

KAN Meeting Minutes

11/11/15

Peter Kirk room, City Hall

7:00-9:00 pm

NOTE: Action items are highlighted in yellow.

Neighborhood Reps Attending:

Central Houghton – Lisa McConnell (Chair) (KAN Co-Chair)
Everest – Anna Rising (Chair)
Finn Hill Neighborhood Alliance – Kurt Brunnenkant
Highlands – Debbie Ohman; Karen Story (Chair) (KAN Secretary)
Juanita Neighborhoods – Karen Lightfeldt; Doug Rough
Market – Doug Sollitt
Moss Bay – Bea Nahon (KAN Co-Chair)
Norkirk – Janet Pruitt
North Rose Hill – Margaret Carnegie (Chair)
South Rose Hill/Bridle Trails – Jim McElwee

City Staff Attending:

Kari Page, Neighborhood Services Outreach Coordinator

Elected officials present:

Councilmember Jay Arnold
Councilmember Dave Asher

Co-Chair Bea Nahon convened the meeting at 7 pm.

Bea made some remarks commemorating Veteran's Day, and thanked Kari for attending on her day off. After introductions we unanimously ratified the October meeting minutes.

Proposed Neighborhood Plan Implementation Strategies – Councilmember Jay Arnold

- Kirkland 2035 Comprehensive Plan will be adopted by council on Dec. 8; the city held 204 public meetings and 2000 people gave input
- Neighborhood plan reviews were part of the process
- Neighborhood plans are not required by the state growth management act; Seattle has almost abandoned them
- Are neighborhood plans the best use of planning dollars? Kirkland discusses this every year.
- Jay believes they are important, and has proposed the following additions to the comprehensive plan:
 - NP 1: Update neighborhood plans and business district plans at least once between every two major Comprehensive Plan updates or more frequently as needed, given City Council priorities and available resources.
 - NP 2: Establish a neighborhood plan update schedule by December 2016. Updates should occur by grouping neighborhood plans around shared business districts or other common features so that updates are based on larger geographic planning areas.
 - NP 3: Consider creating a set of city-wide neighborhood plan policies.

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- NP 4: Develop a standard template for future neighborhood plans that provides a framework for policies addressing neighborhood issues unique to each neighborhood. The intent is to make the neighborhood plans concise, streamlined and brief.

Discussion followed Jay's comments:

- Debbie: Is the goal to commit to neighborhood plans so Kirkland doesn't lose them the way other cities have?
- Jay: That is one goal
- Jim: Citizens need to be more educated about planning and zoning; this would allow plans to be updated more quickly when the time comes
- Jay: What is the right approach to educating them?
- Jim: Teach planning language
- Bea: Is Jim suggesting a fifth implementation strategy, or improvement to one of the four?
- Jim: Would a template include an education piece?
- Karen: KAN should play a role in educating residents because we can reach more people via our email lists than the city can reach via its listserves
- Anna: If people know what could happen in their neighborhoods, they would want to learn and get involved
- Janet: You have to rile people up to get them involved; visuals really help teach people what could happen
- Lisa:
 - Houghton Neighborhood Center is using visuals to show people what development could look like based on zoning
 - There is value in the process of updating neighborhood plans, not just in the product (the plan itself)
 - It takes time and money to educate people, and the city would have to allow for that
- Bea:
 - In a perfect world, I would choose effective and efficient plan updates; given the choice of only one, I would choose effective.
 - NP2 says that updates should be "based on larger geographic planning areas," but larger is not always better. Maybe we could reword this so that the focus is on coordinating scheduling around common elements, and not on size.
 - The template needs to be dynamic enough to work for all neighborhoods
- Karen L: In the recent Juanita plan updates, the planner wasn't very involved; the neighborhood could have used more help and more direction; it was hard to get the newly annexed area involved
- Margaret: Plans should be unique to each neighborhood
- Jay: The template would allow this
- Anna:
 - Business districts are not all the same
 - People often don't hear about the update process, so there needs to be better outreach
- Doug R: Juanita wanted stretch goals included as part of their plan (e.g. more parks), but there was no place in the most recent plan process to put them
- Jay: A good template would have prompts and places for these things
- Kurt:

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- In Finn Hill there's a sense of alienation and lack of empowerment. By the time the development sign goes up, it's too late to do anything.
- People don't understand the purpose and teeth of a plan
- While neighborhoods are unique, commonalities are important amongst plans
- Lisa:
 - Do transportation studies before the plan update process begins; land use and transportation are linked
 - The focus should not be on business districts because people don't care about those, they care about where they live: housing, parks
 - The current plans don't lend themselves to aspirational goals
 - Maybe the city should have one planner specializing in, and dedicated to, neighborhood plans
- Jay: Finn Hill is using an outside consultant, Houghton will get a paid facilitator; is outside help better than inside help (from city staff)?
- Jim: If we use outside help, city staff needs to monitor
- Chuck Pilcher: If plans are grouped around neighborhood centers, would each neighborhood still have its own plan?
- Jay: Yes, but the goal is to avoid multiple neighborhoods looking separately at the same area
- Chuck: What would KAN's role be in template development?
- Jay: Provide input for the template, as well as for city-wide goals and policies that apply to all neighborhoods
- Jim: The transportation plan should definitely be integrated
- Doug S: The consultant who helped Market with their plan asked people to list their priorities and got many specific suggestions, but the plan itself was broad and high level. What happens to all those specific suggestions?
- Jay: They go back to the city, and the city tries to respond. Neighborhoods can follow up.
- Bea: There is confusion in some neighborhoods about whether their plan was actually updated; these were tweaks and edits, not actual plan updates, correct?
- Jay: Correct. But the value is in the process, not just the paper deliverable.
- Bea: Council will deliberate these proposed additions to the comp plan on Dec. 8
- Lisa: The Planning Commission is working on their work schedule, which includes neighborhood plans
- Bea: How does KAN want to proceed regarding these proposals?
- Anna: Jay should take away our comments, and we should speak at a council meeting
- Jim: Agreed
- Bea: Let's send our comments to council before their meeting as well

KAN Neighborhood Parking Task Force initial survey responses and next steps – Bea Nahon & Karen Lightfeldt

- Bea: The survey received nearly 700 responses, with responses from every neighborhood
- Julie Taylor, task force member, presented an overview of the survey process:
 - The task force wanted to measure how spillover parking from business areas affects neighborhoods
 - The first survey measured the issues and impacts; a second survey will ask about solutions
 - The data from the first survey has not yet been analyzed

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- Bea: Increasing density will mean more cars, the challenge is how to mitigate the impacts so that we achieve the goals for quality of life that were expressed prominently in the Kirkland 2035 Wordle. It's no surprise that the highest response rate was from areas near downtown.

Each neighborhood shared a summary of the problems identified in the survey:

- Juanita: Employee parking from Juanita Village, lack of parking at parks, especially Juanita Beach, mailbox blocking, inadequate parking for new developments, extra cars in multi-family developments
- North Rose Hill: Woodlands Park needs more parking
- SRH/BT: Parking is not a big issue
- Norkirk: Inadequate street parking for residents and guests, pedestrian safety/visibility, construction parking from downtown commercial developments, inadequate parking for new multi-family, industrial area is too crowded, transit parking, school lots too small, streets too narrow
- Everest: Transit parking, safety/visibility, streets too narrow, employee parking, inadequate multi-family parking
- Highlands: Lack of sidewalks, narrow streets, no parking for Seahawks Holiday House
- Finn Hill: No issues
- Market: Transit riders pushed off Market into neighborhood
- Houghton: Transit riders; overflow parking from 8 schools, 1 university, 4 churches; lack of understanding of what is an actual parking problem and what is a perceived problem
- Moss Bay: Cars circling for free parking, visibility to exit driveways, lack of parking for residents and guests, long term (over 24 hour) parking, streets too narrow for two cars to pass (Bea and Karen L will meet with city to discuss empirical data regarding safety aspects of narrow streets), people aren't calling enforcement for illegal parking
- Bea: The task force will begin working on survey 2: solutions

Proposed Parking Enforcement Ordinance

- Bea asked if we had any comments about the proposed parking enforcement ordinance for parked vehicles with expired or improper plates, cars that park beyond their allotted space (take more than one space), cars that park in areas that are marked as restricted, and downtown employee parking at electric charging stations. She also noted that some in KAN had inquired prior to the meeting if parking in bicycle lanes could also be added,
- Everyone seemed OK with them.
- Anna mentioned that when her neighborhood calls for enforcement the response can be slow. She wondered whether the police could implement a web form where people could submit parking or speeding problems. The police could track problem areas and increase enforcement there.
- Bea will follow up with Interim Police Chief Hamilton.

Public Comments

Losing Parking to Residential Redevelopment

- Karen Edgerton, Norkirk co-chair: She is concerned about losing parking as older streets are redeveloped and sidewalks are installed where there had been gravel parking areas. She feels this is an issue that KAN must address, because it will only get worse as more areas are redeveloped. She discovered that some streets in her neighborhood are only zoned to be 20 feet wide. After sidewalks are built, there is only room for parking on one side of the street. With piecemeal construction of sidewalks, neighbors and the city aren't aware of the problem until it's too late. And needed parking is being lost.

Proposal to put buses on the Cross Kirkland Corridor

- Santos Contreras, Houghton, former council member: Council is proposing buses on the Cross Kirkland Corridor as part of the Sound Transit (ST3) package that will go to voters next November. Council will make a decision by Dec. 4 on what to propose to Sound Transit. Santos is part of the Save Our Trail coalition that is opposed to buses on the CKC. They feel buses would be intrusive and unnecessary, and should be put on 405 instead. He wants KAN to take a position, but this has to happen quickly. He encourages us to watch the presentation by Public Works Director Kathy Brown to see the city's position:
www.bitly.com/KirklandST3
- Bea: there is an open house on the 19th at 6:30 pm at the Performance Center. When will the council discuss this?
- Jay: Council wants feedback, but there is no action before the council
- Anna: Who can speak about this at neighborhood meetings?
- Kari: Kurt or Kathy can present. Contact Kari KPage@kirklandwa.gov to schedule.
- Jay: The open house will show how bus rapid transit could work. The city is asking for Sound Transit to put bus lanes side-by-side with the trail; Sound Transit wants to put the bus lanes down the middle of the corridor.
- Bea: Is it too late for KAN input?
- Jay: KAN input would be productive any time before the end of the year
- Dave Asher: Be sure to study the CKC master plan
- Jim: We need to make our boards and associations aware of the links that Bea sent out regarding this issue:
 - Sound Transit <http://soundtransit3.org/>
 - City of Kirkland <http://www.kirklandwa.gov/Residents/Community/ST3.htm>
 - The CKC master plan
http://www.kirklandwa.gov/Residents/Community/Cross_Kirkland_Corridor/Corridor_Master_Plan.htm
 - The City's draft Transportation Master Plan
http://www.kirklandwa.gov/depart/Boards_and_Commissions/Transportation_Commission/Transportation_Master_Plan.htm, which Council is scheduled to vote on at their December meeting
 - www.saveourtrail.org, a group that has organized to promote saving the trail as a pedestrian and bicycle trail
 - www.eastsidecorridor.org, a group favoring commuter trains co-existing with pedestrian and bicycle trail
- KAN will hold a special meeting on Monday, November 23 at 7 pm at Heritage Hall to discuss this issue.

Neighborhood Safety Program for 2016 – Kari Page, Neighborhood Services Coordinator

- Neighborhoods should reach out to PTSA's for project ideas
- Lisa will send out a link to the PTSA advocacy web page to give us ideas for increasing participation in the NSP process
- Dave Asher has maps that show the sidewalks near every elementary school. He will ask if the city can post this on their website so KAN can link to it and distribute it.
- The city is waiting for bids on a few of the remaining 2015 NSP projects. If they come in too high, we may not be able to complete all of the projects.

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- Lisa suggested that Currently Kirkland do a segment on this year's NSP projects. Kari will look into this.
- Any project suggestions that involve traffic modifications (circles, bumpouts, humps, etc.) need to be vetted by the traffic control program before they can be submitted as an NSP project
- **When submitting an NSP project, focus more on the PROBLEM than on the solution – define the problem**
- The city will provide better sketches and diagrams before a project is approved and implemented
- **Invite Kari to your meeting to discuss NSP projects**
- Dave: Can Kari send the PTSA contact names she has for Lakeview, Peter Kirk, and Kirkland Middle School to the appropriate neighborhood associations?
- Karen: Could Kari send us any new projects that have been submitted since the list she sent us earlier?
- Kari: Instead of a workshop, the city will schedule individual meetings with neighborhoods to discuss the projects they submit
- Lisa: How can we clean up the Suggest A Project list to remove completed or inapplicable items?
- Kari: She and Jeannie have spent hours cleaning it up; she will send out the latest version

Report on Joint meeting with Planning Commission – Lisa McConnell

See addendum.

January Meeting Agenda

Bea said that Senior Planner Teresa Swan would like to attend our February meeting to update us on stream regulations and asked if everyone was OK with that. There were no objections.

Neighborhood Round Table

We ran out of time, so if you have anything you want everyone to hear, please send it Bea, Lisa, or Karen for distribution.

Upcoming Agenda Items

- Neighborhood dog parks
- Common issues of PTA and Neighborhoods
- Succession planning for neighborhood participation and leadership
- CIP update, January 2016
- Stream regulations, February 2016
- Parking survey #2

Upcoming Events and Deadlines

- November 19, Sound Transit 3 Open House 6:30 PM at the Kirkland Performance Center (presentation at 7:30)
- Neighborhood Safety Program project ideas due December 1, 2015, applications available January 21, 2016, completed applications due February 9, 2016

**No December meeting. Next regular meeting is January 13 at the Justice Center.
Meeting adjourned 9:00.**

Addendum: Report on Joint meeting with Planning Commission – Lisa McConnell

- Explained what KAN is and what we do.
 - KAN is a unique voice – we represent the people of the neighborhood and groups that are not common voices in City, and especially Planning Commission, meetings. Groups such as Parents, seniors, individual homeowners, dog owners, park users, walkers, cyclists, teens, schools, churches. Our mandate comes from the residents. We are values driven and PC is data and zoning driven. How can we connect the two?
 - KAN’s goal is information to citizens and informed opinions and solutions from citizens/residents.
- We asked the PC how they saw themselves, their duties.
- How does the PC want to receive communications/input? What is most effective?
 - PC states that written communication is the most effective, as it can be referred to before and after meetings. They also encouraged in person input as well. Further, they recommended, since the PC is soon to be creating their 2016-2018 work plan, to get issues of concern to them before they schedule their work. (KAN has submitted some recommendations regarding Neighborhood Plan updates. We may soon be submitting recommendations based on our first parking survey)
- We then went into a lengthy discussion of Neighborhood Plan updates
 - KAN used Houghton Everest Neighborhood Center(HENC) and Finn Hill Neighborhood(FHN) as examples of lots of prep time to educate and inform the residents about the process and planning in general. KAN suggested that Updates will take time and should not be rushed for the sake of efficiency. PC asked if it is possible to budget for a 3rd party to “run” updates. KAN suggested a dedicated Planning staff person to deal solely with updates.
 - PC likes the idea of using Finn Hill as a model or template for future processes
 - Both agreed that we should closely examine and analyze both the HENC and FHN after processes are finished for best practice.