

Minutes, Kirkland Alliance of Neighborhoods
October 11, 2017 Kirkland Justice Center

Note: Action items are highlighted in yellow.

Neighborhoods Attending:

Central Houghton	Lisa McConnell
Everest	
Evergreen Hill	
Finn Hill	
Highlands	Karen Story, Debbie Ohman
Juanita Neighborhoods	Leo Gilbert, Doug Rough
Lakeview	
Market	
Moss Bay	Bea Nahon
Norkirk	Janet Pruitt (KAN Co-Chair), Heather Hendrix-McAdams
North Rose Hill	Margaret Carnegie
South Rose Hill/Bridle Trails	Chris Kagen, Rodney Rutherford

City Staff/Elected Officials Attending:

- Doreen Booth: Neighborhood Services Outreach Coordinator
- Dawn Nelson, Planning Supervisor
- Eric Shields, Planning Director
- Jay Arnold, Councilmember
- Dave Asher, Councilmember
- Jon Pascal, Councilmember

Guests:

- Andrew Klein
- Kathy Spillars
- Jill Hancock

7:00 pm Introduction

- Co-Chair Janet Pruitt called the meeting to order at 7:00pm.
- Sep 13, 2017 minutes accepted.

7:10pm Public comments

- Andrew Klein, Juanita neighborhood
 - AirBnB issue: As new legislation is drafted, take concerns into consideration
 - Biggest issue raised: owner occupancy (likely hottest button issue)
 - Existing regulations apply to single-family residence (SFR) homes, 3 special uses:
 - Home occupancy
 - Bed and breakfast

- Accessory dwelling units (ADUs)
- Slightly different language re: ownership
- What makes AirBnBs different than those three?
- Specific complaints re: a current AirBnB:
 - Large group, checked in at 11 pm
 - Parked in front of driveways, had to engage the tenants, did call police
 - Did move, but burden on neighbors when no owner in home
- Cathy Spillars, Houghton neighborhood
 - Similar experience to Mr. Klein's
 - Person who leased property, six bedrooms that he leases out
 - Self check in, no owner on site
 - It's coming and would like the city to take a leadership role
 - Concerned about trend re: moving into SFR neighborhoods; the person in Houghton has another property in Bellevue
 - Concerns re: lack of community
 - Reasonable regulation
 - Existing B&B rules
- Jill Hancock, Kirkland resident
 - Property manager:
 - ADU at her home, rented on AirBnB and VRBO
 - Two units at Watermark that she manages, in a 60-unit building
 - Has strict policies on check in, number of people in a unit, etc.
 - People coming to visit adult children, very respectful and contribute to the economy, would hate to see that part of the economy get taken away
 - Don't draft regulations that have negative impacts on good short-term rental properties

7:20pm Housing Strategy Plan Overview

- Dawn Nelson, Planning Supervisor
- Update on the process that the Housing Strategy Advisory Group is using to make a recommendation on updating the City's Housing Strategy Plan
- Housing goals:
 - Maintain and enhance the unique residential character of each City neighborhood
 - Ensure that Kirkland has a sufficient quantity and variety of housing to meet projected growth and needs of the community
 - Promote affordable and special needs housing throughout the City for all economic segments of the population
- Sample strategies:
 - Promote walkability within neighborhoods:
 - Allow limited commercial development
 - Increase pocket parks
 - Allow smaller lots
 - Increase supply of small, single story homes
 - Enable homes for "missing middle"

- Encourage more ADU construction and use
- Advocate for reform to condominium liability laws
- Strategy plan update process
 - Outreach to broader community
 - Focus groups
 - On-line survey
 - Community workshop
 - Next steps:
 - Workshop for Kirkland residents to learn about the work of this committee and voice their opinions before the committee proceeds much further. The tentative date is the morning of Saturday, Dec. 2; the date/time/place need to be confirmed. **Please watch for information on this important workshop, and be ready to inform your neighbors.**
 - Prepare recommendation
 - Check in with Planning Commission, Human Services Commission, Senior Council
 - Final recommendation to City Council – 1st Quarter 2018
- Questions:
 - “Affordable housing” = earning less than 80% of median income (\$96K median)
 - Is the city considering further strategies for ADUs? Yes, we’re likely to look at what’s being done now, what’s working, what’s not, what incentives and regulations might be needed
 - What about parking? City regulation: A single-family dwelling must provide one more parking space for an ADU, in addition to the two for the dwelling.
 - From Rodney Rutherford, on the Housing Strategy Advisory Group: It costs up to \$100K per parking spot to build parking (example in Kent). Parking strategies affect walkability and transit planning. Needs to be considered carefully.
 - ADUs can be a strategy for seniors to age in place and keep their homes. Is this something the City is hearing?
 - From Eric Shields: We’ve heard both sides anecdotally: short-term rentals are cannibalizing the rental market, or short-term rentals are adding to the rental supply and easing pressure. There have been no official studies.
 - We have anecdotal reports that the supply of homes is depleted when homes are purchased by non-resident (including foreign) investors. Vancouver BC has been addressing this issue. The Housing Strategy group may be addressing this in their considerations.

7:45pm Short-Term Rentals (AirBnB, etc.) Regulations

- Eric Shields, Planning Director
- Handout: Draft short-term rental regulations (10/17/17)
 1. Both people and companies are regulated
 2. Short-term rental defined as <1 month
 3. Both SF & MF units may have rentals, but SF more limited

4. Clarifies that short-term and long-term rentals require business licenses
<Note: this is already required by city regulations.>
 5. Operating without a business license is a civil violation
 6. Must pay lodging tax
<Note: this is already part of the business licensing process. We're not rigorously enforcing it. AirBnB.com does collect and pass on these taxes.>
 7. Must pay RGR (Revenue-Generating Regulatory) license fees, which is part of business licensing when income from the licensed business is over \$12K/year
 8. Must show proof of liability insurance
(Note: some platforms, such as AirBnB.com, already enforce this themselves.)
 9. Subject to code enforcement
 10. In detached dwelling units (single-family homes):
 - a. Freely permitted when owner or agent continuously occupies as primary residence
 - b. Allowed when resident (owner, agent, renter, etc.) isn't occupying property if:
 - i. Resident occupies property for at least 245 days/year;
 - ii. Rentals do not exceed 120 days/year; and
 - iii. Designated property manager located within 15 miles
 - c. Rental agreements must encourage tenants to avoid conflicts with neighbors
 - d. No more than two rental units allowed per dwelling
 - e. Must abide by all zoning regulations including occupancy limit of 5 unrelated people
 - f. Must meet zoning code (ZC) parking requirements for bed & breakfast houses (one parking stall per guest room, may be on the property [garage, driveway] or on-street immediately adjacent to the property)
 11. Pre-existing short-term rentals are not grandfathered
- Discussion:
 - Council direction: want to regulate to some degree, but don't want to inhibit short-term rentals
 - Zoning codes and building codes differ in how they define occupancy units
 - HOA rules may be more restrictive, and that's not a City issue for enforcement
 - How are people working around the existing rules for dwelling units? Answer: they're finessing the definitions. Example: renting a "unit" that doesn't have a separate kitchen, and you're allowed to have up to 5 unrelated individuals. We don't even well define "unrelated."
 - How can we put some teeth into #10c? Perhaps, use the online police incident reporting system, with photo proof, resulting in a fine to the owner. The tenants are not good targets of enforcement; need to get through to the owners.
 - Do these regulations apply to ADUs? Eric says he thinks it does, under the definition of detached dwelling units, but needs to clarify.

- Clarifying for KAN: do we hold a value for protecting the inventory of dwelling units for Kirkland residents? At a previous KAN meeting, we agreed on that as a high value.
- This will require education efforts, both on the public side and on the code enforcement staff side. Perhaps build in an evaluation (6 months, 1 year) into the regulations to check how it's landing.
- **Action for all KAN**: Publicize this issue through the neighborhoods. People just don't know that it's even under consideration.
- Dave Asher: feels that we should rely on existing regulations for B&Bs to address current issues. Those regulations are restrictive and require owner occupancy.

8:30pm Sign Ordinance Update and Enforcement Status

- Eric Shields, Planning Director
- Recent Supreme Court ruling prohibits regulation of sign content.
- City is receiving complaints on some signs. City has been seeking input on how to proceed, and is easing back into enforcement.
- Question to business community: Sandwich boards and off-premises signs are not allowed by current code. Are they important to your business? What would be appropriate rules and allowances that would satisfy your business need?
 - Not getting much reply.
 - Public hearing scheduled for Dec. 14.

8:45pm Liaison Reports, Hot Topics, Roundtable

- Doreen Booth, Neighborhood Services Outreach Coordinator
 - Doreen is leaving in a couple of weeks! Moving to Chicago.
 - Lakeview Neighborhood Association is returning! First meeting tomorrow, with 8-10 people planned to attend.
 - Neighborhood Associations don't know how to reach out well to new residents.
 - City does a utility mailer to every new resident. Let's piggy-back on that! The City will add a sheet about Neighborhood Associations, though they can't target individually. These will begin in January 2018.
 - For multi-family dwellings: the City does get billing information each month for new residents, so Doreen started inquiries into whether we can intercept the data and target contacts. This would be targeted by neighborhood, so it'll be narrower.
 - Jeannie McGivern can provide business-card-sized handouts that generically point people to the Neighborhood Association system.
 - City Council is doing their Neighborhood Association visits, starting 10/18/17 at the Kirkland Justice Center (Evergreen Hill and Totem Lake neighborhoods), and then 11/14 at Lake Washington United Methodist Church (South Rose Hill/Bridle Trails neighborhood).
 - It's maybe not a great time to start a Totem Lake Neighborhood Association effort; wait for some of the new complexes to come online so that they feel included from the beginning.

- The City and KAN have discussed a Neighborhood University, with some training on topics such as communication, volunteer management, and outreach. For example: does your NA website page offer an easy way for new people to connect and get involved? More topics: capacity building, planning for ongoing leadership and continuity. No specific plan yet.
- Planning and Economic Development Committee
 - Lots of talk around the short-term rental issues
 - Discussion of rooftop decks: zoning considerations, height regulations; nice amenities!
- Transportation Commission
 - Nothing to report.
- Neighborhood topics
 - Juanita: the “Welcoming Kirkland” event was a great success!
 - Norkirk: We feel that our Association is getting better defined, easier to connect with new folks.
 - North Rose Hill: Ran out of food at the summer picnic! Movie night was successful as well: inflatable screen at the park by Mark Twain.
 - **All KAN:** Get your Neighborhood Safety Project idea forms in soon! See emails for details.

9:00pm Closing

- Adjourned at 9:00pm
- Next meeting: Wed, 11/1/17, due to a conflicting City Council meeting. And, it will be at the Justice Center again.

Upcoming agenda items, events, deadlines

- Agenda items <none listed>
- Events
 - Housing Strategy Advisory Group workshop
December 2, 2017; time, date, and place to be confirmed