% of the total residential units shall be affordable at 100% of median income.</li> <li>iv. Affordable rent levels will be determined using the same methodology used in the definition of affordable housing unit in Chapter 5 KZC.</li> </ul> </li> <li>2) For owner-occupied housing: A minimum of 51 percent of the total residential units shall be affordable housing units as defined in KZC 5.10.023(1)(a).</li> <li>3) Shall provide a portion of affordable housing units for people with disabilities consistent with the applicable State of Washington Low Income Housing Tax Credit (LIHTC) funding criteria.</li> <li>4) See affordability requirements in Chapter 5 KZC.</li> <li>5) See Chapter 112 KZC for additional affordability housing requirements and incentives. The following provisions of Chapter 112 KZC do not apply to this zoning district: 112.20.3, and 112.20.4 (Alternate Affordability Levels and Dimensional Standards Modifications); 112.25 (Additional Affordable Housing Incentives); 112.30 (Alternative Compliance).</li> <li>6) The City Council may consider an alternative approach to meet the affordability objectives including flexibility in parking requirement through approval of a Development Agreement.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>c. For Residential Suites development standards see Special Regulation PU-2 for additional standards.</li> <li>d. May also include one or more of the other uses allowed in this zone.</li> <li>e. The following uses are prohibited:             <ul style="list-style-type: none"> <li>1) Drive-through facilities.</li> <li>2) Retail establishments involving the sale, service, repair or storage of automobiles, trucks, boats, motorcycles, recreational vehicles, heavy equipment and similar vehicles.</li> <li>3) Vehicle service stations.</li> </ul> </li> <li>f. Any commercial uses on the street level floor of a building shall be designed to provide a minimum 13' (feet) in height and oriented toward fronting streets and pedestrian pathways.</li> <li>g. Circulation system for vehicles and pedestrians that integrates existing and planned circulation throughout the zone including shared vehicular and pedestrian connections to 116th Way NE, Government Facility parking structure to the south, and transit facilities. The Public Works Official shall review the design of the main east-west road between the Government Facility and the TOD property based on the following design standards.             <ul style="list-style-type: none"> <li>1) Two travel lanes (one lane each way)</li> <li>2) May include on-street parking</li> <li>3) Eight-foot-wide sidewalk on each side of the road with street trees placed in five-foot wide landscape strip planted 30 feet on-center</li> <li>4) The Public Works Official may modify these standards if:                 <ul style="list-style-type: none"> <li>i. The modification will not affect the ability to provide any property with police, fire, emergency medical, or other-essential services, and</li> <li>ii. The modification will produce landscaping and site design superior to that which would result from adherence to the adopted standard</li> </ul> </li> </ul> </li> <li>h. Pedestrian connections from 116th Way NE to public plazas and between buildings to the TOD pursuant to requirements of KZC 105.18.</li> <li>i. Landscape and tree retention plan. See Special Regulation DS-13.</li> <li>j. Where parking garages are not located below grade, provide design techniques for above grade parking structure facades to mitigate visible impacts from adjacent streets and residential uses such as a combination of intervening uses, solid walls, perforated metal or mesh panels or decorative grills, or dense landscape screening. Provide techniques to minimize the visibility of parked cars within a structure to screen headlights and visible garage lighting sources.</li> <li>k. Submit a lighting plan for site, pedestrian, garage and roof lighting to ensure lighting minimizes light transfer of rooftop and garage lighting to adjacent residential use to the south and west (techniques such as: cut-off light shields, sensors).</li> <li>l. Locate service and storage functions to generally not be visible from the street or sidewalks.</li> <li>m. Design and install a City gateway feature to the Totem Lake Business District at the corner of NE 132nd Street and 116th Way NE. The features shall contain elements such as a sign, art, landscaping and lighting and/or a visible and welcoming pedestrian-oriented space between the sidewalk, stairway, and buildings. See Totem</li> </ul>
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July 9, 2020-Draft

ATTACHMENT 2

		<p>Lake Business District Design Guidelines and Totem Lake Enhancement Plan. The specific location and design of the gateway shall be evaluated through the Design Review Process.</p> <ul style="list-style-type: none"> <li>n. Provide publicly accessible space(s) and private common recreation open spaces. Public spaces should have a width and depth of at least 15 feet. Developments with fewer than 50 dwelling units shall provide publicly accessible space(s) ranging from 500 to 1,000 square feet. Larger developments shall provide publicly accessible space(s) ranging from 1,500 to 2,000 square feet in size. The City will review the location, size and dimensions, features and improvements (such as multi-use paths, plazas, seating, public art, landscaping and water features) proposed for the publicly accessible space(s) as part of the Design Review approval. The City may also require or permit modification to the required publicly accessible space as part of the Design Review approval.</li> <li>o. The Design Review Board may approve variations of the above design standards if the proposal is consistent with the Totem Lake Business District Design Guidelines.</li> <li>p. Development shall be designed, built and certified to achieve or exceed the following green building standards: Built Green 5 Star certified, LEED Platinum certified, or Living Building Challenge Petal certified (Energy Water and Materials petals at a minimum), or Living Building Challenge certified.</li> </ul> <p>PU-42. Residential Suites in PR 1.8 TOD zone:</p> <ul style="list-style-type: none"> <li>a. Development shall be designed, built and certified to achieve or exceed one or more of the following green building standards: Built Green 5 Star certified, LEED Platinum certified, or Living Building Challenge Petal certified (Energy, Water and Material petals at a minimum), or Living Building Challenge certified.</li> <li>b. Developments containing this use shall provide common living area available to all residential suite residents. Common living area shall consist of areas such as shared kitchens, dining areas, and community rooms. Areas such as bathrooms, laundries, utility rooms, storage, stairwells, mailrooms, and hallways shall not be counted as common living area. The minimum amount of common living area for each project shall be 250 square feet plus an additional 20 square feet per living unit.</li> </ul>
<p><b>Regulations TOD Containing Attached or Stacked Dwelling Units or Residential Suites</b> <b>30.30.300</b></p>		<p><b>30.30 Density, Dimensions, Development Standards</b></p>
<p><b>Minimum Lot Size</b></p>	<p>None</p>	
<p><b>Required Yards</b></p>	<p>Front: 20'. See Special Regulation DD-27</p>	<p>DD-27. The Design Review Board may approve a reduction of the required front yard along 116<sup>th</sup> Way NE to zero feet for portions of the structure where the street floor of the building contains:</p> <ul style="list-style-type: none"> <li>a. Commercial use designed with a pedestrian-oriented façade with direct access to 116<sup>th</sup> Way NE. Façade treatments shall include overhead weather protection; public spaces with seating, landscaping, and art; and transparent storefronts; or.</li> <li>b. Residential uses or lobbies that incorporate front entries, porches, and stoops oriented to 116<sup>th</sup> Way NE.</li> </ul>



July 9, 2020-Draft

ATTACHMENT 2

	South property line: 10' <i>(Staff note: adjacent to Government Facility parking structure)</i>	
	West property line: 50' See Special Regulation PU-1.	
<b>Maximum Building Height</b>	85' above average building elevation. See Special Regulation DD-28	DD-28. No portion of a structure located within 10' of the east property line shall exceed 45' above average building elevation.
<b>Maximum Lot coverage</b>	80%	
<b>Regulations TOD Containing Attached or Stacked Dwelling Units or Residential Suites 30.40.300</b>		<b>30.40. Development Standards</b>
<b>Landscape Category</b>	See Special Regulation DS-14.	DS-14: a. Retention of all existing trees (unless deemed hazard or nuisance), vegetation and berming within the required buffers located within the west required yard. Add replacement trees and vegetation in the buffers for any trees and vegetation removed deemed to be hazard or nuisance. b. Along the 116 <sup>th</sup> Way NE property frontage, install plant tree species that will achieve a tall height with a significant amount coniferous to mitigate view of freeway. Install decorative pedestrian lighting pursuant to City Pre-approved Plans.
<b>Sign Category</b>	See Special Regulation DS-15.	DS-15. Signs for a development approved under this provision must be proposed within a Master Sign Plan application (KZC 100.80) for all signs within the development.
<b>Required Parking</b>	See Special Regulation DS-	DS-16. Parking Rates: Market Rate Residential: 1.0 per unit, plus guest parking at .05 stall per unit

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ATTACHMENT 2

	<p>16, DS-17 and DS-18</p>	<p>Affordable Housing: .75 stall per affordable unit                      Residential Suites: 1.0 stall per unit (with provisions to reduce to 0.5 if parking is managed)                      Restaurant/tavern: 1 stall per 125 sq. ft of gfa.                      Retail: 1.0 stall per each 350 sq. ft. of gfa.                      Office: 1.0 stall per each 350 sq. ft. of gfa.                      Hotel/Motel: 1.0 stall per each room.                      Public or Private College or University and Related Facilities: see KZC 105.25                      Entertainment, cultural, recreational: see KZC 105.25</p> <p>DS-18. Residential Suites in PR 1.8 TOD zone:</p> <ol style="list-style-type: none"> <li>a. Parking shall be provided at a rate of one stall per living unit plus one per on-site employee, and modifications to decrease the parking requirement are prohibited. However, if parking is managed as provided below, parking shall be provided at a rate of 0.5 per living unit plus one per on-site employee.</li> <li>b. The required parking shall be 0.5 per living unit where the parking is managed as follows and the property owner agrees to the following in a form approved by the City and recorded with King County:                         <ol style="list-style-type: none"> <li>1) Rentals shall be managed such that the total demand for parking does not exceed the available supply of required private parking. If the demand for private parking equals or exceeds the supply of required private parking, the property owner shall either restrict occupancy of living units or restrict leasing to only tenants who do not have cars.</li> <li>2) The property owner shall prepare a Transportation Management Plan (TMP) for review and approval by the City and recording with King County. At a minimum the TMP shall include the following requirements:                                 <ol style="list-style-type: none"> <li>i. Charge for on-site parking, unbundled from the rent, for tenants who have cars. 2) Bus pass or equivalent alternative transportation mode subsidies for tenants who do not have cars.</li> <li>ii. Lease provisions and monitoring requirements for the property owner to ensure that tenants are not parking off site to avoid parking charges.</li> <li>iii. Adequate secured and sheltered bicycle parking to meet anticipated demand.</li> <li>iv. Designation of a Transportation Coordinator to manage the TMP, provide commute information to all new tenants, and be a point of contact for the City.</li> <li>v. At the time the project attains 90 percent occupancy, the property owner shall provide an accurate and detailed report of initial resident parking demand and alternative commute travel. The report format shall be reviewed and approved by the City.</li> <li>vi. Following the initial survey, the property owner shall submit a biennial survey of residents prepared and conducted by a licensed transportation engineer or other qualified professional documenting on-site and potential off-site parking utilization and alternative commute travel. The Planning Director may increase or decrease the frequency of the survey based on the documented success of the TMP.</li> </ol> </li> </ol> </li> </ol>
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ATTACHMENT 2

		<ul style="list-style-type: none"><li>vii. Acknowledgment by the property owner that it shall be a violation of this code for the actual parking demand for the project to exceed the available supply of required parking or to fail to comply with the provisions of the TMP or reporting requirements.</li><li>viii. After one year of project occupancy, the Planning Official may allow a decrease in the required number of spaces if the number of spaces proposed is documented by an adequate and thorough parking demand and utilization study of the property. The study shall be prepared by a licensed transportation engineer or other qualified professional, and shall analyze the operational characteristics of the use which justify a parking reduction. The scope of the study shall be proposed by the transportation engineer and approved by the City Transportation Engineer. The study shall provide at least two days of data for morning, afternoon and evening hours, or as otherwise approved or required by the City Transportation Engineer.</li></ul> <p>c. All residential suites and all required parking within a project shall be under common ownership and management.</p>
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KZC Amendments to Chapter 5- draft 7/7/2020

KZC Chapter 5 Definitions:

KZC 5.10.023 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).

In the event that 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. (Ord. 4637 § 3, 2018; Ord. 4474 § 1, 2015; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

**KZC Chapter 112 – AFFORDABLE HOUSING INCENTIVES – MULTIFAMILY- Draft Amendments 7/7/2020****Sections:**

112.05	User Guide
112.10	Purpose
112.15	Affordable Housing Requirement
112.20	Basic Affordable Housing Incentives
112.25	Additional Affordable Housing Incentives
112.30	Alternative Compliance
112.35	Affordability Provisions
112.40	Regulatory Review and Evaluation

**112.05 User Guide**

This chapter offers dimensional standard flexibility and density and economic incentives to encourage construction of affordable housing units in commercial zones, high density residential zones, medium density zones, and office zones.

If you are interested in proposing four (4) more residential units in commercial zones, high density residential zones, medium density zones, or office zones, or you wish to participate in the City's decision on such a project, you should read this chapter.

(Ord. 4392 § 1, 2012; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

**112.10 Purpose**

There is a limited stock of land within the City zoned and available for residential development and there is a demonstrated need in the City for housing which is affordable to persons of low and moderate income. Therefore, this chapter provides development incentives in exchange for the public benefit of providing affordable housing units in commercial zones, high density residential zones, medium density zones, and office zones.

(Ord. 4392 § 1, 2012; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

**112.15 Affordable Housing Requirement**

## 1. Applicability –

a. Minimum Requirement – All developments creating four (4) or more new dwelling units in commercial, high density residential, medium density and office zones shall provide at least 10 percent of the units as affordable housing units and comply with the provisions of this chapter as established in the General Regulations or the Special Regulations for the specific use in Chapters 20 through 56 KZC. This subsection is not effective within the disapproval jurisdiction of the Houghton Community Council, except in the HENC 1 and HENC 2 zones. For Transit Oriented Development in the PR 1.8 zone, see the Permitted Uses for the minimum amount of affordable housing to be provided and other requirements of this chapter that do not apply.

b. Voluntary Use – All other provisions of this chapter are available for use within the disapproval jurisdiction of the Houghton Community Council and in developments where the minimum requirement does not apply; provided, however, the provisions of this chapter are not available for use in developments located within the BN zone.

2. Calculation in Density-Limited Zones – For developments in density-limited zones, the required amount of affordable housing shall be calculated based on the number of dwelling units proposed prior to the addition of any bonus units allowed pursuant to KZC 112.20.

3. Calculation in CBD 5A, RH, HENC 2, TL, Transit Oriented Development in PR 1.8, FHNC and PLA 5C Zones – For developments in the CBD 5A, RH, TL, FHNC, HENC 2 and PLA 5C zones, the required amount of affordable housing shall be calculated based on the total number of dwelling units proposed.

4. Rounding and Alternative Compliance – In all zones, the number of affordable housing units required is determined by rounding up to the next whole number of units if the fraction of the whole number is at least 0.66. KZC 112.30 establishes methods for alternative compliance, including payment in lieu of construction for portions of required affordable housing units that are less than 0.66 units.

(Ord. 4650 § 1, 2018; Ord. 4637 § 3, 2018; Ord. 4636 § 3, 2018; Ord. 4476 § 3, 2015; Ord. 4474 § 1, 2015; Ord. 4392 § 1, 2012; Ord. 4390 § 1, 2012; Ord. 4337 § 1, 2011; Ord. 4286 § 1, 2011; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

### 112.20 Basic Affordable Housing Incentives

1. Approval Process – The City will use the underlying permit process to review and decide upon an application utilizing the affordable housing incentives identified in this section.

#### 2. Bonus

a. Height Bonus. In RH, PLA 5C, FHNC, and TL use zones where there is no minimum lot size per dwelling unit, and for Transit Oriented Development in the PR 1.8 zone, additional building height has been granted in exchange for affordable housing, as reflected in each Use Zone Chart for the RH, FHNC and TL zones and tables for the PLA 5C and PR 1.8 zones.

b. Development Capacity Bonus. On lots or portions of lots in the RH 8 use zone located more than 120 feet north of NE 85th Street, between 132nd Avenue NE and parcels abutting 131st Avenue NE, in the HENC 2 use zone, and in the CBD 5A use zone, where there is no minimum lot size per dwelling unit, additional residential development capacity has been granted in exchange for affordable housing as reflected in the Use Zone Chart.

c. Bonus Units. In use~~For uses in~~ zones where the number of dwelling units allowed on the subject property is determined by dividing the lot size by the required minimum lot area per unit, two (2) additional units (“bonus units”) may be constructed for each affordable housing unit provided. (See Plate 32 for example of bonus unit calculations.)

d. Maximum Unit Bonuses. The maximum number of bonus units achieved through a basic affordable housing incentive shall be 25 percent of the number of units allowed based on the underlying zone of the subject property.

e. Density Bonus for Assisted Living Facilities. The affordable housing density bonus may be used for assisted living facilities to the extent that the bonus for affordable housing may not exceed 25 percent of the base density of the underlying zone of the subject property.

3. Alternative Affordability Levels – An applicant may propose affordability levels different from those defined in Chapter 5 KZC for the affordable housing units.

a. In use zones where a density bonus is provided in exchange for affordable housing units, the ratio of bonus units per affordable housing unit for alternative affordability levels will be as follows:

Affordability Level	Bonus Unit to Affordable Unit Ratio
<i>Renter-Occupied Housing</i>	
60% of median income	1.9 to 1
70% of median income	1.8 to 1
<i>Owner-Occupied Housing</i>	
90% of median income	2.1 to 1
80% of median income	2.2 to 1

b. In the CBD 5A, HENC 2, RH, TL and PLA 5C use zones, the percent of affordable units required for alternative affordability levels will be as follows:

Affordability Level	% of Project Units Required to Be Affordable
<i>Renter-Occupied Housing</i>	
60% of median income	13%
70% of median income	17%
<i>Owner-Occupied Housing</i>	
70% of median income	8%
90% of median income	13%
100% of median income	21%

c. To encourage “pioneer developments” in the Rose Hill and Totem Lake business districts, the definition of affordable housing for projects in the RH and TL zones shall be as provided in the following table. This subsection shall apply only to those projects which meet the affordability requirements on site or off site. This subsection shall not apply to those projects which elect to use a payment in lieu of constructing affordable units as authorized in KZC 112.30(4).

The affordable housing requirements for projects vested on or after the effective date of the ordinance codified in this section must be targeted for households whose incomes do not exceed the following:

Number of Total Units		Affordability Level	
<i>RH Zones</i>	<i>TL Zones</i>	<i>Renter-Occupied</i>	<i>Owner-Occupied</i>
First 50 units	First 150 units	70% of median income	100% of median income
Second 50 units	Second 150 units	60% of median income	90% of median income
All subsequent units	All subsequent units	50% of median income	80% of median income

“Number of Total Units” shall mean the total number of housing units (affordable and otherwise) permitted to be constructed within the RH and TL zones where affordable housing units are required and which have not received funding from public sources.

d. Depending on the level of affordability provided, the affordable housing units may not be eligible for the impact fee waivers described in subsections (5)(a) and (5)(b) of this section.

4. Dimensional Standards Modification – To the extent necessary to accommodate the bonus units allowed under subsection (2)(c) of this section on site, the following requirements of the Kirkland Zoning Code may be modified through the procedures outlined in this subsection. These modifications may not be used to accommodate the units resulting from the base density calculation.

a. Maximum Lot Coverage. The maximum lot coverage may be increased by up to five (5) percentage points over the maximum lot coverage permitted by the underlying use zone. Maximum lot coverage may not be modified through this provision on properties with streams, wetlands, minor lakes or their buffers. In addition, this modification would require a shoreline variance as set forth in Chapter 141 KZC for properties within jurisdiction of the Shoreline Management Act. See Chapter 83 KZC.

b. Parking Requirement. The required parking may be reduced to 1.0 space per affordable housing unit. No additional guest parking is required for affordable housing units. If parking is reduced through this provision,

the owner of the affordable housing unit shall sign a covenant, in a form acceptable to the City Attorney, restricting the occupants of each affordable housing unit to a maximum of one (1) automobile.

c. **Structure Height.** Maximum height for structures containing affordable housing units may be increased by up to six (6) feet for those portions of the structure(s) that are at least 20 feet from all property lines. Maximum structure height may not be modified through this provision for any portion of a structure that is adjoining a low density zone. This modification may be permitted or may require a shoreline variance as set forth in Chapter 141 KZC for properties within jurisdiction of the Shoreline Management Act. See Chapter 83 KZC.

d. **Required Yards.** Structures containing affordable housing units may encroach up to five (5) feet into any required yard except that in no case shall a remaining required yard be less than five (5) feet. A modification to the shoreline setback would require a shoreline variance set forth in Chapter 141 KZC for properties within jurisdiction of the Shoreline Management Act. See Chapter 83 KZC.

e. **Common Recreational Space.** Common recreational open space per unit, when required, may be reduced by 50 square feet per affordable housing unit.

#### 5. Impact Fee and Permit Fee Calculation

a. Applicants providing affordable housing units may request an exemption from payment of road impact fees for the affordable housing units as established by KMC 27.04.050.

b. Applicants providing affordable housing units may request an exemption from payment of park impact fees for the affordable housing units as established by KMC 27.06.050.

c. Applicants providing affordable housing units are eligible for exemption from various planning, building, plumbing, mechanical and electrical permit fees for the bonus units allowed under subsection (2)(c) of this section as established in KMC 5.74.070 and KMC Title 21.

#### 6. Property Tax Exemption – A property providing affordable housing units may be eligible for a property tax exemption as established in Chapter 5.88 KMC.

(Ord. 4637 § 3, 2018; Ord. 4636 § 3, 2018; Ord. 4498 § 3, 2015; Ord. 4476 § 3, 2015; Ord. 4474 § 1, 2015; Ord. 4337 § 1, 2011; Ord. 4252 § 1, 2010; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

### **112.25 Additional Affordable Housing Incentives**

1. **Approval Process for Additional Affordable Housing Incentives** – An applicant may request that the City grant affordable housing incentives in addition to or in place of the basic affordable housing incentives allowed in KZC 112.20 due to specific site conditions. Such a request shall be reviewed and decided upon as outlined below.

2. **Density Bonus** – An applicant may propose more than two (2) bonus units for every affordable housing unit or a density bonus exceeding 25 percent of the number of units allowed in the underlying zone of the subject property. However, in no event may a project receive a bonus that would result in a number of bonus units that exceeds 50 percent of the number of units allowed based on the underlying zone of the subject property. Such a request shall be reviewed and decided upon by the Planning Director. The decision of the Planning Director in approving or denying a modification under this subsection may be appealed using the appeal provision, as applicable, of Process I, KZC 145.60 through 145.110.

3. **Dimensional Standards Modification** – An applicant may request further modification from the dimensional standards listed in KZC 112.20(4). Approval of any further modification of the dimensional standards will be based on the applicant's demonstration that the subject property cannot reasonably achieve the permitted density, including the bonus units. Such a request shall be reviewed and decided upon using Process I, described in Chapter 145 KZC. If the development, use, or activity requires approval through Process IIA or IIB, the entire proposal will be decided upon using that other process.



4. Criteria for Approving Additional Affordable Housing Incentives – The City may approve one (1) or more of the additional affordable housing incentives listed in subsection (2) or (3) of this section, in addition to or in place of the basic affordable housing incentives, if one (1) or more of the following requirements are met:

- a. The additional incentive is necessary to provide sufficient economic incentive to the applicant to offset the cost of providing the affordable housing units.
- b. The additional incentive is necessary to reasonably achieve the permitted density, including the bonus units.
- c. The additional incentive is necessary to achieve a greater number of affordable housing units than the affordable housing requirements would prescribe or a greater level of affordability than is defined by the term affordable housing unit.

In making its decision on additional incentives, the City will consider the value of any property tax exemptions available to the project from the City as established in Chapter 5.88 KMC, as well as other fee waivers or reductions as established in the Kirkland Municipal Code.

(Ord. 4286 § 1, 2011; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

### **112.30 Alternative Compliance**

1. Approval Process for Alternative Compliance – As an alternative to providing some or all of the required affordable housing units on the subject property, the Planning Director may approve a request for alternative compliance. Alternative compliance may include providing affordable housing units at another location within the City of Kirkland, payment to the City in lieu of constructing partial affordable housing units to be used to create affordable housing units, or such other means proposed by the applicant and approved at the discretion of the Planning Director, consistent with the following criteria for alternative compliance.

2. Criteria for Alternative Compliance – The City may approve a request for alternative compliance if both of the following requirements are met:

- a. The applicant demonstrates that the proposed alternative compliance method achieves an affordable housing benefit to the City equal to or better than providing the affordable housing units on site.
- b. The affordable housing units provided through the alternative compliance will be based on providing the same type of ownership of units as would have been provided on site.

3. Requirements for Off-Site Alternative Compliance – Off-site affordable housing units are subject to the following requirements:

- a. The off-site location chosen for the affordable housing units shall not lead to an undue concentration of affordable housing either at the off-site location or in any particular area of the City.
- b. Any building permits required for off-site affordable housing units shall be submitted prior to submittal of building permits for the subject property. Certificates of occupancy for off-site affordable housing units shall be issued prior to issuance of the final certificate of occupancy for the subject property.

4. Requirements for Payment in Lieu Alternative Compliance – Payments in lieu of constructing affordable housing units are subject to the following requirements:

- a. To encourage “pioneer developments” subject to these regulations, payments in lieu are allowed for one (1) whole required affordable housing unit and portions of required affordable housing units that are less than 0.66 units during the five (5) years immediately following the effective date of the ordinance codified in this chapter (until April 1, 2015). After that time period, payments in lieu are allowed only for portions of required affordable housing units that are less than 0.66 units. Rounding up to the next whole number of units and actual construction of the affordable units is required when the calculated number of required affordable units results in a fraction of 0.66 or more.

- b. Payments in lieu shall be based on the difference between the cost of construction for a prototype affordable housing unit on the subject property, including land costs and development fees, and the revenue generated by an affordable housing unit. The formula for payments shall be established by the Planning Director.
- c. The payment obligation shall be established prior to issuance of any building permits for the project and shall be due prior to issuance of any certificate of occupancy for the project. Collected payments shall be deposited in the City's Housing Trust Fund account.

(Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

### **112.35 Affordability Provisions**

1. Approval of Affordable Housing Units – Prior to the issuance of any permit(s), the City shall review and approve the location and unit mix of the affordable housing units consistent with the following standards:
  - a. The affordable housing units shall be intermingled with all other dwelling units in the development.
  - b. The type of ownership of the affordable housing units shall be the same as the type of ownership for the rest of the housing units in the development.
  - c. The affordable housing units shall consist of a range of number of bedrooms that are comparable to units in the overall development.
  - d. The size of the affordable housing units, if smaller than the other units with the same number of bedrooms in the development, must be approved by the Planning Director. In no case shall the affordable housing units be more than 10 percent smaller than the comparable dwelling units in the development, based on number of bedrooms, or less than 500 square feet for a 1-bedroom unit, 700 square feet for a 2-bedroom unit, or 900 square feet for a 3-bedroom unit, whichever is less.
  - e. The affordable housing units shall be available for occupancy in a time frame comparable to the availability of the rest of the dwelling units in the development.
  - f. The exterior design of the affordable housing units must be compatible and comparable with the rest of the dwelling units in the development.
  - g. The interior finish and quality of construction of the affordable housing units shall at a minimum be comparable to entry level rental or ownership housing in the City of Kirkland.
2. Affordability Agreement – Prior to issuing a certificate of occupancy, an agreement in a form acceptable to the City Attorney that addresses price restrictions, homebuyer or tenant qualifications, long-term affordability, and any other applicable topics of the affordable housing units shall be recorded with King County Recorder's Office. This agreement shall be a covenant running with the land and shall be binding on the assigns, heirs and successors of the applicant.

Affordable housing units that are provided under this section shall remain as affordable housing for a minimum of 50 years from the date of initial owner occupancy for ownership affordable housing units and for the life of the project for rental affordable housing units.

(Ord. 4491 § 11, 2015; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

### **112.40 Regulatory Review and Evaluation**

At least every two (2) years, the Planning and Building Department shall submit a report that tracks the use of these regulations to the Houghton Community Council, Planning Commission and City Council.

(Ord. 4491 § 3, 2015; Ord. 4222 § 1, 2009; Ord. 3938 § 1, 2004)

The City of Kirkland

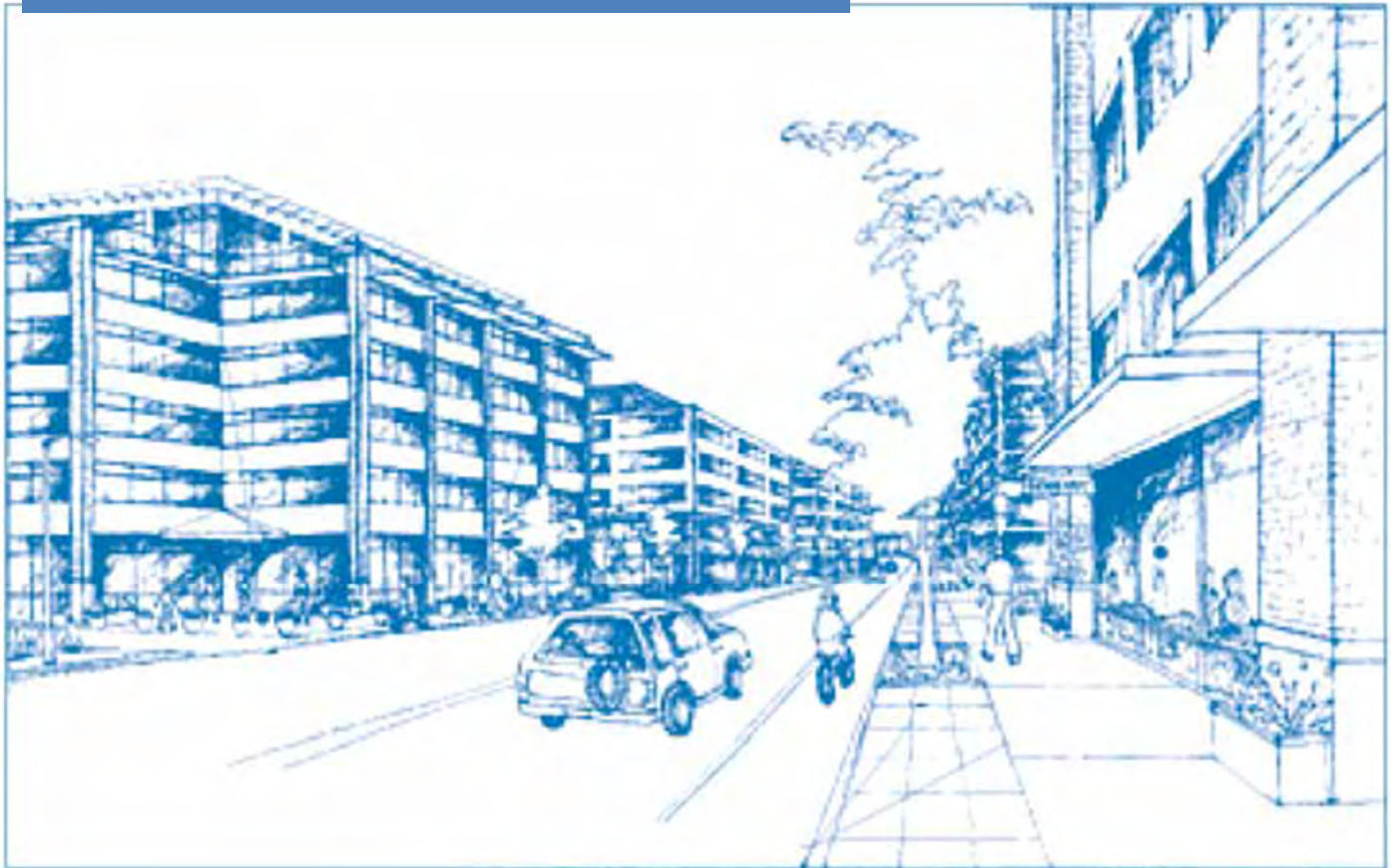


# Design Guidelines

Business District

## For Totem Lake Neighborhood

~~For Totem Lake Neighborhood~~



Adopted by the City Council  
pursuant to Kirkland Municipal Code  
Section 3.30.040, Ordinance ~~4052~~.

Penny Sweet  
Jim Lauinger,  
Mayor

Eric Shields, Adam  
Weinstein  
Director,  
Planning & Building  
Community Development  
Department

# Design Guidelines for Totem Lake Business DistrictNeighborhood

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## Introduction

This document sets forth a series of Design Guidelines, adopted by Section 3.30.04X of the Kirkland Municipal Code that will be used by the City in the Design Board Review (DBR) process for development in the Totem Lake Business District Neighborhood. The Totem Lake Business District Neighborhood encompasses the Business District Core Totem Center and the adjacent land within the district's neighborhood boundaries. ~~At this time,~~ Design Guidelines governing development in the Business District Core Totem Center are contained in the document titled, Design Guidelines for Pedestrian-Oriented Business Districts, Section 3.30.040 of the Municipal Code.

Other documents that should be referred to during design review are the Totem Lake Business District Neighborhood Plan goals and policies contained in the Comprehensive Plan, and the TL, PR 1.8 Transit Oriented Development Zone Use Zone Charts found in the Kirkland Zoning Code, and the Totem Lake Urban Center Enhancement and Multimodal Transportation Network Plan, approved by the Kirkland City Council on May 15, 2018.

## Purpose of the Design Guidelines

~~For projects required to be reviewed by the Design Review Board, the Board will use these guidelines in association with the Design Regulations of the Kirkland Zoning Code. To the extent that the standards of the Design Guidelines or Design Regulations address the same issue but are not generally consistent or contain different levels of specificity, the Design Review Board will determine which standard results in superior design.~~ For Administrative Design Review (ADR), the Planning Official will use these guidelines when necessary to interpret the Design Regulations. They are also intended to assist project applicants and their architects by providing graphic examples of the intent of the City's guidelines and regulations.

The Design Guidelines do not set a particular style of architecture or design theme. They are intended to establish a greater sense of quality, unity, and conformance with Kirkland's physical assets and civic identity. These guidelines are not intended to slow or restrict development, but rather to add consistency and predictability to the permit review process.

## Urban Design Goals

Urban design goals and objectives for the desired future development of the area were adopted in 2015~~02~~ as part of the Totem Lake Business District Neighborhood Plan:

~~**Urban Design Framework Goal:** *Provide a sense of neighborhood identity. The Totem Lake Neighborhood is comprised of distinct areas separated by built features, such as I-405. Urban design policies seek to establish visual connections between these areas, create effective transitions within and around the neighborhood, and provide a collective identity for the neighborhood.*~~

### ~~**Design Goals TL-21-TL-24**~~

- ~~• **Ensure that public and private development contribute to a coherent and attractive neighborhood identity.**~~
- ~~• **Develop gateway features that strengthen the character and identity of the neighborhood.**~~
- ~~• **Develop a new landscaped boulevard that provides a green visual connection between the four quadrants of the neighborhood through enhanced landscape public amenities.**~~
- ~~• **Provide interconnected streetscape improvements throughout the neighborhood that contribute to a sense of neighborhood identity and enhance visual quality.**~~

The Totem Lake Business District is comprised of distinct areas separated by major transportation corridors, such as I-405, NE 124<sup>th</sup> Street. Urban design policies seek to establish visual and non-motorized connections between these areas, create effective transitions within and around the district, and provide a collective identity for Totem Lake.

#### Design Goals TL 21-TL-25

- Goal TL-21: Ensure that public and private development contributes to a coherent and attractive identity for the business district.
- Goal TL-22: Develop gateway features that strengthen the character and identity of the Business District.
- Goal TL-23: Develop a new landscaped boulevard, or “Circulator” that provides a green visual connection between the subareas of the business district through enhanced landscape and public amenities.
- Goal TL-24: Provide interconnected streetscape improvements throughout the business district that contribute to a sense of neighborhood identity and enhance visual quality.
- Goal TL-25: Provide effective transitions between the light industrial, commercial and higher density multifamily uses in the business district and single family residential areas surrounding the district.

## **Design Vision for Totem Lake Business DistrictNeighborhood**

The Totem Lake Business DistrictNeighborhood will continue to evolve into an attractive urban center, ~~with Totem Center at its core~~ — as a dense, compact community, with a mix of business, commercial and residential uses and a high level of transit and pedestrian activity. Outside of ~~the Business District Core~~its core, the Plan for the Totem Lake Business DistrictNeighborhood Plan envisions new connections between areas separated by built features such as I-405, and building design that promotes a sense of community identity and continuity throughout the districtneighborhood.

~~The Plan emphasizes the wide array of residential, retail, light industrial and office uses that surround the core, in the remainder of the Urban Center. This~~The rich mix of uses in Totem Lake is accompanied by enhanced mobility within the neighborhood, through ~~maximized~~district. Efficient vehicular capacity that occurs through ~~improvements~~ infrastructure investment and an expanded bicycle and pedestrian network ~~connections that~~ provides additional opportunities for pedestrian-oriented development and placemaking. Local transit connections, an extensive non-motorized network and a local boulevard system will all combine to complement and support the regional system.

The Plan envisions an attractive and economically strong districtneighborhood in Totem Lake. It acknowledges the challenges to the creation of a single community identity posed by the area’s natural and built elements that split the districtneighborhood into four fairly distinct quadrants. Totem Lake is the City’s only neighborhood bisected by Interstate-405. Nevertheless, the use of design measures that address important elements of design, will move the districtneighborhood forward into a ~~more~~ cohesive and coherent community. Key design issues to be addressed include human and architectural scale, breaking up of building mass, attention to building detail and appropriate building orientation, ~~The identity and appeal of Totem Lake will be strengthened through the~~ establishment of continuous and interconnected walking and biking networks; ~~pedestrian connections, and consideration of building orientation, as well as improvements in the public realm, including publicly accessible spaces along the frontage of new development and in public gathering spaces within the right of way;~~ gateway enhancements; public art; and streetscapes with coordinated ~~such as consistent~~ street lights, sidewalk design, landscaping elements and street furniture. Implementation of the Circulator street concept to connect subareas of the district, combined with the reduction of block sizes achieved through new streets oriented to local traffic and new through block connections, will improve circulation and simplify wayfinding for visitors.

Several areasdistricts within the districtneighborhood present unique opportunities for development. The Planning Concept Map (Figure 1) illustrates where these ~~focal points and~~ opportunities exist. Further discussion in this section presents the desired vision for each of these areas, as well as for the landscaped boulevard or “Circulator”, that should tie the district area’s otherwise ~~separate elements~~ together.

MAP TO BE REPLACED – SEE NEXT PAGE

Development should be coordinated to provide a focal point for pedestrian activity in the larger, mixed-use villages

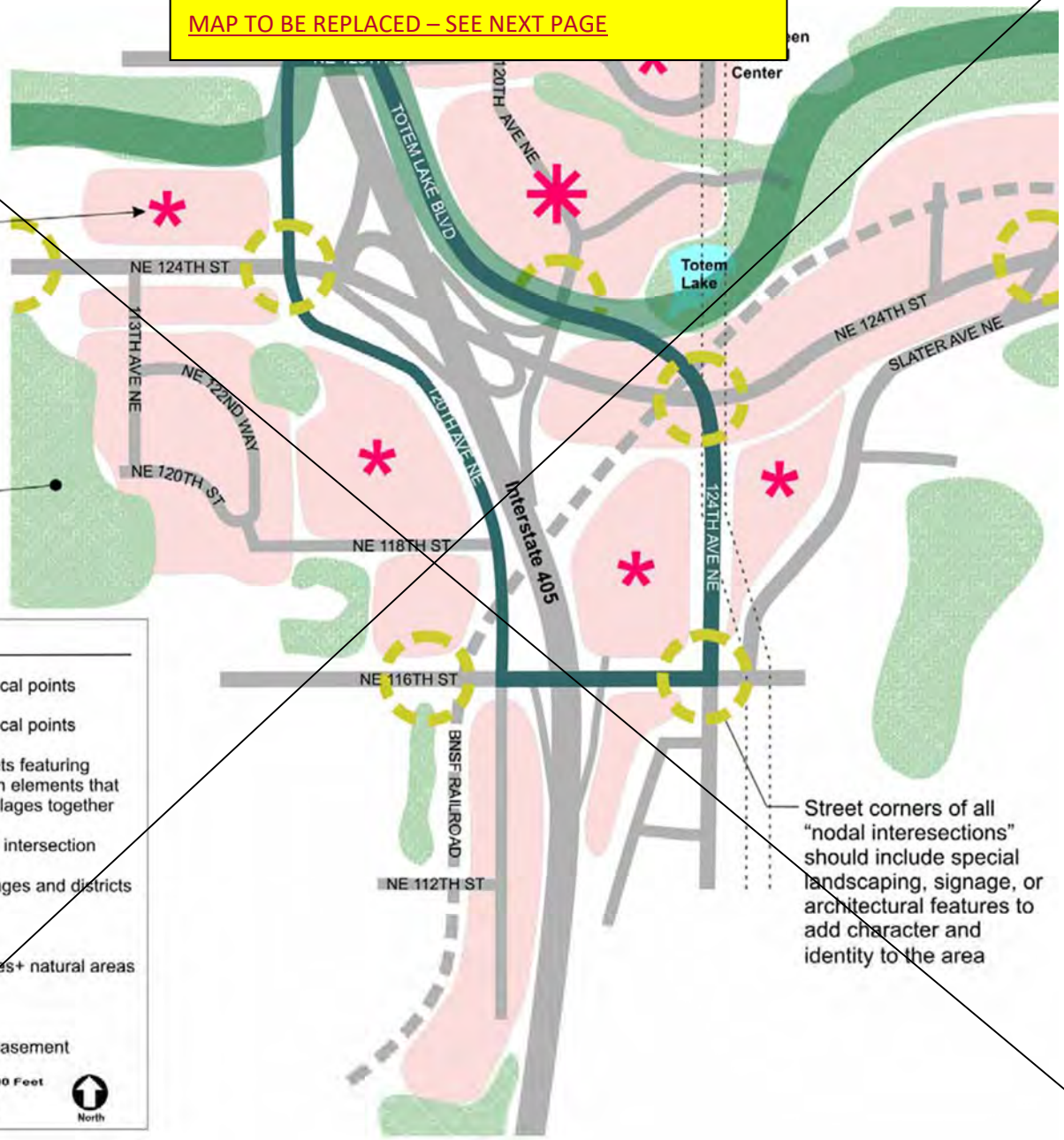
The wooded hillsides and natural areas that surround the Totem Lake area are a major character-defining feature

**Legend**

-  Major village focal points
-  Minor village focal points
-  Circulator streets featuring common design elements that tie individual villages together
-  Gateway/nodal intersection
-  Totem lake villages and districts
-  Greeway
-  Wooded hillsides+ natural areas
-  Railroad
-  Transmission easement

0 250 500 1000 Feet

North



Street corners of all "nodal intersections" should include special landscaping, signage, or architectural features to add character and identity to the area



# Design Concept for the Totem Lake Business District

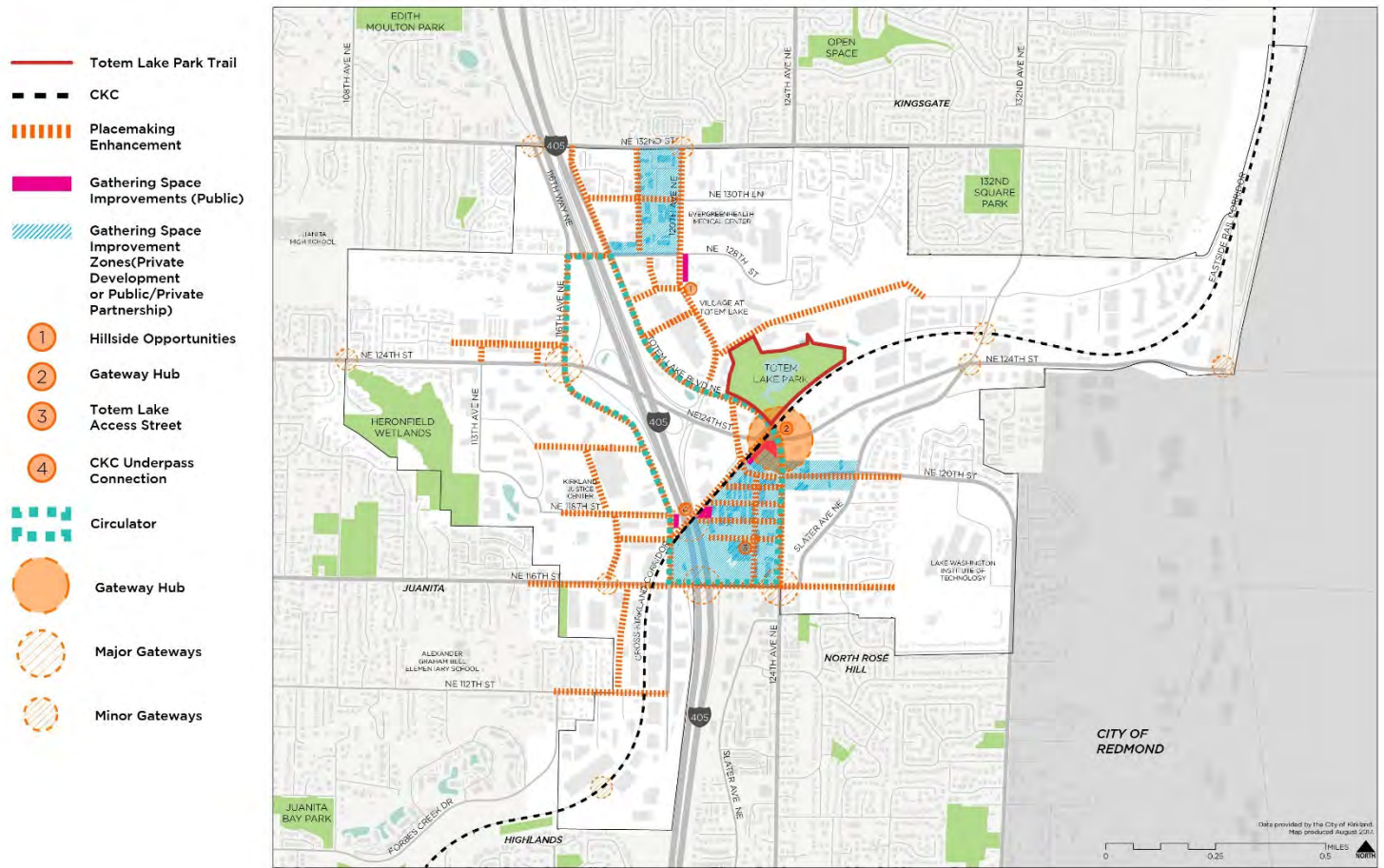


Figure 1. *Planning concept for the Totem Lake Neighborhood Design Concept for the Totem Lake Business District.*



**Vision for District TL 5**

~~Bordered by Interstate 405, the BNSF Railroad, 124<sup>th</sup> Avenue NE, and NE 116<sup>th</sup> Street, t~~The Totem Lake Plan envisions the TL5 ~~zone~~area as a ~~planned, lively~~ mixed-use district. The potential for land assembly in the district, as well as its location adjacent to the freeway ~~and Cross Kirkland Corridor (CKC)~~ create an opportunity for substantial redevelopment. The western portion of the site is situated at an elevation somewhat lower than the freeway, enabling greater building heights with minimal impacts on surrounding development. ~~The district's frontage along the CKC brings recreation and commuter users to the area, opportunities for connectivity to areas to the west, and provides opportunities for public gathering spaces.~~

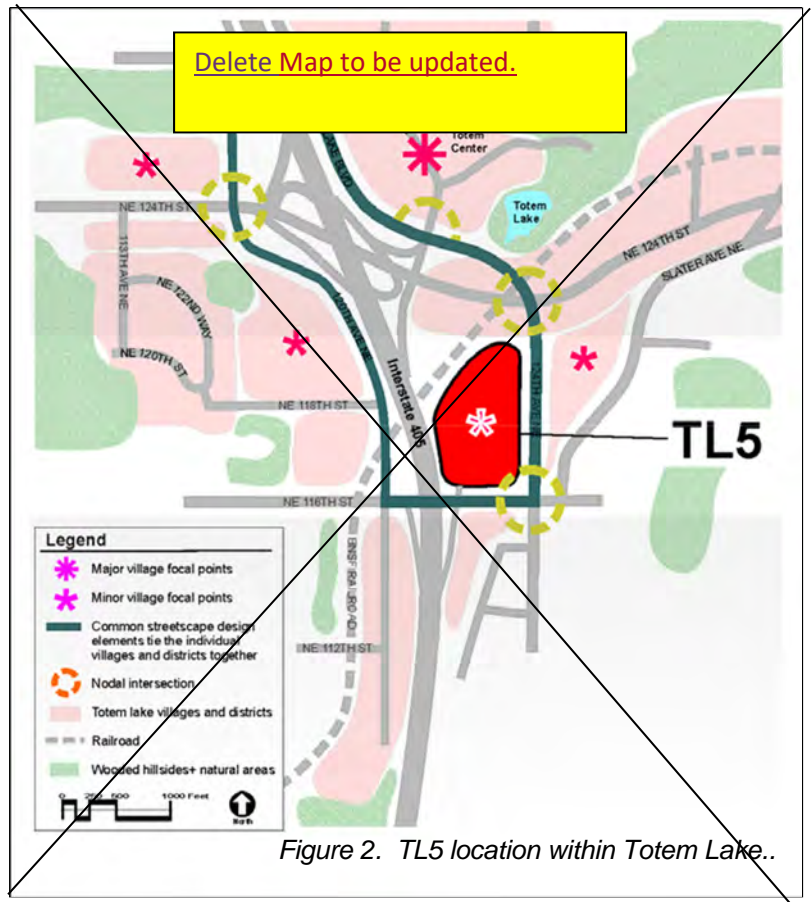
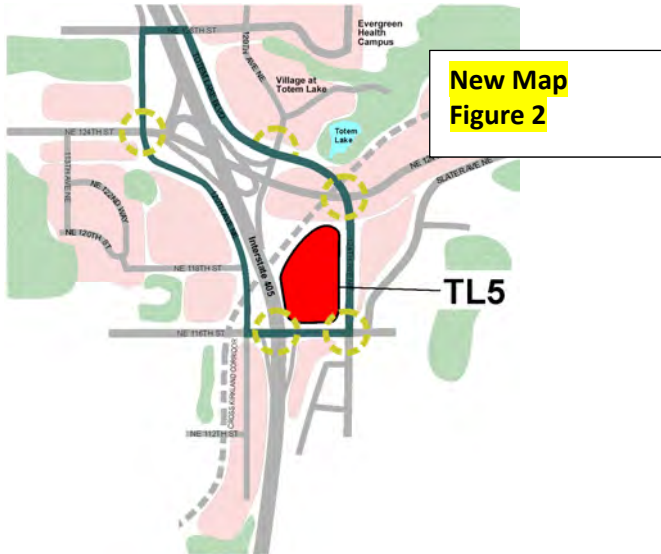


Figure 2. TL5 location within Totem Lake..

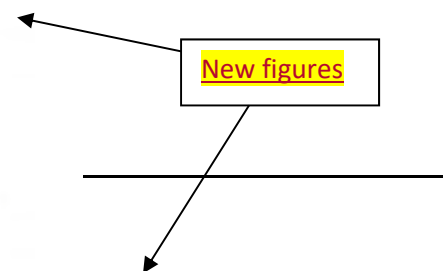
The Plan envisions the expansion of the network of local access roads within the district, and designates ~~through-block pathways~~roads connecting ~~the new streets both~~ north/south ~~street to the east~~ and west ~~and from the east~~. Vehicular, pedestrian and bicycle access to properties within and beyond the district would be improved, and reliance on major arterial routes would be reduced. This network would be the foundation for an attractive grid of streets, wide sidewalks, and a supporting combination of commercial, office, and residential uses. The focal point of the village will be the spine of ~~123<sup>rd</sup> Avenue 120<sup>th</sup> Place~~NE – extending from NE 116<sup>th</sup> Street over the ~~CKC~~BNSF Railroad to NE 124<sup>th</sup> Street. Much of the road would resemble a “main street” with its storefronts, street trees, wide sidewalks, and on-street parking. ~~Other notable~~

~~features would be the taller office or residential buildings on visible sites bordering I-405 and a cluster of residential uses surrounding a small park site.~~

124<sup>th</sup> Avenue NE would be upgraded with ~~a wider sidewalks, and street trees~~ protected bicycle facilities, landscaping and wayfinding elements. ~~Since the focus of retail activity will be on interior streets within the district building orientation may be largely to these interior streets.~~ Building frontages along 124<sup>th</sup> Avenue NE will be important, but the street will also be defined by landscaping, lighting and wider sidewalks. Driveways would be consolidated and coordinated with the internal street grid and properties on the east side of 124<sup>th</sup> Avenue NE. Storefronts would be clustered around major entry points to the development providing a welcoming entry. Also, building design and landscaping at the southeast corner of the village are important, as they will function as a major gateway to the village.

Parking would be provided in strategically located surface parking lots and within structures above, below, or behind ~~commercial retail~~ uses. Parking areas located adjacent to surrounding arterials would feature landscaping and other design features to maintain visual continuity along the street. Parking structures would either contain ~~commercial retail~~ uses at ground level or a combination of landscaping and architectural elements enhance the pedestrian environment.

Taller residential or office buildings in the area bordering I-405 would create a striking skyline for the village. While the buildings may stand out from other village structures, they would be configured in a way that complements the village. Easy pedestrian connections, landscaping, and common streetscape features link the structures to the village's diversity of ~~commercial retail~~ uses and amenities. As in other mixed use areas within the business district, developments will have publicly accessible spaces at their primary frontage, which contribute to the character and pedestrian-oriented quality of the area. These public spaces will be enhanced through including public art, water features, and distinctive landscaping that will lend a civic quality to the spaces and create opportunities for both passive and interactive elements.





*Alta Planning + Design*

~~Other village buildings would generally be between one story and six stories tall. The buildings would use a variety of materials and colors and modulated walls and rooflines to reduce their architectural scale. Storefronts would contain attractive details that provide interest at a pedestrian scale. Residential uses would feature prominent building entries and individual balconies and typically be clustered around a courtyard or small park area.~~

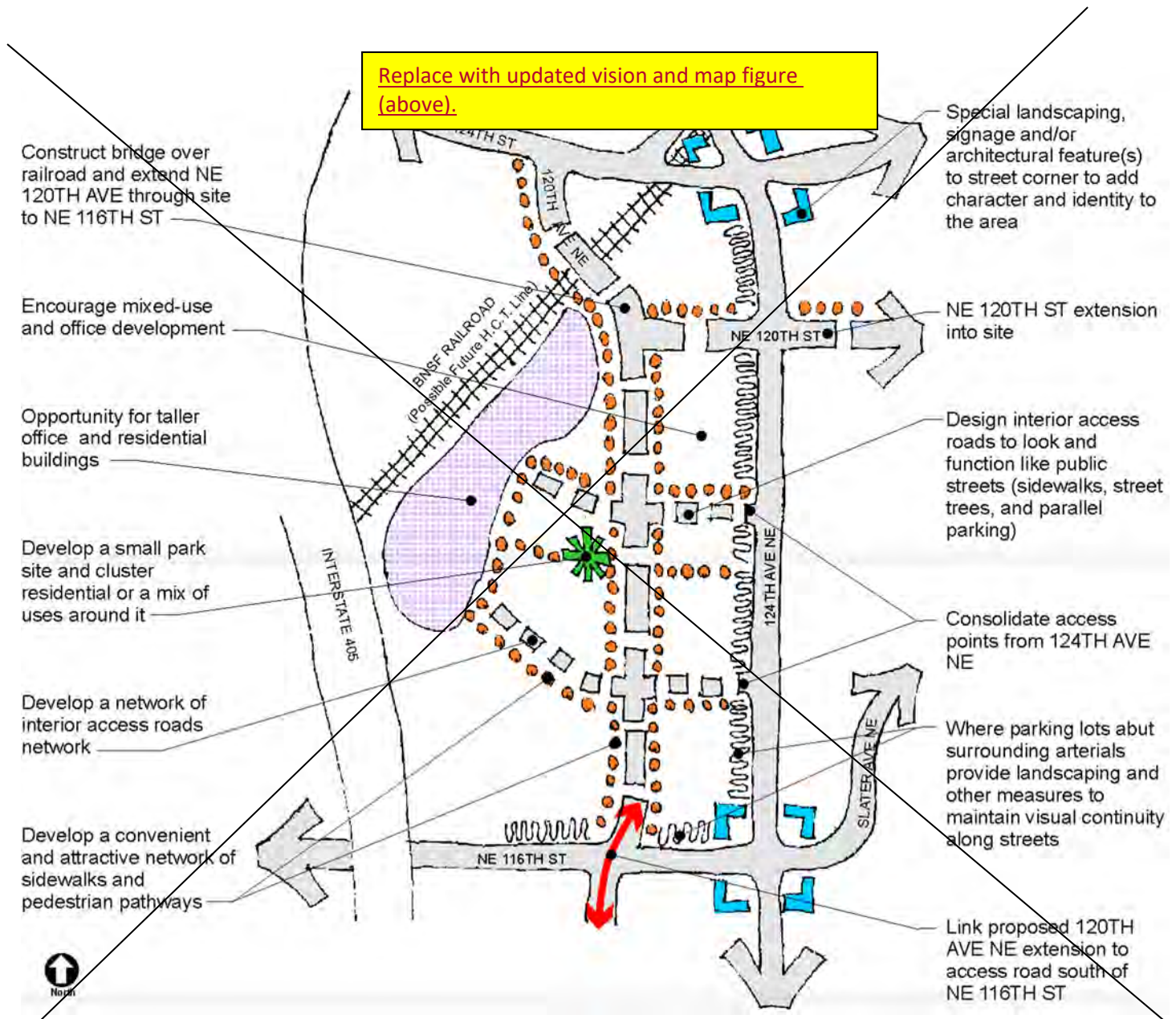
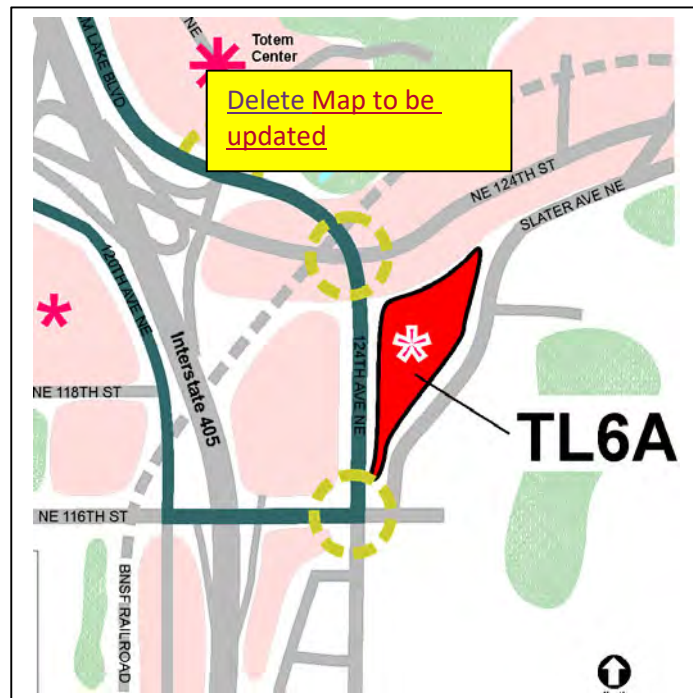


Figure 3. Redevelopment concept for TL5.

### Vision for District TL 6A

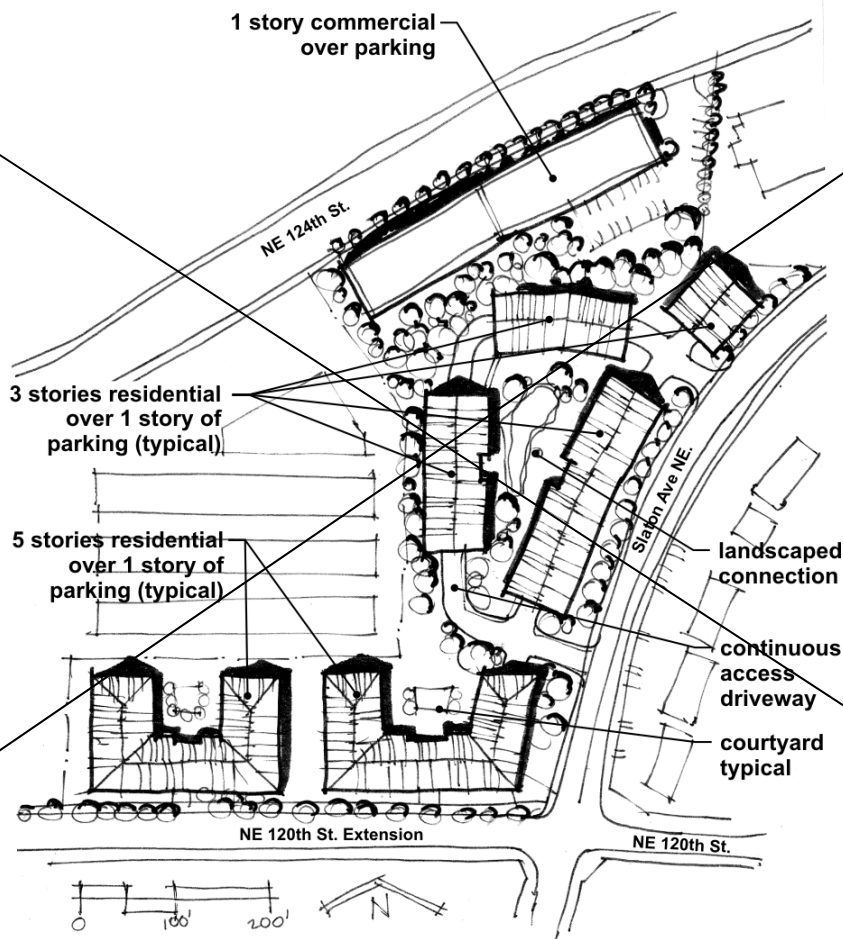
The TL6A district, located at the eastern edge of the Totem Lake ~~Business District~~ Neighborhood, would feature an attractive mix of commercial uses along 124<sup>th</sup> Avenue NE and NE 124<sup>th</sup> Street, ~~developed with~~ and terraced multi-family ~~or office~~ uses on uphill sites towards Slater Avenue NE. ~~The extension of~~ NE 120<sup>th</sup> Street would provide a convenient east-west connection, linking the Lake Washington Institute of Technology and residential neighborhood to the east to the core of the business district. Developments along NE 120<sup>th</sup> Street will provide publicly accessible spaces along their primary frontage, enhancing the streetscape for pedestrians. ~~for both pedestrians and motorists between 124<sup>th</sup> Avenue NE and Slater Avenue NE.~~

~~Both~~ 124<sup>th</sup> Avenue NE will and NE 124<sup>th</sup> Street would be significantly upgraded, with wide sidewalks, protected bicycle facilities, landscaping and wayfinding elements featuring landscaped medians in areas that don't conflict with site access, better street lights, sidewalks, and planting strips. ~~While both corridors are likely to remain automobile oriented in their use mix, they would be designed to be more accessible for the pedestrian.~~



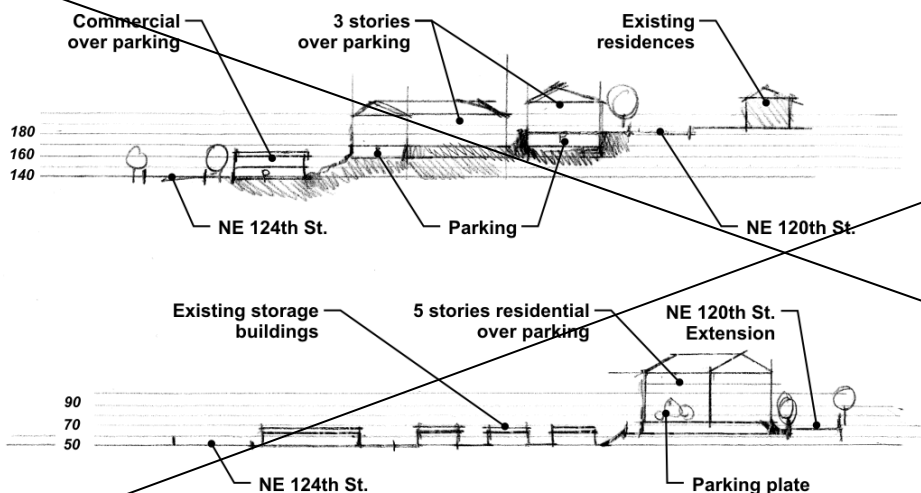
Auto dealers ~~may will~~ remain clustered along both 124<sup>th</sup> Avenue NE and NE 124<sup>th</sup> Street. Adjacent to the dealerships, attractive landscaping strips along the sidewalks with seasonal plantings and low level signage will be provided. While some surface parking areas ~~may will~~ remain on the lots, many of the dealers will incorporate some structured parking to accommodate their vehicular stock. Other sites along 124<sup>th</sup> Avenue NE and NE 124<sup>th</sup> Street will retain a mix of commercial uses.

~~Multi-family residential uses will be concentrated on the uphill portion of the district, adjacent to Slater Avenue NE.~~ In areas where significant elevation change exists from the east to west, Individual buildings will be able to stairstep down the hillside, following the natural earth form and creating a dramatic visual setting. The topography also allows parking areas to be hidden under buildings. Buildings can be designed to cluster around ~~small courtyard~~ courtyards and useable open spaces. A system of pathways will connect buildings within the district to the surrounding streets and to adjacent properties in some areas.



Delete graphic as it is too specific and outdated.

Figure 5. Redevelopment concept incorporating multi-family uses along Slater Avenue NE and planned NE 120<sup>th</sup> Avenue extension. Note how residential buildings are configured towards the street and around common open spaces. The section drawings above illustrate how development can take advantage of slopes.



## Vision for District TL 6B

Located in the northwest quadrant of the District, TL 6B can become a key one of the major retail focused mixed-use villages in the Totem Lake Business District Neighborhood. The zonedistrict will contain an attractive- grid of through-block pathways with wide sidewalks and storefronts.

The focal point of the village will have one or more gathering spaces be a centralized plaza space surrounded by commercial uses storefronts with residential and/or office uses on upper floors. Residential uses will be clustered at the north end of the site to take advantage of the greenbelt setting. A loop trail will be developed around this greenbelt, providing a tremendous amenity for the area.

The surrounding arterials (NE 124<sup>th</sup> St and 116<sup>th</sup> Ave NE) will~~could~~ be upgraded with wider sidewalks and bicycle facilities, new landscaping and lighting, and landscaped medians. Existing landscaping along NE 124<sup>th</sup> Street should be retained and enhanced. The connected system of internal streets and pathways will allow the development to focus most vehicular traffic to one major entry point off of each arterial. The pedestrian environment will be substantially upgraded through the consolidation of vehicle access points, and the orientation of buildings to sidewalks and pathways. While many of the large, older street trees will have been retained along NE 124<sup>th</sup> Street, a colorful mix of low maintenance plantings will be added to upgrade the visual character and identity of the corridor. Gateway signage and special landscaping at the NE 124<sup>th</sup> St and 116<sup>th</sup> Ave NE intersection will announce the entry into the village.

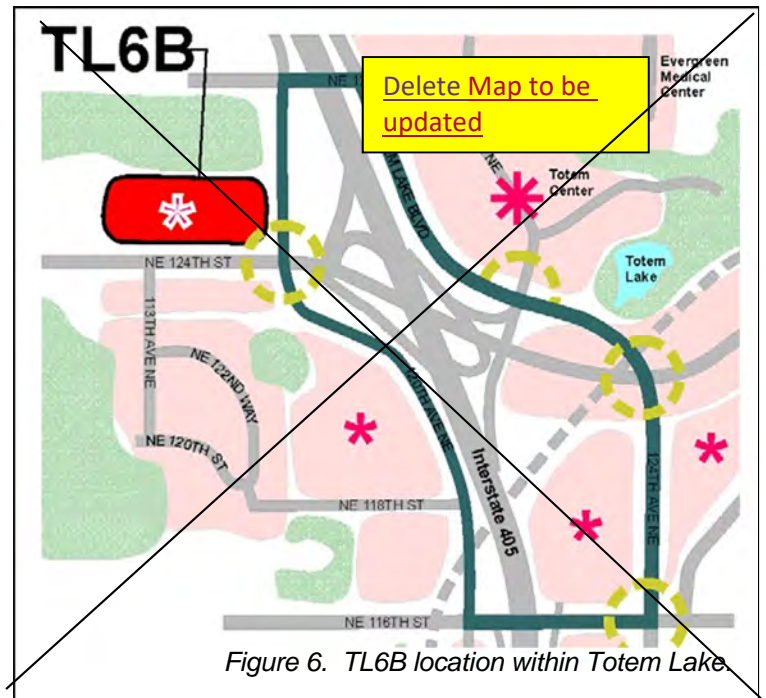
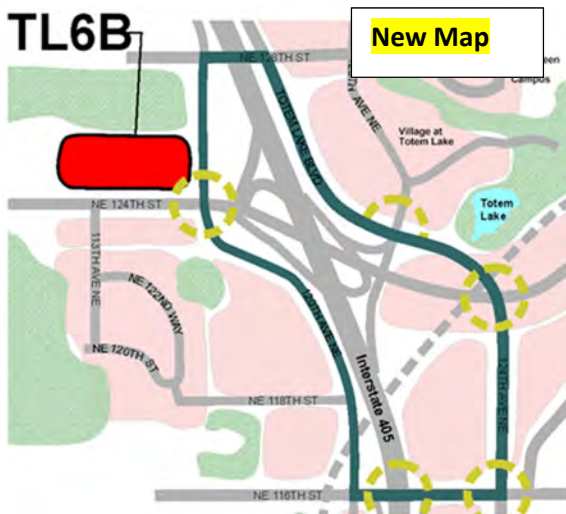


Figure 6. TL6B location within Totem Lake



Parking will be provided in strategically located parking lots and within structures above, below, or behind commercial/retail uses. Parking areas located along the perimeter of the district will provide landscaping and other design features to maintain visual continuity along the street. Parking structures will contain either commercial/retail uses at ground level or a combination of landscaping and architectural elements to enhance the pedestrian environment.

Village buildings will ~~generally be between one story and five stories tall, with the taller structures containing residential uses. The buildings will~~ use a variety of materials and colors and modulated walls and rooflines to reduce their architectural scale. ~~Storefronts-Ground-floor commercial uses~~ will contain attractive details that provide interest at a pedestrian scale. Residential uses will provide prominent building entries, be served by pedestrian connections to shops and/or commercial uses within the development and to nearby streets, and be designed to take advantage of the natural area to the north as an amenity for residents.



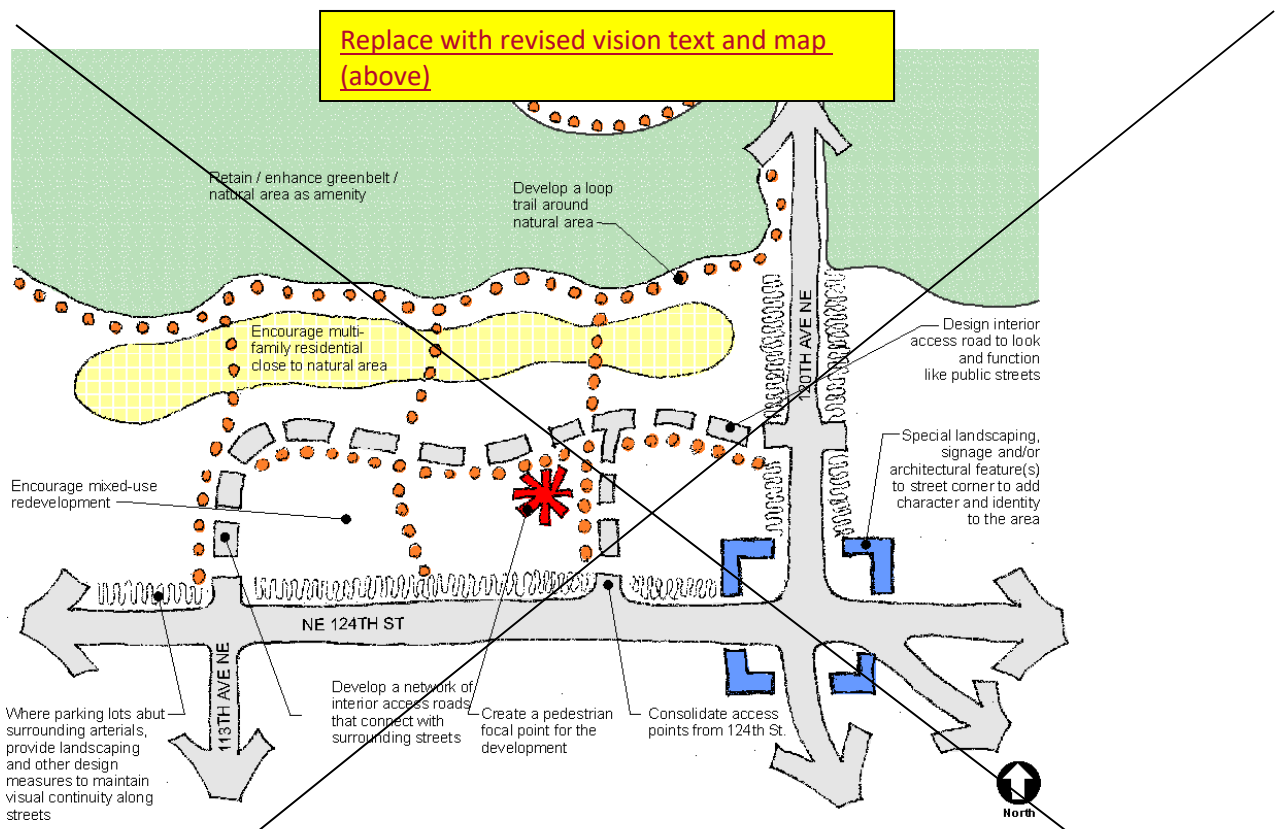
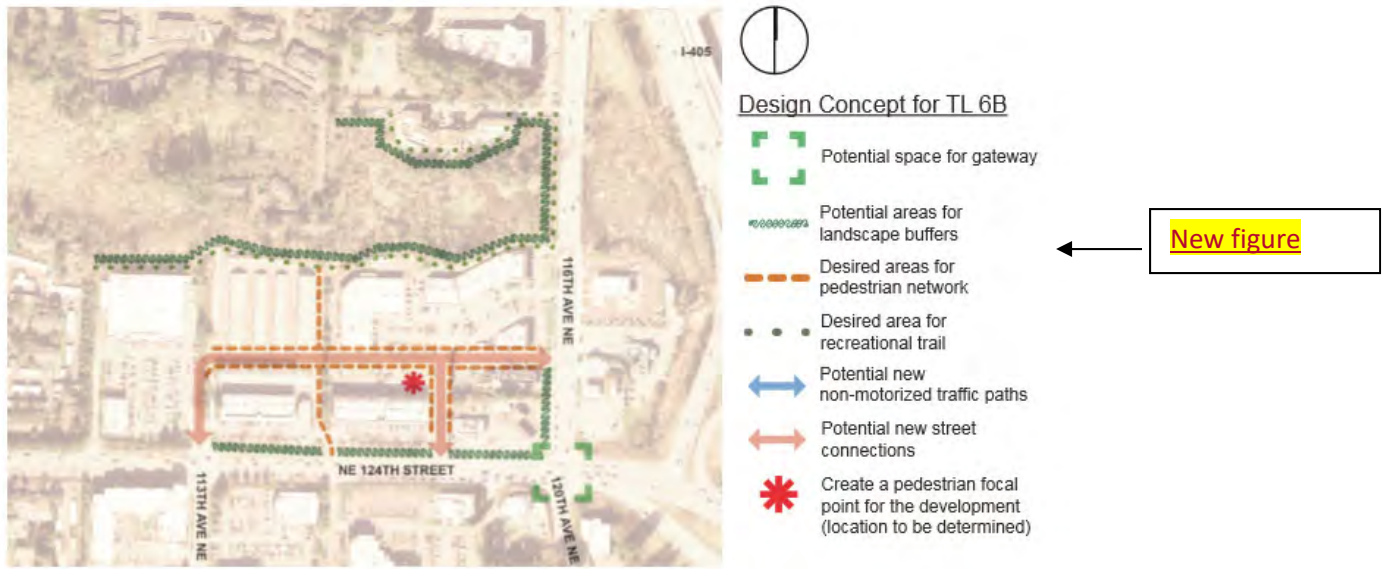


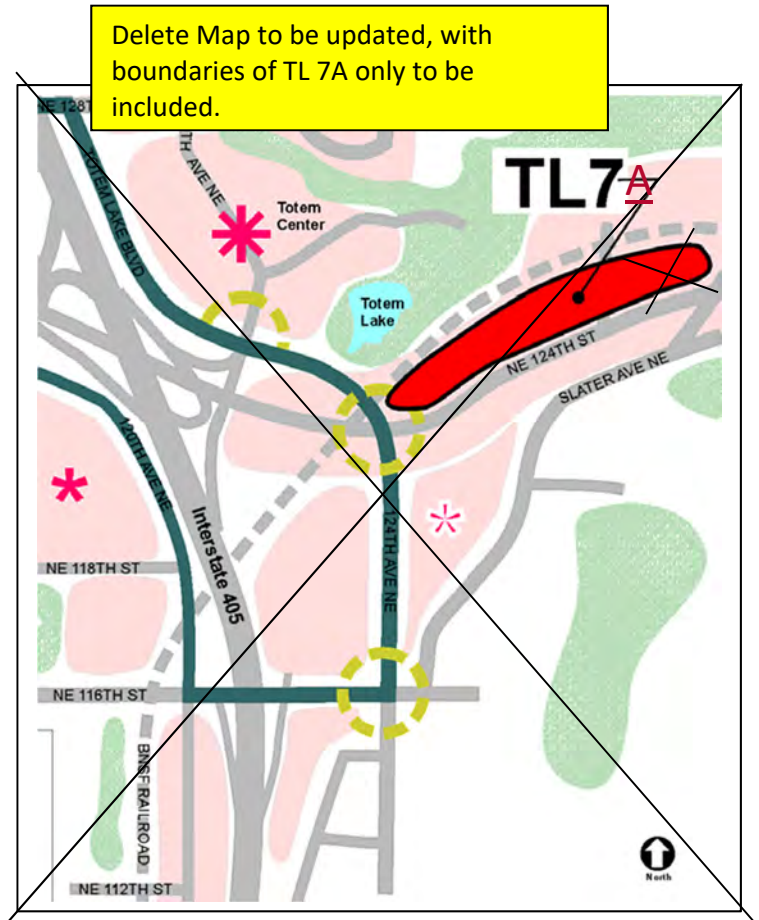
Figure 7. TL 6B Village Design Concept.

## Vision for TL 7A

Located at the eastern edge of the Gateway Hub, just southeast of the lake itself, a key gateway to the City from the east, the TL 7A subarea district lies between the north side of the NE 124<sup>th</sup> Street arterial, and the CKC just on the southeastern edge of Totem Center. The Totem Lake gateway hub includes the westernmost tip of the zone. Site design in this area responds to its prominence at the north end of the CKC Connector overpass as a major route for bicycle and pedestrian commuters and recreational users and development includes pedestrian connections from NE 124<sup>th</sup> Street to the CKC. A gateway feature at the district's eastern boundary, as

well as attractive landscaping, street lighting and signage throughout the area will provide an inviting image at the entrance to the neighborhood and City.

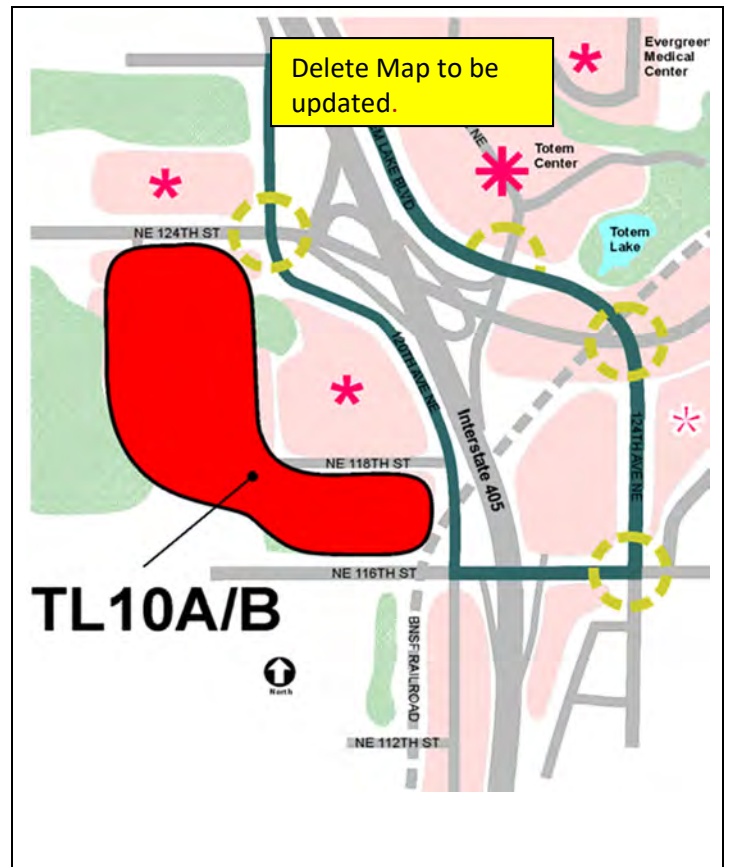
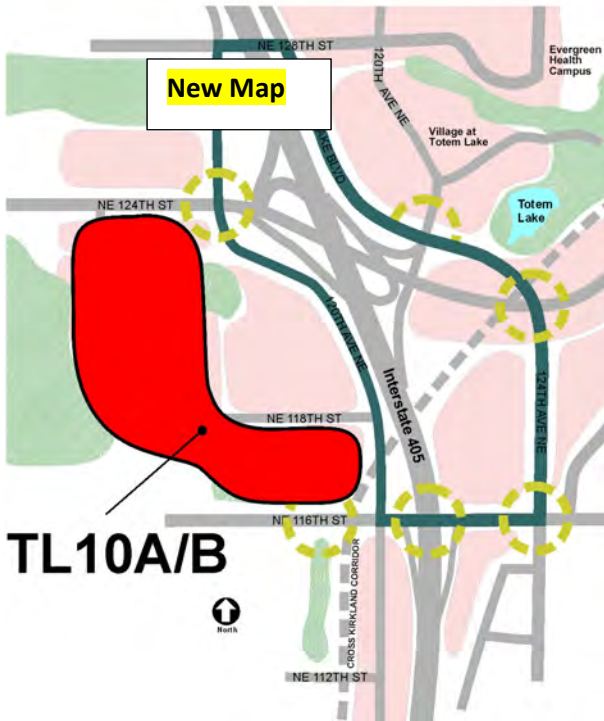
The district is ideally located to feature a combination of uses and business oriented to the City and greater region. Large parcels in the district are particularly well-suited to display for automobile sales.



### Vision for TL 10A and TL 10B

The I-405 Corporate Center in TL 10A is a business park that serves as a model of coordinated efforts in signage and building design for the areas in transition to the south. New development in the area will continue to complement existing structures.

-District TL 10B to the south provides the link between the established Corporate Center and the evolving office park area in TL 10D and TL 10E to the south. Development in this partially wooded area provides a mix of housing and office uses. The topography and vegetation in the area enable taller residential buildings to be well situated to avoid impacts to the residential areas to the west, while providing a significant housing resource for the business district neighborhood and the city.

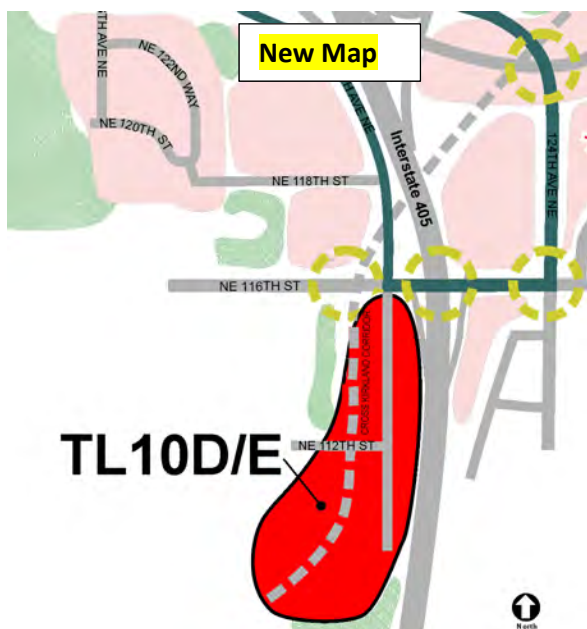
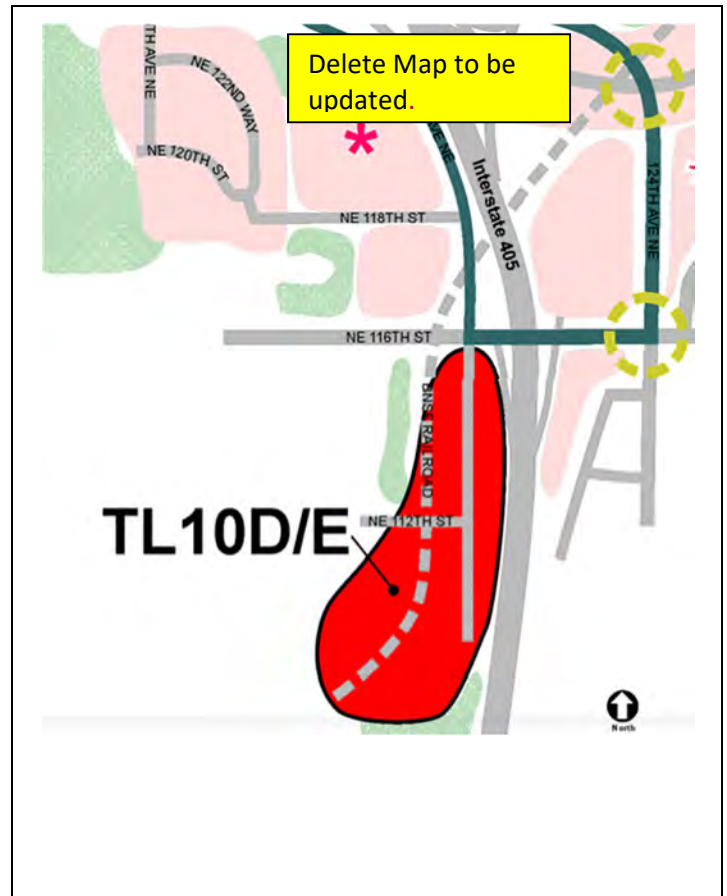


## Vision for TL 10D and TL 10E

Visibility and proximity to I-405, as well as the land's elevation below the freeway to the east and the residential areas to the west, provide for substantial redevelopment opportunities throughout these districts. As uses in the area convert from manufacturing and light industrial to office, high-tech and residential (within the western perimeter of TL 10D), development in the area can begin to create a more cohesive and distinct visual image. Supportive service and retail uses will add to the area's appeal for workers and residents, and reduce the need for travel outside the district.

Taller buildings can be accommodated here with minimal visual impacts to territorial views from the freeway. Consideration of elements that produce distinctive roof forms and minimize mass at upper levels will contribute to a skyline that is visually interesting.

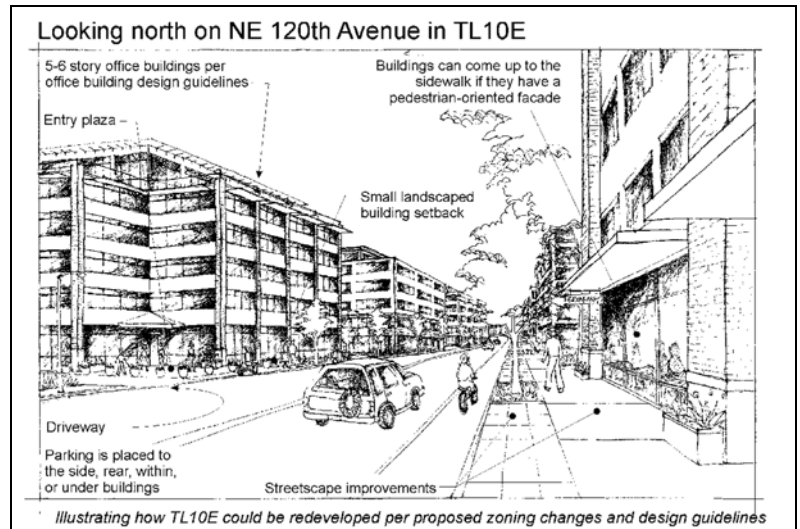
A gateway to the Totem Lake Business District is located at the south end of the area, along the CKC. The CKC runs through the area providing opportunities for non-motorized transportation and public open space for employees and residents. Building design along the corridor should be sensitive to and benefit from the corridor's use as a transportation corridor for commuters and recreational users. Design should acknowledge the high visibility of buildings in this area and incorporate measures to address parking garages, blank walls and pedestrian access between the CKC and adjacent structures.



Common streetscape elements aimed at the creation of a pleasant pedestrian-oriented environment will be very important in this area. An enhanced grid of major pedestrian sidewalks will contribute to the pedestrian experience throughout the district.

A successful residential community within the western portion of the area (TL 10D) will provide ~~a~~ close-in housing ~~location~~ for Totem Lake employees and add evening activity to the district. The CKC and a Attractive walkways to connect residents within TL 10D to points east and north will be important to ensure the success of the mix of uses throughout the area.

Support for shared and coordinated signage throughout the district will help to minimize visual clutter and contribute to the visual identity of the area.



## Vision for Kingsgate Park and Ride TOD in PR 1.8 Zone

The Kingsgate Park and Ride is envisioned to transform from a surface parking lot into a multi-story, transit-oriented development (TOD).

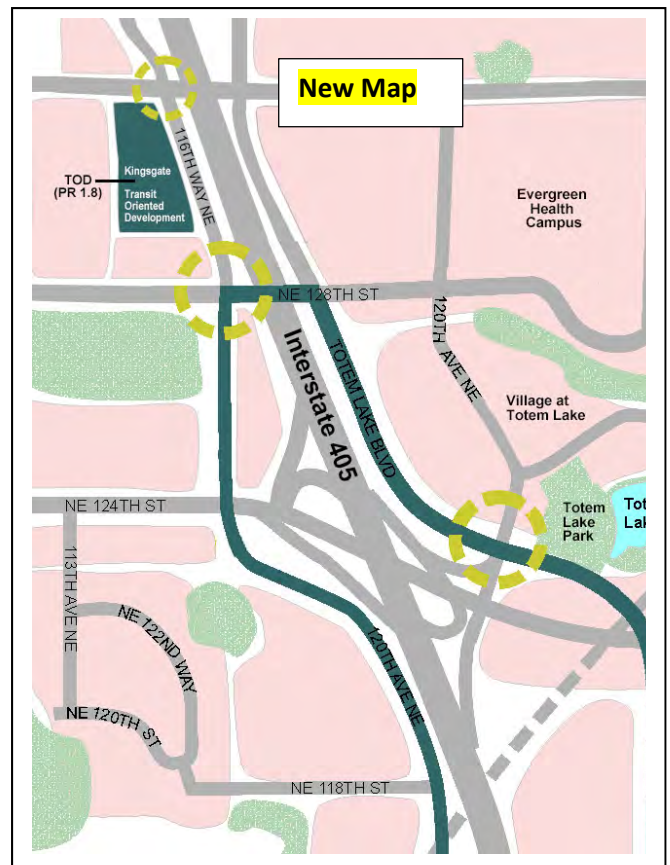
The location is ideal for a TOD. Sound Transit, WSDOT, King County Metro and the City of Kirkland are making significant investments in mobility improvements including the inline Bus Rapid Transit (BRT) station on I-405, new freeway ramps at I-405/NE 132nd Street, and two roundabouts at the intersection of NE 132nd Street/116th Way NE. These facilities will provide easy vehicle and transit access to the TOD and a new bike lane on 116th Way NE. The TOD is within walking distance to these transit facilities including the Totem Lake Transit center, to employment, Evergreen Medical Center, and to shops and services at the Village at Totem Lake.

The TOD redevelopment should occur within the context of an approved master plan for the entire subject property that integrates a new residential community with an expanded transit hub. On the south portion of the property will be a stand-alone public parking garage(s) to increase the number of parking stalls for park and ride transit users. The remainder of the site to the north will be developed as a transit-oriented development (TOD) residential community with affordable and market rate housing and opportunities for commercial uses to support transit users and residents. Transit stops in the site could relocate from the current on-site park and ride lot to the curbside of 116th Way NE.

Key design objectives for the master plan include creating an attractive site and building complex where the public transit garages, transit facilities and TOD buildings relate to each other on the site, in context with the surrounding streets and high visibility from the freeway. Preserving and enhancing the existing mature tree lined buffers along the south and west property lines will help mitigate the visual impacts of parking garages and TOD from the adjacent residential uses.

Shared internal vehicular and pedestrian circulation with pedestrian linkages to adjacent streets, transit facilities, building entrances, and within parking areas will be important functions of the site. The gateway designated at the northeast corner of the site should be designed to provide an attractive, welcoming entrance to the Totem Lake Business District. The site should incorporate attractive open space and plazas for residents and transit users.

Providing the appropriate building mass and scale are important in two areas of the site. At the gateway corner, how buildings are oriented, setback from, and visible from the intersection of NE 132nd Street and 116th Way NE and secondly, avoiding long, unbroken facades along 116th Way NE by using techniques to break up mass of larger buildings to provide the perception of smaller buildings.



## Vision for Large-Site Development

Larger sites within the Totem Lake Business District neighborhood present opportunities for master planning to provide coordinated development. Within TL 4B for example, a vibrant mixed-use center could be created, combining retail, office and residential uses. While parcels in this area and others in the business district neighborhood can provide an attractive face along the major traffic corridors including the Totem Lake Circulator, many are large enough to provide their own interior vehicular and pedestrian pathways, as well as gathering areas focal points for pedestrians. These may include a plaza area surrounded by shops, or wide sidewalk areas along an interior access street.

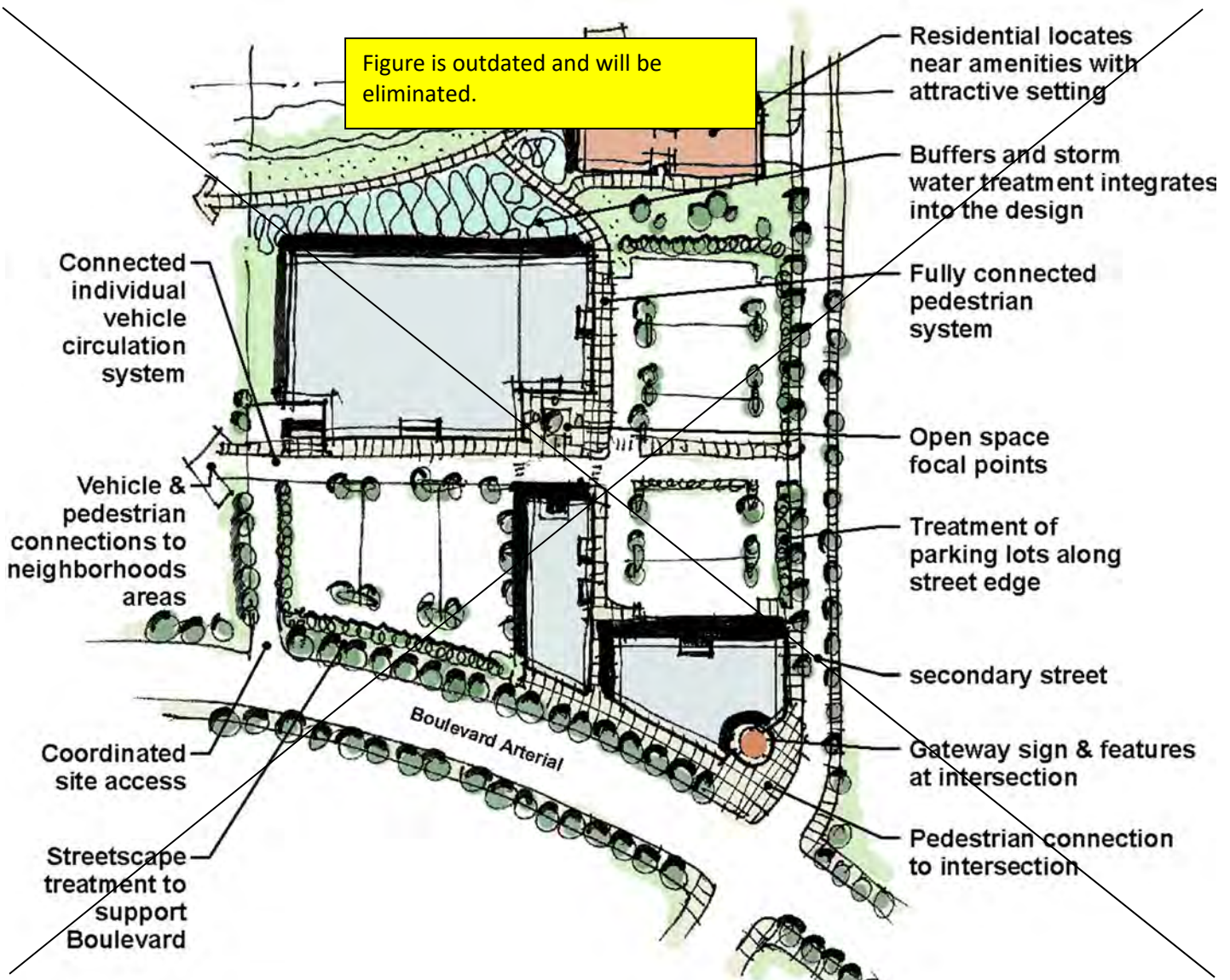


Figure 8. Conceptual design guidelines for large site development in Totem Lake.

**Vision for Landscaped Boulevard, the Totem Lake “Circulator”**

The Totem Lake Business District Plan envisions the creation of a landscaped boulevard that links the four quadrants of the business district neighborhood with a recognizable character. Improvements including landscaping and public amenities will be provided by both public and private development to ensure a cohesive streetscape experience through enhanced landscape and public amenities. The boulevard will provide a hospitable environment for pedestrians and drivers through reducing scale, providing shade and seasonal interest and reducing noise levels. Improvements may include widened and meandering planting areas, continuous and clustered tree plantings and shrubbery, and plantings varying in seasonal color, texture and shape. Other elements, such as lighting, directional signs, benches, varying pavement texture, bike racks, transit shelters, interactive elements, s and public art and water features will further enhance the route and experience.

The boulevard will not only visually connect the district's neighborhood's separate areas, but will also help local circulation. In most areas, existing rights-of-way can be used to create the boulevard. In others, dedication may be necessary to provide the necessary improvements and amenities.

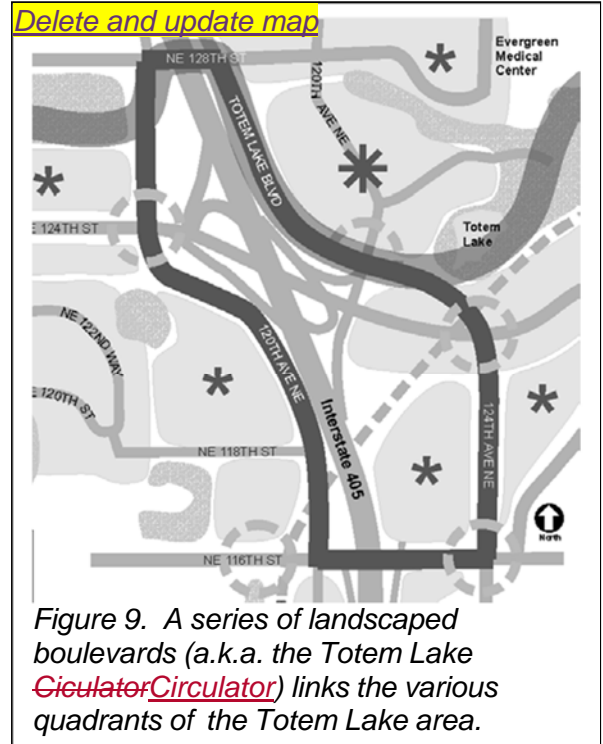


Figure 9. A series of landscaped boulevards (a.k.a. the Totem Lake ~~Circulator~~ Circulator) links the various quadrants of the Totem Lake area.

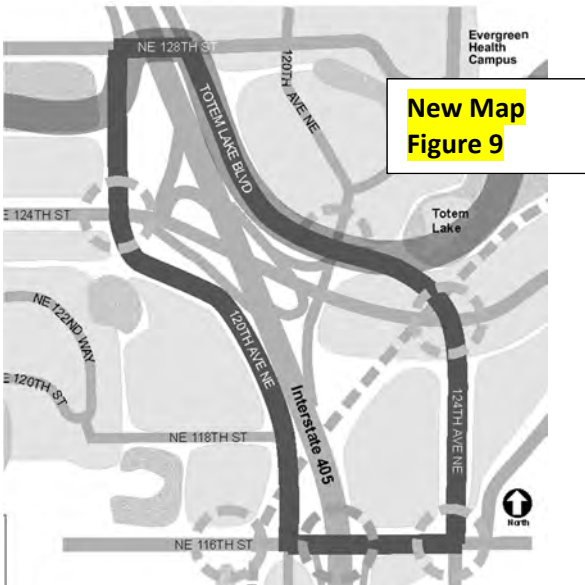


Figure 11. Colorful streetscape plantings can strengthen the character and identity of the Totem Lake area





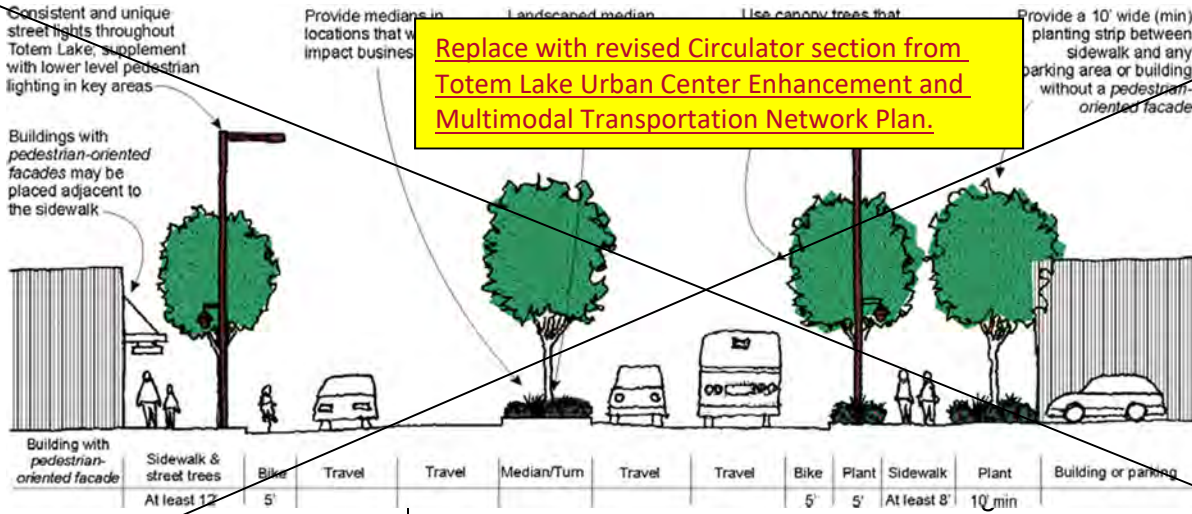


Figure 10. Conceptual design guidelines for large site development in Totem Lake

Design

# Design Guidelines

The following design guidelines for the Totem Lake ~~Neighborhood Business District (TLBD)~~, outside of the Business District Core (BDC), (TLN) are intended to help guide the future development of the districtneighborhood toward the future vision described in the Totem Lake Business District Plan~~Neighborhood Plan~~ and elsewhere in this document. These guidelines include both neighborhooddistrict-wide measures and unique measures specific to individual districts or sites within Totem Lake.

Improvements to streets, parks and the development of new public facilities will create a dynamic setting for civic activities and private development.

## 1. Entry Gateway Features

The Comprehensive Plan calls for gateway features at the key entry points into neighborhoods and business districts.

### Objectives

- To enhance the character and identity of the Totem Lake Business District~~Neighborhood~~.

### Guideline

Incorporate entry gateway features in new development in the vicinity of gateways/nodal intersections identified in the Concept Map (Figure 1). Gateway features should incorporate design elements associated with or desired in the districtneighborhood, depending on available space. Gateway features should include some or all of the following:

- Distinctive landscaping, including suggested common landscaping elements from the City's Urban Forester.
- Artwork (e.g. vertical sculpture incorporating historical information about Totem Lake).
- A gateway sign with the City logo.
- Multicolored masonry forming a base for an entry sign.
- Decorative lighting elements.
- Elements identified to be provided at gateways to support wayfinding in the business district including the Totem Lake icon and other design elements described in the Totem Lake Enhancement Plan.

### Special Consideration for TOD in PR 1.8 zone

In addition to the above guidelines, the gateway design at the northeast corner of the site at NE 132<sup>nd</sup> Street/116<sup>th</sup> Way NE intersection should provide:

- Hardscape and vegetation materials to create colorful and attractive open spaces.
- Wayfinding signage directing visitors to locations in the Totem Lake Business District.
- Modulation and building forms that emphasize the transition from residential neighborhoods to the north to the Business District. Design techniques should be used to decrease building mass at the corner to reduce overpowering pedestrians at street level, the closeness of residential development to the intersection and visibility of buildings from the freeway.
- Change in materials, colors, and building forms.



Figure 12. A desirable entry gateway feature

## 2. Street Trees

### Objectives

- To upgrade the character and identity of the Totem Lake Business District ~~Neighborhood~~.
- To enhance the pedestrian environment on the Totem Lake Business District ~~Neighborhood~~.
- To use trees that provide seasonal interest.
- To use trees appropriate to the urban environment of the Totem Lake Business District ~~Neighborhood~~.

### Discussion

The repetition of trees bordering streets, internal roadways, and pathways can unify a community's landscape. Trees can add color, texture, and form to the urban environment. A strong street tree planting scheme can establish community identity and provide a respite from the weather and the built environment.

### Guidelines

- Incorporate street trees along all streets, internal access roads, and pathways.
- Encourage developments to use street trees as a unifying feature of the development.
- Select and maintain tree species that will accommodate pedestrian and vehicular traffic, and maintain visibility into and through sites for safety purposes.

### Special Consideration for TOD in PR 1.8 zone:

- Along 116<sup>th</sup> Way NE, add large tree species and evergreens to buffer residential uses from the major intersection and freeway.



Figure 13. Provide street trees along all streets and internal access roads

### 3. Street Corners

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#### Objectives

- To enhance the appearance of highly visible locations.
- To upgrade the character and identity of the Totem Lake Business District ~~Neighborhood~~ and its individual districts.
- To enhance pedestrian access and safety.

#### Discussion

Street corners, especially along arterial corridors, provide special opportunities for visual punctuation and an enhanced pedestrian environment. Buildings on corner sites that incorporate architectural design elements create visual interest for the pedestrian and provide a sense of human proportion and scale.

#### Guidelines

- Encourage design treatments that emphasize street corners through the use of building location and design, plaza spaces, landscaping, distinctive architectural features, and/or signage. Street corners can be an excellent location for plazas, particularly where adjacent storefronts and building entries are provided. In auto-oriented areas, landscaping elements on street corners can enhance the character of the area and visual relief from pavement areas. Such landscaping elements should incorporate a variety of plant types and textures that add seasonal interest.
- Encourage all buildings located at or near street corner to incorporate special architectural elements that add visual interest and provide a sense of human proportion and scale. This could include a raised roofline, turret, corner balconies, bay windows, special awning or canopy design, and/or distinctive use of building materials (see the following examples).



*Figure 14. This building uses a cropped corner with entry and decorative roofline, building materials, and details to provide visual interest*

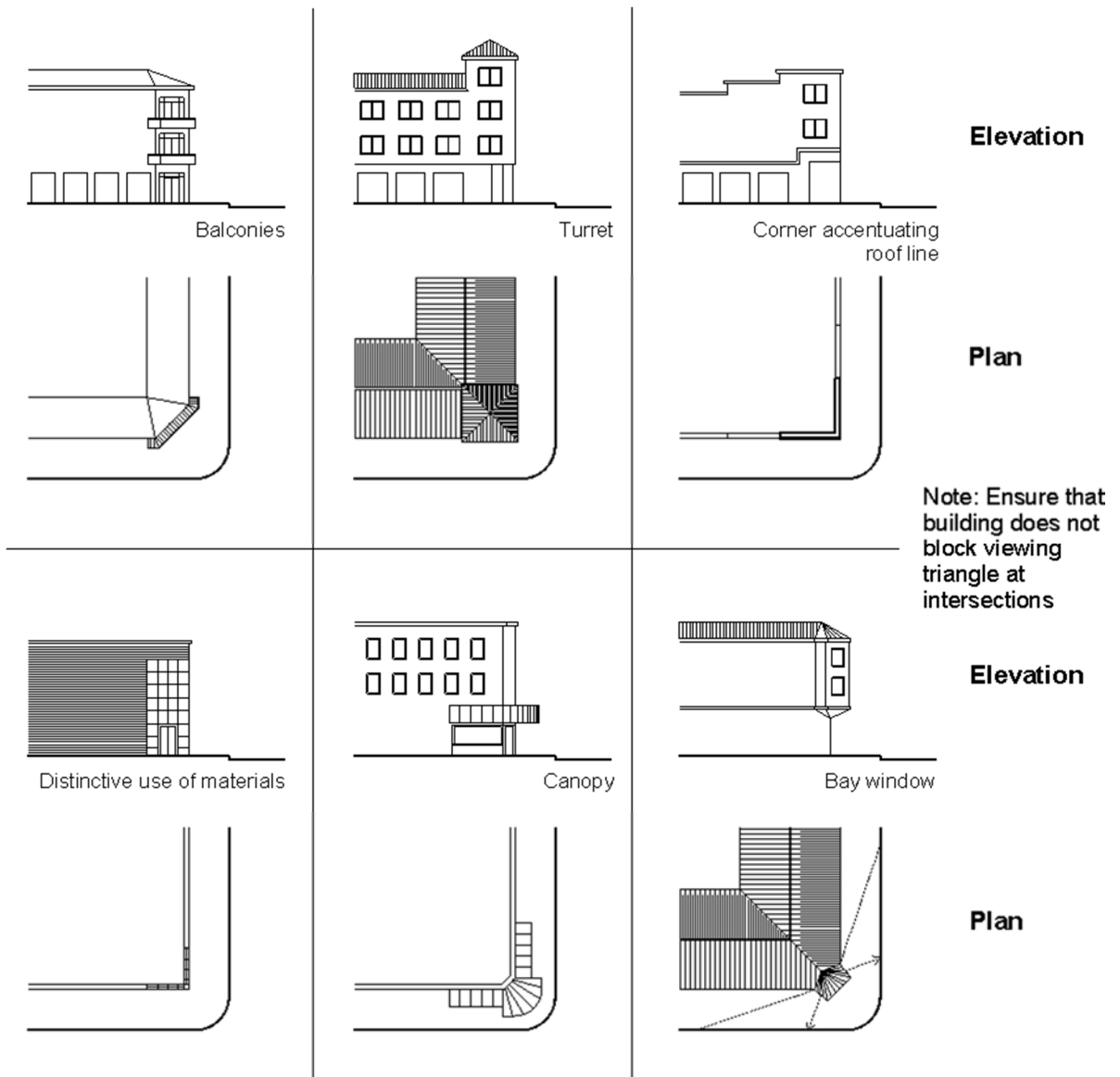


Figure 15. Desirable building elements for street corners.

## 4. Pedestrian-Friendly Building Fronts

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### Objectives

- To enhance the pedestrian environment within the Totem Lake Business District. ~~Neighborhood.~~
- To create safe and active sidewalks and pathways.

### Guidelines

Incorporate transparent windows and doors and weather protection features along all non-residential facades adjacent to a sidewalk or internal pathway. Weather protection features could include awnings, canopies, marquees, or other permitted treatments.

Alternative treatments may be considered if they meet the objectives. For example, reduced transparency and weather protection levels may be considered if an alternative configuration provides other amenities above and beyond what is required by KZC Chapter 92 and the Design Guidelines, and if the building details and architectural treatments provide interest at close range and won't "deaden" the pedestrian environment or create a potential safety problem.



Figure 16. An example of a pedestrian-friendly building façade

## 5. Building Location and Orientation

### Objectives

- To enhance the character and identity of the Totem Lake Business District ~~Neighborhood~~.
- To upgrade the appearance of streets within the Totem Lake Business District ~~Neighborhood~~.
- To increase pedestrian circulation.
- Create focal points, particularly on large sites.
- To encourage development configurations that minimize negative impacts to adjacent single family residential areas.



Figure 17. Encourage developments to place parking lots to the side or rear, as accomplished here

### Guidelines

- Locate and orient buildings toward streets, plazas or common open spaces, and major internal pathways, with parking to the side and/or rear.
- Configure buildings to create focal points of pedestrian activity. This is particularly important on large sites.
- Configure development to provide opportunities for coordinated pedestrian and vehicular access. Where there are no current opportunities for coordinated access, developments should provide the opportunity for future coordination, where desirable, should the adjacent site be redeveloped in the future.
- Site and orient multi-story buildings to minimize impacts to adjacent single family residents. For example, if a multi-story building is located near a single family property, provide landscaping elements and/or minimize windows and openings to protect the privacy of adjacent homes. Another consideration is to increase upper level building setbacks.
- ~~Ensure Encourage~~ vehicle sales uses ~~to~~ locate their showrooms towards the street (with parking to the side or rear):
  - Allow designated vehicle display areas between a portion of the property street frontage if the display is integrated creatively with the landscaping. ~~This could include cars on a rock outcropping or on a discreet structure that allows a display vehicle to “float” over the landscaping.~~
  - Allow increased signage through coordinated master sign plans.
  - Allow modifications in perimeter landscaping adjacent to a street.

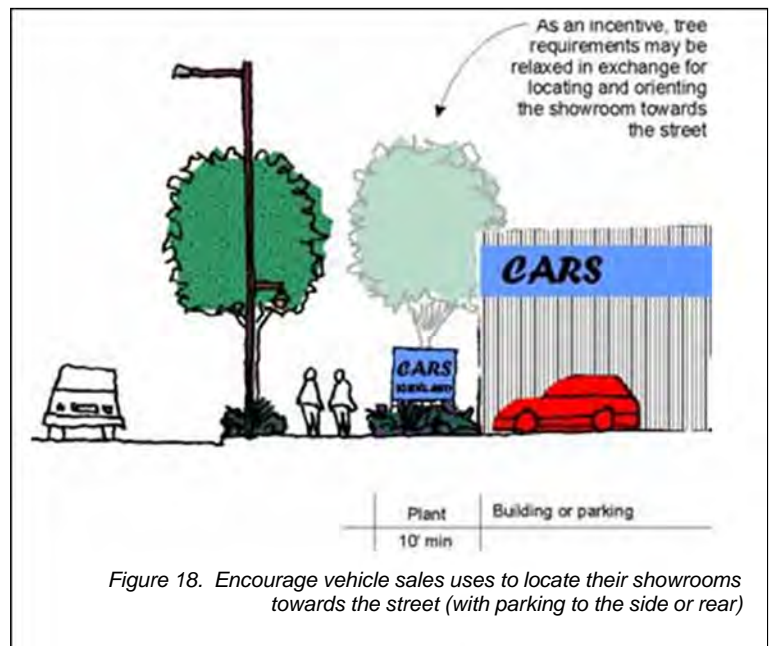


Figure 18. Encourage vehicle sales uses to locate their showrooms towards the street (with parking to the side or rear)

- Ensure that inventory areas located along the perimeter are visually orderly and landscaped.
- f. Encourage buildings located adjacent to any street to orient to the street. This includes pedestrian entries from the sidewalk and windows facing the street. Avoid fences or hedges that block visibility between buildings and the street. Exceptions may be considered consistent with the objectives and guidelines herein.

Special considerations in Districts TL 5, TL 6B, TOD in PR 1.8 zones, and other Large Site Developments

1. TL 5: In this district where buildings may front on more than one street, first priority for building orientation should be to any designated pedestrian oriented street.
2. TL 6A: Residential buildings located adjacent to NE 120<sup>th</sup> Street should be oriented toward this street and to Slater Avenue NE. Common and/or individual entries and windows should face the street. Parking areas should not be located between the building and the street.
3. TL 6B: Single purpose residential buildings should be configured and oriented to take advantage of the greenbelt area to the north. For example, buildings could be arranged in a courtyard layout with the courtyard opening towards the greenbelt area.
4. TL 5, TL 6B and other Large Site Development: Where buildings front on both pedestrian-oriented streets and through-block interior pathways, building orientation may be to internal focal points, public gathering spaces and streets. Parking areas should not occupy the majority of a site's frontage.
5. TL 5, TL 6B and other Large Site Development: Where buildings are oriented to an interior open space or courtyard, primary building entries may orient to the open space provided there is direct visibility in to the open space from the sidewalk. Windows should be provided on the street façade.

5-6. TOD in PR 1.8 Zone: Required yards along 116<sup>th</sup> Way NE may be reduced for commercial uses designed with pedestrian-oriented facades with direct access to 116<sup>th</sup> Way NE and residential uses that incorporate front entries, porches, and stoops oriented to 116<sup>th</sup> Way NE.

## 6. Sidewalk and Pathway Widths

### Objectives

- To provide wide sidewalks and pathways that promote an increase in pedestrian activity within the Totem Lake Business District Neighborhood.

### Discussion

Sidewalks have three overlapping parts with different functions: the curb zone, the movement zone, and the storefront or activity zone. A well-sized and uncluttered movement zone allows pedestrians to move at a comfortable pace.

### Guidelines

- a. Integrate a "curb zone" into the sidewalk or pathway width. This space can include street trees, newspaper stands, street signs, garbage cans, phone booths, mail

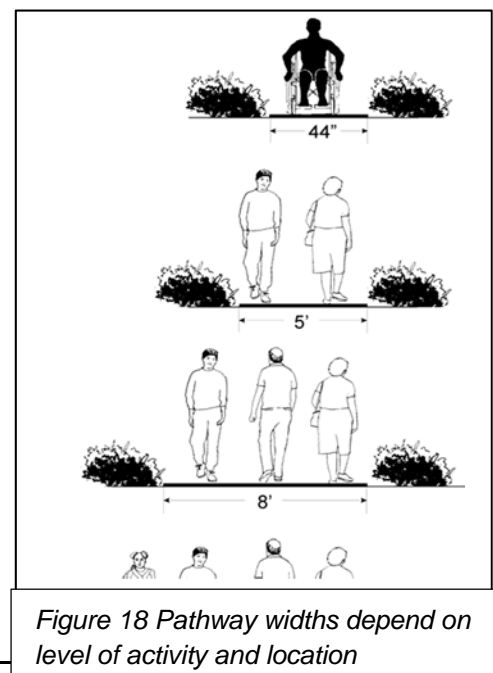


Figure 18 Pathway widths depend on level of activity and location



boxes, etc. Subtle changes in paving patterns between the curb zone and the movement zone can be effective and should be considered.

- b. Sidewalks or pathways adjacent to moving vehicular traffic need generous buffers to make them safer and more inviting. Landscaping elements are particularly important physical and visual buffers between walkways and streets or other vehicle access areas. As a general rule, the higher the travel speed, the greater the buffer should be between moving cars and pedestrians.
- c. Design sidewalks and pathways to support a variety and concentration of activities and provide a separation for the pedestrian from the busy street. Specifically:

Considerations for the “movement zone” widths:

- Curb zones with parallel parking typically need 4'-6'; without parallel parking: 3'-4'.
- 12' accommodates 4 persons walking abreast.
- 8' accommodates 3 persons walking abreast.
- 5' accommodates 2 persons walking abreast.

Considerations for the “store front zone” widths:

- Outdoor dining uses: 6' allows for one table.
- Outdoor displays typically need at least 4' (6' preferable).



*Figure 20. High-traffic streets without on-street parking warrant wider planting strip buffers*

## 7. Pedestrian Coverings

### Objectives

- To provide shelter for pedestrians.
- To provide spatial enclosure and add design interest to a retail or office streetscapes.

### Discussion

The design and width of pedestrian coverings should be determined by their function, the building's use and the type of street.

As a general rule, the more traffic an entry is expected to accommodate, the larger the covered area should be at the entry. Larger porches and covered entries also invite pedestrian activity. For example, a 5' x 5' covered area allows two adults to converse comfortably out of the rain. A 3' to 4' wide canopy will provide rain cover for window-shopping, a 5' wide or greater canopy will provide cover for a street sale, and a 7' to 8' wide canopy will provide room for a window shopper and a passing couple.

The width of the sidewalk should also be considered when sizing the pedestrian covering (wider sidewalks can accommodate wider pedestrian coverings). Canopies and awnings should be appropriately dimensioned to allow for tree growth, where applicable. The architecture of the building and the spacing of individual storefronts should help determine the appropriate placement and style of the canopy or awning. Continuous, uniform awnings or canopies, particularly for multi-tenant retail buildings, can create a monotonous visual environment and are discouraged.

### Guidelines

- Provide weather protection along the primary exterior entrance of all businesses, residential units, and other buildings.
- Design weather protection features to provide adequate width and depth at building entries and along building facades that are oriented toward sidewalks and pathways.
- Pedestrian covering treatments may include: covered porches, overhangs, awnings, canopies, marquees, recessed entries or other similar features. A variety of styles and colors should be considered, where compatible with the architectural style of the building and the ground floor use.
- Back lit, plastic awnings are not appropriate.



Figure 21. Wider pedestrian coverings allow for outdoor dining



Figure 22. Note how these awnings have been integrated into the building's storefront spaces

## 8. Blank Walls

### Objectives

- To minimize visible blank walls.
- To enhance public safety along sidewalks and pathways.
- To encourage design elements that enhance the character of buildings at all perceived distances.

### Discussion

Blank walls on commercial street frontages deaden the pedestrian environment and can break the continuity of uses along a street or pathway. Blank walls can also create a safety problem, particularly where adjacent to pedestrian areas, as they don't allow for natural surveillance of those areas. However, in some cases fire walls, for example, require the intrusion of a flat, unadorned surface. The adverse impact of a blank wall on the pedestrian streetscape can be mitigated through the methods listed in the Guidelines below.

### Guidelines

Avoid blank walls near sidewalks, major internal walkways, parks, and pedestrian areas. The following treatments mitigate the negative effects of blank walls (in order of preference):

- Configure buildings and uses to minimize blank walls exposed to public view.
- Provide a planting bed with plant material to screen most of the wall.
- Install trellises with climbing vines or plant materials to cover the surface of the wall. For long walls, a trellis or trellises should be combined with other design treatments to avoid monotony.
- Provide artwork on the wall surface.
- Provide architectural techniques that add visual interest at a pedestrian scale. This could include a combination of horizontal building modulation, change in building materials and/or color, and use of decorative building materials.
- Other treatments may be proposed that meet the intent of the guidelines.



Figure 23. For large walls, landscaping beds with trees and shrubs are encouraged



Figure 24. This building was a combination of alternating building materials, details, and landscaping elements to add visual interest at a close range

## 9. Lighting

### Objectives

- To enhance safety.
- To create inviting pedestrian areas.
- To provide adequate lighting without creating excessive glare or light levels.

### Discussion

Overpowering and uniform illumination from commercial uses creates glare and destroys the quality of night light, especially for adjacent residential areas. Well placed light fixtures will form individual pools of light and maintain sufficient lighting levels for security and safety purposes.

### Guidelines

- Provide adequate lighting levels in all areas used by pedestrians and automobiles, including building entries, walkways, parking areas, circulation areas, and open spaces. Recommended minimum light levels:
  - Building entries: 4 foot candles
  - Primary pedestrian walkway: 2 foot candles
  - Secondary pedestrian walkway: 1-2 foot candles
  - Parking lot: .60 -1 foot candle
  - Enclosed parking garages for common use: 3 foot candles
- Lighting should be provided at consistent levels, with gradual transitions between maximum and minimum levels of lighting and between lit areas and unlit areas.
- Building facades in pedestrian areas should provide lighting to walkways and sidewalks through building mounted lights, canopy- or awning-mounted lights, and display window lights. Encourage variety in the use of building-mounted light fixtures to give visual variety from one facade to the next.
- Minimizing impacts of lighting on adjoining activities and uses should be considered in the design of lighting. This is particularly important adjacent to residential uses.

Parking lot light fixtures should be non-glare and mounted no more than 15' above the ground. Lower level lighting fixtures are preferred to maintain a human scale. Lights up to 20' may be used for safety, when needed. Ideally, all exterior fixtures should be fitted with a full cut-off shield to minimize light spill over onto adjoining properties.



*Figure 25. Building-mounted lighting is encouraged to enhance the pedestrian environment*

## 10. Pedestrian Amenities

### Objectives

- To provide amenities that enrich the pedestrian environment.
- To increase pedestrian activity in the Totem Lake Business District Neighborhood.

### Discussion

Site features and pedestrian amenities, such as lighting, benches, paving, waste receptacles, and other site elements, are an important aspect of a business district's character. These elements reduce apparent walking lengths and unify the district's visual character. In zones where public pedestrian space is required to be provided at along the frontage of a building, additional amenities may be required to provide an attractive gathering space.

### Guidelines

Provide pedestrian amenities along all sidewalks, interior pathways and within plazas and other open spaces. Desired amenities include:

- Pedestrian-scaled lighting (placed between 12'-15' above the ground).
- Seating space. This can include benches, steps, railings and planting ledges. Heights between 12" to 20" above the ground are acceptable, with 16" to 18" preferred. An appropriate seat width ranges from 6" to 24".
- Pedestrian furniture such as trash receptacles, consolidated newspaper racks, bicycle racks, and drinking fountains.
- Planting beds and/or potted plants.
- Unit paving such as stones, bricks, or tiles.
- Decorative pavement patterns and tree grates.
- Water features.
- Informational kiosks.
- Transit shelters.
- Decorative clocks.
- Artwork.



Figure 29. Consolidated newspaper racks



Figure 26. Bicycle racks



Figure 27. Potted plants



Figure 17. Decorative pavement patterns (top), benches and pedestrian-scale lighting (middle), and informational kiosk (bottom)



Figure 29. This example combines a sculptural water feature with landscaping

## 11. Interior Pedestrian Connections

### Objectives

- To enhance pedestrian access to the street, adjacent uses, and adjacent sites, where desirable.
- To make it easier to walk between uses.
- To reduce vehicle trips within the district neighborhood.
- To promote pedestrian activity.
- To enhance pedestrian access through parking lots and between the street and uses.

### Guidelines

- Provide convenient pedestrian access between the street, bus stops, buildings, parking areas, and open spaces. Internal pedestrian connections are particularly important on large sites where some uses may be placed away from a street.
- Design all buildings abutting a public sidewalk or major internal pathways to provide direct pedestrian access to the sidewalk or pathway.
- Provide interior pedestrian connections to adjacent properties containing similar uses or complementary uses. This is most applicable to large lots and where storefronts or other uses are set back away from the street. Where an existing connection is not desirable or possible due to the nature of development on the adjacent site, the applicant should provide an opportunity for a future pedestrian connection where such a connection is desirable and future redevelopment of the adjacent site is possible.
- Provide paved walkways through large parking lots. One walkway should be provided for every three parking aisles. Such access routes through parking areas should be separated from vehicular parking and travel lanes by use of contrasting paving material which may be raised above the vehicular pavement and by landscaping.

### Special Considerations in TL 4, TL 6B, and TL 4 7A

- TL 6B.: Develop a trail along the northern edge of the property to take advantage of the site's greenbelt setting. Provide a landscaped buffer area between the trail and any adjacent residential buildings to enhance the character of the trail and provide privacy to adjacent residents.

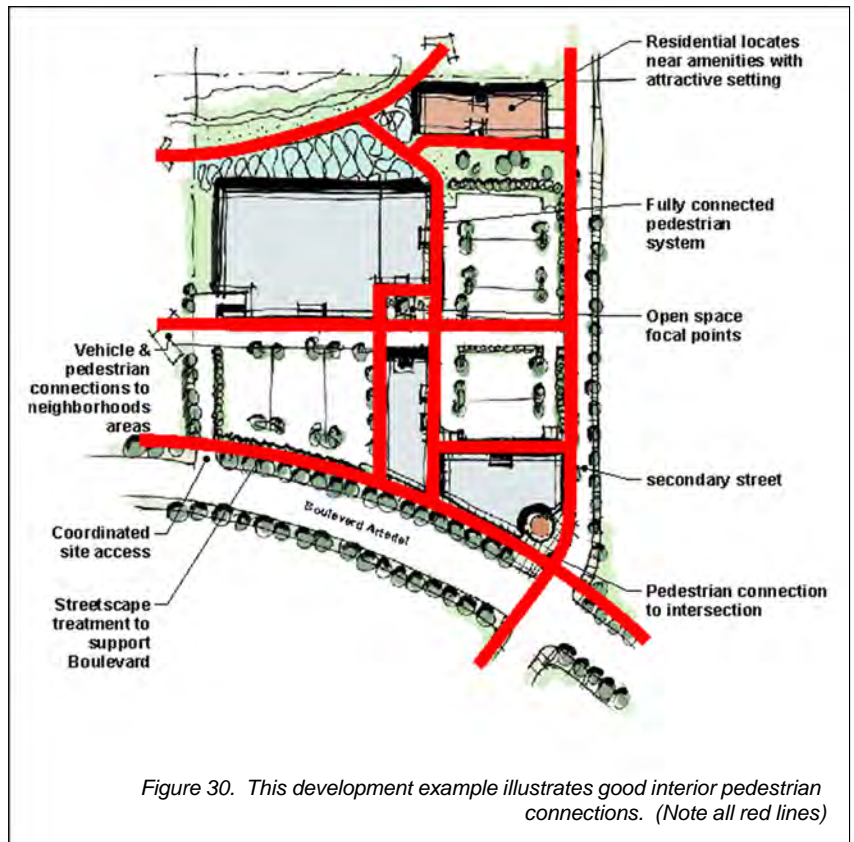


Figure 30. This development example illustrates good interior pedestrian connections. (Note all red lines)



- f. TL 6B Enhance connections to TL 10A to the south, to ensure safe and convenient access for employees in TL 10A and the shopping district in TL 6B.
- g. TL 4 Provide for safe and convenient access between development in TL 4 (west of I-405) and the business park directly to the west in TL 10A.
- h. TL 7A Provide for safe and convenient public pedestrian access between NE 124<sup>th</sup> Street through the subject property to the CKC.



## 12. Pedestrian Plazas

### Objectives

- To provide a variety of pedestrian-oriented areas to attract shoppers to commercial areas and enrich the pedestrian environment.
- To create gathering spaces for the community.
- To configure buildings and uses to encourage pedestrian activity and pedestrian focal points.

### Guidelines

- a. Provide pedestrian plazas in conjunction with mixed-use development and non-residential uses.
- a.b. Publicly accessible space at the primary frontage and between buildings will extend the public realm while creating a transition between public and private spaces, and attract public use by being well-designed, interesting spaces that are integrated with the street environment. The spaces should be of sufficient size to allow for a variety of features, including pedestrian/multi-use paths, plazas, seating, public art and water features.
- b.c. Position plazas in visible locations on major streets, major internal circulation routes, close to bus stops, or where there are strong pedestrian flows on neighboring sidewalks. For large sites, development should be configured to create a focal plaza or plazas. Plazas should be no more than 3' above or below the adjacent sidewalk or internal pathway to enhance visibility and accessibility.
- e.d. Incorporate plenty of benches, steps, and ledges for seating. A combination of permanent and moveable seating is encouraged. Seating areas should be provided with views of amenities, landscaping elements, or people watching.
- e.e. Provide storefronts, street vendors, or other pedestrian-oriented uses, to the extent possible, around the perimeter of the plaza
- e.f. Provide landscaping elements that add color and seasonal interest. This can include trees, planting beds, potted plants, trellises, and hanging plants.



Figure 32. Good examples of pedestrian plazas. Notice the



Figure 33. An example of an attractive small plaza space between sidewalk and storefront

f.g. Incorporate pedestrian amenities, as described in Section 10.

g.h. Consider the solar orientation and the wind patterns in the design of the open space and choice of landscaping.

i. Provide transitional zones along building edges to allow for outdoor eating areas and a planted buffer.

j. Special Consideration for TOD in PR 1.8 zone:

Public spaces should be located in the gateway area, near the on-site transit station or along pedestrian routes. Public open space and plazas should be provided on the subject property that can be used by the general public, residents, and transit users.

### 13. Residential Open Space

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#### Objectives

- To create useable space that is suitable for leisure or recreational activities for residents.
- To create open space that contributes to the residential setting.

#### Guidelines

- a. Incorporate common open space into multi-family residential uses. In the Totem Lake Business District,- Neighborhood, where very high density residential uses are allowed, the quality of the space in providing respite from the buildings on the site is more critical than the amount of space provided. In some developments, multiple smaller spaces may be more useful than one, larger space. Special recommendations for common open space:
  - Consider open space as a focal point of the residential development.
  - Where possible, open space should be large enough to provide functional leisure or recreational activity. For example, long narrow spaces rarely, if ever, can function as usable common space.
  - Open space should provide for a range of activities and age groups. Children's play areas in particular should be visible from dwelling units and positioned near pedestrian activity.
  - Residential units adjacent to the open space should have individual entrances to the space. Preferably, these units should include a small area of semi-private open space enclosed by low level landscaping or hedges (no taller than 42").
  - Open space should feature paths, seating, lighting, and other pedestrian amenities to make the area more functional and enjoyable. It should be oriented to receive sunlight, (preferably south).
  - Separate common space from ground floor windows, streets, service areas, and parking lots with landscaping and/or low-level fencing. However, care should be used to maintain visibility from dwelling units towards open space for safety.
- b. Provide private open space for multi-family residential units. For townhouses and other ground-based housing units, provide patios, decks, and/or landscaped front or rear yards adjacent to the units. For all other units, provide balconies large enough to allow for human activity.



*Figure 34. Good examples of common open space, including street-level courtyards (left), a children's play area (top right), and a pedestrian corridor (lower right)*

## 14. Parking Lots and Vehicular Circulation

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### Objectives

- To minimize the impact of parking facilities on the fronting street, pedestrian environment, and neighboring properties.
- To enhance pedestrian and vehicular safety.
- To maintain desired traffic flow on Totem Lake arterials.
- To promote shared parking
- To provide attractive and connected vehicular circulation routes.

### Discussion

Parking lots can detract from the pedestrian and visual character of a commercial area. The adverse impacts of parking lots can be mitigated through sensitive design, location, and configuration. Large parking lots can be confusing unless vehicle and pedestrian circulation patterns are well organized and marked. The Totem Lake Business District Neighborhood Plan encourages shared parking between properties to reduce curb cuts, reduce congestion of cars turning in and out of parking lots and consolidating consumer trips between businesses.

Where not specifically prohibited, drive-through facilities for some uses such as fast food restaurants, pharmacies, or auto oriented uses may be appropriate if designed to minimize vehicle queuing along rights of way, blocking driveways or parking aisles, or impeding pedestrian movement. Aesthetically, drive-throughs should be located away from street frontages or screened as viewed from the right of way.

### Guidelines

#### Driveways

- Minimize the number of curb cuts into a development, particularly off of arterials. To the extent possible, adjacent developments should share driveways.

#### •Parking Lot Location and Design

- Locate vehicular parking areas to the side or rear of buildings, to the extent possible.
- Avoid parking layouts that visually dominate a development. Break up large parking lots into smaller ones.
- Take advantage of topography to hide parking underneath buildings.
- Provide a clear and well organized parking lot design. Space should be provided for pedestrians to walk safely in all parking lots.

#### Parking Lot Landscaping

- Integrate landscaping into parking lots to reduce their visual impact. Provide planting beds with a variety of trees, shrubs, and ground cover to provide visual relief, summer shade, and seasonal interest.

#### Parking Lot Screening

- Provide low level screening and perimeter landscaping where parking is adjacent to sidewalks in order to improve visual qualities and reduce clutter. While vertical elements such as trees, are encouraged to define the street edge,

all screening methods should maintain visibility at eye level between the street and parking area. For instance, hedges or walls should not be taller than 3 feet and trees should be trimmed to allow visibility between 3 and 8 feet above the ground.

- h. Provide extensive screening and landscaping between parking lots and residential uses and open spaces. A combination of a screen wall with a landscape buffer is preferred.

#### Vehicular Circulation

- j. Develop an efficient internal vehicular access system that minimizes conflicts with pedestrians and vehicular traffic. For TL 5, ~~TL 6A~~, and TL 6B, see the ~~“Redevelopment Concept”~~ illustrations in the [Design Vision for the Totem Lake Business District section Introduction](#).
- k. Configure development to provide interior vehicular connections to adjacent uses, where desirable. Where current connections to adjacent uses are not feasible, but desirable in the future, configure development to provide the opportunity for a future connection, should the adjacent site be redeveloped.
- l. Avoid parking lot configurations with dead-end lanes.
- m. Configure internal access roads to look and function like public streets. This is most applicable to larger sites, such as those in TL 5 and TL 6B, where an internal vehicular circulation system is critical to access interior portions of the sites. The most desirable configuration would include on-street parking, street trees and sidewalks on both sides of the roadway.



Figure X.

#### Drive-Through Facilities

- n. Design drive-through windows to be oriented away from the street frontage and preferably not located between a building and the street. Where drive-through lanes face a street, avoid large featureless walls and provide sufficient landscaping to soften the visual impact of vehicle stacking areas for drive through windows. Locate driving lanes so as not to interfere with pedestrian or vehicular circulation.

## 15. Parking Garages

### Objectives

- To mitigate the visual impacts of parking garages in the urban environment.

### Guidelines

- a. Mitigate the intrusive qualities of parking garages. Along streets, pedestrian pathways and in pedestrian areas, ground-level commercial uses should be incorporated into parking structures. Where garages cannot be located underground and must be located on the ground floor and intervening commercial uses are not required, techniques such as extensive landscaping around the base of garages, metal or mesh screening or other materials on the building facade should be used to screen the parking garage near residential areas, internal roads and



Figure 39. This parking garage includes streetfront retail space and landscaped trellises to mitigate visual impacts on the streetscape

pedestrian paths, and other high visibility locations.

- b. Design and site parking garage entries to complement, not subordinate the pedestrian entry. If possible, locate the parking entry away from the primary street, to either the side or rear of the building.
- c. Use similar architectural forms, materials, and/or details to integrate the garage with the development.
- d. Locate parking structure service and storage functions away from the street edge and generally not visible from the street, sidewalks, or the CKC.

## 16. Architectural Style

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### Objectives

- To improve the architectural design of commercial buildings in the business district.
- To provide architecture that fits into the context of the adjacent uses surrounding the business district.

### Discussion

As there is no single predominate architectural style in the Totem Lake Business District~~Neighborhood~~, the guidelines contained in this document provide flexibility on the chosen styles (provided the architectural style, human scale, building details, and building materials and color standards in KZC Chapter 92 and these guidelines are met).

## 17. Architectural Scale

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### Objectives

- To encourage an architectural scale of development that is compatible with the vision for the districts within the Totem Lake Business District~~Neighborhood~~.
- To implement the planning concepts for the distinct design districts within the Totem Lake Business District~~Neighborhood~~.
- To add visual interest to buildings.

### Discussion

The guidelines in this section describe a variety of techniques to give a comfortable human scale by providing building elements that help individuals relate to the building. “Architectural scale” means the size of a building relative to the buildings or elements around it. When the buildings in a district~~neighborhood~~ are about the same size and proportion, we say they are “in scale.” As both the vision and development regulations for the Totem Lake Business District~~Neighborhood~~ provide for much larger buildings than currently exist, special care must be taken to design buildings so they do not overpower the others. The exception to this rule is an important civic or cultural building that has a prominent role in the community.

### Guidelines

A combination of techniques is desirable to reduce the architectural scale of buildings. Specifically, these techniques are encouraged at intervals of no more than 70 feet for non-residential uses and 30 feet for residential uses. Office buildings are provided with greater flexibility. Alternatives will be considered provided they meet the objectives of the guidelines.



Figure 35. Fenestration and vertical modulation techniques help to reduce the architectural scale of this office building

a. Incorporate fenestration techniques that indicate the scale of the building. For example, the size, location, and number of windows in an urban setting create a sense of interest that relies on a subtle mixture of correct ratios, proportions, and patterns. This is particularly important on upper floors, where windows should be divided into units no larger than 35 square feet, with each window unit separated by a visible mullion or other element at least 6 inches wide. “Ribbon windows” (continuous horizontal bands of glass) or “window walls” (glass over the entire surface) do little to indicate the scale of the building and are thus discouraged, except in special circumstances where they serve as an accent element.

Patterns of fenestration should also vary depending on whether the street is pedestrian- or automobile-oriented. A window pattern that is interesting from a car may be monotonous to a slow-moving pedestrian; likewise, a window pattern that is interesting to a pedestrian may seem chaotic from a fast-moving car. Thus, pedestrian oriented fenestration should allow for more complex arrangements and irregularity while automobile-oriented fenestration should have more gradual changes in pattern and larger and simpler window types. An optimum design goal would allow for varied treatment of window detailing with unifying features such as 18” to 24” sills, vertical modulation in structure, varied setbacks in elevation, and more highly ornamented upper-story windows.

b. Encourage vertical modulation on multi-story buildings to add variety and to make large buildings appear to be an aggregation of smaller buildings. Vertical modulation may be particularly effective for tall buildings adjacent to a street, plaza, or residential area to provide compatible architectural scale and to minimize shade and shadow impacts. Vertical modulation is well-suited for residential development and sites with steep topography.

c. Encourage a variety of horizontal building modulation techniques to reduce the architectural scale of the building and add visual interest. Horizontal building modulation is the horizontal articulation or division of an imposing building façade through setbacks, awnings, balconies, roof decks, eaves, and banding of contrasting materials. Elevations that are modulated with horizontal elements appear less massive than those with sheer, flat surfaces. Specifically:

- For single purpose retail buildings, use horizontal building modulation with roofline modulation and a change in building materials, as necessary to meet objectives of the guidelines from all perceived distances. This is particularly important for large scale retail buildings (over 40,000 square feet) or multi-tenant retail buildings placed adjacent to a parking lot where they can be viewed from relatively great distances.
- Provide horizontal building modulation for residential uses based on individual unit size. Horizontal modulation is most effective when combined with roofline modulation and changes in color and/or building materials. The depth and width of the modulation should be sufficient to meet the objectives of the guidelines. Avoid repetitive modulation techniques, since they may not be effective when viewed from a distance. Larger residential buildings will require greater horizontal modulation techniques to provide appropriate architectural scale.

d. Office buildings: Use design techniques to break up long continuous walls. A combination of horizontal building modulation, change in fenestration, and/or change in building materials should be used to accomplish this.

e. Encourage a variety of roofline modulation techniques. This can include hipped or gabled rooflines and modulated



*Figure 36. A variety of techniques should be used for multi-tenant retail buildings to emphasize individual storefronts*



flat rooflines. As a general rule, the larger the building or unbroken roofline, the bigger the modulation should be. In determining the appropriate roof type and amount of modulation, consider at what distance the building can be viewed. For example, a large commercial building adjacent to a parking lot is capable of being viewed from a relatively large distance. Consequently the roofline modulation techniques must be sufficient to provide an appropriate architectural scale that provides visual interest.

f. Special Consideration for TOD in PR 1.8 zone:

The location of the subject property makes any new multi-story building highly visible from the surrounding streets and the freeway. The arrangement of building mass should address key vantage points and respond to the context of existing and/or planned improvements, gateway features, location of plazas and open space, and surrounding streets. In addition to the architectural scale techniques described above, long, unbroken facades along 116<sup>th</sup> Way NE should be avoided through limiting building façade length or providing a separation between buildings for a pedestrian corridor. Building mass should be reduced where reduced setbacks are desired along 116<sup>th</sup> Way NE for pedestrian oriented development and in the gateway area.

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## 18. Human Scale

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### Objectives

- To encourage the use of building components that relate to the size of the human body
- To add visual interest to buildings.

### Discussion

The term “human scale” is generally used to indicate a building’s size relative to a person, but the actual size of a building or room is often not as important as its perceived size. A variety of design techniques may be used to give a space or structure the desired effect; for example, to make a room either more intimate or spacious, or a building either more or less imposing.

Special elements in a building facade create a distinct character in an urban context. A bay window suggests housing, while an arcade suggests a public walkway with retail frontage. Each element must be designed for an appropriate urban setting and for public or private use. A building should incorporate special features that enhance its character and surroundings. Such features give a building a better defined “human scale.”

### Guidelines

- Encourage a combination of architectural building elements that lend the building a human scale. Examples include arcades, balconies, bay windows, roof decks, trellises, landscaping, awnings, cornices, friezes, art concepts, and courtyards. Window fenestration techniques described in Section 17 can also be effective in giving humans clues as the size of the building. Consider the distances from which buildings can be viewed (from the sidewalk, street, parking lot, open space, etc.).



*Figure 37. Bay windows and balconies help lend this building a human scale*

## 19. Building Details and Materials

### Objectives

- To use building and site design details that add visual interest to buildings/sites at a pedestrian scale.
- To use a variety of quality building materials such as brick, stone, glass, timber, and metal, which are appropriate to the Pacific Northwest climate, and complementary to the desired visual character of the district.

### Guidelines

- Encourage the integration of ornament and applied art with the structures and the site environment. For example, significant architectural features should not be hidden, nor should the urban context be overshadowed. Emphasis should be placed on highlighting building features such as doors, windows, eaves, and on materials such as wood siding and ornamental masonry. Ornament may take the form of traditional or contemporary elements. Original artwork or hand-crafted details should be considered in special areas. Ornament and applied art can be used to emphasize the edges and transition between public and private space, and between walls to ground, roof to sky, and architectural features to adjacent elements. Ornament may consist of raised surfaces, painted surfaces, ornamental or textured banding, changing of materials, or lighting.
- Use a variety of quality building materials such as brick, stone, timber, and metal, to add visual interest to the buildings and reduce their perceived scale. Masonry or other durable materials should be used near the ground level (first 2 feet above sidewalk or ground level).



## 20. Signs

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### Objectives

- To encourage the use of creative, well-crafted signs that contribute to the character of the district.

### Discussion

Kirkland's Zoning Code regulates signs throughout the city in order to create a high-quality urban environment. Automobile-oriented signs typically found on commercial strips can be overpowering and obtrusive. Pedestrian signs are smaller and closer to viewers; thus, creative, well-crafted signs are more cost effective than large signs mounted high on poles. A balance between the needs of a high traffic corridor and pedestrians should be considered in the design of signs. Signs should be an integral part of a building's façade or act as a center identification for the passing motorist to a commercial center. The location, architectural style, and mounting of signs should conform to a building's architecture and not cover up or conflict with its prominent architectural features. A sign's design and mounting should be appropriate for the setting.

### Guidelines

- Provide pedestrian oriented signs on all commercial facades where adjacent to a sidewalk or walkway. This includes signs located within 15' of the ground plane, such as "blade" signs which hang below canopies. Small signs located on canopies or awnings are also effective along building facades at the street. Signs with quality graphics and a high level of craftsmanship are important in attracting customers. Sculpted signs and signs that incorporate artwork add interest.
- External lighting is preferred. If internal lit cabinet signs are used, darker background with lighter lettering is more aesthetically pleasing. Neon signs are appropriate when integrated with the building's architecture.
- Ground-mounted signs should feature a substantial base and be integrated with the landscaping and other site features.
- Mounting supports should reflect the materials and design character of the building or site elements or both. Too much variety, too much uniformity though unified by common design elements, signs can still express the individual character of businesses.
- Master-planned, larger commercial centers are encouraged to combine signage for the whole complex that complements the architectural design of the center and oriented to automobile traffic.

## 21. Service Areas

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### Objectives

- To provide essential service areas without adversely impacting the quality of development.
- To locate and design site service and storage areas to promote ease of use, safety, and visual cohesion.

### Guidelines

- a. Locate and design service and storage areas to minimize impacts on the pedestrian environment and adjacent uses. Service elements should generally be concentrated and located where they are accessible to service vehicles and convenient for tenant use.
- b. The design of service enclosures should be compatible with the design of adjacent buildings. This may be accomplished by the use of similar building materials, details, and architectural styles. Such enclosures should be made of masonry, ornamental metal, heavy wood timber, or other durable materials.
- c. Roof-mounted mechanical equipment should be located so as not to be visible from the street, public open space, parking areas, or from the ground level of adjacent properties. Screening features should blend with the architectural character of the building. Equipment screening and preferred location should be included in the early design of a building.

## 22. Visual Quality of Landscapes

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### Objectives

- To enhance the visual quality of the urban environment.

### Discussion

The relationship between landscaping and architecture is symbiotic; plant materials add to a building's richness, while the building points to the architectural qualities of the landscaping. Foliage can soften the hard edges and improve the visual quality of the urban environment. Landscaping treatment in the urban environment can be categorized as a pedestrian/auto, pedestrian, or building landscape.

The pedestrian/auto oriented landscape applies to where the pedestrian and auto are in close proximity. Raised planting strips can be used to protect the pedestrian from high-speed and high-volume traffic. Street trees help create a hospitable environment for both the pedestrian and the driver by reducing scale, providing shade and seasonal variety, and mitigating noise impacts.

The pedestrian landscape offers variety at the ground level through the use of shrubs, ground cover, and trees. Pedestrian circulation, complete with entry and resting points, should be emphasized. If used effectively, plant materials can give the pedestrian visual cues for moving through the urban environment. Plant materials that provide variety in texture, color, fragrance, and shape are especially desirable.

The Building Landscape. Landscaping around urban buildings, particularly buildings with blank walls, can reduce scale and add diversity through pattern, color, and form.

Examples of how landscaping is used to soften and enhance the visual quality of the urban environment include:

- Dense screening of parking lots;
- Tall cylindrical trees to mark an entry;
- Continuous street tree plantings to protect pedestrians;
- Several clusters of dense trees along long building facades;
- Cluster plantings at focal points;
- Parking with trees and shrubs planted internally as well as on the perimeter.

### Guidelines

- Consider the purpose and context of the proposed landscaping. The pedestrian/auto oriented landscape requires strong plantings of a structural nature to act as buffers or screens. The pedestrian landscape should emphasize the subtle characteristics of the plant materials. The building landscape should use landscaping that complements the building's favorable qualities and screens its faults while not blocking views of the business or signage.

Other considerations:

- Encourage a colorful mix of drought tolerant and low maintenance trees, shrubs and perennials. Except in special circumstances, ivy and grass lawn should be avoided.
- Take advantage of on-site topography to hide parking and enhance views.
- Use wooded slopes as a natural site amenity and to screen unwanted views, where applicable.

## 23. Territorial Views

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### Objectives

- To encourage development to take advantage of views, while minimizing impacts to public views.
- To configure buildings and site features to enhance views from surrounding properties.

### Guideline

- a. Encourage rooflines to roughly follow the slope of the existing terrain. Parking garages should be terraced into slopes to minimize building bulk, wherever possible. Buildings are encouraged to step down hillsides.

**From:** [elaine cummins](#)  
**To:** [Janice Coogan](#)  
**Subject:** Zoning Revisions  
**Date:** Sunday, July 19, 2020 4:52:05 PM

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I am writing to comment on the proposed zoning changes for the Kingsgate Park and Ride. The proposed revision of the park and ride into a TOD and to increase the height standards are puzzling requests for two reasons: 1. placing TOD in this Park and Ride seems odd as it does not conform with the other county TOD's. 2. continuing preparatory details for this project in light of the current economic and societal changes in Kirkland and nationally seems unnecessary for the future.

A few things about these variances strike me:

- All current County TODs are in commercial or industrial areas. The Kingsgate Park and Ride is surrounded by high density residential property. The design of placing housing in transit areas seems counter intuitive to creating inclusiveness in a community and creating a community bond.
- The Kingsgate Park and Ride is unique as it serves as open space in off hours for families walking dogs, or teaching children to ride bikes or play with toys. This North Juanita Neighborhood has the minimum necessary Open Space and park areas for residents to relax in. The Park and Ride serves as a surrogate for this missing park land. overbuilding it will take away the open space currently available to residents.
- It also serves as habitat for Deer, Great Horned Owls and other wild life who are displaced by the constant construction in the area. I am sure that your environmental impact studies will verify this.
- To add density in a time when social distancing is necessary seems to willfully ignore world events. This pandemic is just one of the wide spread viruses that have occurred every several years. For the City to sponsor a residence that concentrates people in small apartments with shared spaces, hallways and elevators is concerning.
- In the time when the low income are disproportionality people who may have been the victims of discrimination and are at high risk for disease, to continue to recommend segregating them in special housing that is ear marked for that demographic seems especially cruel and insensitive. It opens then up to be targeted.
- The 10 minute Neighborhood concept valued by the Commission does not have to exist within every neighborhood in Kirkland. There seems to be a blind side to understanding that having services within 1 mile is also a desired level of service. Not everyone who resides in Kirkland wants the density of a city neighborhood.
- While I understand that this project has been in your pipeline for years, and pre-corona, and may have been considered a Best Practice at one time, it is clearly without value in the post corona world. I therefore request to leave the Zoning as it currently reads until



we are far enough away from the Pandemic and social and racial inequities to revisit the needs of a post covid Kirkland.

- The funding that has been earmarked for this project may better be spent supporting other needs of Kirkland residents.

Thank you for considering tabling these amendments.

Elaine Cummins

206-406-8796

**From:** [elaine cummins](#)  
**To:** [Janice Coogan](#)  
**Subject:** For Kirkland City Council members  
**Date:** Thursday, July 23, 2020 6:04:53 PM

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Why I won't talk tonight at planning commission.

After 25 years as a public employee with the job to facilitate input from the public, I know what a waste of my time it is. I know this project was decided years ago when I had a discouraging conversation with the planner on duty. A project of so little importance to hearing community input, that the planner canceled coming to a community meeting at the last minute. I managed to attend using crutches, as I was that interested,

This project was never about how the local neighbors feel about towering buildings blocking out the sun in their tiny green area. It never was at Urban or The 850 Totem Villages residences in construction. It wasn't about how the Juanita Residents felt when they warned planners about putting in all the apartments in Juanita Village. Apartments which still aren't at capacity. This intense development is about the Leadership in the Kirkland Planning Dept. striving for recognition and awards. They like to be chosen to play with DOT, Sound Transit. Maybe even get National recognition. If they really wanted partnerships they would be in partnership with all of the local apartments working to put in place lower or subsidized rents. The planner's pepper their documents with their overused buzz words of 'highest and best use', 'community', 'livable'. None of these City projects are really any of those words. They are glory projects, show pieces. They stand alone surrounded by the real community and real livable communities. They stand alone as they lower property values of those in immediate proximity.

The Kingsgate Park and Ride isn't just a gray area of your aerial map. It's not a spot for you to try your model project to see how it might turn out. It's part of a real community.

It saddens me that my livable community isn't enough for you. I live in transit friendly housing. Why do you want to segregate and label low income people and make them live in smaller spaces? It saddens me that you don't realize that there will be few to no small businesses wanting to operate in your park and ride village. I doubt we'll need more offices, hotels, schools or parking. We need space, fresh air, less noise, less light pollution. If you want to do something, please make it a lovely park.

Thank you for thinking deeply about this..  
Elaine Cummins

--  
Elaine Cummins<br>206-406-8796



**CONDON GROUP**

12906 113<sup>th</sup> Place NE  
Kirkland, WA 98034

July 14, 2020

Janice Coogan  
City of Kirkland Planning & Building Department  
123 5<sup>th</sup> Avenue  
Kirkland, WA 98033

Re: Permit CAM19-00129

Dear Ms. Coogan,

I am opposed to raising the structure height in our neighborhood from 30' to 85'.

**HISTORY:**

I am an original homeowner in Cavalier 21. I purchased the home in 1974 as the new model home for the project.

Beyond that I take a great deal of ownership for the entire area bordering Kingsgate Park and Ride.

For some 20+ years I owned an excavation and underground utilities in Kirkland.

Hamilton Square: Harvey Chasse, builder and developer for Hamilton Square, hired my company to complete work on Hamilton Square. My company cut the roads, sidewalks, and did the final grades.

Cavalier 21: Stan Donough, builder and developer for Cavalier 21, hired my company to do numerous condominium projects for him in the Renton area. Stan and I would sit in his job trailer and draw houses for Cavalier 21 on wax paper with crayons. E&R Dozing did the actual site work on Cavalier 21. Ed Wheeler and Rocky Olson were the partners and owners of the company.

Country Trace: I was not involved in that project.

Juanita Ridge: While not adjacent to Kingsgate Park and Ride, just as a point of reference my company built that project too from clearing, storm, sanitary, excavations, roads, backfills and final grades...all the site work.

In a whimsical sort of way, the City of Kirkland could refer to me as the grandfather of the area under code review

## OBJECTION:

My concern in the approval of a seven story structure on the Kingsgate Park and Ride site is that a monolith will have been created to the east of these valuable mentioned residential areas.

Cavalier 21 already carries a heavy burden of affordable housing. From just the starting point at my house: [the immediate area]:: (a) Two houses east- 6 rented rooms. (b) Next door-three families with maybe 12 people living there, and (c) Two houses southeast- 5 rooms rented out.

Throughout Cavalier 21 there are all sorts of unofficial affordable housing models in use from B&Bs, to more independent room rentals.

The impact of these unofficial rentals is congested on street parking and a neighborhood with no community connections-the population is mostly transit.

I do not believe Hamilton Square, Cavalier 21, or Country Trace already under the burden of providing unofficial affordable housing needs to carry the additional risk of a property value degradation because of a seven-story structure looming high above the existing homes.

83 feet by itself it just a number until it translates into structures.

As an example, the Canadian construction company SeaCon and my company shared the same construction yard in Woodinville, WA.

SeaCon built the structure in Ballard, WA beside Edith Macefield's single story house. I have enclosed a photo to demonstrate what happens when seven story structures are built next to one-two story structures. Essentially, that would be the impact on all three of the housing developments above mentioned.

Thank you for considering my serious objections to the height code change from 30' to 85'.

Regards,



Dave Condon



Hamilton Square

112th PINE

113th PINE

### Convert foot to story

feet

story

### More information from the unit converter

How many feet in 1 story? The answer is 10.826771653543.

We assume you are converting between **foot** and **story**.

You can view more details on each measurement unit:

[feet](#) or [story](#)

The SI base unit for **length** is the metre.

1 metre is equal to 3.2808398950131 feet, or 0.3030303030303 story.

Note that rounding errors may occur, so always check the results.

Use this page to learn how to convert between feet and stories.

Type in your own numbers in the form to convert the units!

### Quick conversion chart of feet to story

1 feet to story = 0.09236 story

10 feet to story = 0.92364 story

20 feet to story = 1.84727 story

30 feet to story = 2.77091 story



E-Page 544



# CONDON GROUP

12906 113<sup>th</sup> Place NE  
Kirkland, WA 98034

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**ENTERED**  
JUL 16 2020 1  
BY: \_\_\_\_\_

Janice Coogan  
City of Kirkland Planning & Building Department  
123 5<sup>th</sup> Avenue  
Kirkland, WA 98033

Permit CAM19-00129

98033-618999





July 22, 2020

Kirkland Planning Commission  
City of Kirkland  
Planning & Community Development  
123 5th Avenue, Kirkland, WA 98033

**Re: Transit Oriented Development at Kingsgate P&R - Permit No. CAM19-00129**

Dear Planning Commission Members:

More than a year-and-a-half ago, Microsoft announced its \$500 million commitment toward affordable housing solutions in King County. Since then, Microsoft increased its commitment to \$750 million and has made several investments, including preserving over 400 units of affordable housing in Kirkland through an investment with King County Housing Authority.

We continue to work closely with the City of Kirkland's City Manager, City Council, Planning Commission and staff to support ways to increase the city's supply of middle-and-low income housing across Kirkland. **Data from our continued collaboration with Zillow shows a gap of approximately 22,000 middle- and low-income affordable housing units in Kirkland in late 2019 – which does not take into account the staggering impact COVID-19 will have on housing supply and affordability.**

Simply put, those struggling to find housing they can afford need our help now more than ever.

**With this in mind, we strongly support the proposed amendments to the Kirkland Zoning Code and Design Guidelines for the Totem Lake Business District related to planned Transit Oriented Development (TOD) at Kingsgate Park and Ride located at 13001 116th Way NE.** Moreover, the concept of TOD near the Totem Lake job center is reflective of the creative, public/private partnerships that will help meet our region's affordable housing needs.

Advancing the Kingsgate TOD vision provides a unique opportunity to enhance the Totem Lake subarea where there is largely only market-rate housing south of Evergreen Medical

Center. Expanding housing at a range of affordability levels and density near transit is a goal of the PSRC Vision 2050 and Kirkland Comprehensive Plan policies.

Lowering parking standards for multifamily buildings within close proximity to transit helps control overall housing costs and increases affordability. Our research across multiple jurisdictions shows that parking requirements near transit can be lowered significantly from the current norms of one or more stall/dwelling unit. Toward this end, we recently worked with and supported the City of Bellevue in their adoption of a new standard of .75 stalls/unit (down from 1.25) for multifamily projects within ½ mile of frequent transit areas.

We look forward to continuing partnering with the City on this important demonstration project, which we believe will greatly benefit Kirkland's affordable housing goals for years to come. We also believe the Kingsgate TOD project demonstrates that advancing housing at a range of affordability on publicly-owned land is an effective way to address our regional/state housing affordability crisis.

We look forward to continuing this work together to advance this mission. Thank you for the opportunity to provide these comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Jane Broom", with a long horizontal flourish extending to the right.

Jane Broom  
Senior Director, Microsoft Philanthropies  
Microsoft Corporation

**From:** [terriwilson.is@gmail.com](mailto:terriwilson.is@gmail.com) <[terriwilson.is@gmail.com](mailto:terriwilson.is@gmail.com)>

**Sent:** Tuesday, July 21, 2020 2:59 PM

**To:** Planning Commissioners <[planningcommissioners@kirklandwa.gov](mailto:planningcommissioners@kirklandwa.gov)>

**Subject:** RE: Planning Meeting over Kingsgate park & Ride July 23rd

After learning of Kirkland's decision to close the covered parking area in downtown Kirkland next to the city library, from 8pm – 5am daily, due to increased crime and drug use in the parking structure, I have concerns about those same things happening around and in the proposed parking structure for this development. I live on the other side of the south border fence, in the Country Trace Condos. My front door is literally less than 10 feet from the fence. The open invitation to drug users and those with criminal intentions to hang out in and around the structure, especially in the landscaped area under big trees along the south side of it, has me very concerned, as well as other residents. Will there be 24/7 security in and around the parking structure and is there any plan to replace the current chainlink fence with a solid wall of some kind?

**From:** [terriwilson.is@gmail.com](mailto:terriwilson.is@gmail.com) <[terriwilson.is@gmail.com](mailto:terriwilson.is@gmail.com)>

**Sent:** Tuesday, July 21, 2020 2:59 PM

**To:** Planning Commissioners <[planningcommissioners@kirklandwa.gov](mailto:planningcommissioners@kirklandwa.gov)>

**Subject:** RE: Planning Meeting over Kingsgate park & Ride July 23rd

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**From:** [Michael Wert](#)  
**To:** [Planning Commissioners](#)  
**Cc:** [Janice Coogan](#); [Mike Wert](#)  
**Subject:** Kingsgate Park and Ride TOD Public Hearing Comment  
**Date:** Tuesday, July 21, 2020 2:56:53 PM

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I would like to request clarification from the planning commission on the basis for the proposed code amendment to the building height standard for the Kingsgate Park and Ride TOD. As proposed, the amendment would increase the building height standard from 30 ft up to 85 ft for future mixed-use development at the site.

In viewing the informational video on the City's website, there are depictions of the South Kirkland P&R TOD that are presented as representative of what could be expected at the Kingsgate P&R. What is somewhat confusing, however, is that all "representative" views shown depict buildings that are only 4 to 5 stories tall.

While likely unintentional, these depictions provide the public with an unrepresentative sense of the height and scale of the buildings that could be expected at the Kingsgate P&R since the amended code would actually allow for buildings that are up to 85 ft tall (7-8 stories).

Information on the City's website regarding the proposed TOD clearly states that buildings at the site could be up to 5 to 6 stories (inferring perhaps 50-60 ft in height not including HVAC and other roof structures). It seems reasonable that a 65 ft height limit could be adequate to accommodate buildings up to 5-6 stories providing substantial availability for a dense array of affordable and market based multi-family housing.

I understand that a recent financial feasibility analysis suggested that 7 story buildings may be needed at the site to attract future interest in the marketplace as it is apparently intended there would be an ultimate sale of the property for private mixed-use development. Recognizing this, it would seem helpful to inform the public of the intended private sale and development of the site with buildings higher than 5-6 stories so the basis for an 85-ft building standard is more apparent. In addition, it would be helpful to provide other potential reasons (not based solely on speculation of the marketplace) that support the need for a building height standard of 85 ft.

Considering the height of all surrounding residential and commercial buildings in the area and the fact that the P&R is sited at a high elevation relative to the surrounding landscape, buildings extending up to 85 ft would create a mass and scale that could adversely affect surrounding views and possibly neighborhood property values.

In summary, I encourage the planning commission to limit the building height standard to 65 ft which should allow for 5-6 story development and thereby minimize the bulk, scale, and density of the development on the neighborhood character and land uses consistent with Resolution 5325. According to Section 8 of the resolution, a stated objective of the TOD is to exercise best efforts to mitigate and minimize visual as well as other impacts from the development. Limiting the building height standard to 65 ft would clearly help mitigate impacts that would otherwise result from buildings 20 ft higher.

Additionally, a lower building height limit would reduce development density. This, in turn, would mitigate the increased demand placed on local and regional parks in the North Juanita-Totem Lake neighborhoods that will be sought out by the substantial number of new TOD residents since onsite park, open space, and other common areas would be non-existent or very limited.

Thank you,

Mike Wert  
Juanita Neighborhood



Transportation Building  
310 Maple Park Avenue S.E.  
P.O. Box 47300  
Olympia, WA 98504-7300  
360-705-7000  
TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

July 22, 2020

City of Kirkland Planning Commission  
123 5<sup>th</sup> Avenue  
Kirkland, WA 98033

Dear Commissioners:

Commissioners, thank you for considering our recommendations included in our June 18 and April 27, 2020 letters to the City of Kirkland and Kirkland Planning Commission and for the opportunity to voice our concerns today with regard to proposed revisions to the Kirkland City Codes for the Kingsgate TOD project. For years, WSDOT has been an enthusiastic partner with City of Kirkland, ARCH, Sound Transit, and King County Metro as we have worked to advance the innovative work necessary to implement a transit oriented development with affordable and market rate housing on this state owned park and ride lot. We want to see this project succeed.

The Legislature provided funding to hire a consultant with expertise in this arena of development. Based on extensive analysis by our consultant and input from agency stakeholders, low income housing developers, and others, we have identified several scenarios that could deliver a successful project assuming a developer can access approximately \$150,000 of Low Income Housing Tax Credit (LIHTC) funding per unit. Combined with the aspirational requirements of the proposed zoning codes, this will create an extremely challenging project to finance and develop. In our current financial climate, we urge Kirkland to accept our recommended changes. A first-of-its-kind development involving four different government agencies inherently carries a high level of perceived risk from the development community. We can grow the pool of potential developers by reducing uncertainty and providing approved zoning codes that establish more reasonable development threshold requirements that provide for significant affordable homes. We can then use the RFP process to encourage innovation and competition between developers to further advance the City's aspirational goals.

Below are those code issues we believe if modified would make a significant difference in determining if the TOD is built in the near term.

#### Housing Affordability

We strongly encourage you to reconsider the requirement for 51 percent of all residential units be designated as affordable housing. Instead, we recommend that 51 percent of all residential units at the Kingsgate TOD be affordable (based on the Kirkland City Council policy direction) until the affordable unit count reaches 200 (approximately 50 units per acre) after which any additional units can be either affordable or market rate. The threshold of 200 units of affordable housing is based on discussions with ARCH on the size of affordable housing projects that most affordable housing developers in our area have the capacity to finance through LIHTC programs

and build. Given this dynamic in operationalizing affordable housing construction, if 51% is maintained as a constant requirement, this could artificially limit the total number of affordable units that could be constructed on the site, which is counter to the City’s affordability interests.

Furthermore, we again recommend adjusting the affordability requirement that 25% of units be at 50% AMI to instead require that 25% of units be at 60% AMI to better align with affordable housing tax credit funding. A comparison of the proposed affordability level proportions is shown below:

Affordability Level	Kirkland Proposal	WSDOT Proposal
	% of all units	% of all units up to 200 aff. Units
50% AMI or less	25%	
60% AMI or less		25%
80% AMI or less	15%	15%
100% AMI or less	10%	10%
All Affordable Units	51%	51%

WSDOT is not in a position to secure outside funding for affordable housing. If the city code requires a scale of affordable housing that makes outside funding essential, the City should expect to be responsible for securing this funding in order for the project to move forward.

WSDOT plans to emphasize a preference for maximizing the amount of affordable housing through its RFQ and RFP. Proposals that generate more affordable units and deeper levels of affordability will achieve a higher score in developer evaluations.

Reduce parking requirements

We again recommend you reconsider the proposed requirements and reduce parking space requirements to .50 per affordable unit (rather than .75) and .75 (rather than 1.05) for market-rate residential units, including guest parking. Our recommended parking ratios for both affordable and market rate housing are consistent with TOD best practices and the King County Right Size Parking Calculator. Developers may provide more parking than this but these are reasonable minimums for a site intended for high transit use, lower auto ownership, and lower-than average unit- and household-sizes. Furthermore, we recommend the proposal specifically mention and allow for shared parking between uses on the entire site (e.g., potentially between the TOD and Sound Transit/WSDOT park and ride garages).

Structured parking is very expensive to provide at \$40,000 per space. The more that is spent on storing cars, the less money available for housing people. Providing certainty and more TOD-

appropriate parking ratios required up-front will be a significant factor in generating competitive proposals from interested developers from the RFQ/RFP process.

We believe the viability of a Kingsgate TOD will depend on a variety of key issues which are interrelated as they impact the economic viability of an affordable housing TOD project. Your reconsideration of the proposed regulations that will govern the proposed TOD are paramount. We understand the attraction of establishing a high bar for the development community to achieve and then if necessary, allow the City Council to accept a modified standard for affordability or parking reduction standards via a development agreement if not supported by developers. The problem with this strategy is that could: (i) delay if not halt, the project because of a lack of development submittals generating a lack of interest from developers in any second solicitation round; (ii) lost interest and momentum from all the TOD partner agencies; (iii) reduced political support by the legislature, which is needed to modify laws and regulations allowing funds from the TOD to support the construction of transit parking facilities. The risks are simply too great to promote and adopt regulations that are too burdensome.

If the proposed zoning regulations are adopted, we fear the project will not be feasible and WSDOT will not be able to accomplish the City's goals and development of an affordable housing community as part of TOD. The proposed regulations cause us significant concern. They could put the project in serious jeopardy of attracting a developer to build the project. Let's not let the perfect be the enemy of the good.

Thank you,



Anthony L. Buckley  
Director of Innovative Partnerships

cc: Janice Coogan



**From:** [Nijhuis, Klaas](#)  
**To:** [Janice Coogan](#)  
**Subject:** Kingsgate Park and Ride Transit Oriented Development  
**Date:** Tuesday, July 28, 2020 8:49:43 AM

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Hello Janice,

I attended the 23 July 2020 Planning Commission hearing on the potential development of the Kingsgate Park and Ride and wanted to offer additional clarification on the comments I made.

I believe, given the number of severely cost burdened low-income households in Kirkland, the City Council's desire to include affordable housing is an important goal and likewise, it is important to create a portion of that housing as deeply affordable as possible.

The market does not create affordable housing without incentive/regulatory requirements or the capital to fill the gap between what it costs to create that housing and what it might be able to cover for debt service (mortgage payments). The deeper the affordability, the bigger the gap. For large multi-family projects of the sort envisioned for this site, public dollars alone can't fill the gap; that gap gets filled with Low Income Housing Tax Credits (LIHTC) There are two LIHTC programs.

The first helps moderately affordable housing and is known as the 4% Tax Credit. As administered by the Washington State Housing Finance Authority (WSHFC), that program delivers equity that covers about 30% of the total development cost and is principally used to fund 60% AMI units, with perhaps a small percentage of 50% units if the deal can be structured in such a way that is sustainable.

The second, is the 9% Tax Credit program, which brings a lot more equity to a project; upwards of 60 to 70% percent of the sources to build such a project, and because it is able to do that, it both requires and is able to deliver deeper affordability. Such a deal likely will have half the units at 30% of Area Median Income (AMI) and half at 50% (or alternatively, 25% at 40% AMI and 25% at 60% AMI). The 9% Tax Credits are very competitive, and also limited. The current environment allows for five projects sized somewhere between 50 and 90 units using these tax credits in King County. With a geographically-equitable sharing of this resource, East King County should be able to achieve one or two of these projects a year.

The scale of the project envisioned at the Park and Ride will likely have far more than the number of units able to be funded through 9% Tax Credits. The most recent larger scale projects funded via the ARCH Housing Trust Fund have relied on using the two tax credit programs in conjunction with one another. The Together Center redevelopment project funded in the most recent round and the Esterra Block 6B project funded three rounds ago are examples, as is the YWCA Family Village in Issaquah.

By keeping the 50% AMI requirement for the development of the Park and Ride, you will be encouraging a developer response dependent on doing a portion of the project with 9% tax credits and thus achieving that deeper affordability that program requires.

The difference in rent is not insignificant. Just looking at 2 bedroom units for example with current rent and income limits, 30% AMI units rent for as maximum of \$747 inclusive of utilities. This would be affordable to a three-person household with an income \$29,900. A

50% AMI units would have a maximum rent at a maximum of \$1,246, affordable to a household making \$49,850, while a 60% unit would rent at \$1,495 and affordable to a household making \$59,820.

In 2016, the most recent statistics we have on cost-burdened households, there were an estimated 3,560 Kirkland households with incomes at or below 30% AMI. 71% of those were severely cost-burdened, paying more than 50% of their income to housing-related costs, and additional 11% cost-burdened paying between 30 to 50% of their income on housing. At the 50% AMI level, there were 2,940 additional households of which 41% were severely cost-burdened and 35% cost burdened.

This project has the potential to address a portion of the need of the most vulnerable of Kirkland's population with both opportunity and resources.

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