

RESOLUTION NO. R - 2319

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING THE CITY MANAGER, ACTING THROUGH THE DEPARTMENT OF COMMUNITY DEVELOPMENT TO APPLY FOR A 701 PLANNING GRANT FOR A STUDY PROJECT RELATING TO DISASTER MITIGATION AND ENVIRONMENTALLY SENSITIVE AREAS/NATURAL CONSTRAINT AREAS AND THE MANAGED DEVELOPMENT THEREOF.

WHEREAS, there is a growing need for small cities and other small general purpose governmental agencies to find and develop dependable capabilities, techniques and procedures for the management of the responsibilities and regulatory duties devolving on such governmental agencies in relation to environmentally sensitive areas/natural constraint areas and disaster mitigation, and

WHEREAS, the development of a case study or model to be available to such governmental units in order that each such governmental unit not be required to "reinvent the wheel" in dealing with such problems and responsibilities is desirable, and

WHEREAS, funds for such a study may be available under the 701 Planning Grant Program to assist the City of Kirkland.

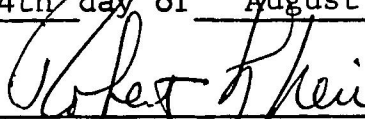
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kirkland, as follows:

Section 1. The City Manager or the Director of Community Development, as his designee is hereby authorized and directed to make application for a 701 Planning Project Grant to the Office of Community Development for the State of Washington, as outlined in the Application for Local Government Assistance attached to the original copy of this Resolution as Exhibit 1 and by this reference incorporated herein.

Section 2. The City Manager or the Director of the Department of Community Development for the City of Kirkland as his designee is hereby authorized to sign on behalf of the City of Kirkland, any and all applications,

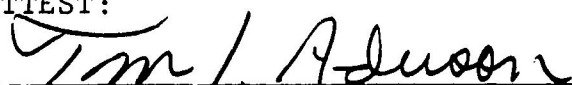
grant acceptances, assurances and contracts as may be required to be signed by the City in applying for accepting or carrying out such a grant planning project.

ADOPTED by a majority vote of the Kirkland City Council in regular meeting on the 4th day of August, 1975.



\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
Director of Administration & Finance  
(ex officio City Clerk)

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APPLICATION FOR LOCAL GOVERNMENT ASSISTANCE

Please return to: Office of Community Development  
101 Insurance Building  
Olympia, Washington 98504

NAME OF AGENCY: CITY OF KIRKLAND

ADDRESS: 210 Main St., Kirkland

PROJECT DIRECTOR: Gerald F. Link

TITLE OF PROJECT: Management of Environmentally Sensitive Areas Relevant to Kirkland and Other Smaller Cities and Counties

AGENCY DIRECTOR: Allen B. Locke TELEPHONE: 822-9271  
City Manager

SIGNATURE: *Allen B. Locke* DATE: August 7, 75

Answer all of the following questions.  
Be specific, but brief.

1. What are the goals and objectives of this project?

- a. To develop workable "in-house" capabilities for smaller cities and counties for (1) including emerging federal, state and area-wide actions relating to disaster mitigation and environmentally sensitive areas/natural constraint areas and (2) improving the basis for local decision-makers to plan and manage development in the environmentally sensitive/natural constraint areas. (See related needs and problem statements below for background information.)
- b. To further develop a management approach designed to assist planning departments in smaller cities and counties to equitably and knowledgably include site specific soils, geologic and hydrologic data into development decisions to minimize and mitigate potential damage to life and property in natural constraint areas.
- c. To implement the above objectives using the Kirkland area as a case study.

2. Please give a brief background of this project. (Why is this project needed? What immediate problem will this project address?)

- a. Kirkland, like other small communities and counties has a limited planning staff, yet is continually faced with developing land use policies and associated regulations related to development actions in areas having potentially serious soils, geologic and hydrologic conditions. Understanding the true nature of these potential risks, and designing regulations and performance standards to fairly deal with these conditions is a problem of increasing magnitude to these smaller communities and counties. See attached letter from John Lamb.
- b. In addition, the requirements of existing or pending state legislation upon the communities require such jurisdictions to maintain or minimize risks in natural areas, such as identified in the report by the Committee on Geologic Hazards and the Regional Disaster Mitigation Planning report of the Puget Sound Council of Governments. In addition, communities and counties are continually confronted with the requirements of implementing the State Environmental Policy Act related to potential natural constraints. See attached letter from Ron McConnell.
- c. The study design of this project will relate to such problems as: (1) How to increase the awareness of local officials as to existing sources of soils, geologic and hydrologic data. (2) How to offer a management strategy for dealing with developments to insure conformance with appropriate legislation. (3) How to increase staff capability to deal on a day-to-day in terms of asking the right questions, evaluating relevant scientific geologic, soils and hydrologic data and to develop general models for relating to everyday development decisions. (4) How to effectively utilize the resources of the 701 project to minimize "reinventing the wheel" in each community in dealing with the problems associated with the natural constraint areas.

## APPLICATION FOR LOCAL GOVERNMENT

### 3. What are the major work elements of this project? Please describe scope of work for each one.

#### a. Organization and administration

(1) Develop Request for Proposal (RFP) and hire consultants.

(2) Supervise consultant and City staff activities related to projects.

(NOTE: The following elements will develop both a generalized approach and methodology applicable guide to other smaller cities and counties) and a local (Kirkland area) analysis as a test and evaluation case study)

b. Identify natural constraint areas based upon generalized data from other governmental agencies and other existence sources (excavations, wells, test borings, previous development information, etc.).

(1) Identify existing or potential hazards to life and property based on soils, geological and hydrologic data from governmental and other sources.

(2) Identify limitations to this data with respect to planning and/or daily development decisions (especially related to where more data could be necessary).

c. Identify when and what type of additional data may be needed and how it could be generated.

(1) Information required to reinforce generalized data

(2) Methods and procedures necessary to relate to data development decisions knowing what questions to ask to obtain additional relevant soils, geologic and hydrologic data, how to evaluate data supplied by experts and how to translate findings into "lay terms" to be used in decision making processes or policy formation within the governmental structure.

(3) Development of a methodology for dealing with urban runoff for evaluating the velocity and quantity of runoff for a site prior to and subsequent to development.

(4) Identify public and private responsibilities in the provision of this data (especially as it may be related to potential significant actions).

d. Develop a workable strategy for relating soils, geologic and hydrologic data into the planning process and/or in the development of implementation measures (i.e., Zoning Ordinance, Subdivision Ordinance or other regulatory tools). Develop a relationship of the above elements to the State Environmental Policy Act and the emerging guidelines from the Department of Ecology.

e. Outline measures to be used by the Office of Community Development to relate the study findings (i.e., to effect a technology transfer) to other smaller communities and counties.

### 4. Who will conduct this project (current staff, new staff, consultants? Please give a brief summary of duties and method of selection, if appropriate.

#### a. Current staff (Department of Community Development)

(1) Administration of the project

(2) Coordination with the consultants selected and other public agency

participants.

#### b. Consultants (to include the disciplines of geology, soils and hydrology)

(1) Conduct test borings as determined appropriate

(2) Investigation of existing borings, excavations, wells and other relevant

information.

(3) Analysis of borings as to stability and/or development problems.

(4) Methods or strategies to mitigate potential impacts or development risks.

(5) Methods or procedures for in-house staff to monitor additional site-

specific data for development in natural constrained areas.

(6) Identify criteria and areas subject to flood-prone conditions.

(7) Identify standards and criteria for the utilization of holding basins and/or other retention systems and where such systems would or would not be feasible.

(8) Identify procedures or methods for evaluating existing and future runoff associated with development actions.

c. Consultants selection would be based upon preferences from the Department of Natural Resources, relevant professional societies existing or past experience in similar project endeavors, within the scope of a Request for Proposal.

5. Who will be the primary beneficiary of this project?

a. The City of Kirkland through its elected officials and administrative staff will be the primary beneficiary in terms of assisting in the development of land use policies, developing implementation and regulatory measures and in monitoring development applications on a daily basis.

b. Developers and property owners will also be beneficiaries of this project in that more accurate information will be available to them for understanding constraints associated with the soils, geologic or hydrologic characteristics of specific properties, and in understanding the procedures to be used by the local government in the provision and the interpretation of new data.

c. The study design incorporates a strong emphasis upon the transferability of the output of this project to other smaller communities and counties whose planning staffs are similar in size and professional background, and where such jurisdictions are confronted with similar difficulties in dealing with relevant scientific information associated with development action.

6. When will the project begin? Please give time line for meeting goals and objectives.

a. The project could commence upon notification of approval from OCD. A general time line for meeting the project design is as follows:

(1) September - hire consultants, conduct required research as outlined in the study design, and begin test borings as indicated in project design

(2) October - development of report

(3) November - completion of report and submittal to OCD

7. How do you plan to coordinate your work with other agencies or governments?

a. The project design includes direct coordination with the Department of Natural Resources for general geologic information, the soil conservation service (Department of Agriculture) for general soils information, the Department of Ecology as it relates to the State Environmental Policy Act and emerging guidelines and relevant hydrologic or water quality issues, the Department of Fisheries relevant to the maintenance to fish runs and the U.S. Army Corps of Engineers related to the recently completed Urban Runoff study.

b. Current staff within the Department of Community Development will coordinate this intergovernmental process.

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8. Please describe the evaluation process to be utilized.

a. The Department of Community Development will submit a brief evaluation statement at the completion of the project including the following:

(1) Agency success in meeting the project design objectives;

(2) Changes or impacts resulting from the agencies assisted work on the social, physical, environmental, and governmental aspects of the planning jurisdiction; and

(3) Outstanding achievements, such as new governmental policies and public and private actions taken resulting from the agencies work and the anticipated level of achievement in the technology transfer to other smaller cities and counties.

9. How will the project meet 701 requirements?

o HOUSING- The City of Kirkland completed a housing element as part of a previous 701 planning assisted program. In addition, the City of Kirkland is in the process of reevaluating the housing element as it relates to the Housing and Community Development Act of 1974 and the required submittal of Housing Assistance Plan (HAP). The ongoing Land Use Planning Program of the City of Kirkland is also integrating the relevant areas of the housing element as they relate to overall land use policies.

o LAND USE- The City of Kirkland is in the midst of a comprehensive revision of its land use plan, the major elements of which include emphasis upon natural elements, open space, economic activities, the living environment (housing) and public services. The process also includes the establishment of policies and procedures and institutional arrangements insuring that a relevant ongoing process will continue and the results of this project will be an integral part of the present update in terms of developing land use policies and implementation measures.

o EQUAL OPPORTUNITY-

The City of Kirkland is presently consistent with HUD requirements for equal opportunity and, further, the City has exercised a cooperation agreement with King County including insurances and certifications relevant to equal opportunity as a part of the conduct of programs under the Housing and Community Act of 1974.

o CITIZEN PARTICIPATION- The City of Kirkland presently has an ongoing citizen participation process as a part of the Land Use Policy Planning program currently being carried out by a citizen advisory body (Land Use Policy Plan Commission). The process to date has included community-wide meetings, individual neighborhood meetings, and extensive dissemination of draft findings and information to the community for purposes of interaction and involvement and access to the decision making process.

10. How much will this project cost in total? \$ 11,250 (all sources).

What is the share you are asking from us? \$ 7,500 -- 66 2/3 %

What are the other sources of funding?

In accordance with the budget on the following page, the City of Kirkland will provide both in kind and cash services as a part of this program design.

APPLICATION FOR LOCAL GOVERNMENT ASSISTANCE

11. Please attach a complete budget for this project indicating expenses for personnel, administration, facilities, broken down by local and federal share.

	LOCAL SHARE	FEDERAL SHARE
a. Current Staff		
(1) Personnel		
(a) Director 23 hours @ \$11/hour	\$250	
(b) Senior Planner 51 hours @ \$9.75/hour	\$500	
(c) Assistant Planner (2) 272 hours @ 5.50/hour	\$1500	
(2) Administration		
(a) Director 45 hours @ \$11/hour	\$500	
(b) Printing/Copying		\$500
(c) Supplies		\$250
b. Consultants		
(1) Geologist	\$1000	
(2) Soils Scientist		\$4000
(3) Hydrologist		\$750
c. Facilities - no charge		
<b>TOTALS</b>	<b>\$3750</b>	<b>\$7500</b>

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12. Please attach a letter of support from the appropriate elected officials as to the importance of the project to the jurisdiction.