

RESOLUTION R-5678

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ADOPTING THE 2025-2027 PLANNING WORK PROGRAM.

1 WHEREAS, the Kirkland City Council and Planning Commission held a joint study session on  
2 February 4, 2025, the Planning Commission met on February 13, 2025, and the City Council  
3 met on April 1, 2025, and April 15, 2025 to discuss the proposed 2025-2027 Planning Work  
4 Program; and

5  
6 WHEREAS, the Planning Commission was consulted about the Planning Work Program and  
7 provided its expertise, review, and recommendation.

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9 NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as  
10 follows:

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12 Section 1: The 2025-2027 Planning Work Program shall be adopted as shown in Exhibit  
13 A of this Resolution.

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15 Section 2. The 2025-2027 Planning Work Program shall be generally used by the City  
16 staff and Planning Commission in scheduling work tasks, meetings, and hearings.

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18 Section 3. A copy of this Resolution and Exhibit A shall be distributed to the City's  
19 Planning Commission, Parks Board, Transportation Commission, and Design Review Board,  
20 as well as Kirkland Neighborhood Associations and the Kirkland Chamber of Commerce.

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22 Passed by majority vote of the Kirkland City Council in open meeting this 15<sup>th</sup> day of  
23 April, 2025.

24  
25 Signed in authentication thereof this 15<sup>th</sup> day of April, 2025.

  
Kelli Curtis, Mayor

Attest:

  
Elizabeth Adkisson, Acting City Clerk

2025-2027 PLANNING WORK PROGRAM

Significant Staff Implementation

START	TASK	TOPIC	DESCRIPTION	PM	2025				2026				2027						
					1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.			
2025	1	NE 85th St Station Area Plan Code Adjustments	Identify potential code amendments to implement a minimum residential density for new development in the Station Area, as well as miscellaneous code amendments to improve clarity of KZC 57. This project will be coordinated with a project led by the City Manager's Office to explore Economic Development activation strategies.	Zike															
	2	Local Permit Review Streamlining	Procedures and potential code amendments to ensure consistency with WA state 2SSB 5290; in addition to State requirements, publish a public permit timeline dashboard. Task scope will include a check-in with Council to receive feedback on the design and substance of the permit dashboard.	Weinstein/Gardner															
	3	Critical Area Ordinance Update	Revise Critical Area (e.g., streams and wetlands) regulations (KZC Chapter 90) to fulfill a State requirement to update Critical Area Ordinances in 2025 and to ensure alignment with Best Available Science.	Heckman															
	4	Geo Hazard Regulations Updates	Revise geo hazard regulations in response to experience in implementation of the regulations, and to fulfill a State requirement to update Critical Area Ordinances in 2025.	Anderer															
	5	JBD 4 Zoning Code Amendments (Michael's CAR)	Zoning Code amendments to increase residential capacity in the JBD 4 zone within the Juanita Neighborhood Center, including additional planning and environmental review, in alignment with new adopted policy in the Juanita Neighborhood Plan.	Baker-Lewis															
	6	North Juanita Zoning Code Amendments (Goodwill CAR)	Zoning Code amendments to increase residential capacity in the BC 1 zone within the North Juanita Neighborhood Center, including additional planning and environmental review, in alignment with new adopted policy in the Juanita Neighborhood Plan.	Baker-Lewis															
	7	Houghton Park & Ride Zoning	KZC amendments to carry out 2023 amendment to Transit-oriented Development land use designation.	Levine															
	8^	Houghton Village Development Plan/RFP	Develop a draft plan for Houghton Village site, including public process and Council approval of Development Plan and/or issuance of a Request for Proposals to begin the process of selecting a development partner for the site.	Zike															
	9	HB 1110 Middle Housing Implementation (Phase 1)	Adopt amendments to implement WA state HB 1110 for Middle Housing and explore the option to amend inclusionary zoning requirements as they relate to Middle Housing and low-density residential zones. HB 1110 must be implemented by June 30, 2025.	Guter															
	10	Design Review Guidelines and Process Updates	Adopt mandatory KZC and Design Guideline amendments to comply with WA state ESHB 1293 to apply only clear and objective design review standards and complete design review processes with a maximum of one public meeting per project. Must be implemented by June 30, 2025.	Leavitt/Regala															
	11	Implement Impact Fee Adjustments	Adopt adjustments to impact fees that tie fee calculations to the size of new construction per state legislation.	Weinstein/Neison															
	12	Implement Sustainable Decision-Making Matrix	Complete amendments to procedures to implement the use of the Sustainable Decision-Making tool described in the adopted Sustainability Strategic Plan.	Barnes															
	13	Code Enforcement Policies/Procedures	Adopt KMC/KZC provisions related to code enforcement policies, procedures, and regulations.	Nelson/Sedlacek															
	14	SB 5258 Unit Lot Subdivision Implementation	Adopt amendments to implement WA State HB 1998 to allow unit lot subdivisions as a method to divide properties into fee-simple lots.	Swenson															
	15	HB 1998 Co-Living Housing Implementation	Adopt amendments to implement WA State HB 1998 to ensure co-living housing units are allowed in the required zones citywide. Must be implemented by December 31, 2025.	Rubardt															
	16	Sustainability Strategic (formerly Master) Plan Implementation - General	Implement priority SMP goals and actions; participate in regional coordination with partner cities.	Barnes															
	17	Urban Forest 6 Year Workplan Implementation	Implement urban forest actions identified in the adopted workplan and SSP.	Heckman															
	18#	Miscellaneous Code Amendments and SEPA Categorical Thresholds	Update KZC on various priority topics to reflect current practice, clarify sections of the Code, and promote good planning principles. Adopt KZC/KMC amendments to SEPA categorical thresholds based on new state-allowed expansions to thresholds.	tbd															
	19	Expanding Housing Opportunities for Religious Organization-owned Properties	Explore expanding housing opportunities on certain public, nonprofit, and/or religious organization/faith-based owned properties	tbd															
	20	Neighborhood Plan Amendment Request (NPAR) Process Establishment	Similar to, but separate from the CAR process, complete administrative work to implement a new process for community members to requests amendments. Draft process is substantially complete.	Baker-Lewis															
	21	Annual Comprehensive Plan Amendments	Adopt mandatory updates to Capital Facility Plan and miscellaneous updates and rezones for potential park acquisitions.	Levine															
	22	CBP3 Stormwater Project Support (added by staff after 2/13 PC meeting)	Provide Planning support to the Public Works Stormwater Division to fulfill requirements for a State Dept. of Ecology grant for a Community-Based Public Private Partnership (CBP3) framework that the City has already received, and that requires grant-supported work to begin in 2025.	Baker-Lewis															
2026	23	Totem Lake Southern Industrial Subarea Plan	Explore the long-term market for light industrial/manufacturing lands and explore additional residential capacity in the Totem Lake Southern Industrial Subarea by undertaking a comprehensive subarea planning process, including extensive community engagement, in alignment with a new adopted policy in the Totem Lake Business District Plan.	tbd															
	24	Home Occupation Allowances	Review home occupation allowances and consider amendments to allow types of home occupations that may not comply with current guidelines (e.g., restrictions on number of clients per day). The scope of this project will also explore potential code amendments to increase flexibility for neighborhood-scale commercial uses in primarily residential zones.	tbd															
	25	Middle Housing Optimization (Phase 2) and Affordable Housing Incentives	Zoning Code amendments to optimize middle housing production across residential zones, and explore Citywide opportunities to expand inclusionary zoning requirements based on additional development incentives..	tbd															
	26	2026 Housing Pilot Project	Reserving staff resources to work on a to-be-determined housing-related pilot project.	tbd															
	27	Urban Forestry Strategic Plan Update	10-year update to the Urban Forestry Strategic Management Plan, previously adopted in 2013.	Heckman															
	28	2025 State Legislation Implementation	Pending conclusion of the 2025 State Legislative session, staff resources to implement any requirements within the 3-year PWP timeframe may be necessary.	tbd															
	29#	Miscellaneous Code Amendments	Update KZC on various priority topics to reflect current practice, clarify sections of the Code, and promote good planning principles.	tbd															
	30	Annual Comprehensive Plan Amendments	Adopt mandatory updates to Capital Facility Plan and miscellaneous updates and rezones for park acquisitions.	tbd															
	31	2026 Pilot Parking Project	Reserving staff resources to work on a to-be-determined parking-related pilot project.	tbd															
	32^	Increase School Capacity	Review zoning for LWSD facilities (current sites and potential future) for opportunities to increase capacity for students and District housing	tbd															
	33	Sign Code Update	Update KZC to clarify rules, enhance aesthetics, reduce visual clutter, and integrate recently-completed work on A-frame signs	tbd															
	34	Greater Downtown Action Plan	Explore potential code amendments with a focus on potentially increasing housing allowances per the high-bookend studied in the Station Area Plan SEIS and exploring affordable housing requirements in the CBD.	tbd															
	35	Totem Lake Regional Center Housing Adjustments	Study KZC amendments to allow housing throughout the Totem Lake Regional Growth Center, specifically where housing is not an allowed use by right currently.	tbd															
2027	36^	Sustainability Strategic (formerly Master) Plan (SSP) Update	Update the SSP to acknowledge completed projects since adoption in 2020, and make amendments to incorporate any relevant new state legislation and needed action items for the next 5 years.	tbd															
	37	Housing Strategy Plan Update	Conduct a planning process to update the 2018 Housing Strategy Plan and identify specific actions that will implement housing policies adopted in the 2044 Comprehensive Plan. Develop a community engagement program that implements 2044 Comprehensive Plan policies regarding equity and innovative public engagement.	tbd															
	38	Universal Design Regulations	Review Zoning Code and Building Code regulations to incorporate Universal Design elements.	Aldworth															
	39	Short Term Rental Policy Development	Amend the City's existing regulations regarding short-term rentals to increase efficacy and address neighborhood concerns. The project also seeks to require short-term rental platforms to provide information to the City about short-term rentals, to aid in code enforcement, business license enforcement, and tax collection.	tbd															

