

City of Kenmore



City of Kenmore - 18120 68th Avenue NE Kenmore, WA 98028 Phone: 425-398-8900
Agendas also available at www.kenmorewa.gov E-mail: cityhall@kenmorewa.gov

City Council Regular Meeting Agenda

November 22, 2021 - 7 PM

VIA ZOOM - LINK: <https://us02web.zoom.us/j/86551685314>

US:US: +12532158782,,86551685314# or +13462487799,,86551685314#

Or Telephone: Dial US: +1 253 215 8782

Webinar ID: 865 5168 5314

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. AGENDA APPROVAL

V. PRESENTATION

- A. Introduction of New Chairperson of the Kenmore Business Alliance, Steve Holmes - to be introduced by Bothell Kenmore Chamber of Commerce CEO Brittany Caldwell

VI. PUBLIC COMMENTS

- A. We want to welcome our community members to the Council's meeting. In this forum, the Council does not engage or dialogue with the public; the primary role of the Council is to listen. All comments must be addressed to the Mayor and City Council. Please use the "raise hand" feature if you wish to speak. The Clerk will acknowledge your request and call your name when it is your turn. Your time will start when we confirm that we can hear you. Please state your name, city of residence for the record and keep your comments to the allotted time. Your time cannot be granted to another and your clock time will not be reset unless there are extenuating circumstances *and* the Presiding Officer has expressly allowed it. Screen-sharing is not allowed; you can submit materials to the Council or Clerk in advance. Please do not comment about pending development projects on which the Council will make future decisions as those are quasi-judicial matters, and Councilmembers must limit their communications about such matters. This meeting is being recorded. Thank you for expressing your comments.

VII. CONSENT AGENDA

- A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.09 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account

Electronic Deposits Dated 11/05/21 in the amount totaling \$174,317.36 and an ACH Payment to Thomco Construction in the amount of \$511,076.77, and ACH Payment to KBA INC. in the amount of \$82,261.79, and ACH Payment to Road Construction NW in the amount of \$91,152.59

[Voucher Approval Report Dated 11/12/21](#)

[Vendor Purchasing Report](#)

- B. Adopt Ordinance 21-0531 for the 2021 Road Standards and Amendment to Chapter 12.50 of the Kenmore Municipal Code

[Agenda Bill - Road Standards 2021](#)

[Exhibit A Ordinance 21-0531- Road Standards](#)

[Exhibit B KMC 12.50 Revisions](#)

[Exhibit C 2021 Road Standards](#)

[Exhibit D Traffic Calming Program Policy](#)

VIII. BUSINESS AGENDA

- A. Climate Action Plan Strategies and Action, presented by Environmental Services Manager Richard Sawyer, *for Adoption*

[Agenda Bill- Climate Action Plan Update](#)

[Phase 2 - Engagement Summary](#)

[Strategic Actions Memorandum](#)

IX. PUBLIC HEARING

- A. Mid-Biennial Budget Amendments 2021-2022, presented by Finance and Administration Director Leticia Salcido

[Agenda Bill - Biennial Budget Amendments and Attachments](#)

X. BUSINESS AGENDA CONTINUED

- A. Ordinance 21-0540, Amending the 2021-2022 Biennial Budget and Salary Plan for 2022, presented by Finance and Administration Director Leticia Salcido, *for Adoption*

[Agenda Bill- Biennial Budget Amendments and Attachments](#)

- B. Ordinance 21-0538, Approving a 1% Property Tax Levy, presented by Finance & Administration Director Leticia Salcido, *for Adoption*

[Agenda Bill - Property Tax Levy and Attachments](#)

[Version B - Ordinance 21- 0538 Approving a 0% Property Tax Levy](#)

- C. Ordinance 21-0539, Setting 2021 Excess Property Tax Levy for the Purpose of Paying Debt Service on the Walkways and Waterways Unlimited Tax General Obligation Bonds, presented by Finance and Administration Direct Leticia Salcido, *for Adoption*

[Agenda Bill - Excess Property Tax Levy and Attachment](#)

- D. Update to the 2021-2026 Capital Improvement Program for Park, Transportation, Surface Water Management, and City Facilities, presented by Finance and Administration Director Leticia Salcido, *for Discussion*
[Agenda Bill - 2021-2026 CIP Amendment](#)

XI. STAFF REPORT

XII. COUNCILMEMBER REPORTS & COMMENTS

XIII. ADJOURNMENT

UPCOMING MEETINGS:

- A. November 30, 2021 Special Meeting
December 6, 2021 Special Meeting
December 13, 2021 Regular Meeting
December 14-, 2021 - 46th District Legislative Delegation Sendoff Event -7 p.m.
December 20, 2021 Regular Meeting



Voucher Certification and Approval

City of Kenmore

DATE RANGE:

10/30/2021 - 11/12/2021

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and the the claim is a just, due and unpaid obligation against the City of Kenmore and that I am authorized to authenticate and certify to said claim. The following checks and electronic payments are approved for payment:

Total Check #s 48442 through 48523: \$1,749,676.09

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 11/05/2021: \$174,317.36

ACH Payment to: Thomco Construction: \$511,076.77

ACH Payment to: KBA INC.: \$82,261.79

ACH Payment to: Road Construction NW.: \$ 91,152.59

Rob Karlinsey
Rob Karlinsey (Nov 12, 2021 13:12 PST)

Nov 12, 2021

City Manager / Date

Leticia Salcido
Leticia Salcido (Nov 12, 2021 11:45 PST)

Nov 12, 2021

Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
KBA INC.	1035	11/12/2021	Sept. 2021 W. Sammamish Bridge Construction Mgmt.	82,261.79
ROAD CONSTRUCTION NW, INC.	1036	11/12/2021	Log Boom Park Waterfront Construction	91,152.59
THOMCO CONSTRUCTION, INC.	1037	11/12/2021	Oct. 2021 Juanita Dr NE Construction	511,076.77
AMERICAN GENERAL LIFE GPO/400S	48442	11/05/2021	Life Insurance	279.92
ICMA RETIREMENT C/O ALLFIRST BANK / 109964	48443	11/05/2021	City of Kenmore 401a	18,378.80
ICMA RETIREMENT TRUST 457 / 304745	48444	11/05/2021	ICMA 457 Deferred Comp	8,200.19
STATE OF FLORIDA DISBURSEMENT UNIT	48445	11/05/2021	Employee Deduction	275.00
MESSERAT WOLDE TATO	48446	11/05/2021	SW8 Payment for Statutory Evaluation Allowance	750.00
AMERICAN PLANNING ASSOCIATION	48447	11/12/2021	APA Annual Membership Dues - S Loyuk	236.00
AMERICAN PUBLIC WORKS ASSOCIATION	48448	11/12/2021	Annual Membership Dues - J. Vicente	1,680.00
APPLEONE EMPLOYMENT SERVICES	48449	11/12/2021	Temporary Receptionist	961.11
BLUEBEAM, INC.	48450	11/12/2021	Bluebeam Annual Software License-10/30/21-10/29/22	891.00
BOTHELL KENMORE CHAMBER OF COMMERCE	48451	11/12/2021	Oct. 2021 KBA Support	300.00
BRIEN, GAYLYNN	48452	11/12/2021	Oct. 2021 Sales Tax Data Conversion	50.00
CASCADIA LAW GROUP	48453	11/12/2021	20-C2229 April 2021 Cadman PSCAA Legal Services	3,955.50
CASCADIA LAW GROUP	48454	11/12/2021	20-C2229 May 2021 Cadman PSCAA Legal Services	2,970.00
CASCADIA LAW GROUP	48455	11/12/2021	20-C2229 March 2021 Cadman PSCAA Legal Services	8,626.50
CASCADIA LAW GROUP	48456	11/12/2021	20-C2229 Oct. 2021 Cadman PSCAA Legal Matters	1,485.00
CECCANTI, INC.	48457	11/12/2021	Oct. 2021 W. Sammamish Bridge Construction	768,970.20
CENTER FOR HUMAN SERVICES	48458	11/12/2021	Q2 2021 Behavioral Health Clinical Program	1,800.00
CENTER FOR HUMAN SERVICES	48459	11/12/2021	Q2 2021 Family Support Programs	3,750.00
CHANIN KELLY-RAE CONSULTING LLC	48460	11/12/2021	ARPA Listening Session Consulting	5,000.00
CHANIN KELLY-RAE CONSULTING LLC	48461	11/12/2021	Oct. 2021 DEI Consulting	10,105.00
CHILD CARE RESOURCES	48462	11/12/2021	Q2 2021 Info & Referral, Tech Assistance, & Training	375.00
COMCAST	48463	11/12/2021	City Hall & Hangar Internet	545.17
COMCAST	48463	11/12/2021	City Hall & Hangar Internet	1,571.93
CONSOLIDATED PRESS	48464	11/12/2021	Fall 2021 Kenmore Newsletter Printing & Prep	4,596.21
CRELATE, INC.	48465	11/12/2021	HR Software Annual License - 10/30/21-10/29/22	4,609.89
ELECTRONIC BUSINESS MACHINES	48466	11/12/2021	Oct. 2021 2nd Floor Copier Usage	233.83
FIRE PROTECTION, INC	48467	11/12/2021	City Hall Fire Alarm Monitoring Annual Testing	5,469.78
GORDON THOMAS HONEYWELL	48468	11/12/2021	October 2021 Governmental Affairs Consulting	3,900.00
GRAINGER	48469	11/12/2021	Street Maintenance Supplies	35.67
GRAINGER	48470	11/12/2021	Street Maintenance Supplies	119.44
GRAINGER	48471	11/12/2021	Street Maintenance Supplies	80.46
HOME DEPOT CREDIT SERVICES	48472	11/12/2021	PW Supplies & Materials	190.68
HONEY BUCKET	48473	11/12/2021	Log Boom Park Portable Toilet Rentals	1,116.50
HONEY BUCKET	48474	11/12/2021	Squire's Landing Temporary Toilet Rentals	240.35

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...

INSLEE, BEST, DOEZIE & RYDER, P.S.	48475	11/12/2021	Oct. 2021 Legal Bills	19,972.73
KENMORE ELEMENTARY	48476	11/12/2021	Q1 2021 Youth Services	1,250.00
KENMORE MIDDLE SCHOOL	48477	11/12/2021	Q3 2021 Kitchen Table Tutoring	2,650.00
KING COUNTY FINANCE	48478	11/12/2021	Q3 2021 King County Alcohol Treatment Services	1,705.25
KING COUNTY FINANCE	48479	11/12/2021	ROW Dumped Items Disposal	128.36
KING COUNTY FINANCE	48480	11/12/2021	Oct. 2021 Public Defense Indigency Screening	81.00
KING COUNTY SHERIFF	48481	11/12/2021	Oct. 2021 Police Services Contract	310,986.83
KLB CONSTRUCTION, INC.	48482	11/12/2021	Oct. 2021 68th Ave. NE Ped/Bike Construction	289,261.58
KPFF CONSULTING ENGINEERS	48483	11/12/2021	Sept. 2021 Engineering Consulting	83,783.14
LIGHTHOUSE CONSULTING INC	48484	11/12/2021	Oct. 2021 Web Hosting/Backup/Protection/Archiving	8,214.84
LIGHTHOUSE CONSULTING INC	48485	11/12/2021	Oct. 2021 IT Consulting Services	2,700.42
MILLER STEPHENS, MARY	48486	11/12/2021	Sept. 2021 In Custody Public Defense Services	1,250.00
MILLER STEPHENS, MARY	48487	11/12/2021	Oct. 2021 In Custody Public Defense Services	1,250.00
NATIONAL BARRICADE CO., LLC	48488	11/12/2021	SR 522 Sign Board Rental	121.27
NORTHSHORE SCHOOL DISTRICT	48489	11/12/2021	Oct. 2021 School Impact Fee Remittance	34,160.00
NORTHSHORE SCHOOLS FOUNDATION	48490	11/12/2021	Q3 2021 Removing Barriers-MKV	750.00
NORTHSHORE SCHOOLS FOUNDATION	48491	11/12/2021	ARPA Funds Consulting Expenses	28,248.00
NORTHSHORE SCHOOLS FOUNDATION	48492	11/12/2021	Q2 2021 Removing Barriers-MKV	1,500.00
NORTHSHORE SENIOR CENTER	48493	11/12/2021	Q3 2021 Northshore Transportation Program	2,000.00
NORTHSHORE UTILITY DIST	48494	11/12/2021	Oct. 2021 Fleet Maintenance/Fuel	2,374.94
OFFICE DEPOT	48495	11/12/2021	Misc. Office Supplies	59.99
OLYMPIC ENVIRONMENTAL RESOURCES INC	48496	11/12/2021	Kenmore Recycling Program Implementation	17,518.57
PACE ENGINEERS, INC.	48497	11/12/2021	Sept. 2021 On Call Engineering Services	553.00
PACIFIC AIR CONTROL, INC.	48498	11/12/2021	Q4 2021 City Hall HVAC Maintenance Services	2,329.99
PACIFIC TOPSOILS	48499	11/12/2021	Oct. 2021 Parks/Streets Material Purchases & Dispo	637.43
PACIFIC TOPSOILS	48499	11/12/2021	Oct. 2021 Parks/Streets Material Purchases & Dispo	428.58
PENDLETON CONSULTING LLC	48500	11/12/2021	City Manager Review Consulting	887.50
PUGET SOUND ENERGY	48501	11/12/2021	Squire's Landing Electric Line Extension	24,949.80
QUALITY WATER FINANCIAL	48502	11/12/2021	City Hall & PW Office Filtered Water	182.59
RED BARN ENGINEERING, INC.	48503	11/12/2021	21-C2666 Oct. 2021 On Call Engineering Services	10,572.50
REPUBLIC SERVICES	48504	11/12/2021	Oct. 2021 City Hall Trash Services	442.14
REPUBLIC SERVICES	48505	11/12/2021	Oct. 2021 Rhododendron Park Trash Services	500.05
SCORE	48506	11/12/2021	Oct. 2021 Inmate Housing	16,306.00
SEATTLE TIMES	48507	11/12/2021	Legal Notices	1,061.93
SHERWIN WILLIAMS CO. #8099	48508	11/12/2021	City Hall Painting Supplies	294.28
SHRED IT, C/O STERICYCLE, INC>	48509	11/12/2021	Oct. 14, 2021 Shredding Services	88.64
STAPLES ADVANTAGE	48510	11/12/2021	Parks Maintenance Supplies	198.14
STAPLES ADVANTAGE	48511	11/12/2021	City Hall Maintenance Supplies	17.55
STAPLES ADVANTAGE	48512	11/12/2021	Parks Maintenance Supplies	98.91
STAPLES ADVANTAGE	48513	11/12/2021	City Hall Maintenance Supplies	19.59
STAPLES ADVANTAGE	48514	11/12/2021	Hangar & City Hall Maintenance Supplies	121.95
STAPLES ADVANTAGE	48515	11/12/2021	Parks Maintenance Supplies	209.66
T MOBILE USA, INC.	48516	11/12/2021	Staff Cell Phones & Data Plans	1,087.73
TOTAL LANDSCAPE CORP	48517	11/12/2021	Oct. 2021 Parks Landscape Maintenance Services	4,514.10
VERIZON WIRELESS	48518	11/12/2021	Staff Cell Phones & Data Plans	280.58
WA ASSOC OF BUILDING OFFICIALS	48519	11/12/2021	2022 WABO Annual Membership Dues	95.00
WAGNER ARCHITECTS	48520	11/12/2021	Public Works Shop Architect Services	10,320.00
WESTLAKE HARDWARE WA-153	48521	11/12/2021	PW Supplies & Equipment	13.20
WESTLAKE HARDWARE WA-153	48521	11/12/2021	PW Supplies & Equipment	49.48
WM CORPORATE SVCS - COLUMBIA RIDGE LANDFIL	48522	11/12/2021	Sweeper Debris Disposal	1,043.36
ZIPLY FIBER	48523	11/12/2021	City Hall Phone Services	656.36
DRS 457	DFT0001136	11/05/2021	DRS 457 Deferred Comp	790.00
DRS 457	DFT0001137	11/05/2021	DRS 457 Deferred Comp	310.99
AVIDIA HEALTH	DFT0001138	11/05/2021	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001139	11/05/2021	Public Employees Retirement	1,988.70
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001140	11/05/2021	Public Employees Retirement	22,076.91
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001141	11/05/2021	Public Employees Retirement	1,353.58
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001142	11/05/2021	Public Employees Retirement	155.73
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001143	11/05/2021	Public Employees Retirement	899.66
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0001144	11/05/2021	Public Employees Retirement	2,484.22
NAVIA	DFT0001145	11/05/2021	Employee Flexible Spending Account	516.54
BANK OF AMERICA 941	DFT0001146	11/05/2021	Federal Taxes	21,658.76
PAYROLL	Electronic Dep.	11/05/2021	Direct Deposit	121,982.27
				2,608,484.60

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...

11/21/21 AP Voucher Approval

Final Audit Report

2021-11-12

Created:	2021-11-12
By:	BRIAN RANDALL (brandall@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXMCiqVt4acNEyEzeozFa_w7bvTA2IDo

"11/21/21 AP Voucher Approval" History

-  Document created by BRIAN RANDALL (brandall@kenmorewa.gov)
 2021-11-12 - 7:35:29 PM GMT- IP address: 73.254.202.113
-  Document emailed to Leticia Salcido (lsalcido@kenmorewa.gov) for signature
 2021-11-12 - 7:37:07 PM GMT
-  Email viewed by Leticia Salcido (lsalcido@kenmorewa.gov)
 2021-11-12 - 7:44:44 PM GMT- IP address: 50.235.209.34
-  Document e-signed by Leticia Salcido (lsalcido@kenmorewa.gov)
 Signature Date: 2021-11-12 - 7:45:08 PM GMT - Time Source: server- IP address: 50.235.209.34
-  Document emailed to Rob Karlinsey (rkarlinsey@kenmorewa.gov) for signature
 2021-11-12 - 7:45:09 PM GMT
-  Email viewed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
 2021-11-12 - 9:08:04 PM GMT- IP address: 50.235.209.34
-  Document e-signed by Rob Karlinsey (rkarlinsey@kenmorewa.gov)
 Signature Date: 2021-11-12 - 9:12:28 PM GMT - Time Source: server- IP address: 50.235.209.34
-  Agreement completed.
 2021-11-12 - 9:12:28 PM GMT



POWERED BY
Adobe Sign



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0014	AMERICAN PLANNING ASSOCIATION	1,468.00
0022	ASSOCIATION OF WA CITIES	3,200.00
0024	BAKER, DAVID	745.00
0037	BASTYR UNIVERSITY	50,000.00
0054	BULGER SAFE & LOCK, INC.	164.63
0064	CASCADE PEST CONTROL	1,476.84
0067	CENTER FOR HUMAN SERVICES	25,650.00
0076	CITY OF BELLEVUE	154,406.26
0081	CITY OF KENMORE	827.21
0083	CITY OF LAKE FOREST PARK	49,950.00
0092	CODE PUBLISHING COMPANY	5,032.71
0099	CONSOLIDATED PRESS	18,185.64
0106	CROWN PRODUCTS LLC	514.20
0109	DAILY JOURNAL OF COMMERCE	3,367.05
0111	DEPARTMENT OF ECOLOGY	11,341.00
0121	REPUBLIC SERVICES	11,327.78
0130	EMPLOYMENT SECURITY DEPARTMENT	14,373.10
0137	FERGUSON ENTERPRISES INC #3011	2,183.83
0145	FRUHLING SAND & TOPSOIL	1,785.48
0151	CALPORTLAND COMPANY	3,942.26
0169	HERRERA ENVIRONMENTAL CONSULTANTS	11,235.89
0173	HOME DEPOT CREDIT SERVICES	4,220.35
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	220,961.99
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	2,765.48
0191	INTERNATIONAL INST OF MUNI CLERKS	210.00
0197	JET CITY PRINTING	1,192.04
0205	KENMORE HERITAGE SOCIETY	100.00
0206	KENMORE MIDDLE SCHOOL	10,700.00
0212	KING COUNTY FINANCE W.L.R.D.	3,765.86
0213	KING COUNTY ANIMAL SVCS	470.00
0217	KING COUNTY DISTRICT COURT	32,134.00
0218	KING COUNTY FINANCE	5,069.98
0219	KING COUNTY FINANCE	65,548.11
0230	KING COUNTY RADIO COMM SERVICES	901.71
0233	KING COUNTY SHERIFF	2,987,868.17
0235	KING COUNTY TREASURY	41,217.28
0251	LIGHTHOUSE CONSULTING INC	132,945.65
0260	MEEHAN, NANCY	104.75
0261	PENDLETON CONSULTING LLC	4,087.50
0267	MR. T'S TROPHIES & AWARDS LLC	381.31
0285	NORTHSHORE FIRE DEPT	2,160.00
0286	NORTHSHORE SCHOOL DISTRICT	460,333.00
0287	NORTHSHORE SENIOR CENTER	30,650.00
0288	NORTHSHORE UTILITY DIST	151,459.32
0292	HONEY BUCKET	8,466.97
0299	EBIX, INC.	118.38
0300	OFFICE DEPOT	3,453.18
0304	OLYMPIC ENVIRONMENTAL RESOURCES INC	36,105.14
0310	PACIFIC TOPSOILS	9,042.87
0327	PUGET SOUND CLEAN AIR AGENCY	19,396.00
0328	PUGET SOUND ENERGY	262,331.17
0331	PUGET SOUND REGIONAL COUNCIL	9,018.00

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Vendor Purchasing Report

For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0345	SEATTLE TIMES	6,249.27
0346	SECRETARY OF STATE	20.00
0355	STAPLES ADVANTAGE	10,896.63
0356	STATE AUDITOR'S OFFICE	41,137.66
0357	STEWART MACNICHOLS HARMELL, INC.	50,000.00
0359	SOUND CITIES ASSOC	15,539.29
0365	TOTAL LANDSCAPE CORP	92,055.64
0371	UNITED STATES POSTMASTER	7,413.81
0375	US POSTAL SERVICE (HASLER)	3,688.02
0385	WA ASSOC OF BUILDING OFFICIALS	2,095.00
0386	WA ASSOC OF CODE ENFORCEMENT	20.00
0387	WA CITIES INSURANCE AUTHORITY	382,482.00
0389	WASHINGTON CITY/COUNTY MGMT ASSOC	325.00
0390	WA FINANCE OFFICERS ASSOCIATION	75.00
0400	WASHINGTON STATE DEPT OF REVENUE	801.79
0401	WA STATE DEPT OF TRANSPORTATION	22,545.72
0405	WASHINGTON STATE OFFICE CASH MGMT	1,748.00
0412	WM CORPORATE SVCS - COLUMBIA RIDGE LANDFILL	25,002.97
0424	ICMA RETIREMENT TRUST 457 / 304745	174,518.48
0425	DRS 457	23,970.54
0426	AFLAC	2,161.90
0428	BANK OF AMERICA 941	460,158.06
0429	AWC EMPLOYEE BENEFIT TRUST	712,029.14
0431	DEPARTMENT OF RETIREMENT SYSTEMS	696,441.12
0432	DEPARTMENT OF LABOR AND INDUSTRIES	39,979.27
0434	UNITED WAY OF KING COUNTY	1,183.83
0436	NATIONAL LIFE OF VERMONT	1,231.70
0441	DANSOUND INC	1,761.60
0448	UPS STORE KENMORE	1,222.53
0450	AURORA RENTS	16,979.32
0484	CITY WIDE FENCE COMPANY, INC	825.75
0497	DAY WIRELESS SYSTEMS	680.76
0542	AMERICAN SOCIETY OF COMPOSERS	367.00
0558	SNOHOMISH COUNTY	8,453.00
0564	AMERICAN PUBLIC WORKS ASSOCIATION	1,680.00
0586	QUADIENT LEASING USA, INC.	2,130.42
0588	ENVIRONMENTAL SYSTEMS RESEARCH INST	15,517.22
0610	WA STATE DEPT OF TRANSPORTATION	35,625.74
0617	KING COUNTY FINANCE	74,841.45
0641	TELESYSTEMS WEST	415.85
0685	PACE ENGINEERS, INC.	11,109.50
0689	DIGITAL REPROGRAPHICS SERVICES INC.	984.50
0690	BUILDERS EXCHANGE OF WASHINGTON INC	494.55
0692	HDR ENGINEERING, INC	674,699.41
0696	AMERICAN GENERAL LIFE GPO/4005	3,079.12
0743	BANNER BANK NO	1,962.60
0781	QUALITY BUSINESS SYSTEMS INC.	2,479.16
0791	NORTHSHORE ROTARY CLUB	480.00
0817	GRAINGER	1,419.40
0831	NORTHSHORE PARK & REC SERVICE AREA	2,720.00
0851	EVERMARK, LLC	817.41
0892	JACOBS ENGINEERING GROUP	132,042.04
0898	ZONAR SYSTEMS	528.21
0899	SHRED IT, C/O STERICYCLE, INC>	1,318.37
0913	KENMORE ELEMENTARY	5,000.00
0981	COMCAST BUSINESS	2,325.60
0994	GORDON THOMAS HONEYWELL	39,008.80
1003	iWORQ SYSTEMS	2,800.00

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For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1010	WESTLAKE HARDWARE WA-153	2,204.20
1034	EMERALD FIRE LLC	2,658.92
1045	HORIZON DISTRIBUTORS INC	3,504.55
1052	FIRE PROTECTION, INC	17,653.12
1068	WA STATE DEPT OF LABOR & INDUSTRIES	147.20
1123	AM TEST, INC	2,350.00
1140	PAWS	800.00
1148	AGORA REFRESHMENTS	365.58
1152	WASHINGTON ENERGY SERVICES CO. LLC	268.80
1168	SCHINDLER ELEVATOR CORPORATION	9,513.58
1197	MILLER STEPHENS, MARY	12,500.00
1215	STATE OF FLORIDA DISBURSEMENT UNIT	6,050.00
1216	ADVANCE TESTING & SERVICE INC	1,626.00
1222	OLSON BROTHERS PRO VAC	26,247.17
1226	CONTECH ENGINEERED SOLUTIONS, INC	9,270.43
1248	KENMORE AIR	625.00
1267	ALBIREO ENERGY, LLC	838.96
1297	GOVERNMENT FINANCE RESEARCH GROUP	1,995.00
1299	VERIZON WIRELESS	2,601.53
1309	BANNER BANK BAKER	7,203.88
1311	WASHINGTON STATE PATROL	1,107.35
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	5,400.00
1326	JOYCE ZIKER PARKINSON	2,100.00
1331	KBA INC.	863,811.69
1337	STATE OF WA DEPT. OF LICENSING	0.40
1339	STATE OF WA DEPARTMENT OF LICENSING	20.00
1342	PETERSON, JANET	700.00
1345	SHERWIN WILLIAMS CO. #8099	735.17
1356	KARLINSEY, ROB	124.00
1358	ALPHAGRAPHS	674.54
1359	EVERGREEN FIRE AND SAFETY, INC.	466.95
1372	AAA PRINTING	412.87
1383	CHICAGO TITLE	250,027.02
1385	CITYWORKS/ AZTECA SYSTEMS INC.	33,030.00
1387	ST OF WA DEPT OF FISH & WILDLIFE	40.00
1390	UTILITIES UNDERGROUND LOCATION CTR	2,190.42
1403	OSBORN CONSULTING INC.	329,740.05
1431	BRIEN, GAYLYNN	500.00
1452	CITY OF KENT	500.00
1456	HESTON VISUAL ARTS	358.15
1457	LANGUAGE LINE SERVICES, INC.	2.55
1459	FLEMINGS HOLIDAY LIGHTING LLC	7,023.70
1464	ROAD CONSTRUCTION NW, INC.	528,963.59
1482	HIGHWIRE	543.12
1492	MACDONALD MILLER FACILITY SOLUTIONS	13,728.96
1500	MARINE FLOATS CORPORATION	6,795.23
1504	SCORE	111,463.57
1524	GRANICUS LLC	20,140.46
1525	PACIFICA LAW GROUP LLP	36,000.00
1544	METROPOLITAN TRANS. COMMISSION	1,500.00
1550	THE EVP GROUP	17,125.89
1555	LINCOLN NATIONAL LIFE INSURANCE	14,921.88
1580	NORTHWEST TROPHY	165.00
1591	ULINE	594.34
1644	PASIFIKA ARTIST NETWORK LLC	1,000.00
1673	KPFF CONSULTING ENGINEERS	570,734.38
1689	MOTT MACDONALD GROUP, INC.	265,206.44
1701	THE SEATTLE TIMES NIE	256.45

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...

Vendor Purchasing Report

For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1704	BANNER BANK RK	489.46
1708	APPLIED CONCEPTS, INC.	3,512.19
1711	SOFTWAREONE, INC.	13,029.19
1712	SITEIMPROVE, INC.	3,356.95
1721	GOOD TO GO	4.70
1731	NORTHWEST ARBORICULTURE LLC	792.72
1739	FIX AUTO	1,259.22
1754	RFI ENTERPRISES INC.	9,056.17
1762	BAKER, BRIDGIT	333.77
1763	REID, JAMES FALCONER	6,772.50
1782	SWANK MOTION PICTURES, INC.	435.00
1786	TYLER TECHNOLOGIES, INC.	19,697.87
1789	BLUEBEAM, INC.	1,240.00
1791	PROFFITT, QUINN	220.10
1800	NORTHWEST PRECISION BUILDERS	60,004.22
1813	STANDARD & POORS FINANCIAL SERVICES	16,750.00
1814	YSI INCORPORATED, A XYLEM BRAND	3,060.22
1816	NAVIA	24,363.88
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	6,904.60
1829	SHI INTERNATIONAL CORP.	1,400.87
1838	AVIDIA HEALTH	2,200.00
1863	HAULAWAY STORAGE CONTAINERS, INC.	642.05
1874	LEGER, DEVON	25.00
1884	CADMAN MATERIALS, INC.	1,203.91
1885	NATIONAL BARRICADE CO., LLC	5,164.01
1889	WILLIAMS, KASTNER & GIBBS PLLC	45,984.90
1900	ASPECT CONSULTING LLC	3,656.25
1913	GRAND EVENT RENTALS	2,687.75
1914	MCNAMARA SIGNS	5,325.08
1927	GAMETIME	2,614.88
1930	T MOBILE USA, INC.	9,365.91
1932	U.S. BANK N.A. / CUSTODY	248.00
1939	ARCHIVESOCIAL, INC.	2,689.20
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	220.00
1950	BERRY SIGN SYSTEMS	481.95
1961	WESTERN ENTRANCE TECHNOLOGY, LLC	655.10
1964	EARTHWORKS	13,360.72
1970	CROSSROAD SIGN	2,538.91
1979	MSPT XXII, LLC C/O FLYWAY RETAIL + LIVING	4,500.00
1980	HRA VEBE TRUST	39,157.26
1991	WASHINGTON STATE TREASURER	2,718.38
1993	HYAS GROUP, LLC	7,500.00
1994	LAKE CITY PARTNERS ENDING HOMELESSNESS	2,250.00
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2001	PETERSEN BROTHERS, INC.	8,300.78
2004	RED BARN ENGINEERING, INC.	107,805.99
2007	HYDROPOINT DATA SYSTEMS, INC.	2,072.00
2010	JUDHA OF LION LANDSCAPING AND SERVICES LLC	4,734.30
2024	DFR LAW GROUP, LLC	1,500.00
2035	JURASSIC PARLIAMENT	1,600.00
2047	PUGET SOUND PLANTS	2,382.38
2048	SMS CLEANING, INC.	64,950.00
2079	ZESBAUGH, INC.	638.58
2081	SHANNON & WILSON, INC.	8,300.50
2095	TRANSPO GROUP USA INC.	13,492.67
2096	TUPLING, SANDRA	146.50
2097	ROBINSON AND NOBLE, INC.	2,850.00
2109	SEATOWN DEVELOPMENT GROUP	7,500.00

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...

Vendor Purchasing Report

For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2110	WILLIAM GARZA CREATIVE	165.15
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	419,655.08
2145	NORTHWEST ELECTRIC AND SOLAR	536.74
2149	CLIFTON, CURTIS	102.00
2157	SOUND SAFETY PRODUCTS CO.	1,060.70
2159	TRAILER BOSS	9,032.10
2175	ELECTRONIC BUSINESS MACHINES	2,013.52
2176	CANON FINANCIAL SERVICES, INC.	2,394.72
2183	SISKUN POWER EQUIPMENT	5,882.75
2184	DIVERSIFICATION INC.	2,855.55
2187	CORAL SALES CO.	8,040.00
2209	MORUP SIGNS, INC.	5,273.80
2211	PRECISION FUEL SOLUTIONS	1,684.53
2215	INTERSECTION MEDIA, LLC	979.15
2221	O'REILLY/FIRST CALL	261.60
2224	BROWN, STEPHANIE	128.15
2226	QUANTUM HOMES	7,500.00
2227	EARTHCORPS	2,678.18
2236	COMCAST	24,599.18
2242	MARY'S PLACE	29,750.00
2249	KING COUNTY BAR ASSOCIATION	750.00
2250	NAMI EASTSIDE	2,250.00
2252	TRUGREEN	3,473.40
2254	U.S. BANK PURCHASE CARDS	126,604.75
2256	FLYNN BEC LP	3,479.16
2259	MINUTEMAN PRESS	15,404.99
2262	DILIGENT CORPORATION	17,220.25
2270	LAKESIDE INDUSTRIES	1,859.86
2285	QUALITY WATER FINANCIAL	1,810.49
2288	NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION	150.00
2298	WAPRO	145.00
2299	OFFICE OF MINORITY & WOMEN'S BUSINESS ENTERPRISES	150.00
2318	PIXEYES GRAPHICS & DESIGN	780.00
2327	PACIFIC AIR CONTROL, INC.	18,230.39
2340	MOJO STRATEGIES	1,562.50
2353	NORTHSHORE SCHOOLS FOUNDATION	283,338.00
2362	CHASEWEST VENTURES, INC.	2,175.00
2379	JENNIFER DIXON	43,363.15
2382	FOCUS TOOLS & ENGINEERING, INC.	11,723.40
2385	TACOMA SCREW PRODUCTS, INC.	47.75
2386	CECCANTI, INC.	14,695,211.30
2392	DEPARTMENT OF COMMERCE	21,885.05
2393	SEATTLE PUMP & EQUIPMENT CO./JETTERS NORTHWEST	1,304.69
2396	ZIPLY FIBER	8,435.77
2402	PACIFIC OFFICE AUTOMATION	870.24
2403	AMERICALL	1,386.48
2411	STELL ENVIRONMENTAL ENTERPRISES, INC	6,824.10
2413	ICLEI	1,200.00
2414	GENCAP CONSTRUCTION CORP	51,672.44
2416	KIERA CONDON	1,600.00
2419	MIKE FOLDEN PRODUCTIONS	8,000.00
2421	SIGNARAMA	418.45
2425	THOMCO CONSTRUCTION, INC.	5,097,072.19
2432	RICH MARKETING LLC	500.00
2434	PSR MECHANICAL	24,665.15
2437	LOUEDGE, INC.	5,572.50
2459	NELSON ELECTRIC, INC.	19,333.23

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...

Vendor Purchasing Report

For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2464	D.P. NICOLI, INC.	3,817.04
2468	DAVIDSON MACRI SWEEPING, INC.	19,747.54
2473	THE ROOT OF US LLC	2,000.00
2480	CRELATE, INC.	4,609.89
2482	KIMLEY HORN AND ASSOCIATES, INC.	22,410.00
2486	CASCADIA LAW GROUP	54,114.75
2489	THE ORIGINAL POOP BAGS	2,223.79
2508	SERENITY DILLAWAY	100.00
2511	SALCIDO, LETICIA	1,016.68
2512	CARASOFT TECHNOLOGY CORPORATION	3,630.00
2513	DGR DEVELOPMENT, INC.	7,500.00
2514	STAN YAO	7,804.00
2517	CLEARVIEW NURSERY, INC.	392.12
2518	CYSTIC FIBROSIS FOUNDATION	100.00
2519	HAMBELL	375.00
2520	KING COUNTY FINANCE	15.00
2521	UNITED PRINT SIGNS GRAPHICS	385.35
2522	TRC ENVIRONMENTAL CORPORATION	13,145.24
2523	ALL AROUND FENCE COMPANY	990.90
2524	VARITECH INDUSTRIES INC.	3,855.02
2525	SERVICE ELECTRIC CO. INC.	743.18
2526	CONVERGINT TECHNOLOGIES	5,259.61
2527	SHOC NETWORKS	8,222.78
2528	HIATT PARK LLC	16,306.20
2529	FORCE AMERICA DISTRIBUTING LLC	440.40
2530	CASCADIA CONSULTING GROUP, INC.	60,978.75
2531	BCN TELECOM, INC.	3,382.83
2532	BIO CLEAN, INC.	1,596.45
2533	JAMES R. WAGNER JR.	500.00
2535	BRASS MONKEY INVESTMENTS LLC	54.90
2536	JOHNSON ELECTRIC, INC.	7,727.92
2537	HUNTINGTON TECHNOLOGY FINANCE	47,388.75
2538	SHAWN PECKHAM	50.90
2539	C + C INC.	1,000.00
2540	CHILD CARE RESOURCES	1,125.00
2541	TOWN CENTER HARDWARE	115.26
2542	DEERE & COMPANY	9,074.74
2543	FOSTER GARVEY PC	47,142.50
2544	ACTION SERVICES CORPORATION	1,456.00
2545	KLB CONSTRUCTION, INC.	5,164,799.80
2546	1901 WLD KENMORE 68TH LLC	39.49
2547	OSW EQUIPMENT & REPAIR, LLC	4,980.85
2548	CAMP UNITY EASTSIDE	6,400.00
2549	DAVID EVANS	192.33
2550	THOMAS & MARIANNE IVEY	7,500.00
2551	MICHAEL O'LEARY	171.68
2552	WEINSTEIN AU LLC	10,943.55
2553	TICOR TITLE	250,000.00
2554	ECONOMY FENCE CENTER	9,459.11
2555	VTO SCULPTURE	18,786.50
2557	NOVA BUILD INC	7,500.00
2558	FOREMOST PROMOTIONS	1,171.90
2559	KING COUNTY DEPT OF ADULT & JUVENILE DETENTION	736.53
2561	PRR, INC	82,890.86
2562	ABS VALUATION	11,000.00
2563	BELMONT HOMES	7,500.00
2564	DAVID CHAMBLISS	496.65
2565	KNOCKOUT PLUMBING & MECHANICAL LLC	235.20

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...

Vendor Purchasing Report

For Date Range 01/01/2021 - 11/12/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
2566	AMERICAN CITY BUSINESS JOURNALS, INC.	135.00
2569	FUN TIMES ICE CREAM	300.00
2570	H.D. FOWLER COMPANY	3,144.54
2571	AJ LEE & BLUE SUMMIT	1,000.00
2572	TIMBERLAND CONSTRUCTION	421.40
2573	WHISTLE WORKWEAR	610.47
2574	WANKER PRODUCTIONS	2,500.00
2575	EPIC EVENTS AND PROMOTION, INC.	3,192.90
2576	TRADE ROOT MUSIC GROUP LLC	2,200.00
2577	APPLEONE EMPLOYMENT SERVICES	3,217.28
2578	CENTRICITY GIS, LLC	1,500.00
2579	CHANIN KELLY-RAE CONSULTING LLC	45,420.00
2580	FURNITURE PROS	1,596.46
2581	83RD KENMORE LLC	7,500.00
2584	AQUALIS	8,966.25
2585	CONFIDENTIAL DATA DISPOSAL	450.00
2586	C-N-I LOCATES LTD.	405.00
2587	EMILY BENNETT	12,500.00
2589	ABRACADABRA PRINTING	830.18
2590	OAPA	150.00
2591	JASA PROPERTIES LLC	8,200.00
2592	GWYNN RUCKER	1,287.00
2593	JAFCO COMPANY LLC	194.25
2594	KANNAN PARAMESWARAN	131.25
2595	LACINDA GIBBS	298.20
2596	L W PRODUCTS CO.	8,334.57
2597	THE UW IDL	100.00
2598	WAGNER ARCHITECTS	10,320.00
2600	DONE RIGHT PLUMBING & SEWER REPAIR LLC	268.80
2601	MESSERAT WOLDE TATO	750.00
Vendor Set Vendor Set 01 Total:		39,523,387.99

VII. A. Approve Total Check #s 48442 through 48523 totaling \$1,749,676.0...



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Amending Kenmore Municipal Code Section 12.50 to adopt the City of Kenmore 2021 Road Standards. Proposed Council Action/Motion: Adopt Ordinance 21-0531 for the 2021 Road Standards and Amendment to Chapter 12.50 of the Kenmore Municipal Code.	For Council Meeting Agenda of: 11/22/2021 Department: <u>Engineering – Public Works</u> Prepared by: <u>John Vicente, City Engineer</u> Initial & Date Approved by Department Head: <u>JFV, 10/27/2021</u> Approved by City Attorney: <u>VIA Email 9/19/21</u> Approved by Finance Director: <u>NA</u> Approved by City Manager: <u>RGK, 10/26/2021</u> Exhibits/Attachments: 1. Exhibit A: Ordinance No. 21-0531 2. Exhibit B: Revised KMC 12.50 3. Exhibit C: Draft 2021 Road Standards 4. Exhibit D: Traffic Calming Program Policy
<u>INFORMATION/BACKGROUND:</u> On September 27, 2021, the draft 2021 Road Standards were presented to Council. Several comments were raised regarding the changes to the standards. The issues raised were: 1. Single family exemption for frontage improvements 2. Travel lane widths for arterials/collector streets 3. Traffic calming 4. Sidewalks exemption for private roads 5. Increase buffers at back of sidewalk 6. Front door location vs driveway location 7. Native plants 8. Landscaping maintenance of right of way On October 18, 2021, these issues were presented to Council for discussion. Direction was given on these issues and the following changes to the 2021 Road Standards were made based upon that discussion: 1. Single family exemption for frontage improvements (Section 2.01C) ▪ The exemption for single family homes only applies to local roads (not arterials) on lots with existing homes that were demolished no more than 1 year from approval of a new construction permit. 2. Travel lane widths for arterials/collector streets (Appendix B, Typical Road Sections) ▪ With the exception of Simonds Road, Juanita Dr, NE 175th St, and 155th Ave NE, travel lane widths are set at 10-feet wide. Note: a new cross section was added to Appendix B of the Road Standards for NE 175th St. 3. Traffic calming (Traffic Calming Policy and Procedures)	

I:/City Clerk/Agenda Items/Templates

▪ Provisions for low-cost alternatives, temporary installation demonstration, and post installation testing (effectiveness and function) have been added to the policy. The policy is attached for reference. 4. Sidewalks exemption for private roads (Table 6.1, Section 6) ▪ Sidewalks on private roads required. A 4-foot wide paved shoulder may be considered for developments with 4 lots or less and roads less than 100 feet in length. Pedestrian facility required on one side of the road only. 5. Increase buffers at back of sidewalk (Table 6.1, Section 6 and Appendix B-Typical Road Sections) ▪ Buffers at back of sidewalk are set at 2.5 feet for local roads and vary from 0-2.5 feet for arterial/collector roads. 6. Front door location vs driveway location (Section 6.11) ▪ On lots with 2 or more frontages, front doors shall be located on the higher classified road and driveways will be located on the lower classified road. 7. Native plants (Section 8.12 and Appendix C-Street Tree List) ▪ A mixture of native and non-native plant species have been selected for the right of way. 8. Landscaping maintenance of right of way ▪ The Road Standards will be limited to what plantings can be installed, where they are installed, and how much is installed. Plant type and location will also dictate the level of maintenance required. Responsibility of maintenance will be determined by the municipal code. The revised Road Standards are included as Exhibit C. Staff recommends that the City Council adopt Ordinance 21-0531 for the 2021 Road Standards and Amendments to Chapter 12.50 of the Kenmore Municipal Code.
<u>FISCAL CONSIDERATION:</u> None at this time.
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> Goal #6: Focus on and emphasize multimodal transportation in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 21-0531**

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, AMENDING CHAPTER 12.50 OF THE
KENMORE MUNICIPAL CODE TO UPDATE AND ADOPT
NEW 2021 ROAD STANDARDS, AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City Council adopted Ordinance 16-0428, which approved and adopted the City's 2016 Road Standards, codified at Chapter 12.50 of the Kenmore Municipal Code (KMC); and

WHEREAS, City staff has proposed the adoption of new, updated road standards to replace the 2016 Road Standards; and

WHEREAS, the City's Responsible Official under the State Environmental Policy Act issued a determination of non-significance for the proposed road standards; and

WHEREAS, the Washington State Department of Commerce was notified of the proposed amendments pursuant to RCW 36.70A.106; and

WHEREAS, on September 27, 2021, the City Council was presented with and considered the proposed road standards, titled "City of Kenmore 2021 Road Standards," together with a proposed revised Chapter 12.50 KMC; and

WHEREAS, the City Council desires to adopt the new Chapter and Road Standards;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Amendment - Chapter 12.50 of the Kenmore Municipal Code. The City Council amends Chapter 12.50, "Street Standards," of the Kenmore Municipal Code to read as set forth in Attachment A, Chapter 12.50, "Road Standards," of the Kenmore Municipal Code, attached hereto and incorporated herein by reference.

Section 2. Adoption of 2021 Road Standards. The City Council approves and adopts the "City of Kenmore 2021 Road Standards," a copy of which shall be placed on file in the office of the City Clerk.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE
__TH DAY OF _____, 2021.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No.:
Date of Publication:
Effective Date:

EXHIBIT B

STREET-ROAD STANDARDS

Sections:

- 12.50.010 Adoption.
- 12.50.020 Terms.
- 12.50.030 Applicability.
- 12.50.040 Developments.
- 12.50.050 References.
- 12.50.060 Variances.
- 12.50.070 Appeals from decisions on variances.
- 12.50.150 Interpretation.
- 12.50.160 Penalties.
- 12.50.170 Severability.

12.50.010 Adoption.

A. The City of Kenmore ~~2016-2021~~ Road Standards (the Standards), along with all companion documents referenced in Section ~~1.021.03~~ of the Standards, are hereby approved, adopted and incorporated herein as the City of Kenmore standards for ~~street-road~~ design and construction.*

B. Consistent with the council's direction and intent in adopting the Standards, the department of ~~P~~ublic ~~w~~Works is hereby authorized to develop public rules and make minor changes to the Standards, revisions to the appendices in the Standards, or revisions to the referenced companion documents, ~~in order~~ to better implement the ~~standards-Standards~~ and as needed to stay current with changing design, environmental, and construction technology and methods.

*Code reviser's note: The Standards and the companion documents are on file in the office of the City Clerk.

12.50.020 Terms.

A. "Standards" means the "City of Kenmore ~~2016-2021~~ Road Standards."

B. "Engineer" means the ~~public works director~~ City Engineer, having authorities specified in RCW 36.75.050 and Chapter 36.80 RCW, or his/her authorized representatives. Whereas "County" shall be replaced with "City" throughout.

C. "City Manager" means the ~~e~~City ~~m~~anager or -designee.

D. "Projects" means any new construction or alteration, including maintenance activities, to the right-of-way or City owned property.

~~D~~E. Additional terms are defined in Section 1.01 of the Standards.

12.50.030 Applicability.

A. The Standards shall apply to all newly constructed ~~street-road~~ and right-of-way facilities, both public and private, within the City.

B. The Standards shall apply to modifications of roadway features or existing facilities, roadway widening, pedestrian facility improvements or alterations, bicycle facility improvements or alterations, road improvements for land developments, and capital improvement projects.

C. The Standards shall apply to every new placement and every planned, non-emergency replacement or repair of existing utility poles and other utility structures within the City right-of-

way. Every effort shall be made to meet the Standards during emergency replacement of existing utility poles and other structures.

D. Design detail, construction workmanship, and materials shall be in accordance with the Standards and the latest edition of the companion documents reference in Section ~~4.021.03~~ of the Standards. Design and construction shall meet the applicable standards, policies and codes, including the Standards, this Code, the City comprehensive or master plans, as well as project specific City approved geotechnical reports, traffic impact studies, ~~and/or~~ drainage reports, ~~and/or other studies~~, as determined by the ~~e~~City ~~m~~Manager.

12.50.040 Developments.

Any land development which is required by operation of any City ordinance or adopted standard to improve ~~streets-roads~~ within, abutting, or serving the development shall do so in accordance with these ~~S~~standards.

12.50.050 References.

The ~~standards-Standards~~ implement and are intended to be consistent with the references listed in Section ~~4.021.03~~ of the ~~standards~~Standards.

12.50.060 Variances.

A. A variance is required for any design or construction deviation from the Standards and shall be a Type 1 decision per Chapter 19.25 KMC.

B. A variance from these Standards may be granted by the City Manager upon evidence that the variance is in the public interest and that the requirements for safety, function, fire protection, transit needs, appearance and maintainability are fully met. The need for a variance is not assumed by the City to be evidence of an impractical or undesirable design, and variances that meet these requirements are encouraged to keep the City at the forefront of innovative design and construction.

C. Variance requests for subdivisions shall be proposed at preliminary plat stage and prior to any public hearing. All known variances requests must be reviewed by the City prior to approval of the engineering plans for construction. Variances from these ~~standards-Standards~~ which do not meet the International Fire Code, as adopted by the City, will require concurrence by the City's fire marshal.

D. Applications for Road Variances:

1. Applications for proposed variances shall be written, including graphics, studies and drawings as needed to support the request, and shall include a specific description of the proposed alternative along with supporting documentation. Documentation may include, but is not limited to, a record of successful use by other agencies, or evidence of meeting criteria for quality/safety such as AASHTO and WSDOT standards.
2. The applicant shall indicate those sections of the ~~standards-Standards~~ or this Code which are proposed for deviation.
3. Variance requests shall be on forms prescribed by the City and shall be accompanied by the variance review fee as specified in the City of Kenmore fee schedule.

E. Variances to these ~~standards-Standards~~ may also be granted by the city council through a development agreement per Chapter 18.110 KMC.

F. ~~Capital improvement p~~Projects performed by the City or its representatives need not file for a formal variance request, ~~u~~ provided that all deviations from the ~~standards~~ Standards are documented ~~during design~~.

12.50.070 Appeals from decisions on variances.

The ~~department of pPublic w~~Works ~~City Manager~~ by rule shall establish procedures governing the administrative appeal of the ~~city~~ City m ~~Manager's~~ decision on a request for variance made in accordance with KMC 12.50.060. The ~~department's~~ City's decision on such appeals shall be final.

12.50.150 Interpretation.

The ~~city manager~~ Engineer is authorized to interpret the ~~standards~~ Standards, provide guidelines for their implementation, promulgate rules, and to resolve conflicts or inconsistencies that may arise in their interpretation or application.

12.50.160 Penalties.

Failure to comply with the ~~standards~~ Standards may result in denial of plan or development permit approval, revocation of prior approvals, legal action for forfeiture of financial guarantee, code enforcement, and/or other penalties as provided by law.

12.50.170 Severability.

If any part of the ~~standards~~ Standards is found invalid, all other parts shall remain in effect.



CITY OF KENMORE

2021 ROAD STANDARDS

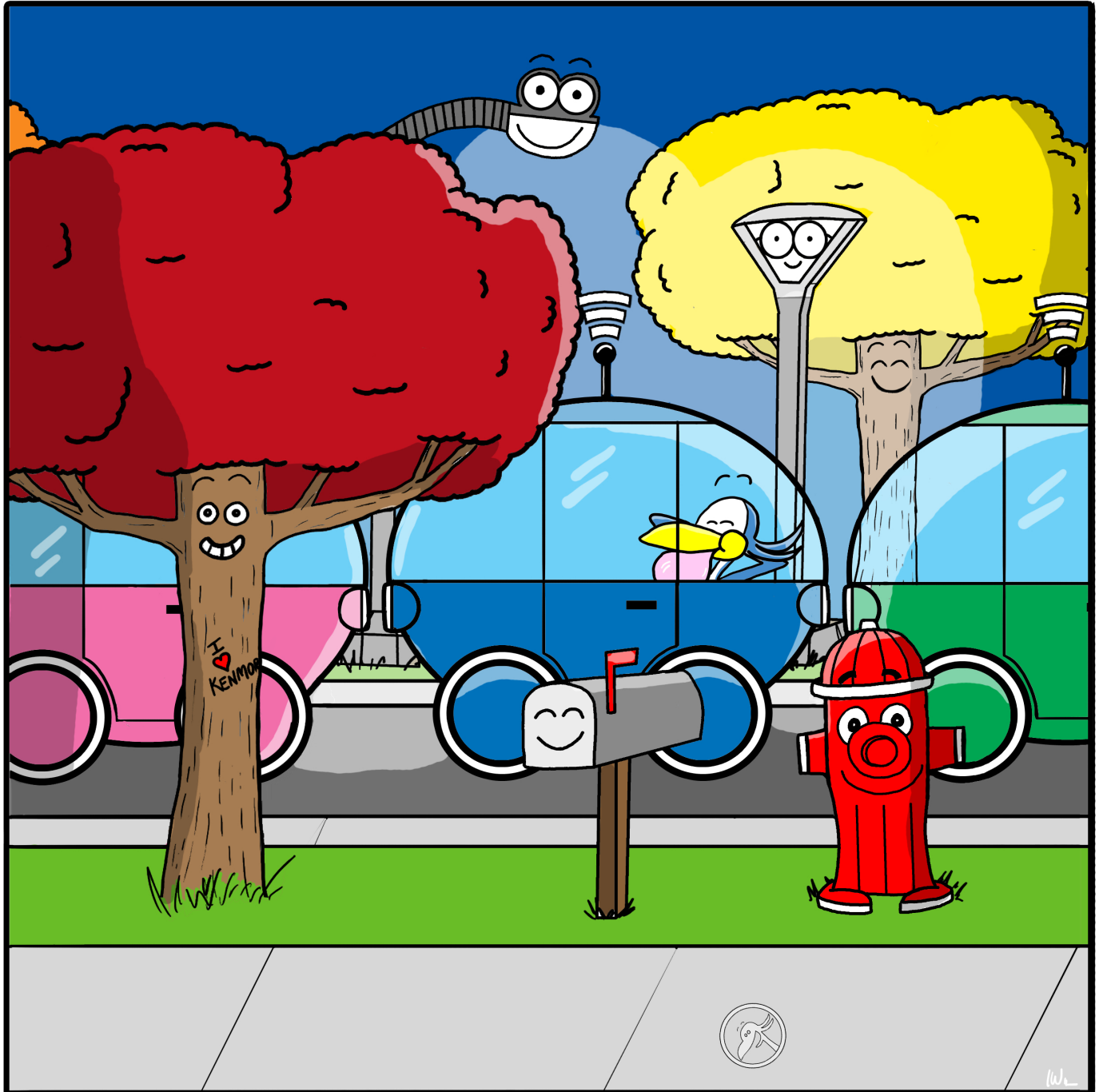


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Introduction

The City of Kenmore strives to create a safe and efficient network of multi-modal transportation throughout the City which serves the needs of its residents and businesses. The City seeks to balance the needs of pedestrians, bicyclists, transit users, freight vehicles, emergency services, and drivers of personal vehicles to create a vibrant and mobile community. The City is conscious of long-term maintenance needs and must pair future development with a sustainable maintenance program for public improvements. The City seeks to develop in a manner which provides comfort and aesthetic value to our community while also maintaining a safe and efficient transportation network. The standards provided in the following document, along with the companion documents listed within these Road Standards, are intended to ensure that future improvements are planned, designed, constructed, and maintained in a manner which best meets these City goals and best serves the needs of our community.

The City's permitting and licensing activities require the adoption of specific identifiable standards to guide private individuals and private/public entities in the administrative process of procuring the necessary City approval. The City recognizes the need to retain the flexibility to carry out its general duty to provide facilities, walkways, roads, and highways for the diverse and changing needs of the traveling public. These Road Standards are not intended to represent the legal standard by which the City's duty to the traveling public is to be measured, but a standard of design which is flexible to context-sensitive solutions where reasonable and expected care for the safety and mobility of the traveling public can be provided.

Chapter 1: Overview

1.01 Introduction

These City of Kenmore Road Standards, hereafter known as “Standards”, are intended to support the City of Kenmore’s goals for providing adequate facilities for development and growth in an efficient and effective manner, complying with storm water management regulations and preserving environmental and cultural resources while balancing these goals with the general safety and mobility needs of the traveling public.

These Standards cannot provide for all situations. They are intended to assist, but not to substitute for, competent work by design professionals. It is expected that land surveyors, engineers, architects, and Contractors will bring to each project the best of skills from their respective area of expertise. These Standards are not intended to limit unreasonably any innovative or creative design efforts or the design of lower impact development alternatives that could result in an equivalent or improved level of safety, mobility, quality, and maintainability. Environmental, topographical, and safety constraints as well and existing infrastructure may require more intense or rigorous design parameters than would be otherwise required. However, any proposed departure from the Standards will be evaluated on whether such variance will produce a compensating or comparable result that is safe and adequate.

Where errors, omissions, or conflicts occur, the City Engineer shall provide specific interpretation and guidance which may determine that administrative corrections, additional clarifications, or supplemental information to this document are needed. Any written interpretations, corrections, clarifications, or supplemental information shall be incorporated and considered a part of this document.

1.02 Definitions, Acronyms, and Abbreviations

The definitions of term within the Standards shall generally be the same as those listed in the Kenmore Municipal Code except as noted below. Definitions of terms within companion documents shall be as defined within the specific documents being referenced unless otherwise noted herein.

- A. **AASHTO** - [American Association of State Highway and Transportation Officials](#)
- B. **ADA** – [Americans with Disabilities Act](#)
- C. **ADA Standard Guidelines** – For construction or alterations of roadways and sidewalks within the public right-of-way and/or public easements, ADA Standard Guidelines shall be the *Public Rights-of-Way Accessibility Guidelines* (PROWAG) published by the [United States Access Board](#). For construction or alterations on private property and private roadways, ADA Standard Guidelines shall be the most recent edition of the *Americans with Disabilities Act Accessibility Guidelines (ADAAG)* published by the United States Access Board.
- D. **Amenity Zone** – Strip of area between the back of curb and sidewalk which provides a buffer between pedestrians and vehicles and allows room for roadside features to be installed without obstructing accessible routes. Roadside features, such as landscaping, street lights, hydrants, mailboxes, street signage and other above ground elements may be contained within amenity zones.
- E. **Applicant** – Shall be any person or company who files an application for a permit from the City of Kenmore and who is either the owner of the land on which that proposed activity would be located, a contract purchaser, a utility company, or the authorized agent of such a person and shall include any such person who performs work which requires, or required, a permit from the City of Kenmore regardless of whether the permit was actually filed.
- F. **CIP** – The City of Kenmore’s Capital Improvement Program
- G. **City Engineer**– Shall mean the City of Kenmore City Engineer or designee.

- H. **Contract** – As identified in the WSDOT Standard Specifications, shall be interchangeable with “Permit”.
- I. **Contracting Agency**: Within the WSDOT Standard Specifications, “Contracting Agency” shall be replaced with “The City of Kenmore”.
- J. **Contractor** – For all non-City work, shall be interchangeable with “Applicant” within these Standards. For City work, the Contractor shall be the person or entity contracted directly with the City for construction of improvements or maintenance, or its designee.
- K. **Developer** – Shall be interchangeable with “Applicant” within these Standards.
- L. **Development** – Means any activity upon public and private land and the right-of-way consisting of construction or alteration of structures, earth movement, dredging, dumping, grading, filling, mining, removal of any sand, gravel, or minerals, driving of piles, drilling operations, bulkheading, clearing of vegetation, placing concrete, paving, pavement markings, trenching or other land disturbance. Development includes the storage or use of equipment or materials inconsistent with the existing use. Development also includes approvals issued by the City that bind land to specific patterns of use, including, but not limited to, subdivisions, short subdivisions, zone changes, conditional use permits, and binding site plans. Development does not include the following activities: 1) Interior building improvements; 2) exterior structure maintenance and restoration activities (including painting and roofing); 3) Routine landscape maintenance of established landscaping, such as lawn mowing, pruning and weeding, including replacement of existing plants; 4) routine maintenance of public facilities located within a road; or 5) maintenance of the following existing facilities that does not expand the affected area: septic tanks (routine cleaning), wells, individual utility service connections on private property, and individual cemetery plots in established and approved cemeteries.
- M. **Development Engineer**—As defined in KMC 17.10
- N. **DOE** – [Washington State Department of Ecology](#)
- O. **Driveway** – Onsite parking space for single family and townhome residential structures and on-site access roads to parking lots on private property.
- P. **Driveway Approach** – Access point from any road to a driveway, garage, carport, private road, or alleyway, typically from the roadway to the back of sidewalk (right-of-way/tract line if no sidewalk).
- Q. **FHWA** – United States Department of Transportation Federal Highway Administration
- R. **Groundwater** – Water in a saturated zone or stratum beneath the land surface or a surface waterbody. Groundwater may also be flow which moves laterally beneath the visible surface of an area and which may or may not eventually spring to the surface to create a new source of surface water.
- S. **HMA** – Hot Mixed Asphalt
- T. **IES** – Illuminating Engineering Society of North America
- U. **Inspector** – Unless otherwise noted, shall be the City of Kenmore staff or designee(s) assigned to observe construction and authorized as noted in Chapter 4 to approve and/or reject work under these Standards.
- V. **KCRS** – [King County Road Design and Construction Standards](#)
- W. **KMC** – [Kenmore Municipal Code](#)
- X. **KSD** - City of Kenmore Standard Details
- Y. **Licensed PE (xxx)** - Professional civil engineer licensed in the State of Washington. (xxx) represents any specific license other than general Civil Engineering.
- Z. **Low Impact Development (LID)** - Shall mean stormwater and land use management strategy that strives to mimic predisturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed

stormwater management practices that are integrated into a project design. Other common names for “LID” are “green stormwater infrastructure” or “natural drainage systems.”

- AA. **Multi-Family** – Shall mean apartments, mobile home parks, and condominiums
- BB. **MUTCD** - [Manual on Uniform Traffic Control Devices](#)
- CC. **NACTO** - [National Association of City Transportation Officials](#)
- DD. **Off-Site**– Shall mean any area not within the public right-of-way or public easement.
- EE. **Project Frontage/Frontage** – Shall mean all areas within the public right-of-way (developed or otherwise) that are directly adjacent to a given parcel extending out to the centerline of the right-of-way as required by these Standards.
- FF. **RCW** – [Revised Code of Washington](#)
- GG. **Right-of-Way** – Areas dedicated for the use of public travel and other secondary road purposes such as utilities. Permanent easements and tracts dedicated for public use and other secondary road purposes shall be considered as “right-of-way”. Right-of-way boundaries are generally defined by adjacent private property lines except where easements are in place.
- HH. **Road** – Public: The full width of the right-of-way boundary lines including permanent easements obtained for public use (same as Highway as defined by RCW 46.04.197 and City Street as defined in 36.75.010). Private: The full width of the tract boundary including any permanent easements for public or utility use. Roads shall include all roadways, walkways, utilities, landscaping, unimproved areas and surrounding improvements in support of said roadways, walkways and utilities.
- II. **Roadway** – Shall mean all asphalt/concrete/gravel improvements designated for vehicular traffic. Improvements shall include subsurface backfill, pavement markings and other markings, shoulders, bike lanes, edgework (such as slopes, walls, and barriers meant to support the roadway), guardrails, street lighting, curb and gutter (when not installed for sidewalk purposes), crosswalks, medians (including pavement/pavers, landscaping, and other aesthetic improvements), and traffic calming devices.
- JJ. **Sharrows (Shared Lane Marking)** – A pavement marking within a vehicle travel way which alerts drivers to expect shared lane use with bicycles and serves as bicycle facility wayfinding and position guidance for bicyclists; typically depicted by a bicycle and two chevrons or arrows pointing in the direction of travel.
- KK. **Shoulder** – The paved or gravel area between the edge of travel lane (including bike lane, if applicable) and the curb or right-of-way line where no curb exists.
- LL. **Sidewalk** – Shall mean a formal pedestrian path which is elevated above, or separated from the vehicle travel way, except where otherwise noted. Sidewalk shall also include curb ramps, transition ramps, curb and gutter (when installed for sidewalk purposes), pedestrian lighting, and any other feature necessary to comply with the ADA when not addressed specifically.
- MM. **Single Family** – Same as Single Detached Dwelling Unit per KMC 18.20.840 (a detached building containing one dwelling unit or an adult family home)
- NN. **Standards** – Shall mean the requirements listed in this document or within the companion documents listed below, or any portion thereof.
- OO. **Street** – Same as Road
- PP. **Street End (Dead-End)**- Any roadway that has a single connection point to a public roadway without a circulation pattern that requires a cul-de-sac or hammerhead.
- QQ. **Stormwater** – Shall mean the water produced during precipitation or snowmelt, which runs off, soaks into the ground, or is dissipated through evapotranspiration. Stormwater that runs off or soaks into the ground ultimately becomes surface water or groundwater.

- RR. **Surface Water** – Shall mean water flowing on the surface of any area as a direct result of rainfall on or adjacent to the area; for the sake of these Standards, ground water that has not broken the surface shall not be considered as surface water.
- SS. **Townhouse/Townhome** – Same as KMC 18.20.835 (A one-family, ground-related dwelling attached to one or more such units or to a nonresidential use in which each unit has its own exterior, ground-level access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common walls).
- TT. **Traffic** – The movement of vehicles, pedestrians, bicycles and other modes of transport.
- UU. **Undeveloped Property or Undeveloped Parcel** - Shall be any parcel which has not been subdivided to the maximum potential per the minimum lots size permitted in KMC, or which is zoned to permit a single family residential, commercial, townhome, or multi-family structure which has not been constructed, or any parcel without any structures or utilities.
- VV. **Utility** – Shall mean storm drainage, power, gas, telecommunication, fiber optic, cable, water, and sewer systems.
- WW. **WAC** – [Washington Administrative Code](#)
- XX. **Walkway** – Shall mean any surface, path, or route which is regularly used by pedestrians; walkways may include sidewalks, paved and un-paved trails, worn foot trails, boardwalks, and paved and unpaved shoulders. Existing walkways may include facilities in which the vehicles and pedestrians utilize the same travel way.
- YY. **WDFW** – [Washington State Department of Fish & Wildlife](#)
- ZZ. **WSDOT** – [Washington State Department of Transportation](#)

1.03 Companion Documents

These Standards reference additional documents for specific information on details, materials, and construction guidance and may be utilized when standards of other design criteria are not specifically addressed in this document. The following documents shall be incorporated by reference; future updates to the referenced documents shall be incorporated into these Standards upon the effective date of said documents without need for further action. Where updates to referenced information causes the references to become obsolete or no longer reference the intended information, the City Engineer shall be authorized to interpret the intent of the updated reference or determine the most appropriate reference to use. The documents are listed in descending order of precedent for each section (A-D). Bullet 1 will take precedence over bullet 2, bullet 2 will take precedence over bullet 3, etc.

- A. Transportation Design Standards
 - 1. *City of Kenmore Standard Details (KSD)*, current edition
 - 2. United States Access Board *ADA Accessibility Standards and Public Rights-of-Way Accessibility Guidelines 2011*
 - 3. *King County Department of Transportation Road Design and Construction Standards (KCRS)*, current edition
 - 4. *Northshore Fire Department Standards, Chapter 2.00 Access and Addressing*, current edition
 - 5. *Urban Street Design Guide*, National Association of City Transportation Officials (NACTO), current edition
 - 6. *WSDOT Standard Specifications for Road, Bridge, and Municipal Construction* (herein referred to as 'WSDOT Standard Specifications'), current edition
 - 7. *WSDOT Standard Plans*, current edition

8. *AASHTO Policy on Geometric Design of Highways and Streets* (herein reference as AASHTO), current edition
9. *WSDOT Design Manual*, current edition
10. *City of Kenmore Traffic Calming Program Policies and Procedures*, current edition
11. *AASHTO Highway Safety Manual*, current edition
- B. Surface Water Design Standards
 1. *City of Kenmore Standard Details* (KSD), current edition
 2. *King County Surface Water Design Manual* (SWDM)
 3. *WA State Department of Ecology Stormwater Management Manual for Western Washington*, current edition
 4. *WSDOT Highway Runoff Manual*, M31-16.01, current edition
 5. *Low Impact Development Technical Guidance Manual for Puget Sound*, current edition
- C. Traffic Control Design Standards:
 1. *FHWA Manual on Uniform Traffic Control Devices* (MUTCD), current edition
- D. Construction Specifications:
 1. Project specific specifications (for City Projects only)
 2. *City of Kenmore Standard Details* (KSD), current edition
 3. *WSDOT Standard Specifications for Road, Bridge, and Municipal Construction* (herein referred to as 'WSDOT Standard Specifications'), current edition
 4. *King County Road Design and Construction Standards* (herein referred to as KCRS), current version

1.04 Variances

Variances from these Standards may be granted per the procedures outlined in KMC 12.50.060.

Variances may be administratively appealed. Appeals on a variance decision shall be received by the City no later than 30-days after the decision or within 30-days of an official public noticing as part of a SEPA or Land Use decision (if applicable), whichever is later. Appeals received after this time shall not be considered. To be considered, appeals must contain the following information:

- Project name and location
- Variance number and description
- Statement of reconsideration
- Justification for reconsideration
- Supporting documentation
- Contact information

Completed appeal packets will be reviewed by the City Engineer. Decisions made on appeals will be final; no other appeals will be accepted.

CIP projects are exempt from the formal variance process. Variance approvals by the City Engineer shall be in writing or via signature on the City's plan set.

If a Standard requirement is immediately followed by "unless otherwise approved by the City Engineer", an informal approval process is acceptable; no formal road variance is required.

1.05 Applicability

These Standards shall be applicable to all developments, new construction and alterations, as outlined in KMC 12.50.030.

1.06 Authority and Duty of Inspectors

The City may designate inspectors to inspect all materials used and all work performed. Such inspection may extend to any or all parts of the work and to the preparation and/or manufacture of the materials to be used. All roadway, sidewalk, and utility infrastructures must be inspected. Paving and concrete operations and road backfills shall not commence until material testing has been completed. Subsequent lifts of material shall not commence until density tests confirm that the compaction is in accordance with the specifications.

- A. The inspector will not be authorized to revise, alter, or relax the provisions of these Standards without prior approval by the City Engineer.
- B. The inspector has the authority to reject defective material and/or reject/suspend work that is not in conformance with these Standards or any approved permit or variance.
- C. The inspector may advise the Applicant or Contractor of any faulty work or materials at any time; however, failure of the inspector to advise the Applicant or Contractor does not constitute acceptance or approval.
- D. The inspector has the authority to require revisions to approved engineering plans within the dictates of these Standards when necessary due to conflicting field conditions.
- E. Unless otherwise addressed in a contract directly between the Contractor and the City of Kenmore, the City accepts no responsibility for costs, delays, or loss of profits incurred by the Developer, Contractor, or any of their representatives, as a result of improper work, improper materials, conflicting field conditions, or any direction provided by the City inspector which is consistent with these Standards. It shall be the responsibility of the Contractor to verify all field conditions and all information provided, including information provided by the City, prior to beginning construction.

1.07 Cultural Resources

All impacts to any cultural resources shall be avoided to the maximum extent feasible. For projects sites which are, or contain, an archaeological or cultural resource as defined in [RCW 27.53](#), shall follow the rules and procedures prescribed by the state and shall obtain a permit as required per [RCW 27.53.060](#). If archaeological or cultural resources are discovered, all work on the site shall be suspended until evidence of the required permits are provided to the City or until alternative direction is provided in writing to the City from the proper state agency.

1.08 Permits

Permits issued by the City of Kenmore are required for all improvements, alterations, or maintenance within the public right-of-way and as required by KMC Title 20 unless otherwise noted within these Standards.

- A. It is the responsibility of the Developer/Contractor to verify from the City which permits are required for any given project.
- B. Other permits in environmentally sensitive areas and/or buffers may be required from other agencies. It is the responsibility of the Developer/Contractor to determine what, if any, other permits are required. All other permits obtained shall be provided to the City for review.
- C. City of Kenmore Capital Improvement Projects within the right-of-way are exempt from obtaining City permits (e.g. Engineering, Right of Way, etc.). This does not exempt projects from SEPA or other Land Use applications. Any work performed on property outside of the right-of-way (excluding permanent

easements) shall require review by the Development Services Department to determine if additional City permits are required.

1.09 Engineering Plans, Final Corrected Plans, and Final Plat Plans

Engineering plans for private development proposals shall be prepared and submitted to the City. The engineering plans shall be prepared by a Licensed PE and must be signed and stamped by the responsible professional engineer prior to issuing any permit.

A. Engineering Plan Requirements:

1. The engineering plans for surface water design shall generally comply with Chapter 2 of SWDM, including minimum plan size, minimum scale, vertical and horizontal datum, and general content. The City may require supplemental plan elements in addition to those listed in SWDM.
2. Engineering plans for roadway and site design shall contain all necessary information to determine what is proposed including a vicinity map, 1:30 or 1:20 scale (full size), vertical (NAVD88) and horizontal (NAD83/91) datum, designer name and address, project address, project name, and City provided project number. The follow plans sheets are required as applicable (work may be combined onto single sheets if clear and easily read):
 - i. Cover Page
 - ii. Existing Site conditions (including utilities)
 - iii. TESC Plan
 - iv. Grading Plan
 - v. Drainage Plan
 - vi. Structural sheets (if applicable)
 - vii. Utility Plan
 - viii. Traffic Control Plan
 - ix. Civil (paving, sidewalk, curb, gutter, etc.) Plan
 - x. Landscaping Plan
 - xi. Channelization Plan
 - xii. Associated cross sections
3. All engineering plans shall incorporate the City's Standard Plan Notes in the appendix as amended and approved by the Development Engineer.

B. Waiver of Plan Requirements: Subject to review, the City Engineer may waive plan requirements, wholly or in part, based on the following criteria:

1. No more than 2,000 square feet will be cleared and graded; and
2. The work will not intercept a stream, wetland, or sensitive area buffer, or otherwise impact sensitive areas and natural surface drainage as set forth in KMC Title 18; and
3. Work will not impact the storm drainage system; and
4. Plans do not include a retention/detention facility; and
5. Kenmore standard drawings, submitted with required permits, are sufficient to describe the improvement to be constructed; and
6. No more than 500 square feet of new impervious surfacing will be added; and
7. No new sidewalks.

C. Record Drawings:

1. Record drawings, or as-built drawings, for archiving shall be required prior to final construction approval for all projects which include improvements within the public right-of-way or improvements that will be maintained or routinely inspected by the City.
 2. Record drawings shall include as-built information for all improvements within the public right-of-way or improvements that will be maintained or routinely inspected by the City and shall be of similar detail as the original design plans.
 3. Record drawings shall measure and document all elevations, slopes, and dimensions associated with all new sidewalks including all ADA facilities. Any portion of the sidewalk or facilities which does not meet ADA requirements shall be removed and replaced with a compliant feature unless justified in Maximum Extent Feasible/Practical (MEF) documentation provided by the Applicant. The MEF documentation must be prepared and stamped by a Licensed PE and must be approved by the City Engineer.
 4. Record drawings shall be reviewed and approved by the City prior to final submittal. Review sets shall be submitted electronically.
 5. Final submittal of the record drawings shall be submitted electronically in AutoCAD format (version 2016) and in pdf format unless otherwise approved by the City Engineer.
- D. Maintenance Plans: Maintenance plans may be required for specialized features. Engineering plans shall be reviewed to ensure that all road elements proposed for public maintenance will be maintainable by the City.
1. For purposes of public maintenance, a maximum reach of 16 feet by a backhoe type bucket shall be assumed.
 2. For the purposes of public maintenance, a maximum boom reach of 18 feet, measured horizontally from the nearest edge of the access road, for a hydraulic vactor truck shall be assumed.

1.10 Errors and Omissions

At the discretion of the City Engineer, any errors or omissions in the approved plans or information used as a basis for such approvals may constitute grounds for withdrawal of the approvals and/or stoppage of any or all permitted work. It shall be the responsibility of the Applicant, Developer, or Contractor to show cause for why such work should continue and make such changes in plans that may be required by the City Engineer before the plans are re-approved.

It is the responsibility of the Applicant to verify property and right-of-way lines and the location of utilities prior to and during construction. Under no circumstances is the City responsible for verification of property lines or utilities. Approval of installed improvements does not guarantee that the improvements are installed on the property permitted or that utility conflicts do not exist and does not relieve the Applicant of the civil duty or responsibility to correct such errors after becoming aware of the conflict.

1.11 Penalties and Financial Guarantees

Failure to comply with these Standards will be cause for denial of permit approval, revocation of prior approvals, withholding of financial guarantees, withholding final inspection approval, withholding occupancy certificates (temporary and permanent), legal action for forfeiture of financial guarantee, code enforcement, and/or other penalties as provided by law.

- A. PERFORMANCE/RESTORATION FINANCIAL GUARANTEES: Any construction work on City right-of-way (both maintained and unmaintained) which is not performed by the City of Kenmore or its representatives shall be guaranteed by a restoration financial guarantee unless otherwise approved by the City Engineer

or waived per KMC Title 21.15.060. The Development Engineer shall determine the amount and form of the financial guarantee. The minimum restoration and/or performance guarantee shall be \$2,000.00.

- B. MAINTENANCE/DEFECT GUARANTEES: The successful performance of the right-of-way improvements or related drainage facilities shall be guaranteed for a period of at least two years from the date of Final Construction Approval, unless otherwise determined by the City Engineer or as directed in Kenmore Municipal Code. Any repair or replacement of defective work/material may require an extension of the guarantee an additional two years or until such time as the City Engineer deems appropriate. The Development Engineer shall determine the amount and form of the maintenance financial guarantee. The minimum maintenance guarantee shall be \$2,000.00.

Any changes of property ownership will require new financial guarantee(s) submitted by the new owner equal in value to the original guarantee(s). New financial guarantee(s) shall assume all responsibility for previous and new work and no liability will be carried by the previous owner's guarantee(s). Transfer of permit(s) to new owners/developers will not occur until new financial guarantees are received and accepted by the City.

1.12 Changes to the Road Standards

The City Engineer may incorporate changes to these Standards as they become necessary and may determine the severity of any future proposed revisions. Minor changes (grammatical, spelling, code reference changes, formatting, etc.), updates to the Companion Documents, or revisions to the documents in the appendices may be administratively approved and incorporated into the Standards.

Developments submitted for permits shall be vested to the Standards in effect at the time of a completed initial permit application. Revisions to a permit application with substantial changes per KMC 17.20.030 and 17.20.060 shall be considered an "initial" permit application. Changes made due to regulatory changes, safety issues, or environmental concerns may require the Applicant to comply with those revised sections of the Standards.

Chapter 2: General Requirements

2.01 Responsibility to Provide Frontage Improvements

All developments shall make road improvements in accordance with these Standards. Additional road improvements on private property and/or the right-of-way may be required based on an assessment of the impacts of the proposed land development by the Development Engineer.

- A. Frontage requirements per Section 2.07 for a subdivision or short subdivision shall be based upon the original parcel size prior to subdividing.
- B. A development project that is adjacent to a current or proposed CIP project will be required to construct the frontage improvements per these Standards; fee in lieu may be required at the discretion of the City Engineer (see Section 2.02).
- C. Any development abutting existing roads, including but not limited to new single-family homes, subdivisions, and commercial or townhome/multi-family projects, shall improve the frontage of those roads in accordance with these Standards.
 1. Only the following types of development projects are exempt from providing frontage improvements:
 - i. Alterations or additions to an existing single-family home. An alteration or addition is defined as all changes made to an existing structure within a 5 year period that result in a cost less than 50% of the taxable improvements value of the existing structure as determined by the most current King County Department of Assessments.
 - ii. Single family projects which reconstruct a previously existing single-family home that was demolished within 12 months of the date of an approved new building permit are not required to construct frontage improvements on Local Roads only.
 - iii. Alteration projects on existing commercial structures which do not expand or change the use on site.
 - iv. Accessory Dwelling Unit (ADU) projects as defined by KMC 18.20 and 18.73.
 - v. At the discretion of the City Engineer, CIP projects may be granted an exemption from frontage improvements.
 2. On lots which utilize a narrow access stem to develop behind another parcel or parcels adjacent to the roadway, the project frontage shall be the segment of roadway equal to the widest portion of the development parcel. Where the required improvements cannot be installed due to limited or restricted right-of-way along adjacent properties, the Applicant may be required to pay a fee in lieu consistent with Section 2.02.
 3. In the case of corner lots, frontage improvements are required on both street frontages.
 4. In the case where a lot has two non-adjoining frontages (i.e. not a corner lot), frontage improvements are required on any frontage which will provide access to any existing or new lot and/or structure. Frontage improvement will be required on any road which is classified as an arterial or collector, regardless if access is taken off of the road.
- D. Any development that contains internal roads or requires the construction of new roads to provide access to the proposed lots, structures, or service areas shall construct or improve those roads in accordance with these Standards.
- E. Subdivisions, short subdivisions, binding site plans or any other land development project which is subject to recording shall not be recorded until there is a recorded continuous paved public access to the development site.

- F. All new and altered roads shall provide applicable pedestrian and bicycle improvements that meet the Standards.
- G. Alterations to the existing frontage improvements will require that the frontage be constructed per these Standards. Maintenance or repair efforts matching existing will not require upgrading to these Standards unless otherwise directed by the City Engineer.
- H. Additional sidewalks may be required where alternative pedestrian access provides better connections to existing public facilities or may be required beyond the existing property lines to provide pedestrian connections to existing sidewalks. The following conditions may require alternative or additional sidewalk connections:
 - 1. A shorter distance or more favorable terrain than sidewalk along an existing or proposed road exists, or
 - 2. Where pedestrian facilities exist along the existing road that are within 50 feet of the property lines, or
- I. Adaptive re-use projects, which involve sites or buildings identified as a Local Landmark per KMC Chapter 2.20, a King County Landmark per the King County Historic Preservation Program, or an Historic Place per the National Register of Historic Places, shall not be required to provide improvements that fully comply with the requirements of this Section; provided that:
 - 1. All projects must still provide safe and ADA accessibility for all users as determined by the City Engineer.
 - 2. Projects which include new buildings or expansion of an existing building shall not be considered an 'adaptive re-use project' within the Standards.
- J. Recognizing that the City is a partially built environment which was developed under several different requirements, the City Engineer may modify the frontage improvement and/or fee-in-lieu requirements in other situations where service level, safety, or operational efficiency of the roads serving a site will be affected. Additional requirements will consider constitutional provisions, statutory provisions and court case principles, City planning, existing right-of-way conditions in front of and adjacent to the development as well as the development proposal and the conditions of existing site, buildings, and/or adjacent property.

2.02 Fee in Lieu Option

Applicants of developments which require frontage improvements per Section 2.01 may request to pay a fee in lieu of providing frontage improvements, or any portions of those improvements, to be granted at the discretion of the City Engineer.

The City, at its discretion, may require a fee in lieu of improvements at locations where new sidewalk will not provide a significant public value (as determined by the City), where shared spaces are desired, or where a future CIP may be proposed. The City may also, at its discretion, require a fee in lieu of pavement improvements at locations where the pavement rating condition is rated as "good" or better (PCI > than 80) based upon the City's current Pavement Management System. A fee in lieu cost for pavement overlay shall be based upon the square foot cost of the City's most recent asphalt overlay project taking into account the design, construction and inspection of the City's project.

If a CIP project has constructed the frontage improvements to these Standards, the Applicant shall pay a fee in lieu for said frontage improvements if a permit application is submitted within 2 years of the substantial completion of the CIP project.

The fee in lieu cost shall be based on the total length of the project frontage along public roads and the cost estimates used by the City in the most recent update to the City's Sidewalk Program. The City reserves the right to deny any request where the physical improvements would be of greater public value than the fee in lieu fee.

2.03 Low Impact Development

Low Impact Development (LID) best management practices are the preferred and commonly used approach to site development and are required to be used whenever feasible in land and frontage improvements as directed in KMC and as defined by the SWDM and the City Engineer. Where these Standards present barriers to the use of LID best management practices a variance to these Standards may be considered, provided that the variance does not violate other sections of KMC and is adequately designed for safety, ADA accessibility, functionality, and maintenance concerns.

2.04 Maintenance

The City will not accept any improvements for maintenance until the improvements have been approved by the Public Works Department and all performance agreements associated with the improvements have been released by the City. Until the City has accepted the improvements for maintenance, the project Applicant shall be responsible for the condition, function, safety, security, and general maintenance of all roadways or improvements.

- A. Only improvements within the right-of-way, or expressly approved by the City in a recorded document on file with the King County Recorder's Office, will be accepted for City maintenance.
- B. Easements not expressly dedicated to the City are to be interpreted as private easements which do not assign a maintenance responsibility to the City of Kenmore.
- C. Easements which grant the City of Kenmore the right of entry for the purposes of inspection shall include language that specifically assigns the right of inspection, but not necessarily the responsibility to inspect the improvements within said easement. The City is not responsible for any costs which are associated with the improvements within these types of easements, including cost associated with inadequate maintenance.

2.05 Connectivity

Proposed roadway layouts shall continue roads to adjacent properties when the adjacent property is an undeveloped parcel or has reasonable chance of re-development in the future. This requirement may include additional right-of-way dedication beyond constructed limits necessary to provide for future roadway connections.

- A. To the maximum extent feasible, connections shall be located at the anticipated or logical location which maximizes the development potential of the adjacent parcel.
- B. Pedestrian walkways shall be required to connect roadways where construction of full roadway improvements is not feasible to provide connectivity for vehicles. Pedestrian walkways shall be provided to create the shortest route between development and existing walkways, independent of roadway improvements.

2.06 Traffic Impact Analyses

A traffic impact analysis shall be required per KMC 17.20.070 and 12.85.050 when applicable. A traffic impact analysis shall also be required if, as determined by the City, the proposed development could potentially create a

significant impact to traffic operations. The traffic impact analysis shall be completed in accordance with the administrative policies and guidelines identified in Appendix G.

2.07 Frontage Improvements

Frontage improvements shall require bringing half of the frontage road to the requirements for the roadway classification per these Standards. Existing frontage improvements shall be upgraded to these Standards.

- A. Standard frontage improvements consist of road widening, right-of-way dedication, new curb & gutter, new sidewalk, new amenity zone and/or landscaping, drainage improvements as needed, street lighting per Section 8.11, relocation of conflicting utilities as needed, 2-inch half-width grind and overlay along the entire project frontage, and new pavement markings.
 - 1. Additional improvements, including transit bus shelters, bus pullouts, utility undergrounding, lighting, signage, and revised channelization, may be required to ensure safe movement of traffic, including pedestrians, bicycles, transit, and non-motorized vehicles.
 - 2. Additional improvements may be required along SR-522 or in the downtown areas as directed in Section 2.08.
- B. Half of the frontage road shall mean that point measured from the center of the existing right-of-way to the proposed property line. Depending on existing topography and improvements, at the discretion of the City Engineer, the half road measurement may be taken from the center of the existing paved roadway.
- C. Any project which utilizes a zero-foot or modified setback, as permitted by KMC, and places a building too near to the right-of-way line to maintain overhead service without impacting the required walkway or required clear zone shall be required to underground utilities along the entire project frontage.
- D. Utility undergrounding is required at the following locations:
 - 1. along SR-522
 - 2. in the downtown areas as directed in Section 2.08.
 - 3. where existing utilities are currently underground
 - 4. all new or replaced service connections

2.08 Downtown Frontage Improvements

Developments along, or which take access from, roadways identified in Figure 2.1 shall provide additional improvements as outlined below.

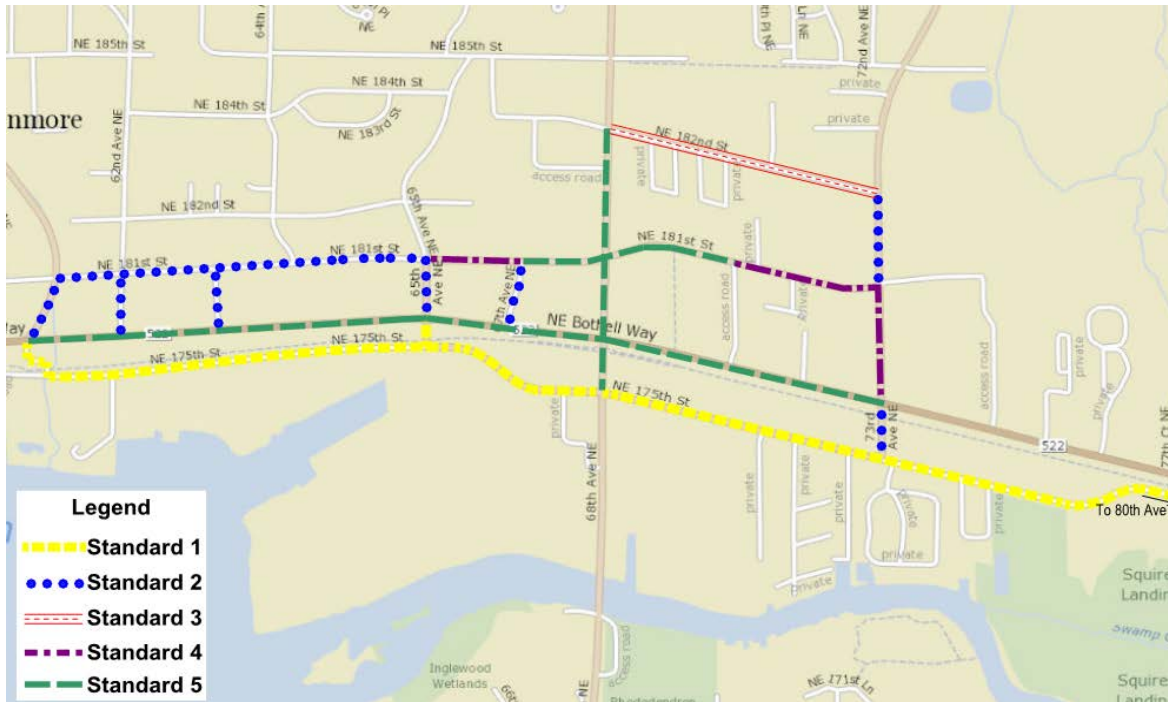


Figure 2.1: Downtown Improvements Map

	Compliance with KMC 18.52.100	Improvement Details to be Determined	Downtown Sidewalk	Downtown Street Trees with Irrigation	Electrical Receptacles at Tree Locations	Downtown Street Lighting	Streetlight Barrier Brackets	Downtown Pedestrian Lighting	Pedestrian Flower Basket Arms with Irrigation	Undergrounding of Existing Utilities in ROW	Provide Conduit for Future Undergrounding
	2.08.A	2.08.B	2.08.C	2.08.D	2.08.E	2.08.F	2.08.G	2.08.H	2.08.I	2.08.J	2.08.K
Standard 1	X	X								X	
Standard 2	X		X	X		X		X		X	
Standard 3	X		X	X		X		X			X
Standard 4	X		X	X	X	X	X	X		X	
Standard 5	X		X	X	X	X	X	X	X	X	

Figure 2.2: Downtown Improvements Table

- A. All improvements along roadways identified on Figure 2.1, shall be consistent with direction provided in KMC 18.52.

- B. Projects along roadways identified in Figure 2.1 as Standard 1 shall require specialized improvements with exact details for special pavement types, architectural features, and lighting styles to be determined during project design and shall require submitting samples, cut sheets, or shop drawings to the City for approval prior to installation. Projects within this area may be required to match improvement details of other nearby projects as developments establish throughout this area.
- C. **Downtown Sidewalk:** Projects along roadways identified in Figure 2.1 as Standard 2, Standard 3, Standard 4, and/or Standard 5 shall provide a minimum 6-foot wide sidewalk with 4-foot wide amenity zone within the public right-of-way with a 2'x2' scoring pattern per KSD 8-008 and as follows:
 - 1. Lightly brushed in a transverse direction (perpendicular to road) with a soft brush and then a 2-foot by 2-foot grid pattern shall be saw cut into the top of the concrete surface.
 - 2. Sawcut lines shall run perpendicular and parallel to the curb line and shall intersect at 90° angles.
 - 3. Around curves and curb returns, the lines shall be adjusted as shown in KSD 8-008.
 - 4. Sidewalk width may be reduced to 4-foot wide at the discretion of the City Engineer.
- D. **Downtown Street Trees:** Projects along roadways identified in Figure 2.1 as Standard 2, Standard 3, Standard 4, and/or Standard 5 shall provide street trees, with irrigation, placed at the back of curb.
 - 1. Tree spacing may be varied slightly to account for proper sight distance, utility placement, or other potential site conflicts, as approved by the City.
 - 2. Landscape areas provided for street trees shall not exceed 4 feet in width and shall always maintain a minimum of 6-foot sidewalk clearance.
 - 3. Irrigation lines shall be provided to all plants and trees. Irrigation systems shall be connected to an existing City irrigation controller or a new irrigation controller shall be provided as needed. Applicant shall coordinate meter placement & configuration with the water district. Irrigation materials, including controller, shall be consistent with existing City systems. Irrigation system materials and location of controller shall be coordinated with and approved by the City Public Works Department. Applicant shall coordinate power service for the controller with Puget Sound Energy.
 - 4. Tree grates shall be provided for these areas if tree wells are installed.
 - 5. See Section 8-12 for additional requirements.
- E. **Electrical Receptacles:** Projects along roadways identified in Figure 2.1 as Standard 4 and/or Standard 5 shall include above-ground electrical receptacles, supplied with power, within the pervious area for street trees required per Section 2.08D above.
 - 1. Applicant shall coordinate power service for receptacles with Puget Sound Energy.
 - 2. Future power costs for the electrical receptacle shall be transferred to the City upon City approval.
- F. **Downtown Roadway Lighting:** Lighting design shall be per Section 8.11. Projects along roadways identified in Figure 2.1 as Standard 2, Standard 3, Standard 4, and/or Standard 5 shall provide specialized roadway lighting as follows (or an approved equal):
 - 1. Head Type (Model Number): Lithonia Aeris Decorative Roadway Led Luminaire (AS1 LED 1 63B30/40K SR 3 240 SPA DF DDBXD)
 - 2. Arm Type (Model Number): Lithonia Aeris Decorative Curved Arm (DCASDDBXDU)
 - 3. Arm length: 2 feet
 - 4. Mounting Height: 35 feet from bottom of luminaire (40 feet along SR-522)
 - 5. Color: Powder coated Bronze 50 Gloss (Pearlescent) from Cardinal Paint (TO25-BR01)

Applicant shall coordinate power service with Puget Sound Energy (PSE) and will be responsible for facilitating transferring ownership of the lighting system to PSE. Applicant/Contractor to facilitate transfer

agreement between PSE and the City (note: agreement must be in place before PSE will energize the lighting system).

- G. **Streetlight Banner Brackets:** Projects along roadways identified in Figure 2.1 as Standard 4 and/or Standard 5 shall include a set of banner brackets on all street lighting required per Section 2.08.F
 - 1. Bracket types and details shall be approved by the City Engineer prior to installation and shall be colored to match the light pole.
 - 2. Brackets shall be installed on the side of the pole furthest from the roadway, perpendicular to the direction of travel.
 - 3. Bottom of bracket shall be mounted 15 feet above the finished grade.
- H. **Downtown Pedestrian Lighting:** Lighting design shall be per Section 8.11. Projects along roadways identified in Figure 2.1 as Standard 2, Standard 3, Standard 4, and/or Standard 5 shall provide specialized pedestrian lighting as follows (or an approved equal):
 - 1. Head Type (Model Number): Selux Quadro H2 Led Decorative Pedestrian Luminaire (QH2L-R5-1-4LT500-30-BZ-208)
 - 2. Mount Height (bottom of luminaire): 14 feet
 - 3. Color: Powder coated Bronze Pearlescent (TO25-BR01)

Applicant shall coordinate power service with Puget Sound Energy (PSE) and will be responsible for transferring ownership of the lighting system to PSE. Applicant/Contractor to facilitate transfer agreement between PSE and the City (note: agreement must be in place before PSE will energize the lighting system).
- I. **Pedestrian Flower Basket Arms:** Projects along roadways identified in Figure 2.1 as Standard 5 shall provide a set of two mounts, arms, and irrigation for hanging flower baskets on each pedestrian light pole required per Section 2.08H.
 - 1. The mounts shall be aligned parallel to the roadway on opposite sides of the pole.
 - 2. Irrigation must be provided to each mount arm. Irrigation sleeve to be internal to pole up to arms.
 - 3. Mount types and details shall be approved by the City Engineer prior to installation and shall be colored to match the light pole.
 - 4. Arms shall be mounted 11 feet from finished grade.
- J. **Utility Undergrounding:** Projects along roadways identified in Figure 2.1 as Standard 1, Standard 2, Standard 4, and/or Standard 5 shall be required to relocate any existing overhead utility lines along the project frontage into underground conduits in compliance with the utility provider's specifications and these Standards.
 - 1. Note: All new utility extensions are required to be undergrounded per KMC 13.50.010.
- K. **Underground Conduit Only:** Projects along roadways identified in Figure 2.1 as Standard 3 must provide conduit and vaults for future undergrounding, but do not have to remove the existing utility lines or pull wire through the conduit at this time, provided that the building location does not require undergrounding per Section 2.07B. The Applicant shall review and coordinate with the respective utility companies/owners the required number and size of conduits and vaults needed meet the needs of the existing utilities.

2.09 Dedication of Right-of-Way

The City may require right-of-way dedication to incorporate necessary transportation and frontage improvements.

- A. Right-of-way dedication width shall be consistent with these Standards except where additional right-of-way widths have been proposed for projects on the City's Transportation Improvement Program, the

Capital Improvement Program, the Transportation Element of the Comprehensive Plan, or as needed for utility services.

- B. Right-of-way dedication, when required, shall occur at the time of recording for subdivisions or prior to issuing the certificate of occupancy on other project types.

2.10 Pavement Cut Moratorium

No pavements cuts will be permitted on any road which has been constructed, re-constructed, overlaid, or resurfaced within the past 5-years from the date of permit submission, except as noted below. All reasonable effort shall be made to utilize trenchless technology for utility installations before an exception is granted.

- A. Pavement cuts may be approved in the following cases:
 - 1. The project includes a full-width 2-inch grind and overlay and the cuts are within the limits of the proposed overlay.
 - 2. The cut is allowed through a current franchise agreement.
 - 3. The cut is for an emergency situation, provided that a 2-inch full-width grind and overlay is provided as noted in Section 11.04F after the emergency work is completed.
- B. City capital improvement and maintenance projects are exempt from the pavement cut moratorium.

Chapter 3: Street Classification

3.01 Public Roads

City roads are classified functionally as noted in Appendix A. Function is the controlling element for classification and shall govern right-of-way, street width, and street geometrics. Functional classification establishes the hierarchy of streets and highways necessary for a complete transportation system that serves all types of travel needs. Each road has a specified function that produces a comprehensive network for travel and access throughout an area when combined with the rest of the system.

Public roads shall be constructed to the applicable Standards 6 for the corresponding roadway classification.

Public roads and all constructed improvements or modifications shall remain under the responsibility of the Applicant/Contractor until such time that the City accepts the road in writing in accordance with Section 2.04.

3.02 Private Roads

Private roads may be appropriate for some roads which have a fixed number of accessing lots or units, and/or expected limited traffic volumes.

- A. Private roads may be approved only when they are:
 1. Classified as a private access tract, alley, or joint-use driveway as set forth in Chapter 5 and Chapter 6,
 2. Permanently established by tract or easement providing legal access to each affected lot, dwelling unit, or business of sufficient width to accommodate required improvements. Language on the recorded documents establishing the access permissions shall include provisions for future use by adjacent property owners when applicable,
 3. Accessible at all times for emergency and public service vehicle use,
 4. Outside the limit of any planned future public roads in the present or future street plan per the Kenmore Comprehensive Plan, Transportation Improvement Plan, or Capital Improvement Program,
 5. Not going to result in land locking of parcels,
 6. Designed to serve a maximum potential number of dwelling units that can possibly be served by the road when physical barriers, zoning or other legal constraints are considered,
 7. Maintained by a capable and legally responsible owner or homeowners' association, or other legal entity made up of the benefited property owners, which is clearly assigned on the recorded document granting access permissions,
 8. Clearly described on the face of the plat, short plat, binding site plan, or other document recorded on the title of all affected properties, and
 9. Clearly signed at the street location as a private road.
- B. The City will not maintain private roads.
- C. The City will not accept a private road for conversion to public roads when the roadway is a dead-end road that does not exceed 500 feet in length as noted in Section 5.03 or serves the minimum number of residential units for private road as noted in Chapter 6.
- D. In the event a private road meets the minimum requirements to classify as a public road, the City will not accept the private road for conversion to a public road if the infrastructure is aged, worn, damage, failing, or not in compliance with current Standards. The private road shall be repaired and/or reconstructed per these Standards prior to City acceptance. Any private road with a pavement condition rating less than

Good (PCI<80) as determined by the City will require a 2-inch grind and overlay.

- E. If a short plat has been proposed on a property to which the only access is over private roadways that fail to meet the standards specified in this section, the short plat may be denied, or be required to improve the private road to these Standards based on a determination of its impact by the City Engineer.
- F. Private road tracts/easements shall include language that allows the City to convert the private road to public without approval from the adjacent property owners. Conversion of private road to public may be delegated to the Applicant.

3.03 Alternative Road Designs

The City of Kenmore seeks to promote and encourage the design of roads using the best available sciences and practices. These Standards are intended as general guidelines meant to be applied to a wide range of project types. Where specific projects can be better served by alternative road design elements such as shared spaces, living streets (Woonerf concept), cycle tracks, green alleys, parklets, and curb extensions, the Applicant and City staff shall coordinate the alternative design elements and promote the use of such design in a manner that adequately addresses the safety and accessibility concerns of the City. Some basic guidelines for alternative design types have been provided in Chapter 6 but do not provide all the details needed for full construction and implementation of such designs; the Applicant must provide a unique design for such road types. Generally, alternative road designs shall be privately maintained unless otherwise approved by the City Engineer.

Chapter 4: Construction Control and Inspection

4.01 Basis for Control of the Work

Provisions of Section 1-05 of the WSDOT Standard Specifications shall apply, with the term "Engineer" therein construed to be the City Engineer as defined in Section 1.02.

- A. Work performed in the construction or improvement of public or private roads shall be done in accordance with these Standards and approved plans. No work may be started until such plans are approved and a pre-construction meeting is held with the City. Any revision to the approved plans shall be approved by the City before being implemented.
- B. The City Engineer is authorized to enforce the Standards as well as other referenced or pertinent specifications or guidelines. The City Engineer may appoint representatives as necessary to inspect the work and enforce the Standards on his/her behalf.

4.02 Inspection

Generally, control and inspection will be done by the City on all roadway, walkway, and drainage facility construction proposed or in progress. The City also performs the maintenance/defect inspections. The City Engineer must approve any variances from the Standards during construction.

- A. The Applicant/Contractor is responsible for quality control of construction and the assurance of meeting the approved plans and Standards for the project. City inspectors monitor these activities with enforcement authority when requirements are not met. All work conducted on electrical and communications systems shall be inspected by the Washington State Department of Labor and Industries, unless and until these services are offered by the City.
- B. A preconstruction conference shall be scheduled by the City at a time and place established by the City. Three working days advanced notice will be given of the conference date, time and location. Conference must precede the beginning of construction and include the Applicant, general Contractor, and other applicable participants. Plan approvals, permits/contracts, liability insurance coverage, and financial agreements/guarantees must be in hand prior to the conference.
- C. All materials provided by the Applicant/Contractor shall be subject to inspection and approval by the City Inspector at any time during the progress of work until final acceptance. The project's construction schedule shall include sufficient time for materials testing and any required verification by the City Inspector.
- D. The City Inspector has the authority to reject defective material and suspend work that does not meet with the approved plans, specifications and Standards. The City Inspector may advise the Applicant or Contractor of any faulty work or materials; however, failure of the City Inspector to advise the Applicant or Contractor of faulty or nonconforming work does not constitute acceptance or approval. At the City Inspector's order, the Applicant/Contractor shall immediately remedy, remove, replace, or dispose of unauthorized or defective work or materials and bear all the costs of doing so.
- E. All roadway, walkway, and drainage infrastructures must be inspected and approved prior to any final acceptance of the improvements.
- F. Prior to any critical task being started, the Applicant must coordinate with the City inspector. At a minimum, the following critical tasks require advance notification:
 - 1. Clearing and Temporary Erosion/Sedimentation Control: Two working day notice prior to initial site work involving drainage and installation of temporary erosion/sediment control.
 - 2. Curb and Sidewalk Placement: Two working day notice to verify proper forming and preparation

- prior to placing concrete.
3. Structural Inspection for Concrete Walls/Vaults/Foundations: Per *Special Inspection Sheet*, project specifications, and/or guidance of City staff
 4. Storm drainage facilities - 2 working day notice for:
 - i. Pipe installation prior to backfill
 - ii. Trench backfill (if in right-of-way)
 - iii. Vault foundation verification
 - iv. Vault installation prior to backfill
 - v. Vault backfill (if in right-of-way)
 5. Pavement: 2 working day notice prior to verify subgrade and 2 working day notice for paving activity.
 6. Street lights: 2 working day notice prior to installing foundation
 7. Landscaping: 2 working day prior notice for inspecting plant quality and placement for right-of-way plantings and storm drainage facilities.
 8. Substantial Completion Inspection: 5 working days prior notice
 9. Final Inspections:
 - i. 5 working days prior notice for Final Inspection.
 - ii. 5 working days prior notice from expiration of the maintenance and defect period.
 - iii. The Applicant's responsibilities under the terms of the maintenance and defect agreement shall not end until the improvements are formally accepted in writing by the City of Kenmore.
- G. It is the Applicant's/Contractor's responsibility to request all inspections. The City may not necessarily track when inspections are needed. Failure to notify the City of any inspection will not relieve the Contractor from performing the work as required by the permit and Standards. See Section 4.05 for additional information.
- H. Chips/cracks on public sidewalk/curbing/driveway approaches: Replacement of concrete panels or curbing due to cracking or chipping may be required and will depend upon the width, the reason for the cracking/chipping and the number of cracks/chips in each feature. In general, all cracks and chips will be evaluated on a case-by-case basis. When required, concrete panels and curbing shall be replaced from expansion joint to expansion joint; no sawcutting will be allowed unless approved by the City Inspector. The following general guidelines will be used for determining when corrective action may be required:
1. Any crack greater than 1/8" in width at any location
 2. Any crack that creates a vertical differential greater than 1/8" at any location
 3. More than 1 crack (regardless of width) with less than a 2-foot separation
 4. Any feature that the Contractor did not protect which resulted in a crack/chip or if the Contractor did not use standard construction methods and practices in performing the work that resulted in the damage.
 5. Chips, in general, may be repaired if they are less than 2 inches in all directions. Proposal for repair must be reviewed and approved by the Inspector prior to repair work starting. Chips larger than 2 inches in any direction will require a replacement of the panel or segment.

4.03 Substantial Completion Approval

The following section shall be applicable to subdivision projects, site development permits (engineering and grading permits), and right-of-way permits. Substantial completion approval for City projects shall be per WSDOT Standard Specifications and the project's special provisions.

- A. It shall be the practice of the City of Kenmore to require a minimum level of constructed improvements prior to recording plat documents or issuing a certificate of occupancy and all projects shall obtain substantial completion approval prior to recording final documents.
- B. Substantial completion shall require verification that the following items have been addressed; approvals from agencies other than the City of Kenmore must be provided in writing to the City inspector:
 1. Access provided to all lots within a development.
 - i. For hot mixed asphalt (HMA) pavements, access is interpreted as all but the last 2 inches of lift of the asphalt pavement.
 - ii. For concrete and pervious pavements on internal driveways and private roadways, a compacted gravel surface is acceptable for access; paved surfaces must still be provided within the right-of-way.
 2. Adequate parking provided for the proposed uses of buildings to be occupied.
 3. Required ADA facilities (sidewalks, curb ramps, railings, etc.), meeting the latest ADA Standard Guidelines, installed for the access to buildings to be occupied.
 4. Frontage improvements installed, safe, unobstructed to the public, and ADA compliant.
 - i. Pavement markings shall be provided as directed by the City inspector.
 5. Compaction and testing reports for all paved surfaces, backfill, and concrete structures must be provided to the City inspector. Failure to provide proof of adequate special inspection testing may require post performance sampling/testing, replacement of material, or extended maintenance and defect bonding period at the discretion of the City Engineer.
 6. Drainage system installed and functional.
 7. Water and sewer installed and functional (as determined by the water & sewer district)
 8. Mail delivery system/mailbox installed and approved by the Postmaster.
 9. Construction equipment, stockpiles, and other materials removed from within the right-of-way and stored on private property with appropriate erosion and sediment control measures in place.
 10. Major safety concerns eliminated (fall hazards, trip hazard, sight distance issues, etc.)
 11. All exposed soils temporarily stabilized, and all remaining stockpiles covered in compliance with erosion and sediment control standards.
 12. All required regulatory signage installed.
 13. All required landscaping must be installed or bonded.
 14. All required mitigation plantings must be installed or bonded.
 - i. On site mitigation areas or critical areas must be delineated by temporary fencing.
 15. All required recreation equipment must be installed or bonded.
 16. All required lighting installed.
 17. Video inspection of storm drainage system completed and delivered to the City for review.
 18. Covenants are recorded on all lots.
 19. Additional performance agreement and financial guarantee filed with the City to ensure timely completion of the project.

4.04 Final Construction Approval

The following section shall be applicable to subdivision projects, site development permits (engineering and grading permits), and right-of-way permits. Final construction approval for City projects shall be per WSDOT Standard Specifications and the project's special provisions.

- A. Prior to closing any permit for site improvements or release of performance bonds associated with a project, the project shall obtain final construction approval.
- B. Final construction approval shall require verification that the following items have been addressed:
 - 1. All item listed in Section 4.03 except the additional performance agreement (Section 4.03.B.19 above).
 - 2. All exposed soils or slopes shall be permanently stabilized.
 - 3. Final HMA pavement lift plus pavement joint sealing has been installed and approved.
 - 4. All other work noted on the approved plans has been completed.
 - 5. All final punch list items must be addressed as directed by the City Inspector.
 - 6. As-built or final record drawings shall be submitted to and approved by the City.
 - 7. Verification of the constructed detention volume from the Licensed PE or surveyor.
 - 8. Storm drainage system has been accepted by the City.
 - 9. All required road monuments shall be installed, and a licensed surveyor shall provide written statement that the monuments have been correctly installed and registered with the State.
 - 10. Critical areas shall be permanently delineated and required signage shall be installed.
 - 11. Covenants are recorded on any remaining lots.
 - 12. Required agreement and financial guarantee for maintenance and defect period must be submitted to the City.

4.05 Penalties for Failure to Notify and Obtain Approval

Notification by the Applicant/Contractor, at the necessary time frames noted above, is essential for the City to verify, through inspection, that the work meets the approved plans and Standards. Failure to notify and obtain approval will result in the City requiring additional sampling and testing with certification by a City approved laboratory. Costs of such testing and certification shall be borne by the Applicant/Contractor.

If the test results conclude that the work does not meet the approved plans, specifications and Standards, the Applicant/Contractor will be required to remove the material and replace it with materials that meet the approved plans and Standards at their own expense. At the time that such action is directed by the City, further work on the development may be limited or prohibited until all directed tests have been completed, approved, and all corrections identified by the City have been made to the satisfaction of the City Inspector. If necessary, the City may take further action as set forth in KMC 1.20.

4.06 Control of Materials

The following standards apply to roads (public and private) and publicly maintained storm drainage systems only and do not pertain to site development. The provisions of Section 1-06 of the WSDOT Standard Specifications apply in all respects to all construction.

- A. Source of Supply and Quality of Materials: The Applicant/Contractor shall notify the City of proposed sources of supply for all materials to be furnished. The City shall approve the source of supply of each of the materials before the installation. Representative preliminary samples or test data of the character and

quality prescribed may be required to be submitted by the Applicant/Contractor or producer for examination. Materials suppliers listed on the WSDOT Qualified Product List (QPL) do not require prior City approval; a copy of the QPL is required.

- B. Only materials conforming to the requirements of the WSDOT Standard Specifications shall be used in the work, unless otherwise approved by the City Engineer. Any material proposed to be used may be inspected or tested at any time during their preparation and use. If after testing it is found that sources of supply that have been approved do not furnish a product that conforms with WSDOT Standard Specifications, or if the product from any approved source proved unacceptable at any time, the Applicant/Contractor shall furnish approved materials from other approved sources. Any approved material that becomes unfit shall not be used.
- C. Samples and Tests: The Applicant/Contractor is required to retain the services of a certified testing laboratory to conduct necessary field and/or lab tests of materials or methods. Testing shall be in accordance with WSDOT Standard Specifications and/or AASHTO/ASTM standards. Materials shall not be used until approved.
 - 1. Minimum testing frequency shall be as follows:
 - i. Soil Compaction Testing (trench): one test per every 50 feet on each lift. Inspector may, at their discretion, reduce the number of tests if compaction placement and density is consistent.
 - ii. Soil Compaction Testing (roadway/sidewalk): One test every 50 feet per lane or sidewalk. If roadway and sidewalk grades are constructed at the same time, testing under sidewalk is not required. Inspector may, at their discretion, reduce the number of tests if compaction placement and density is consistent.
 - iii. Subgrade Leveling Course: Visual inspection if lift is less than 6 inches. If greater than 6 inches, follow requirements of 1(ii).
 - iv. Asphalt Pavement: One test every 50 feet per lane per lift.
 - v. Wall/Structure backfill: One test per every 50 feet on each lift on each side receiving backfill. Inspector may, at their discretion, reduce the number of tests if compaction placement and density is consistent. Backfill testing is not required when wall/structures are not within the roadway footprint.
 - vi. Retaining walls (reinforced concrete/soldier pile): 3 compression tests (28d, 28d, spare) cylinders for each day concrete is poured.
 - 2. The Applicant/Contractor shall provide the City with certified copies of the complete test reports directly from the testing laboratory.

4.07 Construction Control in Developments

Where applicable, the provisions of Section 1-05 of the WSDOT Standard Specifications apply in all respects to development construction.

4.08 Sub-grade

In preparing the roadbed for surfacing before any paving, the requirements outlined in Sections 2-06.3(1) and 2-06.3(2) of the WSDOT Standard Specifications shall be met. After the subgrade preparation has been completed, it shall be thoroughly checked by the Applicant/Contractor using a level, string line, crown board, or other means to determine that the subgrade conforms to the approved road section and the Standards prior to placing any surfacing material.

4.09 Traffic Control During Construction

Traffic control shall follow the guidelines of Section 1-07.23 and 1-10 of the WSDOT Standard Specifications. All barricades, signs, delineators, and flagging shall conform to the requirements of the most current MUTCD Manual. Signs must be legible and visible, with consideration for the horizontal and vertical curvature of the roadway, existing vegetation, and legal street parking. Signage should be removed or covered at the end of each workday if not applicable after construction hours.

- A. Temporary Traffic Control: The Applicant/Contractor shall be responsible for traffic control during construction on or along City roads. When work is to be performed on City roads that are open to traffic, the Applicant/Contractor will be required to submit a traffic control plan for approval prior to permit approval. Any alterations to reviewed traffic control plans shall be reviewed by the Inspector prior to beginning the work.
 1. Lane closures will be allowed between the hours of 9:00am and 3:30pm unless otherwise approved by the City Engineer.
 2. Flaggers are required at all times when a roadway is reduced to one-way only or when traffic visibility is obstructed by construction activity. All flaggers shall possess a current Washington State certified flagging card.
 3. Pedestrian access shall not be blocked or restricted. If pedestrian access cannot be maintained, flaggers may be used to safely escort pedestrians around the work area, or a detour plan shall be submitted and approved (see bullet "E" below).
- B. Temporary Road Closures and Detours: The City may consider requests for full road closures where they are determined by the City Engineer to be in the best interest of the public:
 1. A proposal for a road closure and a detour plan must be prepared and submitted to the City at least 10 working days in advance; said plan must be approved by the City Engineer prior to closing any City street.
 2. The types and locations of the signs shall be shown on a detour plan.
 3. The Applicant/Contractor shall post "This Road Will Be Closed" signs, along with the anticipated dates and times of closure, a minimum of 7 calendar days prior to the closing.
 4. The Applicant/Contractor must notify, in writing, local fire, school, law enforcement authorities, Metro transit, adjacent parcels owners, and any other affected persons as directed by the City at least 10 days prior to road closure.
 5. Businesses and residences adjacent to the closure shall be notified via door hangers three (3) calendar days prior to the closure. Arterial street closures require variable message signs (VMS) posted on site five (5) calendar days prior to closure. Any residential street closure greater than 9 hours will require a VMS posted on site three calendar days prior to closure.
 6. The Applicant/Contractor may be required, at the direction of the City Engineer, to notify adjacent property owners via door hangers or mailers along the detour route three (3) calendar days prior to the closure.
 7. Shoulder closures affecting parking shall require on-site notification of said closure 48-hours prior to the closure. Notification shall be on A-frame boards stating the project, permit number, dates and times of closure, contact information, and location (limits) of closure. At the discretion of the City Engineer, notification fliers may be required for adjacent properties/businesses and parked cars.
- C. Haul Routes: The Applicant/Contractor shall be required to develop and use a haul route. Haul routes shall be limited to arterials and collector streets when at all possible.

1. The haul route plan must be prepared and submitted to the City Engineer and approved prior to beginning or continuing construction. The haul route plan shall address routing, hours of operation, signage and flagging, and daily maintenance.
 2. If the Developer/Contractor's traffic fails to use the designated haul route, the City Engineer may prohibit or limit further work on the development until such time as the requirements of the haul route are complied with. The City may also require restoration to roads utilized outside of the haul route. Restoration would be at the City's discretion.
 3. The haul route shall be identified on the plans.
- D. Haul Road Agreement: When identified as required by the SEPA review process or by the City, a haul road agreement shall be obtained by the Applicant, utility, Developer, or property owner establishing restoration procedures to be performed upon completion of the haul operation.
- E. Pedestrian Circulation Plan: Where a development or construction activity will obstruct an existing pedestrian walkway regularly used by pedestrians, a pedestrian circulation plan shall be required prior to beginning any construction activity. The pedestrian circulation plan must identify alternative access routes to safely direct pedestrians travelling in, around, or through a work area.
1. Where existing pedestrian facilities exist outside the limits of the work zone, they may be utilized as the alternative pedestrian path provided that pedestrian connections with the existing pedestrian path can be made at safe and legal locations and appropriate signage is provided, in compliance with MUTCD, to direct pedestrian movements to the alternative routes. All pedestrian connections shall be ADA compliant to the maximum extent feasible/practical.
 2. Where existing pedestrian facilities cannot move pedestrians around a work zone, a temporary alternative pedestrian pathway must be provided and must be compliant with current ADA standards to the maximum extent feasible/practical, including, but not limited to, temporary ramps where required and continuous cane-detectable barriers around the revised pedestrian route.
 3. All barricades, signs and flagging shall conform to the requirements of the MUTCD. Signs must be legible and visible and should be removed at the end of each workday if not applicable after construction hours.
- F. Bicycle Circulation Plan: Where a development or construction activity will obstruct, close, or create a hazardous condition of loose pavement or material on an existing marked bicycle lane or traffic lane marked with a sharrow symbol, a bicycle circulation plan shall be required prior to beginning any construction activity. The bicycle circulation plan must address signage to notify cyclists of the closure and/or hazardous condition (plates on roadway, uneven pavement, gravel, etc.), alternative access routes and detours for cyclists and signage notifying drivers on alternative access routes of the increased presence of cyclists during construction. All barricades, signs and flagging shall conform to the requirements of the MUTCD. Signs must be legible and visible, considering horizontal and vertical curves and overhanging vegetation, and should be removed or covered at the end of each workday if not applicable after construction hours.

4.10 Call Before You Dig

Contractors are responsible for timely notification of utilities in advance of any construction in right-of-way or utility easements as required under [RCW 19.122](#). The utility One-Call Center phone number (1-800-424-5555) or 8-1-1 should be prominently displayed on the work site.

4.11 Utility Certification

All permits for new placement and replacement of existing utilities and utility structures shall be accompanied by written certification from the utility's professional engineer or from an agent authorized by the utility to certify that the installations conform to the appropriate standards and that the proposed work is in conformity with sound engineering principles relating to street safety.

4.12 Final Cleanup and Restoration

In addition to restoration of the road as required by these Standards, the responsible Applicant, utility, Contractor, etc., shall care for adjacent areas in compliance with Sections 1-04.11 and 8-01 in the WSDOT Standard Specifications. In particular:

- A. Roads shall be cleaned and swept both during and after the installation work.
- B. Disturbed soils shall be final graded, seeded and mulched after installation of utility. In limited areas seeding and mulching by hand, using approved methods, will be acceptable.
- C. Ditch lines with erodible soil and subject to rapid flows may require seeding, matting, netting, or rock lining to control erosion.
- D. Any silting or accumulation of construction debris of downstream drainage facilities, whether ditches, pipes, or catch basins, which resulted from the construction activity shall be cleaned out and the work site restored to a stable condition as part of site cleanup.
- E. Remove all temporary erosion and sediment control materials and fencing and dispose of properly.

Chapter 5: Private Roads, Driveway, and Parking Design

All accesses to individual buildings or lots shall be located, designed, and constructed to balance multimodal transportation needs and maximize public safety on the road system. This chapter provides location and design criteria for access at the right-of-way line, access approaches in the right-of-way, private roads, and driveways or circulation roads internal to a private property.

5.01 General

Each lot shall have direct access to the public right-of-way. If a project site is not immediately adjacent to the right-of-way, access must be achieved by a recorded easement or by a recorded access tract.

- A. The circulation system of developments shall intersect with existing and anticipated streets abutting the site at safe and convenient locations.
- B. Every lot upon which a building is proposed to be erected or a traffic generating use is proposed to be established shall establish direct access from the roadway as needed to provide public services such as fire protection, emergency service, mail delivery or trash collection.
- C. The designers of proposed developments must consider the access and driveway profile to ensure that required grade transitions can be complied with while considering building setbacks, terrain, and grades.
- D. All traffic control devices, including signs and pavement markings, shall meet the MUTCD standards.
- E. All private roads, driveways, and parking lots shall be paved with either hot mix asphalt or concrete.
- F. The use of low impact development (LID) practices is required where feasible on private driveways, private roadways, and off-street parking areas.
- G. Access tracts and/or roads required to provide access to two or more lots shall be developed to the width and standard required for its entire length. The practice commonly known as, or that yields the effect of, “telescoping” improvements (i.e., a street required to serve a short plat being reduced in width as the number of remaining lots decreases) is expressly prohibited.
- H. Any portion of a paved roadway, parking area, driveway, and/or private road located on private property, whether paved or not, shall be setback a minimum of 5 feet from all property lines. Connections to the right-of-way are exempt.
- I. The City may require additional connections for bicycles and pedestrians as directed by the City Engineer as noted in Section 2.05.
- J. For commercial or industrial internal (private) roads with heavy traffic volumes or significant numbers of trucks, the City may require construction of the access as an intersection with an arterial and/or may require additional reinforcement within the sidewalk, driveway and approach sections within the public right-of-way. This requirement will be based on traffic engineering analysis submitted by the Applicant that considers, among other factors, intersection spacing, sight distance, and traffic volumes.
- K. Concentrated surface water flows (e.g., pipe discharges, gutter flows, trench flows, etc.) shall not be permitted to cross sidewalks or any other walkways.

5.02 State Highways

Access points to the state highway system are regulated through the Revised Code of Washington (RCW). The only state highway within the City of Kenmore is State Route 522/Bothell Way NE (SR522).

- A. Per KMC Chapter 12.85, a City connection permit will be required for any new, alteration, or relocation of driveways or streets that intersect with SR522.

- B. Any development that requires the construction of a new driveway, a relocation/modification of an existing driveway, utility service connections, or construction of a new road that intersects a state or federal highway may require a permit from the Washington State Department of Transportation (WSDOT). Applicant must contact WSDOT for additional information and requirements.
 - 1. This project must comply with all applicable State standards, as noted above, in addition to designing for City standards.
 - 2. Where State or federal standards conflict with these Standards and/or KMC, the more restrictive requirement shall prevail.
- C. See KMC Chapter 12.85 for additional requirements for driveways connecting to SR522.

5.03 Private Roads

All newly created roads that create a street end (dead-end) shall be a private road per these Standards. Newly created dead-end roads or extensions of existing private dead-end roads shall become public if the final length of the road measured from centerline of intersecting public street to furthest extent of the proposed road exceeds 500 feet or as noted in Table 6.1.

- A. Private roads are to be privately owned and maintained and shall be constructed as outlined in Chapter 6.
- B. Private roads shall be clearly identified and dedicated in an easement or tract and noted on the plat map to be recorded, if applicable. Dedication language shall include a clear designation of maintenance responsibility for the improvements within the easement or tract.
- C. At the discretion of the City Engineer, where a street is proposed (either through City planning or possible development through zoning allowances) that may, in the future, be connected to an existing public road or extend the private road beyond the 500-foot threshold, the road shall be constructed to meet minimum standards for a public road for the proposed road classification.
- D. Private roads shall have language included in the final plat map allowing additional parcels to connect to the proposed private road and to make alterations to the track to accommodate future development. Future connecting parcels shall be added to the maintenance responsibility of the private road through recorded documents on each property title.
- E. Private roads (including maintenance roads) shall be designed to accommodate access (pedestrian and/or vehicle depending upon facility) to any storm drainage facility. Specific access requirements shall be coordinated with Public Works. All private road tracts shall have language that allow access for maintenance and/or replacement purposes.
- F. Before a private road can be made public, the private road shall be improved to meet the Standards for a public road. Exemptions may be approved on a case-by-case basis.
- G. If a private road is to be converted to public right-of-way, the Applicant shall be responsible for all documentation and recordings necessary to transfer the private road to public ownership including notifications to adjacent property owners.
- H. Alleys, when appropriate, shall be designed to meet all the following standards:
 - 1. Serve a maximum of 30 dwelling units
 - 2. Have a maximum length of 400 feet
 - 3. One-way road that connects two other streets (private or public); alleys cannot be dead-ends or cul-de-sacs and shall not intersect other alleys.
 - 4. In a dedicated tract with a minimum width sufficient to construct the alley and related grading.
 - 5. The minimum paved width shall be 10 feet, maximum paved width shall be 14 feet.
 - 6. The surface shall be paved, sloped to the centerline of the alley and provided with an inverted

crown to control surface runoff as far from the buildings structures as feasible. Catch basins shall be provided in each alley to collect storm water prior to crossing any current or proposed walkways.

7. Modifications to existing alleys may be considered on a case-by-case basis subject to approval by the City Engineer.
 8. Approaches shall be per Section 5-04A/B (1. and 2.)
 9. An alley may not serve as the only access to a lot.
- I. Private roads shall be designed to meet all the following standards:
1. Design widths for all private road features shall be per Table 6.1.
 2. Private road approaches (from a public road):
 - i. Shall be designed per the driveway standards in Section 5.04.
 - ii. Private road approaches shall be designed to accommodate the uses and volume of traffic served. Approach widths exceeding these Standards may be required at the City Engineers discretion.
 - iii. Private road approaches may be required to be designed with a specific turning radius and/or curb returns as determined by the Fire Marshall.
 - iv. Where private roads are required to be designed with curb returns, private roads shall be spaced per Section 7.02 when feasible, otherwise to the maximum extent possible.
 3. Obstructions (such as, but not limited to: walls, fences, poles, and above ground utilities features) shall be placed a minimum of 1 foot beyond the limits of the paved surface.
 4. When located along an existing or proposed property line, the paved access (not including separated pedestrian walkways) shall be positioned within the tract to accommodate a 5-foot setback along the property line.
 5. Geometric design and profile shall meet the standards of a local road.
 6. If the length, measured from centerline of intersecting street to furthest extent of the road exceeds 150 feet in length as measured in 5.03A, a turnaround must be provided and approved by the Fire Marshal. See Section 6.10 for turnaround design requirements.
 7. Paved surface may be installed with an inverted crown (flow-line in the center) or sloped in one direction with a vertical curb to control surface runoff. Catch basins shall be provided in each private access tract to collect storm water prior to crossing any current or proposed walkways. Additional easements may be required for utilities and drainage.
 8. Surface water from new roads shall not be permitted to flow across any public walkway unless otherwise approved by the City Engineer.
- J. Joint use driveways shall be designed to meet all the following standards:
1. A joint use driveway shall serve a maximum of two (2) dwelling units.
 2. Pavement width shall be between 16 and 20 feet.
 3. Minimum tract width shall be the pavement width plus 6 feet when adjacent to an existing property line; if not positioned along an existing property line the tract width may be reduced to 2 foot plus the pavement width.
 4. Obstructions, such as walls, fences, poles, above ground utilities feature, shall be placed a minimum of 1 foot beyond the limits of the paved surface.
 5. The paved access shall be positioned within the tract to accommodate a 5-foot setback along an existing property line and 1-foot setback along newly created property lines.

6. The length, measured from centerline of the nearest intersecting public roadway to the end of the last driveway (a, shall not exceed 300 feet in length without a street end (see Section 6.10). Additional requirements for pavement radii and pavement width may be necessary as determined by the City Engineer.
7. Paved surface may be installed with an inverted crown (flow-line in the center) or sloped away from the adjacent property line with a thickened edge or curb to control surface runoff. Catch basins shall be provided in each private access tract to collect storm water prior to crossing any current or proposed walkways.
8. Driveway profiles and elevations shall comply with the intersection grade requirement per Section 7-06.
9. Additional easements may be required for utilities and drainage.
10. Joint use driveways shall comply with Section 5.04. Any conflicts with this Section and Section 5.04, the stricter provision shall apply.

5.04 Driveways and Driveway Approaches

This section provides driveway and driveway approach standards to public and private roads. It is not the intent of these Standards to govern design or location of driveways on private property except where they connect to the road where minimum setbacks are required along property lines and where safety is a concern. However, fire access requirements governed by the Fire Code (KMC 15.10) and KMC Title 18, establish criteria for driveway widths.

A. General Driveway/Driveway Approach Requirements:

1. New driveway approaches shall generally comply with KSD 8-006 for Type 1 Driveway Approach. The sidewalk at back of the driveway apron shall be designed to meet ADA Standard Guidelines. Elevation changes required for the driveway apron to meet road grade shall be accomplished within the limits of the amenity zone and shall not intrude upon the sidewalk.
2. Type 2 Driveway Approaches (depressed driveways) are not permitted on public roadways unless otherwise approved by the City Engineer. Exemptions may be granted on a case-by-case basis where existing sidewalk, on local roads in front of adjacent parcels, has no amenity zone. Type 2 driveways are allowed on private roads. If approved, depressed driveways shall generally be designed and constructed to comply with KSD 8-007.
3. A right-of-way use permit or engineering permit, as appropriate, is required by the City prior to beginning construction within the right-of-way.
4. All driveways must be paved within the limits of the public right-of-way. From back of sidewalk to the right-of-way line, pavement may be either asphalt or concrete.
5. Driveway profiles and elevations shall comply with the intersection grade requirement per Section 7-06.
6. All abandoned driveway/driveway approach areas along the frontage shall be removed. The curbing, sidewalk, and/or shoulder and ditch section shall be properly restored to these Standards.
7. Maintenance of driveways and driveway approaches, including any regulatory signage or pavement markings, shall be the responsibility of the owner whose property they serve.
8. The City and franchised utilities are not obligated to replace alternative surfacing material within the public right-of-way with a like material and may, at the City Engineer's discretion, replace existing driveways and driveway approaches with standard asphalt or concrete within the right-of-way.

9. Grade transitions, excluding the tie-in to the road, shall be constructed as smooth vertical curves. The maximum change in driveway grade within the right-of-way shall be 8 percent within any 10 feet of distance on a crest and 12 percent within any 10 feet of distance in a sag vertical curve. Whenever there is a potential for future road widening, the driveway shall be graded to match the future widened road section without encroachment into the sidewalk.
10. For driveways crossing an open ditch section, culverts shall be adequately sized to carry anticipated storm water flows and at a minimum the culvert shall be equal to or larger than any existing pipes within 500 feet upstream or downstream; in no case shall the minimum pipe size be less than 12-inch in diameter. Pipe should be long enough to account for the driveway side slopes and shall be per KSD 7-001 (Beveled End Pipe Section) and 7-011 (Debris Cage for Culvert). The property owner making the installation shall be responsible for determining proper pipe size. The City may require the owner to verify the adequacy of pipe size.
 - i. Additional requirements may apply when the driveway crosses a classified stream per KMC 18.55 including, but not limited to, fish passable culvert, habitat restoration, and other requirements for a *Hydraulic Permit Approval* (HPA) from WDFW.
11. Storm drainage from driveway and driveway approach surfaces must be accounted for in the roadway drainage design.

B. Single Family Residential Driveway and Driveway Approaches:

1. Driveways and driveway approaches must be a minimum length of 20 feet, measured along any point between the nearest tract/easement/right-of-way line of a shared access or roadway and the nearest edge of the parking area/carport/garage required per KMC 18.40.030. Driveways may not exceed 45 feet in length if feasible.
2. Driveway and driveway approaches shall have a minimum width of 12 feet and a maximum width as follows:
 - i. Driveways and driveway approaches accessed from private roads shall have a maximum width of 35 feet.
 - ii. Driveways and driveway approaches accessed from public roads shall have a maximum width of 20 feet at the right-of-way line. Driveways may be widened to a maximum of 35 feet beginning at a minimum of 5 feet from the right-of-way line.
3. Driveways shall be continuously paved or surfaced with gravel between the public right-of-way and the parking area required by KMC 18.40.030, unless otherwise approved by the City of Kenmore.
 - i. This requirement shall not restrict the use of alternative pavement types (such as porous pavements or pavers) and methods (such as wheel strips) to meet flow control BMP or Low Impact Development requirements.
 - ii. Driveways with a slope exceeding 5% in grade shall be paved; gravel surfacing will not be permitted on steep driveways.
4. If frontage improvements do not exist and are not required, driveway approaches from the right of way line to the edge of pavement shall be HMA unless otherwise approved by the City Engineer.

C. Commercial, Industrial, & Multi-Family Driveways and Driveway Approaches:

1. Driveways, when designed, must be a minimum length of 40 feet, measured along any point between the nearest tract/easement/right-of-way line of a shared access or roadway and the nearest edge of the parking area/carport/garage required per KMC 18.40.030.
2. Driveways and Driveway approaches shall have a minimum width of 24 feet and a maximum width of 36 feet.

3. Driveways shall be continuously paved between the public right-of-way and the parking area require by KMC 18.40.030.

- i. This requirement shall not restrict the use of alternative pavement types (such are porous pavements or pavers) and methods (such as wheel strips) to meet a flow control BMP or Low Impact Development requirement.

D. Townhome Driveways and Driveway Approaches:

Driveways lengths shall be 20 feet when accessed from a public road with a width between 8 feet and 20 feet. Driveways are not required when accessing from a private road. If driveways are proposed off of a private road, they shall follow the requirements for access from a public road. Driveway approaches to garages from private roads shall not exceed 6 feet in length. Any conflicts with the KMC, the KMC shall prevail.

E. Location of New Driveways.

1. Driveway location is subject to City approval.
2. No portion of driveway width shall be allowed within 5 feet of any existing side property lines.
 - i. Exceptions may be granted without a formal variance request for access panhandles to single lots and for lots taking access from a cul-de-sac bulb; in such cases the driveway shall be located, and possibly reduced in width, to provide the largest setback feasible.
 - ii. A setback variance may be approved if approval from the adjacent property owner(s) is received.
3. No two driveway approaches along a public right-of-way shall be closer together than 20 feet on arterial/collector roads and 10 feet on local roads where it intersects with the street right-of-way line. Distance is measured from the edge of the driveway.
 - i. Exceptions may be granted without a formal variance request for access panhandles and for lots taking access from a cul-de-sac bulb; in such cases the driveway shall be located, and possibly reduced in width, to provide the largest separation feasible.
4. On frontages 100 feet or less, no more than one driveway/driveway approach per lot shall be constructed. On frontages over 100 feet, the City may permit two driveways/driveway approaches per lot, subject to bullet 5 of this section, Section 10.02, maximum combined width of both driveways not to exceed the maximum driveway width per 5.04 B and C, and City Engineer approval.
5. Project sites which have multiple frontages, such as corner lots or lots with public roads on the front and back of the lot, access must be taken from one side only and access must be from the street with a lower classification (or volume) unless otherwise approved by the City Engineer. Removal of existing improvements or obstruction such as, but not limited to, walls, fences, or existing utilities shall not be sufficient to determine an access infeasible. Additional access from the other frontages may be granted where all road frontages exceed 100 feet, subject to City Engineer approval.
6. Driveways shall not be allowed within 30 feet of an existing or planned intersection radius return (curb or edge of pavement) and shall be positioned as far from an intersection as feasible.
7. Driveways shall not be allowed within 20 feet of any marked crossing.
8. Driveways shall be located at existing or proposed easements or tracts adjacent to the property.
9. Driveways shall intersect the right-of-way/tract/easement at an angle between 85° and 95° and shall maintain this requirement for all portions of the driveway which lie within a public right-of-way. Exceptions may be granted for driveways within the limits of a cul-de-sac bulb.
10. Driveway approaches along SR522 shall follow the requirements of KMC Chapter 12.85. Where a

conflict arises between KMC 12.85 and these Standards, KMC 12.85 shall prevail.

11. Notwithstanding any other provisions, driveways/driveway approaches will not be allowed where they are prohibited by separate City Council action or where they are determined by the City to create a hazard or impede the safe operation of traffic on the road.
- F. For land development projects and/or changes in use, existing driveways and driveway approaches which do not conform to this chapter shall be reconstructed to the Standards.
- G. Pedestrian/bicycle sight distance must be maintained for all driveways and driveway approaches.
 1. For the intersection of a driveway with a public street, a sight distance triangle for a site access point shall be determined by measuring 15 feet along the edge of travel way and 15 feet along the edges of the driveway beginning at the respective points of intersection. The third side of each triangle shall be a line connecting the end points of the first two sides of each triangle.
 2. Where pedestrian walkways exist at an intersection of a driveway with the public street, a sight distance triangle for a site access point shall be determined by measuring 15 feet along the back edge of the walkway and 15 feet along the edges of the driveway beginning at the respective points of intersection. The third side of each triangle shall be a line connecting the end points of the first two sides of each triangle.
 3. For the intersection of a driveway with a public street with bicycle facilities a sight distance triangle along the driveway shall be determined by measuring 100 feet along each bicycle facility approach which must be crossed by a vehicle entering traffic from the driveway and 10 ft along the edges of the driveway at the near edge of the bicycle facility. The third side of each triangle shall be a line connecting the end points of the first two sides of each triangle. Larger sight distance triangles for bicycle facilities may be required at the discretion of the City Engineer.
 4. With the exception of narrow objects (sign posts, single mail box posts, trees, utility poles, etc.), the area of sight distance triangle between 3.5 and 8 feet above finished grade shall remain clear.

5.05 Parking

Parking lots, including the amount of required off-street parking stalls, stall dimensions, and drive isle dimensions and layout, shall be designed and constructed in compliance with KMC 18.40.

- A. On-street parking stalls located within or requiring turning movements within the public right-of-way shall not be counted toward the required number of off-street stalls except as permitted by KMC 18.29.070. Where on-street parking or parking within the right-of-way is to be counted toward the parking requirement, the parking stalls shall:
 1. Comply with the dimension requirements of KMC 18.40, and
 2. Be located outside of existing or future vehicle travel lanes, and
 3. May require additional pavement width in excess of the minimum widths listed in these Standards, and
- B. On-street parking stalls may be removed at any time at the discretion of the City Engineer.
- C. The number of ADA compliant parking stalls provided on each site shall comply with KMC 18.40.060 and current ADA Standard Guidelines.
- D. Where off-street parking stalls and driveways are not directly accessed from the public right-of-way, roadways providing access to the off-street parking area shall meet the standard of a private road including the requirement for a pedestrian walkway.
- E. All marked pedestrian crossings on private internal commercial drive aisles shall be designed and constructed as speed tables which provide an elevated crossing for pedestrians.

1. Speed tables shall be treated with colored concrete, pavers or other visual cues to the presence of the table and crosswalk.
- F. For marked on-street parking, design and location shall comply with ADA Standard Guidelines.

Chapter 6: Road Design

This chapter sets the minimum standards for geometric street design of public roads, commercial/industrial roads, and private roads where noted. The City's roadway classification map is included in Appendix A.

6.01 Reconstruction

Reconstructed, altered, widened, or improved roads shall be brought into compliance with these Standards.

- A. For the purposes of this section, utility installations alone shall not be considered reconstruction but must still meet the standards and requirements of Chapter 11.
- B. Transitions or tapers necessary to connect with existing roads of a different width shall meet AASHTO and MUTCD standards.

6.02 Applicable Standards

Projects adjacent to an existing road shall improve the existing road to the current Standards for its current classification per Section 6.03, 6.04, or 6.05, except where project impacts result in a reclassification of the road.

- A. Projects adjacent to existing roads in which the project impacts result in the change of the road classification as noted below shall be required to improve the entire road to the current Standards for the new classification. Limits of the roadway upgrade shall be determined by the City.
- B. Subdivision and residential projects shall construct internal roads per Section 6.04 or Section 5.03.
- C. Commercial, industrial, townhome, and multi-family projects shall construct internal roads per Section 6.05 and Section 5.03, as applicable. The classification of new internal roads for these types of projects shall be determined by the City.
- D. Private roads for townhome and multi-family developments shall construct internal roads providing access to parking areas per Table 6.1 and Section 6.05, except that the required 4-foot sidewalk on private roads may be relocated as needed to provide pedestrian access to the main entrance of each unit.
- E. Alternative road designs may be proposed on any road type when approved by the City Engineer. Alternative road sections shall follow the guidance of Section 6.13.

6.03 Typical Road Cross Sections

Right-of-way widths shall be a minimum of 60-feet. Local road widths may be reduced to 46 feet at the discretion of the City Engineer. Right-of-way dedications may be necessary to meet the minimum right-of-way width. The City Engineer shall determine the amount of dedication required to meet the minimum right-of-way width.

Certain roads have an established cross section that may differ from the standard design requirements shown in the Standards. Those roads shall be improved in accordance with the Standards AND to the configuration and widths as shown in the appropriate Figure in Appendix B. Any conflicting information between the cross sections and other requirements in the Standards, the cross sections shall take precedence.

6.04 Typical Sections for Single Family Residential Access Roads

New roads for single family residential projects shall be constructed per Table 6.1. For existing roads (including private roads converting to public), the road classification identified for that road will be used to determine the Standards for design in Table 6.1.

- A. Vertical curbing is required on both sides of all roadway types unless an inverted crown or full width sloped road is proposed and approved.
- B. Vertical curbing shall be constructed per Sections 8.02, 8.03, and 8.04.
- C. On local roads, sidewalk is required on any side of the road which will be adjacent to newly created lots, structures, or driveways; in no case shall a road be constructed without sidewalk on at least one side.
 - 1. Maintenance access roads, required solely for utility or park maintenance, shall not trigger the sidewalk requirement.
 - 2. New roads where new lots, structures, or driveways are only proposed on only a portion of one-side of the road, the frontage improvement requirements shall be applied to the entire length of proposed roadway out to the nearest intersecting roadway.
 - 3. For new single lot developments, structures or driveways, frontage improvements shall be required the full width of the parcel.
 - 4. Additional walkways may be required for roads which are identified as priority pedestrian routes or school walk routes or where additional sidewalk will close a less-than-25-foot gap created in the sidewalk network by the new development.
- D. Sidewalk shall be constructed per Sections 8.01, 8.03, and 8.04.
- E. Amenity zones, per Section 8.10, are required on as noted in Table 6.1. Where sidewalk is proposed on public roads, amenity zones are required between the curb and sidewalk unless otherwise approved by the City Engineer.
- F. Half-street Improvements: Where a proposed road is adjacent to an undeveloped parcel or a parcel that may be subdivided per the KMC, the roadway shall be sized to accommodate future development on the adjacent parcel(s). Only in the case that the anticipated use of the adjacent site increases the residential roadway classification which would have otherwise been required for the immediate or initial project, the Developer shall be required to improve the road to a half-street standard. The half-street standard shall:
 - 1. Require a minimum pavement width per Table 6.1.
 - 2. Maintain a minimum 5-foot setback between the edge of pavement and adjacent property line.
 - 3. Slope roadways to drain to gutter line. Crown of road shall be located on far side of roadway.
- G. In cases where a project develops next to a road previously constructed with a reverse crown or sloped in one direction, and the road shall be made (or currently is) a public road, the road shall be constructed to these Standards. The Applicant shall be required to saw cut the pavement at the future roadway center as determined by the City and establish a typical crown. The Applicant shall construct all required elements on the near side of the established crown.
- H. Arterials or collectors intersecting with other arterial or collector roads shall be 32 feet wide for the first 150 feet. Total improvement and right-of-way widths shall be adjusted accordingly.
- I. Edge of travel lane for private roads shall be built with a 5-foot minimum distance from any residential zoned property line.
- J. Pavement markings shall be clearly shown on the project construction drawings and shall be reviewed by the City prior to construction of the roadway improvements. Pavement markings shall be designed to maximize traffic calming opportunities while maintaining on-street parking to the maximum extent feasible.
- K. Parking restrictions shall be consistent with Table 6.1 except where otherwise directed by the City. Where parking restrictions are required, the Applicant shall be responsible for “no parking” signs in compliance with MUTCD.
- L. See Chapter 9 for pavement design and material requirements.

6.05 Typical Sections for Commercial, Industrial, Townhome & Multi-Family Access Roads

New roads for commercial/industrial projects shall be constructed per Table 6.1. At the discretion of the City Engineer, where a street is proposed (either through City planning or possible development through zoning allowances) that may be connected to an existing public road, the private road shall be constructed to meet minimum standards for a local road. See Section 5.03 for further requirements.

- A. New roads for townhome projects may be constructed as either public or private roads as noted in and to the general widths provided for in Table 6.1.
- B. For existing public roads, see cross sections in the Appendix. If no cross section exists, road widths shall be per table 6.1.
- C. Access to public owned sites (parks, maintenance yards, public buildings, etc.) and utility infrastructure sites shall be classified as Industrial/Commercial.
- D. Curbing shall be constructed per Sections 8.02, 8.03, and 8.04.
- E. Sidewalks on internal roads are required for publicly accessible site developments unless otherwise approved by the City Engineer.
- F. On roads required to be public, sidewalk is required on any side of the road which will be adjacent to newly created lots, structures, or driveways.
 - 1. Maintenance access roads, required solely for utility or storm water maintenance alone, shall not trigger the sidewalk requirement.
 - 2. Where new lots, structures, or driveways are only proposed on a portion of one-side of the street, the sidewalk requirement shall be applied to the entire length of proposed road out to the nearest intersecting roadway with a walkway.
 - 3. For new single lot developments, structures or driveways, sidewalk shall be required the full width of the parcel.
 - 4. Additional walkways may be required for roads which are identified as priority pedestrian routes or school walk routes or where additional sidewalk will close a less-than-25-foot gap in the sidewalk network.
 - 5. Assessable routes shall be continuous from the end of the proposed road to the connecting road. Road crossing treatments may be required as directed by the City.
- G. Sidewalk shall be constructed per Section 8.01, 8.03, and 8.04.
- H. Amenity zones, per Section 8.10, are required as noted in Table 6.1.
- I. Roads intersecting with arterial or collector roads shall be a minimum of 32 feet wide for the first 150 feet. Total improvement and/or right-of-way widths shall be adjusted accordingly.
- J. Edge of travel lane shall not be built within 5 feet of a residential property line.
- K. Pavement markings shall be clearly shown on the project construction drawings and shall be reviewed by the City prior to construction of the roadway improvements. Pavement markings shall be designed to maximize traffic calming opportunities while maintaining on-street parking to the maximum extent feasible, if required.
- L. Parking restrictions shall be consistent with Table 6.1 except where otherwise directed by the City. Where parking restrictions are required, the Applicant shall be responsible for “no parking” signs in compliance with MUTCD.
- M. See Chapter 9 for pavement design and material requirements.

Table 6.1: Road Width Standards¹

Road Type	Arterial/Collector	Local Road	Private Road ⁶
General Description	- As noted on the Road Classification Map - Others as approved	- Generally providing access to a fixed number of lots - Dead-end roads >500 ft in length - Townhome project/site - (>50 units);	- Dead-End roads ≤500 ft in length - Townhome project/site - (≤50 units); - Multi-family project/site - Industrial/Commercial Roads
Public or Private	Public	Public	Private ⁷
Design Speed²	35 mph	25 mph	15 mph
Pavement Width³ (Curb to Curb)	Case-by case basis	20 feet Minimum (28 feet with parking) ⁵	20 feet
Total Minimum Improvement Width³ (Back of walk to back of walk)	Case-by case basis	41 feet (49 feet with parking)	25 feet ^{8,10}
Total Minimum Right-of-Way/Tract Width³	Case-by case basis	46 feet	26 feet ^{8,10}
Sidewalk Requirement⁹	Both Sides	Both Sides	One side ⁸
Minimum Sidewalk Width	6 feet	6 feet	4 feet
Amenity Zone Requirement	Both sides	Both sides	None
Minimum Amenity Zone Width	4 feet	4 feet	N/A
Curb Type	Vertical	Vertical	Vertical or Rolled ¹⁰
Pavement Marking⁴	As directed	As directed	None
On-Street Parking⁵	No Parking Allowed	Allowed on both sides (7-8 ft width)	Allowed on both sides
Typical Lane Width	10.5 feet	10 feet	N/A

¹ The following standards are typical for the roadway type listed. Additional requirements/widths are outlined in the road cross sections in Appendix B and take precedence over this table.

² The design speeds listed are a basis for determining geometric elements and does not imply posted or legally permissible speed.

³ Bike lanes with buffer or additional utility service requirements may be required, increasing the total width of the cross section. Additional road width is required near intersections with arterial or collector roads per Section 6.04.H and 6.05.I.

⁴ Pavement marking shall be as directed by the City in compliance with Section 6.04.J and 6.05.K.

⁵ Parking requirements are general recommendations subject to City review and approval. Parking on one side may be allowed within the minimum 20-foot pavement width at the discretion of the City Engineer. See cross sections for exceptions. Signage is required in compliance with Section 6.04.K and 6.05.L. On street parking is not allowed on Industrial/Commercial interior roads.

⁶ For alleyway requirements, see section 5.03H.

⁷ Existing public streets proposed for access shall remain public and revised to meet minimum requirements of that road classification.

⁸ Sidewalk may be substituted with a 4-foot paved shoulder separated by a 4-inch white stripe for private roads that serve ≤4 units and are ≤100 feet in length.

⁹ Pedestrian connections from sidewalk to all main entrance doors must be made.

¹⁰ Curbing is not required where an inverted crown is installed.

6.06 Stopping Sight Distance

Stopping Sight Distance (SSD) is required for approaches (public and private) to all roadways regardless of classification. SSD shall not apply to all-way stop-controlled intersections. SSD is the sum of two distances; the distance traveled during perception and reaction time and the distance required to stop the vehicle. For pedestrian sight distances, see Section 5.04G. The following are for all intersecting roadways (public and private):

- Measurements shall be taken from the inside edge of the travel lanes. If a marked bike lane is present, measurements shall be taken from the center of the bike lane.
- The perception and reaction time used in design is 2.5 seconds at the design speed. The stopping sight distance is calculated using a constant deceleration rate of 11.2 feet/second².
- The grade of the roadway effects the vehicle's stopping sight distance. The stopping distance is increased on downgrades and decreased on upgrades. When calculating sight distance with a changing grade, use the grade for which the longest sight distance is needed. Road grades other than those shown in Table 6.2 must be interpolated or calculated from the below equation:

$$S = 1.47 * V * (2.5) + \frac{V^2}{30 * [0.347826 \pm (G/100)]}$$

Where:

S = Stopping sight distance on grade (ft)

V = Design speed (mph)

G = Grade (%)

Table 6.2: Stopping Sight Distances

Minimum Sight Distance Required (ft)							
DESIGN SPEED (MPH)	No Slope	3% Down	6% Down	9% Down	3% Up	6% Up	9% Up
45	360	378	400	427	344	331	320
40	305	315	333	354	289	278	269
35	250	257	271	287	237	229	222
30	200	205	215	227	200	184	179
25	155	158	165	173	147	143	140
20	115	116	120	126	109	107	104
15	80	80	82	85	75	74	73

- When evaluating forward stopping sight distance, use an eye height of 3.50 feet and an object height of 0.50 feet. When evaluating intersection stopping sight distance a 2-foot object height may be used.
- Sag vertical curves on residential or commercial streets that do not meet the minimum SSD may be approved by the City Engineer if no practical design exists and if acceptable illumination is provided throughout the curve and is maintained by a franchised utility. Illumination shall be per Section 8.11. Additional signage may be required as determined by the City Engineer.

6.07 Entering Sight Distance

Entering Sight Distance (ESD) requirements in this section and in Table 6.3 apply under average conditions. In difficult topography, the City Engineer may authorize a reduction in the ESD based on factors mitigating the hazard. Such factors may include an anticipated posted or average running speed less than the design speed or the provision of acceleration lanes and/or a median space allowing an intermediate stop by an approaching vehicle making a left turn. Specific ESD values for required design speeds are listed in Table 6.3 or calculated from the below equation.

- A. ESD applies to the following locations:
 1. Intersections with arterial roads with stop control on the minor leg only; or
 2. driveway approaches to an arterial road; or
 3. Approaches within the ESD triangle from a signalized intersection.
- B. Entering vehicle eye height is 3.5 feet, measured 10 feet back from edge of traveled way. Approaching vehicle height is 2 feet.
- C. Where a significant number of trucks will be using the approach road, the City Engineer may increase the entering sight distance requirements by up to 30 percent for single-unit trucks and 70 percent for semi-trailer combinations.
- D. Measurements shall be taken from the inside edge of the travel lanes. If a marked bike lane is present, measurements shall be taken from the center of the bike lane.

$$E_s = 1.47 * V * t_g$$

Where:

E_s = Stopping sight distance on grade (ft)

V = Design speed (mph)

t_g = 7.5 seconds (see footnotes of table 6.3)

Table 6.3: Entering Sight Distances

Design Speed (mph)	20	25	30	35	40	45
Entering Sight Distance (Ft.) ^{1 2 3}	220	275	330	385	440	495

¹ Entering sight distance shown is for a stopped passenger vehicle to turn left onto a two-lane arterial with no median and an approach grade of three percent or less for the turning vehicle. For other conditions, the time gap should be adjusted and required sight distance recalculated. (See AASHTO – Intersection Control section).

² For multilane roadways: For left turns onto two-way arterials with more than two lanes, add 0.5 seconds for passenger cars or 0.7 seconds for trucks for each additional lane from the left, in excess of one, to be crossed by the turning vehicle.

³ For minor and approach grades: If the approach grade is an upgrade that exceeds three percent; add 0.2 seconds for each percent grade for left turns.

6.08 Horizontal Curve Criteria

The minimum centerline radius on local roads shall be as shown in Tables 6.4 or calculated from the below equation. For combination curves (horizontal and vertical), refer to AASHTO.

- A. Super-elevation is not required in the design of horizontal curves on local roads.
- B. Should the re-design of an existing arterial or construction of a new arterial be needed, the horizontal curvature shall be designed in accordance with current AASHTO standards.
- C. See Table 6.1 for required design speed values.
- D. Horizontal curve radii may be reduced based upon the expected travel speeds as designed by a Licensed PE. Reductions in minimum radius design value may require supplemental signage as directed by the City.

$$R_{min} = \frac{V^2}{15 * (0.01 * e_{max} + f_{max})}$$

Where:

R = Radius

V = Design speed (mph)

e = Superelevation rate (in decimal form)

f = side friction factor

Table 6.4: Minimum Radius Design Values

Design Speed (mph)	15	20	25	30	35
f_{max} (e = 0%)	0.32	0.27	0.23	0.2	0.18
Minimum Radius (Ft.)	47	99	181	300	454

6.09 Vertical Alignment

Maximum roadway grades on all newly constructed roads shall not exceed 15% maximum. Grades exceeding the maximum requirement require approval from the Fire District and City Engineer.

- A. Grades exceeding 10 percent shall be paved with hot mixed asphalt (HMA) or portland cement concrete (PCC).
- B. Grade transitions shall be constructed as smooth vertical curves, without angle points, except in intersections where the difference in grade is one percent or less.

6.10 Street Ends

All public roads with a street end require an approved turnaround. Any private road that serves more than six lots or which extends more than 150 feet from the centerline of the accessing road to farthest extent of the surfaced traveled way (including utility access roads) requires an approved turnaround.

- A. Hammerheads: A hammerhead turn around may be used to satisfy the turnaround requirements for joint use driveways and for private roads between 150 feet and 300 feet long.
 - 1. Hammerhead shall be designed per KSD 2-002.
 - 2. Final hammerhead dimensions and layout shall require Fire Marshal approval.
- B. Permanent Cul-de-sac Bulbs: A cul-de-sac bulb is the required turn-around type for any public roadway and any private roadway greater than 300 feet in length. Cul-de-sacs shall be constructed as follows:
 - 1. Cul-de-sac shall be designed per KSD 2-003.

2. Minimum right-of-way diameter across bulb section: 100 feet in a permanent cul-de-sac; right-of-way may be reduced if approved by the City Engineer.
 3. A Minimum 80-foot diameter of asphalt pavement across bulb is required.
 4. The City may require an emergency vehicle access and/or an off-street walkway to connect a cul-de-sac at its terminus with other roads, parks, schools, bus stops, or other pedestrian traffic generators.
 5. The City may require signage or pavement markings to be installed within the bulb to restrict parking and maintain emergency access.
 6. The maximum cross slope in a bulb shall not exceed 6 percent in any direction.
- C. Temporary Cul-de-sac Bulbs: If a street temporarily terminates at a property boundary that may potentially become public (see Section 5.03) and is longer than 150 feet, a temporary bulb shall be constructed near the development boundary.
1. A temporary public easement shall be provided for the bulb area lying outside the typical right-of-way.
 - i. Temporary cul-de-sac easements shall be extinguished once the proposed street extension is constructed and approved by the City.
 - ii. The Applicant /Developer will be responsible for preparing the necessary documentation to extinguish the easement.
 2. The paved bulb shall be 80 feet in diameter with sidewalks terminated at the point where the bulb radius begins.
- D. Removal of the temporary constructed cul-de-sac, restoration of landscaping, pavement markings, and construction of the extension of the sidewalk shall be the responsibility of the Applicant/Developer who extends the road.
- E. A cul-de-sac island will not be permitted unless it is included as a flow control BMP, LID feature, or other surface storm water facility which will be maintained as a storm water facility by the City or a homeowners association. If an island is proposed, the full limits of the paved cul-de-sac bulb shall be sloped toward the island and all runoff shall enter to island area without the need for additional storm drain inlets within the paved limits.

6.11 Access and Circulation

No road shall serve more than 50 single family resident lots or townhome units unless the road is connected to another road that functions at a same level or higher. Roadway upgrades to these Standards on existing roads may be required. Additionally, a secondary access shall be required at the direction of the Fire Department.

- A. The second access requirement may be satisfied through use of connecting a new road to an existing road if:
 - (1) No other practical alternative exists, or
 - (2) Existing road was previously stubbed indicating intent for future access, or
 - (3) An easement has been recorded specifically for said purpose.
- B. The second access requirement may cause the construction of an off-site road connecting the development to a suitable serving road.
- C. These provisions are not intended to preclude the state statute on land locking.

- D. This section does not preclude a non-residential project from gaining access through a residential development. Traffic impacts for such projects will be analyzed during the environmental and permitting process.

On parcels with multiple frontages, front doors shall take access off of the higher classified road and driveway access shall be taken from the lower classified road.

6.12 Traffic Calming and Safety Treatments

Wherever necessary for the safe operations of multi-modal transportation to address existing or anticipated speed concerns or to mitigate for traffic volume impacts as determined by the City Engineer, the City may require traffic calming measures on newly constructed or existing roadways. The City's most recent Traffic Calming Program Policies and Procedures shall be followed prior to installation of any traffic calming device. In addition to signing and pavement markings, the following are types of traffic calming treatments that may be considered:

A. Speed Humps:

1. Speed humps shall generally be designed, constructed, and marked per KSD 2-005
2. Considerations for drainage shall be applied where proposed speed humps obstruct the existing or natural flow of surface water.
3. Speed humps which cross an existing or proposed walkway shall be modified to maintain a pedestrian pathway which is ADA compliant.
4. Speed humps which cross an existing or proposed bicycle lane shall be modified to provide appropriate consideration for bicyclists.
5. Speed *bumps*, identified as those devices with widths along the direction of travel that are less than 3 feet, are not permitted on public roads unless written justification for their use due to site restrictions is provided to the City and is approved by the City Engineer.
6. Size and location of speed humps shall be coordinated with the Fire Marshall and ambulance services.

B. Chicanes/Pinch Points:

1. When it is determined that a roadway or section of roadway is to be narrowed that allows only one vehicle to pass at a single time, a lane width between 10 and 14 feet shall be provided for vehicular traffic.
2. Pinch points may be created by placement of on-street parking, curb extensions, pavement markings/tubular markers, or other delineations as approved by the City Engineer.
3. Chicanes may be created and shall be uniquely designed for each site to address emergency access concerns and shall be approved by the Fire Marshal prior to construction of the improvements.
4. Considerations for drainage shall be applied where proposed chicanes or pinch point devices obstruct the existing or natural flow of surface water.
5. Chicanes/Pinch points which cross an existing or proposed walkway shall be modified to maintain an ADA compliant pedestrian pathway.
6. Chicanes/Pinch points which cross an existing or proposed bicycle lane shall be modified to provide appropriate consideration for bicyclists.

C. Traffic Circles/Mini-Roundabouts:

1. The impacts evaluated for implementation of traffic circles or mini-roundabouts may exceed the typical *Level of Service* evaluation and shall include safe movements for all users of the

intersection including pedestrians, bicyclist, personal vehicles, anticipated transit vehicles, anticipated freight/service vehicles, and emergency services vehicles.

2. Mini-Roundabouts shall be uniquely designed for each site but shall generally follow the guidelines of the *WSDOT Design Manual* Chapter 1320.
3. Traffic circles shall be uniquely designed for each sight but shall generally follow KSD 2-001.

D. Speed Tables or Raised Crosswalks:

1. In some unique cases, the City may request that portions of or the entire intersection be raised; the raised intersection shall generally be designed with the same guidelines.
2. Speed tables are required on all marked pedestrian crossings on all internal commercial/mixed use access roads.
3. Speed tables shall generally be designed and constructed per KSD 2-004
4. Speed tables must be constructed of a material which is of different color and texture than the drive aisle it crosses. If concrete is used on the top (flat) portion of the table, it must be stamped and/or textured with a pattern more distinguishable than standard brushing.

E. Speed Feedback Signs:

1. Speed feedback sign manufacturer and model shall be determined by the City.
2. Signs may be solar or AC power as directed by the City.
3. Locations for signs shall be as directed by the City.
4. A minimum of one sign shall be installed in each direction.

The following safety treatments may be considered:

A. Rectangular Rapid Flashing Beacons (RRFB):

1. May be located at all priority pedestrian crossing routes. Priority routes are school walk routes, access to transit stops, and other locations as determined by the City Engineer.
2. The system shall be hard wired unless otherwise approved by the City Engineer. Solar powered systems may be approved at the discretion of the City Engineer.
3. RRFB shall flash in both directions of vehicle travel. The final system shall be approved by the City Engineer prior to installation.
4. Advanced warning speed feedback signs may be required at the discretion of the City Engineer.

B. Mid-Block Crossings:

1. RRFBs and cross walk markings are required at all marked mid-block crossings.
2. Pedestrian lighting shall be evaluated and may be required at all marked mid-block crossings.
3. Advanced warning flashing signs shall be required on each approach.
4. Signs and beacons must be hard-wired unless otherwise approved by the City Engineer. Solar powered systems may be approved at the discretion of the City Engineer.

Alternative traffic calming and safety treatments not listed here may be proposed. Proposal must include a description of proposed treatment(s), justification for the alternative proposal, evidence of effectiveness, product data sheets and manufacturer (if applicable), and design schematic. All alternative traffic calming and safety treatments will require approval by the City Engineer.

6.13 Alternative Road Design Guidelines

Where specific projects can be better served by alternative road design elements such as shared spaces, living streets/Woonerf, cycle tracks, green alleys, and parklets, the Applicant and City staff shall coordinate the alternative design elements to promote the use of such designs in a manner that adequately addresses the safety concerns of the City. Some basic guidelines for some alternative design types have been provided below but these guidelines do not provide all the details needed for full construction and implementation of such designs; the Applicant must provide a unique design for such road types. Alternative road designs shall be privately maintained.

- A. **Living Streets:** The Living Street, shared-space roadway, or “woonerf” involves creating a road which is shared among pedestrians, bicyclists, and motor vehicles, and where pedestrians have priority over motor vehicles. The road is designed without a clear division between pedestrian and motor vehicle space (i.e., no continuous curb), to reduce vehicle speed and to encourage travel with caution. The street is lined with street furniture (e.g., planters, street trees, benches), parking areas, and areas for social interaction to encourage reduced vehicles speeds but also to promote greater use of the shared space. The end result is a road which is a livable and attractive environment for a variety of activities.
1. For roads which permit only one direction of travel, a minimum horizontal vehicle clearance of 10 feet shall be maintained.
 2. For roads which allow two directions of travel, a minimum horizontal vehicle clearance of 16 feet shall be maintained.
 3. The road must not include a continuous above-grade curb.
 - i. Short curb sections may be used in association with the required physical features noted below.
 - ii. A sunken curb or other method of distinguishing the surfaces available to vehicle travel may be required to meet current ADA Standard Guidelines.
 4. The road must be paved with an alternative pavement type which differs in color and texture from the adjacent roadways and walkways; concrete, if proposed, must be colored and stamped with a pattern more distinguishable than standard brushing. Pervious pavers are an acceptable alternative pavement type for such a use.
 5. Physical features such as street furniture, parking stalls, play areas, art, bike racks, and other constructed elements shall be provided on alternating sides of the roadway so that the minimum vehicle clearance is not exceeded for more than 50 continuous feet, unless otherwise approved by the City Engineer.
 - i. The required physical features shall create a shift in the vehicle clear area between 1/3 and 1/2 of the total vehicle clearance width, unless otherwise approved by the City Engineer (i.e. If a vehicle lane is 16 feet wide, the travel lane centerline must shift by 5.3 feet minimum and 8 feet maximum).
 - ii. The required physical features, including parking stalls, shall be rotated in use so that the same physical feature is not provided in consecutive locations along the road.
 - iii. Trees must be provided at minimum of 1/4 of the required roadside features.
 6. The road must maintain a minimum “comfort zone” of 4 feet on each side. The comfort zone is the area beyond the limits of a straight line drawn along the outer limits of the vehicle path (farthest vehicle travel point on each side).
 7. The road must include a sign at each entrance from a public/private roadway which states that the road is a shared space or living street; the sign shall be approved by the City prior to installation.

8. The road must include lighting features which are designed to provide a minimum of 1.5 foot-candles to all portions of the road and physical features with an average-to-minimum uniformity ratio of 3:1; the comfort zone need not be assessed for lighting.
9. Where parking stalls are provided within a living street, they may be counted toward the required minimum parking per KMC 18.40, provided that turning movements into the public right-of-way are not required to enter/exist the stall.

Chapter 7: Intersection Design

The design criteria in this chapter apply to roadway intersections. Intersections, as applied in this chapter, shall not include individual residential driveways or joint-use driveways, but shall include all other road types, both public and private. Intersection design shall conform to the guidelines set forth in AASHTO Policy on Geometric Design to the maximum extent feasible. For state highways, refer to WSDOT design manual(s).

7.01 Alignment

The angle of an intersection of two roadways or a driveway with a roadway shall be between 85° and 95° and must maintain this angle within the right-of-way for a minimum of 10 feet beyond the right-of-way or easement line for driveways and 30 feet beyond the curb radius for two roadways intersecting. Exceptions may be granted for driveways within the limits of a cul-de-sac bulb.

7.02 Spacing

Spacing between adjacent intersecting streets, whether crossing or T-connecting, shall be as shown in Table 7.1.

Table 7.1

When highest classification involved is:	Minimum centerline offset shall be:
Major Arterial and State Highway	500 feet
Minor Arterial	300 feet
Collector	150 feet
Local Road and Private Road*	100 feet

* See Section 5.03H

7.03 Design Vehicles

Intersections shall be designed to accommodate the design vehicle appropriate for the highest classified street forming the intersection.

- A. The intersection design shall accommodate the use of the roadway as a designated truck route, bus route, or school bus route, where appropriate. The following roads have been identified for design purposes only:
 1. Truck route: See Road Classification Map, appendix A.
 2. King County Metro/Sound Transit Bus Route: 73rd Ave NE (SR522 to NE 181st St), NE 181st St (73rd Ave NE to 68th Ave NE), 68th Ave NE (NE 181st to NE 170th St), Juanita Dr (NE 170th St to NE 153rd Pl), NE 153rd Pl (Juanita Dr to NE 155th St), NE 155th St (NE 153rd Pl to 84th Ave NE), 84th Ave NE (NE 155th St to NE 145th St), SR522
 3. School Bus Route: Coordinate with Northshore School District.
- B. The minimum design vehicle is the SU-30, although use of larger design vehicles may be required depending on roadway classification, truck and transit routes, and adjacent and proposed land use. Where local roads meet local roads, turning vehicles may be designed to encroach on opposing traffic at the discretion of the City Engineer.
- C. All elements of the intersection shall be designed so the design vehicle will not encroach onto sidewalks, walkways, landscaped areas, or the opposing travel lane.

1. Improvements associated with traffic calming devices or alternative road designs may be designed with mountable curbs provided that the area is not part of a pedestrian pathway and is a paved surface.
2. Improvements associated with traffic calming devices or alternative road designs may be designed such that they result in temporary movements into the opposing traffic lane, provided that appropriate transitions and signage are provided.

7.04 Curb Radii

Curb radii design must balance vehicle turning movements with pedestrian safety. Typically, it is appropriate to use the smallest turn radii possible that still accommodates the design vehicle.

- A. Curb radii are not required for individual driveways (commercial or residential), alleys, and joint-use driveways.
- B. Private roads shall be designed as intersections as required in Section 5.03H.
- C. For design, round curb radii to the nearest five-foot increment.
- D. Typical curb radii based on street classification are shown in Table 7.2. However, these values may be impacted by site conditions, including width of receiving lanes, on-street parking, and angle of intersecting roadways.
- E. A proposal for a curb radius design must be accompanied by supporting documentation for review and approval by the City.

Table 7.2

Street Classification	Radius (feet)
Major Arterial, Minor Arterial, or Collector to Major Arterial, Minor Arterial, or Collector	35
Major Arterial, Minor Arterial, or Collector to Local Road	25
Local Road or Private Road to Local Road	20

7.05 Drainage

An intersection shall be laid out and graded so that surface water drains and the intersection is safe and accessible for pedestrians and bicyclists.

- A. Drainage structures shall not be placed in an ADA ramp, landing, or crosswalk area. Drainage structures may be installed in crosswalk area if no other feasible alternative is available.
- B. Drainage structures shall be located outside the corner radii to the maximum extent feasible.
- C. Drainage structures shall be placed at upstream side of existing or proposed curb ramps.
- D. All private roads shall collect onsite surface runoff and convey the runoff to the on-site or public drainage system without impacting the pedestrian or bicycle travel way.
- E. See Chapter 10 for additional requirements.

7.06 Intersection Grades

On sloping approaches at an intersection, landings shall be provided with grade not to exceed one-foot difference in elevation for a distance of 30 feet approaching an arterial or 20 feet approaching all other streets, measured from the edge of traveled way.

7.07 Pedestrian Treatments

Accommodations for pedestrians shall be designed into all intersections. Pedestrian accommodations include sidewalks, crosswalks, pedestrian refuge islands, flashing beacons, and pedestrian signals and signal buttons. All pedestrian accommodations must be designed to meet current ADA Standard Guidelines.

- A. Vaults, covers, castings, or drainage grates shall not be placed within the crosswalk or within curb ramps or landing areas.
 - 1. Where it is infeasible to locate utility structures or lids outside of the pedestrian pathway, they must be treated with a slip-resistant material in compliance with current ADA Standard Guidelines.
- B. Marked crosswalks shall be provided on all signal-controlled intersections, pedestrian hybrid beacons (HAWKS), and crossings with flashing beacons. Crosswalks may be installed on other intersections at the discretion of the City Engineer. Where required, crosswalk markings shall comply with KSD 4-001.
- C. Pedestrian lighting is required at all marked crossings based upon a lighting study, see Section 8.11.
- D. Curb ramps shall be provided per Section 8.05.
- E. When street paving or re-surfacing impacts a crosswalk (whether marked or not) through an intersection, the intersection must be retrofitted or upgraded to meet the current ADA Standard Guidelines and RCW requirements; retrofits and upgrades may be required on all barriers, curb ramps, landings, pedestrian signals, and pedestrian push buttons associated with the impacted accessible route.
- F. Crosswalk markings on public roads shall be limited to plastic bars as shown in KSD 4-001.
- G. Curb bulbs shall be installed per Section 8.02 unless otherwise approved by the City Engineer.
- H. Pedestrian signals and signal buttons shall be designed per the WSDOT Design Manual chapters 1330 and 1510 and per the MUTCD.
- I. Refuge islands shall be designed per the WSDOT Design Manual chapter 1510.

7.08 Sight Distance

Stopping sight distance (Section 6.06) and entering sight distance (Section 6.07) requirements shall apply.

7.09 Bicycle Accommodations

All intersections with arterial and collector roads shall be designed to accommodate bicycle facilities to the maximum extent feasible. Bicycle lanes shall be clearly distinguished with pavement markings and signage as needed to safely move vehicles and bikes through any given intersection allowing proper consideration for merging traffic and the addition of lanes, or lane transitions, required for turning movements through the intersection. See KSD 4-004.

Chapter 8: Roadside Features

8.01 Sidewalks

Sidewalk shall be constructed in the location and at the width identified in Chapter 6. Sidewalk width dimensions shall be exclusive of, and in addition to, any portion of the curb and gutter, retaining wall, pedestrian curbing, fencing, and/or fall protection measures.

- A. All sidewalks shall be constructed to meet the ADA Standard Guidelines.
- B. Sidewalk shall be constructed with Portland cement concrete.
 - 1. Permeable cement concrete pavement may shall be used where feasible per the SWDM.
 - 2. Permeable cement concrete pavement on private roads shall be maintained by the Applicant, adjacent property owner, or other private owner for the life of the pavement. Maintenance shall be per SWDM requirements. Language about maintenance and maintenance requirements shall be noted on the final plat map or recorded as a separate document on each tax parcel.
- C. Sidewalks shall be constructed between the amenity zone and the limits of right-of-way on public roads. Where an amenity zone is not provided or required, sidewalk shall be constructed next to the curb or parking strip unless otherwise approved by the City Engineer.
- D. Extended off-street walkways may be required by the City Engineer to provide direct connections to existing pedestrian facilities or to/along School Walk Routes as identified by the City or school district.
- E. Sidewalk adjacent to retaining walls shall be a minimum of 1 foot wider than the minimum width listed in Chapter 6 if wall is to be constructed directly under sidewalk.
- F. All utility lids within the sidewalk surface shall not exceed 1/8 inch in vertical (lip) and 3/8 inch in horizontal (gap) discontinuity and shall be coated with a slip resistant coating.
- G. No fixed object may be placed within the sidewalk, including utility poles bases, which restrict the sidewalk width to less than 6 feet, unless otherwise approved by the City Engineer.
- H. Sidewalks shall be designed per KSD 8-001 and 8-008.
- I. For elevation changes at back of sidewalk that are less than 24 inches, sidewalk with thickened edge or integral curb may utilized in lieu of block wall. See KSD 8-010 and 8-011.
- J. For new construction and existing infrastructure (alterations) on public roads, sidewalks shall meet all current ADA Standard Guidelines to the maximum extent feasible/practical. Where all elements of the ADA requirements cannot be met, a Licensed PE shall provide Maximum Extent Feasible/Practical (MEF) documentation. MEF documentation must be prepared on City forms and must contain the following information:
 - 1. Identify all measurements of proposed sidewalk,
 - 2. Highlight all portions of sidewalk associated with the project which are not fully compliant,
 - 3. Provide justification for why those elements cannot be designed or constructed to be fully compliant,
 - 4. Include a stamp and signature from the Licensed PE responsible for the documentation,
 - 5. Be approved by the City Engineer prior to final permit approval or release of any performance agreements if changes occur during construction.

8.02 Curb & Gutters

Vertical curb and gutter shall be used on all new or widened public roads.

- A. Rolled curb may be permitted where it:
 - 1. Replaces or matches existing conditions,
 - 2. is used as part of a traffic calming device,
 - 3. is a private road,
 - 4. is used as part of an alternative road design.
 - 5. In all cases, the use of rolled curb in the public right-of-way must be approved by the City Engineer.
- B. Extruded curb is not allowed in public right-of-way unless otherwise approved by the City Engineer. For maintenance purposes, existing extruded curb may be replaced in-kind or extended as needed to maintain the purpose of the extruded curb.
- C. Curbs shall be designed per KSD 8-009.
- D. Where practical, curb bulbs shall be located at all local road intersection crossings. A 20-foot width shall be maintained at crossing.

8.03 Construction of Curbs, Gutters, and Sidewalks

Curbs, gutters, and sidewalks shall be concrete Class 4000, furnished and placed in accordance with WSDOT Standard Specifications, Sections 6-02, 8-04, and 8-14. Cold and hot weather precautions as set forth in WSDOT Standard Specifications Sections 5-05.3(14) and 6-02.3(6)A shall apply.

- A. Sub-grade compaction for curbs, gutters, and sidewalks shall meet a minimum 95 percent of maximum density.
- B. Sidewalk shall be constructed in compliance with current ADA Standard Guidelines.
- C. Concrete sidewalks shall be cured for at least 72 hours prior to opening to pedestrian traffic. Sidewalk concrete crossing driveway sections shall meet full strength prior to opening to vehicular traffic. Curing shall be by means of moist burlap or quilted blankets or other approved methods.
- D. During the curing period, sidewalk, curb and gutter shall be protected from damage by all traffic, both pedestrian and vehicular. Methods shall be used to prohibit traffic from impacting the curing concrete.
- E. Transitions between elevated sidewalks to shoulder road sections shall be constructed per KSD 8-005 (adjusted as necessary to meet ADA Standard Guidelines) and meet the following requirements unless otherwise approved by the City Engineer:
 - 1. At intersections, curb shall extend around the entire radius and transition ramp(s) to shoulder shall be provided at the terminus ends.
 - 2. For straight connections or mid-block transitions, a transition ramp to shoulder shall be provided at the sidewalk end(s).
 - 3. Where the bottom of the ramp lies outside the limits of existing pavement, a minimum 4-foot by 4-foot asphalt landing shall be provided which does not exceed 2% maximum slope in any direction and the entire distance between the landing and existing edge of pavement shall be paved. The new asphalt landing shall be connected to and blended with the existing pavement.

8.04 Expansion Joints and Sidewalk Finishing

All expansion joints shall consist of pre-molded joint material conforming to the requirements of ASTM D994 (AASHTO M33). Full depth joints shall be placed at the following locations:

- A. Around fire hydrants, poles, posts, and utility castings and along walls or structures in paved areas.
- B. In curbs and sidewalks per KSD 8-001, 8-008, and 8-009. When curbs are placed by slip forming, a pre-molded strip of expansion joint shall be installed at a minimum depth of 3 inches. Expansion joints in

sidewalk shall be located to match the joints in the curb whether sidewalk is adjacent to curb or separated by planting strip.

- C. On separate pour construction, an expansion joint shall be placed full depth between the curb and the adjacent sidewalk.
- D. In the upper three inches of the full width of the sidewalk and curb at both sides of any drainage frame and grate.

Unless otherwise specified in Section 2.08, sidewalk finishing shall be troweled smooth with a steel trowel. Before jointing or edging, the surface of the walk shall be lightly brushed in a transverse direction (perpendicular to roadway) with a soft brush. Tool marks consisting of V-grooves must be made in the sidewalk at intervals intermediate to the expansion joints, see KSD 8-001 and 8-008.

8.05 Curb Ramps

On all curbed streets or where sidewalk is not at the same grade as the road crossing, ramped sections (curb ramps) shall be constructed at roadway intersections, other crosswalk locations, or anywhere a raised pedestrian facility begins or terminates.

- A. Overlays, trench cuts, microsealing which impact a marked crosswalk or other legal crossing are considered alterations of the accessible route and require upgrading the crossing with curb ramps compliant ADA Standard Guidelines.
- B. Adding or altering the location of a marked crosswalk is considered an impact to the accessible route and will require upgrading the crossing with curb ramps compliant ADA Standard Guidelines.
- C. For existing infrastructure (at alterations) and new infrastructure, curb ramps shall meet all current ADA Standard Guidelines to the maximum extent feasible/practical. Where all elements of the guidelines cannot be met on public roads, a Licensed PE shall provide documentation identifying how the design is meeting the maximum extent feasible/practical. Documentation must be prepared on City forms and must contain the following information:
 - 1. Identify all measurements of proposed ramps,
 - 2. Highlight portions of all ramps associated with the project which are not fully compliant,
 - 3. Provide justification for why those elements cannot be designed or constructed to be fully compliant,
 - 4. Include a stamp and signature from the Licensed PE responsible for the documentation,
 - 5. Be approved by the City Engineer prior to final permit approval or release of any performance agreements if changes occur during construction.
- D. Where a curb or barrier (greater than ¼ inch lip) exists at the crossing, a new curb ramp must be installed unless otherwise approved by the City Engineer.
- E. Replacing a curb ramp or constructing a new curb ramp will require a companion curb ramp at the other end of the crossing if a barrier exists (curb or any vertical lip greater than ¼ inch).
- F. All curb ramps shall be perpendicular per KSD 8-002. Parallel curb ramps per KSD 8-003 may be used in lieu of a perpendicular ramp as approved by the City Engineer.
- G. The curb ramp standard details (KSD 8-002, 8-0003 and 8-004) are intended as general guidance to City standard requirements; errors or omissions in the detail drawings does not exempt the Applicant from having to fully comply with the ADA Standard Guidelines.
- H. In the case that ADA Standard Guidelines for private property are updated and the standard details no longer represent the current guidelines or interpretations, the details shall be considered void and shall not be referenced in plans or construction documents on private property.

- I. Each proposed curb ramp shall be specifically detailed on the construction drawings as follows:
 - 1. Unique site elevations based on the proposed design and shall provide spot elevations at all significant grade breaks including, but not limited to, all corners of the required landings, the top and bottom of ramp,
 - 2. Slopes in all directions (top/bottom and left/right) at the gutter, ramp, landing, and curb ramp wings,
 - 3. Length and width of ramp, landing, and curb ramp wings (along the curb line only).
- J. Curb ramps shall be measured from grade break (expansion joint) to grade break for ADA compliance as follows:
 - 1. Ramp: Length (centerline), width (top and bottom), slope (all sides and across centerline)
 - 2. Landing: length/width (all four sides), slope (all sides and across centerline)
 - 3. Wings: along the side adjacent to curb
 - 4. Gutter slope: perpendicular to pedestrian travel
 - 5. Counter Slope: parallel to pedestrian travel, centerline of ramp/landing.
- K. Concrete for curb ramps shall be Class 4000, furnished and placed in accordance with WSDOT Standard Specifications, Sections 6-02, 8-04, and 8-14. Cold and hot weather precautions as set forth in WSDOT Standard Specifications Sections 5-05.3(14) and 6-02.3(6)A shall apply.
- L. Where a ramp is constructed on one side of the street and a sidewalk or raised pedestrian facility exists on the opposite side of the street that does not have a curb ramp, a receiving ramp shall also be provided. Where a raised pedestrian facility does not exist on the opposite side, a second ramp is not required.
- M. Where a ramp is constructed on one side of the street and a vertical barrier exists on the opposite side of the street separating the travel way with an at grade pedestrian walkway, the barrier must be removed to provide a minimum of 4 feet of clearance. Final surface features shall comply with ADA Standard Guidelines.
- N. Two ramps shall be provided per corner to the maximum extent feasible/practical for new construction on public roads.
- O. Where existing curb ramps are impacted and require replacement, two ramps shall be provided for each corner unless otherwise approved by the City Engineer.
- P. Curb ramps shall be positioned so that a ramp opening is situated within the marked crosswalk or crossing area if unmarked. See KSD 4-001 and Section 7.07 for additional direction.
- Q. Curb ramps shall have detectable warning surfaces consisting of raised truncated domes and a contrasting surface across the entire opening of the ramp. The surface shall extend joint to joint across the opening and shall be placed within 2-inches of the grade break at the back of curb at all points. See KSD 8-002 and 8-003.
- R. The largest slope measured on any part of a section of curb ramp shall be considered the slope for that entire portion of the curb ramp. The smallest value for length and width measured on a curb ramp shall be considered the measurement for that entire portion of the curb ramp.
- S. All slopes shall be measured using a calibrated digital level device. Discrepancies between the Contractor's measurements and the City's measurements shall be settled with a third digital level of the City's choosing. The Applicant may opt, at their expense, for a licensed surveyor to verify measurements.
- T. Directional ramps shall not be permitted unless otherwise approved by the City Engineer.

8.06 Concrete Steps and Barrier-Free Access Ramps – Private Property

Steps shall only be used on private property and where an acceptable alternative ADA accessible access is available. Where used, concrete steps shall be approved by the City Engineer and constructed in accordance with KCRS Detail 5-007 or another design acceptable to the City and consistent with the WSDOT Standard Specifications.

- A. Ramps used to provide barrier-free access shall have a maximum slope of 12:1 with a maximum rise of 30 inches between landings. Landings shall be a minimum of 5-feet by 5-feet.
- B. Handrails design, whether for steps or other applications, shall be provided consistent with KCRS Detail 5-007, the WSDOT Standard Specifications, and ADA Standard Guidelines.

8.07 Shoulders

Where shoulders are provided, they shall be delineated by a four-inch white painted edge line. Raised pavement markers for further delineation of the shoulder may be required at the discretion of the City Engineer.

- A. Asphalt paved shoulders may only be used where approved by the City Engineer on existing roads to provide for bicycle and pedestrian use.
- B. Shoulders may not be widened to provide on-street parking unless accompanied by a delineated adjacent 5-foot wide walkway. Walkways must meet ADA Standard Guidelines.
- C. Parking is not allowed on landscaped (lawn, topsoil, planting beds) shoulders or under tree canopies where tree roots may be damaged.
- D. Shoulders may be adjusted/alterd, as approved by the City Engineer, to provide for safe operation of the roadway.
- E. Maintenance of gravel and/or vegetated shoulders is the responsibility of the adjacent private property owner per KMC 12.70.

8.08 Bicycle Facilities

Every effort shall be made to include safe bikeways on all new roadways and reconstruction projects unless bicyclists are prohibited by law from using the roadway. Design considerations for bikeways shall be assessed on a case-by-case basis but shall generally comply with the following:

- A. Projects shall include the bicycle facilities identified in the City Transportation Element of the Comprehensive Plan and the cross sections in Appendix B.
- B. The planning and design of bikeways in any category shall be in accordance with the WSDOT Design Manual and the AASHTO Guide for the Development of Bicycle Facilities, current edition.
- C. Bike lanes, where required, shall be a minimum of 5 feet in width with a striped 2-foot buffer unless otherwise approved by the City Engineer.
- D. Pavement markings shall be used on bike lanes and paths per KSD 4-004 and in accordance with the MUTCD and the AASHTO Guide for the Development of Bicycle Facilities, current edition.
- E. The design of all signalized intersections shall address bicycle usage.

8.09 Fixed Objects

In addition to sound engineering judgment and analysis, the following minimum standards shall apply to all new or relocated placements of fixed, or non-break-away, objects within the public right-of-way. Existing utilities which are not in compliance with these Standards are not required to be relocated until such time that a repair,

reconstruction, replacement, expansion, or relocation of the utility structure is planned. The following constraints on obstacle location will not apply to locations not accessible by moving vehicles, "breakaway" structures whose break-off resistance does not exceed that of a single 4 inches x 4 inches wood post or a 1.5-inch standard (hollow) iron pipe or to "breakaway" fire hydrants installed to manufacturer's specifications.

- A. Fixed objects along SR522, or any roadway with a posted speed limit exceeding 35 mph, shall comply with the Clear Zone requirements of Chapter 1600 of the WSDOT Design Manual.
- B. On roadways 35 mph or less, no new fixed object shall be placed with any portion of the object being closer than 2 feet from the face of curb.
 - 1. The City may require that a clear zone analysis be submitted and approved by the City prior to a permit being issued for a project which proposes a fixed object placed within 10 feet of the travel way for arterial and collector roads.
- C. On roadways 35 mph or less where no curb exists, no new fixed object shall be placed with any portion of the object being closer than 10 feet from the edge of pavement (or edge line if present).
- D. Fixed objects within the public right-of-way shall not be located closer than 5 feet to any driveway or private road.
- E. All clear zone measurements shall be taken from the edge of travel way. The edge of travel way shall be defined as the interior limits of any edge line where edge striping exists or the edge of pavement where edge striping does not exist, or face of curb.

8.10 Amenity Zone

All public roads constructed or improved under these Standards shall have an amenity zone per Chapter 6.

- A. Amenity zones shall be no less than 4 feet in width.
- B. The amenity zone must be between the curb and the sidewalk unless otherwise approved by the City Engineer.
- C. Amenity zones are reserved for street light poles, traffic signs, utilities, mailboxes, landscaping, and other public amenities and these features should be located within the amenity zone to the maximum extent feasible.
- D. Amenity Zones may either be landscaped or concrete paved.

8.11 Illumination

Street illumination (roadway and pedestrian) is required for all new subdivision, commercial, or multifamily projects in accordance with Kenmore Municipal Code 17.20.107. Street illumination shall be provided on all new roads as required to meet these Standards. Illumination will also be required when a local road intersects an arterial and at all marked crossings. Illumination of roadways with turn channelization will include all lane tapers. Illumination shall meet with the following requirements:

- A. All new streetlights shall be LED compatible and shall provide a new LED bulb at the time of installation.
- B. The illumination system shall be designed per the requirements of the IES lighting standards.
 - 1. Pedestrian conflict levels shall be as follows (reference current Kenmore Land Use Plan):
 - i. Residential areas (R1-R10 zoned): *low*
 - ii. Residential areas (R12 and greater), Downtown Residential, Public/Private facilities, school walk routes, Business areas: *medium*
 - iii. Commercial areas, Urban Corridor: *high*
 - iv. In areas where two or more zoning areas intersect, the highest conflict level will prevail.

- C. Applicants shall contact Puget Sound Energy's (PSE) lighting division for design services or acquire approval from PSE's lighting division on any submitted design not designed by PSE.
- D. Complete calculations for structural design, including anchor bolt details, shall be prepared by a Licensed PE.
- E. In all areas of the City except for those areas noted as Standards 2-5 in Section 2.08F, the street lighting shall be installed using the following product types unless otherwise approved by the City Engineer:
 - 1. Base Style: Sheridan
 - 2. Base Material: Concrete
 - 3. Base Color: Powder coated black
 - 4. Head Type: Traditionaire
 - 5. Head Color: Powder coated black

8.12 Landscaping

Street trees and landscaping should be incorporated into the design of road improvements for all classifications of roads. Trees and shrubs shall be installed per KSD 6-007.

- A. Approved street trees are listed in Appendix C.
- B. The trees shall be:
 - 1. Located within the amenity zones, at center medians, and at back of sidewalk within the street right-of-way where feasible and when approved by the City,
 - 2. Located at back of sidewalk if no amenity zone exists,
 - 3. A species compatible with overhead utility lines,
 - 4. Maintained by the adjacent property owner,
 - 5. Spaced between 30 and 40 feet on-center,
 - 6. Placed a minimum of 10 feet on center from any driveway or intersection radius return on arterial/collector roads and 5 feet on center from any driveway or intersection radius return on a local road.
- C. The trees may be spaced at irregular intervals to accommodate sight distance requirements for driveways, intersections, lighting, utilities, and/or Low Impact Design facilities.
- D. All trees adjacent to walkways shall have a 7-foot minimum branching height at time of planting. This may be reduced if tree bases are more than 5 feet from the back of sidewalk or in a center median.
- E. Minimum height clearance of existing trees adjacent to new roads shall be 11 feet above the finished roadway grade.
- F. Trees placed at the back of sidewalk shall be located so as to minimize any tree growth within the sidewalk for a height up to 7 feet.
- G. Commercial root barriers shall be required for all trees planted in amenity zones. Interlocking root barriers shall be placed at the edge of sidewalks and curbs, on center with the tree.
- H. Landscape areas within the right-of-way shall be treated with a minimum of 18 inches of 3-way mix topsoil and plantings applied as recommended for the species planted. The following plantings are acceptable:
 - 1. *Prunus laurocerasus* 'Mount Vernon' (Mount Vernon Laurel)
 - 2. *Cornus sericea* 'Kelsey' (Kelsey Dogwood)
 - 3. *Berberis buxifolia* 'Nana' (Dwarf Boxleaf Barberry)
 - 4. *Berberis thunbergii* f. *atropurpurea* 'Bagatelle' (Dwarf Purpleleaf Japanese Barberry)

5. Hebe 'Emerald Gem' or 'Hinerua'
 6. Mahonia nervosa (Cascade Oregon Grape)/Mahonia repens (Creeping Oregon Grape)
 7. Spiraea japonica 'Bullata'/'Little Princess'/'Shirobana'/'Walbume'
 8. Arctostaphylos uva-ursi (Kinnikinnick)
 9. Rubus calycinoides (Creeping Raspberry)
 10. Thymus serpyllum 'Magic Carpet' (Creeping Thyme)
 11. Thymus pseudolanuginosus (Woolly Thyme)
 12. Narcissus 'xx' (Daffodil)
 13. Grass (drought tolerant grasses with microclover)
 14. Additional plant species as approved by the Public Works Operations Manager.
- I. All landscaping shall be drought tolerant and suitable for the location proposed (growth height and width, light conditions, soils conditions, slopes, etc.)
 - J. Additional landscaping features are required for downtown areas as identified in Section 2.08.

8.13 Mailboxes

All projects which create new or additional residential, commercial, or industrial units must provide necessary improvements for mail delivery in accordance with the Bothell Postmaster. Mailboxes shall be per KSD 6-001, 6-004 or 6-005.

- A. All new mailboxes shall be neighborhood collection box units (NCBU) as approved by the Postmaster and installed at locations in accordance with the Postmaster requirements. An 8-foot wide pullout section shall be installed adjacent to the mailboxes on arterial and collector streets to accommodate mail truck delivery where feasible.
- B. Where existing single mailboxes exist adjacent to the project site, the Applicant shall coordinate with the Postmaster and adjacent mailbox owners to offer consolidation of their mailboxes into the new NCBU provided for the project/development. The NCBU provided shall accommodate all interested property owners plus a minimum of 1 parcel locker.
- C. A minimum 6-foot clearance for pedestrians must be maintained around all portions of any mailbox placed within a sidewalk, shoulder, or walkway.
- D. Where existing mailboxes will be impacted by required street improvements, temporary considerations must be made to maintain constant mail services to all addresses. Relocation (permanent or temporary) or replacement of the existing mailboxes shall be coordinated with the Postmaster, the respective residents/businesses, and City inspector.
- E. Mailboxes for projects located within the downtown areas identified in Figure 2.1 shall coordinate mail delivery without placing a new mailbox along the project frontage. Existing NCBU's shall be utilized where possible. Where existing NCBU's do not exist, new mail receptacles shall be placed on, within, or behind the building structure to the maximum extent feasible, subject to Postmaster approval.
- F. All mailboxes shall be maintained by the respective property owners. For NCBU's, maintenance and replacement language shall be included on final plat maps or maintenance covenants recorded on each individual property title.

8.14 Cut and Fill Slopes

Side slopes shall generally be constructed no steeper than 4H:1V on both fill slopes and cut slopes unless otherwise approved by the City Engineer. Steeper slopes may be approved by the City upon showing that the steeper slopes,

based on soil analyses, will be stable, or that appropriate mitigation measures are put in place.

- A. Side slopes shall be stabilized by grass sod or seeding or by other planting or surfacing materials acceptable to the City.
- B. See Sections 8.15 and 8.16 for additional requirements.

8.15 Guardrail

All roadway side slopes shall be evaluated for the need of a guardrail in accordance with the WSDOT Design manual. The standards of this section shall apply to new construction only and shall not require existing locations to be retrofitted unless additional grading work is proposed. The following order of preference shall be taken in the roadway design:

- A. 4H:1V or flatter fill slopes adjacent to the roadway where the slope drop is greater than 6 feet.
- B. Provide 3H:1V or flatter fill slopes where 4H:1V slopes cannot be provided and the slope drop is greater than 6 feet.
- C. Provide 2H:1V or flatter fill slopes where 3H:1V or 4H:1V slopes cannot be provided and the slope drop is less than 6 feet. A soils report prepared by a Licensed PE (Geotechnical) will be required to verify slope stability.
- D. Evaluate need for barrier systems and provide design in conformance with WSDOT Standard Plans, Standard Specifications, and the WSDOT Design Manual.

8.16 Sidewalk Side Slopes

The standards of this section shall apply to new construction only and shall not require existing locations to be retrofitted unless additional grading work is proposed. Measurements from slopes are taken from the top of slope.

- A. Any side slope 4H:1V or flatter shall have a minimum of 1-foot buffer (<2% cross slope) between the edge of sidewalk and the start of the slope. If a 1-foot buffer cannot be maintained, a pedestrian curb/integral curb per KSD 8-012/KSD 8-010 will be required if the slope exceeds 6 feet in vertical drop.
- B. Any side slope steeper than 4H:1V but not exceeding 2H:1V shall have a minimum of 2-foot buffer (<2% cross slope) between the edge of sidewalk and the start of the slope. If the slope exceeds 6 feet in vertical drop, a pedestrian curb/Integral curb will be required.
- C. If a 2-foot buffer (<2% cross slope) cannot be maintained adjacent to side slopes steeper than 4H:1V, the following mitigation will be required:
 - 1. If a minimum of 1-foot buffer (<2% cross slope) can be maintained, a 6-inch pedestrian curb/integral curb is required. Vertical drops more than 6 feet will require a pedestrian railing per KSD 6-006.
 - 2. If a minimum of 1-foot buffer cannot be maintained, a pedestrian handrail is required.
- D. All slopes steeper than 2H:1V shall be considered a vertical drop. The following are required for a side slope exceeding 2H:1V:
 - 1. If the slope is within 3 feet of any sidewalk, a pedestrian railing or pedestrian curb/integral curb will be required. Vertical drops more than 18 inches will require a pedestrian railing.
 - 2. Side slopes that are a minimum of 3 feet from the edge of sidewalk shall require a 3-foot buffer (<2% cross slope).
- E. The City reserves the right to require handrail or fencing for any slope steeper than 4H:1V within or adjacent to the right-of-way which are considered a safety hazard as determine by the City Engineer.
- F. A chain link fence in lieu of a pedestrian handrail may be installed if placed on private property.

8.17 Road Signs

Street signage is required for all new subdivision, commercial, townhome, or multifamily projects in accordance with Kenmore Municipal Code 17.20.105. Road signs shall comply with and be fabricated in accordance with the most recent edition of the MUTCD, the WSDOT Sign Fabrication Manual, and the WSDOT Standard Specifications.

- A. All public roads shall have a street name sign with white letters on a green background.
- B. All private roads shall have a street name sign with white letters on green over a sign of equal size with the words "Private Road" in white letters on a green background.
- C. Joint use driveways shall have address signing at the driveway/road entrance. Signage shall be placed within a tract or easement.
- D. Private roads shall have address signing at the driveway/road entrance where lots are not addressed to the accessing private road. Signage shall be placed within a tract or easement adjacent to the addressed road.
- E. Road sign placement shall be one sign with double sided printing, mounted to the side or top or of the post so all lettering is visible.
- F. All signs shall be placed on metal or wood posts and installed per KSD 6-002.
- G. All road signs shall be approved by the City Engineer prior to placement.
- H. Additional signage may be required (historical name signage, warning signs, etc.) as directed by the City.
- I. Sign type, placement, and location on SR522 shall be approved on a case-by-case situation.

8.18 Survey Monuments

Survey monuments shall be required for all roads and placed/replaced per RCW Chapter 58 by a land surveyor registered in the State of Washington.

- A. Monuments shall conform to King County Standard Figure 5-019 and 5-020. Replace "King County" with "Kenmore" and be placed at all road intersections, points of curves in roads, and at such intermediate points as may be required by the City Engineer.
- B. Plat monumentation shall comply with these Standards on developments such as subdivisions, residential, commercial, binding site plans, or any other construction that establish new public roadways or reconstructs existing public roadways. Monuments shall be set along the center of the right-of-way at the PVCs and PVTs of vertical curves and the PI of horizontal curves. When the PVI of the curve falls within the paved area of the road, a PVI monument may be set in lieu of setting monuments at the PVC and PVT.
- C. The monument case will be installed after the final course of surfacing has been placed on the road.
- D. All monuments shall be registered with the Washington State Department of Natural Resources and a copy of the registration provided to the City.
- E. All existing monuments, which are disturbed, lost, or destroyed during construction or surveying, shall be replaced by the Applicant, Contractor, Builder, Developer, or utility per RCW 58.09.130 and 58.04.015.
- F. Monuments shall be required on existing public roads only if the road receives a full width overlay or when a new road connects to the existing road.
- G. Monuments may not be required if an existing monument is located less than 100 feet from the required new location.

Chapter 9: Surface Treatments

9.01 Local Public and Private Roads

Local public and private roads shall be HMA with minimum pavement sections per KSD 5-001.

- A. The minimum pavement thickness for repairs, patches, replacements, extensions, and/or modifications within existing local and private roads shall be per KSD 5-001.
- B. Cross sections noted in KSD 5-001 are only applicable for stable compacted subgrade constructed with suitable materials. Additional subgrade work may be necessary to create a stable subgrade.
- C. Alternative pavement (porous, pervious pavers, etc.) must be considered where feasible per the SWDM. Any alternative pavements proposed shall be designed by a Licensed PE and appropriately designed for the proposed materials and site conditions and shall be approved by the City prior to construction.
- D. Any proposed exception to these materials may be subject to soils strength testing and traffic loading analysis, and subject to City review and approval. At any time during construction, should a question on the suitability or placement of native soil or import materials exist, the inspector may require a geotechnical evaluation to address soil conditions. When required, the report shall be prepared, stamped, and signed by a Licensed PE (Geotechnical) and shall include an assessment of the site conditions and recommendations for corrective actions. A copy of maximum density curves and all associated compaction test reports shall be included with the report. All materials shall meet the requirements of the WSDOT Standard Specifications unless otherwise approved.

9.02 Arterial, Collector, and Industrial/Commercial Roads

Asphalt pavement designs for arterial, collector, Industrial/commercial roads shall be prepared by a Licensed PE in accordance with the current "AASHTO Guide for Design of Pavement Structures".

- A. Flexible pavements shall be designed using a layered design analysis in accordance with the "AASHTO Guide for Design of Pavement Structures".
- B. Pavements shall be designed to meet the minimum fire district load requirement of 75,000 lbs and a point load requirement of 70 psi.
- C. Materials shall meet WSDOT Standard Specifications.
- D. The pavement design shall be based on soil parameters reflecting actual field or laboratory tests and a traffic loading analysis. A subsurface investigation shall be performed to provide information on any materials that would cause settlement, stability, or drainage problems. Soil used for the design analysis shall be representative of the native subgrade conditions. The traffic loading analysis shall include traffic volume, percentage growth rate, and axle loadings.
- E. Pavement design sections shall not be less than those required for local roads.
- F. The following design inputs shall be used for calculation of the pavement section:
 - 1. Pavement Design Life = 20 years
 - 2. Reliability (R) = 85%
 - 3. Overall Standard Deviation (S_0) = 0.50
 - 4. Design Serviceability Loss (ΔPSI) = 1.5
 - 5. Drainage Coefficient (m) ≤ 1.0
 - 6. Layer Coefficients:
 - i. Hot Mix Asphalt: ≤ 0.44

- ii. Crushed Surfacing: ≤ 0.14
- 7. Resilient Modulus (M_r):
 - i. HMA: $M_r = 450,000$ psi
 - ii. Crushed Surfacing Materials: $M_r = 28,000$ psi
 - iii. Subgrade Soil: The subgrade M_r is based on actual field or laboratory tests. The subgrade M_r value used in the pavement design is not to exceed 15,000 psi.
- G. Resilient modulus values for the subgrade soil shall be determined by Laboratory M_r tests or Falling Weight Deflectometer tests (FWD) performed in situ or default M_r values based on soil classification per the Unified Soil Classification System (USCS). The soil classification shall be based on laboratory testing of representative samples of subgrade soil.
- H. USCS soil types shall be determined per ASTM D 2487. Default M_r values based on the USCS are as follows:

Class	M_r (psi)	USCS Soil Type
A	15,000	GW, GP, GW-GM, GP-GM
B	12,500	GM, SW, SP
C	10,000	SW-SM, SP-SM, SM-ML ¹
D	7,500	GW-GC, GP-GC, SW-SC, SP-SC, SM-ML ²
E	2,500	GC, GC-GM, SC, SC-SM, CL, CL-ML
F	Special Design ³	MH, CH, OL, OH, Peat

⁽¹⁾ Nonplastic

⁽²⁾ Plastic

⁽³⁾ Class F soils require a special design required to stabilize the subgrade and will be subject to review and approval by the City.

9.03 Requirements for Roads on Poor Subgrade

The minimum material thicknesses for local roads is not acceptable if there is any evidence of instability in the subgrade. This includes but is not limited to free water, swamp conditions, fine-grained or organic soil, slides, uneven settlement, or preexisting unsuitable fill material. If any of these characteristics are present, the soil shall be sampled, tested, and a pavement section designed in accordance with Section 9.02. Both the soils test report and the resulting pavement design will be subject to review and approval by the City.

- A. Cement treated soil may be used as an alternative to full depth replacement of poor subgrade. An evaluation performed by a Licensed PE (Geotechnical) is required to verify that cement treated soil is appropriate. If appropriate, a cement treated soil design shall be provided by a Licensed PE (Geotechnical) and approved by the City. Cement treated soil shall not prohibit the migration of ground water, infiltration of water, or prohibit excavation from a standard backhoe. Cement amendments may not exceed 5% of the dry unit weight of the soil to be treated.

9.04 Road Widening

- A. When an existing asphalt paved road is to be widened, the following requirements shall apply unless otherwise approved by the City Engineer.
 - 1. The edge of the travel lane shall be sawcut to provide a clean, vertical edge for joining to the new asphalt.

2. The existing asphalt may require removal as directed by the inspector, depending on the condition of the surface and as needed to control surface water flow.
 3. The existing road shall be planed a minimum of 2 inches, half-width throughout the widened area and the final asphalt lift applied across the widened and planed areas.
 4. All failures and cracking on road surfaces must be repaired prior to the overlay; the limits of the overlay will be based on the condition of existing pavement and the extent of required changes to the surfacing and channelization.
 5. If, for any reason, an overlay is not required, the joint shall be sealed with appropriate asphalt sealer.
 6. When the City determines that potential impacts from a development warrant subgrade repairs prior to the overlay, the Applicant must provide a geotechnical report that includes recommendations for repairing the subgrade.
 7. Sawcut lines and/or joints shall be located along the proposed lane edge or at the center of the road or lane.
- B. If an existing shoulder, private driveway, or private roadway is proposed to be incorporated into a future public roadway, the existing pavement shall be removed and replaced with a pavement section complying with these Standards. The responsibility for any shoulder material thickness improvement shall be considered part of the requirement for roadway widening.
1. Alternatively, a pavement evaluation can be performed. This evaluation shall analyze the structural capacity and determine any need for improvement. Designs based on these evaluations are subject to review and approval by the City Engineer. Pavement thickness must meet the minimum requirements for that road's classification regardless of the evaluation results.
- C. Any widening of an existing roadway, either to add travel lanes or paved shoulder, shall have the same surfacing material and thickness as the adjacent existing roadway.

9.05 Overlays

Where overlays are performed, a full width 2-inch grind is required prior to the overlay to maintain finished surface elevations to the maximum extent feasible. Additional grinding may be required to meet drainage and ADA requirements. Overlays without grinding require approval from the City Engineer prior to being approved.

- A. Overlays shall require a minimum thickness of 2-inches of new asphalt material.
- B. Existing asphalt berms or other drainage features to control surface runoff shall be maintained or restored during the overlay unless otherwise approved by the City Engineer.
- C. The existing crown or directional cross slope of a roadway shall be maintained after the overlay unless otherwise required by these Standards.
- D. Immediately following an overlay, the existing pavement markings shall be restored to original or as directed by the City inspector. Where pavement markings cannot be permanently restored in the same day as the overlay, temporary pavement markings shall be provided by the Applicant as directed by the City inspector. At the City's direction, existing pavement markings may be revised to match cross sections proposed in Appendix B or in the City's Comprehensive Plan. Prior to applying permanent pavement markings, all temporary pavement markings shall be removed. Temporary pavement markings shall be maintained as directed by the City inspector until such time as the permanent pavement markings are completed.
- E. Where overlays match existing shoulders, transitions of material similar to the adjacent surface material shall be provided to ensure safe pedestrian use and acceptable vehicle transitions.

9.06 Materials and Lay-Down Procedures

Materials and lay-down procedures shall be in accordance with WSDOT Standard Specifications and the requirements of this section.

- A. Prior to placement of any curb, gutter, sidewalk, or pavement section, a representative from an AASHTO accredited laboratory shall perform a compaction test on all backfill material placed in compacted lifts of 6 inches or more thick; the material shall be compacted to a minimum of 95% of the maximum dry density (ASTM D1557 modified) before any paving material is placed. Backfill material shall not be placed in compacted lifts greater than 1-foot thick. Backfill sections exceeding 6 inches but less than 4 square feet in area may be verified per Section 9.06B.
- B. For native undisturbed soils and backfill sections less than 6 inches in total compacted thickness, at the Licensed PE (Geotechnical) shall certify that backfill/undisturbed soils are firm and unyielding. This requirement may be waived at the Inspector's discretion.
- C. Asphalt pavement shall be placed in lifts no greater than 2 inches of compacted depth and compacted per WSDOT Standard Specifications to a minimum 92% compaction of the Rice value.
- D. Compaction reports shall be submitted to the Inspector prior to approval of any paved area.
- E. Compaction testing frequency shall be provided as noted in Section 4.06.
- F. During surfacing activities, utility and survey monument covers in roadways and walkways shall be protected and adjusted to the new finished grade.
- G. Asphalt shall not be placed on standing water or where subgrade conditions are such that compaction efforts might compromise the stability of the soil. Asphalt shall not be applied during rainfall or before any imminent storms that might damage the construction. The City will have the discretion as to whether the surface and materials are dry enough to proceed with asphalt placement.
- H. A proof roll and field investigation may be requested by the inspector to confirm the sub-grade is firm and unyielding. A single or dual axle dump truck, loaded to a minimum 90 percent maximum gross weight capacity, shall be used to perform the proof roll.
- I. Asphalt shall not be placed below temperatures noted in WSDOT Standard Specifications Section 5-04 unless otherwise approved by the City Engineer.

9.07 Asphalt Surfacing Repairs

When repairing shallow holes and gouges in asphalt less than 1-inch deep, the surface must be thoroughly cleaned, and all loose or broken material must be removed from the hole/gouge. The bottom and edges of the hole/gouge shall be swabbed with asphalt tack. HMA shall then be placed into the hole or gouge and thoroughly tamped or rolled.

- A. For failures or holes/gouges between 1 and 2 inches in depth, the asphalt shall be sawcut such that the perimeter of cut encompasses a minimum of 2 feet beyond the perimeter of the entire failure, hole, or gouge. The existing pavement shall be a uniform square sawcut or removed. As an alternative, the pavement may be ground to the depth of the surrounding hole or damage. Asphalt for tack coat shall be applied to all surfaces of existing pavement in the repair area.
- B. For failures or holes/gouges greater than 2 inches in depth, the asphalt shall be sawcut such that the minimum repair area is three feet beyond the perimeter of repair. The existing pavement shall be sawcut or removed by a pavement grinder to the depth of the surrounding hole or damage. Asphalt for tack coat shall be applied to all surfaces of existing pavement in the repair area.
- C. HMA shall be placed in lifts of not greater than 2-inches compacted depth and shall be thoroughly and uniformly compacted to not less than 92 percent of the maximum density as determined by the Rice value.

- D. Edges shall be sealed in accordance with Section 5-04 of the WSDOT Standard Specifications.

9.08 Pavement Markings, Markers, and Pavement Tapers

Pavement markings and raised pavement markers shall be used to delineate channelization, transit lanes, bus zones, bike lanes, lane endings, crosswalks, longitudinal lines, fire hydrants, and any other location necessary to control or guide all users of the roadway system.

- A. Prior to any removal of pavement markings, existing markings shall be identified and temporarily staked along the City Right-of-way as needed to facilitate restoration of the channelization.
- B. Pavement markings shall conform to KSD 4-001 through 4-004.
- B. When removal of existing pavement markings is required, removal and compliance shall be done per WSDOT Standard Specification 8-22.3(6).
- C. Channelization and transitions shall be required when through traffic is diverted around a lane or obstacle, when connecting full-width streets with different cross sections, and when extending an existing street with a new cross section different than the existing one. Channelization shall also be required to redirect traffic back to its original alignment.
- D. Channelization plans and crosswalk locations shall be approved by the City prior to permit approval.
- E. Tapers: Tapers shall be installed per the MUTCD. Where the existing edge line of travel lane does not align with the inside gutter edge of newly installed curb, alternating white Type 1 and 2 raised pavement markers shall be installed at 5-foot centers to the end of the curb at a 25:1 taper. A reflective, 12-inch tall white tubular marker shall be installed at the edge of the curb.
- F. Crosswalks: Crosswalks shall be installed at all intersections controlled by traffic signals, flashing beacons, and other areas approved by the City Engineer. See Section 7.07 for additional installation requirements.
- G. All pavement markings shall be laid out with spray paint and approved by the Inspector before they are installed.
- H. Pavement markings for channelization shall be reflectorized hot or cold applied plastic or paint per WSDOT Standard Specifications and the standard details. Extruded or sprayed markings shall be dressed with glass beads for initial reflectance. All materials shall have beads throughout to maintain reflectance as the material wears.
- I. Green pavement markings for bike lanes shall meet the following requirements:
 - 1. The daytime chromaticity coordinates for the color used for green colored pavement markings shall be as follows:

1		2		3		4	
X	Y	X	Y	X	Y	X	Y
0.230	0.754	0.266	0.500	0.367	0.500	0.444	0.555

The daytime luminance factor (Y) shall be at least 7, but no more than 35.

- 2. The nighttime chromaticity coordinates for the color used for green colored pavement markings shall be as follows:

1		2		3		4	
X	Y	X	Y	X	Y	X	Y

0.230 0.754 0.366 0.540 0.450 0.500 0.479 0.520

3. Green colored pavement markings shall be retroreflective.
4. Green paint or other marking materials applied to the roadway surface used to simulate a green colored pavement shall minimize loss of traction for bicyclists.
5. All paint shall be applied in three even coats unless otherwise noted on the Standard Details.

9.09 Curb Painting

At the request of adjacent property owners, curb painting by private parties is allowed if approved by the City. Curb painting shall comply with paint and application requirements as noted in WSDOT Standard Specifications 9-34 and as noted below:

- A. Curb paint color shall meet with AMS Standard 595 and be a commercially rated paint for outdoor concrete applications. Colors and allowed uses are as follows:
 1. Yellow [restricted parking only (RP)/No Parking (NP)]: color 33538 or close equivalent
 - i) Loading/unloading zones (RP)
 - ii) 5 feet either side of a Driveway (NP)
 2. Blue (restricted parking only): color 35180 or close equivalent
 - i) Americans with Disabilities Act (ADA) parking
- B. Curbing shall be painted with two full coats of paint. Paint maybe applied by brush or spray.
- C. Curb paint shall be maintained by the Applicant, Homeowners Association, or entity(ies) that installed the paint. The City will not maintain or install curb painting. Each property owner/Applicant shall complete a letter of authorization prior to permit approval.
- D. Curb painting may require additional signage as directed by the City Engineer.
- E. Requests for curb painting must obtain a beautification permit from the City.
- F. Per KMC 13.45.030 Stormwater Pollution Prevention Manual (SPPM), paint is considered an illicit discharge into stormwater facilities. No paint shall be allowed to discharge into the City's storm drainage system. Left over paint shall be stored or disposed of in compliance with the SPPM at the property owner's expense.

Curb painting on private roads and driveways for Fire Department use is required and shall be red color 11105 or close equivalent and applied as noted above and at the following locations where applicable.

- A. 15 feet either side of the fire hydrant
- B. Fire lane

Chapter 10: Drainage

10.01 General

Drainage facilities including pipe and ditch sizing, outfall protection, and temporary erosion and sediment control standards shall be designed consistent with Kenmore Municipal Code 13.35 and the adopted Surface Water Design Manual (SWDM) including the amendments in Appendix F.

- A. No drainage from downspouts, splash blocks, sheet flow, etc. shall discharge across the surface of a walkway or roadway. "Through sidewalk drainage" is not allowed.

- B. Drainage facilities shall be placed and constructed per KSD 7-001 through 7-011, WSDOT Section B Standard Plans, and King County Road Standards (KRS) as appropriate. KSD and these Standards shall take precedence over any discrepancy with KRS and WSDOT standard plans.
- C. Materials, construction, and testing are specified in the WSDOT Standard Specifications. The City Engineer may amend, delete, or add specifications or standard drawings. The Development Engineer may require that additional details, specifications, or standards be developed; such items may be used freely by the City and incorporated into future revisions of the Kenmore Road Standards and standard details.
- D. Where technical conflicts occur between the Standards and the SWDM, the more restrictive standard governs.
- E. See Section 7.05 for additional requirements.
- F. See Section 11.04 for installation and restoration requirements.

10.02 Road Ditches

Filling of existing ditches, including for additional on-street parking, is prohibited, except as noted below. Filling of ditches without City approval will result in monetary penalties per KMC 1.15 and 1.20 and will require corrective action up to and including restoration of the ditch and storm sewer testing/cleaning.

- A. Filling or elimination of roadside ditches shall only be permitted in the following cases:
 - 1. For one direct driveway access (including any existing) per parcel regardless of the parcel width as noted in Section 5.04D; or
 - 2. Construction of full frontage improvements (curb, gutter, sidewalk, etc);
 - or
 - 3. As part of a City CIP or maintenance project.

10.03 Storm Sewers and Culverts

Storm Sewer Pipes and Culverts shall be installed in accordance with Section 7 of the WSDOT Standard Specifications. All pipes and culverts shall flow directly to catch basin (via sidewalls), ditches, or swales and shall not directly discharge to gutters, roadways, sidewalks, or catch basin grates.

- A. Minimum pipe size within the public right-of-way or on any system to be maintained by the City shall be 12-inch diameter unless otherwise approved by the City Engineer.
- B. The minimum slope on all pipe types and sizes is 0.5%, except those designed for flow control, water quality or low impact development (flow control BMPs) facilities.
- C. Pipe systems shall be designed in conformance with SWDM.
- D. Allowable pipe materials are identified in Appendix F.
- E. All storm sewer pipe and culverts placed under vehicle travel ways shall be covered by a minimum of two feet of cover. Where 2 feet of cover cannot be provided, ductile iron pipe must be used and must maintain 1-foot of minimum cover. For all other areas, 1-foot minimum cover is required. For existing concrete pipe, corrugated metal pipe, and pipe arches; pipe cover shall be per SWDM 4.2.1.1.
- F. Pipes which convey runoff over, across, through, or down a steep slope as define by KMC, must be a surface mounted pipe which is fused or mechanically restrained at the joint and which is anchored per the requirements of SWDM 4.2.1.
- G. All culverts which collect surface runoff from landscaped areas, ditches, or interceptor trenches without the use of a catch basin or manhole, shall include a debris cage or trash rack at the upstream end.
- H. All new connections to an existing public underground drainage system shall be at a new or existing catch

basin or manhole; no mid-span connections, tees, or “core-tapping” are permitted.

- I. Prior to substantial completion acceptance (but after all backfill and pavement are completed), all new storm sewer pipe including connected existing storm sewer pipe shall have a video inspection performed from structure to structure, unless otherwise approved by the City Engineer. Video shall capture sidewalls and shall provide a close view of all joints. Final video capture shall be delivered to the City for review and acceptance.

10.04 Catch Basin Locations and Junctions

Catch basins shall be located along existing/proposed gutter lines and along drainage lines at edge of pavement or within shoulders if approved by the City. Catch basins shall not be located within the travel way outside of the gutter line or within sidewalks.

- A. Catch basins shall be spaced no greater than 150 feet for grades less than one percent, 200 feet for grades between 1 percent and 3 percent and 300 feet for grades 3 percent and greater.
- B. Catch basins rather than curb inlets shall be used to collect storm water from road surfaces.
- C. Type 2 catch basins shall be required where the depth to the invert of any pipe from the finished grade exceeds 5 feet.
- D. Manholes may be used in lieu of catch basins if they do not directly collect water from the surface. Manholes must be used if inverts are greater than 18 ft deep.
- E. Concentrated flow from adjacent property shall not discharge over the surface of roadways, walkways, or shoulders.
- F. Catch basins or manholes are required when joining differing types or sizes of pipes.
- G. See Section 7.05 for additional location requirements.

10.05 Frames, Grates, and Covers

Frames and grates/covers shall be per KSD 7-007 through 7-010.

- A. Metal castings for drainage structures shall not be dipped, painted, welded, plugged or repaired.
- B. Porosity in metal castings for drainage structures shall be considered a workmanship defect subject to rejection by the City.
- C. Castings for manhole rings shall be gray-iron conforming to the requirements of AASHTO M 105, Grade 30B. Covers shall be ductile iron conforming to ASTM A 536, Grade 80-55-06. Manhole rings and covers shall support a minimum loading of 25,000 pounds. All mating surfaces shall be machine finished to ensure a non-rocking fit.
- D. All manhole rings and covers shall be identified as specified in the WSDOT Standard Specifications, Section 9-05.15.
- E. Castings for metal frames for catch basins and inlets shall be cast steel, gray iron, or ductile iron as specified in Sections 9-06.8, 9-06.9, or 9-06.14 of the WSDOT Standard Specifications.
- F. Castings for metal frames for catch basins, inlets, grates and solid metal covers shall support a minimum loading of 25,000 pounds.
- G. Castings for grates and solid metal covers for catch basins and inlets shall be cast steel or ductile iron as specified in Sections 9-06.8 or 9-06.14 of the WSDOT Standard Specifications. The foundry name and material designation shall be embossed on the top of the grate. The material shall be identified as “CS” for cast steel and “DUC” or “DI” for ductile iron and shall be located near the manufacturer’s name.

- H. All metal covers for basins located in public roadways shall have “City of Kenmore” and other verbiage (as shown on KSDs) embossed on the top of the grate. Metal covers located on private property and maintained by private entities shall have “Private” embossed on the top of the grate.
- I. All grates and covers, including large grates placed over detention or water quality vaults, shall be seated properly to prevent rocking, including the replacement of existing covers with solid metal covers. Any warping or curvature of the metal that is not specified in the details or specifications shall be considered a workmanship defect subject to rejection by the City.
- J. Unless otherwise specified, vaned grates shall be used with standard frame in the traveled way, gutter, or paved shoulder. Diagonal slotted grates may be used in gravel/landscaped shoulders and on privately maintained systems. Solid lids shall be used within and sidewalk or crosswalk.
- K. At sag vertical curves, on the end of downgrade cul-de-sacs, or before intersections with a grade four percent or greater, an analysis shall be done to assure that typical catch basin grates will collect the surface runoff. To collect excessive volumes of runoff or protect against plugged grates and overflow situations, the City will require the use of through-curb inlet frames on vertical curbs. Where the through-curb inlets cannot be used, place a catch basin at the low point and two extra inlets located not greater than 0.1 foot above the low point grate within a distance of 25 feet.
- L. For new storm drains on existing rolled curb roadways use KCRS Figures 7-019 through 7-021.
- M. New catch basins that do not collect runoff shall use solid locking covers. Existing catch basins, which no longer collect runoff, shall have their frame and grates replaced with solid covers.
- N. All storm drain covers and grates within the right-of-way shall require locking lids and bolts. Additionally, all control structure and/or detention system storm drain covers shall be locking regardless of their location including hinged access points and large open grates.
- O. Trench drains may only be used outside of the right-of-way unless otherwise approved by the City Engineer. At a minimum, trench drains shall have catch basins or yard drains at either end unless used as a driveway culvert. The maximum distance between catch basins or yard drains along a trench drain shall be 100 feet.

10.06 Erosion and Sediment Control

Provide erosion and sediment control as required in the SWDM or as specified by other guidelines and/or regulatory requirements.

- A. When using geotextile for temporary silt fences, the material shall be designed specifically for erosion control. It shall meet the requirements of WSDOT Standard Specifications, Section 9-33.2(1), Table 6.
- B. Fencing must be inspected regularly and after each significant storm event for damage. Any damaged, loose, or deteriorated fencing must be repaired/replaced within 24-hours. Sediment collected behind the fence must be removed so that this material does not push the fence over.
- C. All sites shall be permanently stabilized and all temporary erosion control measures removed prior to final approval.

10.07 Underground Structures

Where drainage structures are proposed below an area subject to traffic loading, including public roads, private roads, and parking lots, additional design consideration shall be applied.

- A. Large grates which do not utilize typical manhole or catch basin lids shall be located outside of the travel way, sidewalk, and any other public walkways.
- B. Maintenance access points and access openings shall be located outside of any vehicular travel lane. If it is not possible to locate outside of a vehicular travel lane, all access ports shall be located to allow maintenance work to be completed while maintaining at least one lane open to vehicle travel.

- C. All type 2 catch basins, manholes, and drainage vaults require access ladders and/or handholds per KSD 7-005. Ladders shall not exceed 6 inches beyond the edge of the frame and grate.
- D. Specialty structures or vaults subject to traffic loading shall be structurally designed by a Licensed PE (Structural) to support HS-25 loading standards and shall include a design for an additional 45,000 lbs. point load, applied on an 18"x18" area.
 - 1. Structural design plans shall be submitted to and approved by the City prior to construction of any such structure.
 - 2. Additional pavement markings or signage may be required at the discretion of the Fire Marshall to identify the structure location and alert emergency services of the structure below the surface.

10.08 Low Impact Development

Low Impact Development (LID) principles and Best Management Practices (BMPs) shall be designed and constructed in accordance with the SWDM (adopted KMC 13.35), including the design criteria, limitations and infeasibility criteria for each BMP, as applicable. Additionally, LID principles and BMPs shall adhere to the following:

- A. The right-of-way shall not be used for placement of stormwater facilities serving private property unless a City approved maintenance covenant is recorded onto the respective adjacent property title(s) or plat map.
- B. LID BMPs may be installed in the right-of-way for treatment or flow control of stormwater runoff from public roads. The facility shall comply with the city's clear zone requirements and Section 8.09 of these Standards.
- C. LID facilities on private property shall be located adjacent to the public right-of-way (plus any setback requirement outlined in the SWDM) unless a 10-foot wide minimum access road is constructed to the facility.
- D. BMP and bioretention system plantings in the right-of-way must be low growing species and mowable by City maintenance equipment (or as contracted), unless otherwise approved by the City Engineer. See Section 8.12 for approved plantings.
- E. Rain gardens shall not be located in the public right-of-way, unless otherwise approved by the City Engineer.
- F. Any LID BMP damaged by construction, maintenance activities, motor vehicles, or other activities, the party responsible shall restore the facility to an equivalent or better condition, as determined by the City Engineer.
- G. Landscaped amenity zones adjacent to sidewalk may be utilized for full/limited infiltration for sidewalks if reliable, see Appendix F for additional requirements.
- H. A report outlining feasibility with supporting documentation of LID BMPs shall be provided to the City for each project.
- I. All LID features shall be maintained per the SWDM. Maintenance requirements shall be noted on the final Plat Map. Where no plat map exists, maintenance covenants shall be recorded on each property identifying maintenance requirements.

Chapter 11: Utilities

11.01 General

All utility work, including maintenance, performed within the City right-of-way shall require a utility permit.

- A. A design/construction agreement in lieu of obtaining a permit may be used under the following circumstance:
 1. When the utility work performed is related to a utility relocation or an undergrounding request for a City Capital Improvement Project; and
 2. When the utility work will be performed during the construction period of the Capital Improvement Project; and
 3. When the utility work will be wholly contained within the work limits of the Capital Improvement Project.
- B. Utilities to be located within existing and proposed right-of-way shall be constructed in accordance with current franchise and/or permit conditions and KMC 12.55, and in compliance with these Standards. In their use of the right-of-way, utilities will be given consideration in concert with the traffic-carrying requirements of the road which are, namely, to provide safe, efficient and convenient passage for motor vehicles, pedestrians, and other transportation uses. Aesthetics shall be a consideration.
- C. Underground installation of all utilities is required for new developments, for new utilities (including extensions of existing), and for all new and relocated utility services. All attempts shall be made to underground utilities. The following are exceptions to undergrounding:
 1. Aerial utility replacements if there are no changes in the connection locations (pole and meter).
 2. Transfer of existing utilities to new pole as part of pole replacement or City directed relocations; existing pole must be removed.
 3. New utilities that can be attached to existing poles.
 4. Preservation of significant trees per KMC 18.20.2730, as approved by the City Engineer.
 5. Maintenance of utilities
 6. Other safety or environmentally sensitive situations as determined by the City Engineer.
- D. All permits for new placement and replacement of existing utility poles and other utility structures above grade shall be accompanied by written certification from the utility's professional engineer licensed in the State of Washington or from an agent authorized by the utility to certify that the installations conform to these Standards and that the proposed work is in conformity with sound engineering principles relating to street safety and Section 8.09.
- E. Utilities are subject to the KMC and policies relating to drainage, erosion/sedimentation control and sensitive areas as set forth in KMC 13.35 and the Surface Water Design Manual.
- F. Street trees planted within the right-of-way along streets under the jurisdiction of the City of Kenmore shall not be removed or cut back where it damages the aesthetic quality of the tree. Such trimming, when required by power or telephone companies to safeguard their wires, shall be done in a manner that preserves the general appearance of the tree. Trees, shrubs and other plantings shall not be removed or trimmed where it damages the aesthetic appearance of the planting areas. (KMC 12.70.080).
- G. For new installations and relocations related to City Capital Projects, utilities are responsible for surveying locations of new utility locations and providing as-built drawings with station and offset information (taken from the City's project stationing) to the City.

11.02 Utility Locates

Utility locates are required per Section 4.10.

- A. Utility owners are responsible for locating their respective facilities. At the City's request, the exact depth and location of underground facilities shall be potholed by the respective utility. Location of the utility shall be documented on a map with measured locations noted at a minimum of every 50 feet.
- B. Utility locate markings on sidewalks, curb ramps, and other non-roadway areas shall be removed within 10 calendar days of work completion. Removal shall not damage the finished surface.

11.03 Standard Utility Locations within the Right-of-Way

Utilities within the right-of-way on new roads or on roads where existing topography or other utilities are not in conflict shall be located as indicated below (cover depth is measured from the pipe zone, see KSD 5-002). Where existing utilities are in place, new utilities shall conform to these Standards as nearly as practicable and yet be compatible with the existing installations. Existing utilities may require relocation to conform to the other requirements identified in these Standards. Above ground utilities located within intersections shall be placed to avoid conflict with placement of curb ramps and sidewalks. Mains and service connections to all lots shall be completed prior to placing of surface materials. Utilities shall be located as follows where feasible:

- A. Gas and Water Lines:
 - 1. Located 3 to 7 feet off the roadway centerline.
 - 2. Designated Side of Centerline: GAS: South and West. WATER: North and East.
 - 3. Depth: 36 inches (3 feet) minimum cover from finished grade.
- B. Individual water service lines and side sewers shall:
 - 1. Be placed with minimum 36-inch (3 feet) cover from finished grade, ditch bottom or natural ground.
 - 2. Use road right-of-way only as necessary to make side connections.
 - 3. For any one connection, not extend more than 60 feet along or through the right-of-way, or the minimum width of the existing right-of-way.
 - 4. Locate water meter boxes, when placed or replaced, on the right-of-way line immediately adjacent to the property being served, unless otherwise approved by the City Engineer and the water district.
- C. Sanitary Sewers: Locate no more than 3 feet off roadway centerline; depth 36-inch (3 feet) minimum cover from finished grade.
 - 1. Side Sewers shall be provided to all adjacent lots or parcels.
 - 2. Side Sewers shall be located per Northshore Utility District standards.
- D. Sanitary and water lines shall be separated in accordance with good engineering practice such as the Criteria for Sewage Work Design, Washington Department of Ecology, latest edition.
- E. Gravity systems, whether sanitary or storm drainage, shall have precedence over other systems in planning and installation except where a non-gravity sanitary or storm systems have already been installed under a previous approved permit and subject to applicable provisions of such permits or franchises.
- F. Electric utilities, telephone, cable TV, fiber optic conduit, other telecommunication: All new services and system mainlines including extensions and underground relocations shall be installed underground with 36-inch (3 feet) minimum cover, either side of road outside of the established travel lanes, a minimum of

2 feet from the edge of pavement or curb, and at a depth compatible with other utilities and storm drains. The City may require additional clearance from the edge of pavement for roads proposed for widening for bike lanes or additional travel lanes. See Section 11.01 and 11.04 for undergrounding requirements. If undergrounding of new utilities is not feasible at locations where existing segments end or begin, new poles and other utility structures above grade shall conform to the following:

1. Utility poles or other approved essential roadside obstacles must comply with the clear-zone standards listed in Section 8.09.
 - i) Notwithstanding other provisions regarding pole locations described in these Standards, no pole shall be located so that it poses a hazard to the general public. Utilities shall place and replace poles with primary consideration given to public safety. Existing utility poles that do not comply with these Standards and are struck will be considered a hazard by the City and shall be mitigated by the utility in accordance with these Standards. Additionally, existing utility poles that comply with City Standards and are struck at least two times within the same five-year period shall be mitigated by the responsible utility as required by the City Engineer and in accordance with these Standards.
2. Every effort shall be made to meet the Standards during emergency work or replacement of existing utility poles and other structures. After a pole has been replaced/relocated, the permittee is responsible for coordinating the transfers and pole removal. All utilities sharing that pole shall have a maximum of 180 days from the date the new pole is placed to relocate their facilities to the new pole and remove the old pole. Locations of poles shall also be compatible with driveways, intersections, and other road features (i.e., they shall not interfere with sight distances, road signing, traffic signals, culverts, etc.). To the extent possible, utilities shall share facilities so that a minimum number of poles are needed.
3. Where road uses leave insufficient overhang, anchor, and tree-trimming space for overhead utilities, additional easements and/or right-of-way may be required to accommodate the utilities. The costs associated with additional easements and/or right-of-way for this purpose shall be borne by the Applicant or other party initiating the improvement.
4. Where existing poles are in place, utilities shall consolidate onto the existing poles; no additional poles shall be installed.

11.04 Underground Installations

All hard surface roadways shall be jacked or bored except for storm drainage installations. Other exceptions will be considered on a case-by-case basis as needed.

- A. The underground systems shall not disturb existing survey monumentation unless there is no reasonable alternative. Disturbed monuments shall be corrected per WAC 332-120.
- B. When approved, the open cut shall be a neat-line cut made by saw cutting a straight continuous line. The current WSDOT Standard Specifications, Sections 7-08 and KSD detail 5-002 will generally apply unless otherwise stated.
 1. Trench sides shall be kept as nearly vertical as possible.
 2. Compaction and restoration must be done per KSD 5-002 and as detailed below and immediately after the trench is backfilled.
 3. After backfill and compaction, if a permanent repair cannot be completed during that same work period, an immediate cold mix patch shall be placed and maintained in a manner acceptable to the City.
 4. A permanent hot mix patch per section 9.07 shall be placed and sealed before permit expiration

but within 30 calendar days.

5. Cement concrete pavement shall be restored in accordance with Section 5-05.3(22) of the WSDOT Standard Specifications.
 6. On crossings required to be opened to traffic prior to final trench restoration, steel plates shall be installed by the Contractor with cold patch wedges on all sides or as directed by the City.
- C. Backfill in Roadway: Trench backfill shall be crushed surfacing top course or base course meeting the requirements of Section 9-03.9(3) of the WSDOT Standard Specifications unless otherwise approved by the City Engineer.
1. For excavations more than 4 feet deep (not including the pipe zone), gravel borrow backfill may be approved by the City Engineer for depths below 4 feet.
 2. Native backfill may only be used upon approval of the material by the Inspector; the Inspector may require a Licensed PE (Geotechnical) to assess and certify the native material as suitable backfill.
 3. Backfill shall be placed and compacted mechanically at a maximum of 12-inch lifts to 95 percent of the maximum density as determined by ASTM D1557 Modified proctor test.
 4. Pipe Zone Bedding material for utilities other than Storm Drainage shall be Gravel Backfill for Pipe Zone Bedding, Gravel Backfill for Drains, or Gravel Backfill for Sand Drains per WSDOT Standard Specifications 9-03.12. Fluidized thermal backfill, controlled density fill (CDF), or other material may be used as approved by the City.
- D. All underground utilities shall have locator tape placed the full length of the underground run and placed between 1 and 2 feet directly above the respective utility.
- E. Pavement Restoration: Restoration of a trench within an asphalt pavement shall include HMA to the same thickness as the existing asphalt pavement or per Section 9, whichever is the greater.
1. Concrete pavement shall be restored consistent with Section 5-05 of the WSDOT Standard Specifications. Any concrete pavement traffic lane affected by the trenching shall have all affected panels fully replaced.
 2. Asphalt pavement shall be repaired depending on the impacts to the asphalt surface as directed below:
 - i. Any roadway surfaced (new construction or overlay) within the previous 5 years shall be restored with a 2-inch grind and overlay the full width of the roadway and shall extend a minimum of 20 feet beyond the cut limits.
 - ii. Cuts for pothole investigations, boring/receiving pits, for trenches which run perpendicular to the roadway which only impact one-side of the striped centerline, or for any cut which is entirely within limits of the roadway shoulder and is outside the existing or future travel way, shall neat cut the asphalt pavement 1 foot beyond the limits of the trench/pit and patch with new asphalt material. The edges of the new asphalt patch shall be sealed with asphalt binder (AR-4000 or approved equivalent).
 - iii. Cuts running predominantly parallel to the roadway which only impact one side of the striped centerline shall be repaired with a half-width 2-inch grind and overlay between the striped centerline and the edge of pavement or curb and shall extend a minimum of 20 feet beyond the cut limits. Pavement undisturbed by trenching activities shall be ground as needed to meet the requirements of a half-width overlay.
 - iv. Cuts of any type which impact more than one side of the striped centerline shall be repaired with a full-width 2 inch grind and overlay and shall extend a minimum of 20 feet beyond the cut limits. Pavement undisturbed by trenching activities shall be ground as needed to meet

the requirements of a full-width overlay.

- v. Any location where an activity results in more than 2 separate cuts of any type within 100 feet of each other shall be interpreted as a singular cut with the overlay requirement as noted above.
 - vi. Utility cuts (with the exception of pothole investigations) within 100 feet of each other and occurring within a 5-year period by the same utility will be considered one activity and subject to pavement restoration requirements as outlined in this section.
 - vii. Pothole investigations less than 6 inches (at the widest location in the pavement) within 10 feet of each other and occurring within a 5-year period by the same agency/development will be considered one activity and subject to pavement restoration requirements as outlined in this section.
 - viii. Where a striped centerline does not exist, the "centerline" shall be at the crown line or as determined by the City Engineer. In cases of superelevation or where the crown line is not at the approximate center of the paved roadway, the City Engineer may consider the "centerline" to be the measured center of the paved roadway.
 - ix. Overlays shall be consistent with Section 9.05.
- F. Controlled Density Backfill: As an alternative to mechanical compaction, trench backfill above the bedding and below asphalt/concrete may be accomplished by use of controlled density backfill (CDF) in a design mixture according to Section 2-09.3(1) E of WSDOT Standard Specifications.
- 1. The Contractor shall provide a mix design in writing and the CDF shall not be placed until the City has reviewed the mix design and authorized its use.
 - 2. CDF shall meet the requirements of Section 6-02 of the WSDOT Standard Specifications and shall be accepted based on a Certificate of Compliance.
 - 3. The producer shall provide a Certificate of Compliance for each truckload of control density fill. The Certificate of Compliance shall verify that the delivered material is in compliance with the mix design.
- G. Backfill outside the roadway prism: Backfill outside the roadway prism shall be excavated material free of wood waste, debris, clods and/or any rocks exceeding six-inches in any dimension and meet compaction requirements.
- H. All work shall be inspected and tested per Chapter 4.06.

11.05 Inspection & Notification

The Applicant shall adhere to inspection notification requirements per the approved permit, existing franchise agreement, and Chapter 4.

11.06 Final Adjustments

All utility covers, including drainage, which are located on proposed asphalt roadways, shall be temporarily placed at subgrade elevation prior to placing crushed surfacing material.

- A. Final adjustment of all covers and access entries shall be made following final paving by:
 - 1. Sawcutting or neat-line jack hammering of the pavement around lids and covers. Opening should not be larger than 12 inches beyond the radius of the cover.
 - 2. Removing base material, surfacing course, and frame; adding risers; replacing frame and cover no higher than finished grade of pavement and no lower than one-half inch below the pavement.

3. Filling and mechanically compacting around the structure and frame with crushed surfacing material, or asphalt treated base, or placing in 5-inch minimum thickness of cement concrete Class 4000 to within 3 inches of the top.
4. Filling the remaining 3 inches with HMA compacted and sealed to provide a dense, uniform surface.
5. Final adjustment of all covers and access entries shall be completed prior to permit expiration but within 30 days of final paving.
6. Final adjustments may be done prior to the final pavement lift utilizing HMA and paper joints around covers, as approved by the Inspector.

11.07 Microtrenching

Microtrenching shall mean a narrow open excavation trench for the purpose of installing a subsurface pipe or conduit. Microtrenching as an alternative to boring may be considered for telecommunication, fiber and cable installations at the discretion of the City Engineer. The following minimum standards will apply to microtrenching:

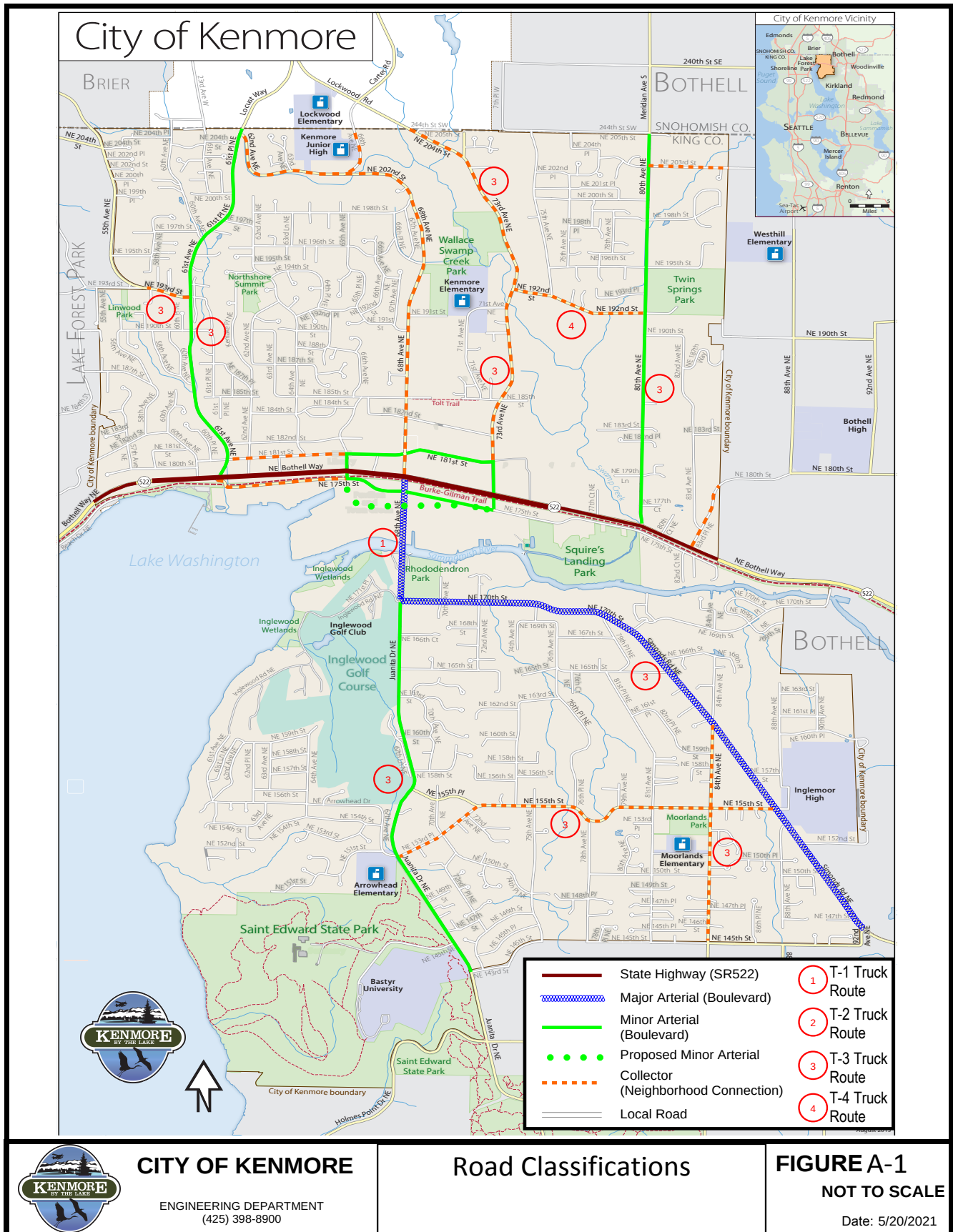
- A. The trench shall be between 1 and 2 inches in width or as otherwise approved by the City Engineer.
- B. For local roads: conduit/conductor shall be installed at depth of 12 inches below the established finished grade of the existing paved surface.
- C. For arterial and collector roads: conduit/conductor shall be installed at a depth of 16-18 inches below the finished grade of the existing paved surface.
- D. Microtrench shall be a minimum of 2 feet from any existing curb/gutter.
- E. A 4-inch deep, 18-inch wide (centered on the proposed microtrench) pavement grind shall be made the full length of the trench.
- F. Microtrenching is allowed within walkways, curb/gutter, or concrete paved roads, however, panel/segments from joint to joint must be removed and replaced; no sawcutting of concrete will be allowed.
- G. Microtrench shall be backfilled with water compacted sand to the bottom of the ground pavement layer followed with hot mix asphalt (HMA). Cement/sand slurry reaching 2500 psi may be used in lieu of compacted sand.
- H. HMA patch shall be installed and finished per Section 9.07.

[END]



APPENDIX A

ROAD CLASSIFICATIONS

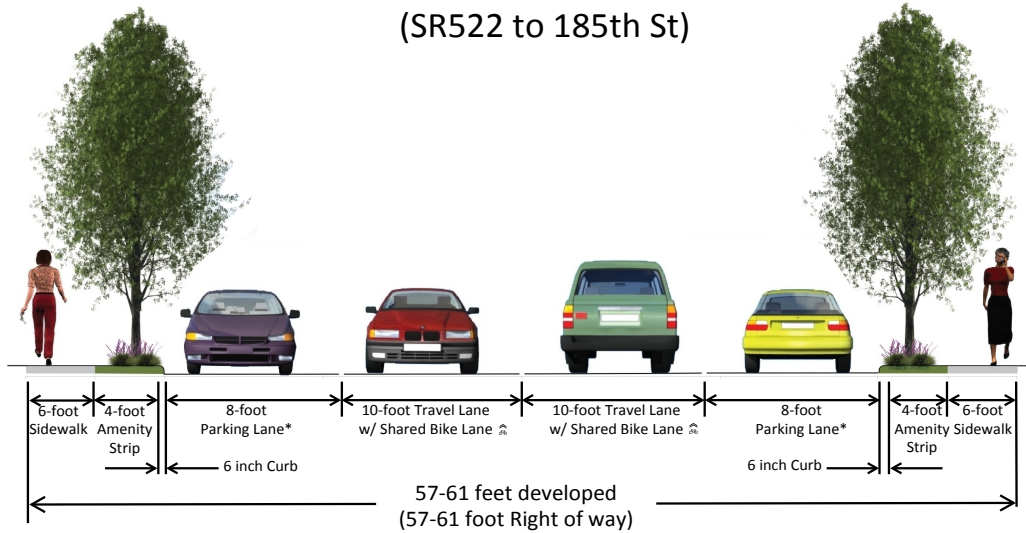




APPENDIX B

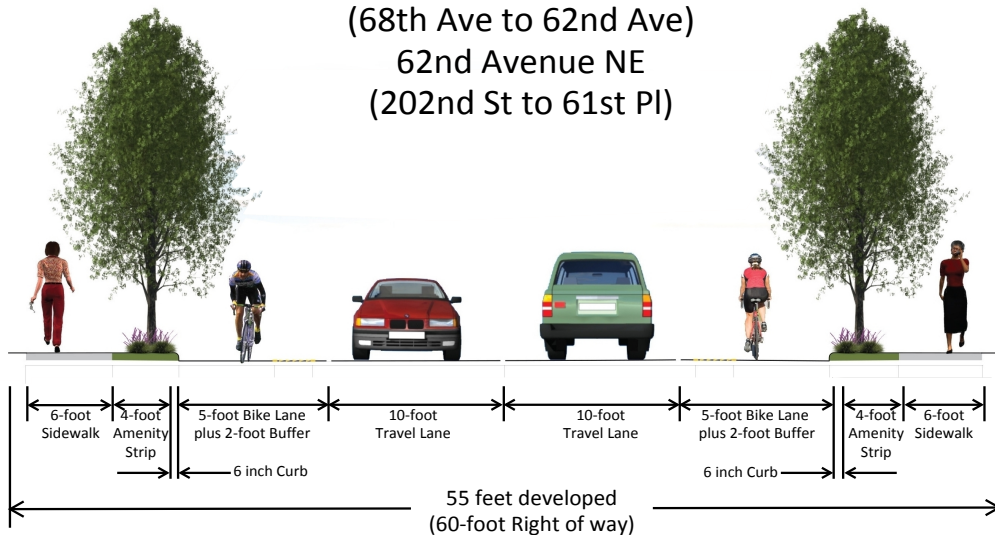
ROAD SECTIONS

68th Avenue NE (SR522 to 185th St)



* 10-ft travel lane between SR522 and 181st St, move sharrow to this lane

68th Avenue NE (185th St to 202nd Ave) NE 202nd St (68th Ave to 62nd Ave) 62nd Avenue NE (202nd St to 61st Pl)



CITY OF KENMORE

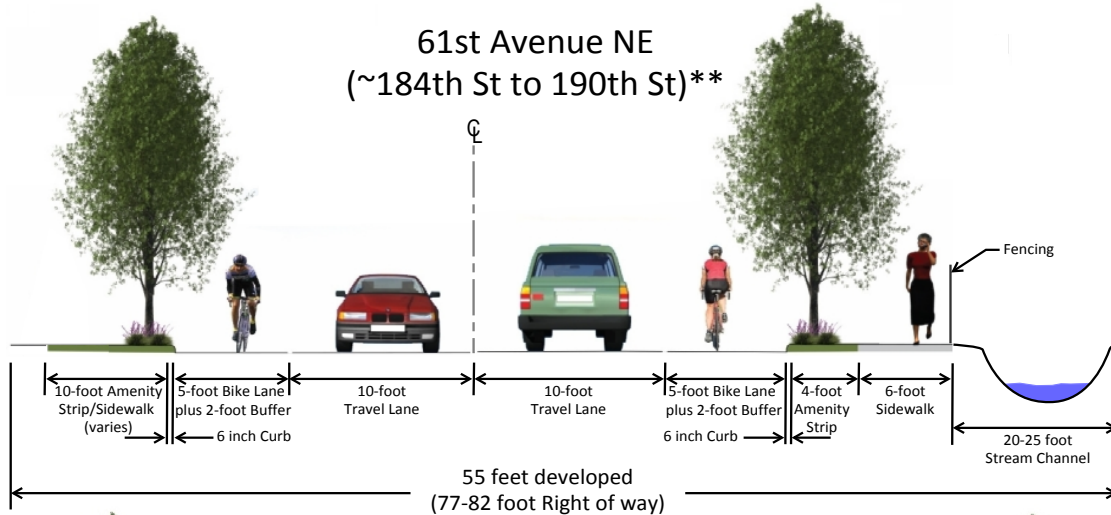
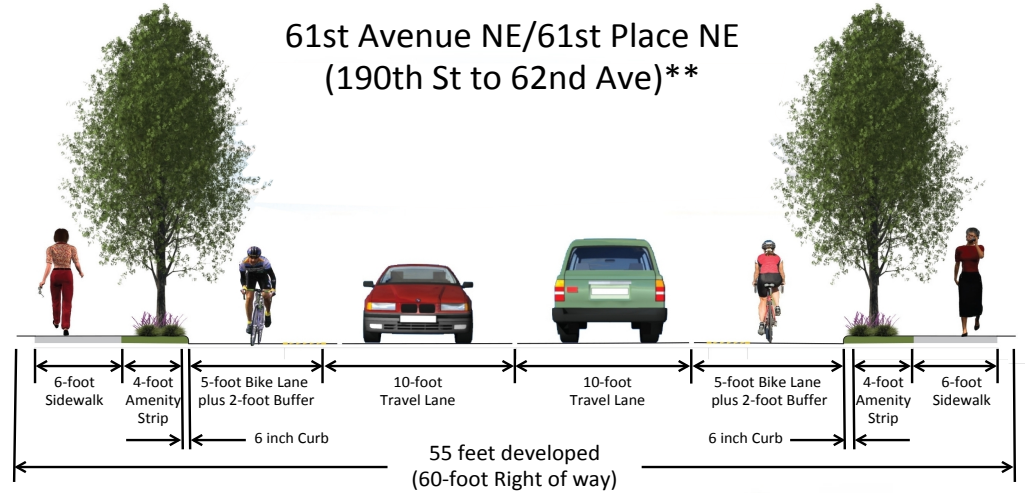
ENGINEERING DEPARTMENT
(425) 398-8900

**68th Ave NE / NE 202nd St
Cross Section**

FIGURE B-1

NOT TO SCALE

Date: 10/26/2020



* Cross section transitions from 5 lane to 2 lane with bike lane configuration

** additional 11-foot wide left turn lane required at the 190th and 193rd intersections (NB and SB) and 11-foot right turn pocket at 61st Pl/62nd Ave (NB)



CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

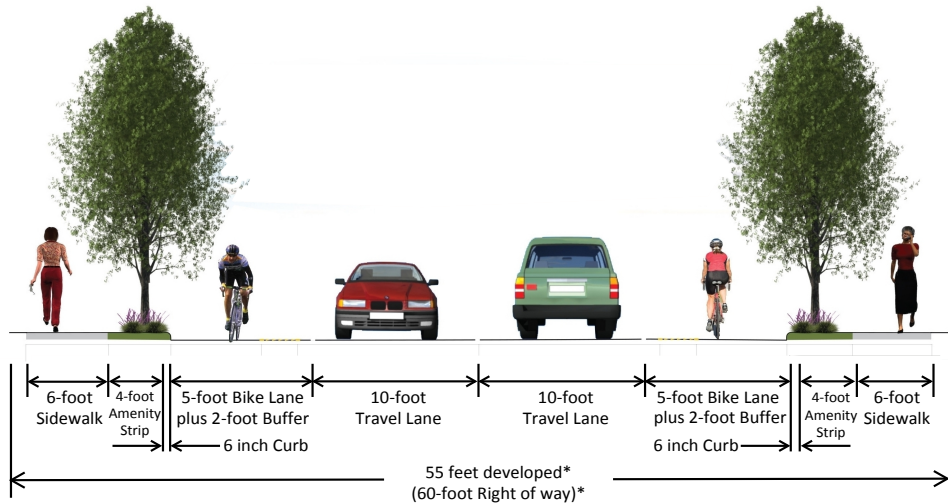
**61st Ave NE / 61st Pl NE
Cross Section**

FIGURE B-2

NOT TO SCALE

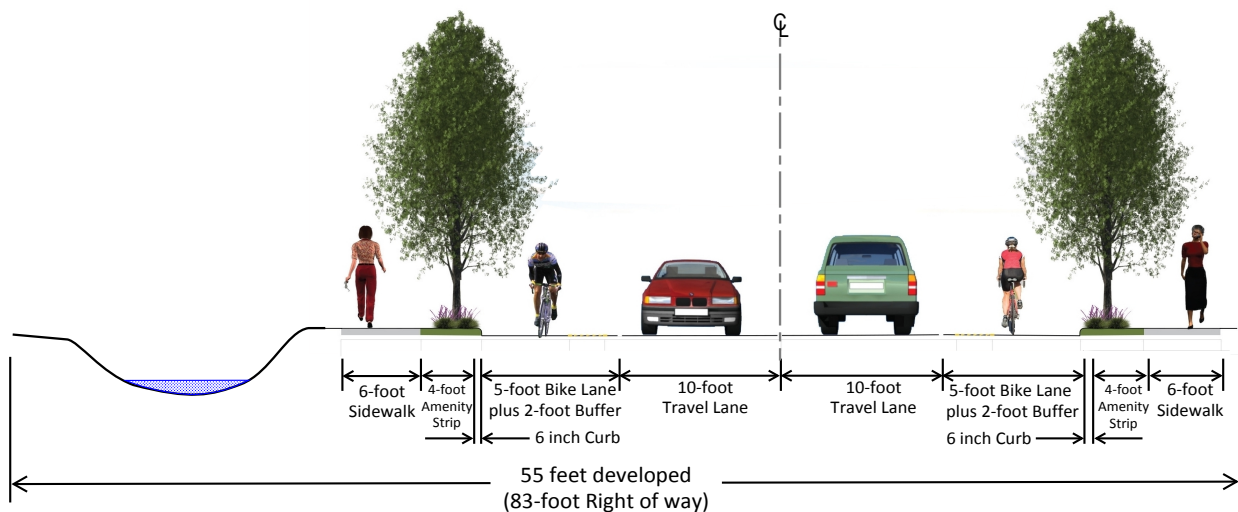
Date: 10/26/2020

80th Avenue NE
(SR522 to 193rd Pl)
(198th St to 205th St)



* An additional 13-foot left turn pocket at SR522 Intersection beginning near NE 177th Ct

80th Avenue NE
(193rd Pl to 198th St)



CITY OF KENMORE

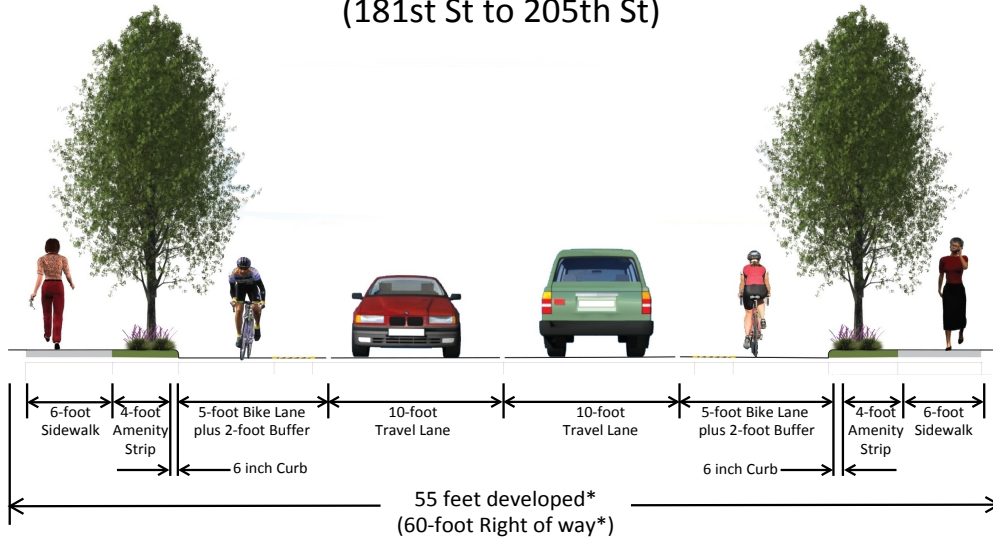
ENGINEERING DEPARTMENT
(425) 398-8900

**80th Ave NE
Cross Section**

**FIGURE B-3
NOT TO SCALE**

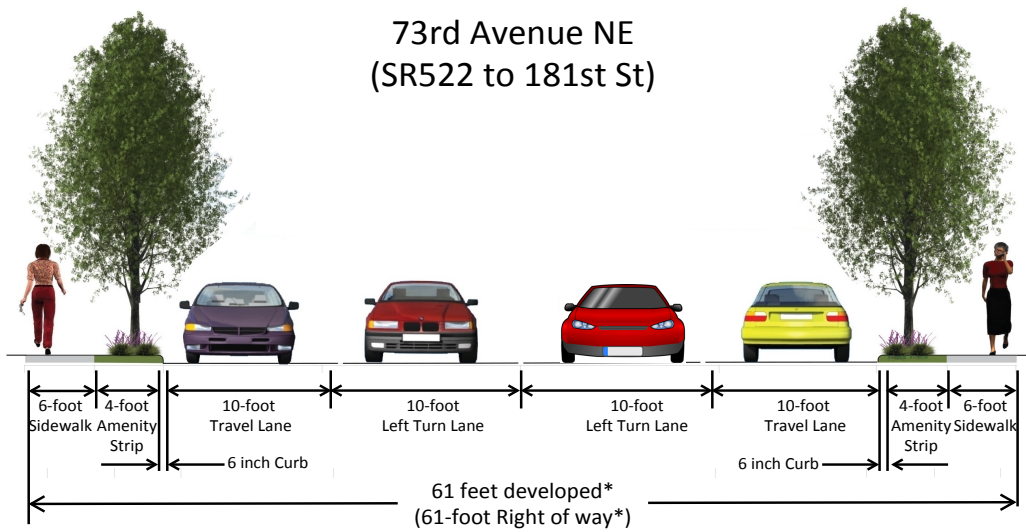
Date: 11/02/2020

73rd Avenue NE (181st St to 205th St)



* An additional 13-foot left turn pocket north side of NE 181st St Intersection, transition from sharrows to bike lanes

73rd Avenue NE (SR522 to 181st St)



* Developed right of reduces to 2 through lanes with 13-foot wide left turn pocket at NE 181st St



CITY OF KENMORE

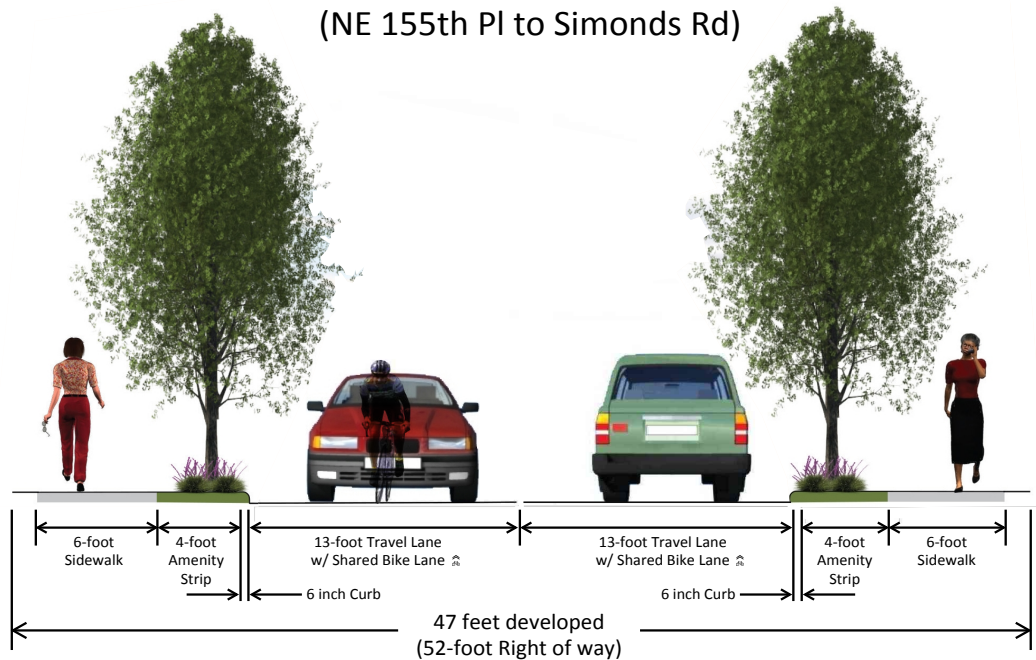
ENGINEERING DEPARTMENT
(425) 398-8900

**73rd Ave NE
Cross Section**

**FIGURE B-4
NOT TO SCALE**

Date: 11/02/2020

NE 153rd PI
(Juanita Dr to NE 155th PI)
NE 155th St
(NE 155th PI to Simonds Rd)



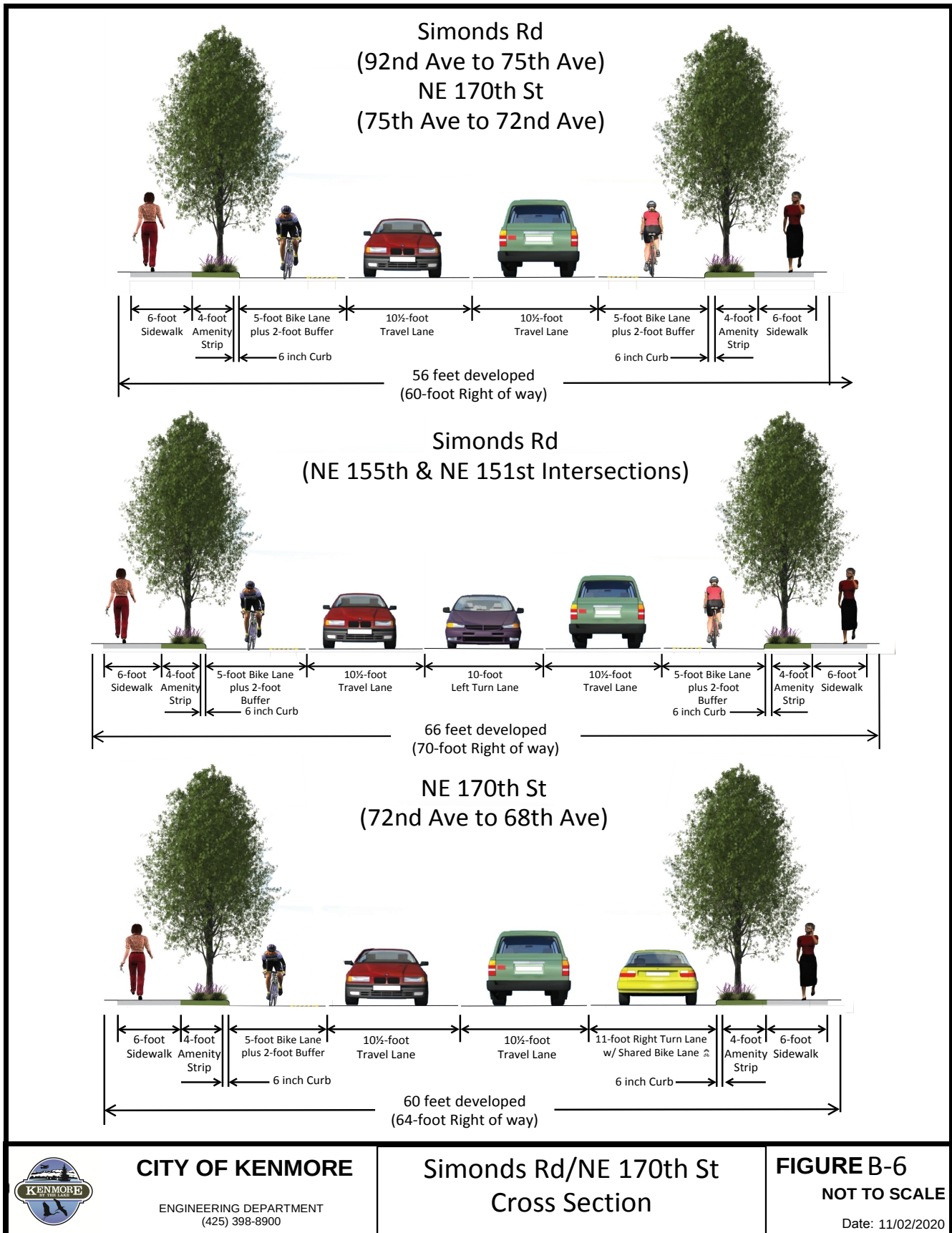
CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

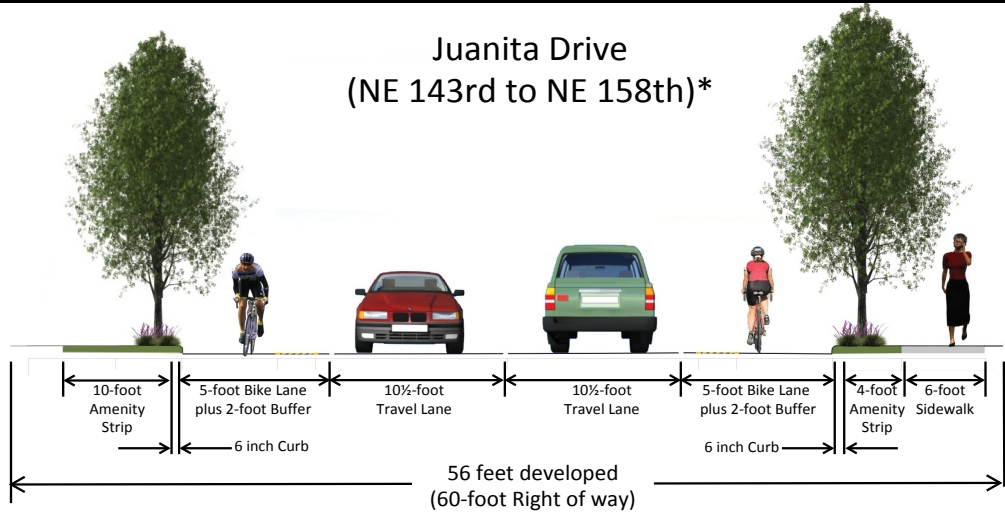
**NE 155th St/NE 153rd PI
Cross Section**

**FIGURE B-5
NOT TO SCALE**

Date: 11/5/2020

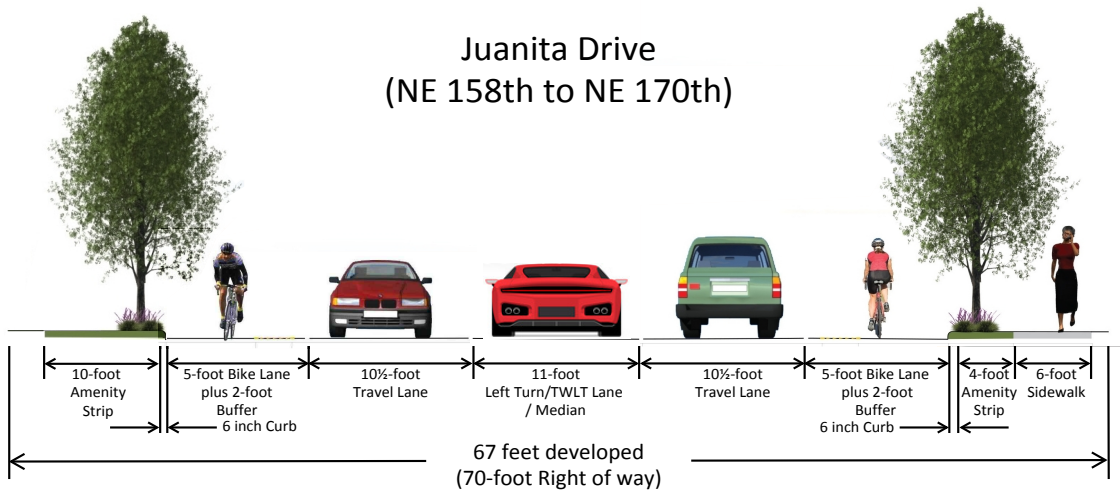


Juanita Drive (NE 143rd to NE 158th)*

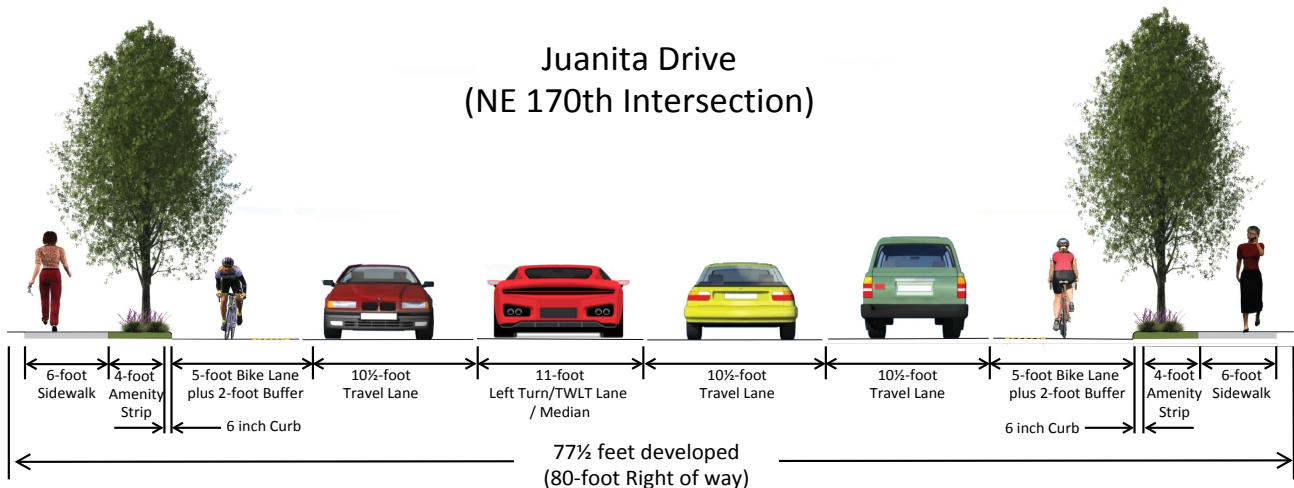


* For NE 143rd and Arrowhead/NE153rd intersections, see NE 158th to NE 170th cross section

Juanita Drive (NE 158th to NE 170th)



Juanita Drive (NE 170th Intersection)



CITY OF KENMORE

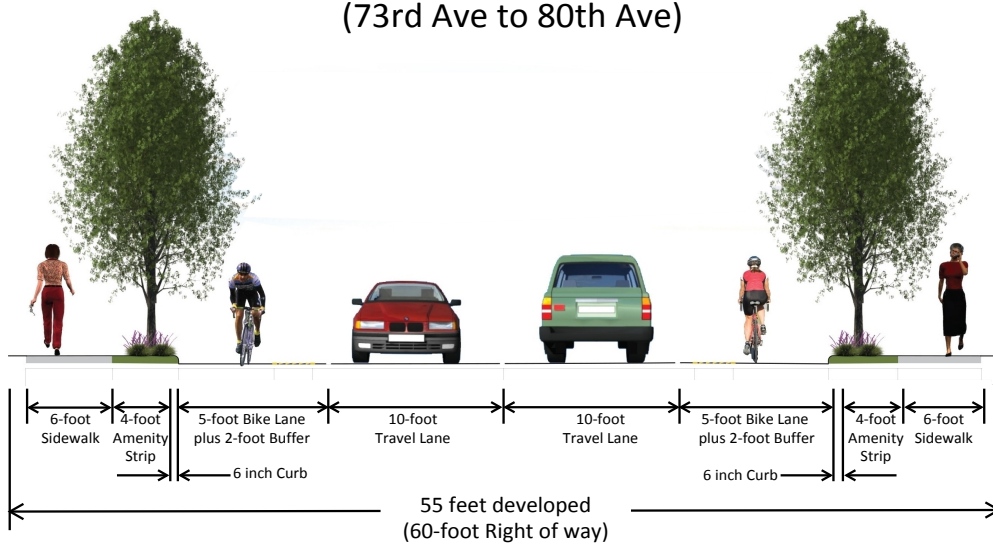
ENGINEERING DEPARTMENT
(425) 398-8900

**Juanita Drive
Cross Section**

**FIGURE B-7
NOT TO SCALE**

Date: 11/06/2020

NE 192nd St
(73rd Ave to 80th Ave)



CITY OF KENMORE

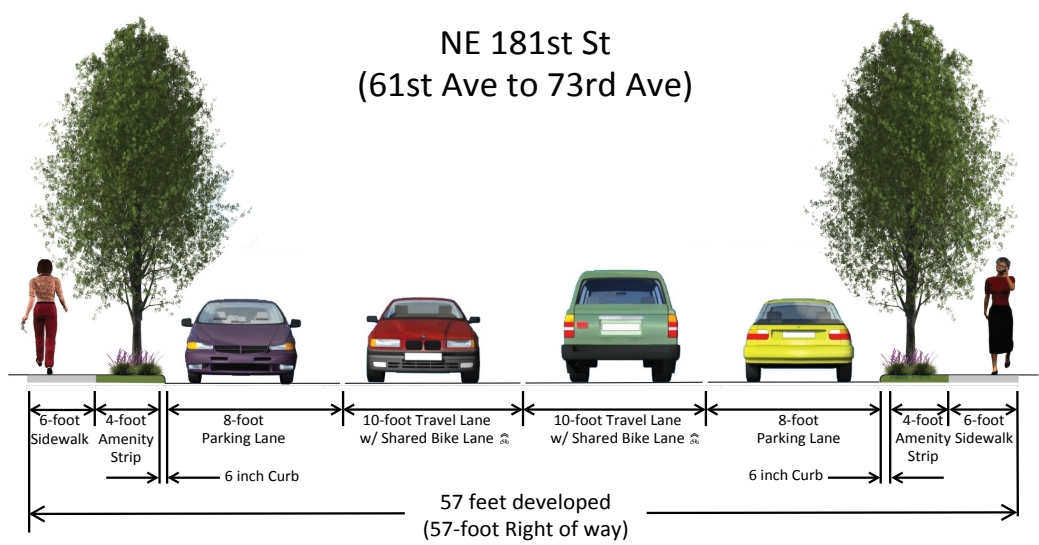
ENGINEERING DEPARTMENT
(425) 398-8900

NE 192nd St
Cross Section

FIGURE B-8

NOT TO SCALE

Date: 11/02/2020



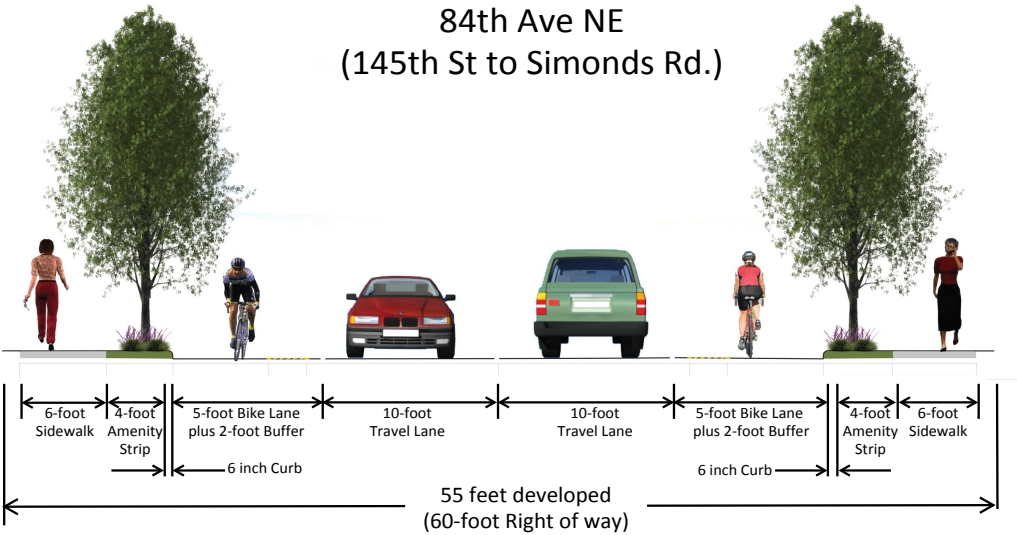
CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

NE 181st St
Cross Section

FIGURE B-9
NOT TO SCALE

Date: 10/26/2020



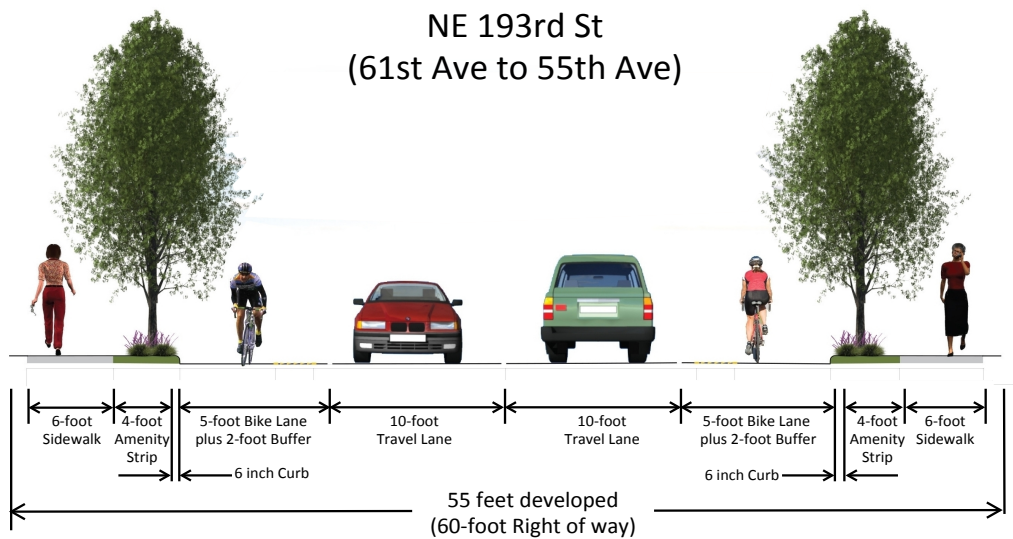
CITY OF KENMORE

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(425) 398-8900

84th Ave NE
Cross Section

FIGURE B-10
NOT TO SCALE

Date: 10/26/2020



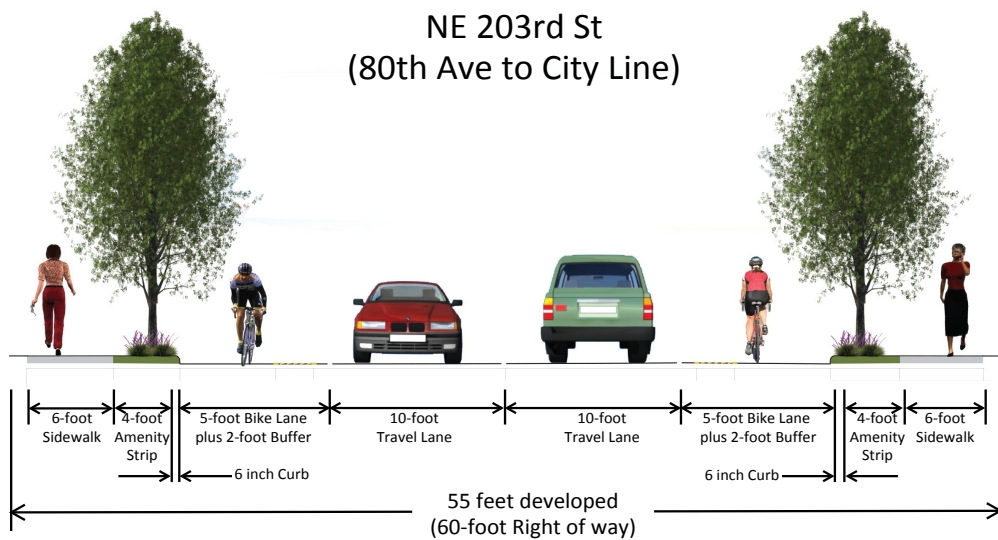
CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

**NE 193rd St
Cross Section**

**FIGURE B-11
NOT TO SCALE**

Date: 10/26/2020



CITY OF KENMORE

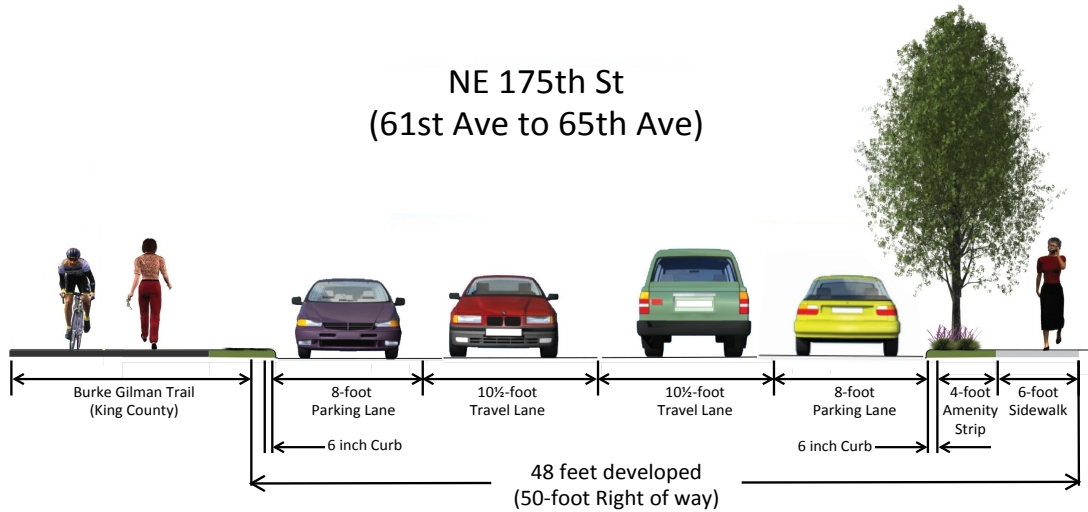
ENGINEERING DEPARTMENT
(425) 398-8900

**NE 203rd St
Cross Section**

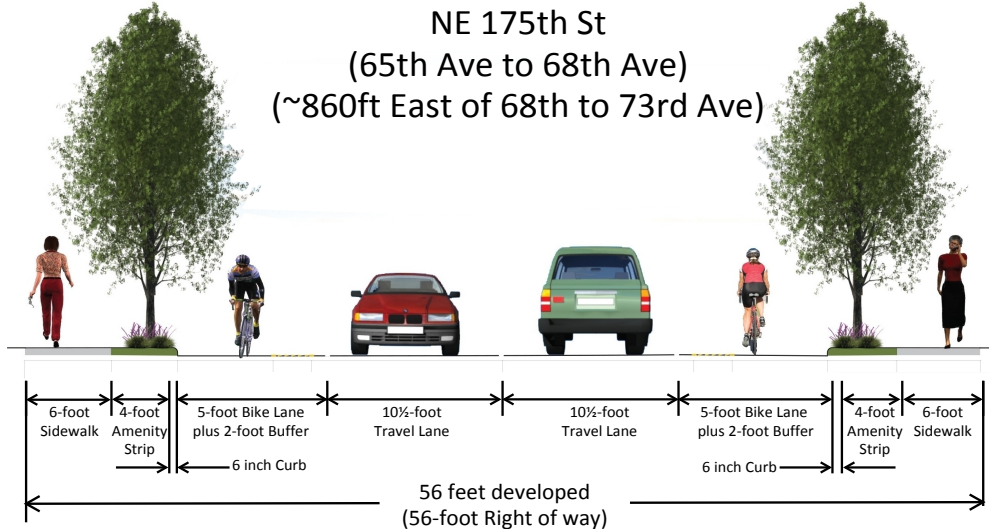
**FIGURE B-12
NOT TO SCALE**

Date: 10/26/2020

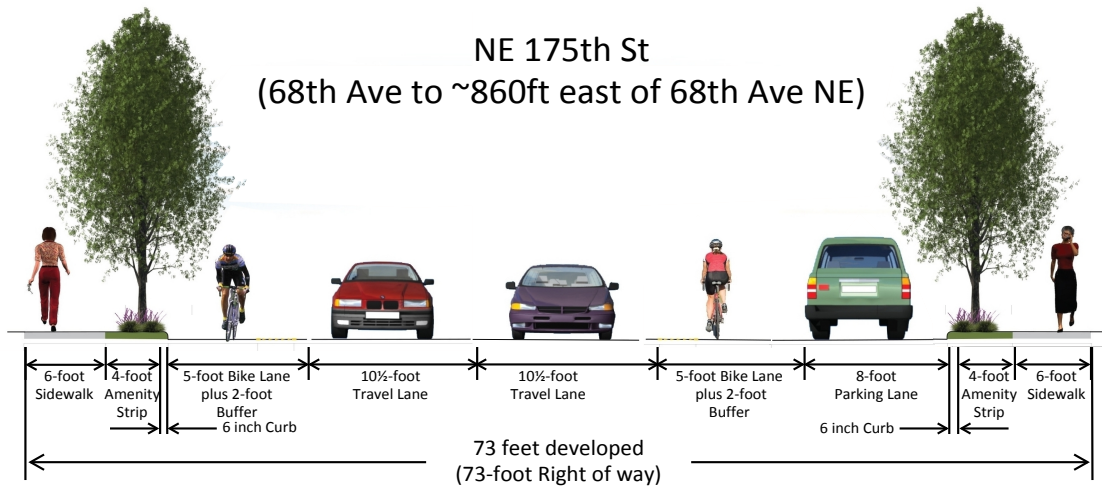
NE 175th St
(61st Ave to 65th Ave)



NE 175th St
(65th Ave to 68th Ave)
(~860ft East of 68th to 73rd Ave)



NE 175th St
(68th Ave to ~860ft east of 68th Ave NE)



CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

**NE 175th St
Cross Section**

**FIGURE B-13
NOT TO SCALE**

Date: 10/25/2021



APPENDIX C

STREET TREE LIST

CITY OF KENMORE STREET TREE LIST 5/1/2021

The following street tree list includes the main tree species approved for installation within the City's right-of-way. The list incorporates trees that offer maximum flexibility but also ensures the safe and efficient operation of the public right-of-way. Tree selection should be made taking into consideration of the environmental and built condition of any location so that the best suited tree is used. Factors such as, but not limited to, soil type, available space, sun exposure, existing utilities, microclimate, drainage, etc. should be taken into consideration when selecting a tree. The specific site selected should be examined to determine the area needed for future growth for the life of the tree.

Botanical	Common (* denotes drought tolerant)	Mature Height	Mature Width	Deciduous / Evergreen	Size ¹	Approved for Amenity Strip
<i>Abies koreana</i>	Korean Fir	18'	8'	Evergreen	Small	No
<i>Abies pinsapo</i>	Spanish Fir*	30'	15'	Evergreen	Small	No
<i>Abies pinsapo</i> 'Glaucous'	Blue Spanish Fir*	30'	15'	Evergreen	Small	No
<i>Acer buergerianum</i>	Trident Maple*	35'	35'	Deciduous	Medium	Yes
<i>Acer circinatum</i>	Vine Maple*	20'	20'	Deciduous	Small	No
<i>Acer griseum</i>	Paperbark Maple*	30'	25'	Deciduous	Small	Yes
<i>Acer rubrum</i> 'Armstrong'	Armstrong Maple	50'	25'	Deciduous	Large	Yes
<i>Acer rubrum</i> 'Bowhall'	Bowhall	40'	15'	Deciduous	Medium	Yes
<i>Acer saccharum</i> 'Barrett Cole' APOLLO®	Sugar Maple	30'	12'	Deciduous	Small	Yes
<i>Acer saccharum</i> 'Temple's Upright'	Sugar Maple	45'	17'	Deciduous	Medium	Yes
<i>Acer triflorum</i>	Threeflower Maple*	30'	25'	Deciduous	Small	Yes
<i>Acer</i> 'Warrenred' PACIFIC SUNSET®	Painted Maple*	30'	25'	Deciduous	Small	Yes
<i>Amelanchier</i> varieties	Serviceberry*	15'	10'	Deciduous	Small	No
<i>Arbutus unedo</i>	Strawberry tree*	20'	20'	Evergreen	Small	No
<i>Calocedrus decurrens</i>	Incense Cedar*	40'	12'	Evergreen	Medium	No
<i>Cercidiphyllum japonicum</i> (compact varieties available)	Katsura Tree	60'	50'	Deciduous	Large	Yes
<i>Chamaecyparis obtusa</i> 'Filicoides Compacta'	Compact Fernspray Hinoki Cypress*	15'	6'	Evergreen	Small	No
<i>Chamaecyparis obtusa</i> 'Gracilis'	Hinoki Cypress*	25'	10'	Evergreen	Small	No
<i>Cornus</i> 'Eddie's White Wonder'	Eddie's White Wonder Dogwood	35'	20'	Deciduous	Medium	Yes
<i>Cornus kousa</i> var. <i>chinensis</i> 'Milky Way'	Chinese Dogwood	30'	25'	Deciduous	Small	Yes
<i>Cornus mas</i>	Cornelian cherry*	15'	15'	Deciduous	Small	Yes
<i>Fagus sylvatica</i> 'Rohan Obelisk'	Columnar Purple Beech	35'	15'	Deciduous	Medium	Yes
<i>Ginkgo biloba</i> 'Tubifolia'	Maidenhair Tree*	25'	18'	Deciduous	Small	Yes
<i>Koelreuteria paniculata</i>	Goldenrain Tree*	30'	25'	Deciduous	Small	Yes
<i>Malus</i> 'Adirondack'	Flowering Crabapple*	18'	10'	Deciduous	Small	Yes

Botanical	Common (* denotes drought tolerant)	Mature Height	Mature Width	Deciduous / Evergreen	Size ¹	Approved for Amenity Strip
Malus 'Jewelcole' RED JEWEL TM	Flowering Crabapple*	15'	12'	Deciduous	Small	Yes
Malus 'Sutyzam' SUGAR TYME TM	Flowering Crabapple*	18'	15'	Deciduous	Small	Yes
Malus transitoria 'Schmidtcutleaf' GOLDEN RAINDROPS TM	Flowering Crabapple*	20'	15'	Deciduous	Small	Yes
Liriodendron tulipifera 'Fastigiatum'	Columnar Tulip Tree*	60'	20'	Deciduous	Large	Yes
Parrotia persica	Persian Ironwood*	40'	40'	Deciduous	Large	Yes
Parrotia persica 'Vanessa'	Persian Ironwood*	40'	20'	Deciduous	Medium	Yes
Picea omorika	Serbian Spruce*	30'	10'	Evergreen	Small	No
Pinus contorta 'Chief Joseph'	Golden Lodgepole Pine	20'	6'	Evergreen	Small	No
Pinus flexilis 'Vanderwolf's Pyramid'	Limber Pine*	25'	15'	Evergreen	Small	No
Pinus thunbergii 'Thunderhead'	Compact Japanese Black Pine*	20'	20'	Evergreen	Small	No
Quercus palustris 'Pringreen' GREEN PILLAR TM	Columnar Pin Oak	45'	15'	Deciduous	Medium	Yes
Quercus rubra	Red Oak	50'	40'	Deciduous	Large	Yes
Tsuga mertensiana	Mountain Hemlock	20'	8'	Evergreen	Small	No

1. Small trees required a minimum amenity strip/planting area width of 4 feet wide
Medium trees require a minimum amenity strip/planting area width of 5 feet wide
Large trees require a minimum amenity strip/planting area width of 6 feet wide



APPENDIX D

STANDARD PLAN NOTES

CITY OF KENMORE STANDARD PLAN NOTES (Last Updated 5/06/2021)

The standard plan notes must be included on all engineering plans. Notes which in no way apply to the project may be omitted; however, the remaining notes must not be renumbered. For example, if General Note #3 were omitted, the remaining notes should remain numbered 1, 2, 4, 5, 6, etc.

GENERAL NOTES

- (1) All design and construction shall be in accordance with permit conditions, the Kenmore Municipal Code (KMC), City of Kenmore 2021 Road Standards (COKRS), 2016 King County Surface Water Design Manual (as amended by City of Kenmore), Washington State Department of Transportation (WSDOT) Standard Specifications (current edition), and the conditions of preliminary approval. It shall be the sole responsibility of the applicant and the professional civil engineer of record to correct any error, omission, or variation from the above requirements found in these plans. All corrections shall be at no additional cost or liability to the City of Kenmore.
- (2) The design elements within these plans have been reviewed against the existing codes and standards at the time of application. Some elements may have been overlooked or missed by the City of Kenmore plan reviewer. Any variance from adopted standards is not allowed unless specifically approved by the City of Kenmore prior to construction.
- (3) Approval of this road, grading, parking and drainage plan does not constitute an approval of any other construction (e.g. domestic water conveyance, sewer conveyance, gas, electrical, etc.).
- (4) Before any construction or development activity, a pre-construction meeting must be held between the City's Inspector, the Applicant, and the Applicant's Construction Representative.
- (5) A copy of these approved plans must be on the job site whenever construction is in progress.
- (6) Construction activities are limited to the hours of 7 a.m. to 7 p.m. Monday through Friday and 9 a.m. to 5 p.m. on Saturday. No construction is to take place on Sundays or Holidays.
- (7) It shall be the applicant's / contractor's responsibility to obtain all construction easements necessary before beginning any off-site work. Easements require review and approval by the City prior to construction.
- (8) Utilities or other installations that are not shown on these approved plans shall not be constructed unless an approved set of plans that meet all standard requirements are submitted to the City of Kenmore 30 days prior to construction.
- (9) Datums shall be NAVD 88 and NAD 83/91 (KMC 17.15.130), unless otherwise approved by the City of Kenmore.
- (10) Dewatering system (underdrain) construction shall be within the right-of-way or appropriate drainage easement, but not underneath the roadway section. All underdrain systems must be constructed in accordance with WSDOT Standard Specifications.
- (11) All utility trenches and roadway subgrade shall be backfilled and compacted to 95 percent density, modified proctor.
- (12) All pavement shall be compacted to a minimum of 92 percent compaction of RICE value.
- (13) Open cutting of existing roadways for utility or storm work is not allowed unless specifically approved by the City of Kenmore and noted on these approved plans. Any open cut shall be restored in accordance with COKRS.
- (14) The Contractor shall be responsible for providing adequate safeguards, safety devices, protective equipment, flaggers, and any other needed actions to protect the life, health, and safety of the public, and to protect property in connection with the performance of work covered by the contractor. Any work within the traveled right-of-way that may interrupt normal traffic flow shall require at least one flagger for each lane of traffic affected. The most current Manual on Uniform Traffic Control Devices (MUTCD) shall apply. Work in right-of-way is not authorized until a traffic control plan is approved by the City of Kenmore.

DRAINAGE NOTES

- (1) Proof of liability insurance shall be submitted to the City of Kenmore prior to the construction of the drainage facilities, preferably at the pre-construction meeting.
- (2) All pipe and appurtenances shall be laid on a properly prepared foundation in accordance with WSDOT specifications. This shall include leveling and compacting the trench bottom, the top of the foundation material, and any required pipe bedding, to a uniform grade so that the entire pipe is supported by a uniformly dense unyielding base.
- (3) Steel pipe shall be aluminized or galvanized with asphalt treatment #1 or better inside and outside.
- (4) All drainage structures, such as catch basins and manholes, not located within a traveled roadway or sidewalk, shall have solid locking lids. All drainage structures associated with a permanent retention/detention facility shall have solid locking lids.
- (5) All catch basin grates shall conform to COKRS.
- (6) All driveway culverts located within City of Kenmore right-of-way shall be of sufficient length to provide a minimum 3:1 slope from the edge of the driveway to the bottom of the ditch. Culverts shall have beveled end sections to match the side slope requirement of COKRS.
- (7) Rock for erosion protection of roadway ditches, where required, must be of sound quarry rock, placed to a depth of 1 foot, and must meet the following specifications: 4"-8"/40%-70% passing; 2"- 4" rock/30%-40% passing; and -2" rock/10%-20% passing. Installation shall be in accordance with COKRS.
- (8) Drainage outlets (stub-outs) shall be provided for each individual lot, except for those lots approved for infiltration or other BMP by the City of Kenmore. Stub-outs shall conform to the following:
 - a) Each outlet shall be suitably located at the lowest elevation on the lot, so as to service all future roof downspouts and footing drains, driveways, yard drains, and any other surface or subsurface drains necessary to render the lots suitable for their intended use. Each outlet shall have free-flowing, positive drainage to an approved stormwater conveyance system or to an approved outfall location.
 - b) Outlets on each lot shall be located with a five-foot-high, 2" x 4" stake marked "storm" or "drain". The stub-out shall extend above surface level, be visible, and be secured to the stake.
 - c) Pipe material shall conform to underdrain specifications described in COKRS and, if non-metallic, the pipe shall contain wire or other acceptable detection.
 - d) Drainage easements are required for drainage systems designed to convey flows through individual lots.
 - e) The applicant/contractor is responsible for coordinating the locations of all stub-out conveyance lines with respect to the utilities (e.g. power, gas, telephone, television).
 - f) All individual stub-outs shall be privately owned and maintained by the lot homeowner.
- (9) All disturbed pervious areas (compacted, graded, landscaped, etc.) of the development site must demonstrate one of the following: The existing duff layer shall be staged and redistributed to maintain the moisture capacity of the soil, OR; Amended soil shall be added to maintain the moisture capacity.
- (10) Seasonal clearing is limited between October 1 and April 30 inclusive, unless otherwise approved with a written decision by the City of Kenmore.

EROSION AND SEDIMENTATION CONTROL NOTES

- (1) Approval of the project's erosion and sedimentation control (ESC) plan does not constitute an approval of permanent road or drainage design (e.g. size and location of roads, pipes, restrictors, channels, retention facilities, utilities, etc.)
- (2) The implementation of these ESC plans and the construction, maintenance, replacement, and upgrading of these ESC facilities is the responsibility of the applicant/ESC supervisor until all construction is approved.
- (3) The boundaries of the clearing limits shown on this plan shall be clearly flagged by survey tape or fencing, if required, prior to construction (KCSWDM Appendix D). During the construction period, no disturbance beyond the clearing limits shall be permitted. The clearing limits shall be maintained per the standards by the applicant/ESC supervisor for the duration of construction.
- (4) Stabilized construction entrances shall be installed at the beginning of construction and maintained for the duration of the project. Additional measures, such as constructed wheel wash systems or wash pads, may be required to ensure that all paved areas are kept clean and track out to road right of way does not occur for the duration of the project.
- (5) The ESC facilities shown on this plan must be constructed prior to or in conjunction with all clearing and grading so as to ensure that the transport of sediment to surface waters, drainage systems, and adjacent properties is minimized.
- (6) The ESC facilities shown on this plan are the minimum requirements for anticipated site conditions. During the construction period, these ESC facilities shall be upgraded as needed for unexpected storm events and modified to account for changing site conditions (e.g. additional cover measures, additional sump pumps, relocation of ditches and silt fences, perimeter protection etc.).
- (7) The ESC facilities shall be inspected daily by the applicant/ESC supervisor and maintained to ensure continued proper functioning. Written records shall be kept of weekly reviews of the ESC facilities.
- (8) Any areas of exposed soils, including roadway embankments that will not be disturbed for two days during the wet season or seven days during the dry season shall be immediately stabilized with the approved ESC cover methods (e.g., seeding, mulching, plastic covering, etc.).
- (9) Any area needing ESC measures, not requiring immediate attention, shall be addressed within seven (7) days.
- (10) The ESC facilities on inactive sites shall be inspected and maintained a minimum of once a month or within 24 hours following a storm event.
- (11) At no time shall more than one (1) foot of sediment be allowed to accumulate within a catch basin. All catch basins and conveyance lines shall be cleaned prior to paving. The cleaning operation shall not flush sediment-laden water into the downstream system.
- (12) Any permanent retention/detention facility used as a temporary settling basin shall be modified with the necessary erosion control measures and shall provide adequate storage capacity. If the permanent facility is to function ultimately as an infiltration system, the temporary facility must be rough graded so that the bottom and sides are at least three feet above the final grade of the permanent facility.
- (13) Cover measures will be applied in conformance with Appendix D of the Surface Water Design Manual.
- (14) Prior to the beginning of the wet season (October 1), all disturbed areas shall be reviewed to identify which ones can be seeded in preparation for the winter rains. Disturbed areas shall be seeded within one week of the beginning of the wet season. A sketch map of those areas to be seeded and those areas to remain uncovered shall be submitted to the City inspector for review. See KCSWDM D.2.4.2 and D.2.4.3 for additional requirements.

STRUCTURAL NOTES

- (1) These plans are approved for standard road and drainage improvements only. Plans for structures such as bridges, vaults, and retaining walls require a separate review and approval by the City of Kenmore prior to construction (KMC Title 12 and 15).
- (2) Rockeries are considered to be a method of bank stabilization and erosion control. Rockeries shall not be constructed to serve as retaining walls. All rockeries in City right-of-way shall be constructed in accordance with COKRS. Rockeries outside of City right-of-way shall be constructed in accordance with the International Building Code.

EROSION AND SEDIMENT CONTROL RECOMMENDED CONSTRUCTION SEQUENCE

- (1) Pre-construction meeting.
- (2) Post sign with name and phone number of ESC supervisor (maybe consolidated with the required notice of construction sign).
- (3) Flag or fence clearing limits.
- (4) Install catch basin protection if required.
- (5) Grade and install construction entrance(s).
- (6) Install perimeter protection (silt fence, brush barrier, etc.).
- (7) Construct sediment ponds and traps.
- (8) Grade and stabilize construction roads.
- (9) Construct surface water controls (interceptor dikes, pipe slope drains, etc.) simultaneously with clearing and grading for project development.
- (10) Maintain erosion control measures in accordance with COKRS and manufacturer's recommendations.
- (11) Relocate erosion control measures or install new measures so that as site conditions change, the erosion and sediment control is always in accordance with the City's Erosion and Sediment Control Standards.
- (12) Cover all areas that will be unworked for more than seven days during the dry season or two days during the wet season with straw, wood fiber mulch, compost, plastic sheeting or equivalent.
- (13) Stabilize all areas that reach final grade within seven days.
- (14) Seed or sod any areas to remain unworked for more than 30 days.
- (15) Upon completion of the project, all disturbed areas must be stabilized and BMPs removed if appropriate.



APPENDIX E

STANDARD DETAILS

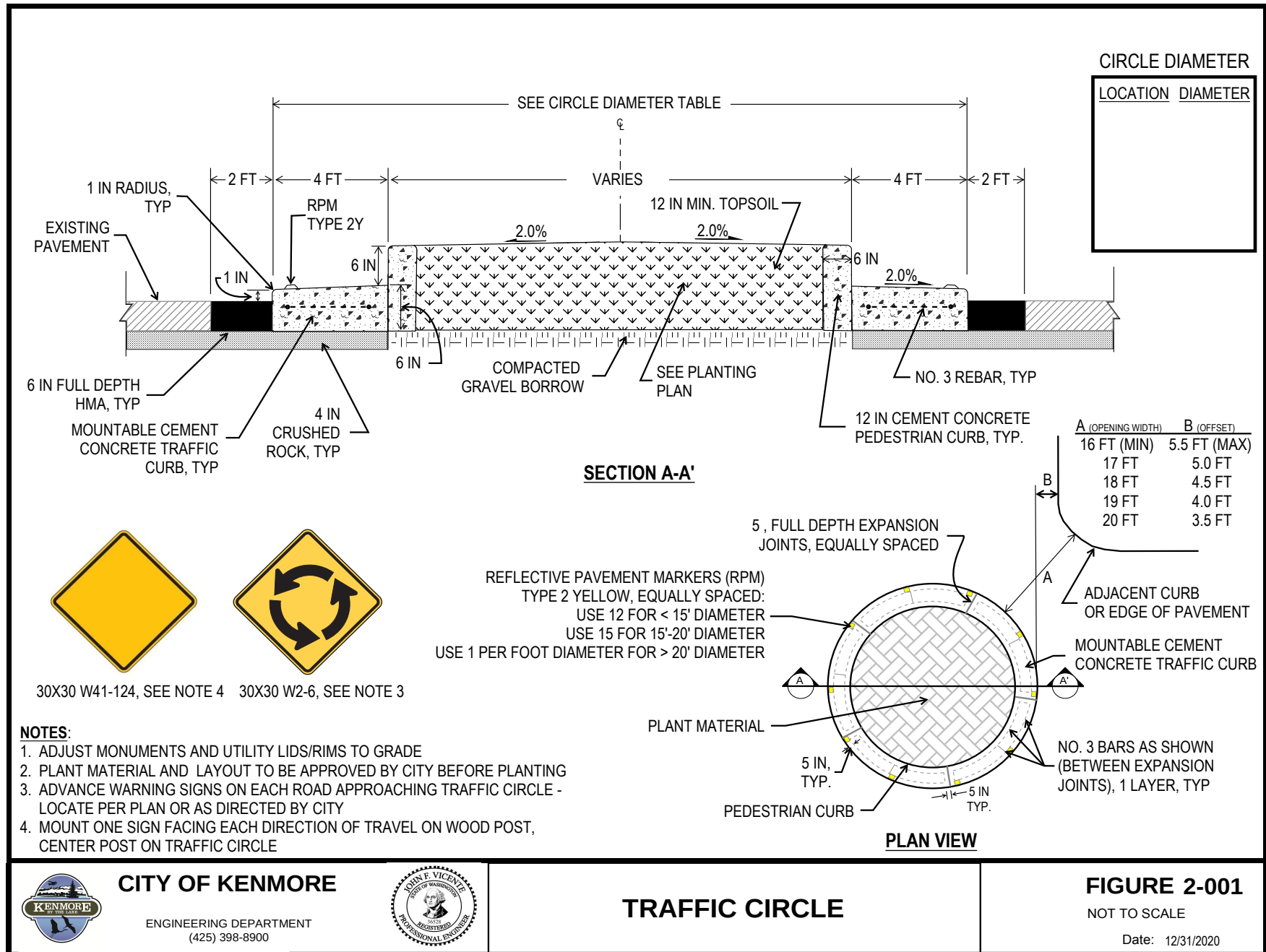
CITY OF KENMORE STANDARD DETAILS 5/20/2021

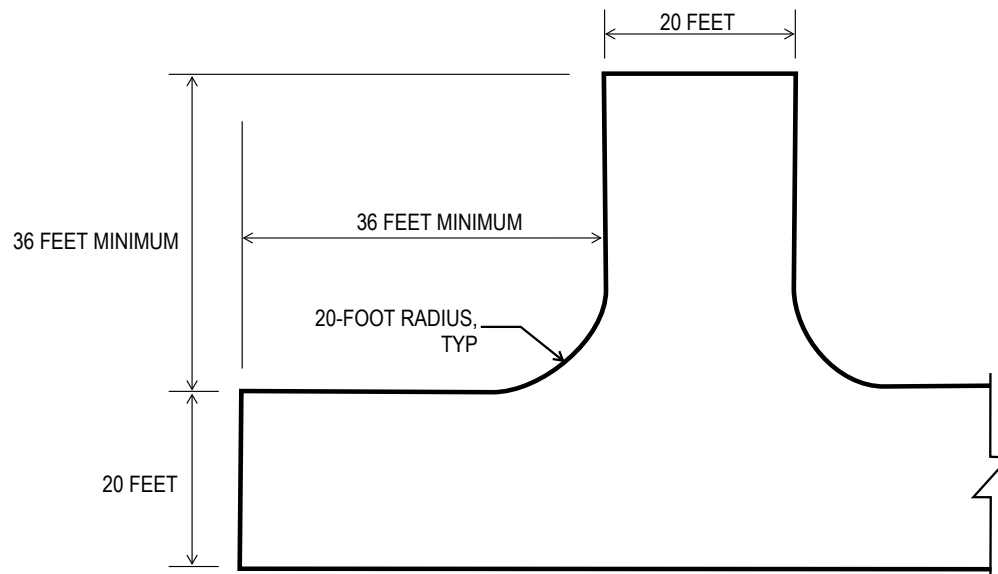
These standard details are meant to provide a standard of construction within the City of Kenmore. These details are not meant to contain all necessary information needed for construction. The engineer of record is responsible for reviewing these standard details for applicability and conformance to the proposed design and for providing all additional information or modifications as required to construct the proposed improvements. Any standard detail not addressing a particular design need, the Engineer of Record shall either use applicable standard details from King County or the Washington State Department of Transportation or create their own project specific details.

TABLE OF CONTENTS:

Standard Plan Series	Description	Standard Number	Standard title
2	Roadway Features	2-001	Traffic Circle
		2-002	Hammerhead Turnaround
		2-003	Cul-de-sac Turnaround
		2-004	Speed Table
		2-005	Speed Hump
3	Structures	3-001	Rock Wall - Cut Section
		3-002	Rock Wall - Fill Section
		3-003	Block Wall - Cut Section
		3-004	Block Wall - Fill Section
4	Channelization/Striping	4-001	Crosswalk and stop bar
		4-002	Pavement Marking Detail
		4-003	Left Turn Lanes
		4-004	Bicycle Lanes
5	Paving	5-001	Roadway Cross Section
		5-002	Trench cut
6	Roadside Features	6-001	Mailbox wood post
		6-002	Traffic sign
		6-003	Wood Post Foundation
		6-004	Mailbox Collection Unit
		6-005	Mailbox Cluster
		6-006	Pedestrian Railing
		6-007	Planting
		6-008	Tree Grate Detail
		6-009	Hank Heron

Standard Plan Series	Description	Standard Number	Standard title
7	Storm Drainage	7-001	Beveled End Pipe Section
		7-002	Trench Cut Storm Drainage
		7-003	Catch Basin Type 1
		7-004	Catch Basin Type 1L
		7-005	Catch Basin Type 2
		7-006	Catch Basin Type 2 Details
		7-007	Vaned Grate
		7-008	Diagonal Slotted Grate
		7-009	Solid Cover
		7-010	Square Frame
		7-011	Debris Cage for Catch Basin
8	Sidewalk/Driveways	8-001	Sidewalks
		8-002	Perpendicular Curb Ramp
		8-003	Parallel Curb Ramp
		8-004	Combination Ramp
		8-005	Transition Ramp to Shoulder
		8-006	Driveway Type 1 (with amenity zone)
		8-007	Driveway Type 2 (without amenity zone)
		8-008	Concrete Finishing
		8-009	Curbs
		8-010	Integral Curb Sidewalk
		8-011	Thickened Edge Sidewalk
		8-012	Pedestrian Curb





NOTES

1. ALL STREET ENDS SHALL BE SIGNED PER THE MOST CURRENT MUTCD
2. HAMMERHEAD ROADWAY WIDTH IS THE PAVEMENT SECTION ONLY AND DOES NOT INCLUDE ANY REQUIRED SIDEWALK OR UTILITY EASEMENT
3. NO PARKING IS ALLOWED WITHIN THE HAMMERHEAD AREA SHOWN



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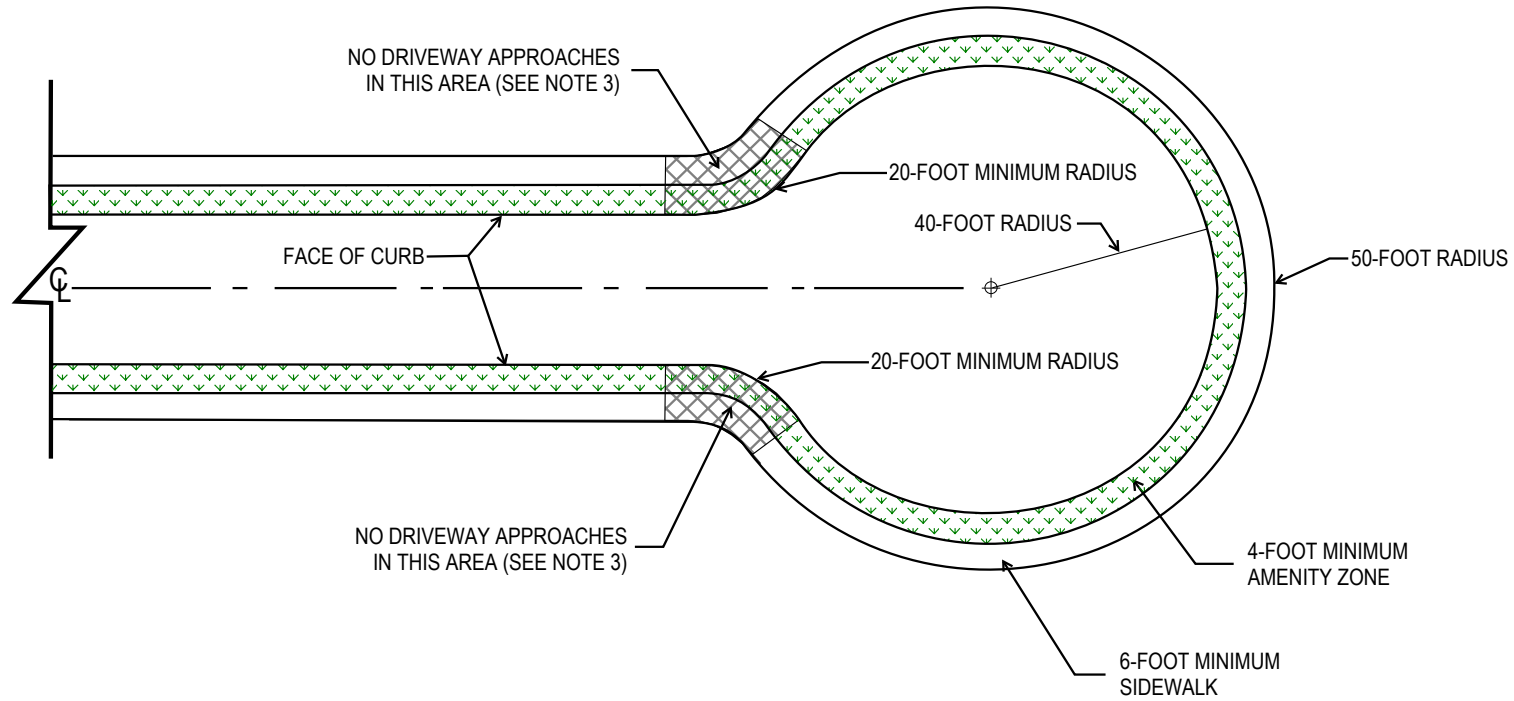


Hammerhead Turnaround

FIGURE 2-002

NOT TO SCALE

Date: 11/13/2020



NOTES

1. ROADWAY APPROACH WIDTH VARIES, SEE KENMORE ROAD STANDARDS TABLE 6.1
2. STREET SIGNAGE WILL BE DETERMINED BY THE CITY ENGINEER.
3. DRIVEWAY APPROACHES MAY NOT BE LOCATED WITHIN 5 FEET OF THE RADIUS.



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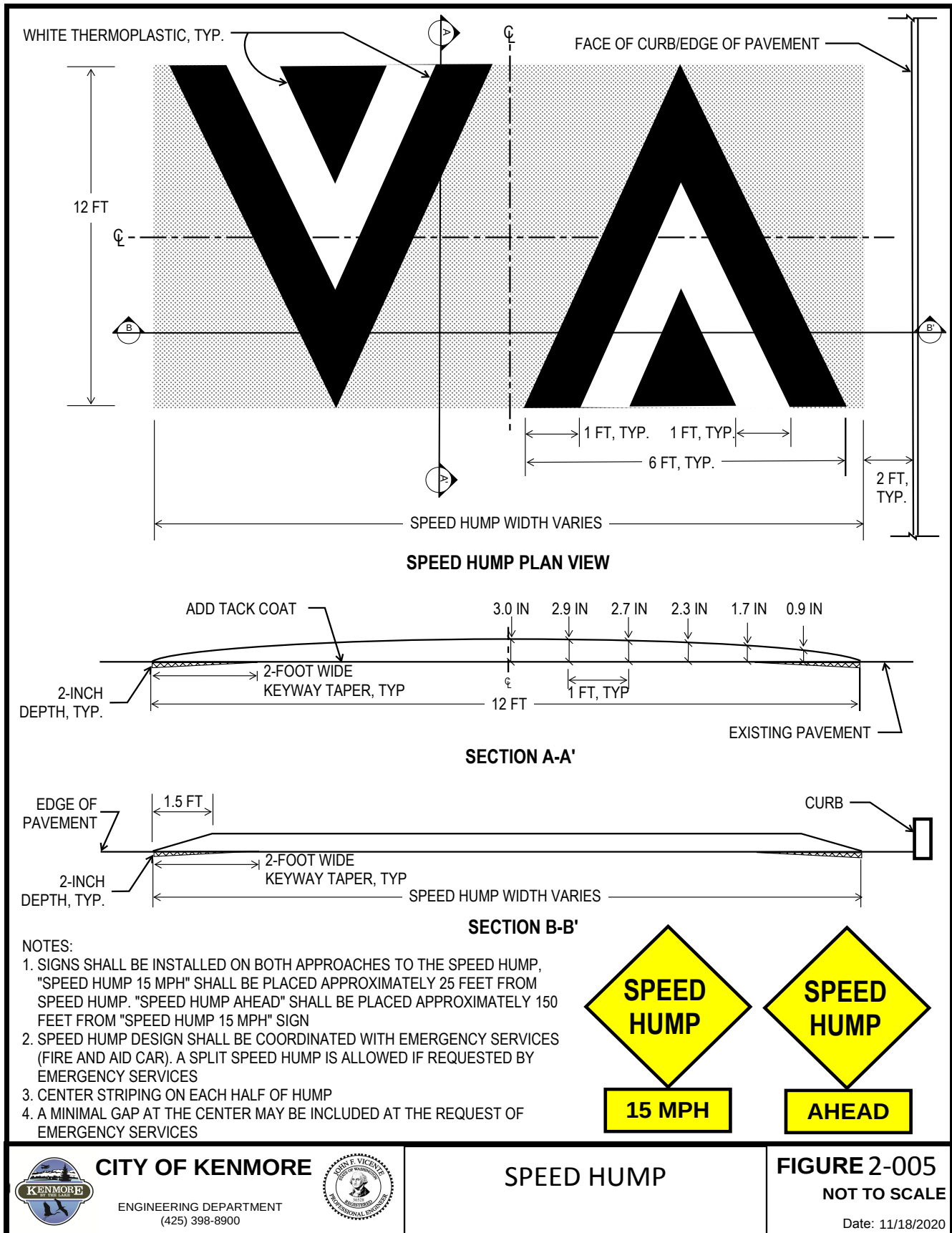


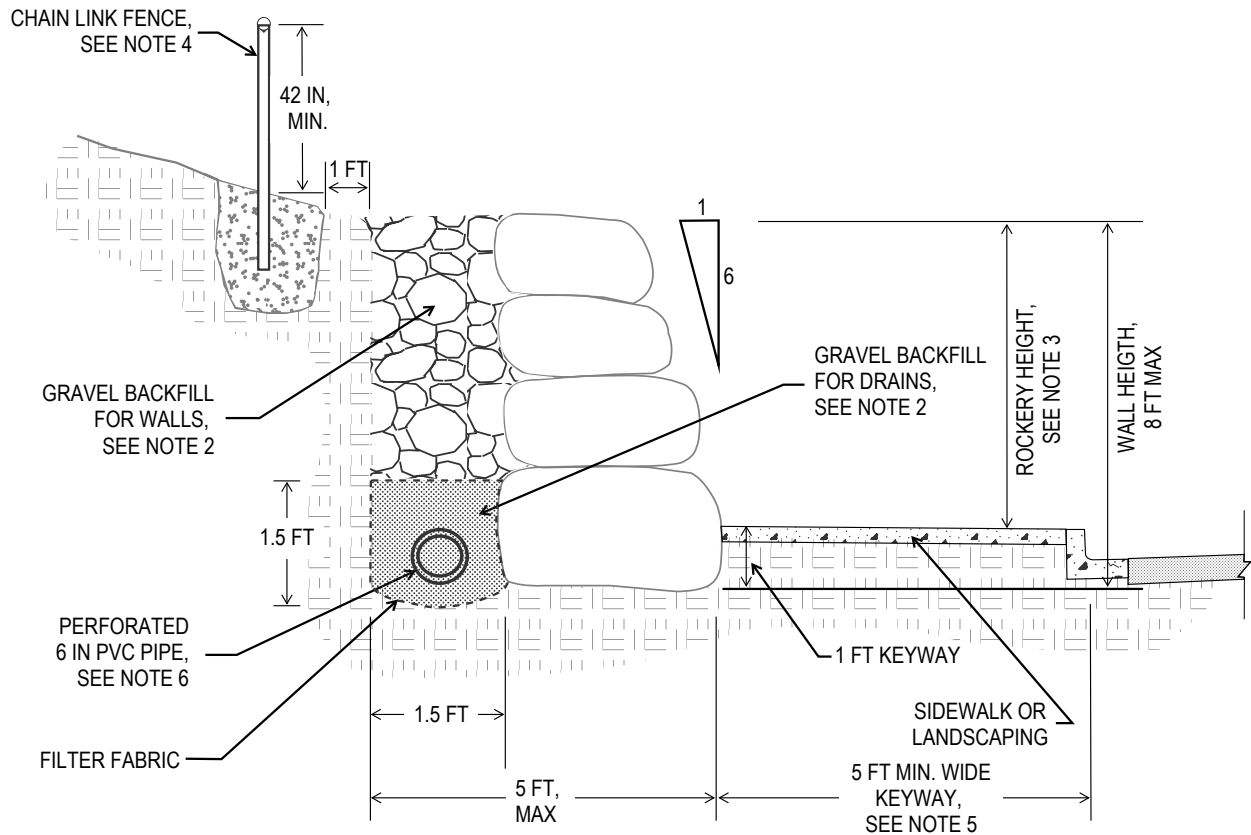
CUL-de-SAC

FIGURE 2-003

NOT TO SCALE

Date: 11/13/2020





NOTES:

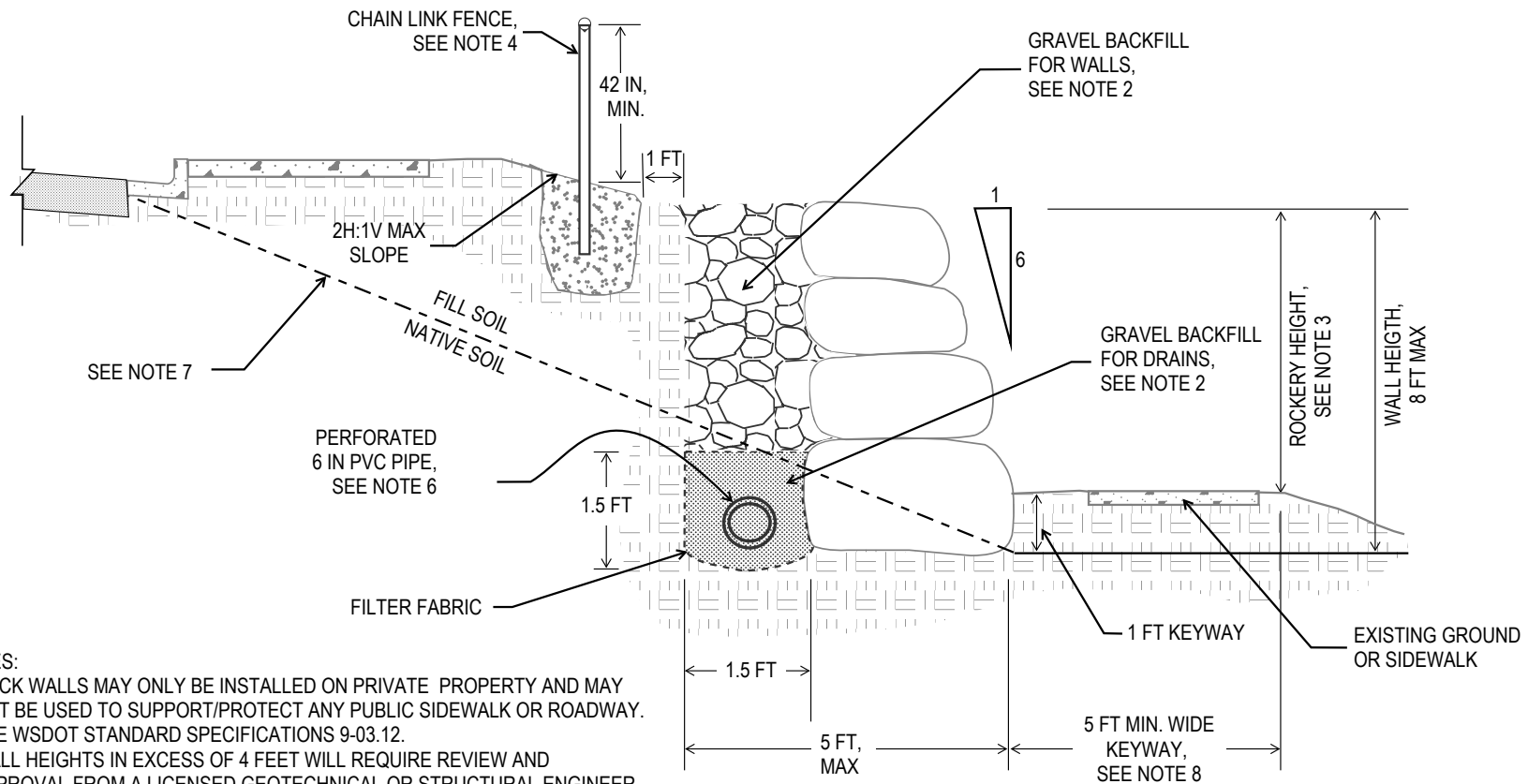
1. ROCK WALLS MAY ONLY BE INSTALLED ON PRIVATE PROPERTY AND MAY NOT BE USED TO SUPPORT/PROTECT ANY PUBLIC SIDEWALK OR ROADWAY.
2. SEE WSDOT STANDARD SPECIFICATIONS 9-03.12.
3. WALL HEIGHTS IN EXCESS OF 4 FEET WILL REQUIRE REVIEW AND APPROVAL FROM A LICENSED GEOTECHNICAL OR STRUCTURAL ENGINEER.
4. A FENCE MAY BE REQUIRED AS DIRECTED BY THE CITY AT BACK OF WALL FOR ROCKERY HEIGHT IN EXCESS OF 30 INCHES.
5. ROCK WALL SHALL BE PLACED A MINIMUM OF 10 FEET FROM TRAVEL LANE IF ROLLED CURB IS USED.
6. DRAIN PIPE MAY BE ELIMINATED IF RECOMMENDED BY THE DESIGN ENGINEER AND APPROVED BY THE CITY.



CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900ROCK WALL -
CUT SECTIONFIGURE 3-001
NOT TO SCALE

Date: 11/19/2020



NOTES:

1. ROCK WALLS MAY ONLY BE INSTALLED ON PRIVATE PROPERTY AND MAY NOT BE USED TO SUPPORT/PROTECT ANY PUBLIC SIDEWALK OR ROADWAY.
2. SEE WSDOT STANDARD SPECIFICATIONS 9-03.12.
3. WALL HEIGHTS IN EXCESS OF 4 FEET WILL REQUIRE REVIEW AND APPROVAL FROM A LICENSED GEOTECHNICAL OR STRUCTURAL ENGINEER.
4. A FENCE MAY BE REQUIRED AS DIRECTED BY THE CITY AT BACK OF WALL FOR ROCKERY HEIGHT IN EXCESS OF 30 INCHES.
5. TRAVEL LANES SHALL BE LOCATED AS REQUIRED FOR CLEAR ZONE DISTANCE. TRAFFIC BARRIER MAY BE REQUIRED.
6. DRAIN PIPE MAY BE ELIMINATED IF RECOMMENDED BY THE DESIGN ENGINEER AND APPROVED BY THE CITY.
7. SLOPE TO BE DETERMINED BY GEOTECHNICAL ENGINEER, SLOPE NOT TO EXCEED 1H:1V. SOIL REINFORCEMENT MAY BE REQUIRED AS DETERMINED BY A GEOTECHNICAL ENGINEER.
8. ROCK WALL SHALL BE PLACED A MINIMUM OF 10 FEET FROM TRAVEL LANE IF ROLLED CURB IS USED.



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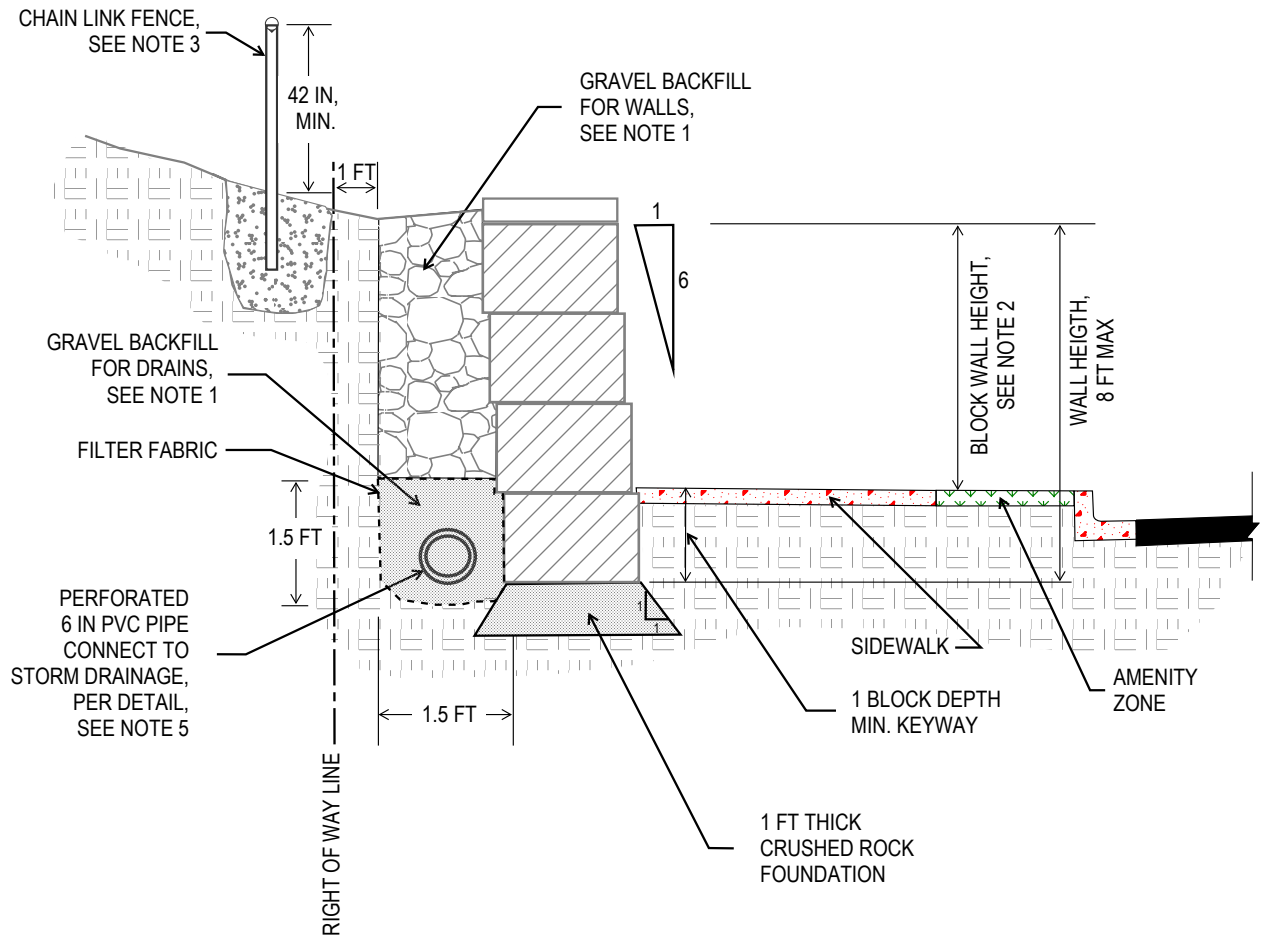


**Rock Wall
Fill Section**

FIGURE 3-002

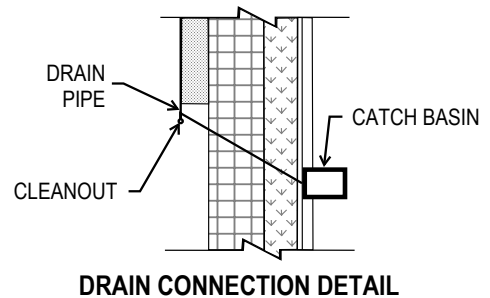
NOT TO SCALE

Date: 11/18/2020



NOTES:

1. SEE WSDOT STANDARD SPECIFICATIONS 9-03.12.
2. WALL HEIGHTS IN EXCESS OF 4 FEET WILL BE REQUIRED TO BE DESIGNED BY A LICENSED PROFESSIONAL ENGINEER AND APPROVED BY THE CITY.
3. A FENCE MAY BE REQUIRED AS DIRECTED BY THE CITY AT BACK OF WALL FOR BLOCK WALL HEIGHT IN EXCESS OF 30 INCHES.
4. BLOCK WALL SHALL HAVE A TOP CAP ADHERED TO THE TOP BLOCK PER MANUFACTURER'S RECOMMENDATION
5. STORM DRAINAGE CONNECTION MAY BE ELIMINATED AT THE DISCRETION OF THE CITY ENGINEER FOR WALL HEIGHT LESS THAN 4 FEET AND WHERE SUBGRADE SOIL INFILTRATION RATES ARE GREATER THAN 1 INCH PER HOUR.



CITY OF KENMORE

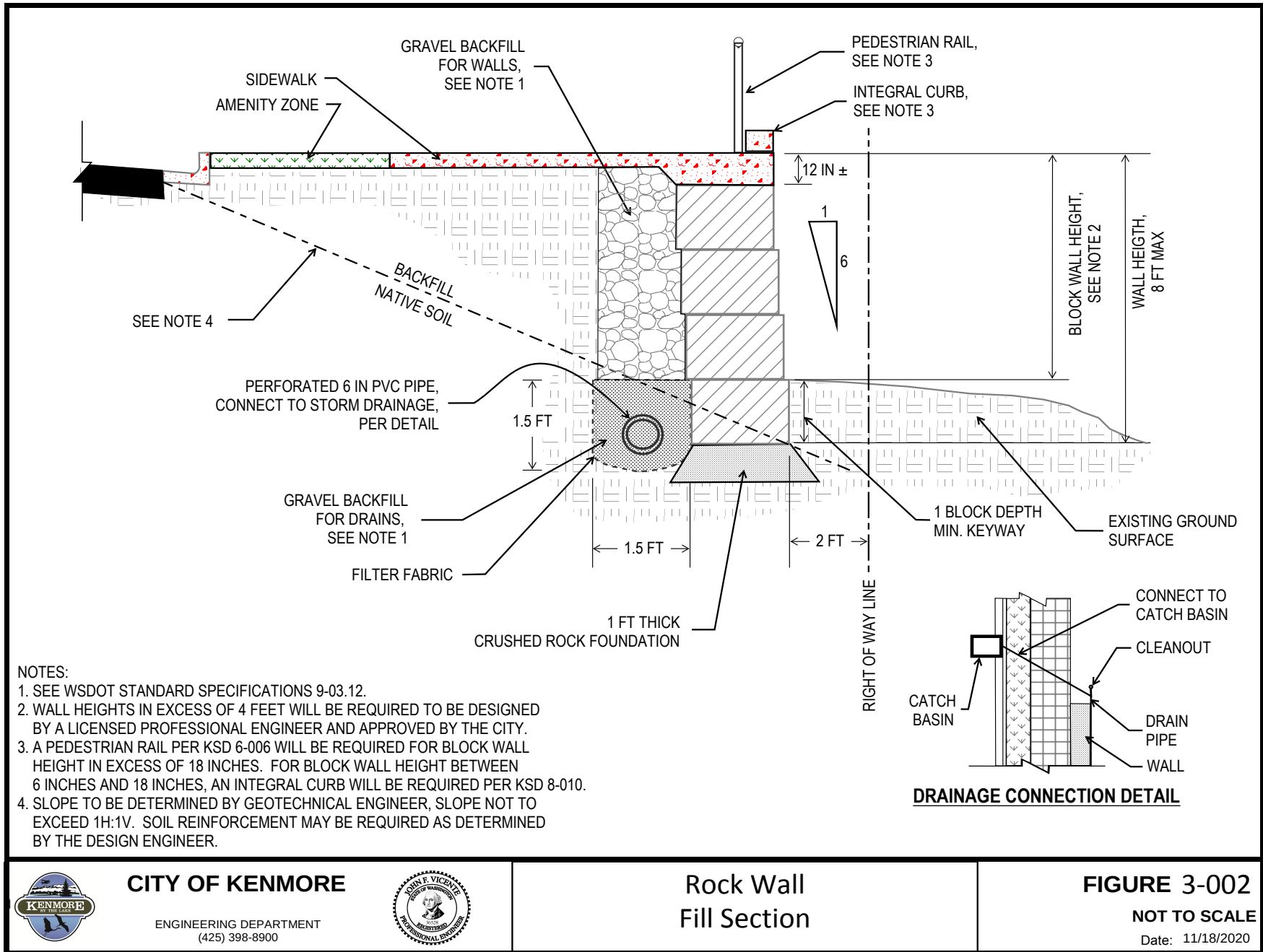
ENGINEERING DEPARTMENT
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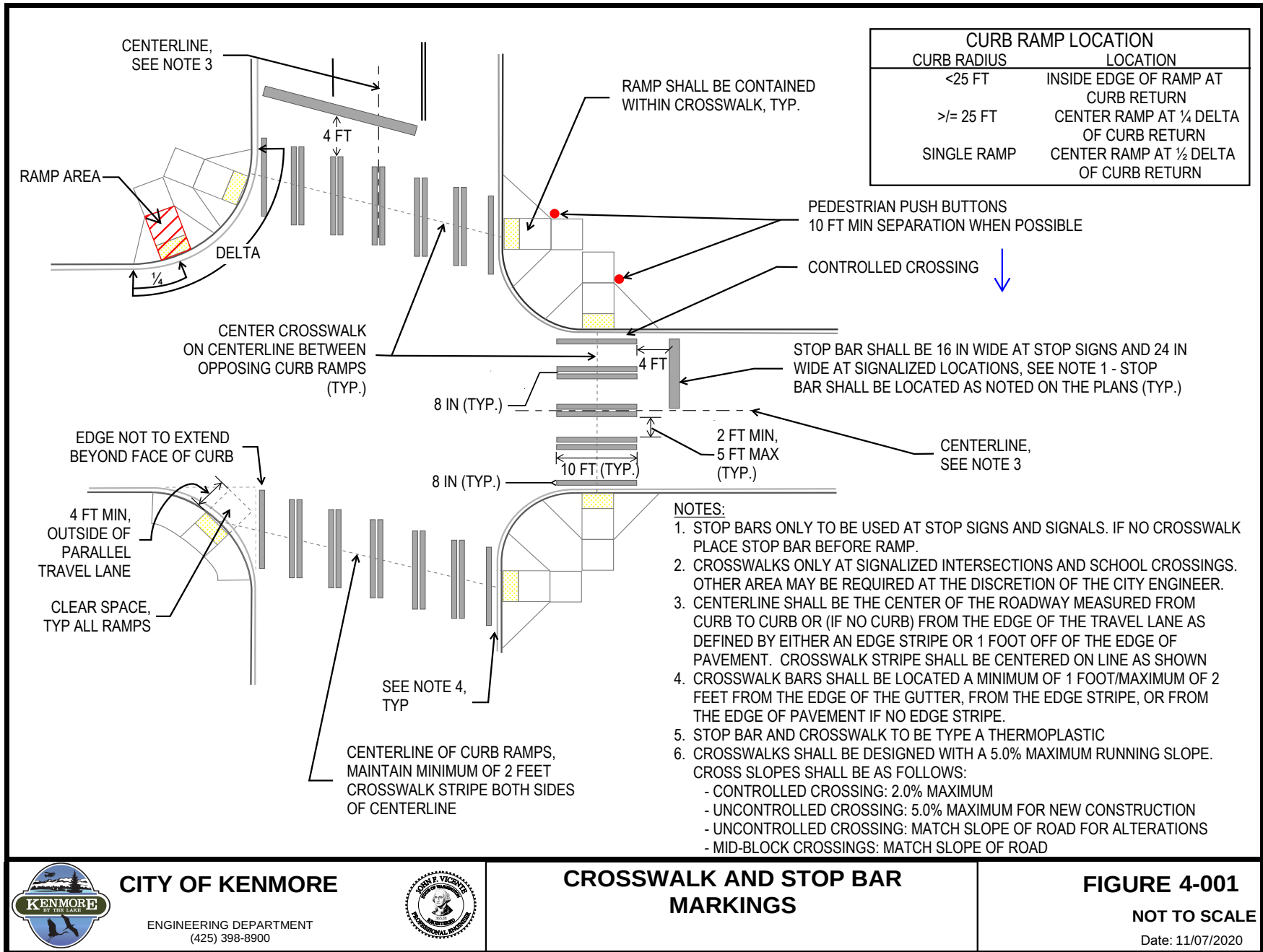


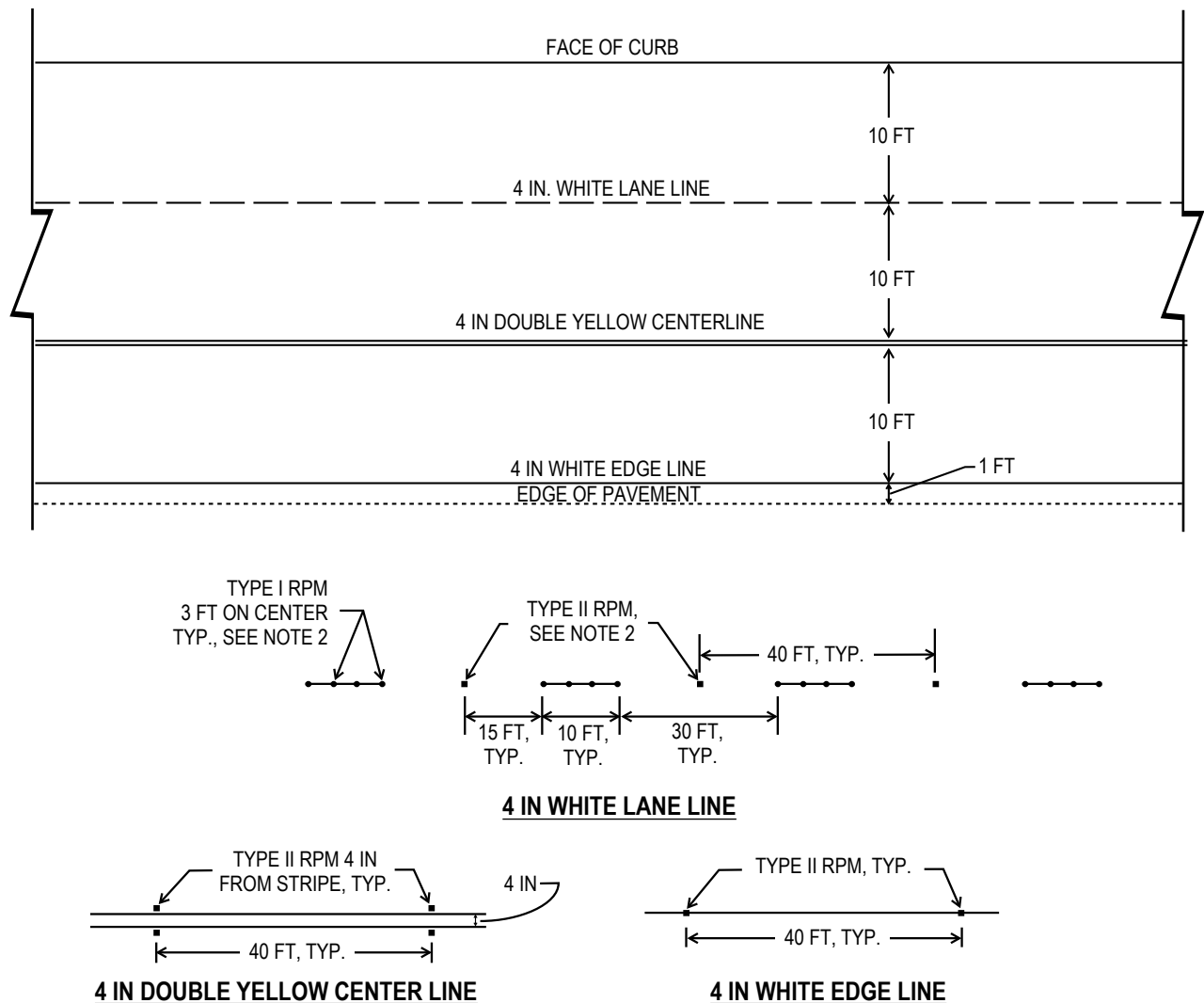
**BLOCK WALL -
CUT SECTION**

**FIGURE 3-003
NOT TO SCALE**

Date: 11/19/2020







NOTES:

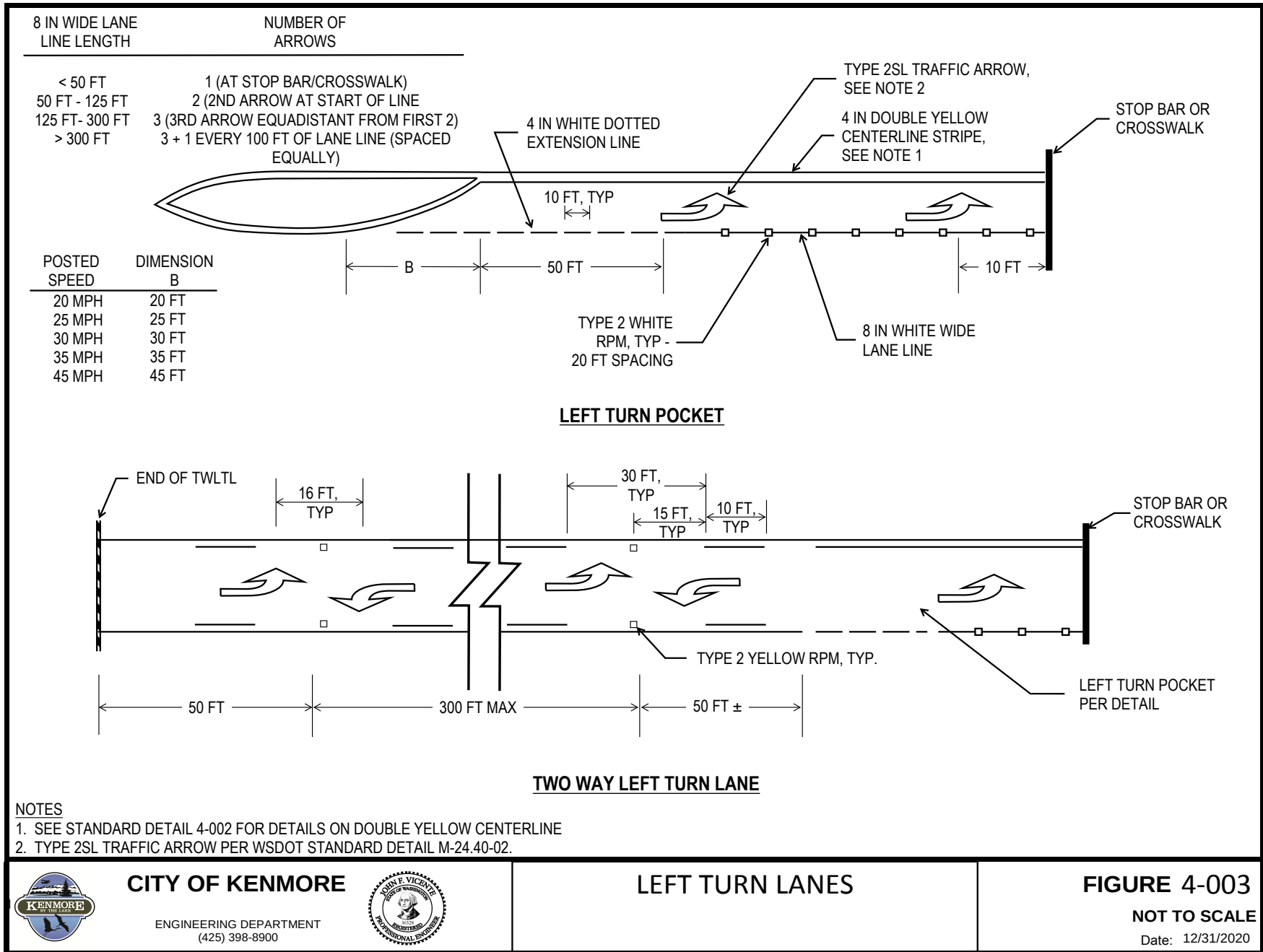
1. CENTER LINE MARKINGS SHALL BE PLACED ON ALL PAVED ARTERIALS AND COLLECTORS THAT HAVE A TRAVELED WAY OF 20 FEET OR MORE IN WIDTH AND AN ADT OF 4,000 VEHICLES PER DAY OR GREATER. CENTER LINE MARKINGS SHALL ALSO BE PLACED ON ALL PAVED TWO-WAY STREETS OR HIGHWAYS THAT HAVE THREE OR MORE LANES FOR MOVING MOTOR VEHICLE TRAFFIC. CENTERLINE MARKINGS SHALL ALSO BE PLACED WHERE IT IS RECOMMENDED BY AN ENGINEERING STUDY.
2. RAISED PAVEMENT MARKERS (RPM) COLOR SHALL MATCH COLOR OF COORESPONDING PAVEMENT MARKINGS. RPM SHALL INSTALLED PRIOR TO ANY PAINT LINE, EXISTING CHANNELIZATION SHALL BE REMOVED PRIOR TO INSTALLING THE RPM.
3. WHITE EDGE LINES SHALL BE INSTALLED ON ALL ROADS WHERE NO CURB AND GUTTER EXISTS.
4. WHITE EDGE LINE IS INTERCHANGEABLE WITH BIKE LANE/BIKE LANE BUFFER LINE
5. SEE KSD 4-003 (LEFT TURN LANES), 4-004 (BIKE LANES) STRIPING REQUIREMENTS
6. A 4 IN WHITE EDGE LINE MAY BE REQUIRED ADJACENT TO CURB AS DIRECTED BY THE CITY.

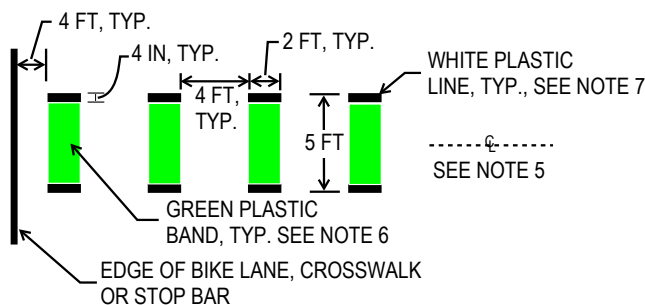
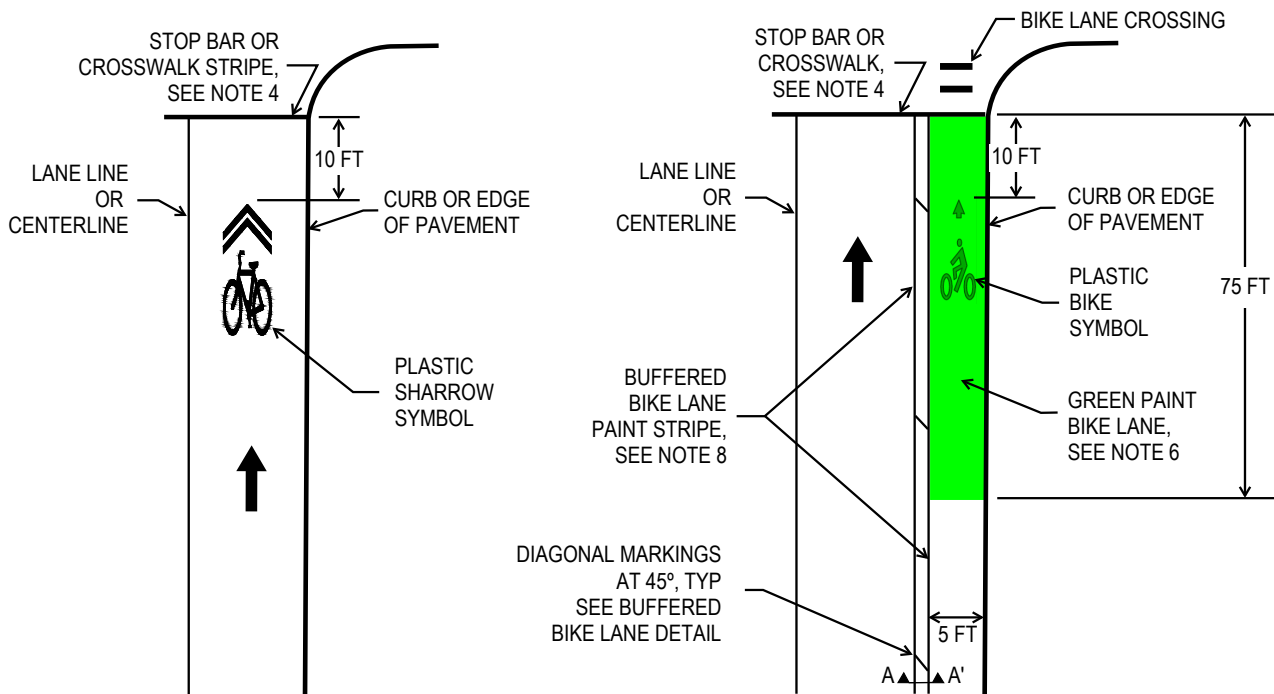


CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900Roadway
ChannelizationFIGURE 4-002
NOT TO SCALE

Date: 12/03/2020

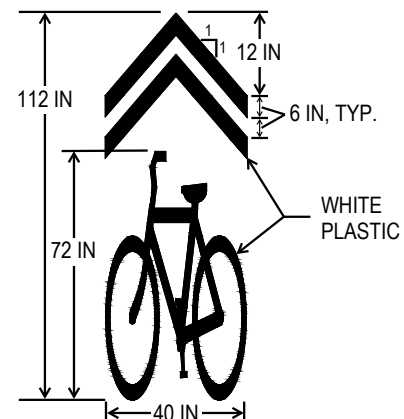




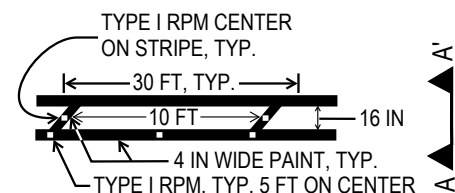
BIKE LANE CROSSING

NOTES:

1. BIKE LANE SYMBOL PER WSDOT STANDARD DETAIL M-9.50-02
2. SPACE BIKE LANE AND SHARROW SYMBOLS EVERY 300± FEET, CENTER ON LANE
3. SEE KSD 4-002 FOR LANE LINE REQUIREMENTS
4. FOR LOCATIONS WITH NO STOP BAR OR CROSSWALK, MEASURE FROM START OF CURB RADIUS OR PAVEMENT RADIUS. WHERE CROSSWALK EXISTS, PLACE BIKE LANE CROSSING BETWEEN CROSSWALK MARKINGS ONLY.
5. ALIGN CENTER OF BIKE LANE CROSSING WITH BIKE LANE
6. GREEN COLOR SHALL MEET THE REQUIREMENTS OF THE WSDOT STANDARD SPECIFICATIONS AND MUTCD. PAINT SHALL BE APPLIED IN 3 EVEN COATS. SEE THE ROAD STANDARDS FOR ADDITIONAL REQUIREMENTS.
7. ADD AN ADDITIONAL SKIP STRIPE WHEN ADJACENT TO A MARKED CROSSWALK.
8. PROVIDE 2-FOOT LONG SKIP STRIPE IN FRONT OF DRIVEWAYS. 4-FOOT SPACING BETWEEN STRIPES.



SHARROW SYMBOL



BUFFERED BIKE LANE STRIPE



CITY OF KENMORE

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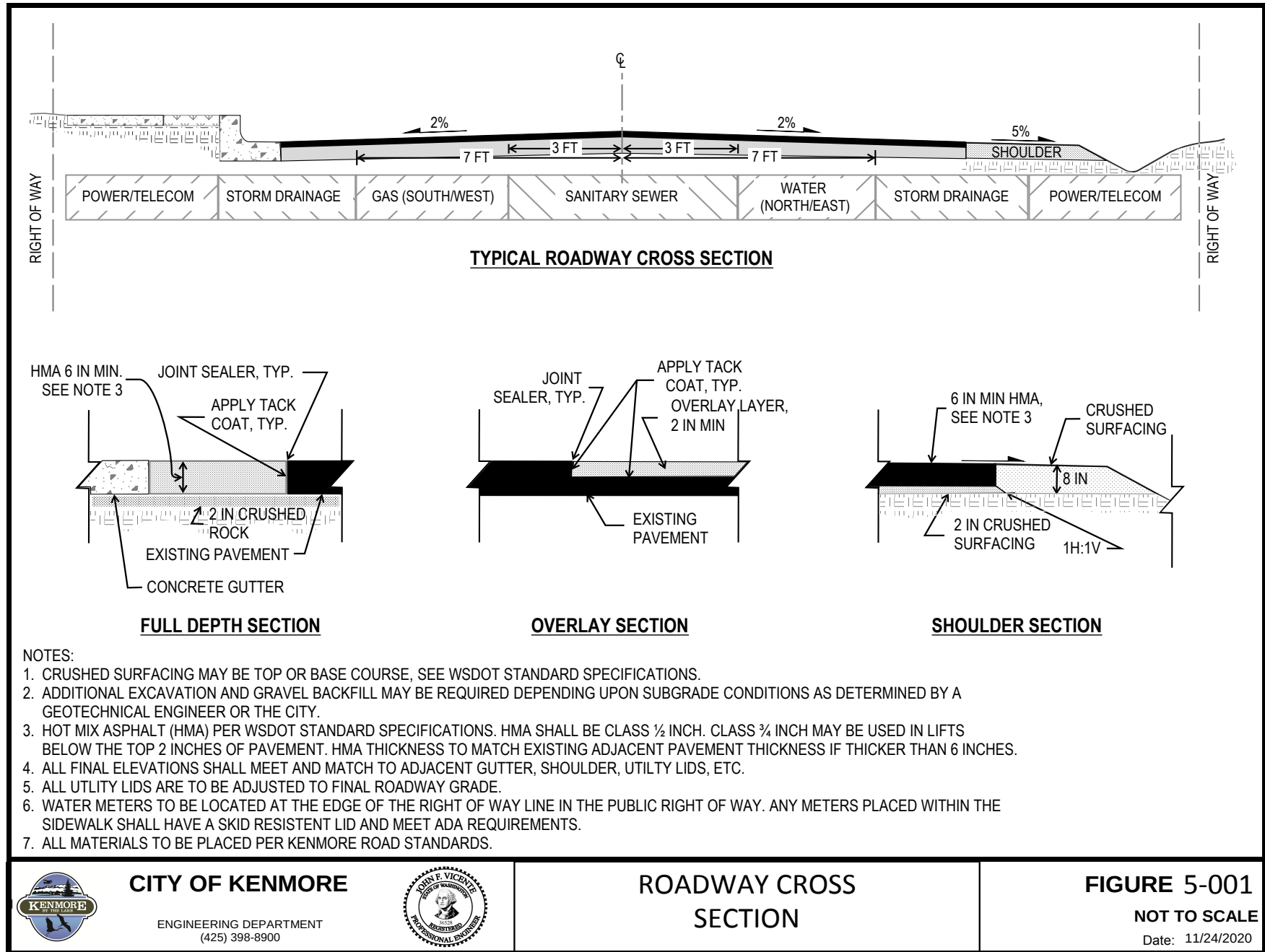


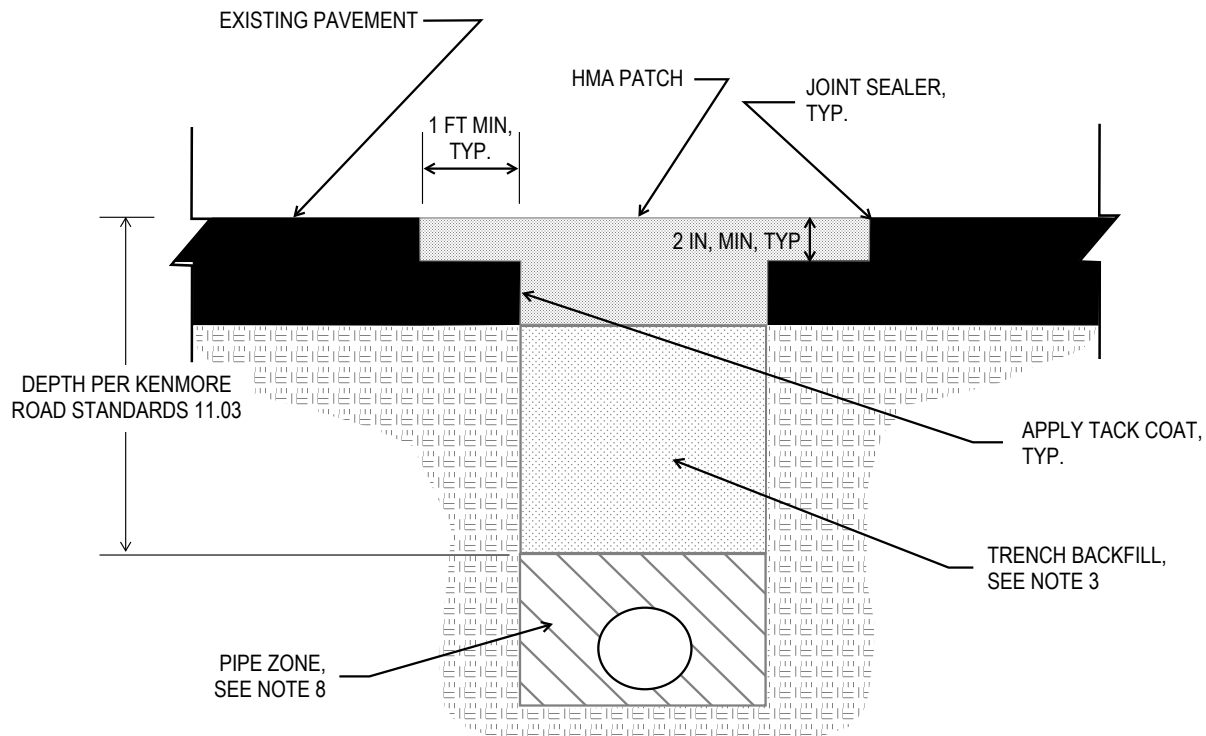
BIKE LANES

FIGURE 4-004

NOT TO SCALE

Date: 12/03/2020





NOTES:

1. HOT MIX ASPHALT PER WSDOT STANDARD SPECIFICATIONS
2. SAWCUT LINES SHALL BE NEAT AND CLEAN PRIOR TO PAVING. OVER CUTTING MAY BE REQUIRED TO PROVIDE A NEAT SAWCUT LINE AFTER TRENCH WORK IS COMPLETED.
3. ALL BACKFILL SHALL BE PER THE KENMORE ROAD STANDARDS 11.04C.
4. ADDITIONAL WIDTH MAYBE REQUIRED FOR TRENCH EXCAVATIONS GREATER THAN 10 FEET OR WHERE PAVEMENT CONDITION INDEX IS LESS THAN 60 AS DETERMINED BY THE CITY.
5. ALL MATERIALS TO BE PLACED PER THE KENMORE ROAD STANDARDS
6. ADDITIONAL PAVEMENT RESTORATION WILL BE REQUIRED FOR PAVEMENT LESS THAN 5 YEARS OLD.
7. SEE KENMORE ROAD STANDARDS FOR PIPE COVER REQUIREMENTS
8. PIPE ZONE MATERIAL SHALL BE PER KENMORE ROAD STANDARDS 11.04C AND DIMENSIONS SHALL BE PER THE RESPECTIVE UTILITY. FOR STORM DRAINAGE, SEE KSD 7-002.



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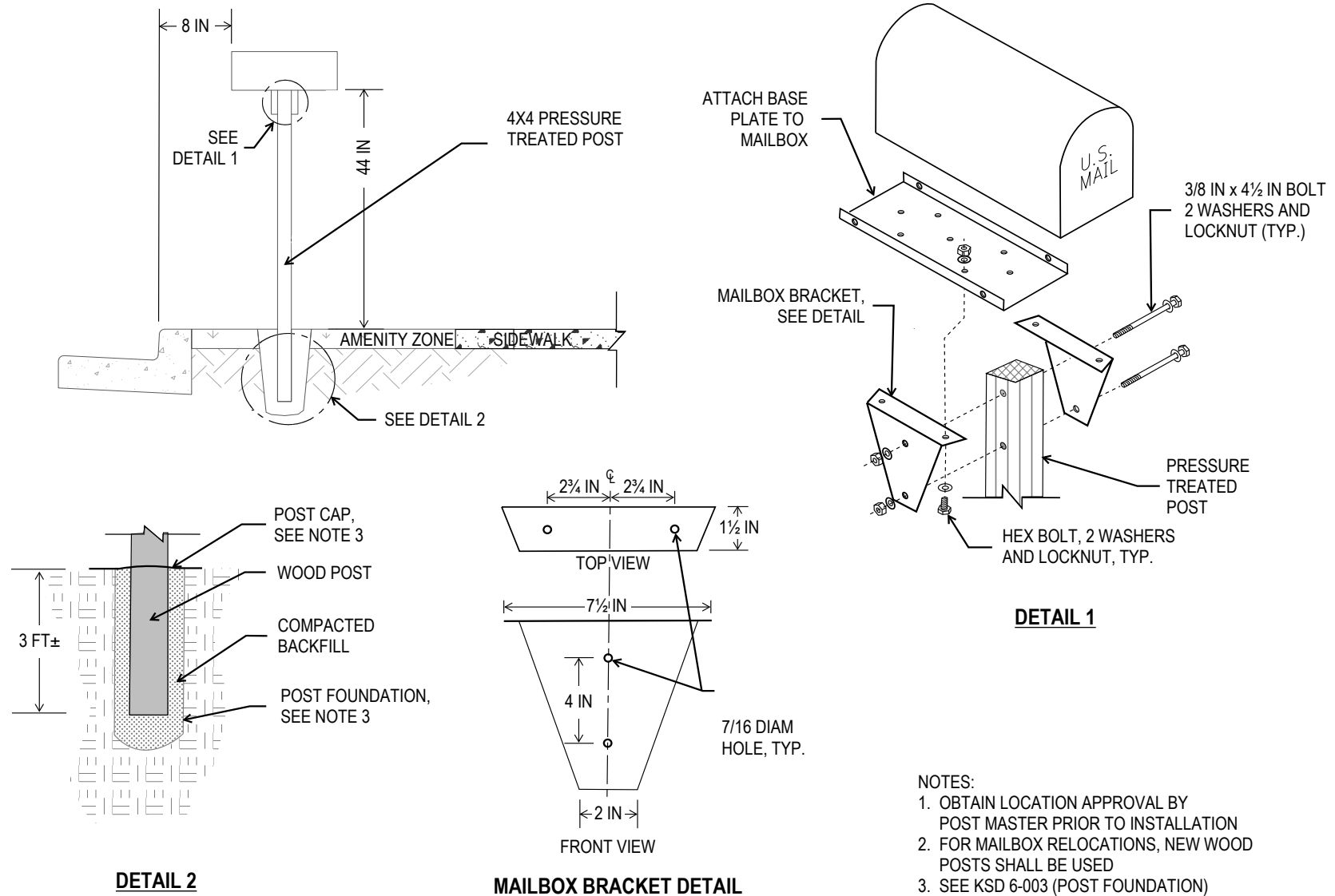


TRENCH CUT

FIGURE 5-002

NOT TO SCALE

Date: 11/24/2020



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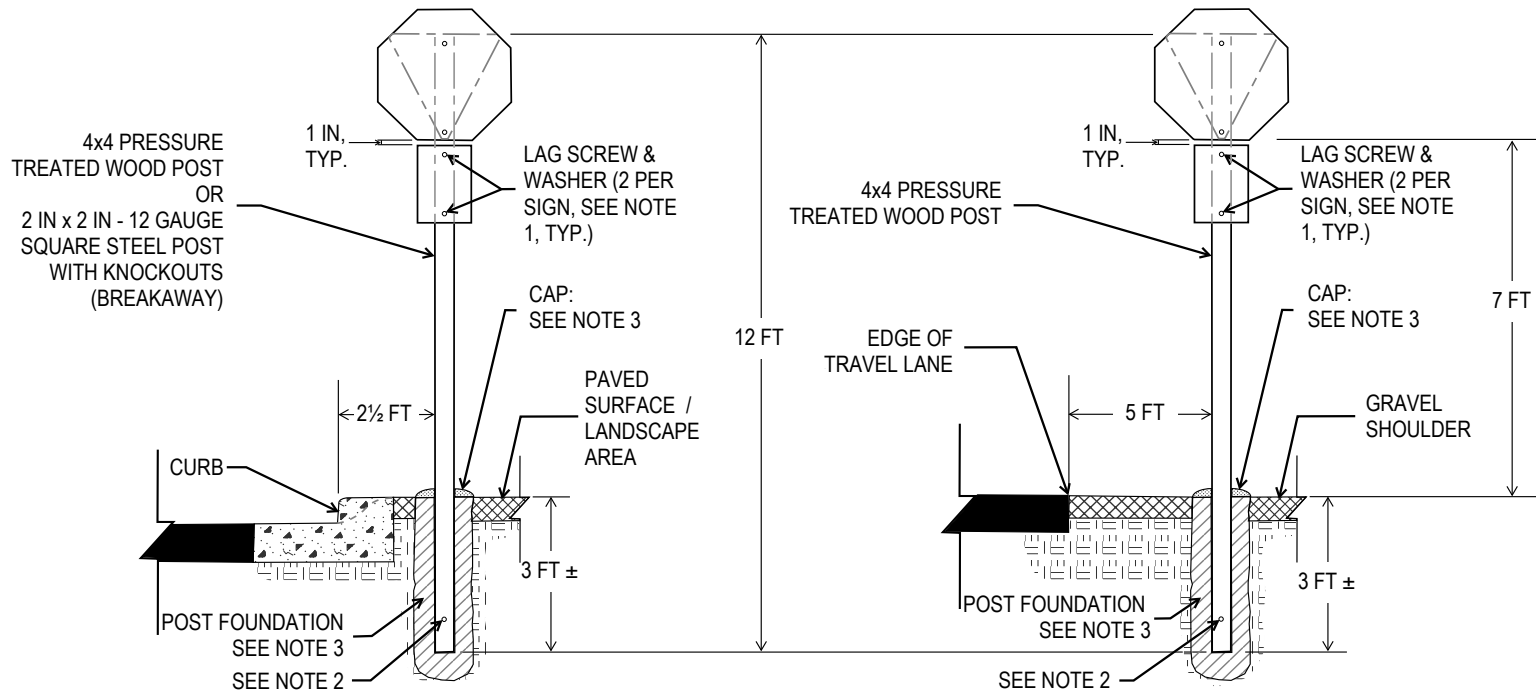


MAILBOX WOOD POST

FIGURE 6-001

NOT TO SCALE

Date: 12/21/2020

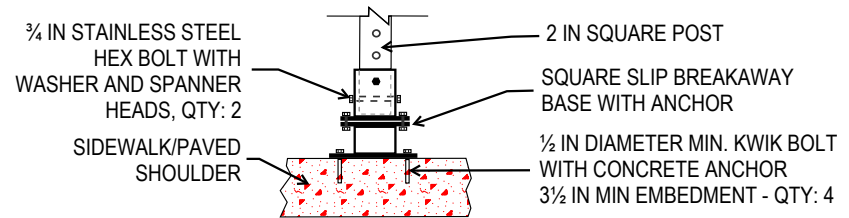


SIGN PLACEMENT ADJACENT TO CURB

SIGN PLACEMENT IN SHOULDER

NOTES:

1. 5/16" X 3/4" GALVANIZED OR PLATED LAG SCREW & 3/8" ID X1" OD NYLON WASHER
2. INSTALL 1/2 IN DIAMETER GALVANIZED COMMON SPIKE FOR WOOD POSTS ONLY. PLACE ON THE FACE SIDE OF THE POST FOR SIGNS PLACED WITHIN LANDSCAPE OR GRAVEL AREAS. SPIKE SHALL BE 8 IN ABOVE BOTTOM OF POST AND PROTRUDE 2 IN FROM POST
3. SEE KSD 6-003 (POST FOUNDATION)
4. STEEL POST SHALL BE USED FOR SURFACE MOUNT POSTS AND FOR POSTS INSTALLED IN ADJACENT PAVED SURFACES. STEEL POSTS SHALL COME WITH KNOCKOUTS AND NOT BE "PRE-PUNCHED".
5. TOP SIGN SHALL BE MOUNTED FLUSH WITH THE TOP OF THE POST



SURFACE MOUNT DETAIL



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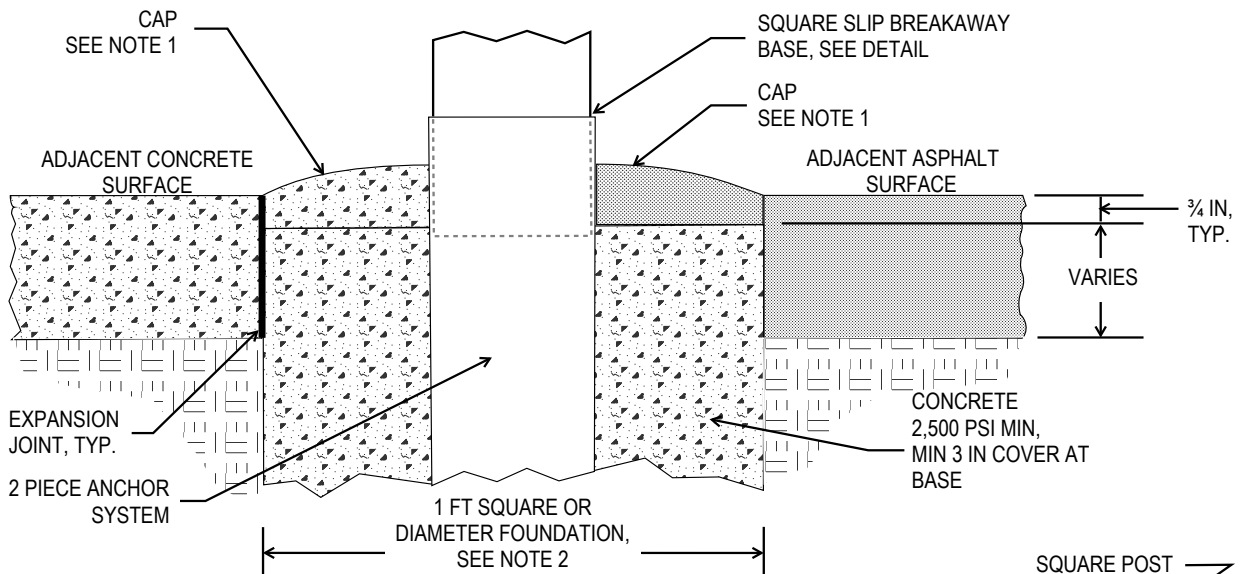
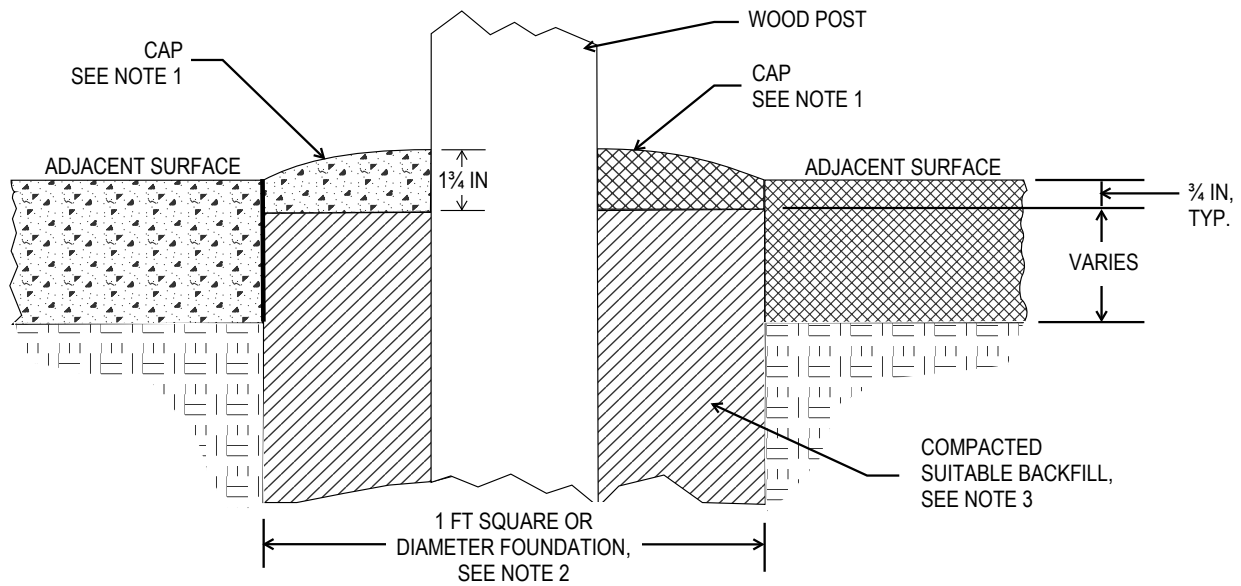


TRAFFIC SIGNS

FIGURE 6-002

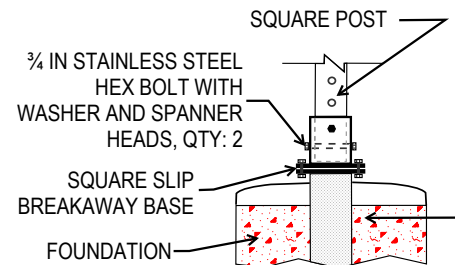
NOT TO SCALE

Date: 12/31/2020



NOTES:

1. CAP SHALL BE MADE OF THE SAME MATERIAL AS THE SURROUNDING SURFACE AND SHALL BE MOUNDED TO DRAIN AWAY FROM POST.
2. BLOCKOUTS SHALL BE PROVIDED FOR POST LOCATIONS WHERE NEW CONCRETE PAVEMENT SURROUNDS POST
3. BACKFILL MATERIAL SHALL BE SELECT BORROW OR GRAVEL BORROW PER WSDOT STANDARD SPECIFICATIONS 9-03.14



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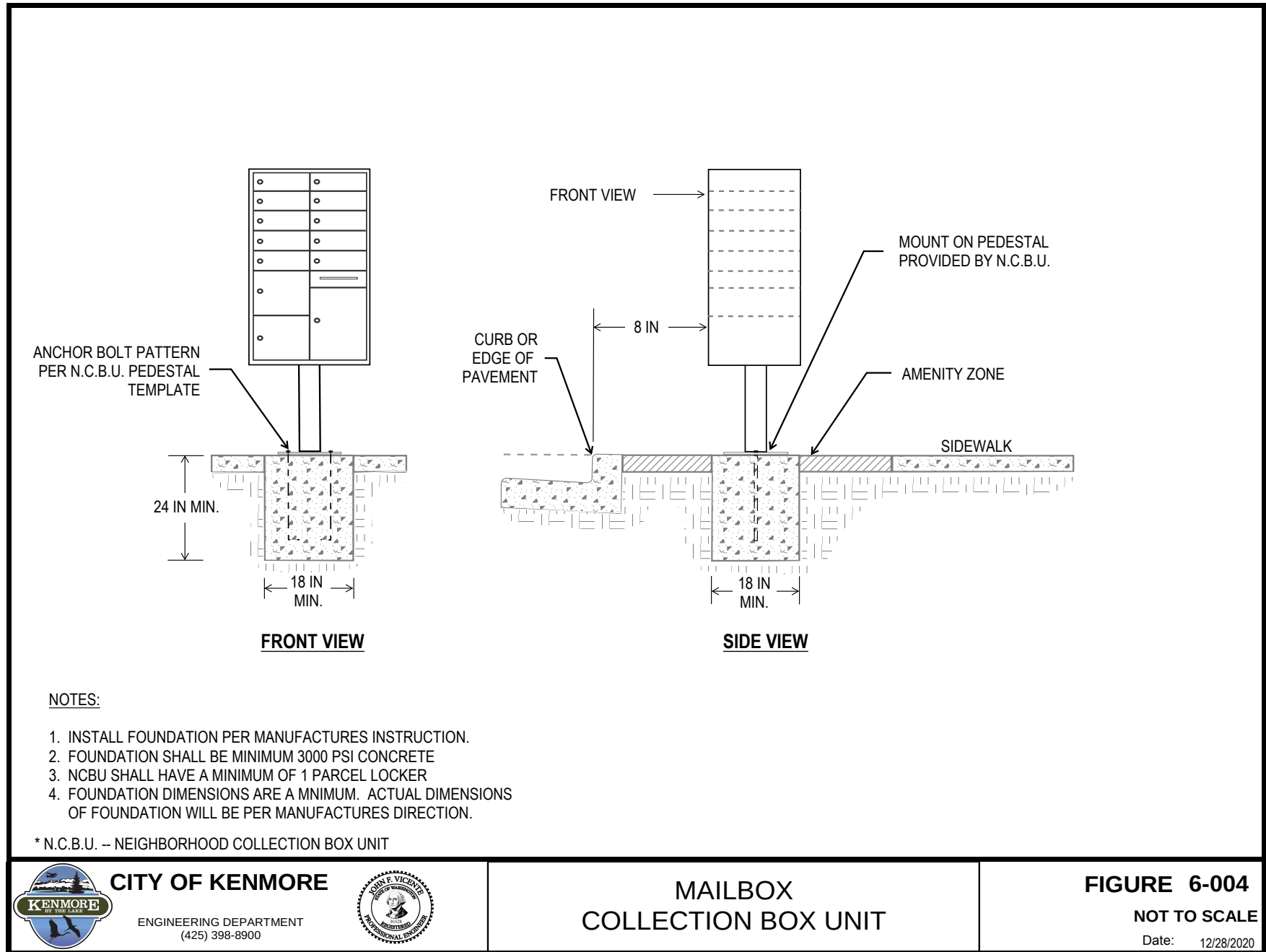


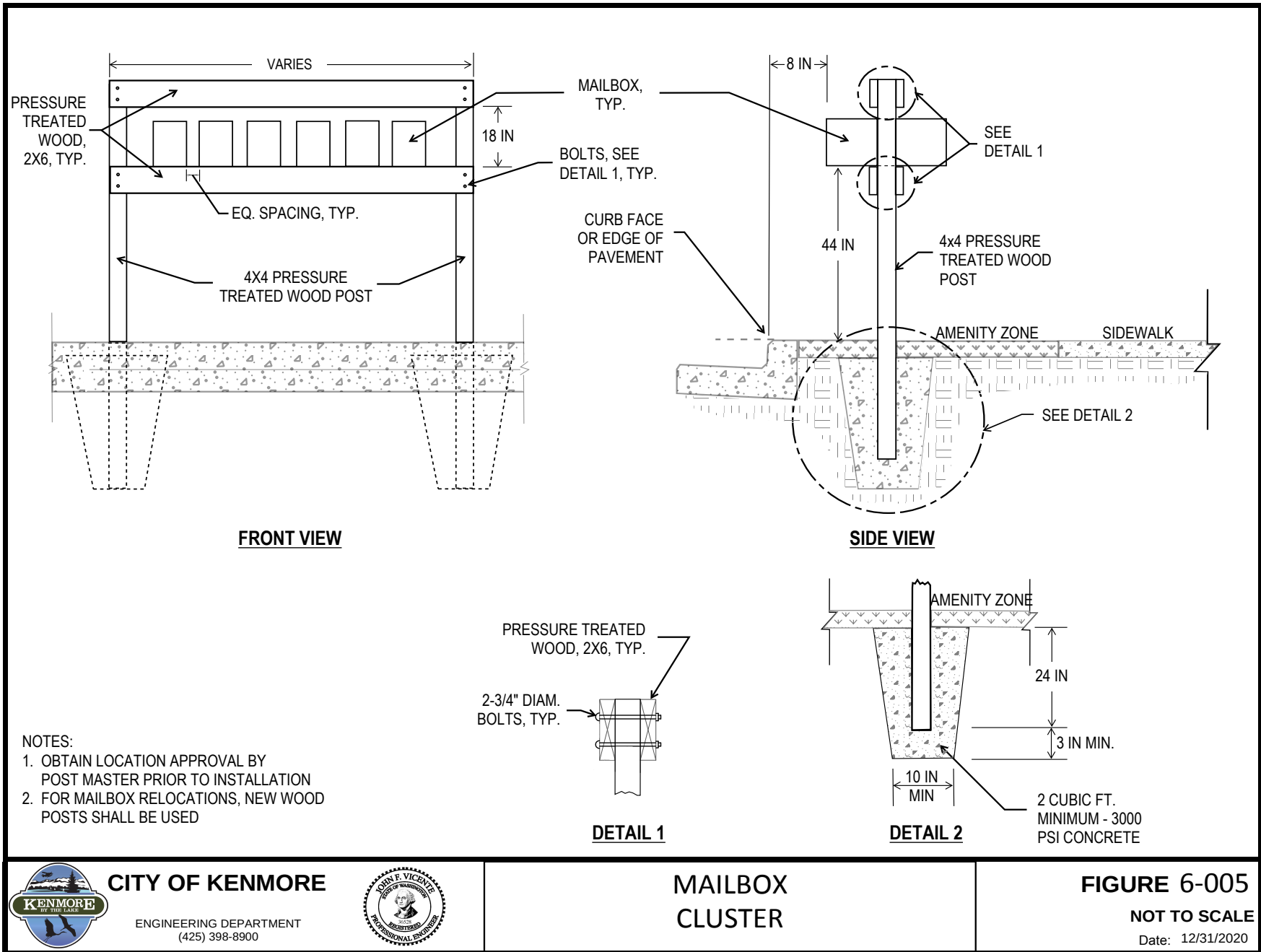
POST FOUNDATION

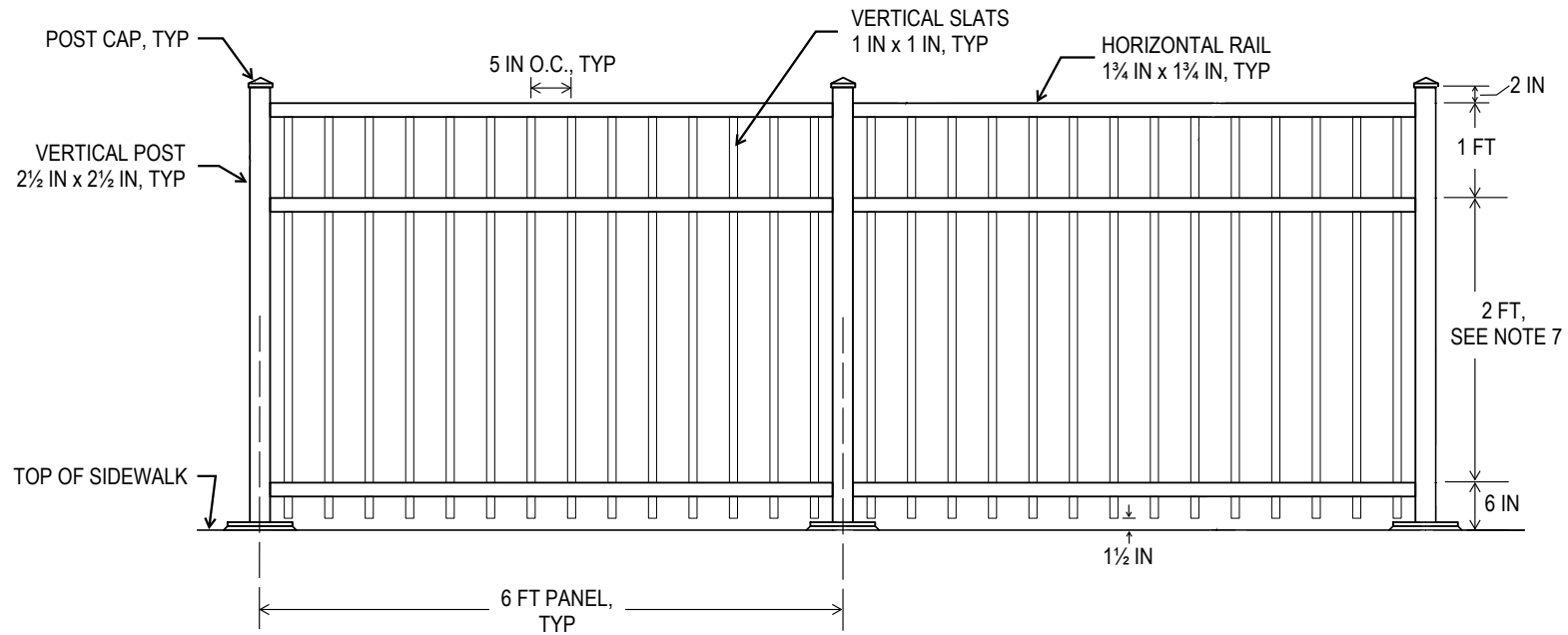
FIGURE 6-003

NOT TO SCALE

Date: 12/31/2020

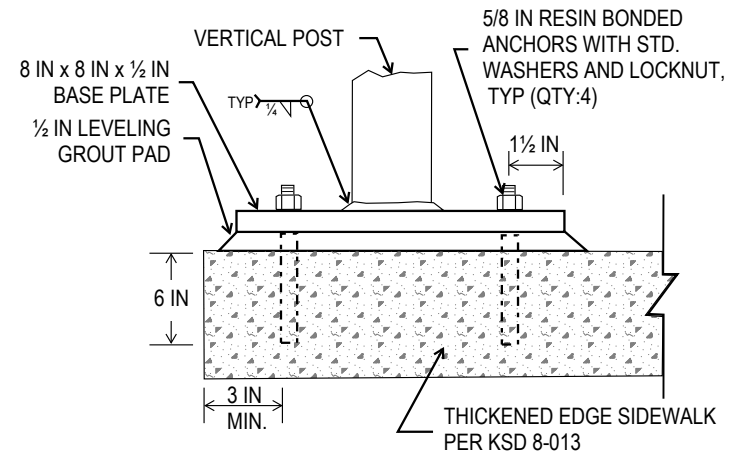






NOTES:

1. FENCE MATERIAL SHALL BE 14 GAUGE HOT DIPPED GALVANIZED STEEL IN ACCORDANCE WITH ASTM A653-A653M WITH A MINIMUM YIELD STRENGTH OF 45,000 PSI.
2. ALL ALUMINIUM PARTS PARTS SHALL BE GIVEN A CLEAR ANODIC COATING AT LEAST 0.0006 INCH THICK AND BE HOT WATER SEALED AND SHALL HAVE A UNIFORM FINISH.
3. CUTTING SHALL BE DONE BY SAWING OR MILLING AND ALL CUTS SHALL BE TRUE AND SMOOTH. FLAME CUTTING WILL NOT BE PERMITTED.
4. WELDING OF ALUMINUM SHALL BE IN ACCORDANCE WITH THE LATEST AASHTO STANDARDS FOR STRUCTURAL SUPPORTS FOR HIGHWAY SIGNS, LUMINAIRES, AND TRAFFIC SIGNALS.
5. ALLOW FOR EXPANSION AT APPROXIMATELY EVERY FOURTH POST.
6. 3 FEET FOR RAILING PLACED ADJACENT TO BIKE LANES WITH NO CURB SEPARATION.
7. PANELS SHALL BE A SOLID UNIT DETACHABLE FROM THE ADJACENT POSTS.
8. RAIL LOADING 50 LB OR PER CURRENT EDITION OF INTERNATIONAL BUILDING CODE, WHICHEVER IS MORE STRINGENT.
9. ALL CONCEALED FASTENERS THROUGHOUT.
10. BLACK POWDER COATED PER CURRENT ASTM STANDARDS. WELDS TO BE PAINTED TO MATCH COLOR OF POST



SURFACE MOUNT DETAIL



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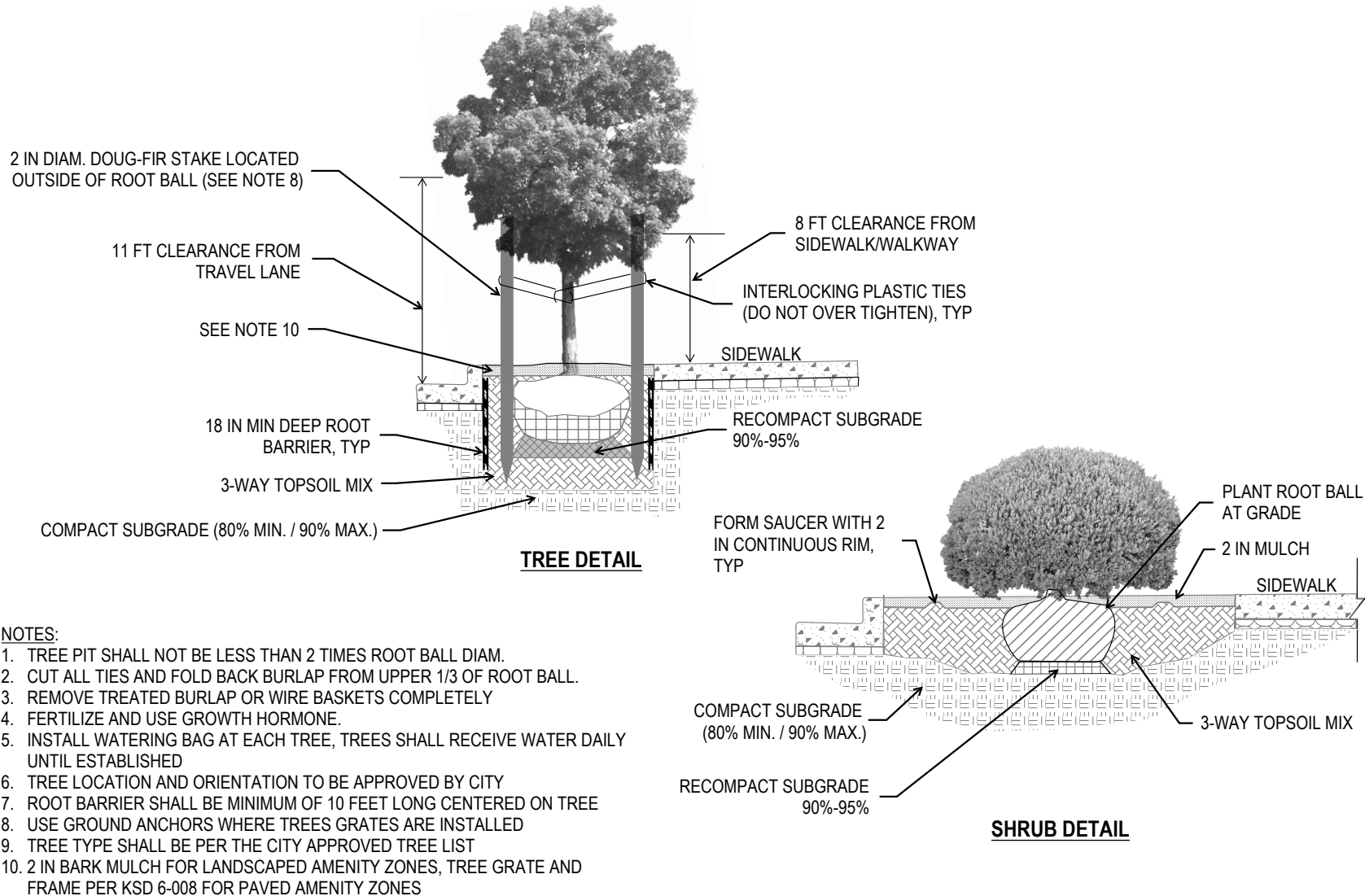


PEDESTRIAN RAILING

FIGURE 6-006

NOT TO SCALE

Date: 12/31/2020



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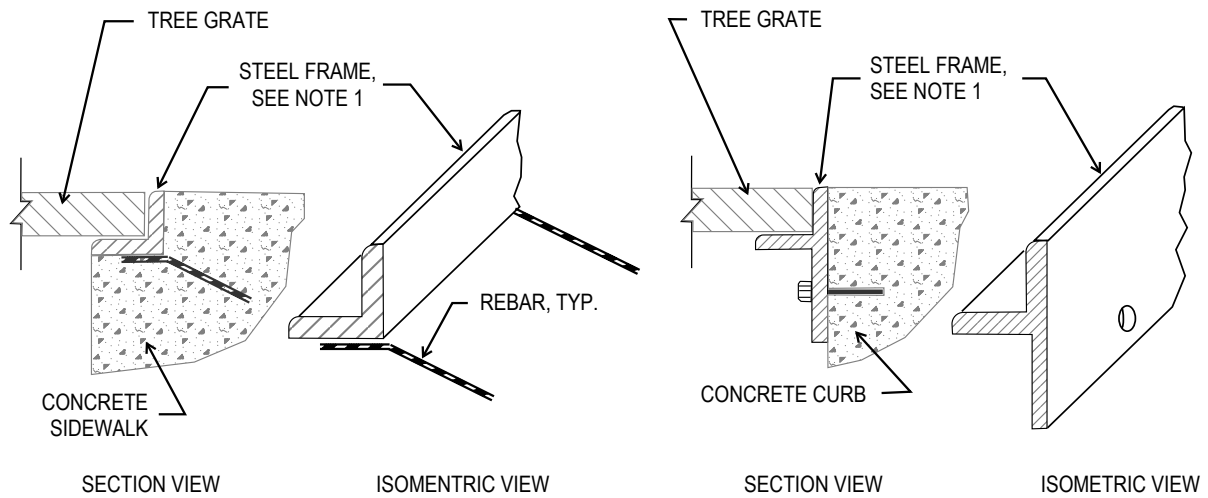


PLANTING

FIGURE 6-007

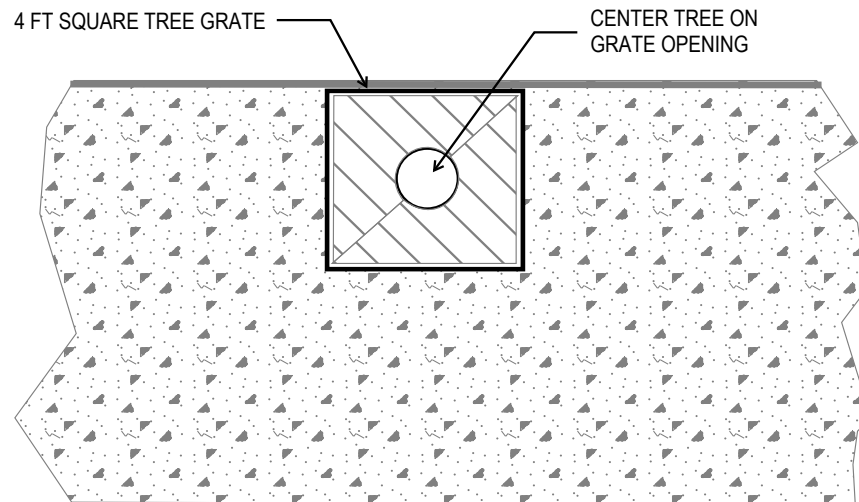
NOT TO SCALE

Date: 12/31/2020



TREE GRATE FRAME AT CONCRETE SIDEWALK

TREE GRATE FRAME AT CONCRETE CURB



TREE GRATE TOP VIEW

NOTES:

1. ASSEMBLE AND INSTALL TREE GRATE PER MANUFACTURER'S RECOMMENDATION
2. TREE GRATE STYLE TO BE APPROVED BY CITY PRIOR TO INSTALLATION
3. TREE GRATES SHALL BE ADA COMPLIANT AND INSTALLED FLUSH WITH ADJACENT CONCRETE PER ADA GUIDELINES
- 4.. TREE GRATE MATERIAL SHALL BE CAST IRON
5. TREE GRATE OPENING SHALL BE 16 INCHES



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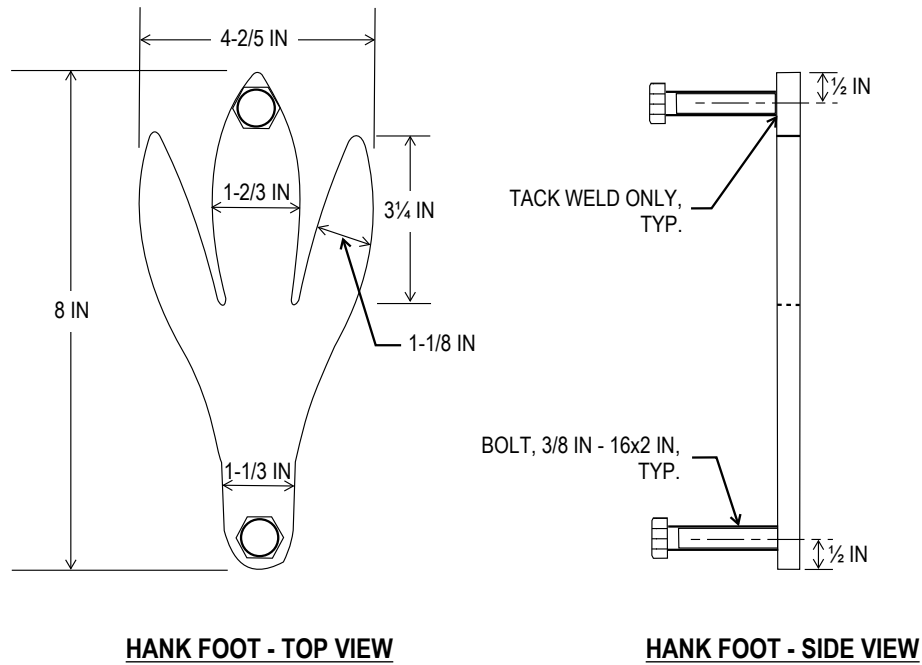
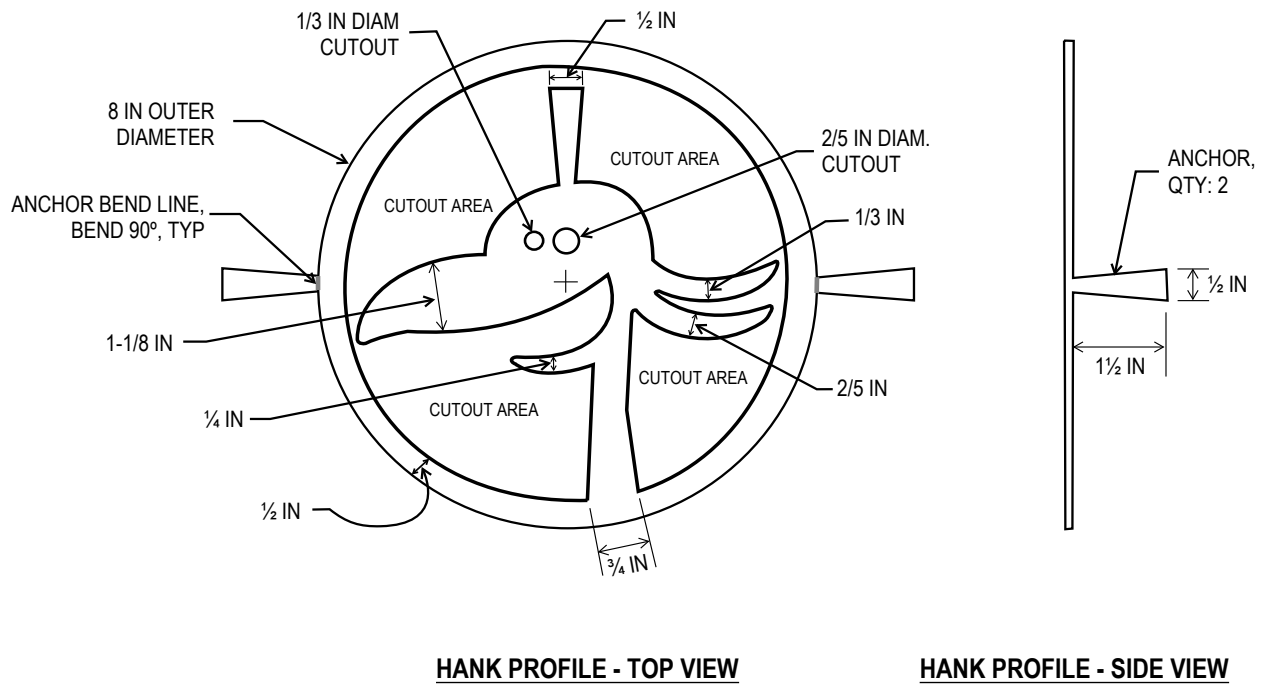


TREE GRATE

FIGURE 6-008

NOT TO SCALE

Date: 12/31/2020



NOTES:

1. MATERIALS SHALL BE 10 GAUGE STAINLESS STEEL
2. EDGES SHALL BE FILED TO REMOVE ALL SHARP EDGES AND ANY SPURS



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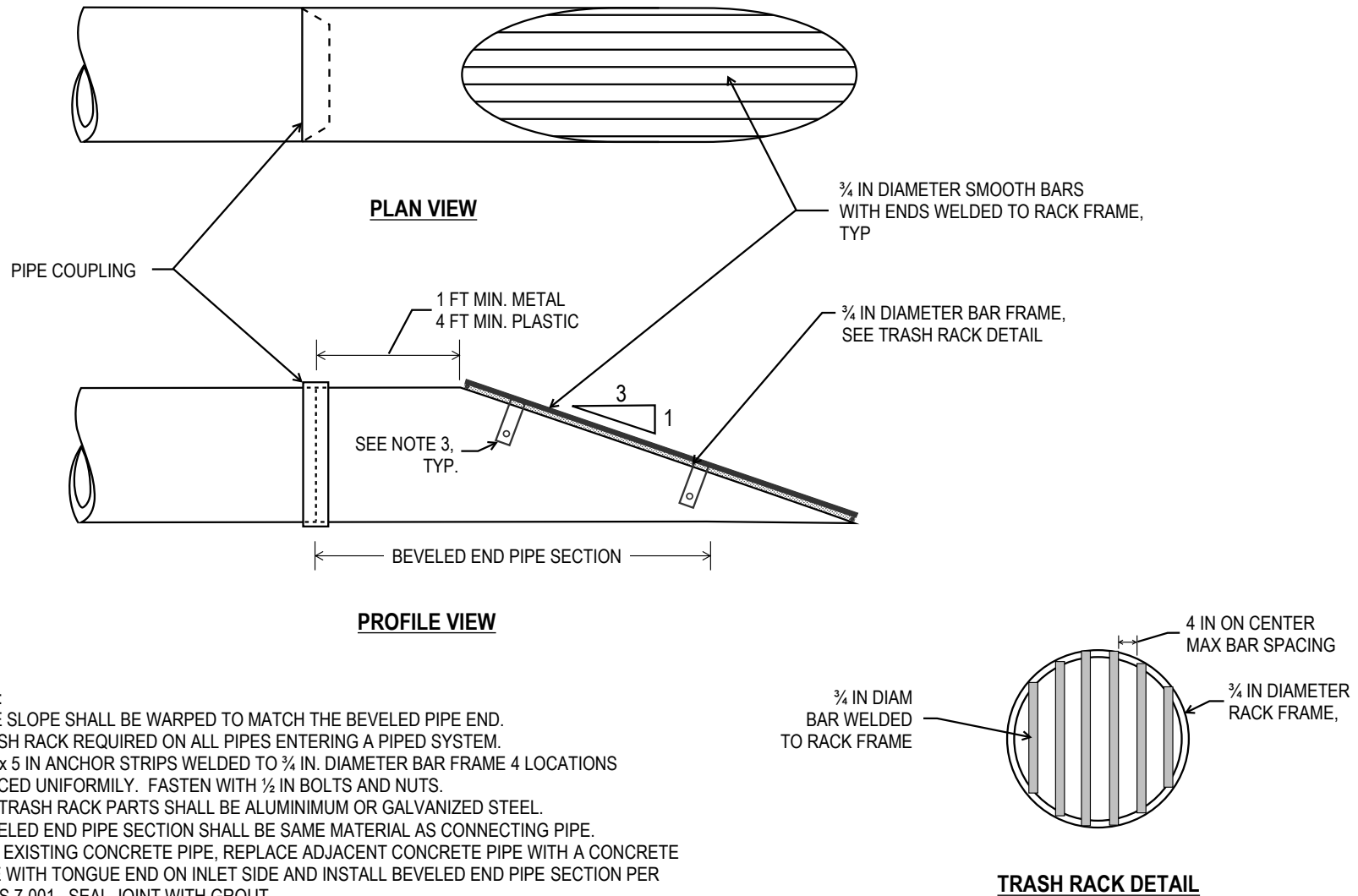


HANK HERON

FIGURE 6-009

NOT TO SCALE

Date: 12/31/2020



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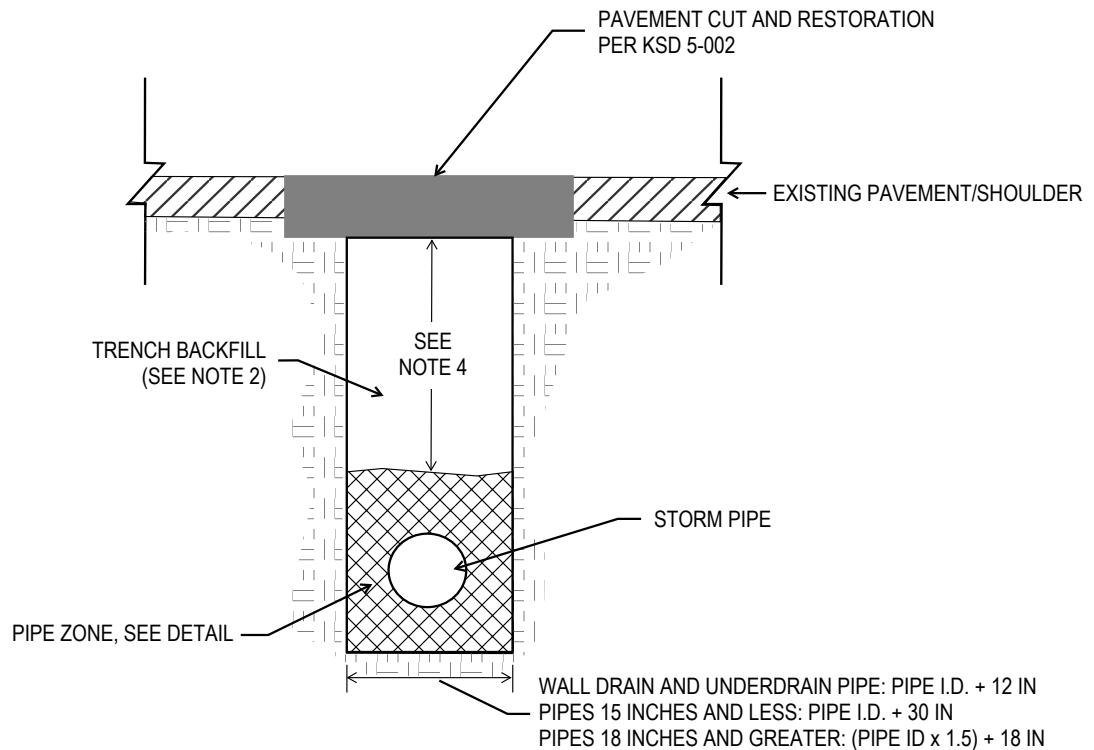


BEVELED END PIPE SECTION

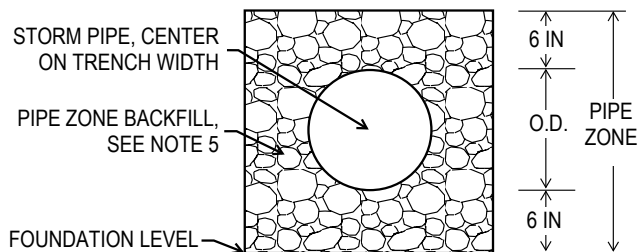
FIGURE 7-001

NOT TO SCALE

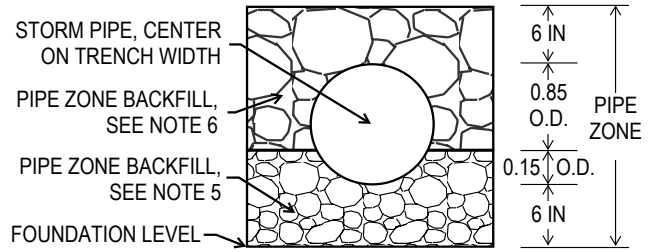
Date: 01/05/2021



SECTION VIEW



PIPE ZONE, PLASTIC PIPE



PIPE ZONE, METAL PIPE

NOTES:

1. TRENCH AND PIPE ZONE SHALL BE CONSTRUCTED PER WSDOT STANDARD SPECIFICATIONS 7-08.
2. TRENCH BACKFILL SHALL BE CRUSHED SURFACING PER WSDOT STANDARD SPECIFICATIONS 9-03.9(3). SEE KENMORE ROAD STANDARDS 11.04C FOR ADDITIONAL INFORMATION.
3. SEE KSD 5-002 FOR PAVEMENT RESTORATION AND OTHER TRENCH CUT RESTORATION REQUIREMENTS.
4. SEE KENMORE ROAD STANDARDS 10.03 FOR TRENCH DEPTH REQUIREMENTS
5. GRAVEL BACKFILL FOR PIPE ZONE BEDDING PER WSDOT STANDARD SPECIFICATION 9-03.12(3)
6. GRAVEL BACKFILL PER WSDOT STANDARD SPECIFICATION 7-08.3(3).
7. MINIMUM OF 24 INCH CLEARANCE BETWEEN ANY ADJACENT PIPE.

* I.D. = INNER DIAMETER
O.D. = OUTER DIAMETER



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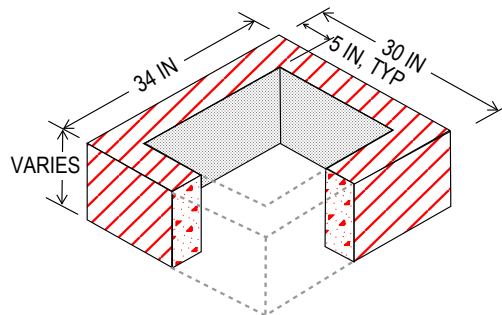
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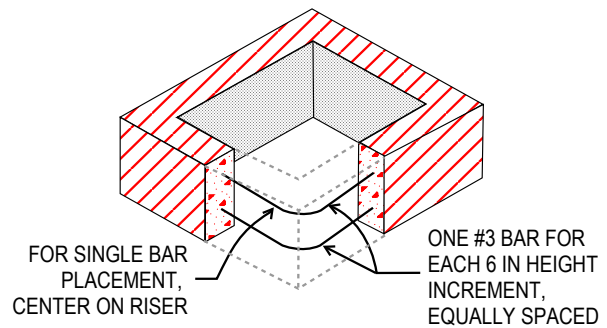
**TRENCH CUT
STORM DRAINAGE**

**FIGURE 7-002
NOT TO SCALE**

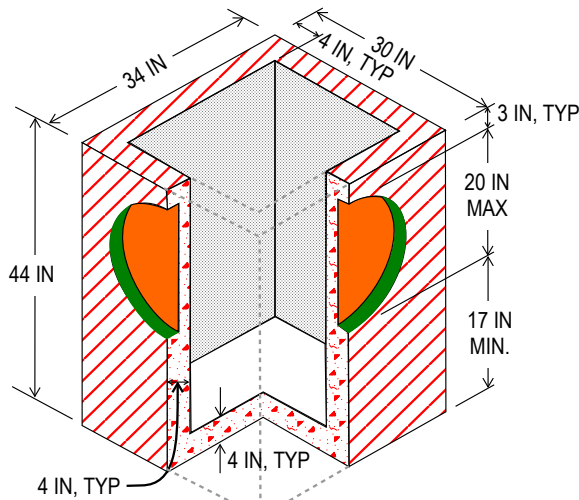
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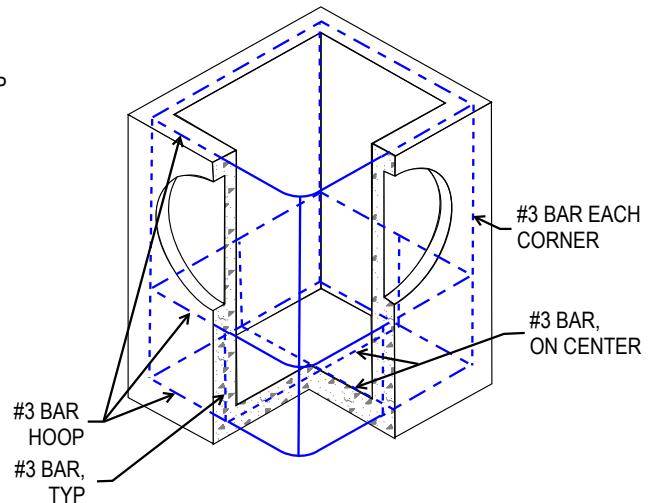
RISER ADJUSTMENT



RISER REINFORCEMENT



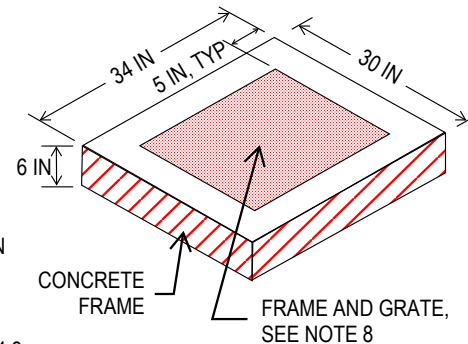
PRECAST BASE SECTION



PRECAST BASE REINFORCEMENT

NOTES:

1. CATCH BASINS SHALL BE CONSTRUCTED IN ACCORDANCE WITH AASHTO M199 UNLESS OTHERWISE SHOWN ON THE PLANS OR NOTED IN THE WSDOT STANDARD SPECIFICATIONS.
2. AN ACCEPTABLE ALTERNATIVE TO REBAR WOULD BE WELDED WIRE FABRIC HAVING A MINIMUM AREA OF 0.12 SQ. IN. PER FT WELDED WIRE FABRIC SHALL COMPLY TO ASTM A497 (AASHTO M221). WIRE FABRIC SHALL NOT BE PLACED IN KNOCKOUTS.
3. ALL CATCH BASIN (RISER, FRAME, AND BASE SECTIONS) SHALL BE A MINIMUM OF 4000 PSI CONCRETE.
4. CATCH BASINS SHALL BE PROVIDED WITH FACTORY INSTALLED KNOCKOUTS ON EACH SIDE. KNOCKOUTS SHALL HAVE A WALL THICKNESS OF 2 IN MINIMUM TO 2½ IN MAXIMUM.
5. PIPES SHALL PASS THROUGH KNOCKOUT AREA ONLY.
6. GROUT FILL PICKUP HOLES, AROUND PIPE AND CATCH BASIN KNOCKOUTS, AND BETWEEN RISER SECTIONS AND FRAME PER WSDOT STANDARD SPECIFICATION 9-04.3.
7. THE TAPER ON THE SIDES OF THE BASE SECTION AND THE RISER SECTION SHALL NOT EXCEED ½ IN PER FT. EDGE OF RISERS SHALL NOT BE MORE THAN 2 IN FROM VERTICAL EDGE OF THE CATCH BASIN WALL.
8. METAL FRAME AND GRATE SHALL BE PER KSD 7-007 THROUGH 7-010.
9. BRICK RISERS MAY NOT BE USED UNLESS APPROVED BY THE CITY.
10. SHIMS MAY BE USED FOR MINOR ADJUSTMENTS. SHIMS SHALL BE HIGH IMPACT POLYSTYRENE WITH A MINIMUM COMPRESSIVE STRENGTH OF 8,000 PSI PER ASTM D695.



FRAME AND GRATE



CITY OF KENMORE

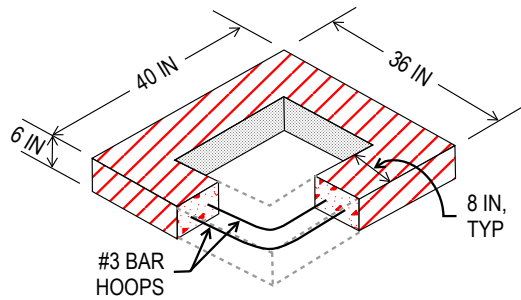
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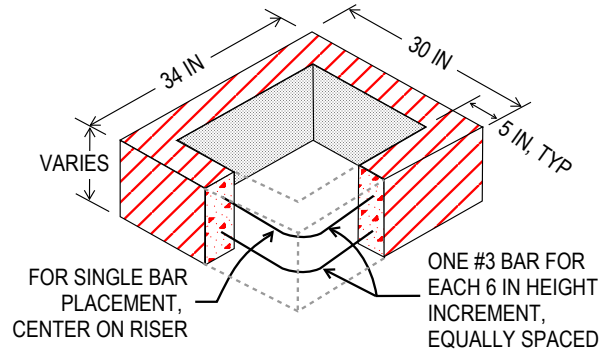
**CATCH BASIN
TYPE 1**

**FIGURE 7-003
NOT TO SCALE**

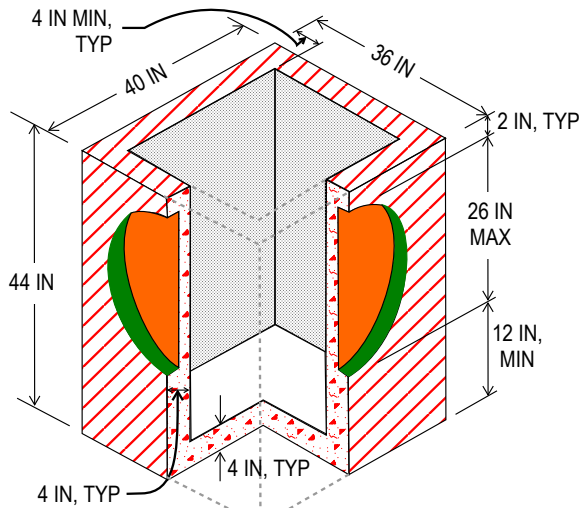
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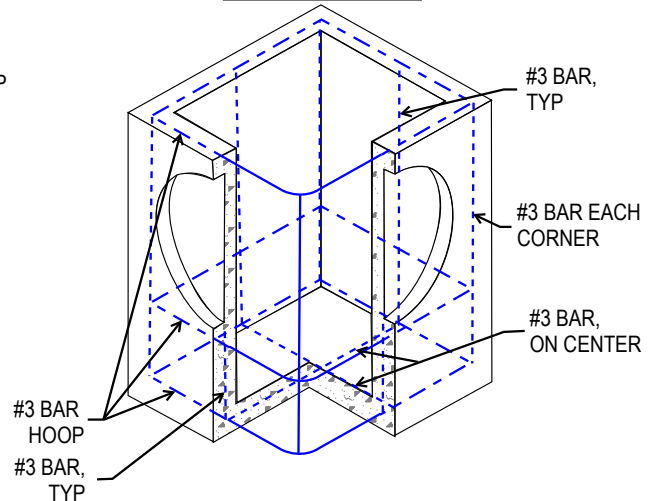
REDUCING SECTION AND REINFORCEMENT



RISER ADJUSTMENT AND REINFORCEMENT



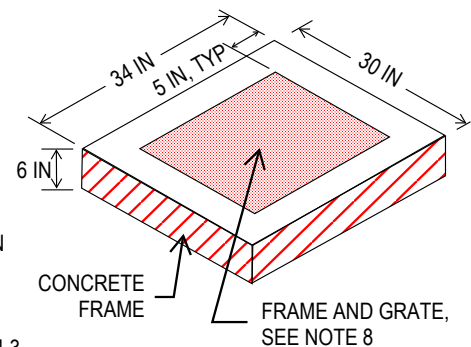
PRECAST BASE SECTION



PRECAST BASE REINFORCEMENT

NOTES:

1. CATCH BASINS SHALL BE CONSTRUCTED IN ACCORDANCE WITH AASHTO M199 UNLESS OTHERWISE SHOWN ON THE PLANS OR NOTED IN THE WSDOT STANDARD SPECIFICATIONS.
2. AN ACCEPTABLE ALTERNATIVE TO REBAR WOULD BE WELDED WIRE FABRIC HAVING A MINIMUM AREA OF 0.12 SQ. IN. PER FT WELDED WIRE FABRIC SHALL COMPLY TO ASTM A497 (AASHTO M221). WIRE FABRIC SHALL NOT BE PLACED IN KNOCKOUTS.
3. ALL CATCH BASIN (RISER, FRAME, AND BASE SECTIONS) SHALL BE A MINIMUM OF 4000 PSI CONCRETE.
4. CATCH BASINS SHALL BE PROVIDED WITH FACTORY INSTALLED KNOCKOUTS ON EACH SIDE. KNOCKOUTS SHALL HAVE A WALL THICKNESS OF 2 IN MINIMUM TO 2½ IN MAXIMUM.
5. PIPES SHALL PASS THROUGH KNOCKOUT AREA ONLY.
6. GROUT FILL PICKUP HOLES, AROUND PIPE AND CATCH BASIN KNOCKOUTS, AND BETWEEN RISER SECTIONS AND FRAME PER WSDOT STANDARD SPECIFICATION 9-04.3.
7. THE TAPER ON THE SIDES OF THE BASE SECTION AND THE RISER SECTION SHALL NOT EXCEED ½ IN PER FT. EDGE OF RISERS SHALL NOT BE MORE THAN 2 IN FROM VERTICAL EDGE OF THE CATCH BASIN WALL.
8. METAL FRAME AND GRATE SHALL BE PER KSD 7-007 THROUGH 7-010.
9. BRICK RISERS MAY NOT BE USED UNLESS APPROVED BY THE CITY.
10. SHIMS MAY BE USED FOR MINOR ADJUSTMENTS. SHIMS SHALL BE HIGH IMPACT POLYSTYRENE WITH A MINIMUM COMPRESSIVE STRENGTH OF 8,000 PSI PER ASTM D695.



FRAME AND GRATE



CITY OF KENMORE

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**CATCH BASIN
TYPE 1L**

**FIGURE 7-004
NOT TO SCALE**

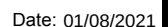
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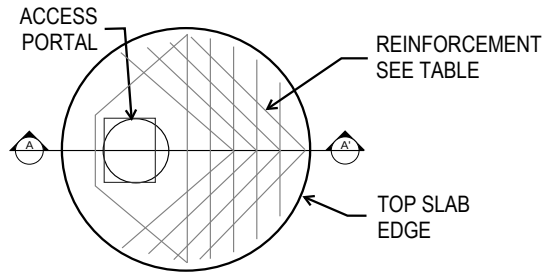


	E.D.	E.D.
60 IN	0.25 SQ IN/FT E.D.	0.25 SQ IN/FT E.D.
72 IN	0.35 SQ IN/FT E.D.	0.24 SQ IN/FT E.D.
84 IN	0.37 SQ IN/FT E.D.	0.27 SQ IN/FT E.D.
96 IN	0.39 SQ IN/FT E.D.	0.29 SQ IN/FT E.D.

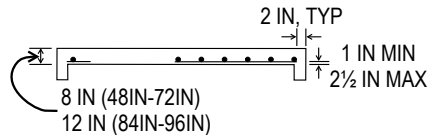
E.D.= EACH DIRECT

1. CATCH BASINS SHALL BE CONSTRUCTED IN ACCORDANCE WITH AASHTO M199 UNLESS OTHERWISE SHOWN ON THE PLANS OR NOTED IN THE WSDOT STANDARD SPECIFICATIONS.
2. STEPS/LADDERS AND HANDHOLDS PER KSD 7-006. ORIENTATE STEPS/LADDERS TO PROVIDE A MINIMUM OF 12 INCHES OF CLEARANCE FROM STORM PIPES.
3. PIPES SHALL PASS THROUGH KNOCKOUT AREA ONLY.
4. CATCH BASINS SHALL BE PROVIDED WITH A MINIMUM OF FOUR FACTORY INSTALLED KNOCKOUTS. KNOCKOUTS SHALL HAVE A WALL THICKNESS OF 2 IN MINIMUM TO 2½ IN MAXIMUM.
5. ALL CATCH BASINS (RISER, RISER ADJUSTMENT, AND BASE SECTIONS) SHALL BE A MINIMUM OF 4000 PSI CONCRETE.
6. GROUT FILL PICKUP HOLES AROUND PIPE AND CATCH BASIN KNOCKOUTS, AND BETWEEN RISER SECTIONS AND FRAME PER WSDOT STANDARD SPECIFICATION 9-04.3.
7. THE TAPER ON THE SIDES OF THE RISER/BASE SECTION AND THE RISER ADJUSTMENT SECTION SHALL NOT EXCEED ½ IN PER FT. EDGE OF NECK RISERS SHALL NOT BE MORE THAN 2 IN FROM VERTICAL EDGE OF THE CATCH BASIN WALL.
8. METAL FRAME AND GRATE SHALL BE PER KSD 7-007 THROUGH 7-010.
9. BRICK RISERS MAY NOT BE USED UNLESS APPROVED BY THE CITY.
10. SHIMS MAY BE USED FOR MINOR ADJUSTMENTS. SHIMS SHALL BE HIGH IMPACT POLYSTYRENE WITH A MINIMUM COMPRESSIVE STRENGTH OF 8,000 PSI PER ASTM D695.
11. RISER SECTION REINFORCEMENT SHALL BE PER MANUFACTURER'S RECOMMENDATION. SEE KSD 7-006 FOR REINFORCEMENT OF TOP SLAB AND RISER ADJUSTMENTS.
12. RUBBER GASKETS SHALL BE USED AT JOINTS BETWEEN SECTIONS.



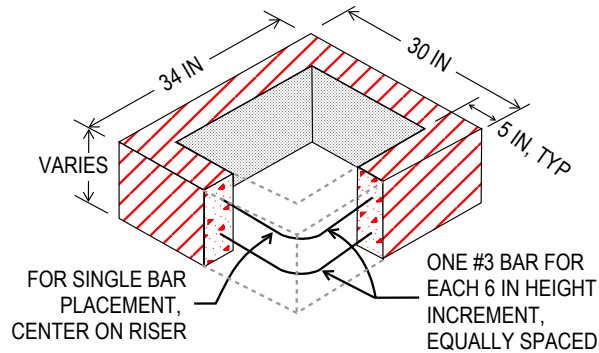


TOP SLAB PLAN VIEW

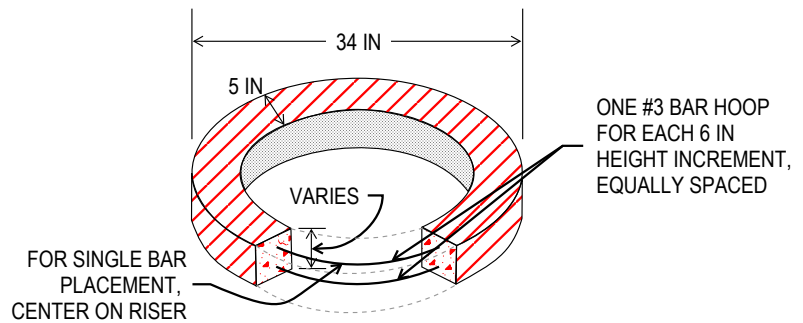


SECTION A-A'

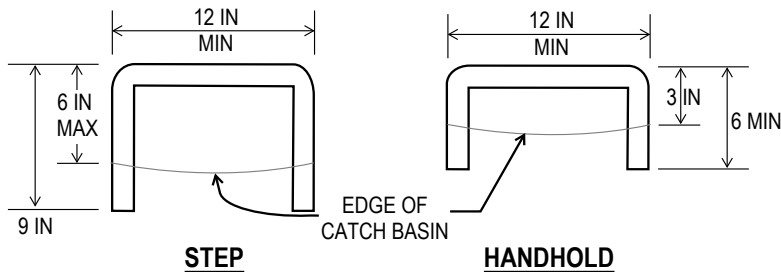
TOP SLAB REINFORCEMENT		
CATCH BASIN DIAMETER	BAR SIZE	SPACING ON CENTER
48 IN	#4	6 IN
54 IN	#4	6 IN
60 IN	#4	6 IN
72 IN	#5	6 IN
84 IN	#6	7 IN
96 IN	#6	7 IN



RISER ADJUSTMENT AND REINFORCEMENT

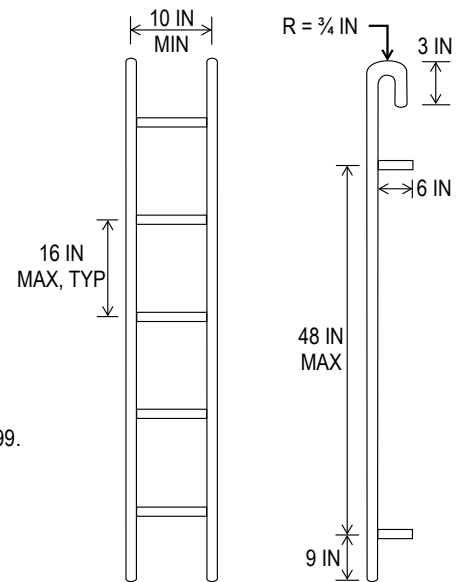


RISER ADJUSTMENT AND REINFORCEMENT



STEP

HANDHOLD



PREFABRICATED LADDER

NOTES:

1. STEPS, LADDERS, AND HANDHOLDS SHALL BE RELATIVELY PARALLEL TO THE CATCH BASIN WALL.
2. STEPS/LADDERS AND HANDHOLDS SHALL MEET THE REQUIREMENTS OF AASHTO M199.
3. AS AN ALTERNATIVE, TO REBAR, WIRE MESH HAVING A MINIMUM AREA OF 0.12 SQ IN PER FOOT MAY BE USED FOR ADJUSTMENT RISERS.
4. HANGING LADDERS SHALL BE PERMANENTLY FASTENED AT TOP BY HANGING ON STEP OR BY BOLTING TO OR EMBEDDING IN CONCRETE WALL.
5. ALL STEPS AND HANDHOLDS SHALL BE #8 GALVANIZED DEFORMED REBAR OR COPOLYMER PROPYLENE.
6. STEP AND HANDHOLD PLACEMENT SHALL MAINTAIN A MINIMUM OF 1 IN CATCH BASIN WALL THICKNESS.



CITY OF KENMORE

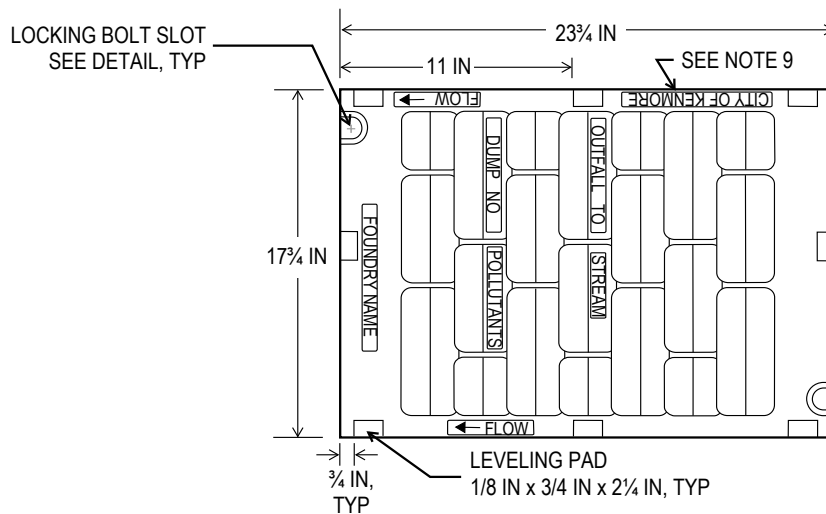
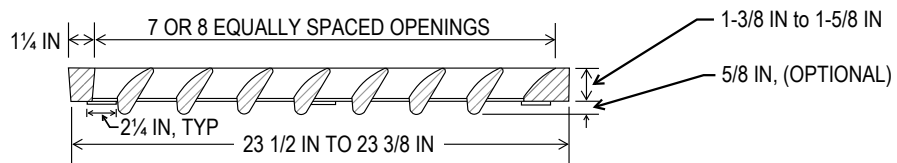
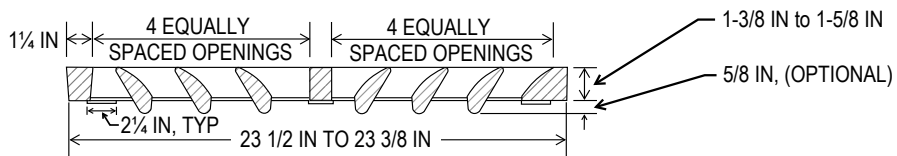
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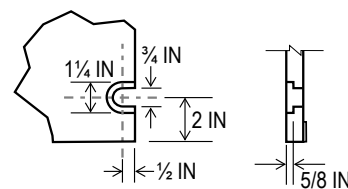
**CATCH BASIN TYPE 2
MISC. DETAILS**

**FIGURE 7-006
NOT TO SCALE**

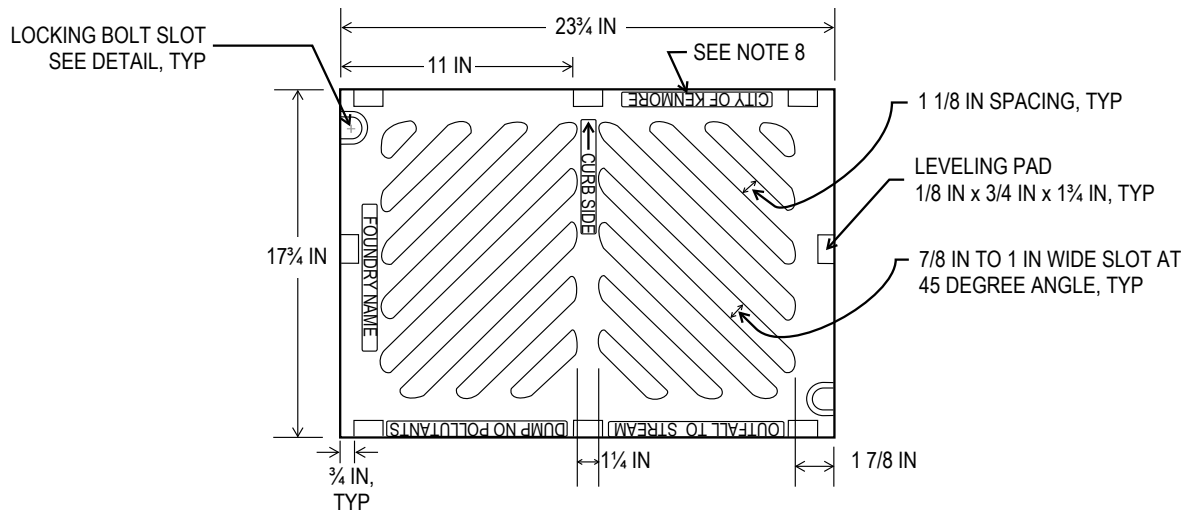
Date: 01/08/2021

**PLAN VIEW****PROFILE VIEW****BI-DIRECTIONAL****NOTES:**

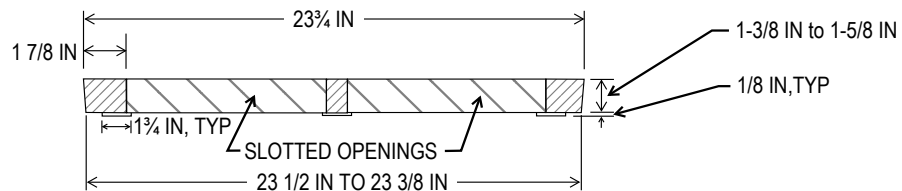
1. USE MINIMUM OF (2) 5/8 IN - 11 NC STAINLESS STEEL TYPE 304 SOCKET HEAD (ALLEN HEAD) CAP SCREWS, 2 IN LONG.
2. GRATE SHALL BE GRADE 80-55-06 DUCTILE IRON MEETING THE REQUIREMENTS OF ASTM A536.
3. LOCATION OF LETTERING STAMPS ARE SHOWN FOR QUANTITY AND EXAMPLE. ACTUAL LOCATION OF EACH MAY VARY.
4. INSTALL A BI-DIRECTIONAL VANED GRATE AT LOCATIONS WHERE FLOW ENTERS THE BASIN FROM BOTH SIDES.
5. BOLT SLOT FORMED AND RECESSED FOR LOCKING BOLTS.
6. LETTERS ARE TO BE RECESSED SO FLUSH WITH SURROUNDING GRATE.
7. SEE WSDOT STANDARD SPECIFICATIONS SECTION 9-05.15 FOR METAL CASTING REQUIREMENTS.
8. FOR CATCH BASINS ON PRIVATE PROPERTY, OWNED AND OPERATED, REPLACE "CITY OF KENMORE" WITH "PRIVATE".

**LOCKING BOLT DETAIL****CITY OF KENMORE**ENGINEERING DEPARTMENT
(425) 398-8900**VANED GRATE****FIGURE 7-007****NOT TO SCALE**

Date: 07/25/2021



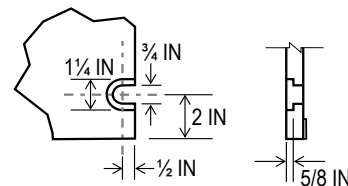
PLAN VIEW



PROFILE VIEW

NOTES:

1. USE MINIMUM OF (2) 5/8 IN - 11 NC STAINLESS STEEL TYPE 304 SOCKET HEAD (ALLEN HEAD) CAP SCREWS, 2 IN LONG.
2. GRATE SHALL BE GRADE 80-55-06 DUCTILE IRON MEETING THE REQUIREMENTS OF ASTM A536.
3. LOCATION OF LETTERING STAMPS ARE SHOWN FOR QUANTITY AND EXAMPLE. ACTUAL LOCATION OF EACH MAY VARY.
4. SEE KSD 7-010 FOR FRAME REQUIREMENTS AND INSTALLATION
5. BOLT SLOT FORMED AND RECESSED FOR LOCKING BOLTS.
6. LETTERS ARE TO BE RECESSED SO FLUSH WITH SURROUNDING GRATE.
7. SEE WSDOT STANDARD SPECIFICATIONS SECTION 9-05.15 FOR METAL CASTING REQUIREMENTS.
8. FOR CATCH BASINS ON PRIVATE PROPERTY, OWNED AND OPERATED, REPLACE "CITY OF KENMORE" WITH "PRIVATE".



LOCKING BOLT DETAIL



CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

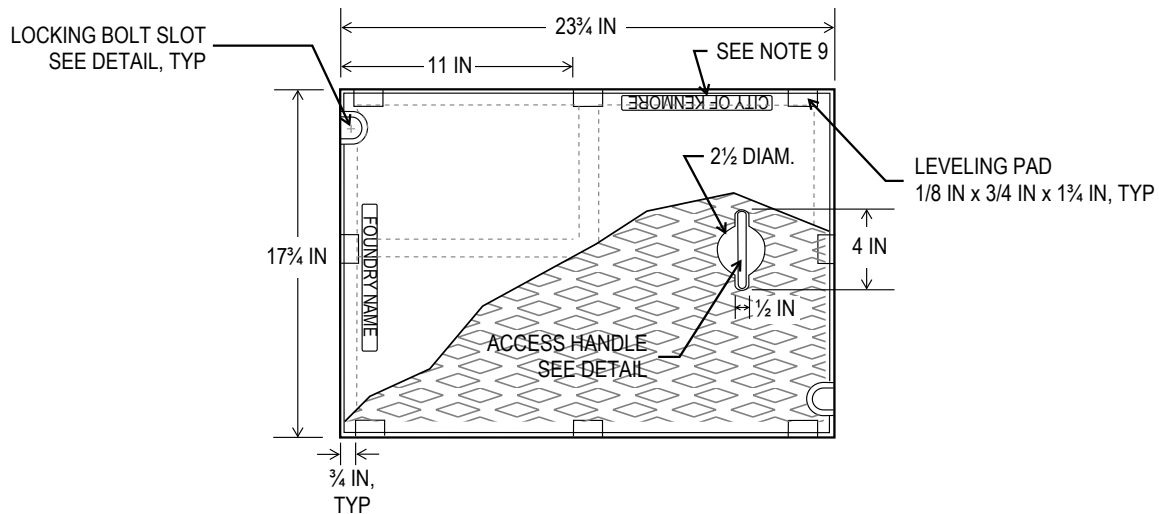


**DIAGONAL SLOTTED
GRATE**

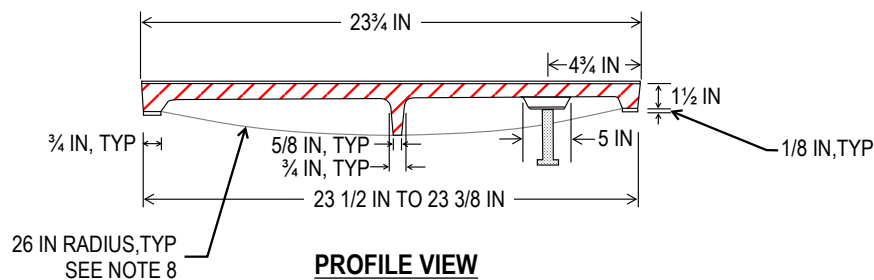
FIGURE 7-008

NOT TO SCALE

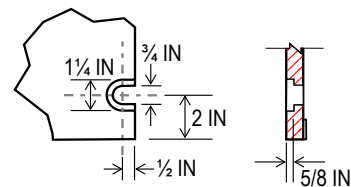
Date: 01/25/2021



PLAN VIEW



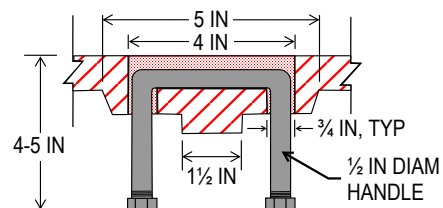
PROFILE VIEW



LOCKING BOLT DETAIL

NOTES:

1. USE MINIMUM OF (2) 5/8 IN - 11 NC STAINLESS STEEL TYPE 304 SOCKET HEAD (ALLEN HEAD) CAP SCREWS, 2 IN LONG.
2. GRATE SHALL BE GRADE 80-55-06 DUCTILE IRON MEETING THE REQUIREMENTS OF ASTM A536.
3. LOCATION OF LETTERING STAMPS ARE SHOWN FOR QUANTITY AND EXAMPLE. ACTUAL LOCATION OF EACH MAY VARY.
4. SEE KSD 7-010 FOR FRAME REQUIREMENTS AND INSTALLATION
5. BOLT SLOT FORMED AND RECESSED FOR LOCKING BOLTS.
6. LETTERS ARE TO BE RECESSED SO FLUSH WITH SURROUNDING GRATE.
7. SEE WSDOT STANDARD SPECIFICATIONS SECTION 9-05.15 FOR METAL CASTING REQUIREMENTS.
8. ALTERNATIVE REINFORCING DESIGNS ARE ACCEPTABLE IN LIEU OF THE RIB DESIGN SHOWN.
9. FOR CATCH BASINS ON PRIVATE PROPERTY, OWNED AND OPERATED, REPLACE "CITY OF KENMORE" WITH "PRIVATE".



ACCESS HANDLE DETAIL



CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900

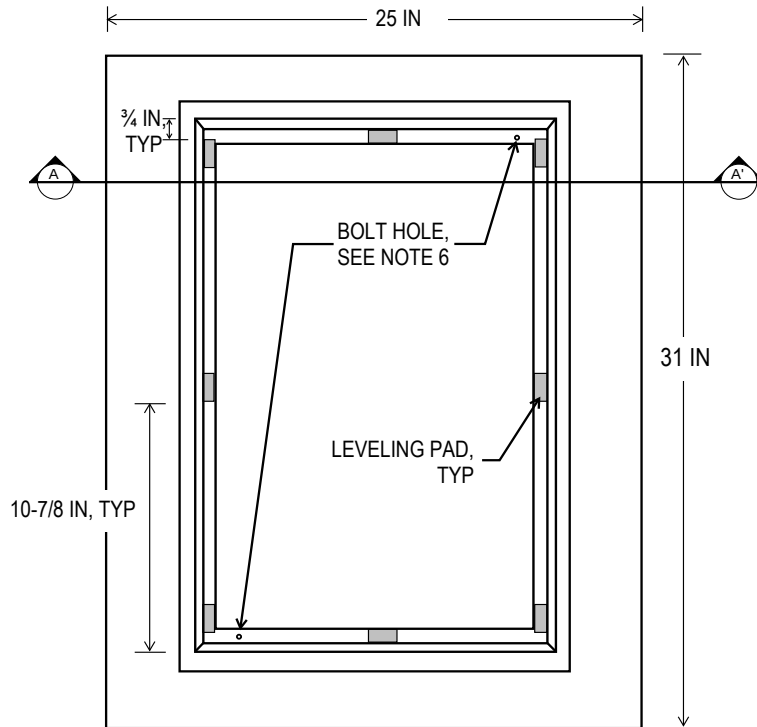


SOLID COVER

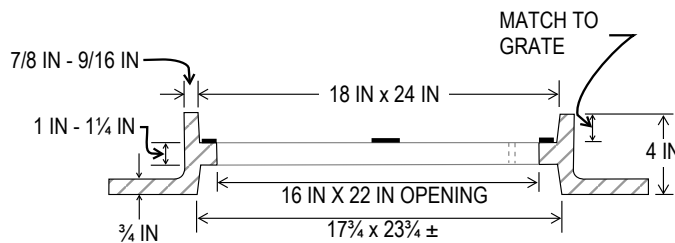
FIGURE 7-009

NOT TO SCALE

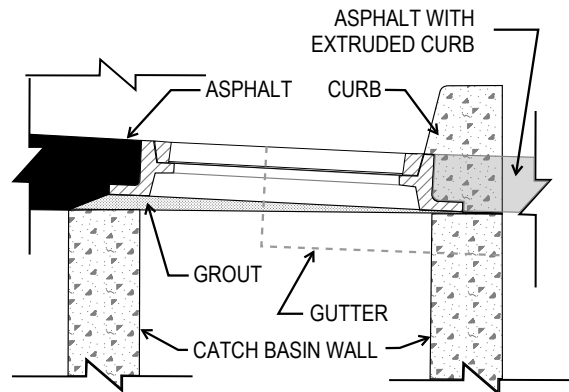
Date: 01/25/2021



FRAME PLAN VIEW



SECTION A-A'



INSTALLATION

NOTES:

1. SEE KSD 7-007, 7-008, AND 7-009 FOR GRATE REQUIREMENTS.
2. FRAME SHALL BE CLASS 30 DUCTILE IRON MEETING THE REQUIREMENTS OF ASTM A48.
3. SET FRAME FLUSH WITH ADJACENT ASPHALT PAVEMENT.
4. GRATE TO BE FLUSH WITH FRAME.
5. SEE WSDOT STANDARD SPECIFICATIONS SECTION 9-05.15 FOR METAL CASTING REQUIREMENTS.
6. DRILL AND TAP LOCKING BOLT.



CITY OF KENMORE

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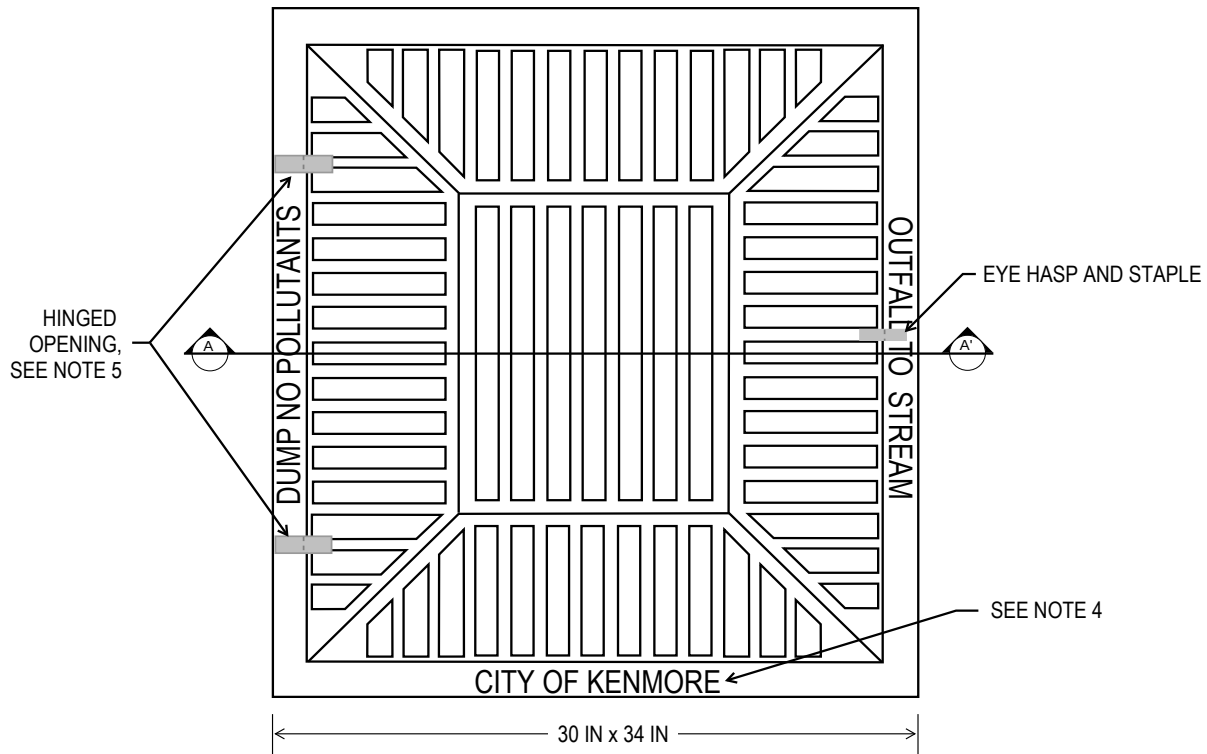


SQUARE FRAME

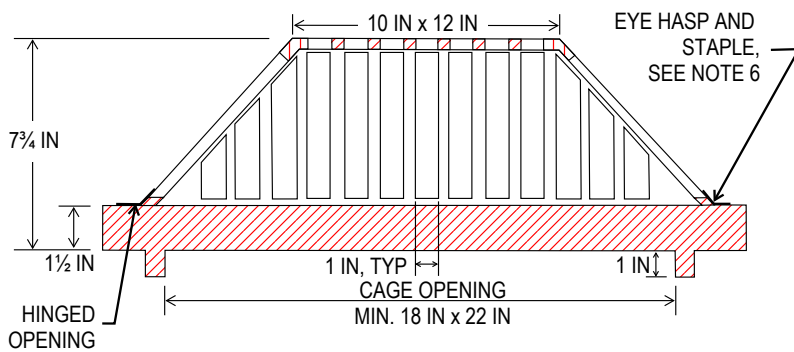
FIGURE 7-010

NOT TO SCALE

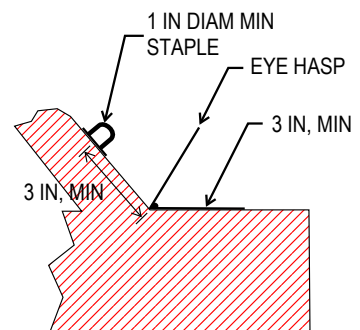
Date: 01/25/2021



TOP VIEW



CROSS SECTION A-A'



STAPLE AND HASP

NOTES:

1. ALL STEEL IN PLATES, BARS AND BANDS SHALL CONFORM TO THE REQUIREMENTS OF ASTM A38
2. DEBRIS CAGE AND FRAME SHALL BE HOT-DIP GALVANIZED IN ACCORDANCE WITH ASTM A123 (AASHTO M111)
3. DIMENSIONS FOR FRAME SHALL PROVIDE A SNUG FIT WITHIN PROPOSED CATCH BASIN
4. FOR CATCH BASINS ON PRIVATE PROPERTY, OWNED AND OPERATED, REPLACE "CITY OF KENMORE" WITH "PRIVATE".
5. 2 IN x 5 IN ANCHOR HINGED STRIPS WELDED TO LONG SIDE OF CAGE AND FRAME LOCATIONS SPACED UNIFORMLY.
6. 1 1/2 IN WIDE EYE HASP WITH STAPLE WELDED TO FRAME AND CAGE.



CITY OF KENMORE

ENGINEERING DEPARTMENT
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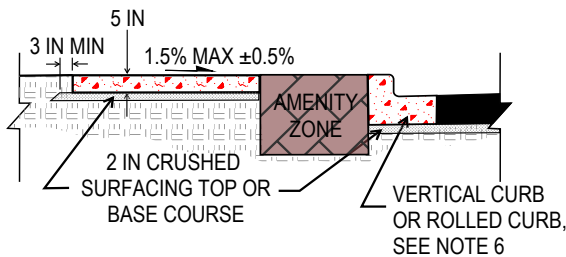
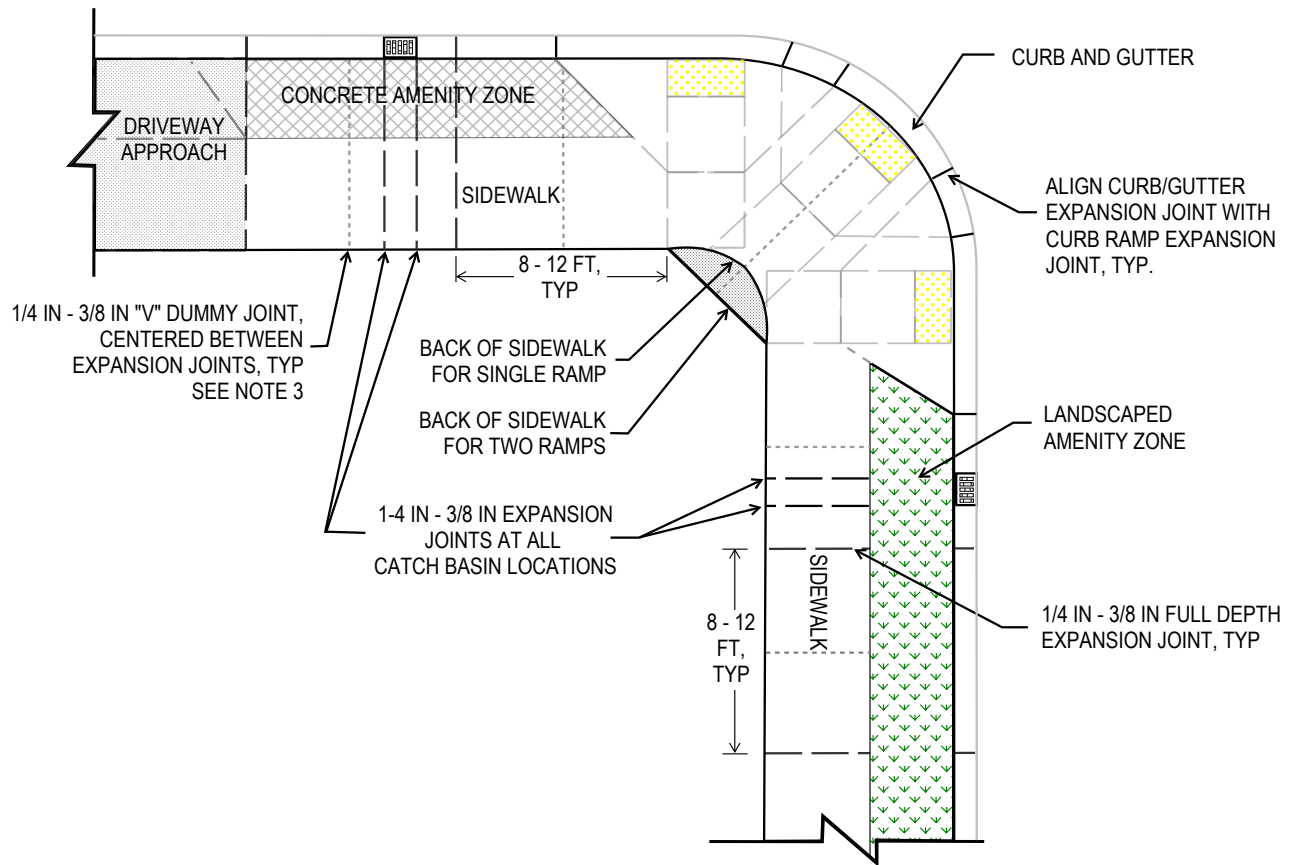


**DEBRIS CAGE FOR
CATCH BASIN**

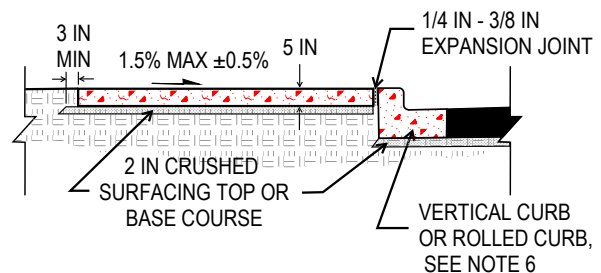
FIGURE 7-011

NOT TO SCALE

Date: 02/04/2021



SIDEWALK, WITH LANDSCAPED AMENITY ZONE



SIDEWALK WITH CONCRETE AMENITY ZONE

NOTES:

1. SPACE DUMMY AND EXPANSION JOINTS AS NOTED, FULL WIDTH OF SIDEWALK.
2. EXPANSION JOINTS SHALL BE EQUALLY SPACED AND FLUSH WITH ADJACENT SIDEWALK PANELS.
3. SEE KSD 8-008 FOR ADDITIONAL CONCRETE PLACEMENT AND FINISHING REQUIREMENTS.
4. EXPANSION JOINTS IN CURB/GUTTER TO ALIGN WITH EXPANSION JOINTS IN SIDEWALK.
5. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
6. SEE KSD 8-009 FOR CURB REQUIREMENTS.
7. JOINTING AROUND DRIVEWAY APPROACH AND CURB RAMPS FOR REFERENCE ONLY, SEE RESPECTIVE KSD FOR SPECIFIC REQUIREMENTS FOR EACH TYPE.
8. CURB RAMPS SHOWN FOR REFERENCE ONLY. ACTUAL LOCATION, TYPE AND QUANTITY TO BE APPROVED BY THE CITY AND WILL VARY DEPENDING UPON SITE CONDITIONS.
9. 1 FT CLEARANCE BETWEEN RIGHT OF WAY LINE AND BACK OF SIDEWALK.



CITY OF KENMORE

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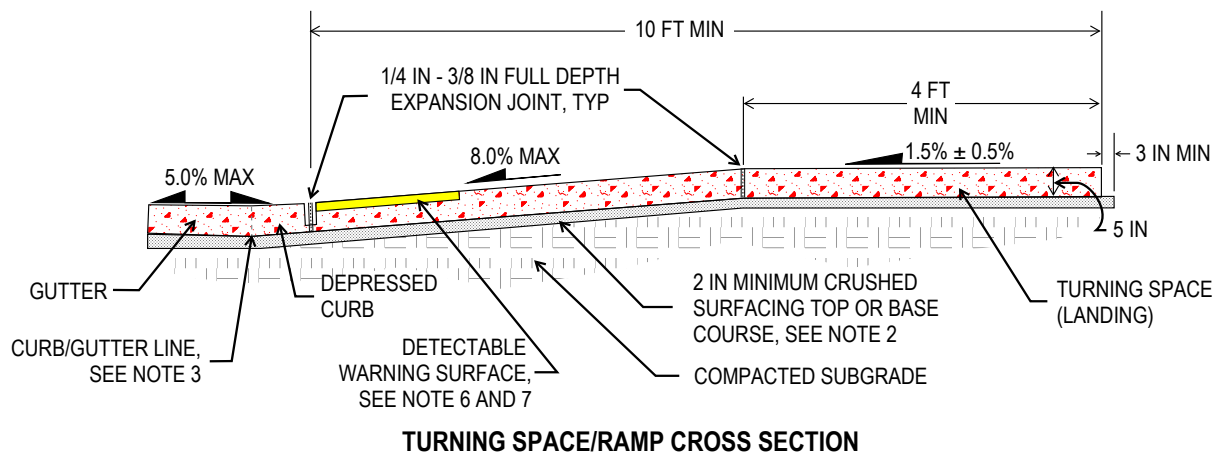
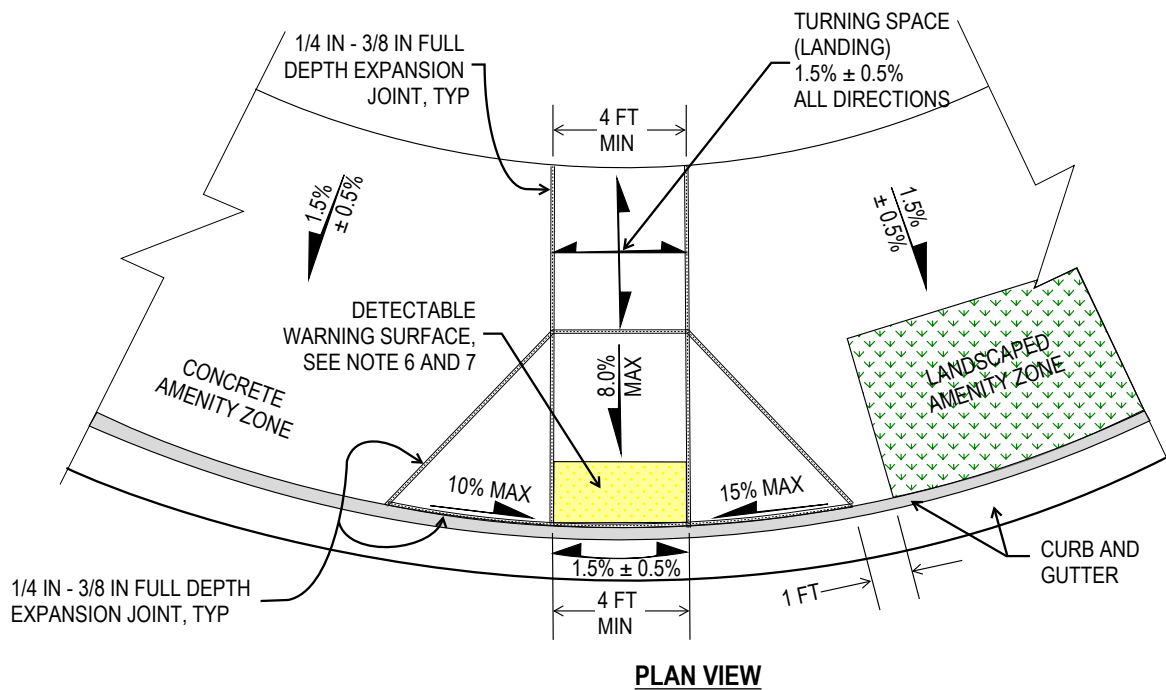


SIDEWALK

FIGURE 8-001

NOT TO SCALE

Date: 02/10/2021



TURNING SPACE/RAMP CROSS SECTION

NOTES:

1. ALLOWABLE SLOPES AND WIDTHS ARE SHOWN. VARIATIONS FROM THE ABOVE STANDARDS MAY BE PERMITTED AT THE DISCRETION OF THE CITY ENGINEER.
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. DEPRESSED CURB MUST BE FLUSH WITH ADJACENT GUTTER AND CURB RAMP $\pm 1/8$ IN.
4. ALL CONCRETE PANELS SHALL BE FLUSH WITH ADJACENT CONCRETE PANELS WITH NO GREATER THAN 1/8 IN VERTICAL DIFFERENCE.
5. SEE KSD 4-001 FOR ADDITIONAL CURB RAMP PLACEMENT REQUIREMENTS.
6. DETECTABLE WARNING PATTERN (DWP) SHALL BE FLUSH WITH SURROUNDING RAMP AND DEPRESSED CURB $\pm 1/8$ IN. DWP AND GRADE BREAKS SHALL BE PERPENDICULAR TO DIRECTION OF PEDESTRIAN TRAVEL. DWP SHALL BE WITHIN 5 FEET OF CURB.
7. DWP SHALL BE COMPLIANT WITH ADA GUIDELINES AND BE COMPOSED OF POLYMER MATERIAL ONLY. COLOR SHALL BE YELLOW MATCHING FEDERAL STANDARD 595 COLOR NUMBER 33538. COLOR SHALL BE THROUGHOUT (SURFACE COATINGS ONLY NOT ALLOWED). DWP SHALL BE CAST IN PLACE, SURFACE MOUNT DWP ARE NOT ALLOWED.
8. CATCH BASINS AND INLETS SHALL BE INSTALLED A MINIMUM OF 1 FOOT UPSTREAM FROM THE BASE OF ANY CURB RAMP.
9. RAMP AND TURNING SPACE SHALL NOT HAVE ANY EXPANSION JOINTS EXCEPT ALONG BORDERS.



CITY OF KENMORE

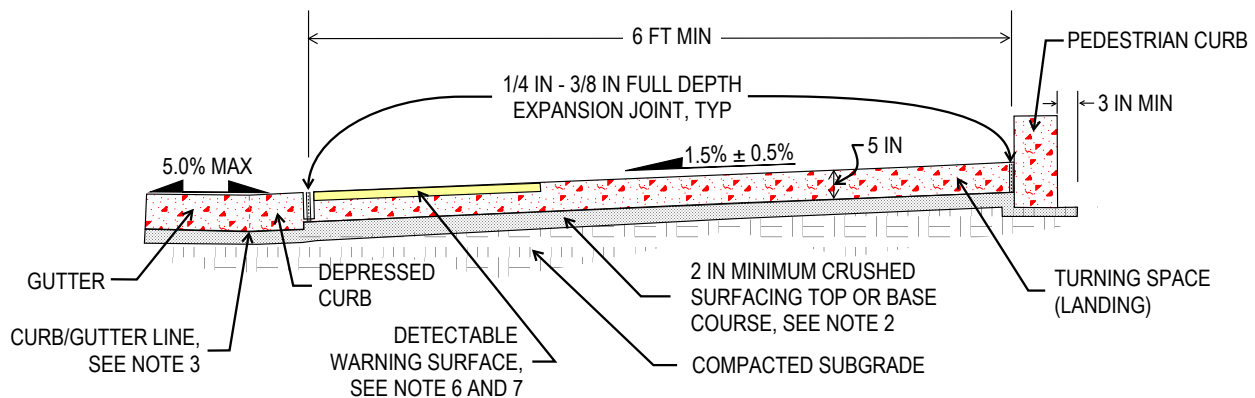
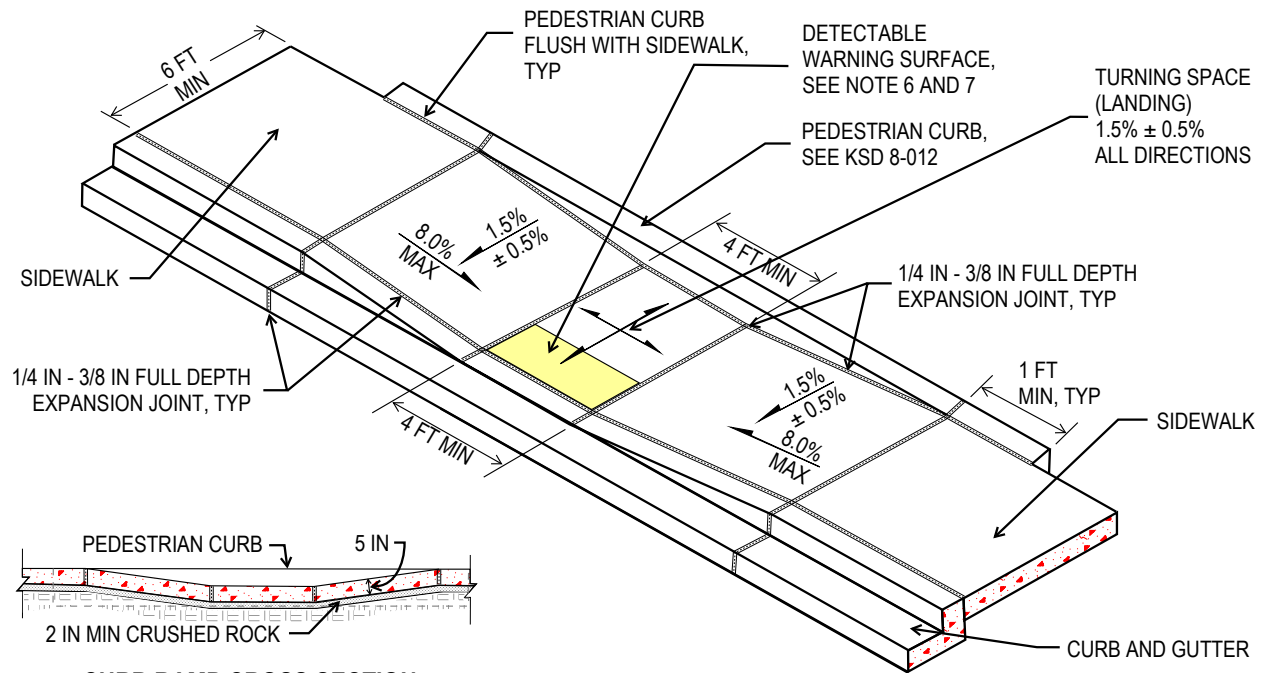
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PERPENDICULAR CURB RAMP

FIGURE 8-002
NOT TO SCALE

Date: 02/12/2021

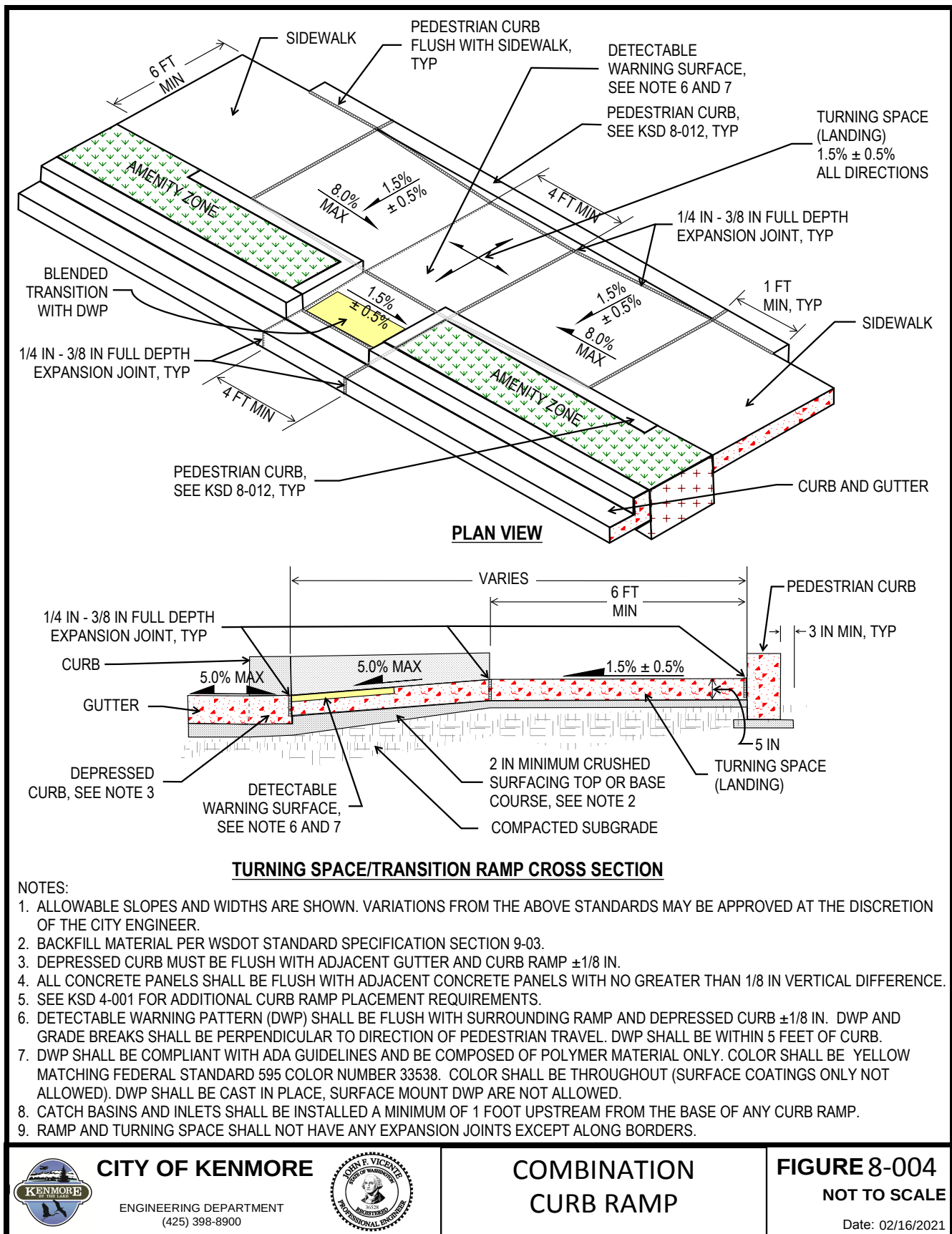


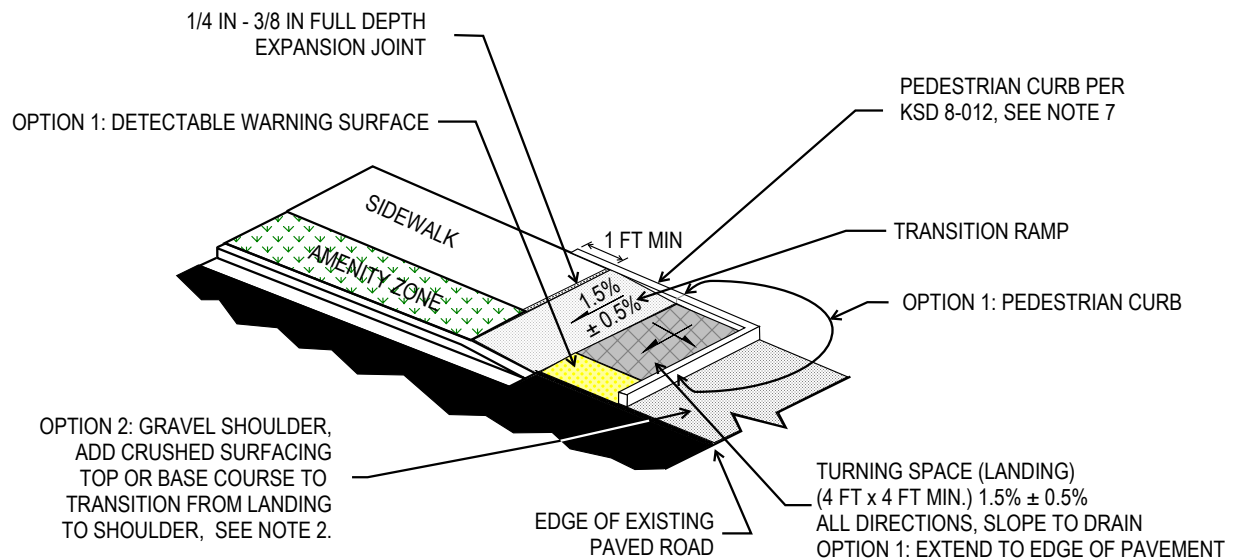
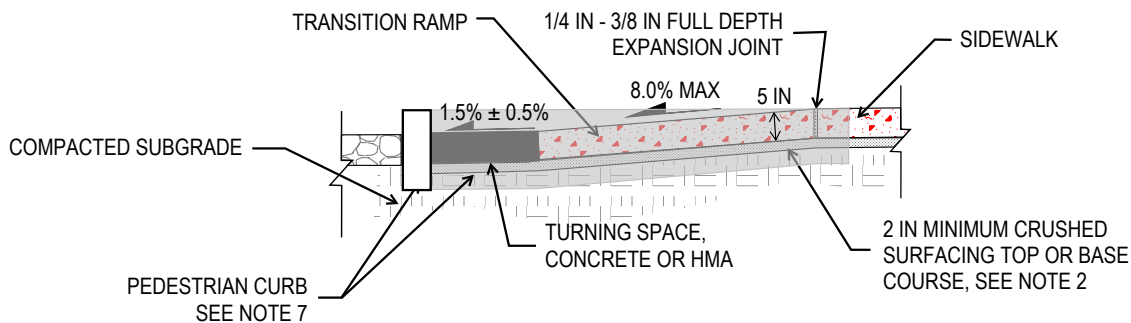
NOTES:

1. ALLOWABLE SLOPES AND WIDTHS ARE SHOWN. VARIATIONS FROM THE ABOVE STANDARDS MAY BE APPROVED AT THE DISCRETION OF THE CITY ENGINEER.
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. DEPRESSED CURB MUST BE FLUSH WITH ADJACENT GUTTER AND CURB RAMP $\pm 1/8$ IN.
4. ALL CONCRETE PANELS SHALL BE FLUSH WITH ADJACENT CONCRETE PANELS WITH NO GREATER THAN $1/8$ IN VERTICAL DIFFERENCE.
5. SEE KSD 4-001 FOR ADDITIONAL CURB RAMP PLACEMENT REQUIREMENTS.
6. DETECTABLE WARNING PATTERN (DWP) SHALL BE FLUSH WITH SURROUNDING RAMP AND DEPRESSED CURB $\pm 1/8$ IN. DWP AND GRADE BREAKS SHALL BE PERPENDICULAR TO DIRECTION OF PEDESTRIAN TRAVEL. DWP SHALL BE WITHIN 5 FEET OF CURB.
7. DWP SHALL BE COMPLIANT WITH ADA GUIDELINES AND BE COMPOSED OF POLYMER MATERIAL ONLY. COLOR SHALL BE YELLOW MATCHING FEDERAL STANDARD 595 COLOR NUMBER 33538. COLOR SHALL BE THROUGHOUT (SURFACE COATINGS ONLY NOT ALLOWED). DWP SHALL BE CAST IN PLACE, SURFACE MOUNT DWP ARE NOT ALLOWED.
8. CATCH BASINS AND INLETS SHALL BE INSTALLED A MINIMUM OF 1 FOOT UPSTREAM FROM THE BASE OF ANY CURB RAMP.
9. RAMP AND TURNING SPACE SHALL NOT HAVE ANY EXPANSION JOINTS EXCEPT ALONG BORDERS.

**CITY OF KENMORE**ENGINEERING DEPARTMENT
(425) 398-8900**PARALLEL CURB RAMP****FIGURE 8-003****NOT TO SCALE**

Date: 02/16/2021



**PLAN VIEW****RAMP CROSS SECTION**

OPTION 1: SHOULDER IS OBSTRUCTED PROVIDING LESS THAN 4 FEET OF ACCESSIBLE WIDTH
 OPTION 2: SHOULDER PROVIDES A MINIMUM OF 4 FEET OF ACCESSIBLE WIDTH

NOTES:

1. ALLOWABLE SLOPES AND WIDTHS ARE SHOWN. VARIATIONS FROM THE ABOVE STANDARDS MAY BE APPROVED AT THE DISCRETION OF THE CITY ENGINEER.
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. DEPRESSED CURB MUST BE FLUSH WITH ADJACENT GUTTER AND CURB RAMP $\pm 1/8$ IN.
4. ALL CONCRETE PANELS SHALL BE FLUSH WITH ADJACENT CONCRETE PANELS WITH NO GREATER THAN $1/8$ IN VERTICAL DIFFERENCE.
5. CATCH BASINS AND INLETS SHALL BE INSTALLED A MINIMUM OF 1 FOOT UPSTREAM FROM THE CURB TRANSITION.
6. RAMP AND TURNING SPACE SHALL NOT HAVE ANY EXPANSION JOINTS EXCEPT ALONG BORDERS.
7. PEDESTRIAN CURB REQUIRED FOR ALL RAMPS ADJACENT TO SLOPES STEEPER THAN 4H:1V THAT ARE WITHIN 2 FEET OF THE EDGE OF TURNING SPACE.

**CITY OF KENMORE**

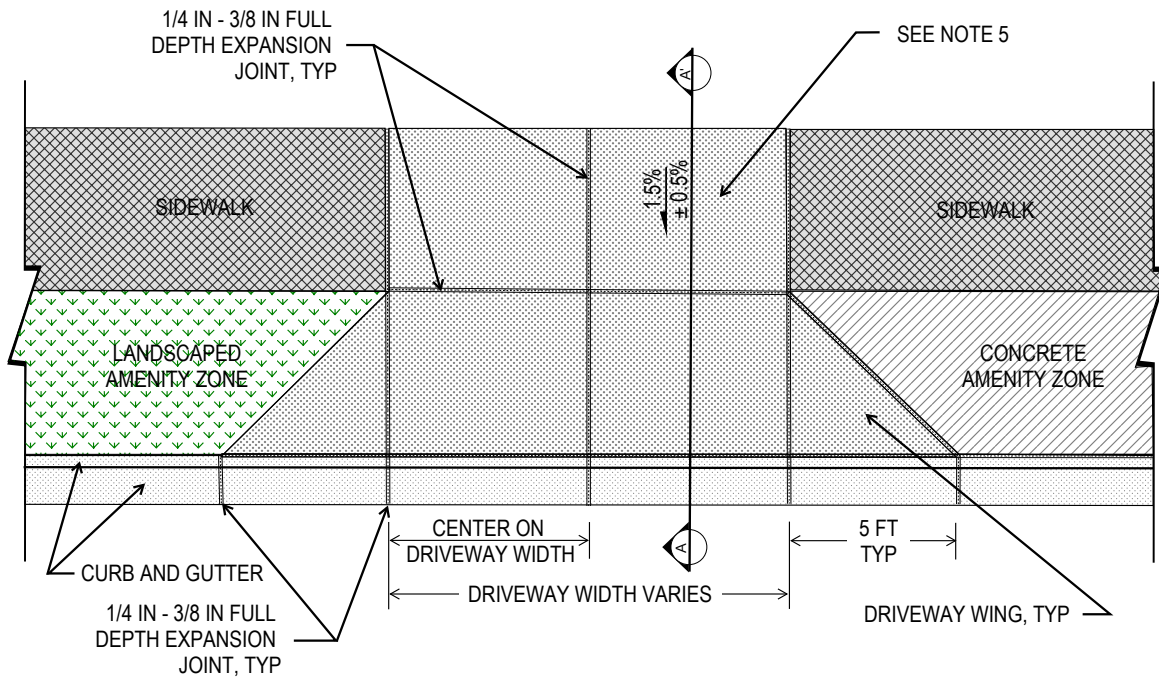
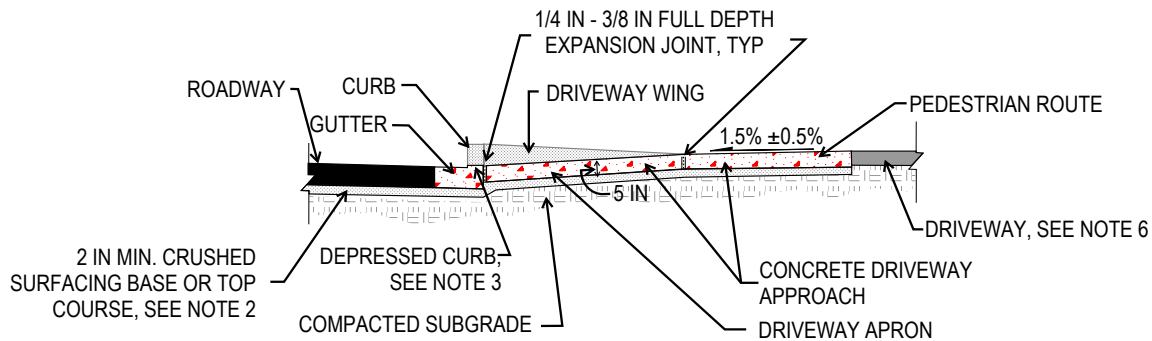
ENGINEERING DEPARTMENT
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**TRANSITION RAMP
 TO SHOULDER**

**FIGURE 8-005
 NOT TO SCALE**

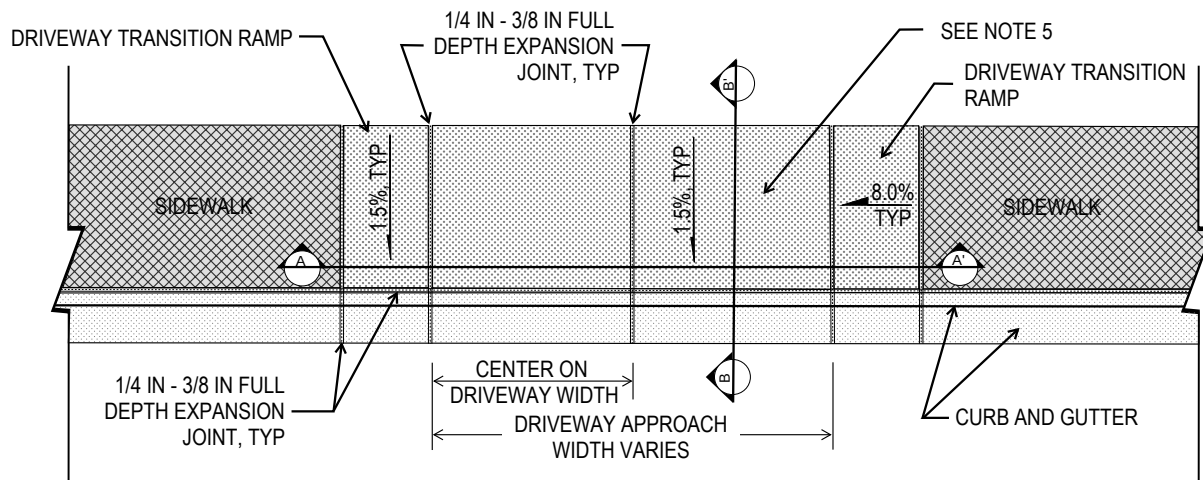
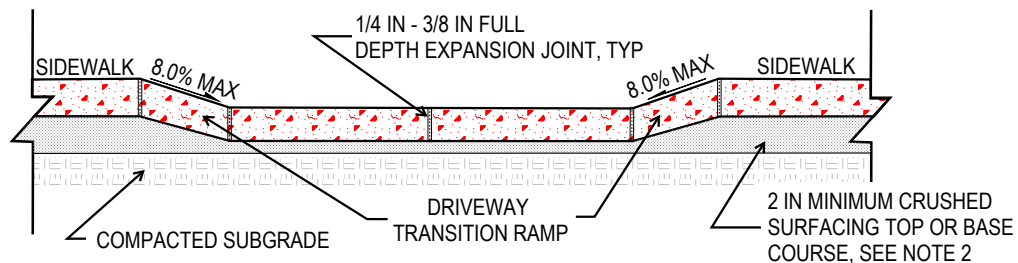
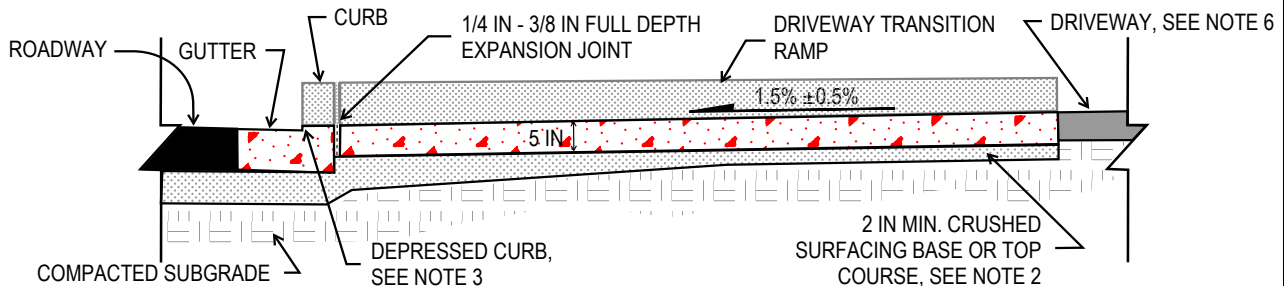
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**PLAN VIEW****SECTION A-A'****NOTES:**

1. ALLOWABLE SLOPES AND WIDTHS ARE SHOWN. VARIATIONS FROM THE ABOVE STANDARDS MAY BE APPROVED AT THE DISCRETION OF THE CITY ENGINEER.
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. DEPRESSED CURB TO BE BETWEEN ½ IN AND 1 IN HIGH.
4. ALL CONCRETE PANELS SHALL BE FLUSH WITH ADJACENT CONCRETE PANELS WITH NO GREATER THAN 1/8 IN VERTICAL DIFFERENCE.
5. SEE KSD 8-001 (SIDEWALKS) FOR LOCATIONS OF DUMMY JOINTS AND ADDITIONAL EXPANSION JOINTS IN SIDEWALK IN DRIVEWAY APPROACH. JOINTS IN DRIVEWAY APRON TO MATCH THAT OF ADJACENT PEDESTRIAN ROUTE
6. FOR CONCRETE DRIVEWAYS, INSTALL 1/4 IN TO 3/8 IN FULL DEPTH EXPANSION JOINTS BETWEEN DRIVEWAY AND BACK OF DRIVEWAY APPROACH AND AT THE RIGHT OF WAY LINE.
7. SEE KSD 8-009 (CURBS) FOR CURB AND GUTTER REQUIREMENTS

**CITY OF KENMORE**ENGINEERING DEPARTMENT
(425) 398-8900**DRIVEWAY APPROACH
TYPE 1****FIGURE 8-006
NOT TO SCALE**

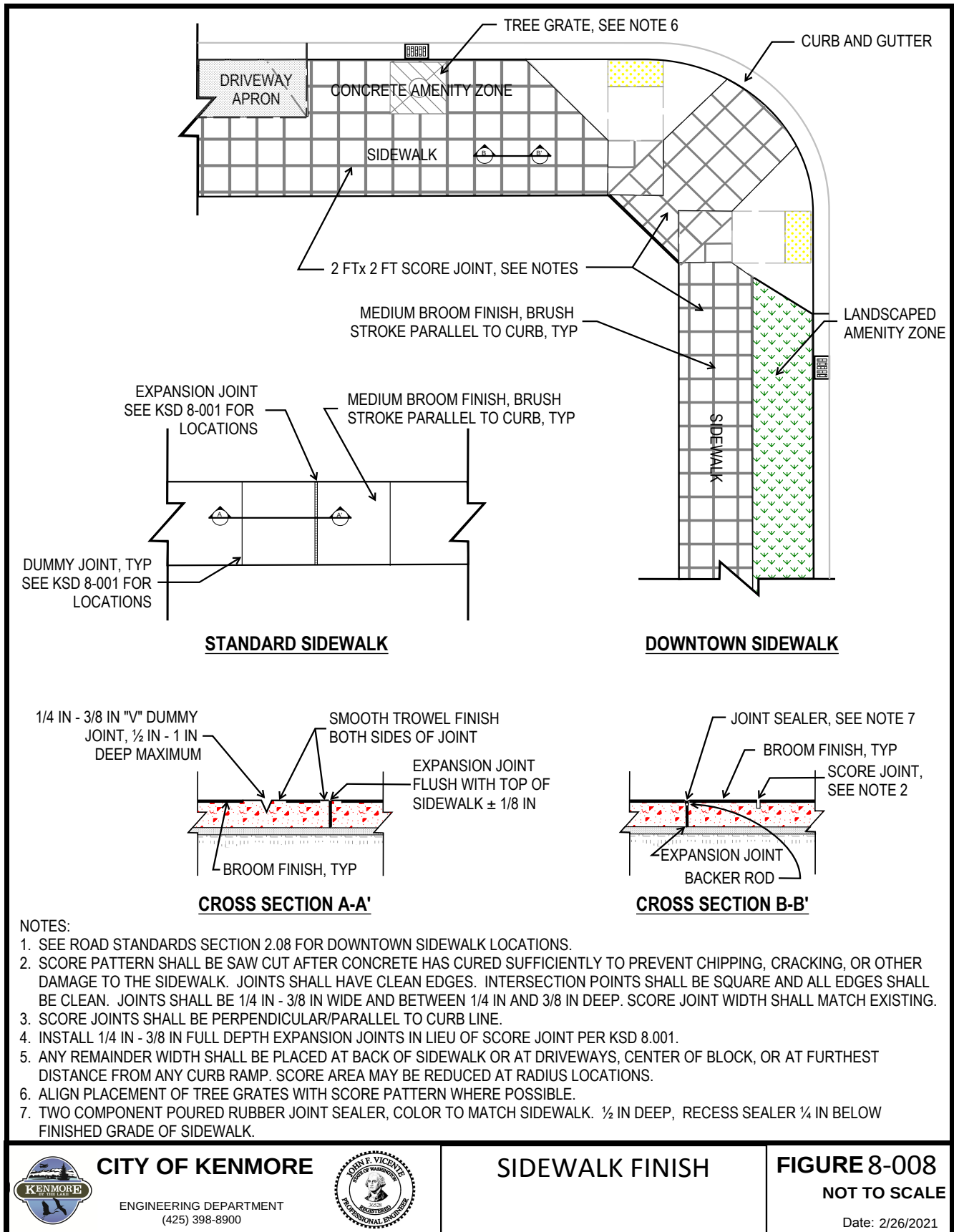
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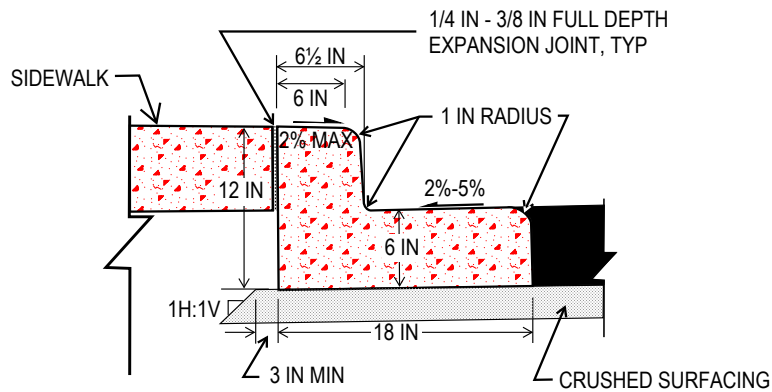
**PLAN VIEW****SECTION A-A'****SECTION B-B'****NOTES:**

1. ALLOWABLE SLOPES AND WIDTHS ARE SHOWN. VARIATIONS FROM THE ABOVE STANDARDS MAY BE APPROVED AT THE DISCRETION OF THE CITY ENGINEER.
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. DEPRESSED CURB TO BE BETWEEN 1/2 IN AND 1 IN HIGH.
4. ALL CONCRETE PANELS SHALL BE FLUSH WITH ADJACENT CONCRETE PANELS WITH NO GREATER THAN 1/8 IN VERTICAL DIFFERENCE.
5. SEE KSD 8-001 (SIDEWALKS) FOR LOCATIONS OF DUMMY JOINTS AND ADDITIONAL EXPANSION JOINTS IN DRIVEWAY APPROACH.
6. FOR CONCRETE DRIVEWAYS, INSTALL 1/4 IN TO 3/8 IN FULL DEPTH EXPANSION JOINTS BETWEEN DRIVEWAY AND BACK OF DRIVEWAY APPROACH AND AT THE RIGHT OF WAY LINE.
7. SEE KSD 8-009 (CURBS) FOR CURB AND GUTTER REQUIREMENTS

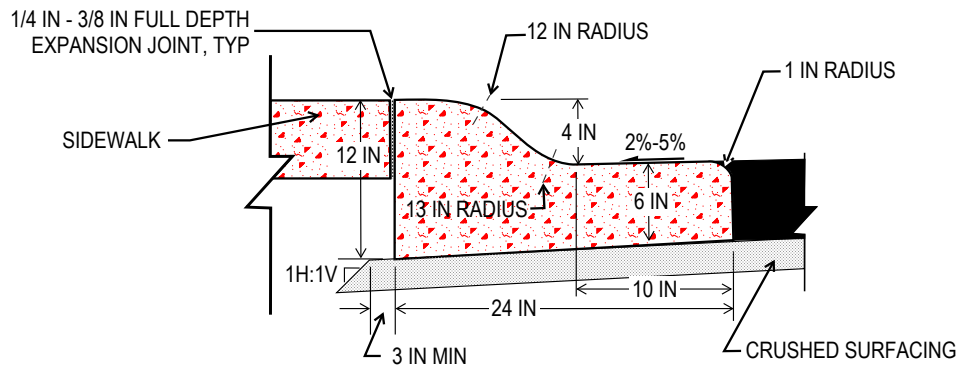
**CITY OF KENMORE**ENGINEERING DEPARTMENT
(425) 398-8900**DRIVEWAY APPROACH
TYPE 2****FIGURE 8-007****NOT TO SCALE**

Date: 02/25/2021

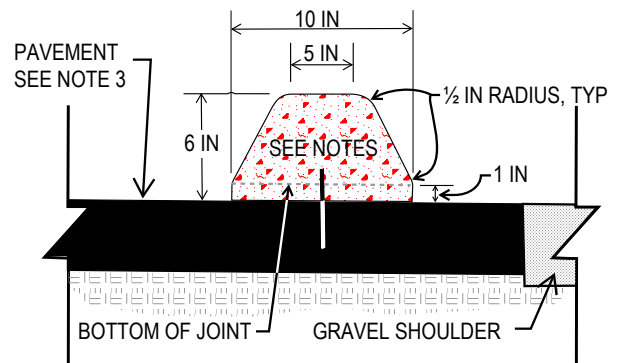




VERTICAL CURB



ROLLED CURB



EXTRUDED CURB

NOTES:

1. FULL DEPTH EXPANSION JOINTS PERPENDICULAR TO THE CURB LINE SHALL BE SPACED AT 10 FT ON CENTER IF ADJACENT TO LANDSCAPED AMENITY STRIP. FOR CURB ADJACENT TO CONCRETE, ALIGN EXPANSION JOINTS WITH SIDEWALK
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. SLOPE PAVEMENT TO DRAIN. PROVIDE GAPS IN CURB TO ALLOW FOR DRAINAGE AS NEEDED.
4. SLOPE ENDS OF EXTRUDED CURB EQUAL TO SIDE SLOPE.
5. PIN EXTRUDED CURB TO PAVEMENT WITH 6 IN LONG #3 REBAR EMBEDDED 4 INCHES IN PAVEMENT. LOCATE PINS 1 FOOT EITHER SIDE OF JOINTS AND AT ENDS.
6. ADD 5 IN DEEP JOINTS EVERY 10 FT OF EXTRUDED CURB.



CITY OF KENMORE

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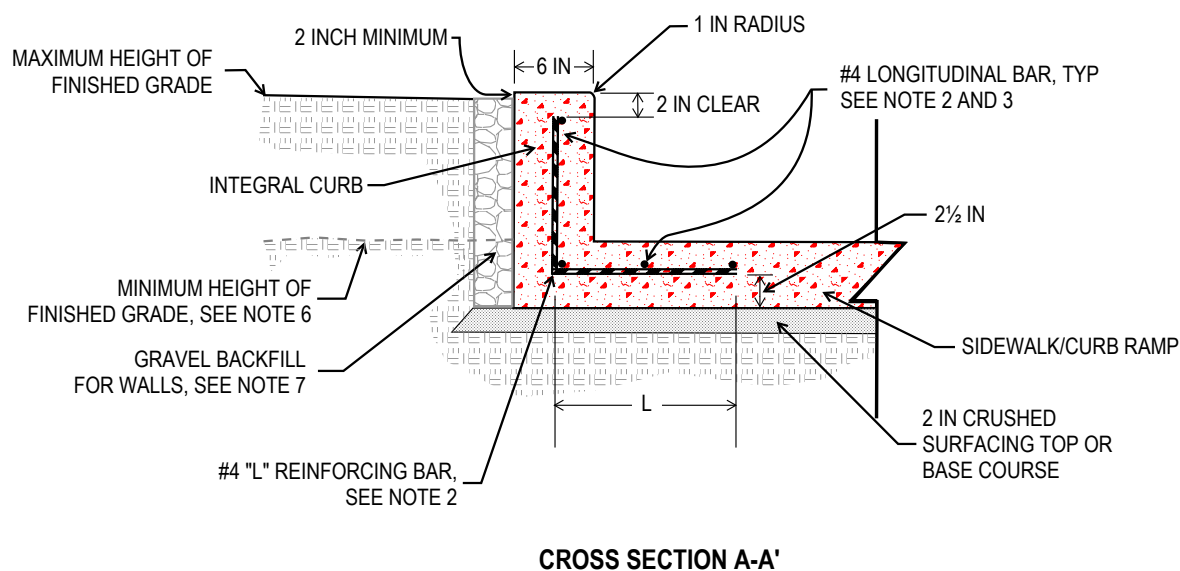
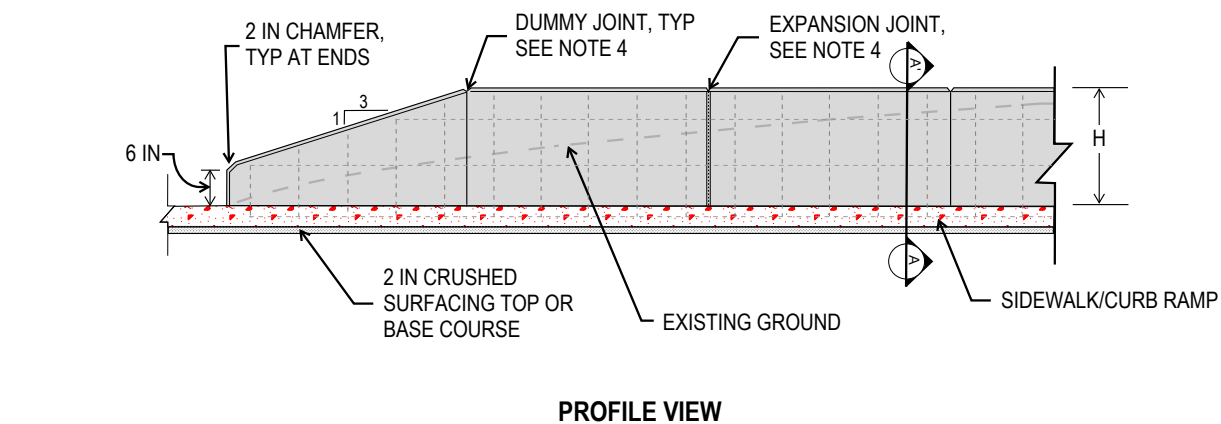


CURBS

FIGURE 8-009

NOT TO SCALE

Date: 02/26/2021



REINFORCING STEEL			
INTEGRAL CURB HEIGHT (H)	L	NO. OF LONGITUDINAL BARS SIDEWALK	INT. CURB
6 IN - 12 IN	2 FT	3	1
12 IN - 24 IN	3 FT	4	2

NOTES:

1. CURB TO BE POURED INTEGRAL WITH SIDEWALK
2. SPACE BARS A MAXIMUM OF 1 FOOT ON CENTER.
3. NUMBER OF BARS PER REINFORCING STEEL TABLE. PROVIDE CONTINUOUS REINFORCEMENT WITH A MINIMUM OF 2 FT OVERLAP.
4. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
5. ALIGN INTEGRAL CURB JOINTS WITH SIDEWALK JOINTS, MATCH SIZE, AND TYPE.
6. THICKENED EDGE SIDEWALK PER KSD 8-011 REQUIRED FOR FINISHED GRADE BELOW TOP OF SIDEWALK FINISH ELEVATION.
7. A WALL DRAIN AND CONNECTION TO THE STORM DRAINAGE SYSTEM REQUIRED FOR SUBGRADE SOIL INFILTRATION RATES LESS THAN 0.6 INCHES PER HOUR. SEE KSD 3-003 FOR DRAIN CONNECTION DETAIL.



CITY OF KENMORE

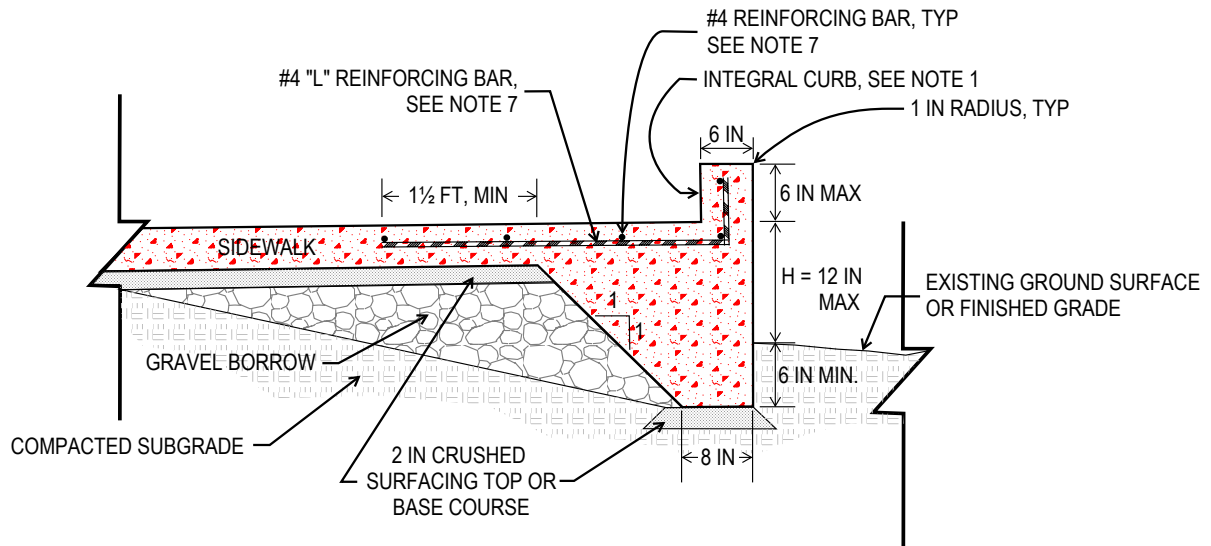
ENGINEERING DEPARTMENT
(425) 398-8900



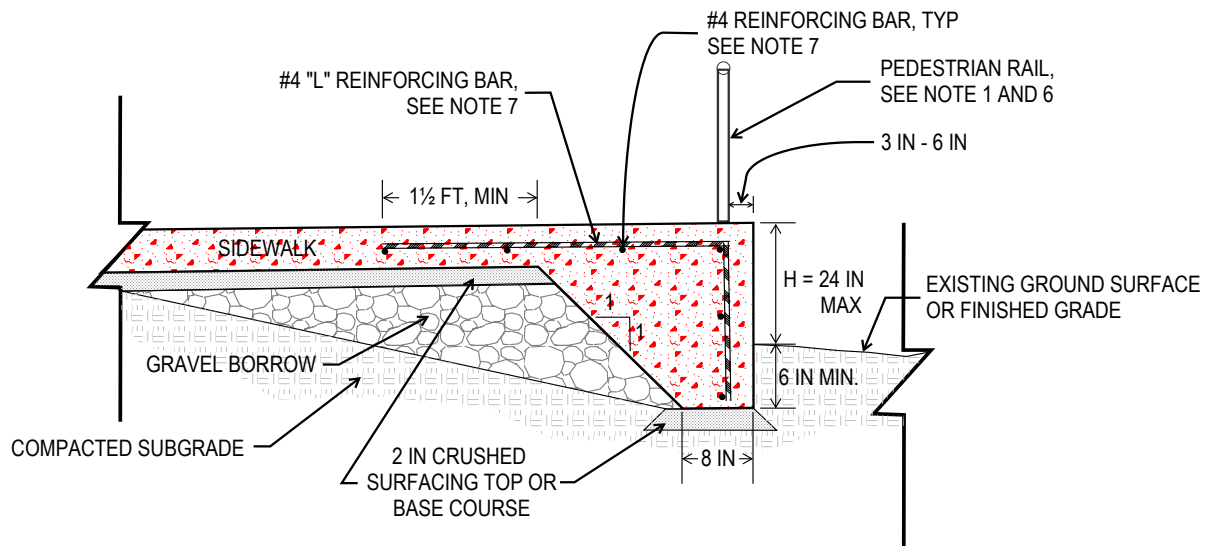
INTEGRAL CURB SIDEWALK

FIGURE 8-010
NOT TO SCALE

Date: 02/26/2021



THICKENED EDGE WITH INTEGRAL CURB



THICKENED EDGE WITH RAIL

NOTES:

1. INTEGRAL CURB MAY BE USED IN LIEU OF PEDESTRIAN RAIL FOR "H" LESS THAN 18 INCHES. CURB TO BE POURED INTEGRAL WITH SIDEWALK.
2. 2 INCHES MINIMUM COVER FOR REINFORCING BAR.
3. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
4. ALIGN INTEGRAL CURB JOINTS WITH SIDEWALK JOINTS, MATCH SIZE, AND TYPE.
5. CONSTRUCT TAPERED INTEGRAL CURB ENDS AT 1:1 TO MATCH SIDEWALK FINISHED GRADE
6. PEDESTRIAN RAIL PER KSD 6-006.
7. SPACE BARS A MAXIMUM OF 12 INCHES ON CENTER. CONTINUOUS THROUGH EXPANSION JOINTS. 12 INCHES MINIMUM OVERLAP.



CITY OF KENMORE

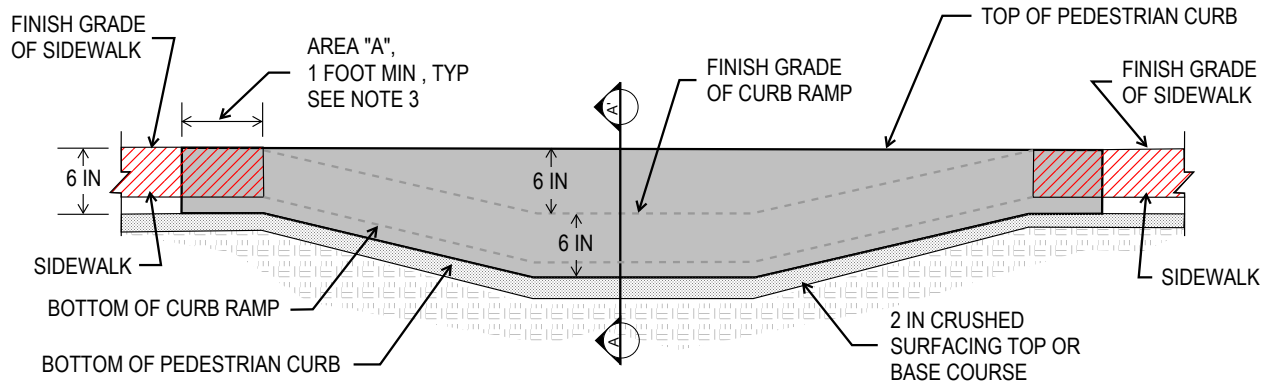
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(425) 398-8900



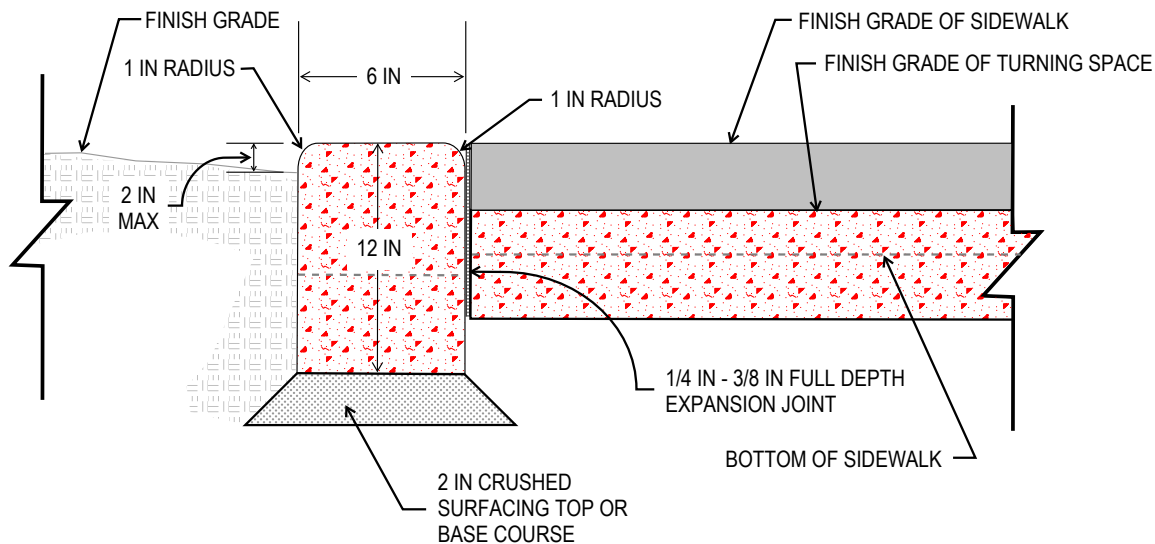
**THICKENED EDGE
SIDEWALK**

**FIGURE 8-011
NOT TO SCALE**

Date: 2/26/2021



PEDESTRIAN CURB PROFILE



CROSS SECTION A-A'

NOTES:

1. FULL DEPTH EXPANSION JOINT BETWEEN SIDEWALK/CURB RAMP AND PEDESTRIAN CURB, FULL LENGTH OF CURB
2. BACKFILL MATERIAL PER WSDOT STANDARD SPECIFICATION SECTION 9-03.
3. PEDESTRIAN CURB TO BE FLUSH WITH TOP OF SIDEWALK IN AREA "A"
4. PEDESTRIAN CURB MAY ONLY BE USED WHERE BACK OF CURB IS BACKFILLED WITHIN 6 INCHES TO TOP OF CURB. INTEGRAL CURB WALL PER KSD 8-010 SHALL BE USED FOR DEPTHS GREATER THAN 6 INCHES
5. FOR PEDESTRIAN CURB AT SIDEWALK SIDE SLOPES, PEDESTRIAN CURB SHALL BE POSITIONED TO PROVIDE A 6 INCH CURB HEIGHT ABOVE THE SIDEWALK.



CITY OF KENMORE

ENGINEERING DEPARTMENT
(425) 398-8900



PEDESTRIAN CURB

FIGURE 8-012

NOT TO SCALE

Date: 02/26/2021



APPENDIX F

SURFACE WATER MANUAL ADDENDUM

CITY OF KENMORE SURFACE WATER DESIGN MANUAL ADDENDUM

General Introduction

The City of Kenmore adopted the 2016 King County Surface Water Design Manual (2016 KCSWDM) to be in compliance with the Washington State Department of Ecology Phase II Municipal Stormwater permit. This Addendum to the 2016 KCSWDM defines how the requirements of the KCSWDM are to be implemented within the City of Kenmore. The Addendum specifies all changes, additions, and deletions to the 2016 KCSWDM to make it appropriate for use within the City of Kenmore. The 2016 KCSWDM along with this Addendum define the drainage requirements for development and redevelopment projects within the City.

Purpose of and Need for the Addendum

The City has been issued a Phase II Municipal Stormwater Permit (Permit). The Permit was issued under the National Pollutant Discharge System (NPDES), as administered by the Washington State Department of Ecology (Ecology) within Washington State. The Permit specifies minimum requirements and technical thresholds for stormwater mitigation needed for construction sites, new developments, and redevelopments.

The City of Kenmore has previously relied upon the earlier versions of the KCSWDM to guide stormwater standards within the City. King County recently updated its manual to be consistent with the 2012 Ecology manual. Ecology has deemed the 2016 KCSWDM and associated requirements to be equivalent to the 2012 Ecology Manual. By adopting the 2016 KCSWDM and addressing the associated requirements, the City will be in compliance with the NPDES requirements that rely on the Ecology manual or approved equivalent.

The purpose of this Addendum is to tailor the 2016 KCSWDM to meet the unique conditions within the City, and be consistent with the City's codes, organization and processes. No substantive changes have been made to the 2016 KCSWDM in order to maintain equivalency in requirements and the level of protection provided by the 2016 KCSWDM.

Relationship of the KCSWDM and the City of Kenmore Development Code to Low Impact Development (LID)

The City of Kenmore adopted code amendments that minimize the loss of native vegetation and reduce runoff from developed sites. The 2016 KCSWDM requires on site flow control best management practices (BMPs) to mitigate the impacts of storm and surface water runoff generated by new impervious surfaces, new pervious surfaces, existing impervious surfaces, and replaced impervious surfaces. Flow control BMPs are methods to disperse, infiltrate, or otherwise reduce or prevent development related increases in runoff at or near the sources of

those increases. The 2016 KCSWDM provides specific design guidance for implementation of the LID measures encouraged in the City's development code. As a result, the 2016 KCSWDM and the City of Kenmore development code complement each other.

How to Use this Document

This Addendum shall be used in coordination with the 2016 KCSWDM for the following:

- To translate specific wording or reference from King County to the City.
- To cross-reference City ordinances and City maps in lieu of King County ordinances and maps.
- To provide a linkage or reference to other City requirements such as more restrictive requirements outlined in basin plans and the City's Critical Areas Ordinances.
- To provide exceptions and additions to the KCSWDM.

The 2016 KCSWDM shall be used in its entirety except as directed in this Addendum. Exceptions and additions to the 2016 KCSWDM are organized and referenced by chapter and section in the same manner as the 2016 KCSWDM. Some global changes are provided in this preface, which shall be applied throughout the entire 2016 KCSWDM. The user shall override the maps and references to other documents as indicated within this Addendum.

Addendum Organization

The information presented in this Addendum is organized as follows:

- **Preface:** This preface provides instructions for using the City of Kenmore's Addendum to the 2016 KCSWDM. It also defines terms in the 2016 KCSWDM that are used differently for the City of Kenmore; City departments that are equivalent to county departments referred to in the 2016 KCSWDM; and designations from the 2016 KCSWDM that do not apply to proposals in the City of Kenmore.
- **Chapter 1 – Drainage Review and Requirements:** The City of Kenmore has made several changes to Chapter 1 of the 2016 KCSWDM. This Addendum provides replacement and supplemental text for specific sections of Chapter 1. Apart from these changes, the King County version of Chapter 1 applies to proposals in the City of Kenmore.
- **Chapter 2 – Drainage Plan Submittal:** The City of Kenmore has made minor changes to Chapter 2 of the 2016 KCSWDM. Section 2.4.2 has been modified to include an additional requirement for the inspection of installed LID BMPs. The King County version of Chapter 2 applies to proposals in the City of Kenmore, except that the applicant shall refer to the City of Kenmore documents for technical submittal requirements, project plan requirements, and as-built requirements.

- **Chapter 3 – Hydrologic Analysis and Design:** The City of Kenmore has made no changes to Chapter 3 of the 2016 KCSWDM. The King County version of Chapter 3 applies to proposals in the City of Kenmore.
- **Chapter 4 – Conveyance System Analysis and Design:** The City of Kenmore has made minor changes to Chapter 4 of the 2016 KCSWDM. More stringent requirements for allowable pipe materials, deflection, maximum distance between structures, and other requirements are listed in the City of Kenmore Addendum. Apart from these changes, the King County version of Chapter 4 applies to proposals in the City of Kenmore.
- **Chapter 5 – Flow Control Design:** The City of Kenmore has made very minor changes to Chapter 5 of the 2016 KCSWDM. This addendum to Chapter 5 provides replacement text for the sections that are changed. Apart from these changes, the King County version of Chapter 5 applies to proposals in the City of Kenmore.

The City of Kenmore has adopted a Low Impact Development Ordinance that encourages the use of LID site planning techniques within the City. LID site planning techniques can help to reduce the size of flow control facilities required in the 2016 KCSWDM.

- **Chapter 6 – Water Quality Design:** The City of Kenmore has made minor changes to Chapter 6 of the 2016 KCSWDM. This addendum to Chapter 6 provides replacement text for the sections that are changed. Apart from these changes, the King County version of Chapter 6 applies to proposals in the City of Kenmore.

The City of Kenmore amends Chapter 6 of the 2016 KCSWDM to allow for bioretention to be utilized as a pretreatment facility.

- **Definitions:** The City of Kenmore has made changes to the definitions section of the 2016 KCSWDM. This Addendum to the Definitions section provides replacement text for the definitions that are changed. Apart from these changes, the King County version of the Definitions Section applies to proposals in the City of Kenmore.
- **Appendices:** Appendices A, C, and D apply to proposals in the City of Kenmore, Appendix B does not apply.
- **References:** King County Reference sections 1, 2, 3, 4A, 4B, 7, 8 and 10 do not apply to the City of Kenmore. King County Reference section 8 has been replaced by a City of Kenmore Reference section 8. The King County version of Reference section 4C, 4D, 5, 6, 9, 11 and 14 apply to proposals in the City of Kenmore.

City Equivalents for County Agencies

Unless the context requires otherwise, any reference to “County”, “King County”, or county department, shall refer to the City of Kenmore and any reference to county staff shall refer to the City Manager or designee, unless referring to a specific department.

City Equivalents for County Ordinances

For proposals in the City of Kenmore, all reference in the KCSWDM to the following ordinances or municipal codes shall be replaced by reference as indicated in the following table.

King County	Description	Kenmore Municipal	Description
KCC 16.82	Clearing and Grading	Chapter 15.25 KMC	Land Alterations
KCC 21A.14	Development Standards Design Requirements	Chapters 18.21 – 18.29 KMC	Development Standards included within each zoning classification
KCC 21A.24	Critical Areas	Chapter 18.55 KMC	Critical Areas
KCC 21A.06	Technical Terms and Land Use Definitions	Chapter 18.20 KMC	Technical Terms and Land Use Definitions
KCC 20.14	Basin Plans		Surface Water Master Plan (2015)
KCC 9	Surface Water Management	Chapter KMC 13.35	Surface Water Management Policy

City Equivalents for Critical Areas

In general, references to the King County Critical Areas Ordinance (KCC 21A) are to be replaced by reference to the Kenmore Municipal Code (Chapter 18.55 KMC), Critical Areas. Definitions for critical areas and terminology may be found in Chapter 18.20 KMC. Additional details and development standards for critical areas can be found in Chapter 18.55 KMC.

City Equivalents for County Maps

For proposals in the City of Kenmore, all reference in the 2016 KCSWDM to the following maps shall be replaced by reference as indicated in the following table.

King County Map or Designation	City of Kenmore Map
Flow Control Applications Map	The King County Flow Control Applications Map included with the KCSWDM shall not be applied in the City of Kenmore. The Swamp Creek basin is a flood problem flow control area (level 3) and the remainder of the City of Kenmore is a conservation flow control area (level two) except for project sites with identified downstream flooding problems that may require a higher level of flow control for impact mitigation.
Water Quality Applications Map	The King County Water Quality Applications Map included with the KCSWDM shall not be applied in the City of Kenmore. All of the City of Kenmore is a basic water quality treatment area unless the proposed land use triggers enhanced basic water quality treatment.
Erosion Hazard Near Sensitive Water Bodies Map in KCC 21A.38.210	The King County Erosion Hazard Near Sensitive Water Bodies mapping included with the KCSWDM shall not apply in the City of Kenmore.
Flood Hazard Area as defined in KCC 21A.06	The King County Flood Hazard Area mapping included with the KCSWDM shall not apply in the City of Kenmore. Flood hazard areas are depicted on the City of Kenmore Critical Areas Mapping: Streams and Wetlands map.
Erosion Hazard Area	The King County Erosion Hazard Area mapping included with the KCSWDM shall not apply in the City of Kenmore. Erosion hazard areas are depicted on the City of Kenmore Critical Areas Mapping: Geological Hazard Areas map.
Landslide Hazard Area	The King County Landslide Hazard Area mapping included with the KCSWDM shall not apply in the City of Kenmore. Landslide hazard areas are depicted on the City of Kenmore Critical Areas Mapping: Geological Hazard Areas map [KMC 13.32.390].

City Equivalents for County Plans or Studies

In general, references to county-approved plans or studies in the 2016 KCSWDM are to be replaced by reference to appropriate City-approved plans or studies. If comparable City-approved plans or studies do not exist, then references to County-approved plans or studies shall be retained for proposals in the City of Kenmore.

County Designations that do not Apply in the City

The following designations are used in the 2016 KCSWDM but are not currently used in the City

of Kenmore; any reference in the 2016 KCSWDM to the existence of areas with these designation or thresholds or requirements for such areas is to be disregarded for proposals in the City of Kenmore:

- **Agricultural Project**
- **Forest Production Zone Area**
- **Master Drainage Plans (MDPs)**
- **Rural Residential Development**
- **Sensitive Area Folio** - refer to City of Kenmore Critical Areas Maps
- **Stormwater Compliance Plans (SWCPs)**
- **Urban Planned Development**
- **Zoning Classifications:** The 2016 KCSWDM references to Agricultural (A) Zoning, Forest (F) Zoning, or Rural (R) Zoning are intended for areas outside of the Urban Growth Boundary; therefore, the City of Kenmore contains no equivalent zoning. Project proponents should refer to City zoning maps to determine which zoning classifications apply to their projects.

CHAPTER 1 – Drainage Review and Requirements

The City of Kenmore has made several minor changes to Chapter 1 of the 2016 KCSWDM. This chapter provides replacement and supplemental text for specific sections of Chapter 1. Apart from these changes, the King County version of Chapter 1 applies for proposals in the City of Kenmore. The City's changes to the County document are as follows:

- **Key Terms and Definitions (page 1-1 of the 2016 KCSWDM)** — Replace all references to KCC 21A with Chapter 18.20 KMC. In addition, the following changes to specific terms apply:

Term (page)	Action
Critical Drainage Area (p 1-2)	<i>Replace as follows per Section 13.35.040 KMC:</i> Critical drainage areas are sites where the city manager has determined that the existing flooding, drainage and/or erosion conditions present an imminent likelihood of harm to the welfare and safety of the surrounding community shall meet special drainage requirements set by the city manager until such time as the community hazard is alleviated. Critical drainage areas are regulated in Section 13.35.040 KMC Critical drainage and/or erosion areas.
Erosion hazard area (p 1-3)	<i>Replace as follows per Section 18.20.940 KMC:</i> Erosion hazard areas are those areas identified by the United States Department of Agriculture Natural Resources Conservation Service or identified by a special study as having a “moderate to severe” or “very severe” erosion potential. Erosion hazard areas are defined in Section 18.20.940 KMC Erosion hazard areas and regulated under Section 18.55.600 KMC through Section 18.55.650 KMC.
Flood Hazard Area (p 1-3)	<i>Replace as follows per Section 18.20.1070 KMC:</i> Flood hazard areas are those areas in the City subject to inundation by the base flood and those areas subject to risk from channel relocation or stream meander including, but not limited to, streams, lakes, wetlands and closed depressions. Flood hazard areas are regulated in Section 18.55.700 KMC through Section 18.55.750 KMC.

Term (page)	Action
Landslide Hazard Area (p 1-5)	<i>Replace as follows per Section 18.55.1570 KMC:</i> Landslide hazard areas are areas that are potentially subject to risk of mass movement resulting from a combination of geologic, topographic, and hydrologic factors including: bedrock, soil, slope gradient, slope aspect, geologic structure, ground water, or other factors. [Ord. 11-0329 § 3 (Exh. 1).] Landslide hazard areas are regulated in Section 18.55.600 KMC through Section 18.55.650 KMC.

- **SECTION 1.1.1 PROJECTS REQUIRING DRAINAGE REVIEW (page 1-12 of the 2016 KCSWDM)**
Replace the “King County Permits and Approvals” table with the following table and replace the text in numbers 1 and 4 with:

1. The project adds or will result in either: 500 square feet or more of new impervious surface or 2,000 square feet or more of replaced impervious surface, or new plus replaced impervious surface, or (if subsection 1.1.1(1) is not met, see conditions set forth in subsections 1.1.1(2) through (7) of the Surface Water Design Manual, to determine if design review is required).
4. The project contains or is adjacent to a flood hazard area as defined in *Section 18.20.1070 KMC*, OR

Add the following as a new number 7:

7. Is a redevelopment project on a site where the total of new plus replaced impervious surface is 5,000 square feet or more, and whose valuation of proposed improvements – including interior improvements and excluding required mitigation and frontage improvements – exceeds 50 percent of the assessed value of the existing site improvements.
- **Section 1.1.2.1 PROJECTS REQUIRING DRAINAGE REVIEW (page 1-16 of the 2016 KCSWDM)**
Replace the “Threshold” text of KCSWDM 1.1.2.1 is revised so that the minimum threshold for projects eligible for Simplified Drainage Review shall be 500 square feet.

The remaining text and threshold requirements of KCSWDM 1.1.2.1, Simplified Project Drainage Review, shall apply within the City of Kenmore.

City of Kenmore Permits and Approvals	
• Administrative use permit • Amend adopted P-suffix conditions • Binding site plan • Boundary line adjustment • Building permit • Grading permit • Conditional use permit • Master plan development permit • Planned unit development	• Reasonable use exception • Right-of-way permit • Short plat • Short plat alteration • Site plan review • Subdivision • Subdivision alteration • Unclassified use permit • Variance

- **Section 1.2 CORE REQUIREMENTS, Section 1.2.2.1.2 Downstream Water Quality Problems Requiring Special Attention (page 1-30 of the 2016 KCSWDM)** — The following supplemental information is added to this section:

The 2016 KCSWDM recognizes water quality problems requiring special mitigation measures to protect receiving waters. A water quality problem is defined as a problem documented by the state to exceed the state's numeric water quality standard. The 2016 KCSWDM references Category 2, 4, and 5 water quality problems as requiring special attention. Within the City of Kenmore, the following water quality problems are currently listed by the Department of Ecology, based on the 2015 Water Quality Assessment, approved by the U.S. Environmental Protection Agency on July 22, 2016. The latest designated impaired waterbodies can be viewed at:

<http://www.ecy.wa.gov/programs/Wq/303d/currentassessmt.html>

Impaired Water Body	Parameter	Category*
Sammamish River	Bacteria, Dissolved Oxygen, and Temperature	5
Swamp Creek	Temperature, Bioassessment, and Dissolved Oxygen	5
Swamp Creek	Mercury	2
Swamp Creek	Bacteria	4a
Unnamed creek (Trib to Swamp Creek)	Bioassessment, Dissolved Oxygen, and Temperature	5
Unnamed creek (Trib to Swamp Creek)	Bacteria	4a

Impaired Water Body	Parameter	Category*
Lake Washington	Polychlorinated Biphenyls (PCBs) and Total Phosphorus	5

* *Definition of Categories for impaired waterbodies:*

- o *Category 2: Waters of concern, some evidence of water quality problem.*
- o *Category 4a: Water bodies that have an approved TMDL in place and are actively being implemented.*
- o *Category 5: Polluted waters, a TMDL plan is required.*

Projects that discharge to the impaired waterbodies identified above may be required to implement special treatment to address the water quality problem in accordance with the requirements outlined in Section 1.2.2.3, Water Quality Problem Impact Mitigation.

The federal Clean Water Act requires that a Total Maximum Daily Load (TMDL) cleanup plan be developed for each of the waterbodies on the state's list of impaired waterbodies, known as the "303(d) list." The TMDL study identifies pollution problems in the watershed, and specifies how much pollution needs to be reduced or eliminated to achieve clean water.

- **SECTION 1.2.3 CORE REQUIREMENT NO. 3: FLOW CONTROL (page 1-38 of the 2016 KCSWDM)**

- The following statement shall be added to the flow control requirement: "infiltration of stormwater runoff shall be used wherever feasible."
- The remaining text of KCSWDM 1.2.3 Core Requirement No. 3: Flow Control, shall apply within the City of Kenmore.

- **Section 1.2.3.1 AREA-SPECIFIC FLOW CONTROL FACILITY REQUIREMENT**

- o Section 1.2.3.1.A (Basic Flow Control Areas) shall not apply within the City of Kenmore.
- o Section 1.2.3.1.B (Conservation Flow Control Areas) shall apply throughout the City of Kenmore, except where the City has determined that Flood Problem Flow Control is needed.
- o Section 1.2.3.1.C (Flood Problem Flow Control Areas) shall apply within the Swamp Creek basin within the City of Kenmore.
- o The "Impervious Surface Percentage Exemption for Agricultural Projects" (KCSWDM 1.2.3.1) is void and shall not apply within the City of Kenmore.
- o Add new sections following IMPERVIOUS SURFACE PERCENTAGE EXEMPTION FOR

AGRICULTURAL PROJECTS (page 1-42 of the 2016 KCSWDM)

- MAINTENANCE EXEMPTIONS

The following pavement maintenance practices are exempt:

- a) Pothole and square cut patching
- b) Overlaying existing asphalt or concrete pavement with asphalt or concrete without expanding the area of coverage (overlaying permeable or pervious pavements with traditional (non-permeable) asphalt or pavement is not considered pavement maintenance)
- c) Shoulder grading
- d) Reshaping/regrading drainage systems
- e) Crack Sealing
- f) Resurfacing with in-kind material without expanding the road prism
- g) Pavement preservation activities that do not expand the road prism
- h) Vegetation maintenance
- i) Catch basin and pipe maintenance
- j) Regrading/reshaping/resurfacing of existing ramps or sidewalks to meet ADA requirements
- k) Underground utility projects that replace the ground surface with in-kind material or materials with similar runoff characteristics.
- l) Projects that do not impact the base course are exempt and are not considered “replaced impervious”.

- MAINTENANCE NON-EXEMPTIONS

The following pavement maintenance practices are not exempt:

- a) The practices subject to the Core Requirements that are triggered when the thresholds are met or exceeded. The extent to which the manual applies is explained for each circumstance.

- b) Removing and replacing a paved surface and impacting the base course. If impervious surfaces are not expanded, Core Requirements #1, 5, 6, and 9 apply.

- **Section 1.2.8 CORE REQUIREMENT #8: WATER QUALITY**

- o Add the following new maintenance exemptions and non-exemptions under the section EXEMPTIONS FROM CORE REQUIREMENT #8 (page 1-69 of the 2016 KCSWDM)

5. MAINTENANCE EXEMPTIONS

The following pavement maintenance practices are exempt:

- a) Pothole and square cut patching
- b) Overlaying existing asphalt or concrete pavement with asphalt or concrete without expanding the area of coverage (overlaying permeable or pervious pavements with traditional (non-permeable) asphalt or pavement is not considered pavement maintenance)
- c) Shoulder grading
- d) Reshaping/regrading drainage systems
- e) Crack Sealing
- f) Resurfacing with in-kind material without expanding the road prism
- g) Pavement preservation activities that do not expand the road prism
- h) Vegetation maintenance
- i) Catch basin and pipe maintenance
- j) Regrading/reshaping/resurfacing of existing ramps or sidewalks to meet ADA requirements
- k) Underground utility projects that replace the ground surface with in-kind material or materials with similar runoff characteristics.
- l) Projects that do not impact the base course are exempt and are not considered “replaced impervious”.

6. MAINTENANCE NON-EXEMPTIONS

The following pavement maintenance practices are not exempt.

- a) The practices subject to the Core Requirements that are triggered when the thresholds are met or exceeded. The extent to which the manual applies is explained for each circumstance.
- b) Removing and replacing a paved surface and impacting the base course. If impervious surfaces are not expanded, Core Requirements #1, 5, 6, and 9 apply.

- **Section 1.2.9 CORE REQUIREMENT #9: FLOW CONTROL BMPs**

- **Section 1.2.9.3.2 Small Road Improvement and Urban Road Improvement Projects BMP Requirements**

- When evaluating BMPs within the right of way to the maximum extent feasible, the BMPs must be evaluated in the following order for:

- Sidewalk (Target Surfaces)

- Slope sidewalk (6ft maximum width) to landscape strip (4ft minimum width)
 - Full Infiltration (back of sidewalk)
 - Limited Infiltration (back of sidewalk)
 - Permeable Pavement

Landscape strip may be increased proportionally to accommodate larger sidewalk widths.

CHAPTER 2 – Drainage Plan Submittal

The City of Kenmore has added supplemental information and made minor changes to Chapter 2 of the 2016 KCSWDM, as described below. Apart from this information, project proponents should refer to the county document for guidance on drainage plan submittal. All submittal reviews shall be conducted by the Department of Development Services (DDS).

Supplemental Information

As part of our Surface Water Design Manual the applicant shall refer to the following documents for Project Plans.

1. Grading Permit and Engineering Permit applications. The applications and associated checklists are provided on the City's website.

Section 2.4.2 FINAL CORRECTED PLAN SUBMITTAL (page 2-39 of the 2016 KCSWDM) — Replace Section 2.4.2 in entirety as follows:

During the course of construction, special inspections are required for LID and Flow Control BMPs. Once construction is completed, a qualified professional shall provide a signed letter verifying that the BMPs have been inspected, installed correctly, and are functioning as designed. Any as-built deviations from the approved permit plan set shall be explained clearly in the letter.

CHAPTER 3 – Hydrologic Analysis and Design

The City of Kenmore has made no changes to Chapter 3 of the 2016 KCSWDM. Project proponents should refer to the county document for guidance on hydrologic analysis and design.

CHAPTER 4 – Conveyance System Analysis and Design

The City of Kenmore has made minor changes to Chapter 4 of the 2016 KCSWDM. The following stricter requirements apply as applicable in this chapter:

1. Allowed Pipe Types:

Corrugated polyethylene (CPE) pipe, Polypropylene (PP) pipe, and Polyvinyl chloride (PVC) pipe are deleted and shall be replaced with the following allowed pipe and criteria:

- WSDOT Section 9-05.24 Polypropylene Culvert Pipe, Polypropylene Storm Sewer Pipe, and Polypropylene Sanitary Sewer Pipe
- All joints for polypropylene pipe shall be made with a bell/bell or bell and spigot coupling and shall conform to ASTM D 3212 using elastomeric gaskets conforming to ASTM F 477. All gaskets shall be factory installed on the pipe in accordance with the manufacturer's recommendations.
- Qualification for each manufacturer of polypropylene storm sewer pipe requires joint system conformance to ASTM D 3212 using elastomeric gaskets conforming to ASTM F 477 and a formal quality control plan for each plant proposed for consideration.
- A Manufacturer's Certificate of Compliance shall be required and shall accompany the materials delivered to the project. The certificate shall clearly identify production lots for all materials represented. The Contracting Agency may conduct verification tests of pipe stiffness or other properties it deems appropriate.
- WSDOT Section 9-05.24(1) Polypropylene Culvert Pipe and Storm Sewer Pipe
- Polypropylene culvert and storm sewer pipe shall conform to the following requirements:
 - o For dual wall pipe sizes up to 30 inches: ASTM F2736.
 - o For triple wall pipe sizes from 30 to 60 inches: ASTM F2764.
 - o For dual wall profile pipe sizes 36 to 60 inches: AASHTO MP 21, Type S or Type D.
 - o Fittings shall be factory welded, injection molded or PVC.

The following pipe types are deleted and will not be allowed:

- Corrugated or spiral aluminum pipe
- Corrugated steel pipe
- Spiral rib steel pipe
- Corrugated polyethylene drainage pipe CPEP pipe

2. Acceptable Pipe Sizes:

12-inch is the minimum diameter pipe to be maintained by the City. With City approval, the pipe diameter may be reduced to a minimum of 8-inch, if the pipe capacity is adequate for design flows.

3. Storm Drain Markers:

Storm drain curb marker medallions are required, if feasible, at every catch basin that receives surface water drainage. If markers are not feasible, stencils or casting engravings shall be used. Markers are to be placed in locations approved by Public Works.

4. Pipe Slope:

Minimum pipe slope shall be 0.5%

5. Storm Testing:

All storm system shall be jetted, cleaned, and CCTV inspected prior to final acceptance into City maintenance.

6. Structure Locations and Appurtenances:

Maximum pipe run between structures shall be 300-ft. For maintenance of structures, a truck turnaround shall be provided. Maximum distance between maintenance vehicle access and drainage structure shall be 150-ft. Structures located in non-pavement areas shall include 2-ft wide asphalt ring around structure lid.

7. Pipe Deflections:

Once backfill is complete, the line and grade at pipe flow line leaving standing water greater than ½-inch in depth shall not be accepted and must be repaired prior to acceptance by the City.

8. Pipe Anchors:

Pipe anchor shall include 1 inch PVC pipe to be installed through the concrete anchor below the pipe to allow passing of ground water.

9. Drainage Structures:

The most updated WSDOT Standard Plans Section B and City of Kenmore Standard Details shall be used to determine acceptable design standards.

10. Drainage Structures Ladders:

Ladders required within drainage structures shall not block inlet or outlet pipes and must be accessible from structure opening.

11. Submerged and Surcharged Pipe:

The 100-year design elevation of downstream stormwater facilities such as stormwater ponds or vaults shall be at or below all pipe inverts. Exception to this standard is the pipe from the first catch basin just upstream of the stormwater facility may be submerged to allow pipe inlet to facility to be submerged.

CHAPTER 5 – Flow Control Design

The City of Kenmore has made minor changes to Chapter 5 of the 2016 KCSWDM. The following stricter requirements apply as applicable in this chapter:

The King County Flow Control Applications Map included with the KCSWDM shall not be applied in the City of Kenmore. The Swamp Creek basin is a flood problem flow control area (level 3) and the remainder of the City of Kenmore is a conservation flow control area (level two) except for project sites with identified downstream flooding problems that may require a higher level of flow control for impact mitigation.

CHAPTER 6 – Water Quality Design

The City of Kenmore has added supplemental information and made minor changes to Chapter 6 of the 2016 KCSWDM, as described below.

Change to 2016 KCSWDM

- The King County Water Quality Applications Map included with the KCSWDM shall not be applied in the City of Kenmore. All of the City of Kenmore is a basic water quality treatment area unless the proposed land use triggers enhanced basic water quality treatment.
- The City of Kenmore allows bioretention to be used for presettling, but it must be designed to meet presettling requirements listed in 6.5.1.2 (Presettling Requirement).

DEFINITIONS

The City of Kenmore has made the following changes to the Definitions Section of the 2016 KCSWDM. Project proponents should refer to the county document for other definitions.

Term (page)	Action
Erosion hazard area (p 9 of KCSWDM Definitions)	<i>Replace as follows (from Section 18.20.940 KMC):</i> Erosion hazard areas means those areas identified by the United States Department of Agriculture Natural Resources Conservation Service or identified by a special study as having a “moderate to severe” or “very severe” erosion potential.
Flood hazard area (p 1-10 of Definitions)	<i>Replace as follows (per Section 18.20.1070 KMC):</i> Flood hazard areas means those areas in the City subject to inundation by the base flood and those areas subject to risk from channel relocation or stream meander including, but not limited to, streams, lakes, wetlands and closed depressions.
Landslide Hazard Area (page 15 of KCSWDM Definitions)	<i>Replace as follows (per Section 18.20.1570 KMC):</i> Landslide hazard areas means areas that are potentially subject to risk of mass movement resulting from a combination of geologic, topographic, and factors including: bedrock, soil, slope gradient, slope aspect, geologic structure, ground water, or other factors.

APPENDICES

The City of Kenmore has made the following changes to the Appendices section of the 2016 KCSWDM. Project proponents should refer to the county appendices where referenced below.

Appendix A: Maintenance Requirements for Flow Control, Conveyance, and WQ Facilities

– The City of Kenmore has made no changes, and Appendix A applies in its entirety to the City of Kenmore.

Appendix B: Master Drainage Plan Objective, Criteria and Components, and Review Process

– This appendix does not apply within the City of Kenmore.

Appendix C: Simplified Drainage Requirements – This is a separately bound document included with the KCSWDM. The City of Kenmore has made changes to Section C.2.9.2 of the appendix. Appendix C provides guidance for many of the low impact development (LID) techniques.

Appendix D: Construction Stormwater Pollution Prevention (CSWPP) Standards – This is a separately bound document included with the KCSWDM. The City of Kenmore has made no changes and this appendix applies in its entirety to the City of Kenmore.

REFERENCE

Table Ref-1 identifies which reference sections in the 2016 KCSWDM apply and those that do not apply to the City of Kenmore. Table Ref-2 lists additional City of Kenmore references that apply.

Table Ref-1. Applicability of KCSWDM References to projects in the City of Kenmore

No.	Description	Action
1	KCC 9.04 Surface Water Runoff Policy	This reference document shall be deleted in entirety. Project proponents should refer to Chapter 13.35 KMC.
2	Adopted Critical Drainage Areas	This reference document shall be deleted in entirety. Project proponents should refer to Chapter 18.55 KMC.
3	Other Adopted Area Specific Drainage Requirements	This reference document shall be deleted in entirety. Project proponents should refer to City codes, ordinances, and sensitive areas maps for description and requirements within sensitive areas. The project proponent shall also work with the City on additional requirements that may apply to their project.
4	Other Drainage Related Regulations and Guidelines A. Grading Code Soil Amendment Standard B. Clearing & Grading Seasonal Limitations C. Landscape Management Plan Guidelines D. Shared Facility Maintenance Responsibility and Guidance	A. Applicable. B. Not applicable. See Section 15.25.150 KMC. C. Applicable. D. Applicable.
5	Wetland Hydrology Protection Guidelines	These guidelines apply.

No.	Description	Action
6	Hydrologic/Hydraulic Design Methods A. Infiltration Rate Test B. Pond Geometry Equations C. Introduction to Level Pool Routing D. Supplemental Modeling Guidelines	This reference section is applicable.
7	Engineering Plan Support A. King County Standard Map Symbols B. Standard Plan Notes and Example Construction Sequence C. Storm Filter Facility Access and Cartridge Configuration	A. Applicable. B. Replace with City's standard plan notes. Contact City for most current version of notes. C. Not applicable. Delete this reference subsection in entirety.
8	Forms and Worksheets A. TIR Worksheet B. Offsite Analysis Drainage System Table C. Water Quality Facility Sizing Worksheets D. Flow Control and Water Quality Facility Summary Sheet and Sketch E. CSWPPP Worksheet Forms F. Adjustment Application Form and Process Guidelines G. Dedication and Indemnification Clause H. Bond Quantities Worksheet I. Maintenance and Defect Agreement J. Declaration of Covenant K. Drainage Release Covenant L. Drainage Easement M. Flow Control BMP Covenant (see replacement form name below). N. Impervious Surface Limit Covenant O. Clearing Limit Covenant P. River Protection Easement	A. Replace with City Form. B. Replace with City Form. C. Replace with City Form. D. Replace with City Form. E. Replace with City Form. F. Replace with City Form. G. Replace with City Form. H. Replace with City Form. I. Replace with City Form. J. Replace with City Form. K. Replace with City Form. L. Replace with City Form. M. Replace with City Form. N. Replace with City Form. O. Replace with City Form. P. Replace with City Form. Q. Replace with City Form.
9	Interim Changes to Requirements A. Blanket Adjustments B. Administrative Changes	Applicable.
10	King County Identified Water Quality Problems	Delete in entirety

No.	Description	Action
11	Materials A. (VACANT) B. (VACANT) C. Bioretention Soil Media Standard Specifications D. (VACANT) E. Roofing Erodible or Leachable Materials	A. Not applicable. B. Not applicable. C. Applicable. D. Not applicable. E. Applicable.
12	(VACANT)	Not applicable
13	(VACANT)	Not applicable
14	Supplemental Approved Facilities A. Approved Proprietary Facilities B. Approved Public Domain Facilities	A. Applicable. B. Applicable.

APPENDIX C – Simplified Drainage Requirements

The City of Kenmore has made changes to Appendix C of the 2016 KCSWDM. The requirements apply as applicable in this appendix:

C.2.9.2 RESTRICTED FOOTPRINT

Restricted footprint means the recording of a covenant that limits the amount of future impervious surface coverage on a site/lot to an amount less than the norm as specified below:

1. For single family residential sites/lots that are smaller than 22,000 square feet, any recorded limit on total impervious surface less than a norm of 4,000 square feet or the maximum allowed by the site/lot's zoning, whichever is smaller, qualifies for a restricted footprint credit equal to the difference in square footage. In other words, for every square foot that the recorded limit is below the norm, an equal area of actual proposed target impervious surface is credited as mitigated subject to Minimum Design Requirement in Section C.2.9.1.
2. For single family residence sites/lots that are between 22,000 square feet and 250,000 square feet, any recorded limit of total impervious surface in an amount less than a norm of 4,000 square feet or 4% of the site/lot area, whichever is greater, qualifies for a restricted footprint credit equal to the difference in square footage. For every square foot that the recorded limit is below the norm, an equal area of actual proposed target impervious surface is credited as mitigated subject to Minimum Design Requirement 2 in Section C.2.9.1.
3. For single family residential sites/lots that are greater than 250,000 square feet, no restricted footprint credit is available.
4. For multi-family, townhome and commercial sites/lots, any recorded limit on total impervious surface less than the maximum allowed by the site/lot's zoning, qualifies for a restricted footprint credit equal to the difference in square footage. In other words, for every square foot that the recorded limit is below the norm, an equal area of actual proposed target impervious surface is credited as mitigated subject to Minimum Design Requirement in Section C.2.9.1.

APPENDIX D -- CITY OF KENMORE STORMWATER POLLUTION PREVENTION MANUAL ADDENDUM

General Introduction

The City of Kenmore adopted the 2016 King County Stormwater Pollution Prevention Manual (2016 SPPM) in order to be in compliance with the Washington State Department of Ecology Phase II Municipal Stormwater permit. This Addendum to the 2016 SPPM defines how the requirements of the SPPM are to be implemented within the City of Kenmore. The Addendum specifies all changes, additions, and deletions to the 2016 SPPM to make it appropriate for use within the City of Kenmore. The 2016 SPPM along with this Addendum define stormwater pollution prevention best management practices for commercial, multi-family and residential properties within the City.

Purpose of and Need for the Addendum

The City has been issued a Phase II Municipal Stormwater Permit (Permit). The Permit was issued under the National Pollutant Discharge System (NPDES), as administered by the Washington State Department of Ecology (Ecology) within Washington State. The Permit specifies minimum performance measures to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the City's drainagesystem.

The City of Kenmore has previously relied upon the earlier versions of the SPPM as a component of the City's illicit discharge detection and elimination (IDDE) program. King County recently updated the SPPM. By adopting the 2016 SPPM and implementing the associated best management practices, the City will be in compliance with portions of IDDE program requirements set forth in the Permit.

The purpose of this Addendum is to tailor the 2016 SPPM to meet the unique conditions within the City, and be consistent with the City's codes, organization and processes. No substantive changes have been made to the 2016 SPPM.

How to Use this Document

This Addendum shall be used in coordination with the 2016 SPPM for the following:

- To translate specific wording or reference from King County to the City.
- To cross-reference City ordinances and City maps in lieu of King County ordinances and maps.
- To provide a linkage or reference to other City requirements such as more restrictive requirements outlined in basin plans and the City's Critical Areas Ordinances.
- To provide exceptions and additions to the 2016 SPPM.

The 2016 SPPM shall be used in its entirety except as directed in this Addendum. Exceptions and additions to the 2016 SPPM are organized and referenced by chapter and section in the same manner as the 2016 SPPM. Some global changes are provided in this preface, which shall be applied throughout the entire 2016 SPPM. The user shall override the maps and references to other documents as indicated within this Addendum.

Addendum Organization

- **Preface:** This preface provides instructions for using the City of Kenmore's Addendum to the 2016 SPPM. It also defines terms in the 2016 SPPM that are used differently for the City of Kenmore; City departments that are equivalent to county departments referred to in the 2016 SPPM; and designations from the 2016 SPPM that do not apply to proposals in the City of Kenmore.
- **Chapter 1 – Overview:** The City of Kenmore has made minor changes to Chapter 1 of the 2016 SPPM. This addendum to Chapter 1 provides replacement text for the sections that are changed. Apart from these changes, the King County version of Chapter 1 applies within the City of Kenmore.
- **Chapter 2 – Stormwater Problems:** The City of Kenmore has made no changes to Chapter 2 of the 2016 SPPM. The King County version of Chapter 2 applies within the City of Kenmore.
- **Chapter 3 – Stormwater Best Management Practices For Commercial Activities:** The City of Kenmore has made no changes to Chapter 3 of the 2016 SPPM. The King County version of Chapter 3 applies within the City of Kenmore.
- **Chapter 4 – Residential BMPs:** The City of Kenmore has made no changes to Chapter 4 of the 2016 SPPM. The King County version of Chapter 4 applies within the City of Kenmore.
- **Chapter 5 – Information Sheets:** The City of Kenmore has made no changes to Chapter 5 of the 2016 SPPM. The King County version of Chapter 5 applies within the City of Kenmore.
- **Chapter 6 – Technical Assistance:** The City of Kenmore has made minor changes to Chapter 6 of the 2016 SPPM. This addendum to Chapter 6 provides replacement text for the sections that are changed. Apart from these changes, the King County version of Chapter 6 applies within the City of Kenmore.
- **Quick Phone Reference:** The City of Kenmore has made minor changes to the Quick Phone Reference section of the 2016 SPPM. This Addendum to the Quick Phone Reference section provides replacement text for the definitions that are changed. Apart from these changes, the King County version of the Quick Phone Reference section applies within the City of Kenmore.

City Equivalents for County Agencies

Unless the context requires otherwise, any reference to “County”, “King County”, or county department, shall refer to the City of Kenmore and any reference to county staff shall refer to the City Manager or designee, unless referring to a specific department.

City Equivalents for County Ordinances

For proposals in the City of Kenmore, all reference in the 2016 SPPM to the following ordinances or municipal codes shall be replaced by reference as indicated in the following table.

King County	Description	Kenmore Municipal	Description
KCC 9.12	Water Quality	Chapter KMC 13.45	Water Quality

City Equivalents for Critical Areas

In general, references to the King County Critical Areas Ordinance (KCC 21A) are to be replaced by reference to the Kenmore Municipal Code (Chapter 18.55 KMC), Critical Areas. Definitions for critical areas and terminology may be found in Chapter 18.20 KMC. Additional details and development standards for critical areas can be found in Chapter 18.55 KMC.

City Equivalents for County Plans or Studies

In general, references to county-approved plans or studies in the 2016 SPPM are to be replaced by reference to appropriate City-approved plans or studies. If comparable City-approved plans or studies do not exist, then references to County-approved plans or studies shall be retained for proposals in the City of Kenmore.

CHAPTER 1 – Overview

The City of Kenmore amends chapter 1 of the 2016 SPPM to replace the following “Other Agency Requirements” information with the applicable City information:

King County Reference	Applicable City Reference
King County Surface Water Design Manual	King County Surface Water Design Manual as adopted by KMC 13.35
King County Critical Areas and Clearing and Grading Ordinances	City of Kenmore Critical Areas and Clearing and Grading Ordinances
King County Fire Code	City of Kenmore Fire Code
King County Animal Regulations (Livestock Ordinance)	City of Kenmore Animal Regulations

CHAPTER 2 – Stormwater Problems

The City of Kenmore has made no changes to Chapter 2 of the 2016 SPPM.

CHAPTER 3 – Stormwater BMPs For Commercial Activities

The City of Kenmore has made no changes to Chapter 3 of the 2016 SPPM.

CHAPTER 4 – Residential BMPs

The City of Kenmore has made no changes to Chapter 4 of the 2016 SPPM.

CHAPTER 5 – Information Sheets

The City of Kenmore has made no changes to Chapter 5 of the 2016 SPPM.

CHAPTER 6 – Technical Assistance

The City of Kenmore amends chapter 6 of the 2016 SPPM to replace the contact information for King County Water and Land Resources Division with contact information for Kenmore Public Works, which is:

Kenmore Public Works
18120 68TH AVENUE
Kenmore, WA 98028
(425) 398-8900

Apart from these changes, the King County version of chapter 6 applies within the City of Kenmore.

Quick Phone Reference

The City of Kenmore amends the Quick Phone Reference section of the 2016 SPPM to include the phone number for Kenmore City Hall, which is (425) 398-8900. Apart from these changes, the King County version of the Quick Phone Reference applies within the City of Kenmore.



APPENDIX G

TRAFFIC IMPACT ANALYSIS GUIDELINES

	CITY OF KENMORE, WA TRAFFIC IMPACT ANALYSIS GUIDELINES	
	18120 68 th Ave NE, Kenmore, WA 98028 425-398-8900 www.kenmorewa.gov	

TRAFFIC ANALYSIS REPORT

To adequately review development proposals, the city may require that the applicant provide a traffic analysis to help determine the need for roadway, non-motorized and transit improvements to serve the proposed use and address the traffic impacts on the public transportation system. The following guidelines have been established to assist a professional engineer in providing the information needed to adequately analyze the development proposal.

The written report should include the following information utilizing appropriate charts and graphics:

1. A description and location of the development site
2. Proposed land uses and intensities
3. The area of influence of site traffic.
4. A right of way access plan for the development, including the proposed internal circulation and available sight distances at major entry points.
5. A vicinity map and site plan.

Existing conditions and analysis:

1. Description of the existing conditions of streets, intersections, non-motorized facilities and transit improvements in the area that will potentially be impacted.
2. Information on existing street widths, number of lanes, intersection geometrics, locations of traffic signals and other types of traffic control, parking restrictions, sidewalks, bicycle paths, transit stops, transit amenities (e.g., shelters) and transit routes should also be included.
3. 24-hour traffic counts on the affected streets and turning movement counts during morning and evening peak periods at the impacted intersections. Counts shall be collected a minimum of 3 consecutive days including Tuesday, Wednesday, and Thursday. Data used shall not be older than 2 years from the date the analysis is performed.
4. Capacity and level of service analysis for the existing conditions of the affected streets and impacted intersections. Refer to KMC 12.80.030 for the City's level of service standards.
5. Traffic crash data for the influence area both for mid-block locations and intersections for the last five years.

Calculation, analysis, and representation of the following future conditions:

1. Trip generation during the 24-hour and morning and evening peak periods, and peak hour of the generator for each land use category in the project should be calculated and shown. A trip table including type of land use intensity, trip generation rates and trips generated should be prepared.
2. The distribution of generated traffic and assignment of that traffic to the street system during morning and evening peak periods and peak hour of the generator along with reasons for the assumed distribution.
3. Future 24-hour and peak period traffic volumes and assignments upon completion of the development (by phases if applicable).
4. Capacity analysis and levels of service for morning and evening peak periods and for the peak periods of the generator, if necessary. Refer to KMC 12.80.030 for the City's level of service standards.
5. Street access and transit improvement plan with recommendations by development phases identifying all needed improvements and the improvements that are the responsibility of the applicant. These

recommendations should be based on both the morning and evening peak hour projected volumes with an emphasis on the safety aspects of the design.

6. Proposed driveway locations, geometrics, sight distances and turn restrictions taking into consideration the proximity of nearby intersections and anticipated queues based on arrival rates, should be shown. Sight distance data at driveways using city standards where horizontal and vertical alignments are critical should be included.
7. Impact of the development on the street network, signal warrants, crash frequency, and mitigation techniques should be included wherever appropriate.
8. Concise summary of findings and recommendations for the approval of the City before the development plan is presented to the City's Hearings Examiner for approval.

Additional information that may be requested:

1. Estimates of the cost of the recommended improvements and/or information on proposed street improvements in the area by the City, County, or WSDOT.
2. A more intense analysis using network operational and simulation software for special projects.

LEVELS OF ANALYSIS

The following guidelines are provided to assist the applicant and their consultants determine the size of the area to study for a traffic impact analysis and the detail of the analysis that the City will require. There are three levels of analysis. Each one has a different emphasis on the level of detail. Each development may have different or unique traffic issues and concerns that may require further study. The City may require a higher level of analysis or the submittal of additional information due to specific project location.

Level One – On-Site Analysis:

Description: Placement and design of internal (on site) features such as parking layout, access to public streets, site circulation, intersection sight distance, pedestrian circulation, delivery and loading areas and internal public street layout.

Threshold: Small commercial or residential development or an addition to an existing development creating less than 10 peak hour trips.

Level Two – Project Area Analysis:

Description: On-site analysis (Level One) plus the impact of the development and its traffic on adjacent and affected area streets, impacted intersections, adjoining developments, pedestrians and public transit facilities. The project analysis will include those facilities as designated by the City.

Threshold: Small to medium sized residential and commercial developments creating between 10 and 75 more peak hour trips.

Level Three – Corridor Analysis:

Description: On-site analysis (Level One) plus project area analysis (Level Two) plus the impact of the proposed development on a larger study area and the street and highway system that is being impacted by the addition or improvement of arterial streets and by other large developments in the study area.

Threshold: Large commercial and residential developments creating 75 or more peak hour trips.

Pipeline Projections:

Description: Prior to beginning the traffic analysis, the applicant's consultant shall meet with the City to determine which "pipeline" projects must be included in the analysis. Pipeline projects are defined as projects (both private and public) that have received some level of approval but full development has not been completed.

Threshold: All traffic analysis shall include the effect of those pipeline projects designated by the City.

City of Kenmore Traffic Calming Program Policies and Procedures

Section 1: Project Need Identification

1.1 Proactive programs

1.11 Arterial and Collector Speed Evaluation Program

In a year during which an arterial and collector speed evaluation is conducted, travel speed data is collected on all arterial and collector streets, as well as local streets which are under consideration for reclassification as collector or arterial streets. Travel speed data is collected at several locations along entire corridors, focusing on areas where travel speeds are most likely to be too fast for conditions (i.e. locations where speeds may be especially high, or locations with advisory speeds or school zones or other features / factors where traveling at the regulatory speed limit may not be appropriate). These speed studies are used to identify locations where changes can be made with the goal of lowering travel speeds corridor-wide and in doing so reduce the risk of crashes and reduce the severity of crashes that do occur. The data collected for this evaluation will support the identification of projects which will help encourage travel speeds more in line with the regulatory speed limit and advisory speeds, as well as help to identify changes that would be needed to support a permanent reduction in the regulatory speed limit.

1.12 Annual Counts Program

The engineering department uses City equipment and staff to perform high-quality traffic speed and volume studies on a two-year cycle. The number of study locations and frequency of speed and volume studies is limited by the number of data collection devices available and the minimum duration required for a rigorous study. Twenty-five locations on arterial and major collector streets are studied once per year, and nearly one-hundred locations on minor collector and local streets are studied every other year. By the end of 2021 these locations will be further supplemented by over twenty locations which collect data 24-hours per day, every day of the year.

In addition to providing volume data which is critical for monitoring the operational health of the City's transportation network as well as project identification and planning, the speed data collected through this program allows for proactive identification of locations where travel speeds exceed what is appropriate for the facility. A limitation of this program regarding monitoring travel speeds is that locations are selected primarily to provide high-quality traffic volume data, and the studies may not always be conducted at locations where the most problematic speeding may occur or may record only one such location on a street when multiple areas may be problematic. For this reason, there is sufficient "slack" built into the equipment schedule to allow for more than 30 additional ad-hoc counts at locations that are not regularly scheduled. These ad-hoc studies can be used to respond to concerns brought by residents for locations which are not regularly studied, locations at the discretion of the engineering department for other concerns or needs which may arise, or in service of project planning or construction monitoring.

1.2 Reactive Programs

1.21 Service Requests for Traffic Calming or Sight Distance Improvements

When a service request is received regarding a concern about travel speed, sight distance, crash risk, or another issue that may be corrected by traffic calming, this may lead to identifying a need for traffic calming. If the appropriate studies needed to evaluate the issue have already been completed / scheduled through another program (e.g. the Annual Counts Program) then information regarding the studies will be shared with the resident who submitted the service request, and no new studies will be triggered. If the appropriate studies have not already been completed or scheduled through another program, then the studies will be scheduled at the earliest possible date given the availability of staff and equipment (e.g. a speed study may be scheduled as one of the ad-hoc counts in the annual count program). These studies may be used in the determination of need for traffic calming or other accommodations.

Note: It is not necessary that a resident express that speed or sight distance is their primary concern in order to consider a location for identification of a traffic calming or traffic safety improvement need. Frequently a service request may be phrased as a concern about an issue which masks the underlying problem to be solved; e.g. a request for a stop sign may be related to an issue related to speeding, or a request for changes to on-street parking may be related to an issue with travel speed being inappropriate for the available sight distance.

Note: Speed studies used to identify a need for traffic calming should be no older than two years, and locations with a study older than two years will be scheduled for a new study if one is not already scheduled. Sight distance studies may be used regardless of their study date if the traffic engineer determines that the sight line characteristics of the location have not changed meaningfully since the study was conducted, though a more recent speed study may be required to support the existing sight distance study.

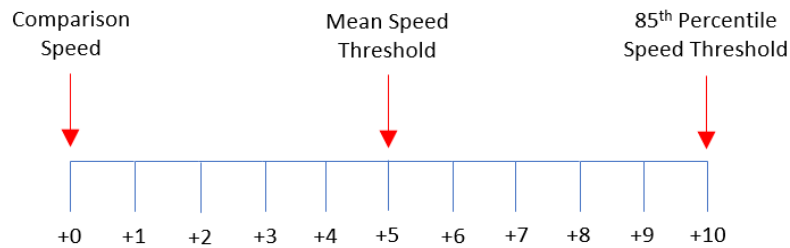
1.3 Determination of Need

Through whichever path a site enters evaluation for speed or sight distance concerns, determination of the need for traffic calming or other accommodations is the same.

Note: Concerns regarding elevated crash-risk may or may not be related to speed or sight distance. Concerns regarding elevated crash risk, from whichever source they may originate, are handled through a separate process described in the Local Road Safety Plan if they are not deemed by the traffic engineer to be related primarily to speed and / or sight distance.

1.31 Speed Evaluation and Thresholds for Traffic Calming

The fundamental purpose of traffic calming is to reduce travel speeds in order to reduce crash risk and reduce the risk of injury when crashes do occur. For each site where a speed study is performed a comparison speed will be determined. A site where a speed study shows that the mean speed exceeds the comparison speed by 5 mph or more, or that the 85th percentile speed exceeds the comparison speed by 10 mph or more will automatically be identified as a site with a need for traffic calming.



Note: The excessive speed thresholds used in this document reflect a need to prioritize staff time and project resources on areas with the most critical need for traffic calming. Reducing these thresholds would have the result of identifying and evaluating a greater number of traffic calming projects, but would not result in delivering more traffic calming projects or delivering different traffic calming projects. If the City has the opportunity to deliver more traffic calming projects than are identified by adherence to these thresholds, the threshold numbers may be adjusted downward to increase the number of sites identified as having a need for traffic calming.

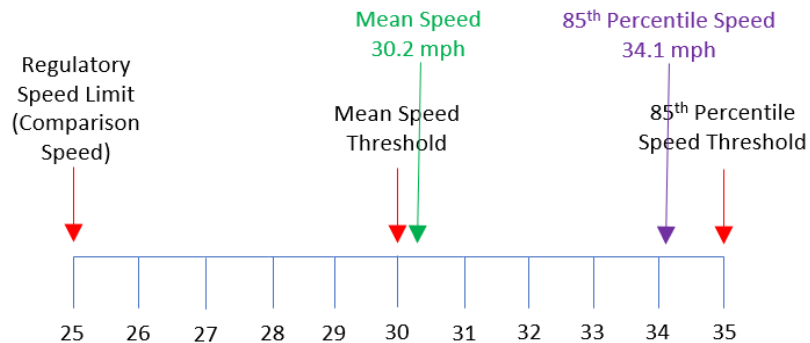
1.32 Comparison Speed

The comparison speed is the speed to which the mean speed and the 85th percentile speed are compared in order to determine if there is a need for traffic calming. The regulatory speed limit or advisory speed are typically used as the comparison speed, however, the speed appropriate for the available sight distance may be used as the comparison speed to determine if temporary or permanent sight distance accommodations are needed in the time before traffic calming can be implemented. The sight-distance appropriate speed may also be used to determine if an advisory speed is warranted, which in turn may be used as the comparison speed for determining if traffic calming is needed.

1.32.1 Regulatory Speed Limit

The default value for comparison speed is the regulatory speed limit. In the absence of other considerations, comparison of the regulatory speed limit to the mean speed and 85th percentile speed will be used to identify a need for traffic calming.

Example 1.32(a): The regulatory speed on a road is 25 mph. A speed study shows that the mean speed for this road is 30.2 mph and the 85th percentile speed is 34.1 mph.

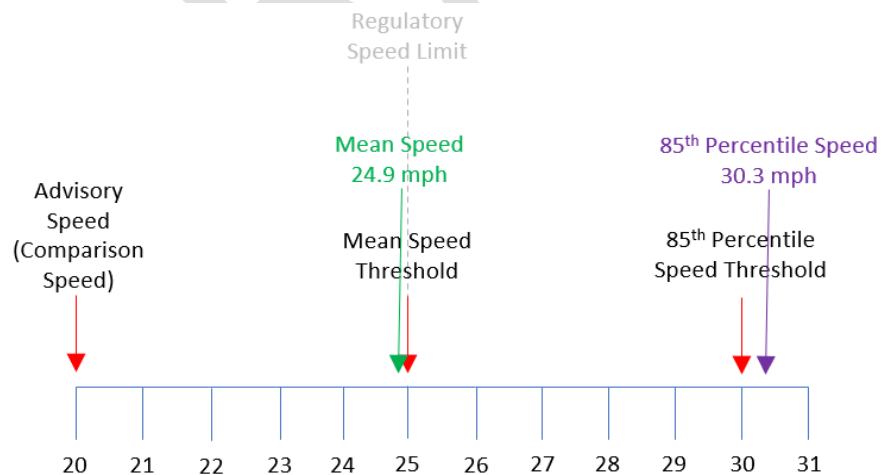


The comparison speed is determined to be the regulatory speed limit. Because the mean speed exceeds the comparison speed by 5 mph or more, this is identified as a site in need of traffic calming.

1.32.1 Advisory Speed

If a site has an advisory speed which has been posted for at least six months, the advisory speed may be used as the comparison speed. If the advisory speed has been posted for less than six months, a new speed study will be scheduled for a time six months to one year after the advisory speed has been posted.

Example 1.32(b): The regulatory speed limit on a road is 25 mph, but there is an advisory speed for 20 mph which has been in place for longer than six months. A speed study shows that the mean speed for this road is 24.9 mph and the 85th percentile speed is 30.3 mph.



The comparison speed is determined to be the advisory speed. Because the 85th percentile speed exceeds the comparison speed by 10 mph or more, this is identified as a site in need of traffic calming.

1.33 Sight Distance Considerations

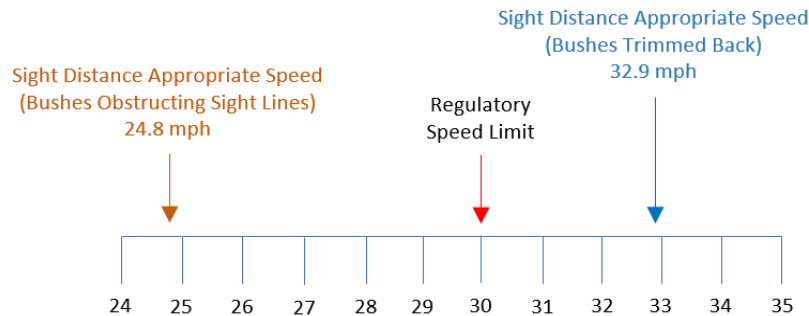
A sight distance study may determine how much sight distance is available, and what the maximum appropriate travel speed would be for the available sight distance. Insufficient sight distance can result in conflicts and crashes even when all road users involved are behaving responsibly, and for this reason it is desirable to provide a traffic environment where sufficient sight distance is available based on a reasonable expectation travel speeds determined by an engineering speed study and sight-distance study of the location. Studies which indicate that travel speeds are not appropriate for the available sight distance may warrant sight-distance improvements, advisory speeds, or traffic calming in order to provide sight distance which is appropriate for expected travel speeds, communicate appropriate travel speeds to drivers, and encourage drivers to travel at speeds appropriate for the available sight distance. At the discretion of the traffic engineer it may be determined that a combination of these treatments is required in order to address the unique conditions of the specific traffic environment.

1.33.1 Sight-Distance Appropriate Speed Is Less than Regulatory Speed Limit

When a sight-distance study indicates that the speed of travel appropriate for the available sight distance is equal to or less than the speed limit, low-cost, low-impact changes may be made in order improve sight lines. Such changes may include but are not limited to changes to pavement markings and channelization, parking restrictions, vegetation management, and removal or relocation sight distance obstructions. If these changes are not possible or if after implementing these changes the sight-distance appropriate speed of travel would still be equal to or less than the regulatory speed limit, then an advisory sign may be installed indicating the feature related to the sight distance concern. This sign may be accompanied by an advisory speed plaque indicating an advisory speed at the 5 mph increment nearest to the travel speed appropriate for the available sight distance. If the nearest 5 mph increment is equal to the regulatory speed limit, then no advisory plaque is needed.

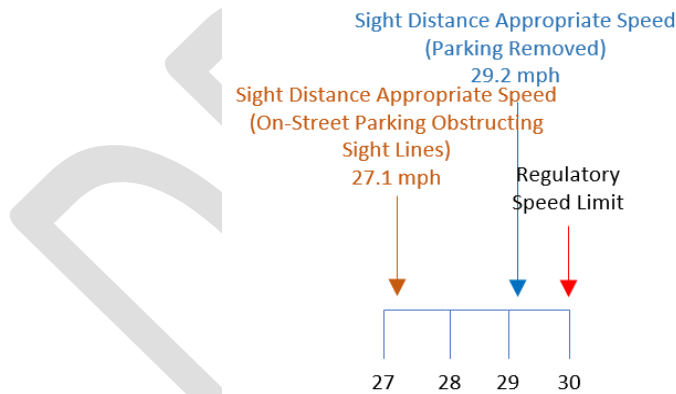
If an advisory speed is implemented, a follow-up speed study will be scheduled for a time six months to one year after the advisory speed has been posted and that speed study will be used in comparison to the advisory speed to determine if traffic calming or sight distance improvements are warranted.

Example 1.33.1(a): A side street enters onto a road with a speed limit of 30 mph. Traffic entering from the side street has a view obstructed by overgrown bushes in the public right-of-way and a sight distance study determines that there is 150 ft of available sight distance. The sight distance appropriate speed is determined to be 24.8 mph.



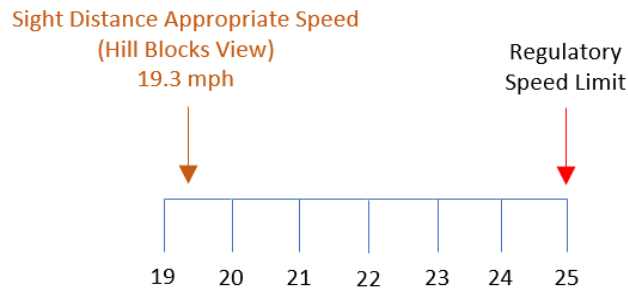
The engineer determines that after the bushes are trimmed back there will be 225 ft of available sight distance and the sight-distance appropriate speed would be 32.9 mph. Because the new sight-distance appropriate speed exceeds the regulatory speed limit, no advisory speed is warranted.

Example 1.33.1(b): A driveway enters onto a road with a speed limit of 30 mph. Traffic entering from the driveway has a view obstructed by legal on-street parking and a sight distance study determines that there is 170 ft of available sight distance. The sight distance appropriate speed is determined to be 27.1 mph.



The engineer determines that removing a parking space will increase the available sight distance to 190 ft, and the sight-distance appropriate speed would be 29.2 mph. Because the sight-distance appropriate speed is equal to or less than the regulatory speed limit, a "Hidden Driveways" advisory sign is warranted, but because the nearest 5 mph increment is equal to the regulatory speed, no advisory speed plaque is needed (the advisory speed would be equal to the speed limit).

Example 1.33.1(c): A road has a speed limit of 25 mph, but a sight distance study determines that the crest of a hill limits a driver's forward sight distance to 100 ft, and the sight-distance appropriate speed is determined to be 19.3 mph.

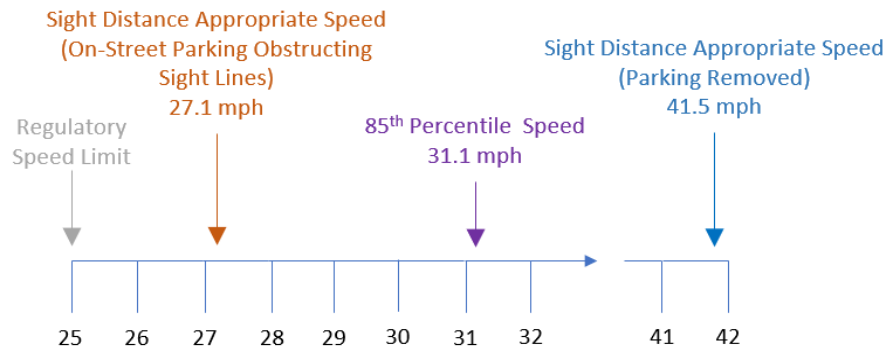


The hill cannot be removed, and the engineer determines that no low-cost, low-impact sight distance improvements are possible. The nearest 5 mph increment to the sight-distance appropriate speed is 20 mph, and so an advisory sign for "Hill Blocks View" will be installed with a 20 mph advisory speed plaque.

1.33.2 Sight-Distance Appropriate Speed Is Less Than 85th Percentile Speed And Greater Than Regulatory Speed Limit

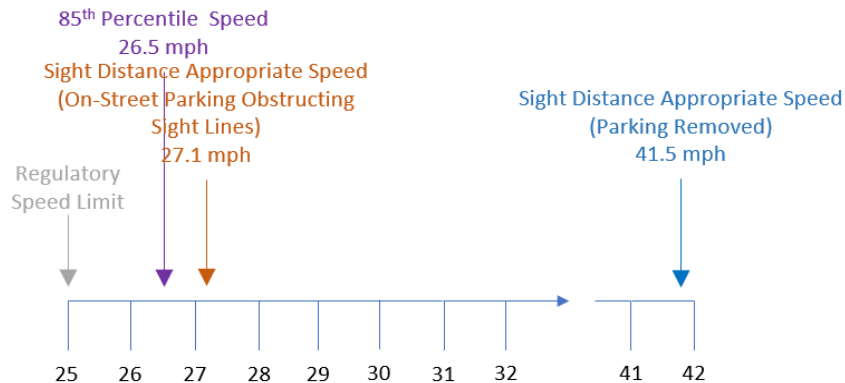
When the travel speed appropriate for the available sight distance is greater than the speed limit, but less than the 85th percentile speed, temporary or permanent low-cost, low-impact sight distance improvements may be appropriate for reducing crash risk. If low-cost, low-impact sight distance improvements are not possible or not sufficient then the site may be identified as needing traffic calming even if the thresholds based on regulatory or advisory speed have not been met.

Example 1.33.2(a): A driveway enters onto a road with a speed limit of 25 mph. A speed study indicates that the 85th percentile speed is 31.1 mph. A sight distance study indicates that the available sight distance is 170 ft, and the sight-distance appropriate speed is 27.1 mph. The sight distance is obstructed by legal on-street parking.



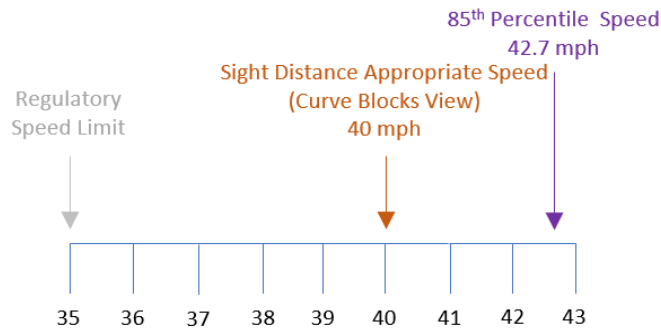
The engineer determines that the removal of one parking space does not adequately improve sight distance, but the removal of two parking spaces leaves sight lines unobstructed for a substantial distance. Although the 85th percentile is not high enough to trigger traffic calming, sight distance improvements can still provide a substantial reduction in crash risk.

At some time in the future, improvements are made to this road. The engineer suspects that these changes may have reduced travel speeds and a speed study confirms that the new 85th percentile speed is 26.5 mph.



Because the 85th percentile speed is now below the sight-distance appropriate speed for when on-street parking is present, the parking restriction may now be lifted.

Example 1.33.2(b): A road has a speed limit of 35 mph, but a sight distance study determines that an apartment building on the inside of a curve limits a driver's forward sight distance to 300 ft, and the sight-distance appropriate speed is determined to be 40.0 mph. A speed study indicates that the 85th percentile speed is 42.7 mph.



The engineer determines that low-cost, low-impact sight distance improvements are not possible, and although the 85th percentile speed is not 10 mph or more above the regulatory speed limit this site is identified as having a need for traffic calming with the goal of reducing the 85th percentile speed to below the sight-distance appropriate speed of 40 mph.

Section 2: Project Scoping and Pre-Design

If a need for traffic calming is identified, and all other low cost, low impact changes are deemed insufficient or ineffective, determining the most appropriate type of traffic calming is sensitive to the context of the traffic environment and its users, the geometry of the roadway, the constraints of available public right-of-way, and the potential impact to other public infrastructure systems or the environment. All of these considerations factor into the cost and feasibility of traffic calming and traffic safety projects. The goals of project scoping and pre-design are the following:

- To identify one or more traffic calming treatments which are likely to be effective at reducing speeds and estimate the effectiveness of the treatment(s)
- Confirm the feasibility of the treatment(s) and / or identify obstacles to feasibility
- Generate a rough estimate of the cost to implement the treatment(s)

Traffic calming treatments which may be considered include but are not limited to the following:

- Chicanes, Curb Extensions / Bulb-outs, or Pinch-Points
- Curve or Intersection Corner Radius Reduction
- Lane Width Reduction
- Medians or Splitter Islands
- Reduction in Number of Lanes or Road Diets
- Signing and Pavement Marking Changes
- Speed Feedback Signs
- Speed Humps, Speed Tables, Speed Cushions, Raised Crosswalks, or Raised Intersections
- Street Narrowing and / or Roadside Features
- Street Parking Reconfiguration
- Through-Street Access Restriction or Closure
- Traffic Circles or Roundabouts

The result of the project scoping and predesign will be one or more alternatives, and for each alternative the following elements will be included:

- The estimated speed reduction effect and crash risk reduction effect
- A project-area diagram which is sufficient for material takedown and identification of project footprint
- A cost estimate for design and construction

If multiple alternatives are likely to be similar in cost and effectiveness, or if alternatives show clear trade-offs between cost and effectiveness (e.g. low-cost, low effectiveness alternatives as well as high-cost, high-effectiveness alternatives), then each of those alternatives should be included in the project prioritization step.

Note: At the discretion of the traffic engineer a project may enter the scoping and predesign step without a need for traffic calming having been identified (for instance if a reduction in speed limit is being considered which should be accompanied by traffic calming). In that case, a speed study at the location, and possibly a sight-distance study should be completed in order to inform the project scoping and predesign process.

Section 3: Project Prioritization

All projects identified for traffic calming will be considered alongside other traffic safety improvements per the prioritization process outlined in the Local Road Safety Plan. Projects from this pool will be delivered as funding is available either from internal sources, grant funding, or a combination of the two. Projects which have the potential to piggyback onto other planned projects should be reprioritized based on their marginal cost and marginal benefit. For more information on project prioritization refer to the Local Road Safety Plan.

Section 4: Project Outreach and Delivery

4.1 Pre-Delivery Outreach

When a project's priority indicates that it is likely to be delivered, outreach will be initiated first to operational stakeholders (e.g. Public Works Operations, emergency services, transit agencies, school transportation administration), and then to neighborhood residents.

Note: For the purposes of outreach, the traffic engineer may exercise discretion as to whether business owners should be classified as "Operational Stakeholders" or "Neighborhood Residents" or both.

4.11 Outreach to operational partners

For each alternative entering consideration, operational stakeholders will be provided with the following:

- A scoping-level diagram showing the proposed improvements superimposed on aerial imagery of the site
- A brief description of the project and its expected benefit

- A description of the expected impact the project may have on the stakeholder's operations, and whether / how these impacts are being addressed

Operational stakeholders will be given an opportunity to comment on each alternative, and these comments may be taken into consideration for revision / refinement of project details.

Note: Outreach to operational stakeholders is completed before outreach to neighborhood residents because questions that commonly arise from neighborhood residents often require input and information from operational stakeholders, and buy-in from operational stakeholders is often helpful in allaying the concerns brought by neighborhood residents, e.g. "Will the school buses be able to navigate this new traffic circle?".

4.12 Outreach to Neighborhood Residents

For each alternative under consideration an area will be determined within which residents are considered to be "affected residents". This area shall include at the least:

- All residents with a frontage or property / residence access which is likely to be affected by construction activities during project delivery or by substantial geometric changes or traffic control changes resulting from the project
- All residents of a cul-de-sac, dead-end street, or no-outlet neighborhood, or of similarly limited access, which must use the project area as the sole reasonable point of access to their property or residence or whose access will be substantially affected by construction activities or by substantial geometric changes or traffic control changes resulting from the project
- All residents who are likely to make use of parking which will be affected by project changes or by construction activity
- All residents within one quarter-mile travel distance to a project on a collector or arterial road if the project includes substantial geometric changes or traffic control changes to the roadway

If this area differs across multiple alternatives, then the area of affected residents will include all residents determined to be affected by any of the alternatives.

For all traffic calming projects in the City which are expected to be delivered in a given year, a webpage on the City of Kenmore website will be created which includes alternatives and respective project descriptions for each location, and an open house will be scheduled to field comments and questions regarding the planned projects. Affected residents will be notified by mail of the open house dates, website resources, and provided with brief descriptions of projects which affect them. Comments received during the open house process or from residents reaching out directly to City Hall may be considered in further revision / refinement of project details. Information made available through outreach resources will include at least the following:

- Description of project
- A scoping-level diagram showing the proposed improvements superimposed on aerial imagery of the project site
- Estimated effect of the project
- Description of project alternatives (if any) and statement of the staff-recommended alternative

- Estimated project cost
- Estimated project timeline

Note: The level of outreach required shall be the greater of whichever is stated here or stated in the City of Kenmore Outreach Matrix.

4.2 Project Delivery

Project delivery will be completed through the typical project delivery process.

Once the appropriate traffic calming treatment has been determined, a temporary installation shall be installed with a 90-day trial period whenever practical. If, after 90 days, the effect of the traffic calming treatment is within a reasonable range of expectations, a permanent installation may occur. If the effect of the traffic calming treatment is not sufficiently within range of meeting expectations then adjustments may be made or the traffic calming plan may be revised, possibly resulting in a new trial period if necessary, appropriate, and practical.

Section 5: Project Follow-up

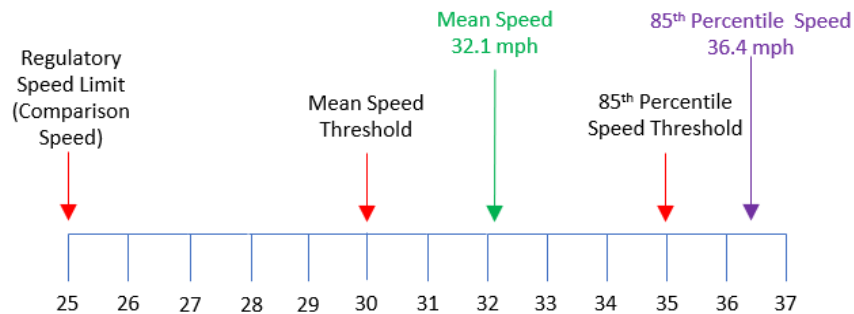
Observing and documenting the effects of changes made to the traffic environment is critically important. Determining whether and to what degree a project resulted in a change in driver speed or other operational or safety changes is important for determining whether a project delivered its intended result and can also identify unanticipated effects (positive or negative) which resulted from the change. These observations may indicate that further changes are warranted and are also critical in identifying and anticipating the effect on the traffic environment that future projects may have elsewhere in the City.

5.1 Follow-Up Evaluation of Travel Speed Changes

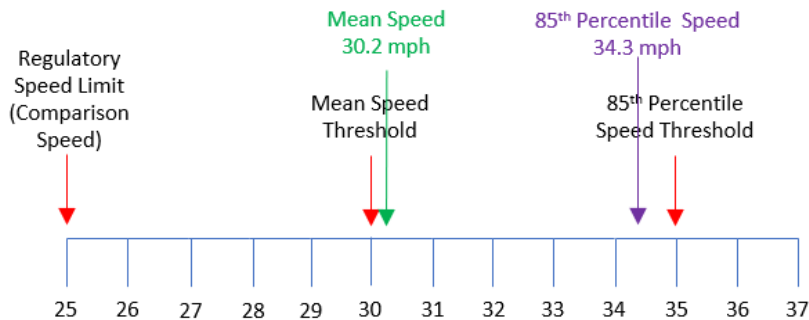
For projects which are expected to affect travel speeds, a follow-up study will be conducted at a time between six months and twelve months after the project is completed at the same location as the study which was used to identify the project need, as well as three other similar locations where previous studies have been performed but where no changes have been made which would be expected to affect travel speeds. (These additional studies should be regularly scheduled studies which are appropriate to serve this additional purpose, if possible.) Comparison of the before-and-after project area studies with the set of no-change studies will be used to evaluate the effectiveness of the speed reduction treatment. Records of the effectiveness of traffic calming treatments will be retained in order to improve project treatment selection and estimation of effectiveness for future traffic calming projects.

Based on the travel speeds observed in the follow-up study, a location may or may not enter consideration for additional traffic calming or other accommodations based on the same process.

Example 5: A road has a regulatory speed limit of 25 mph. A speed study shows that the mean speed is 32.1 mph and the 85th percentile speed is 36.4 mph. Based on these observed travel speeds the road is identified as having a need for traffic calming.



After traffic calming is implemented, a follow-up speed study is performed. The follow-up study shows that the mean speed has been reduced to 30.2 mph and the 85th percentile speed has been reduced to 34.3 mph.



Based on the new speed study, the site is identified as needing additional traffic calming because the mean speed exceeds the regulatory speed limit by 5 mph or more.

5.2 Follow-Up Evaluation of Non-Speed Impacts on the Traffic Environment

For projects where non-speed-related operational or safety characteristics are expected to be affected, the traffic engineer will make field observations or conduct a video study within one month after the project is completed in order to determine if the resulting traffic environment warrants consideration for traffic safety or operation improvements to address emergent concerns. Examples of emergent issues which may be of concern include but are not limited to: compliance with traffic control (new or existing), lane-keeping compliance, congestion resulting in operational impacts, congestion resulting in unanticipated (or greater than anticipated) increases in delay.

If from these initial observations the traffic engineer determines that there are concerns which warrant further consideration for improvement, the traffic engineer will determine which of the following approaches is most appropriate:

- If the issue identified presents an immediate and substantial increase in crash risk the traffic engineer will determine what changes can be made at the earliest possible time in order to mitigate the increase in crash risk.

Example 5.2(a): A roundabout is installed at an intersection between two local roads. Based on field observations, the traffic engineer observes that drivers are mistaking the roundabout for a right-turn slip-lane, and drivers not making right-turns are navigating the roundabout in the incorrect direction present an immediate and substantial risk of head-on collisions. The traffic engineer determines that this can be corrected by installing additional yellow centerline to delineate traffic further in advance of the intersection. Pavement marking is scheduled to be performed on the soonest possible timeline, and temporary delineators such as cones are placed in the intermediate time.

- If the issue identified presents an immediate and substantial increase in traffic delay or operational impacts and the traffic engineer expects that the issue will not be resolved to satisfaction by anticipated changes to driver behavior, then the engineer will determine what changes can be made to mitigate the delay or operational impact in the near term.

Example 5.2(b): Traffic calming is installed on a road and is very effective at reducing the travel speed. It is observed that delay has increased a great deal at a signalized intersection on that road, and the engineer determines that timing changes are needed in order for the signal to work efficiently with the new travel speed.

- If it is determined by the traffic engineer that the issue identified is likely to be resolved or mitigated by changes to road user behavior or changes to expectations of road users as they adjust to the new traffic environment, the traffic engineer will schedule additional observations or a video study for a time between six months and twelve months after the project is completed.

Example 5.2(c): A new roundabout is installed and it is observed that circulating drivers are stopping in the circulating lane to yield to approaching drivers, which is improper yielding behavior. The traffic engineer determines that the increased crash risk and operational impact of this behavior is not substantial and that the issue is likely related to drivers adjusting to the new traffic environment. Traffic engineer will schedule additional observations at a later date to determine if the issue has resolved itself or if further action would be appropriate.

If observation or video study indicates that there have been undesired changes to traffic operations or traffic safety resulting from the project, then the traffic engineer will determine if there are low-cost changes that could correct the issue, or if the issue warrants immediate correction due to the seriousness of the concern. If either of these is the case, the correction will be implemented as quickly as possible. If it is not the case that immediate correction is warranted, then changes which would correct the issue will be prioritized along with the other project needs of the City.



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic: Climate Action Plan

For Council Meeting Agenda of: November 22, 2021

Department: Public Works, Env Services Division

Prepared by: Richard Sawyer, Env Services Manager
Sammie Roeun, Env Services Adm Spec

Initial & Date

Approved by Department Head: RS

Approved by City Attorney: NA

Approved by Finance Director: NA

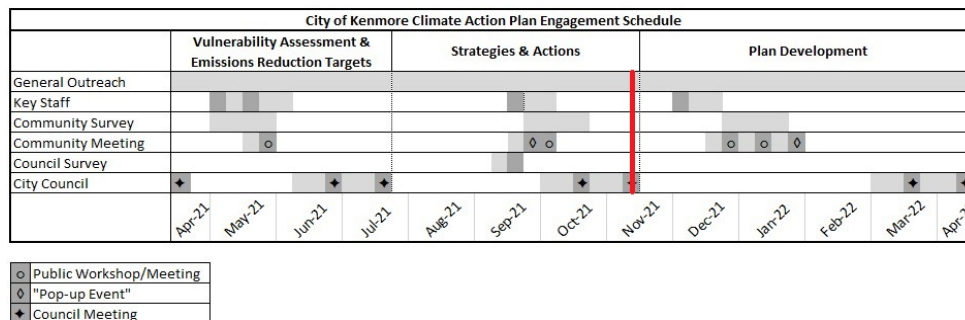
Approved by City Manager: RK

Proposed Council Action/Motion: Approve the proposed strategies and actions to be used in the City's Climate Action Plan.

Exhibits/Attachments:
Strategies & Actions Memo – Tracked Changes
Phase 2 Engagement Summary

The City of Kenmore is working with Cascadia Consulting Group (CCG) to develop its first Climate Action Plan (CAP). Currently, staff are completing Phase 2 of the CAP development process, which includes development of strategies and actions based on feedback from the public, Council and staff. In June, staff presented the results of Phase 1, which included: 1) greenhouse gas (GHG) emissions reduction targets and 2) the vulnerability assessment. The established GHG emissions reduction targets reduce baseline emissions (as compared to the City's 2019 GHG inventory) 50% by 2030; 75% by 2040; and 95% + net zero by 2050. In October, staff presented draft strategies and actions to Council to receive feedback and develop the final strategies and actions presented in this report. These sections, in addition to the GHG emissions inventory completed in 2020, will be included as components of the final CAP.

The schedule below shows staff's progress in the CAP development process (current progress highlighted with red line).



Final Proposed Strategies and Actions for Council Approval

Based on feedback from Council, staff and the public, the final strategies and actions being proposed for Council approval on November 22nd include:

Focus Area 1: Buildings and Energy

- 1.0 Municipal Operations
 - Require newly constructed government buildings to meet highly efficient & net carbon standards by a determined date.
 - Make energy efficiency improvements in existing buildings to upgrade appliances and equipment and/or improve insulation and weatherization. Upgrade all streetlights and traffic signals with high efficiency light-emitting diode (LED) bulbs.
 - Enroll City facilities into PSE's Green Power Program.
 - Partner with King County to identify and prioritize backup power and grid infrastructure projects for critical City-owned facilities (e.g., resilience hubs).
- 1.1 Use Less Energy
 - Incentivize energy efficient and/or load-responsive appliances in new and old buildings. Partner with utilities and frontline communities to expand utility assistance and incentive programs and energy efficient technologies to reduce energy burden. Promote awareness of incentives available for early action (before it is required) under the Clean Buildings Act (deep efficiency retrofits). Conduct associated education, outreach, and technical assistance.
 - Adopt local amendments to the WA State Building Code Council that go above and beyond the WA State Energy Code. Partner with the Regional Code Collaboration and King County-Cities Collaboration (K4C) to actively revise the Washington building code.
- 1.2 Use Cleaner Energy Sources
 - Incentivize a full transition to electric or solar energy in existing commercial and residential buildings.
 - Encourage businesses, large energy users, and residents to enroll in Puget Sound Energy's (PSE) Green Power Program to expand the use of green energy.
 - Use incentives and partnerships to support the development of local community solar projects and micro-grids that provide alternative energy sources for critical community facilities, especially during brownouts or unexpected power loss.
 - Enact code to phase out fossil fuel infrastructure in new construction.
 - Advocate for increased electricity grid reliability through updated regulations for utilities and legislation that increase the flexibility of the electricity grid and incentivizes large-scale energy customers to reduce their electricity use during peak times.

Focus Area 2: Transportation & Land Use

- 2.0 Municipal Operations
 - Support long-term remote working and flexible work schedule options for City employees and contractors when feasible.
 - Define and implement a green vehicle selection process and green fleet resources for new or replacement vehicles, buses, and passenger ferries.
 - Install electric car charging stations in key city-owned/operated parking facilities and public lands.
- 2.1 Build Strategically
 - Incorporate environmental justice criteria and priorities into zoning, land use planning, permitting policies, and development of new projects.
 - Alter zoning and planning policies to align with the Growth Management Act and prioritize dense, mixed use, transit-oriented development and affordable housing.

- Identify opportunities to increase overall resilience through development and building code improvements for existing and new construction.
- 2.2 Drive Less
 - Increase network of safe bike lanes, boulevards, trails; wider sidewalks; convenient transit stops; effective traffic signals; dedicating right of way lanes near residential areas and work hubs. Partner with public transport services, frontline community organizations, and strategic surrounding jurisdictions to pilot new routes and diverse transit options (including carpooling) to improve efficiency and reliability. Partner with public transport services, frontline community organizations, and strategic surrounding jurisdictions to pilot new routes and diverse transit options (including carpooling) to improve efficiency and reliability.
 - Ensure that there are diverse multi-modal transportation options that are equipped to operate in natural disasters.
 - Develop a Transportation Master Plan that guides the City's transportation investments and the shift to a low-carbon transportation system.
- 2.3 Drive Cleaner Vehicles
 - Promote existing and develop new incentives to encourage purchase of electric vehicles (including stronger incentives for low-income residents).
 - Expand incentives for EV charging for multi-family homes, apartment buildings, major employers, and parking garages.

Focus Area 3: Consumption and Materials Management

- 3.0 Municipal Operations
 - Adopt a sustainable purchasing policy that prioritizes products that (1) meet environmental standards or certifications; (2) are locally sourced; (3) can be recycled or composted at end of life.
- 3.1 Prevent Waste
 - Partner with frontline communities to support a regenerative and sustainable local zero waste food economy.
 - Adopt King County's Construction & Demolition waste diversion requirements. Support policies, tools, and programs to reduce construction-related emissions, including sourcing low embodied carbon materials.
 - Partner with the Metropolitan Solid Waste Management Advisory Committee on policy, projects, and programs. Develop a regional strategy through the adopted 2019 Comprehensive Solid Waste Management Plan to reach zero waste of resources by 2030 through a combination of education, incentives, and regulatory tools aimed at single-family, multi-family residents, businesses, and construction projects in King County.
- 3.2 Divert Resources From Landfills
 - Conduct a baseline waste audit and adopt waste prevention and diversion goals. Use results to inform education and outreach priorities.
 - Conduct education, outreach, and technical assistance to promote recycling and composting amongst building owners, operators, businesses, and residents.
 - Mandate recycling and composting and enforce sorting by an identified year, especially for multi-family buildings and commercial properties where contamination is high.

Focus Area 4: Natural Systems and Water Resources

- 4.0 Municipal Operations
 - Require low-impact development (LID) for all new City-owned construction and remodels to reduce stormwater runoff and costs. Design and implement green stormwater infrastructure (GSI) projects – such as rooftop gardens, green rooftops, pervious pavement, and bioswales – to ensure to improve water quality via natural filtration of stormwater runoff and reduce flooding impacts during heavy rains.

- o Use drought-tolerant native plants in City parks, rights-of-way, and green spaces.
 - o Evaluate the sequestration potential (ability of plants, soil, and habitats to capture and remove atmospheric carbon) of existing public lands and invest in changes/recommendations that enable high sequestration levels.
- 4.1 Conserve water, manage stormwater, and minimize flooding
 - o Conduct outreach and education on water conservation strategies, including using grey water for non-potable uses (e.g., irrigation) when possible. Incentivize greywater solutions for property owners via free or subsidized rain barrels for property owners.
 - o Utilize educational campaigns to encourage low-impact, drought-resistant landscape development and design, such as stormwater drain maintenance of drain filters. Work with landscape companies to educate and incentivize smart irrigation management and technology.
 - o Design and install flood prevention projects (such as water diversion designs or barriers) along key roads, sidewalks, and bike trails.
- 4.2 Preserve and restore natural systems
 - o Develop an urban landscape strategy or framework to develop additional natural areas and preserve the functioning of existing ones under changing climatic conditions. Prioritize (1) increasing tree canopy in areas subject to urban heat island effect and (2) replacing any trees removed from the land to ensure there is equivalent sequestration potential (i.e., the ability of plants, soil, and habitats to capture and remove atmospheric carbon). Remove old or degrading culverts and engage the public in restoring native salmon populations via public outreach campaigns.
 - o Remove old or degrading culverts and engage the public in restoring native salmon populations via public outreach campaigns.
 - o Encourage restoration and protection of Lake Washington and its critical water ways.

Focus Area 5: Community Resilience & Wellbeing

- 5.0 Municipal Operations
 - o Ensure all City plans (e.g., Comprehensive Plan, Emergency Management Plan) account for climate change and vulnerable communities, such as utilizing financial tools that capture the full lifecycle costs of City-led projects that capture the costs of inadequately adapting to climate change. Build City employee climate change awareness and capacity to train City employees in considering climate impacts in their day-to-day decisions at work.
- 5.1 Prepare for climate emergencies
 - o Work with community members on emergency procedures and coordination between facilities, such as public libraries or other community centers, to create "resilience hubs" that are prepared to meet the challenges of weather emergencies and include in equity index map.
 - o Co-create climate communications with Kenmore's communities—especially youth organizations to ensure that the next generation has a say—on climate and health impacts and emergency resources/warnings during extreme events.
 - o Study and evaluate air quality and extreme heat interactions near industrial sites.
 - o Conduct a study to expand on WSDOT's vulnerability assessment of state roads to map out roads/routes in Kenmore that are vulnerable to climate impacts (e.g., flooding, landslides).
- 5.2 Increase adaptive capacity and resilience
 - o Mitigate impacts of green gentrification by identifying community centered anti-displacement strategies (e.g., eviction prevention, cash assistance, and displacement mitigation) and expand access to affordable housing resources (e.g., home ownership strategies, weatherization, and climate-related home improvements).
 - o Develop a green jobs strategy in partnership with community groups and businesses that (1) supports the low carbon transition of Kenmore's impacted industries; (2) develops pathways for youth and impacted workers to transition into green jobs; and (3) ensures opportunities (e.g., local hiring requirements) for these jobs.

- o Provide free or discounted air filter box fans to vulnerable community members.

Supporting Documents

Supporting documentation for the final strategies and actions are attached and include the following:

- Strategies and Actions Memo – Tracked Changes
 - o Outlines revisions and additions to the final strategies and actions, based on feedback from City staff, Kenmore’s community, and Kenmore’s City Council (10/25 Council meeting).
 - o Provides rationale for changes alongside the findings from the completed multi-criteria analysis (MCA). The MCA scores each strategy and action (0 to 5 points) against a set of criteria, including: impact, ease of implementation, climate justice & equity, community support, and co-benefits and/or synergies.
- Phase 2 Engagement Summary
 - o Provides an in-depth summary of Phase 3 (strategies and actions) engagement conducted from July through October, which included an online survey, a community meeting, an in-person pop-up event at The Hangar, a staff survey, a Council survey and a public Council meeting.

Next Steps

Pending Council approval of the proposed final strategies and actions on November 22nd, staff will begin Phase 3 of the CAP development process – putting it all together and writing the CAP. Development of the draft CAP will include additional engagement with staff and the community beginning in December and will continue into early 2022. Staff plan to present a draft CAP to Council in March 2022.

FISCAL CONSIDERATION:

The approved 2021-2022 budget allocates \$118,294 for professional services and memberships, such as the City’s agreements with Cascadia Consulting Group, King County-Cities Climate Collaboration (K4C), and the International Council for Local Environmental Initiatives (ICLEI). The budget also provides \$86,196 for a 24-month temporary 0.5 FTE Administrative Specialist position to provide staff support for development and implementation of climate action activities during the biennium. CAP funding will be provided from both the Surface Water Fund (22%) and Strategic Opportunities (78%).

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Council’s 2021-2022 Priority #2 “Develop a Kenmore Climate Plan and promote Environmental Stewardship, including water, air, forest, and habitat restoration.”

City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

TO: Richard Sawyer and Sammie Roeun, City of Kenmore Environmental Services
FROM: Alejandro Paredes and Megan Lee, Cascadia Consulting Group
DATE: November 8, 2021
SUBJECT: Phase 2 Engagement Summary for CAP

INTRODUCTION

The City of Kenmore has partnered with Cascadia Consulting Group (Cascadia) to develop the City's first ever Climate Action Plan (CAP). A key part of the CAP process is gaining valuable insight from community members and key stakeholders to inform CAP actions, strategies and priorities. Cascadia developed a thorough community engagement process that engages local Kenmore community and key stakeholders in development of the CAP.

Cascadia's engagement plan is divided into three key phases. Each phase includes both internal engagement with the City and external engagement with the broader community. The first engagement phase aimed at building early awareness of the CAP process and gathering ideas, priorities, and concerns. It focused on identifying greenhouse gas (GHG) emission reduction targets, an initial list of climate action ideas, and input related to the recent vulnerability assessment. **The second phase of engagement focused on sharing and vetting potential strategies and actions and updating a final list of CAP actions.** Finally, the third phase of engagement will focus on soliciting feedback on the draft plan, planning for implementation of the CAP, and inspiring action among the community. The input gathered from all three stages of engagement will ultimately shape the priorities, strategies, and actions included in the final CAP.

This memo outlines the results from engagement phase two. The first section of the memo outlines overall key findings from all six engagement methods outlined in Table 1. The following three sections are broken down by community, City staff and City Council insights; community insight offers findings from the community workshop, pop-up event and survey. City staff insight offers findings from a survey, and City Council insight offers findings from an interactive council meeting and surveys. Lastly, the memo includes six appendices, each including detailed responses and analysis from the engagement methods.

Table 1: Engagement method, date, audience, and objective

Engagement Method	Date	Audience	Engagement Objectives
City Council Survey	8/27 – 9/21	7 City Council Members	Gather internal perspectives
Pop-Up Event	9/25	30-40 community members	Engage face to face with residents
City Staff Interviews	9/27 - 10/4	6 City staff employees from a range of departments	Gather internal perspectives



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Community Workshop	10/7	13 community members	Hear directly from residents and workers of Kenmore
Community Survey #2	9/22-10/15	660 community members	Broadly reach the Kenmore community and gather public input
City Council Meeting	10/25	7 City Council Members	Gather internal perspectives

OVERALL KEY FINDINGS

- ✓ **Support for increasing tree canopy** and ecological restoration and protection of natural areas (i.e., Swamp Creek)
- ✓ Support for expanding **public education and outreach** on proposed actions
- ✓ Mixed feelings over **policy levers**
 - o Community overwhelmingly supports voluntary policy levers (i.e., incentives) over mandates while some City Council members support mandates over incentives
- ✓ **Cost, competing priorities and lack of awareness** are major barriers to successful CAP implementation
- ✓ Concern that CAP action costs will be passed down to residents through increased taxes
- ✓ Concern over **power grid's reliability** and ability to handle electric transition
- ✓ Concern over prioritizing **dense, transit-oriented** development and affordable housing
- ✓ Concern over partnering with **PSE's Green Energy Program**
- ✓ Desire to **hold largest emitters accountable**
- ✓ Support for **equitable CAP implementation**



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

COMMUNITY INSIGHT

Support

- Expanding **safe pedestrian and cyclist infrastructure** particularly near residential areas and work hubs
- Advocating for **increased electricity grid reliability**
- **Expanding outreach and education** on CAP actions, particularly those relating to recycling and composting
- Transition to **native, drought-tolerant landscapes**
- Studying and **evaluating air quality and extreme heat interactions** near industrial site
- **Banning plastic / Styrofoam**
- Incentivizing a full transition to **electric or solar energy**
- **Co-creating climate communications** with local communities
- Designing and installing **flood prevention projects**
- Expanding **zero emission transit options** (i.e., buses, passenger ferries, etc.)
- **Prioritizing voluntary policy** measures (i.e., incentives) over mandates
- **Increasing tree canopy** and ecological restoration and protection of natural areas (i.e., Swamp Creek)
- **Minimizing tree removal** and **require a higher rate of existing tree retention** during development
- **Holding upstream** companies and **polluters responsible**

Concerns

- **Mandates will result in unintended consequences.** Particular concern for mandating (1) solar and EV-ready capabilities for new construction and (2) recycling and composting
- **Affordability and increased cost burden.** Concern that costs of implementing CAP actions will be passed on to residents and businesses through increased taxes
- Lack of actions related to **Lake Washington's water quality** and the **asphalt plant**
- Focus is placed on community action when the City should **focus on holding the industry's highest polluters accountable**
- **Electrical grid's reliability** and ability to handle electric transition
- Prioritizing **dense, transit-oriented developments** and affordable housing
- Requiring developers to protect trees and **replace any trees removed from the land**
- Confusion around **mitigating impacts of green gentrification**
- Partnering with **PSEs Green Energy Program**
- Providing free or discounted **air filter box fans**



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

CITY STAFF INSIGHT

Support

- Expanding **public education and outreach** on proposed actions, particularly on those related to waste sorting
- Expanding **transit routes**, particularly those that reach disadvantaged neighborhoods

Concerns

- **Energy grid reliability** and capacity to handle full transition to electric and difficult to reduce energy usage during peak times
- **Emergency resiliency hubs** building location
- Personal cost to encouraging **teleworking**
- Difficulty enforcing of **mandates** and associated cost increases
- **Cost of implementation** (i.e., cost to install EV infrastructure, cost to implement transportation master plan) and **lack of resources** (i.e., to support sustainable local economy)
- Offset **cost of incentives**
- Cost may be **passed onto residents/consumers** and place disproportioned cost burden on low-income household
- Prioritizing **dense transit-oriented development** and affordable housing has been unsuccessful in the past



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CITY COUNCIL INSIGHT

Support

- **City leading by example** and partnering with peer jurisdictions
- Expanding **outreach and education** efforts to community and businesses
- Mitigation and adaptation actions that improve **transit, tree canopy, and renewable energy**
- **Using a mix of policy levers**; mixed feelings on effectiveness of mandates
- **Prioritizing impact** over other criteria in developing CAP actions, followed by cost and feasibility
- Taking **bold and aggressive action** to make a large impact
- Prioritizing actions that result in **behavioral change**
- Studying current **electric grid's reliability**
- **Prohibiting new natural gas infrastructure** in new buildings for heating and cooking
- **Protecting natural systems** and preserving habitats and ecosystems
- **Equitably incentivizing** electric transition and EVs
- Making **recycling** and **composting easier** for community members
- Including actions related to **graywater systems** to reduce wastewater systems and actions that protect and restore local water bodies
- Incorporating **equity and social justice** throughout the entire CAP process

Concerns

- **Higher temperatures, extreme weather impacts, and flooding**
- Incentives won't be as effective as **mandates**
- **Cost and competing priorities** are the biggest barriers to successful CAP implementation



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APPENDIX A: CITY COUNCIL SURVEY

City Council was engaged twice during phase 2 engagement through a survey and an interactive Council meeting (See Appendix B: City Council Meeting). Cascadia administered surveys to seven City Council members in late August.

Survey Results

Overview

Please take a few moments to provide input on your priorities for Kenmore's Climate Action Plan by answering the questions below. Having this feedback early in the process will help ensure that strategies and actions are (1) tailored to the community; (2) reflect local priorities; and (3) build upon existing efforts and/or lessons learned. Your feedback is greatly appreciated!

Questions

What is the City's role in preparing for climate change and reducing greenhouse gas emissions?

For example, "the City should partner with peer jurisdictions to effect local change and advocate for state/federal climate policies;" "the City should lead on climate change by adopting practices at the municipal level as soon as possible;" "the City should expand outreach and education efforts to motivate the community and businesses to take climate action voluntarily," etc.

Angela Kugler: I believe the City needs to take a multi-leveled approach to effecting climate action and reducing greenhouse gas emissions. The City of Kenmore should partner locally (with nearby cities as well as organizations) and regionally (King County, State, and federal level - where applicable) to effect climate action goals. The City of Kenmore should also lead on adopting practices at the municipal level as soon as possible and expand outreach and education efforts to motivate the community and businesses to support activities/behaviors that reduce GHG and contribute to climate action goals. If this question is attempting to narrow down priorities, then I would say that I think we have the greatest chance to short-term success and greater impact by focusing on adopting practices at the municipal level.

Nigel Herbig: The city should find ways to reduce our carbon output. We should lead by example, and we should partner with groups like K4C and other cities to align strategies.

Joe Marshall: all three of the examples mentioned, plus, preserve as much natural habitat as possible.

Melanie O'Cain: The City ideally should do all of the suggestions above - partner with peer jurisdictions to effect local change and advocate for state/federal policies; Lead on climate



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change by adopting practices at the municipal level as soon as possible; and expand outreach and education- I couldn't have come up with better priorities than what you prepared for us.

Corina Pfeil: Yes, I can agree with all of the above, and further recommend Kenmore lead like other municipalities by developing our own Green Solar Energy Grid; Encouraging businesses in clean practices with waste reduction, reduction of plastics and Styrofoam - increase in biodegradable disposables and disposable to-go utensils, drink cups, eco-plastic bio degradable bags - strengthened by code; Grey Water education and practices; Organic Compost Filtration near construction sites vs straw - to improve water for salmon from construction water and street runoff (*Recommended by Gov. Inslee); Tree Canopy development engrained in housing - community and street developments; and a metropolitan parks district together with King County; Use of environmentally friendly recycled materials for : walkways, walk paths in parks, and parking lots. *Reduced to no use of asphalt.

Debra Srebnik: City should (1) adopt practices to reduce carbon emissions by City operations and at the Community level as soon as possible, (2) provide public education to engage residents and businesses to adopt relevant climate actions at the individual level, and (3) align with - and leverage - climate action efforts being taken by King County

Mayor Baker: The city has lead by installing solar panels, a green foot and pervious asphalt driveways. We also have a LEED Gold building and have been recognized for that.

What climate risks are you and the Kenmore community most concerned about?

For example, increasing temperatures, extreme heat / heat waves, extreme precipitation events, more precipitation as rain than snow, flooding, wildfire and wildfire smoke, energy reliability, etc.

Angela Kugler: From what I know and have heard from community members, they worry about warming temperatures and the downstream effects of that, including increased wildfires and its smoke, drought and lack of precipitation, extreme weather (i.e., hot days, flooding) and increased natural disasters. I worry about the effects that these climate changes pose to humans, including our food chain/supply, people's lives, health, and housing, the effect on our fish and wildlife.

Nigel Herbig: Warming. Extreme weather. Flooding.

Joe Marshall: destruction of natural habitat

Melanie O'Cain: I'm most concerned about the impacts of Climate Change on our watershed. The warming of Lake Sammamish and Lake Washington have devastating repercussions. Flooding and smoke are other concerns.

Corina Pfeil: Yes, and lack of resources for surviving these events of extreme cold, and heat waves. Affordable housing lack ductless heating and cooling to reduce power bill cost and ensure safe home temperatures; Lack of cooling / misting stations & Lack of warming centers - in Kenmore or overnight affordable options. Loss of clean water and increased algae blooms or bacteria blooms in our lakes and streams; poor air quality due to asphalt plant; poor air quality due to wildfires / smoke - asthma



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Debra Srebnik: Extreme weather events - including extreme heat, smoke from forest fires elsewhere, and rain/flooding.

Mayor Baker: Concerned about increased snow events and flooding.

How prepared is Kenmore to address the impacts of climate change and take action to reduce emissions?

For example, "very prepared – we are already doing work on the ground to address these issues;" "somewhat prepared – we plan to use the CAP as a launching off point for prioritizing action;" "not at all prepared – we will need to build capacity internally before we can take action".

Angela Kugler: I think we are somewhere between "not at all prepared" and "somewhat prepared" because we're at least cognizant of the need to develop a Climate Action Plan and are in the midst of making one. We also have someone in charge of Environmental Services and have been making good headway on improving our wetlands and managing our surface water with environmental impacts in mind; however, I think we will need to build capacity and knowledge across all departments and can be more bold in our policies and standards.

Nigel Herbig: Not where we need to be, thus why we are working on the CAP.

Joe Marshall: pretty well prepared but should always aim to improve

Melanie O'Cain: I feel like we are between ready and somewhat prepared. We are taking some action now, but we are more prepared given our attention to the Climate Action Plan. I'm pleased with our progress.

Corina Pfeil: We are taking early steps to get there, somewhat there, yet have fallen behind the region. Effectively late to the work ahead. However, the budding work on environmental stewardship and climate action is good, it still is not yet in full swing. We will need to work with partners and stakeholders to be effective - by bringing them to the table to partner on this work with us and contribute to our goals and objectives. We will need a Green Infrastructure Supportive Plan to bring it all together - Such as a Kenmore Green New Deal

Debra Srebnik: Not ready yet - but the CAP will provide a starting point.

Mayor Baker: We will do our part.

Which co-benefits are most important to embed within CAP actions?

For example, cost savings, energy and water conservation, health benefits, local business support, municipal revenue enhancement, education and awareness, mobility improvement, climate adaptation, smart growth, water and air quality improvement, green space and recreation improvement, quality of life improvement, job creation, community development/redevelopment.

Angela Kugler: I think all of these co-benefits will resonate with some members of our community, but in particular, I think "cost savings" always resonates with a lot of people, "climate adaptation" and "health benefits" are on people's immediate minds because of the



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pandemic and recent extreme weather experiences. I would personally like to tie in Diversity, Equity, and Inclusion for a Climate Justice approach, which also contributes greatly to "health benefits" and acknowledgement of prioritizing decreased harm to BIPOC communities (part of our inclusion and equity goals).

Nigel Herbig: Smarter development around transit. Building a city where people aren't required to own a car.

Joe Marshall: habitat preservation

Melanie O'Cain: Climate adaptation, smart growth, water and air quality, green space and green job creation

Corina Pfeil: Yes all that and - a Kenmore Green Solar Power Grid Infrastructure to power Kenmore. *Efforts to teach storm water drain maintness / salmon safe/ filters; Infrastructure improvements for improved salmon habitats and salmon passable culverts - participation in salmon fry release program - as part of community education at city hall together with parks - community, council and staff. Jobs development should always be part of city efforts to improve outcomes within our community

Debra Srebnik: Energy conservation Education/awareness Dunno what "smart" growth is - but if it means growth located to lessen climate impacts or car use... then yes Climate adaptation (that is a direct piece of CAP - not "co") The rest of the list are great too but too far away from focus of CAP

Mayor Baker: Increased CO2 levels.

Which criteria should be prioritized in developing actions within the CAP?

For example, **cost** (to the City, the community, and businesses), **impact** (ability to reduce emissions or prepare for climate impacts), **feasibility** (political will, technological capabilities, internal capacity), **equity** (who benefits / who is burdened), **co-benefits** (benefits above and beyond emissions reduction/climate resilience), **synergies** (benefits multiple City objectives/plans).

Angela Kugler: I'd like to prioritize impact, while taking into account cost and feasibility. To me, those three legs of the stool have to balance each other for the impact to be realized.

Nigel Herbig: Impact, feasibility, and equity.

Joe Marshall: impact

Melanie O'Cain: Impact, synergies, co-benefits, equity

Corina Pfeil: The order: All should be first lead through the leans of equity as the starting point (not a list or item to check off). Synergy. Cost Burden; and Feasibility - green solar energy - Kenmore Solar Grid



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Debra Srebnik: Impact. That is far and away the top criteria Secondary considerations - cost and feasibility

Mayor Baker: Being a small city impact is a priority.

Which mitigation actions are most important to include in the CAP?

For example, energy efficiency; electrification; invest in, advocate for, and use renewable energy; reduce single-occupant vehicle use; expand active transportation (cycling, walking); expand public transportation (buses, light rail); promote carpooling; transition to electric vehicles; encourage dense, mixed-use development; increase diversion of reusable, recyclable, or compostable items from landfill; prevent food waste and promote food recovery; promote sustainable consumption; expand tree canopy and green space; conserve water; etc.

Angela Kugler: Knowing that energy and transportation are the greatest contributors to GHGs, I would focus on investing and advocating for renewable energy and decreased dependence on fossil fuels. Additionally, I'd like the City to have an all-electric fleet (if feasible), and encourage dense, mixed-use development to couple with our BRT (which we're already advocating for). Expanding the tree canopy is low-hanging fruit that we have more control over.

Nigel Herbig: Smart transit-oriented development with transit, and opportunities for folks to get around without needing a car. Electrification.

Joe Marshall: preserve and expand natural habitat including present tree canopy and expansion thereof

Melanie O'Cain: Invest in advocate for renewable energy, expand tree canopy and green space; mixed use development

Corina Pfeil: Tree Canopy Expansion, Renewable Solar Energy Power Grid; Energy Efficiency; Expand multi-modal routes of transportation, promote carpooling, dense affordable housing & workforce and dense assistive housing. Green clean building materials for use in construction to improve environmental and home-living comfort efforts.

Debra Srebnik: The top 3 contributors to emissions are the following and thus should be the focus: 1. Building energy use reduction - new and existing - code development and promotion for residential) 2. Clean energy for city buildings, code development for new construction, and promotion (w/possible incentives) for residential 3. Transportation - expanding public transport; installing more EV stations, promoting carpooling and alternatives to driving (commute trip reduction), electrification of fleet, etc. AND... we also need to work on climate change preparation/adaptation (i.e., heat, smoke, floods) AND increase carbon uptake with more TREES

Mayor Baker: Expand mass transit.



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What types of policy levers should the CAP prioritize?

For example, voluntary measures, incentives, disincentives, mandates/policy, studies and planning efforts, capital infrastructure, regional partnerships, investments in renewable energy, etc.

Angela Kugler: If we could avoid disincentives or voluntary measures, I would be in favor of all of the other policy levels mentioned. * incentives, mandates/policy, studies and planning efforts, capital infrastructure, regional partnerships, investments in renewable energy, etc.

Nigel Herbig: All of the above.

Joe Marshall: voluntary, incentive and penalties

Melanie O'Cain: Mandates/policy; incentives; regional partnerships

Corina Pfeil: Yes all of that

Debra Srebnik: 1. Development code for building energy use and clean energy - paired with incentives if needed 2. Leverage incentive programs (e.g., federal, state, PSE) for residential changes 3. For City buildings... we will likely need to 'invest' to make the energy changes needed

Mayor Baker: Voluntary measures

Which adaptation actions are most important to include in the CAP?

For example, protect native habitats; improve stormwater management; improve emergency preparedness; improve access to community services; expand transportation options to increase redundancy; provide resources to community members to cope with future climate impacts; etc.

Angela Kugler: I think many residents are looking for clear, tangible actions that can affect them and their households today and in the near future. To this end, I think more green space/trees, improved access to services and emergency services, increased access to services (e.g., easy mass transportation, increased recyclables (I saw that Redmond partnered with Ridwell to recycle styrofoam, for example), all coupled with large regional efforts. If we could get multiple cities to encourage PSE to reduce dependence on fossil fuels sooner, get Waste Management to expand what they can reuse/recycle, work with other cities to agree to a shared list of CAP efforts or land use laws that affect Kenmore's waterways, those would all be examples of initiatives I think our residents would appreciate.

Nigel Herbig: Transportation options, including TOD.

Joe Marshall: native habitat preservation

Melanie O'Cain: Protect native habitats, improve storm water

Corina Pfeil: Yes to all that



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Debra Srebnik: 1. Improve stormwater management 2. Improve emergency preparedness for extreme heat and smoke events (e.g., cooling and smoke protection centers; stocking smoke protection supplies, etc) 3. Change our landscape planting practices to ensure plants are drought and heat tolerant

Mayor Baker: Expand transportation options.

What barriers do you foresee in implementing adopted CAP actions?

For example, obtaining funding, political will, lack of education/understanding, competing priorities, etc.

Angela Kugler: I think the greatest barriers will be 1) lack of education/understanding of the importance of these actions 2) because of #1, lack of valuing the costs, and 3) time/competing priorities.

Nigel Herbig: All of the above.

Joe Marshall: supposedly competing priorities -- "growth promotion" and inherent pressure to develop at increasing densities again and again without minimal infrastructure or amenities.

Melanie O'Cain: Funding, political will, competing priorities - some historical priorities will need to drop

Corina Pfeil: Push back from the City and community members who don't understand the climate crisis

Debra Srebnik: Wanting to do all of it at the same time - competing priorities *within* the CAP. We can get out of that jam if we understand which actions will have the greatest impact. It would be great to have a grid that shows action items each with likely impact X cost/feasibility (feasibility and cost are often the same thing).

Mayor Baker: Cost



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APPENDIX D: POP-UP EVENT

Cascadia and the City co-led an in-person pop-up event at the Hangar on September 25th, from 12-2pm. The event was intentionally held in the afternoon to engage families during the day. Four posters with proposed strategies and actions were propped up on easels around the booth (See Figure 2). Visitors browsed the posters and provided live feedback via dot stickers. Each person was given a couple of green, red, yellow, and blue stickers to indicate their level of support, opposition, or neutrality respectively for strategies and actions under each focus area. Additional post-it notes were available for visitors who wanted to provide more detailed feedback on the proposed strategies and actions. Those who participated in the poster engagement were given the opportunity to enter a raffle. Four visitors were randomly selected and offered \$50 gift card

s to local, BIPOC owned businesses. To better reach communities ages 5-19, we offered coloring and kid friendly educational activities (see Figure 1). In total, we engaged with 30-40 residents.

Poster Board Results

	Level of Support		
	Oppose (4)	Neutral (43)	Support (31)
Buildings & Energy			
Municipal Actions			
Require new buildings to be energy efficient and carbon neutral		3	1
Retrofit existing buildings to be more energy efficient		3	1
Enroll in Puget Sound Energy's (PSE) Green Power Program		1	1
Ensure critical facilities have backup power in the event of an outage			2
Strategy 1: Use Less Energy & Refrigerants			
Incentivize energy efficient/sustainable new buildings		2	
Incentivize energy efficient appliances in existing buildings		3	
Go above and beyond WA State Energy Code		5	
Mandate proper use, monitoring, and disposal of refrigerants		2	
Strategy #2: Use Cleaner Energy Sources			
Incentivize a full transition to electric or solar energy			4
Support development of community solar projects		3	
Enact code to facilitate electrification of new buildings	1		
Advocate for increased electricity grid reliability			2
Transportation & Land Use			
Strategy #1: Build Strategically			



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	Level of Support		
	Oppose (4)	Neutral (43)	Support (31)
Prioritize dense, transit-oriented development and affordable housing	1	1	1
Evaluate development code around landslide and flooding hazards		2	
Strategy #2: Drive Less			
Expand pedestrian and cyclist infrastructure		1	
Expand transit options			3
Develop a Transportation Master Plan		1	
Strategy #3: Drive Cleaner Vehicles			
Encourage transition to electric vehicles		2	
Expand EV charging		1	
Materials & Consumption			
Municipal Actions			
Implement a sustainable purchasing policy			2
Strategy #1: Prevent Waste			
Support sustainable local food economy		1	1
Divert Resources from Landfill			
Conduct a waste audit and adopt prevention and diversion goals			1
Provide recycling and composting outreach and education		1	
Mandate recycling and composting			2
Natural Systems & Water Resources			
Municipal Actions			
Require LID in new or remodeled construction		1	
Strategy #1: Conserve and Manage Water			
Conduct outreach and education on water conservation strategies		1	
Design and install flood prevention projects		1	3
Strategy #2: Protect Natural Systems			
Require developers to offset the loss of any trees removed		1	1
Community Resilience & Wellbeing			
Municipal Actions			
Embed climate action in City planning efforts		2	
Prioritize local hiring and disadvantaged worker employment		2	1
Strategy #1: Prepare for Climate Emergencies			
Co-create climate communications with local communities			4
Study and evaluate air quality and extreme heat interactions		1	
Strategy #2: Increase Adaptive Capacity/Resilience			
Mitigate impacts of green gentrification		1	



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	Level of Support		
	Oppose (4)	Neutral (43)	Support (31)
Develop a green jobs strategy		2	1
Provide free or discounted air filter box fans	2		

Sticky Notes feedback:

- Kenmore plan needs to include water quality.
- Planting more plants, trees.
- Develop strategies that continue to educate and encourage citizens to take action. What can homeowners do to support the city? Including civic groups, schools, churches to provide labor whenever possible.
- Need impact analysis of ideas to allow us and officials to decide knowingly.



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Figure 1: Pop-up Event Photos



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Figure 2: Pop-Up Event Poster Boards. Red = oppose, blue and yellow = neutral, green = support



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APPENDIX C: CITY STAFF INTERVIEWS

Cascadia sent a list of proposed strategies and actions along with guiding questions to six City staff members from a variety of departments, including the City Manager's Office and Developmental Services and Public Works. City staff completed these interviews between September 27th and October 4th.

Interview Results

Buildings & Energy		
Use less energy and refrigerants	Reviewers	Feedback
Incentivize energy efficient/sustainable new buildings.	Development Services	Red flags/barriers/ challenges: - Incentives would need to offset costs of more expensive components. - A LEED building could increase construction costs by 20-30%. Other considerations: - For comparison, permit fees are less than 5%. The City couldn't cover the offset.
Incentivize energy efficient/load responsive appliances in new and existing buildings.	Development Services	Red flags/barriers/ challenges: Incentives would need to offset costs of more expensive appliances.
Go above and beyond WA State Energy Code.	Development Services	Red flags/barriers/ challenges: - The current 2018 WA State Energy Code has very high standards. Any additional or stricter requirements will add substantial costs to construction Other considerations: - This will increase the costs of new construction, which will be passed through to the buyer
Mandate proper use, monitoring, and disposal of refrigerants	Development Services	Red flags/barriers/ challenges: Difficult to enforce
/Use cleaner energy sources	Reviewers	Feedback
Incentivize a full transition to electric or solar energy in existing commercial and residential buildings.	Development Services	Red flags/barriers/ challenges: Incentives would need to offset costs
	Public Works	Other considerations:



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		How will this impact the power grid? Can the system handle the increase in electrical consumption? What does this mean for future reliability?
Mandate solar and EV-ready capabilities for all new construction.	<u>Development Services</u>	Red flags/barriers/ challenges: Additional construction costs that will be passed through to the buyer
	<u>Community Development</u>	Red flags/barriers/ challenges: - Do we rely on the state building codes? Other considerations: - If mandates are in the building code then DS would have the lead.
Encourage enrollment in PSE's Green Power Program.	<u>Public Works Engineering</u>	Red flags/barriers/ challenges: Assuming they can use the existing grid, no know barriers/challenges/red flags. If the existing infrastructure is not compatible with expansion of green energy or not in line with green energy, could result in high cost to build infrastructure and restore ROW or could lead to the need to acquire property.
	<u>Public Works Operations</u>	Red flags/barriers/ challenges: - Capital costs and operational cost. Other considerations: - How will this impact the power grid? Can the system handle the increase in electrical consumption? What does this mean for future reliability?
	<u>Public Works ESD</u>	Other considerations: - What is PSE's capacity for the program? What if more people are interested than they have capacity for? Implementation lead - ESD (as an outreach program) Implementation partners: - PSE Implementation timeframe: - Outreach program timing can be flexible Cost + potential funding sources: - Would need to confirm private cost impacts with PSE. PSE website appears to suggest that its less than 10% for residential customers? Equity considerations: - Cost increase would be more burdensome for low-income households, which may also have cheaper, less efficient appliances, etc.
Support the development of community solar projects.	<u>Public Works</u>	Implementation lead:



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	<u>ESD</u>	- ESD (as an outreach program) Implementation timeframe: - Outreach program timing can be flexible Cost + potential funding sources: - Presuming this is a privately funded project with costs covered by customers. Equity considerations: - Cost increase would be more burdensome for low-income households, which may also have cheaper, less efficient appliances, etc.
Enact code to facilitate electrification of new buildings.	<u>Development Services</u>	Red flags/barriers/ challenges: - Dependent on electrical grid Other considerations: - Current electrical grid is not reliable enough to depend on
	<u>Public Works Operations</u>	Other considerations: How will this impact the power grid? Can the system handle the increase in electrical consumption? What does this mean for future reliability?
Advocate for increased electricity grid reliability	<u>City Manager's Office</u>	Red flags/barriers/ challenges: - Getting Kenmore customers to reduce usage during peak times may be challenging. We can help address this through our communications/education. Other considerations: - Being in a NW corner of PSE's service area, we need to continue to stay on their radar and require regular reporting on electric power reliability.
	<u>Public Works Operations</u>	Other considerations: If reliability is important, wouldn't it be prudent to understand how increasing the demand on the existing power grid (or what additional infrastructure would be necessary to build to handle the increase) would affect reliability in the future?
Transportation & Land Use		
Build strategically	Reviewers	Feedback
Incorporate environmental justice criteria into land use decisions.	<u>Development Services</u>	Other considerations: This is currently accomplished through SEPA.
	<u>Community Development</u>	Other considerations: Will the CAP provide the environmental justice criteria?



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Prioritize dense, transit-oriented developments and affordable housing.	<u>Development Services;</u> <u>Community Development;</u> <u>ARPA</u>	Red flags/barriers/ challenges: • Difficult to achieve. City has tried this through the implementation of the Transit Oriented Development TOD District. • Even with the additional incentives put in place denser development has not occurred
Evaluate the development code related to landslide and flooding hazards.	<u>Development Services</u>	Red flags/barriers/ challenges: • Any additional regulations will increase construction costs Other considerations: • Development codes are in place for new construction. Regulations for existing construction are on a willing basis.
Drive less	Reviewers	Feedback
Expand pedestrian and cyclist infrastructure.	<u>Community Development</u>	Other considerations: • CD role is ensuring policies in place. • PW lead on implementation
	<u>Public Works Operations</u>	Red flags/barriers/ challenges: • Increased operational cost to maintain new assets (increased street, sidewalk, trail square footage, signage, lighting and traffic markings).
	<u>Public Works Engineering</u>	Red flags/barriers/ challenges: • Available right of way, high cost for improvements Other considerations: • Would this mean removing existing infrastructure? This is not necessarily seen as a positive thing, would need to make improvements everywhere else in City potentially first. Implementation lead: • Engineering Implementation partners: • King County Metro/Sound Transit Implementation timeframe: • With current funding, decades Cost + potential funding sources • \$54M • Federal grants • State Grants • Legislative earmarks • Local Taxes Equity considerations:



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		Equal construction throughout City vs greatest need. May find a greater need consolidated in specific areas – may result in equity issues
Expand transit options.	<u>Public Works</u>	Red flags/barriers/ challenges: - Ridership justification – Kenmore is at the end of the service area for King County Metro Implementation lead: - Engineering Implementation partners: - King County Metro - Sound Transit Implementation timeline: - Months to years depending on what the Transit agency requires Cost + potential funding sources: - Up to \$10K per stop location - King county - Local taxes - State grants - Legislative earmarks Equity considerations: - Places where transit can go may not necessarily reach disadvantaged housing
Strengthen transportation resiliency.	<u>Public Works</u> <u>Engineering</u>	Red flags/barriers/ challenges: - Existing infrastructure may need to be replaced. Funding is the issue. Other considerations: - May need additional transit, see 2.2 Implementation lead: - Engineering Implementation timeframe: - Depends on if there is a need to update infrastructure. Could be days to years. Cost + potential funding sources: - Unknown
Develop a Transportation Master Plan	<u>Public Works</u> <u>Engineering</u>	Red flags/barriers/ challenges: - Cost to implement may delay implementation Implementation lead: - Engineering Implementation partners: - King county Metro - Sound Transit



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		Implementation timeline: - Will depend on analysis on what improvements can be made Cost + potential funding sources: - Unknown until analysis on what could be done is completed
Drive cleaner vehicles	Reviewers	Feedback
Encourage transition to electric vehicles.	<u>Public Works</u> <u>All</u>	Red flags/barriers/ challenges: - Cost to install infrastructure and the increased cost of purchasing electric vehicles. Other considerations: - What are the environmental impacts of moving to electric vehicles? What are the environmental impacts of electric vehicle batteries? How are batteries being dealt with at the end of their life cycle? How will this impact the power grid? Can the system handle the increase in electrical consumption? What does this mean for future reliability? Implementation lead: - ESD (as an outreach program) Implementation partners: - EV Manufacturers Cost + potential funding sources: - Presume cost is on private consumers unless city provides subsidy. Equity considerations - Cost impacts to lower income households
Expand EV charging.	<u>Development Services</u>	Red flags/barriers/ challenges: Incentives would need to offset costs
	<u>Public Works</u>	Red flags/barriers/ challenges: - Cost to install infrastructure. Other considerations: - Is it realistic to assume that if the infrastructure is built in low-income projects that low-income households would purchase electric vehicles? Implementation lead: - ESD (as an outreach program) Implementation partners: - EV Manufacturers Cost + potential funding sources: - Presume cost is on private consumers unless city provides subsidy.



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		- Permit fee reduction for new construction? - PSE incentives and grants. Equity considerations - Cost impacts to lower income households
Materials & Consumption		
Prevent waste	Reviewers	Feedback
Support sustainable local food economy.	<u>Public Works</u>	Red flags/barriers/ challenges: - Need for increased resources=increased cost. Implementation lead: - ESD (as an outreach program)
Strengthen construction and demolition (C&D) diversion requirements.	<u>Development Services</u>	Red flags/barriers/ challenges: Practical solutions are not in place in WA State.
	<u>Public Works Engineering</u>	Red flags/barriers/ challenges: This could potentially increase the cost of capital projects
Divert resources from landfill	Reviewers	Feedback
Conduct a baseline waste audit and adopt waste prevention and diversion goals.	<u>Public Works</u>	Red flags/barriers/ challenges: - Need for increased resources=increased cost. Other considerations: - The city has done some of this work partnering with King County. Implementation lead: - ESD (as an outreach program) Implementation partners: - Solid Waste Service Provider - King County Cost + potential funding sources: - King County - Public Health - Seattle and King County Equity considerations: - Work needed to expand options available to multi-family communities to be able to divert waste.
Conduct education, outreach, and technical assistance to promote recycling and composting	<u>Public Works</u>	Red flags/barriers/ challenges: - Need for increased resources=increased cost. Other considerations: - The city has done some of this work partnering with King County. Implementation lead: - ESD (as an outreach program)



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

		Implementation partners: • Solid Waste Service Provider • King County Cost + potential funding sources: • King County • Public Health - Seattle and King County • DOE Equity considerations: • Work needed to expand options available to multi-family communities.
Mandate recycling and composting	<u>City Manager's Office; Public Works</u>	Red flags/barriers/ challenges: • Solid waste collection and disposal is provided by a private sector company that is regulated by the State UTC. • Commercial and multi-family recycling (lack thereof) Other considerations: • Residential recycling is going generally well, although more education on "clean and dry" recyclable materials is needed. • Provide food waste composting at City Hall.
Natural Systems & Water Resources		
Preserve natural systems	Reviewers	Feedback
Require developers to replace any trees removed from the land	<u>Development Services</u>	Red flags/barriers/ challenges: • Impractical. Cannot have both trees and development. Other considerations: • The city has a tree retention and replacement Ordinance in place
	<u>Community Development</u>	Other considerations: • CD lead role in code development or reviewer if DS lead. • DS lead role implementation
Develop an urban landscape strategy or framework	<u>Development Services</u>	Other considerations: • This is achieved through the City's Critical Area Ordinance
	<u>Community Development</u>	Other considerations: • CD lead role in developing policy/strategy code or reviewer if DS lead. • DS lead role implementation
Community Resilience & Wellbeing		



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Prepare for climate emergencies	Reviewers	Feedback
Create climate emergency resilience hubs.	<u>Public Works;</u> <u>City Manager's</u> <u>Office</u>	Red flags/barriers/ challenges: • Churches: some members of the public may not feel comfortable taking shelter in a church. • Overnight help can be difficult to arrange. • Staffing and supplying resilience hubs. • Cold weather challenges. • Transportation to the hubs. • Finding hubs that can hold up in extreme weather, such as keeping electric power on. Other considerations: • Education and outreach—having a user friendly way to inform the public and help them find out where to go to access a hub. • School district can be a resource. Other districts, such as NPRSA (Senior Center).



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

APPENDIX E: COMMUNITY WORKSHOP

Cascadia and the City co-led a 2-hour community workshop on October 8th, from 6-8pm. The workshop was intentionally held in the evening to accommodate traditional working schedules. During the first half of the workshop, the facilitator gave an overview of the CAP, relevant context, introduced focus areas, and provided an overview of respective strategies and actions. During the second half of the workshop, participants joined breakout rooms and discussed their opinions, concerns, and priorities on proposed strategies and actions. Each breakout room started with a different focus area (i.e., Buildings & Energy, Transportation & Land Use) and participants spent approximately 25 minutes discussing while facilitators took notes on the MURAL board. After 25 minutes were up, participants in the breakout rooms discussed the remaining sectors until breakout rooms were closed. Once everyone was back in the main room, breakout room facilitators shared out high level themes of their conversations.

Discussion Questions:

- Do you have any general questions or concerns about the strategies and actions? Do they make sense?
- Do any strategies or actions resonate with you particularly?
- Are there key strategies missing or critical information you want to see included in the final Climate Action Plan?
- Are you particularly supportive of any of these actions? Why?
- Do you particularly oppose any of these actions? Why?
- Anything else you would like to add?

MURAL Board Results

Key:

Alejandro's breakout room

Sammie's breakout room

Megan's breakout room

Richard's breakout room

Alyssa's breakout room

Buildings & Energy	
Municipal Operations	• City needs to set example of implementing climate action so that community follows suit
Require new buildings to be energy efficient and carbon neutral.	• Not so much Municipal Buildings in Kenmore



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Retrofit existing buildings to be more energy efficient.	Building permits to make changes in existing structures introduces more barriers
Enroll in Puget Sound Energy's (PSE) Green Power Program.	Green Power Program not as supportive. Micro locally implemented. But I rather see that in conjunction with solar.
Ensure critical facilities have backup power in the event of an outage.	What are critical facilities?
Strategy #1: Use less energy and refrigerants	- More details in what will go into solar as a policy. - Retrofits in general are a better strategy instead of regulations in constructions.
Incentivize energy efficient/sustainable new buildings.	Nice to see targeting residential buildings
Go above and beyond WA State Energy Code.	Be cautious about stricter building codes that may deter smaller projects from happening because it gets too difficult.
Strategy #2: Use cleaner energy sources	- Better information for how to transition to renewable energy in existing buildings - How is City going to pay for incentives to transition to renewable energy? - Crazy expensive to transition!
Incentivize a full transition to electric or solar energy in existing commercial and residential buildings.	Yes, incentivize and help residents transition
Encourage enrollment in PSE's Green Power Program.	Why pay PSE more to do the right thing?



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Transportation & Land Use	
Municipal Operations	- Transition to electric vehicles is great but cannot be the final solution - Prioritize strong mass public transit system (light rail) - Limit fees on EV usage - City sets the example with car sharing - Implement an end to wood burning stove usage - Smokeless fire pits - Grants to encourage heat pump usage and electrical furnaces - Include asphalt as a climate emergency - include an action on clean processing, alert for unclean material usage. - Make sure this action has teeth and can implement fine for petroleum usage in products
Electrify the City's fleet.	Yes
Expand public electric vehicle (EV) charging stations.	Super important
Strategy #1: Build strategically	- Stronger tree canopy - Ecological restoration - Greener standards for drainage LID and raingardens - Raingarden learning group
Incorporate environmental justice criteria into land use decisions.	- Consider Tribes - Salmon rights treat issues (salmon runs) - How would the natural resources differ were it not for Settlements
Strategy #2: Drive less	
Expand transit options.	- Increase accessibility without affecting natural resources/structures - Increase access to Metro community van access/shareability - Like Senior center - More transit discussion - School drop offs with idle cars waiting in line every day - Small capacity buses
Strategy #3: Drive cleaner vehicles	
Encourage transition to electric vehicles.	- Need EVs to be more affordable - Make passenger ferries go electric
Expand EV charging.	Hesitancy around using public lands for EV charging stations

Materials & Consumption	
Municipal Operations	Actions related to reducing cement and steel emissions - reduce the cost of and incentivize low carbon building materials



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

	• Actions outlined below also should apply to the city not just residents and businesses • What is the city doing with its own waste and reusability?
Implement a sustainable purchasing policy for municipal operations.	• Consider using 21 Acres campus as a model for this action • Diverting defunct supplies and funneling back into community
Strategy #1: Prevent waste	• Barrier: Humans don't like being told what to do
Support sustainable local food economy.	• Clarify what this would look like in implementation ((dis)incentives?) • Farmer's market extended throughout the year so that people can have access to local food year-round
Strengthen construction and demolition (C&D) diversion requirements.	• Installing new green appliances will generate significant materials - where will this all end up • Providing incentives for construction practices that involve less waste overall (manfu. homes) • Incentive builders to adopt less wasteful construction materials
Ban plastics and Styrofoam	• Eliminate single use plastics • Take into account accessibility issues involved in banning plastics and Styrofoam • Low hanging fruit - do this right away • Yes! • Plastic bag ban, just a rule for retail for in the City of Kenmore? • Can still buy where these products are used i.e. Amazon and target in Woodinville • manufactured, is online or just what you throw out. what does this mean?
Strategy #2: Divert resources from landfill	• Strong educational campaigns • Offer alternatives to folks • Incentivizing reusability, buy-nothing, local swaps • Reward people for reusing things rather than throwing it out
Conduct a baseline waste audit and adopt waste prevention and diversion goals.	• Support more educational campaigns, particularly in schools • More education on what is and isn't recycleable • Implement collection sites around the City similar to Japan • Look into Ridwell (org picking up plastic bags)
Mandate recycling and composting	• Cedar Grove is built on contaminated grounds • Compostable packaging should not be worse than the alternative PFAs • Drive through composting • Cedar Groves is great! Very close to Kenmore and inexpensive • Mandate composting entity to capture and reuse biofuels • Incentivize for use of recycled materials that would be just as useful as recycling mandate



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

	• Not everyone chooses to recycle/compost - need to improve weight of recycling and composting • So expensive to send to landfill which is a good economic incentive. Makes more financial sense to recycle and compost Incentives for use of recycled materials would be just as useful as recycling mandate • Consider free composting bins - Kenmore did this when first incorporated • Being able to have recycling come more often than every other week, and compost recycling and compost every week, trash every other
--	---

Natural Systems and Water Resources	
Municipal Operations	• Be more deliberate on drawing attention to water quality and actions to address it • Coordinated Sammamish River effort with upstream jurisdictions and king county
Strategy #1: Conserve water, manage stormwater, and minimize flooding	• Major water issue: Clean up Lake Washington next to cement and asphalt plant. Lots of algae and sediment issues. Ongoing issues and delayed action
Design and implement green stormwater infrastructure projects	• Good water catchment system on Juanita Dr.
Strategy #2: Preserve natural systems	
Require developers to replace any trees removed from the land	• Require developers/city to replace trees they cut down for development • City should commit to replacing and protecting vegetation/critical areas. Should be woven into any action taken • Prevent removal first before focusing on replacement

Community Resilience & Wellbeing	
Municipal Operations	• A little bit of a gray area, not as tangible compared to other strategies • During heatwaves, people walking, or animals could need to a space • Providing more resources and instruction for climate emergencies • Farmer's market extension for the whole year for the community, increase community gardens quantity & access • if there is flooding, where do I go?



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

	- Air quality is super important, increasing in severity. Emergency situation that could happen. As a citizen how to act or where to go. What are the actions for a wildfire or flood? Need to know what to do - Hubs during wildfire smoke, most vulnerable, pets and other animals their well-being during smoke
Embed climate action considerations in City planning efforts.	Focus on City planning, but education would be a big focus, share studies (as they happen) and what things can we expect in Kenmore directly
Capture cost of climate inaction in new projects.	Emotional toll of watching natural systems degrade
Strategy #1: Prepare for climate emergencies	- Climate emergencies, what are the most high-level impacts. like SLR not as applicable. Wildfire/smoke, providing air filters, incentives to improve building quality somewhere to go - Industry in Kenmore, what is their impact to Kenmore? the surrounding area? What incentives and resources are we sharing with them to reduce their footprint?
Create climate emergency resilience hubs.	- Education and outreach about resilience hub - Having multiple resilience hubs, meet people where they are at neighborhood wise - Geographic separated: Bothell side, Inglewood HS a good location
Co-create climate communications with Kenmore's communities	- Outreach and engagement through churches, sports in additional school - Involve everyone (boards, community organizations, social media i.e. FB and NextDoor, Instagram) - What is the plan to reach everyone and get them involved
Conduct a study to evaluate air quality and extreme heat interactions	- Asphalt plant emits bad odors - Will the city take care of this - Proven air quality is worse around transportation corridors which causes serious health issues to surrounding communities - is city going to collect data on this and what can be done to mitigate these adverse health effects?
Conduct a study to expand on WSDOT's vulnerability assessment	
Strategy #2: Increase adaptive capacity / resilience	- Incentives for weatherization, esp. for homeowners. e.g., windows, air filters - Apt that don't have AC available - For weatherization, look beyond shorter term (air filters, etc.). look into bigger longer-term solutions - PSE incentive programs, similar for Kenmore - Incentives, People work in Seattle and commute. Provide incentives to use public transportation, or work from home. - WFH well-being and lifestyle.



City of Kenmore Climate Action Plan

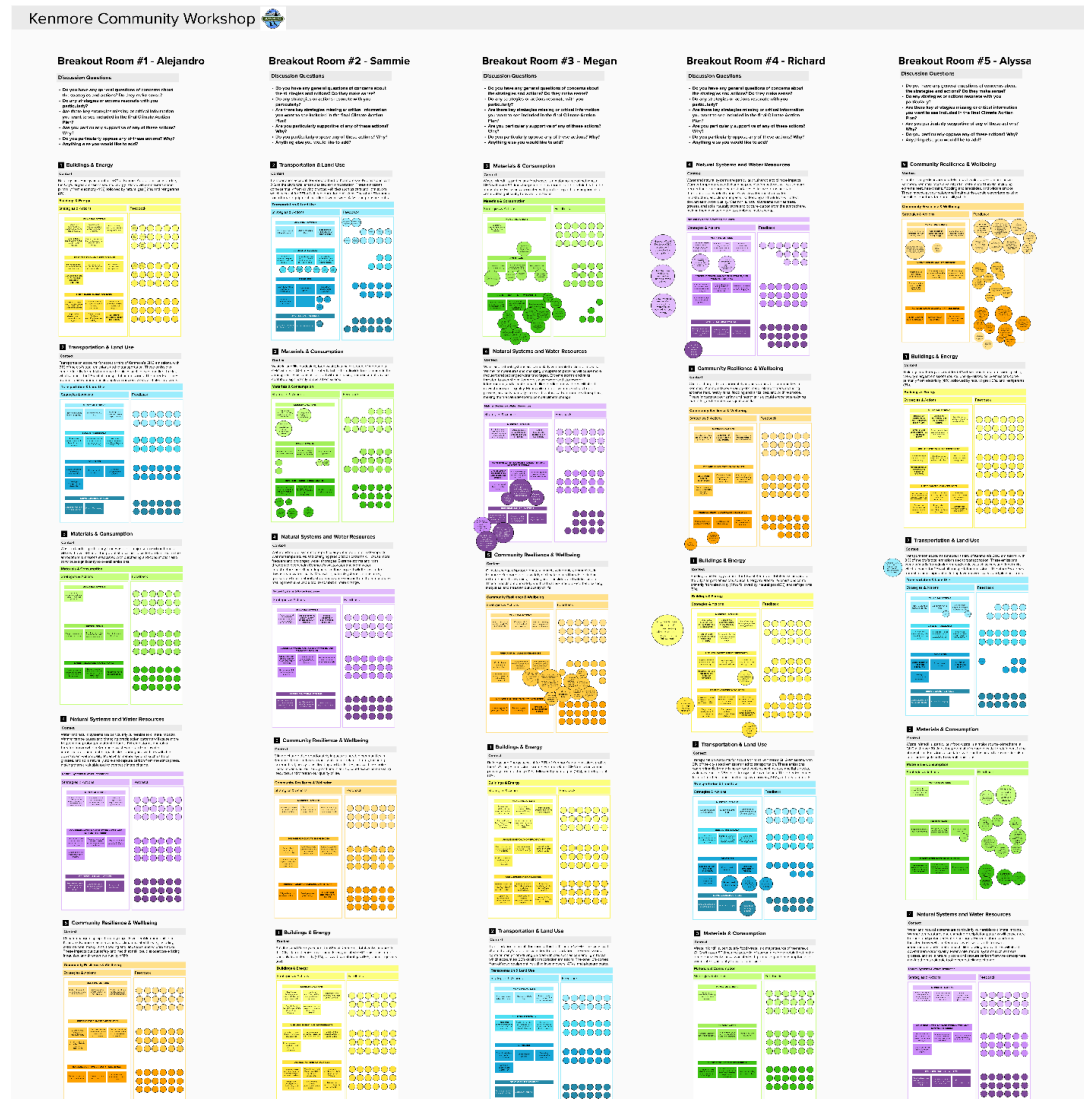
Phase 2 Engagement Summary

Mitigate impacts of green gentrification	• Offer workspaces in Kenmore, the hanger to work from • What is green gentrification? • Explain green gentrification?
Develop a green jobs strategy	• Does Kenmore have a large green jobs sector or non-green sector? • Companies based in Kenmore that focus on green jobs? • Tax incentives for companies like that to move/do business here
Provide free or discounted air filter box fans	• Air filter at least 1 per room, was very important, smoke season gets worse and increases yearly. Being prepared so that there isn't a "run" on these supplies
General Comments	• Would like to see strategies and actions overlaid with their schedule and priority • How will strategies and actions be measured and how is success defined • GHG inventory: Are emissions coming from within city or outside? i.e., home energy • [In relation to the TLU context] Where did the 31%/25% come from? was it a regional study made to fit the city? or done just in the city?



City of Kenmore Climate Action Plan Phase 2 Engagement Summary

Figure 3: Community Workshop MURAL Board



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

APPENDIX F: COMMUNITY SURVEY #2

Cascadia administered a second online community survey to the public from September 22nd to October 15th. Unlike the first community survey, this survey was translated into Spanish and Mandarin and offered as a printed survey. Additionally, promotion was further reaching and more targeted than the first survey. Prior to the survey launch, the City administered a postcard to all Kenmore residents promoting the survey. Targeted promotional emails were sent to City identified community-based organizations, and to those who indicated in the first survey they would like to be involved in the CAP planning process.

The survey totaled **660 responses**, three of which were paper surveys. Similar to the first survey, two \$25 gift cards were offered to local, Kenmore businesses to those who completed the survey.



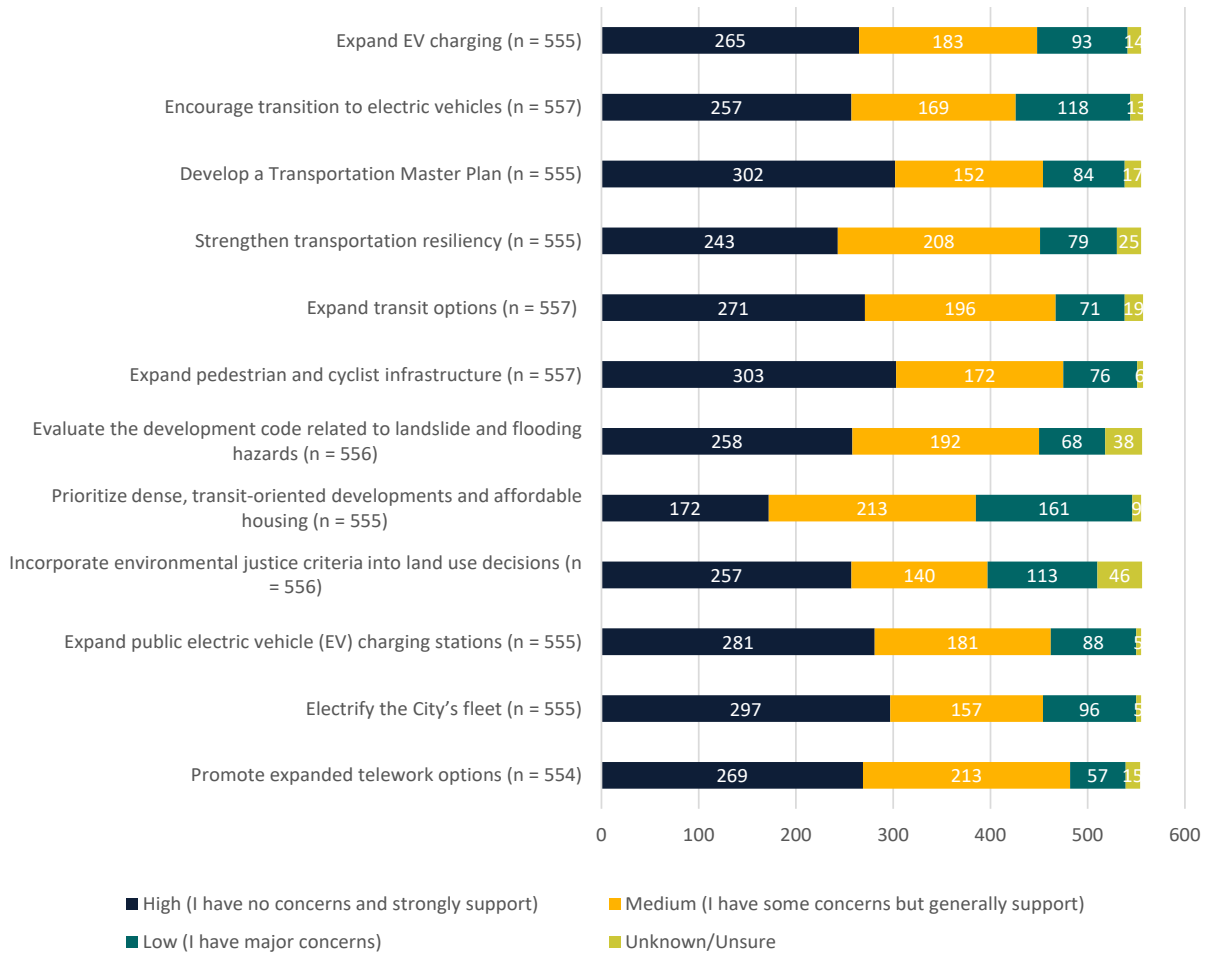
City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Survey Results

Transportation & Land Use

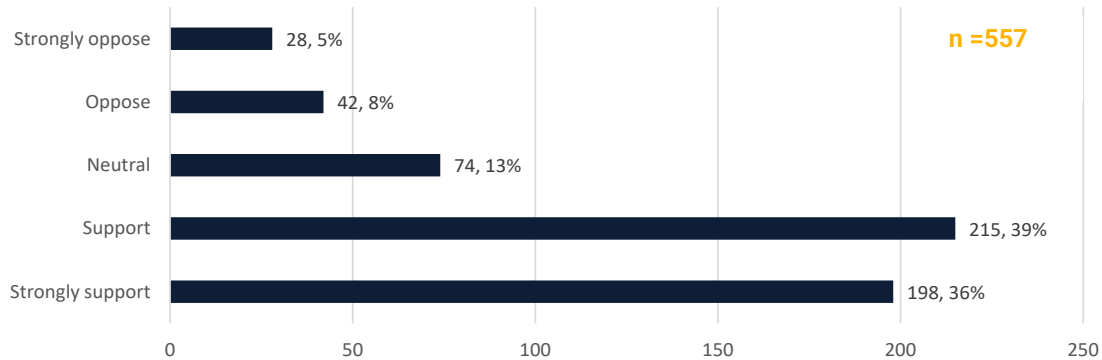
Please indicate your level of support for the following actions



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

In general, what is your level of support for these strategies and actions?



Are there any additional actions not listed here that you recommend adding? n = 165

- ✓ **Remove asphalt plant** and replace with green development
- ✓ **Obstruct dense housing development**
- ✓ Address traffic problems and reduce pollution from **idling cars**
- ✓ Address pollution from **heavy industries** in downtown Kenmore
- ✓ Ban or disincentivize **gas powered garden and pleasure crafts** (i.e., lawn mowers, boats) and incentivize electric alternatives
- ✓ **Promote green transportation alternatives** (biking, waling, public transit etc.)
- ✓ **Expand safe bike and pedestrian paths** and create more connected City particularly near residential areas and work hubs, incentivize electric bikes over EVs, and place more bike locks around
- ✓ **EV's are expensive** and may not be very sustainable
- ✓ Ensure **low-income community members have equitable access** to electric alternatives
- ✓ Current **power grid is not reliable** enough to handle electric transition
- ✓ **Ensure equity concerns are considered in transportation upgrades** (folks with varying levels of physical abilities)
- ✓ **Promote more electric public transportation** (i.e., electric passenger ferry and buses)
- ✓ **Limit flights** from Kenmore air and increase water transport options
- ✓ Electric transition **might increase taxes**
- ✓ Mandates may result in **unintended consequences**
- ✓ Define **environmental justice criteria**
- ✓ Require new multi and single-family houses to have **in garage EV charging**
- ✓ **Provide education and incentives** for transition to alternative energy sources (EVs, solar panels, etc.)
- ✓ Create program to support **hydrogen fuel vehicles** as alternative to EVs

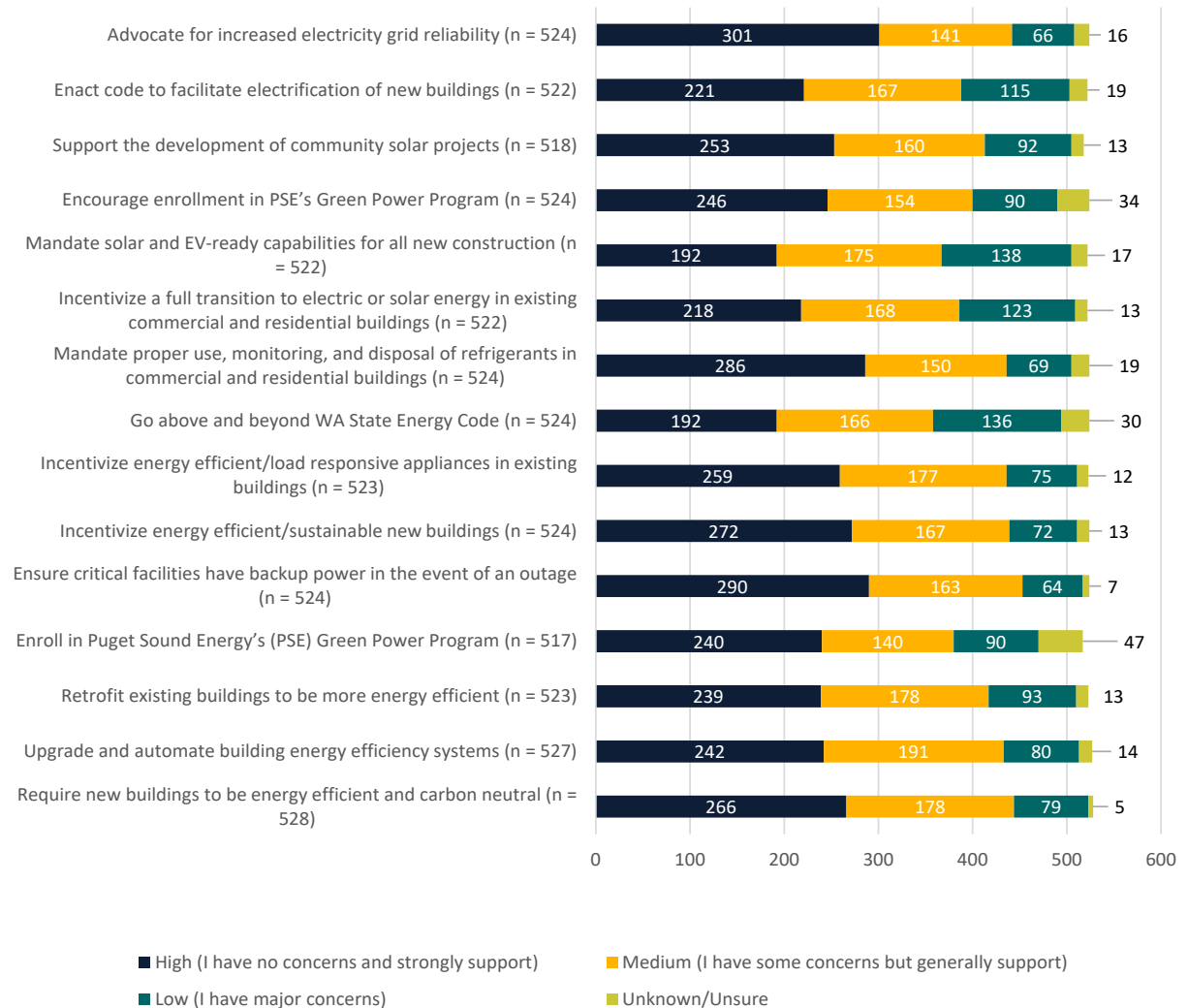


City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Buildings & Energy

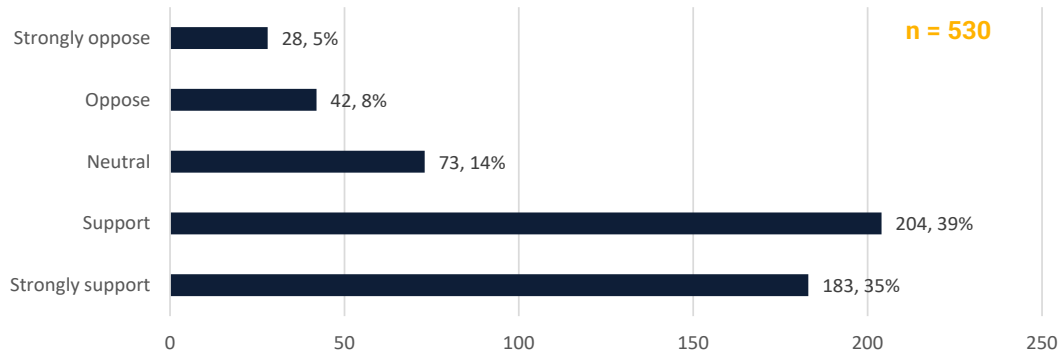
Please indicate your level of support for the following actions



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

In general, what is your level of support for these strategies and actions?



Are there any additional actions not listed here that you recommend adding? n = 135

- ✓ Ensure **electrical grid is reliable** and able to handle electric transition
- ✓ **Don't partner with PSE**, instead hold PSE accountable for burning fossil fuels
- ✓ Concern that **forcing code changes** can discriminate against vulnerable communities
- ✓ Incentivize existing commercial and government buildings to **install solar arrays**
- ✓ Update the development code to **minimize tree removal** and require a **higher rate of existing tree** retention during development
- ✓ Require that **developers use green C&D practices** (e.g., require use of electric equipment)
- ✓ Provide residents with list of **reliable contractors** and **educate public** on short-long term benefits of using renewable energy, and the costs associated with electric transition
- ✓ Ensure electric transition does not **raises taxes** and place increased cost burden on residents/existing businesses
- ✓ **Mandates** penalize those who are least able to afford it
- ✓ Provide low- and mid-income assistance for transition to solar power (i.e., offer property tax credits for solar installation)
- ✓ **Model future LEED construction after City Hall**
- ✓ Conduct **energy audits** for old homes to see how much energy is wasted
- ✓ Plan for increased frequency of **blackouts** associated with electric transition
- ✓ Encourage property owners to install **green roofs**



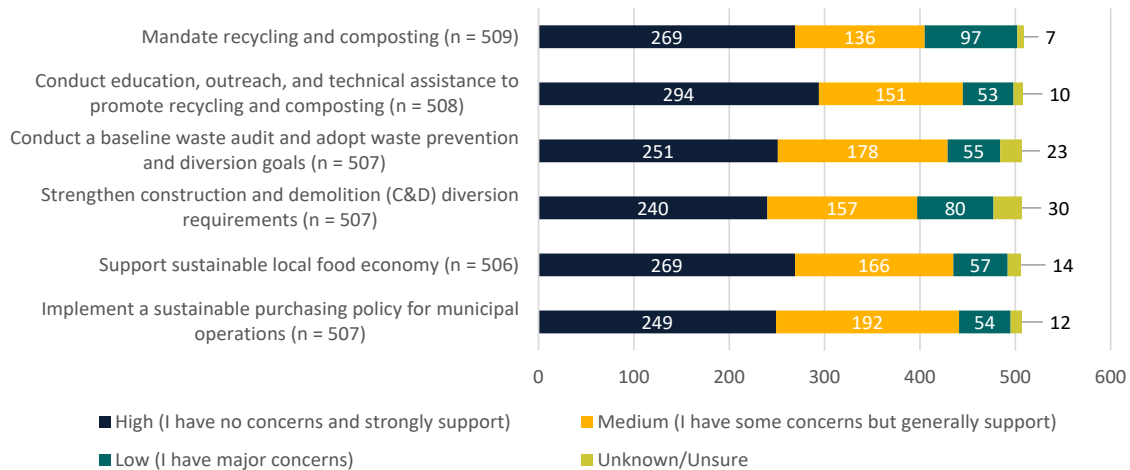
City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

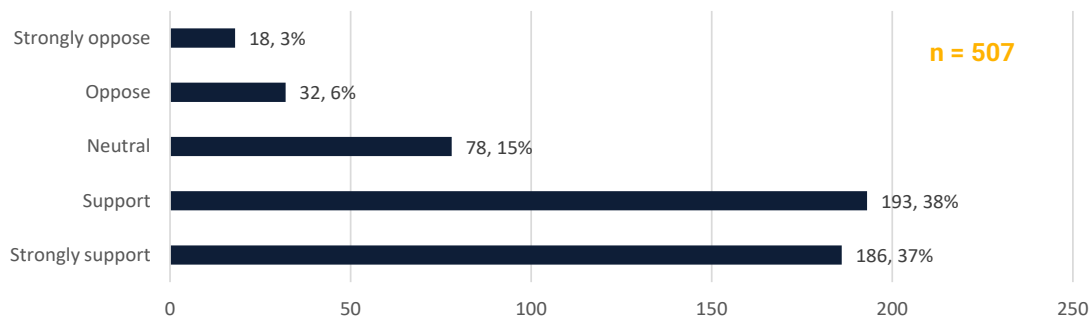
- ✓ Develop a **solar panel leasing program**
- ✓ Provide **education** on other types of renewable energy (i.e., hydro, wind, nuclear, etc.)

Materials & Consumption

Please indicate your level of support for the following actions



In general, what is your level of support for these strategies and actions?



Are there any additional actions not listed here that you recommend adding? n = 104

- ✓ Mandate restaurants to use **compostable food ware containers**
- ✓ Provide **education** on composting and recycling benefits and what is recyclable
- ✓ Concern over **mandates**
- ✓ Consider partnering with **Ridwell**
- ✓ Provide more convenient times for **hazardous waste materials collection**



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

- ✓ Contract with a waste company that **picks up residential recycling every week** instead of every two weeks – have hauler collect trash every other week and compost and recycling every week
- ✓ Require developers to **recycle C&D waste**
- ✓ Incentivize **reuse and repair** over consumption
- ✓ Offer **City wide recycling events** that accept generally not accepted items at curbside (Styrofoam, plastics, appliances etc.)
- ✓ Stricter waste sorting policies place **increased rent** burden on tenants
- ✓ Hold upstream companies and polluters responsible; Encourage **extended producer responsibility** (EPR)
- ✓ Lower prices of **healthy foods**
- ✓ Place more **recycling bins** around the City
- ✓ Promote **local purchasing**

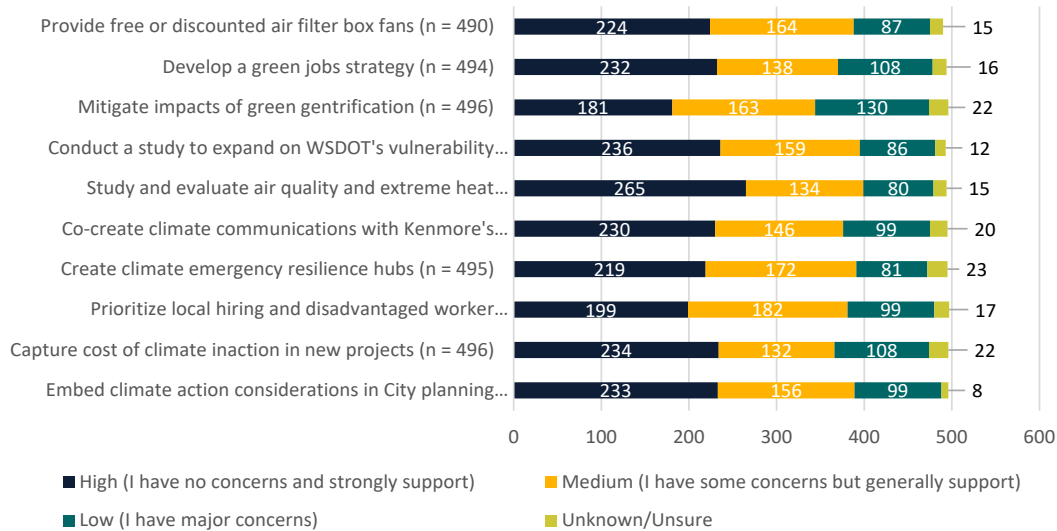


City of Kenmore Climate Action Plan

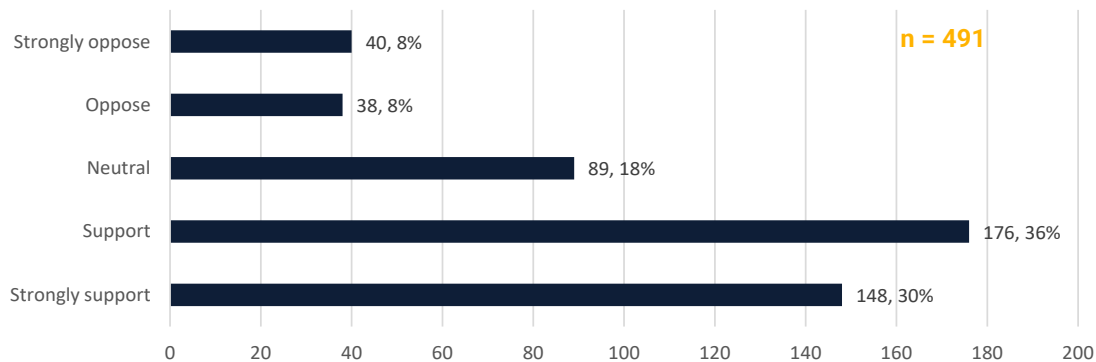
Phase 2 Engagement Summary

Community Resilience & Wellbeing

Please indicate your level of support for the following actions



In general, what is your level of support for these strategies and actions?



Are there any additional actions not listed here that you recommend adding? n = 102

- ✓ Remove **asphalt plant** and other heavy polluters in Kenmore
- ✓ **Subsidize improvements** to low-income housing to withstand climate impacts (heavy rains, extreme cold etc.)
- ✓ Engage **youth** in climate action



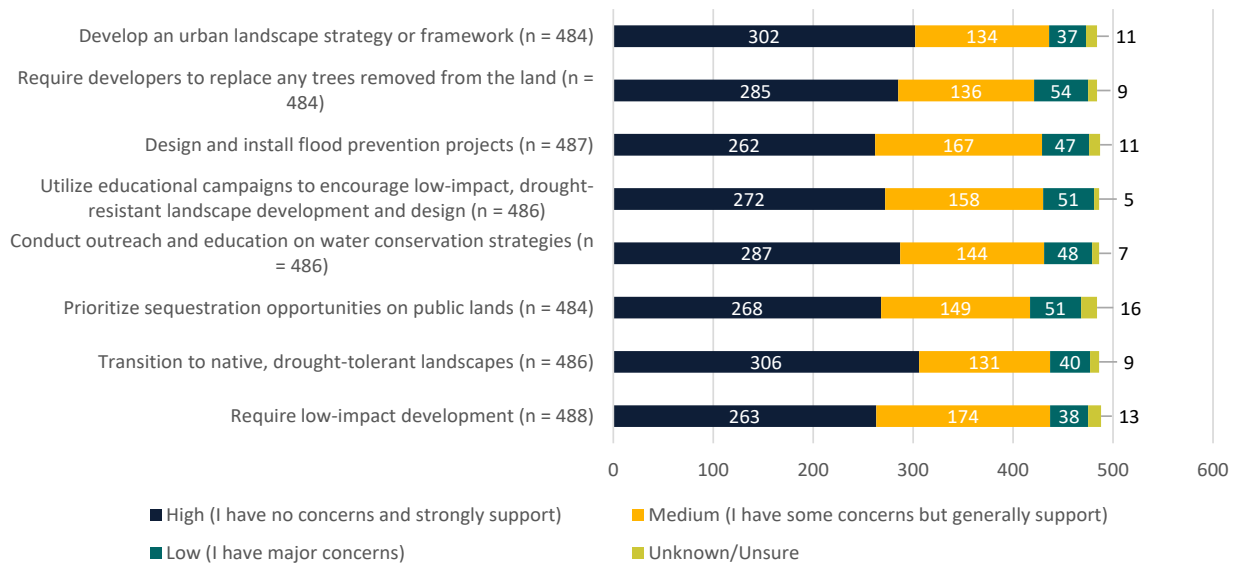
City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

- ✓ Create universal **evacuation routes**
- ✓ Add **emergency electric generator** to critical infrastructure
- ✓ Capture **costs and return** of all climate efforts and don't penalize small businesses.
- ✓ Incentivize **permeable driveways** and **rain gardens**
- ✓ Create **volunteer team** to get involved with CAP strategies
- ✓ Provide **education** on CAP actions, and maintain consistent messaging on benefits
- ✓ Hold **public meetings** at Kenmore Hangar to discuss climate action

Natural Systems & Water Resources

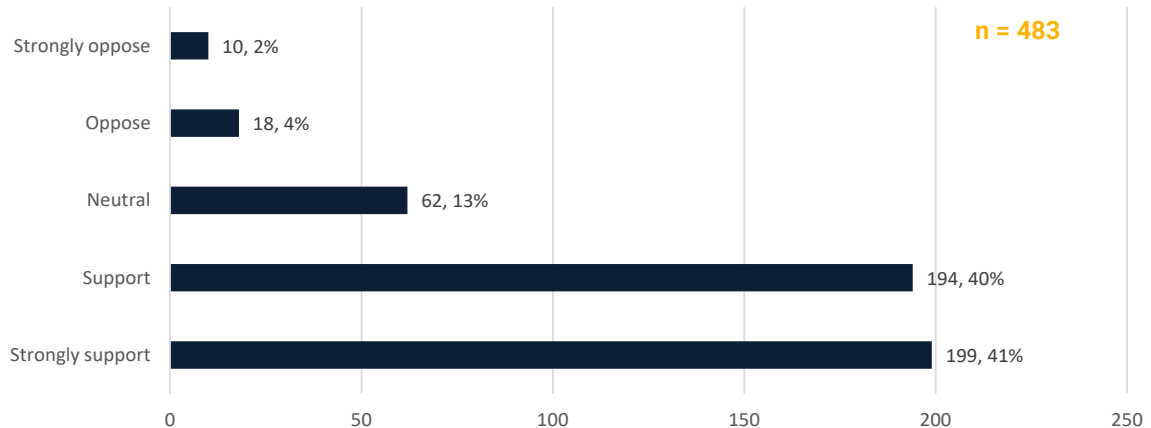
Please indicate your level of support for the following actions



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

In general, what is your level of support for these strategies and actions?



Are there any additional actions not listed here that you recommend adding? n = 114

- ✓ Ensure **climate considerations** are woven into all City planning
- ✓ Require cleanup of **Lake Washington** and include more actions related to water quality, restoration, and protection
- ✓ **Plant more trees** and give tax credits to residents that plant more trees on their property
- ✓ Require developers to **save existing trees first**, then focus on replanting similar trees as a last resort
- ✓ **Increase tree canopy** around the City
- ✓ Ensure all land use and landscaping decisions/policies are considered **in partnership with the Sammamish, Tulalip, and Duwamish**
- ✓ Promote and incentivize **graywater**
- ✓ **Clean up lake front** areas and use in more ways
- ✓ **Ban pesticide use** on lawns and gardens
- ✓ Offer free **rain barrels** to residents
- ✓ **Ban development** on natural areas such as Swamp Creek
- ✓ **Incentivize planting**, discourage removal
- ✓ Develop for more **urban parks**
- ✓ **Strengthen tree ordinance** to prevent developers from clear cutting and require a certain percentage of trees remain untouched
- ✓ Use **permeable concrete** especially near Lake Washington
- ✓ Plan for **flooding**



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Demographics

A suite of demographic questions was asked at the end of the Community Survey to gauge whether those who took the survey reflect Kenmore's overall population. The survey respondents generally represented Kenmore's demographics makeup, based on City-provided demographic data, and supplemented with [U.S. Census](#) data.

Key Considerations for Phase 3 Engagement

For all phases of engagement, our goal is to engage a **diversity of individuals and organizations** across the City to ensure the CAP captures the perspectives of those affected by climate change and CAP implementation. We recognize that not all residents will respond to the same content, and that individuals will vary in their understanding of climate change issues.

During phase two, we aimed to generate content that would reach key audiences who have historically been underrepresented. These key audiences are identified in our Engagement Plan and are outlined in the first column of Table 2. The goal for phase two engagement was to prioritize outreach to communities we did not adequately reach in phase one, and to continue engagement with communities we adequately reached. Through targeted and intentional engagement, we succeeded in adequately reaching communities ages 20-44 and 65 and older and continued adequately reaching folks identifying as Black/African American. For the next phase of engagement, we will prioritize outreach strategies that focus those identifying as Asian or Asian American, Hispanic, Latino, Latina or Latinx, renters, 5-19 years old, and other minoritized groups while continuing strategies that successfully engage our other key audiences.

Table 2: Engagement trends during phase 1 and 2

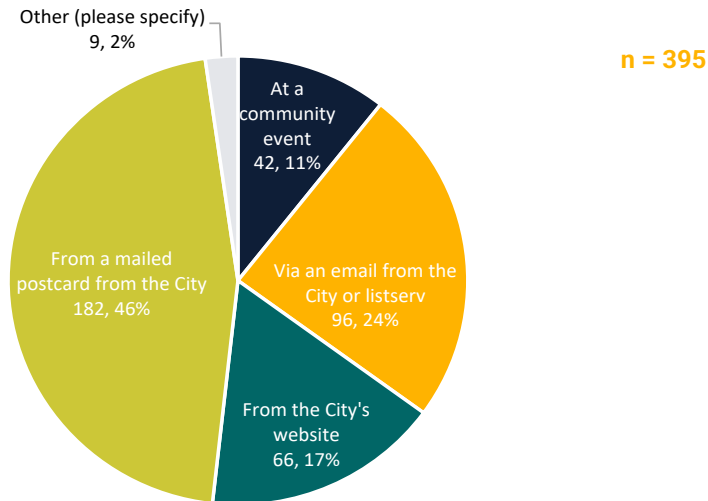
Identity	% of Kenmore population	% of Survey #1 Respondent	Adequately reached in Survey #1?	% of Survey #2 Respondent	Adequately reached in Survey #2?
Asian or Asian American alone	11.6%	13%	Yes	5%	No
Hispanic, Latino, Latina or Latinx alone	8.1%	12%	Yes	2%	No
Black or African American alone	1.4%	14%	Yes	4%	Yes
Rent in Kenmore	27.5%	32%	Yes	18%	No
65 and over	14.1%	~7%	No	13%	Yes
5-19 years old	16%	~6%	No	2%	No
20-44 years	35%	~27%	No	44%	Yes

How did you find out about this survey?



City of Kenmore Climate Action Plan

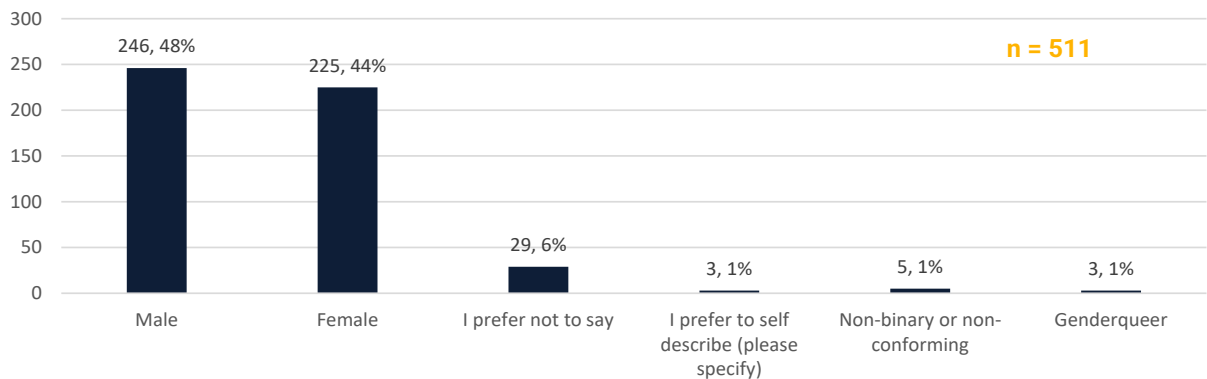
Phase 2 Engagement Summary



Those who answered "Other" specified:

- Facebook
- NextDoor
- Council Member
- City Council Meeting

What is your gender?



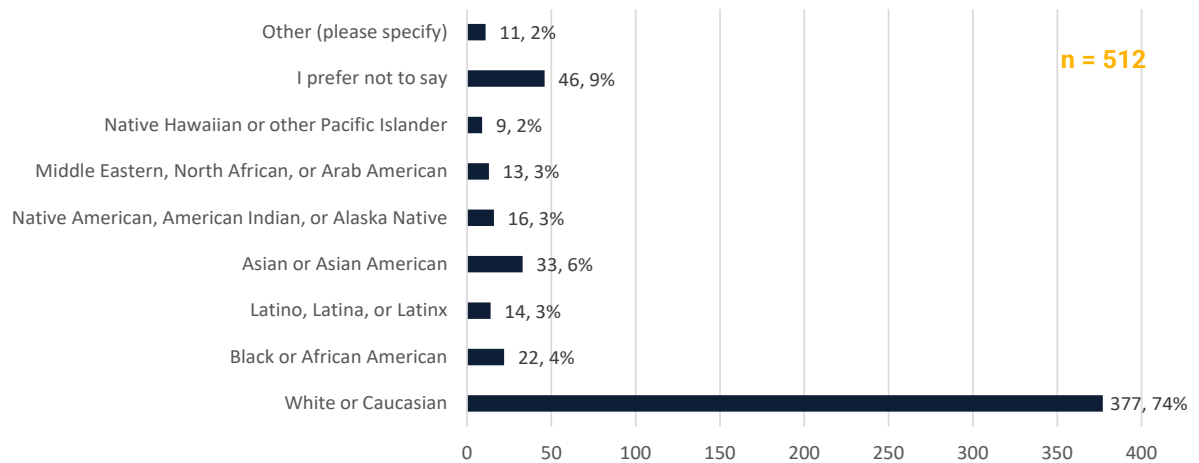
Which of the following best represents your racial or ethnic heritage? Select all that apply*

*Percentages do not add up to 100% because the question was "select all that apply"

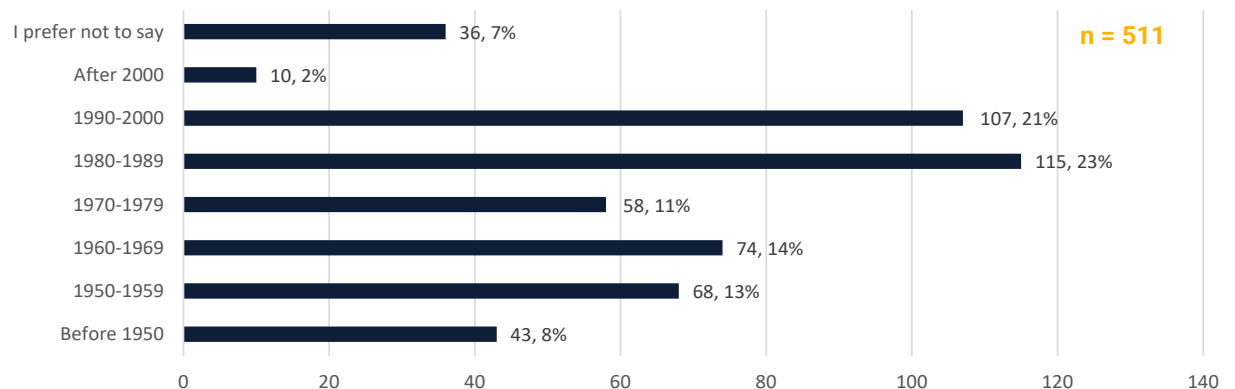


City of Kenmore Climate Action Plan

Phase 2 Engagement Summary



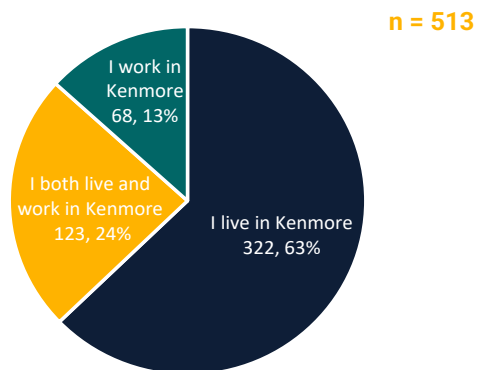
In what decade were you born?



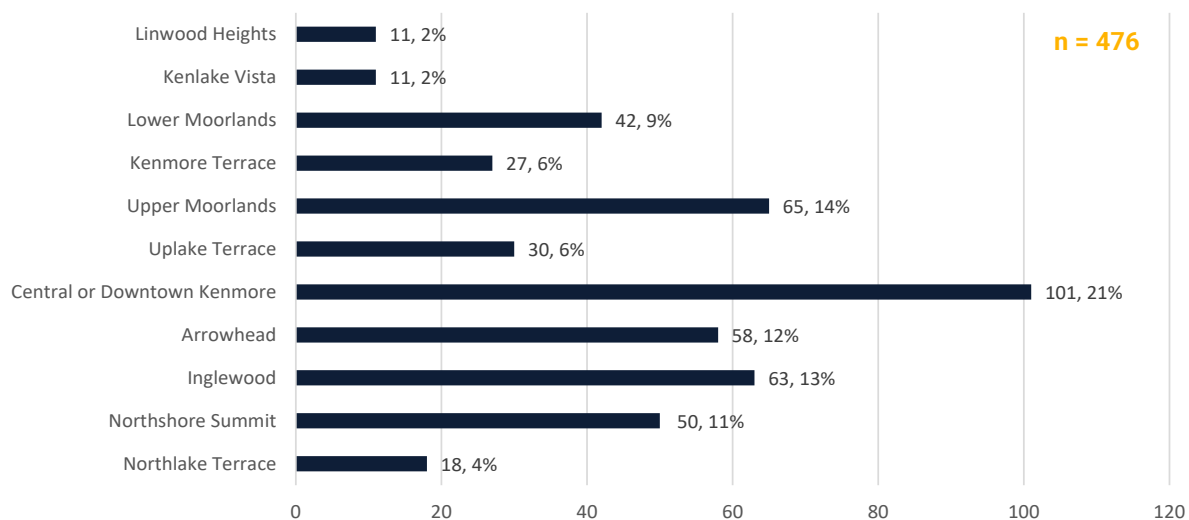
City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Do you live or work in Kenmore?



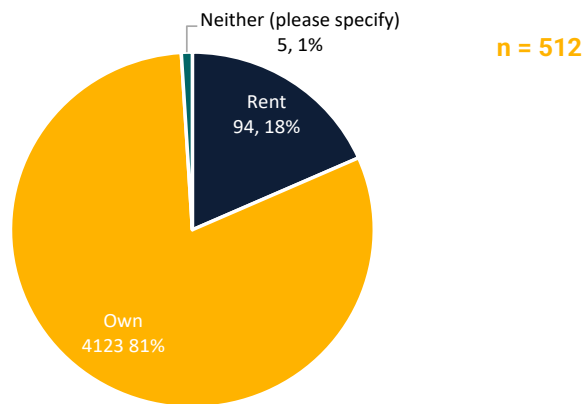
Which of the following geographic areas best describes where you live?



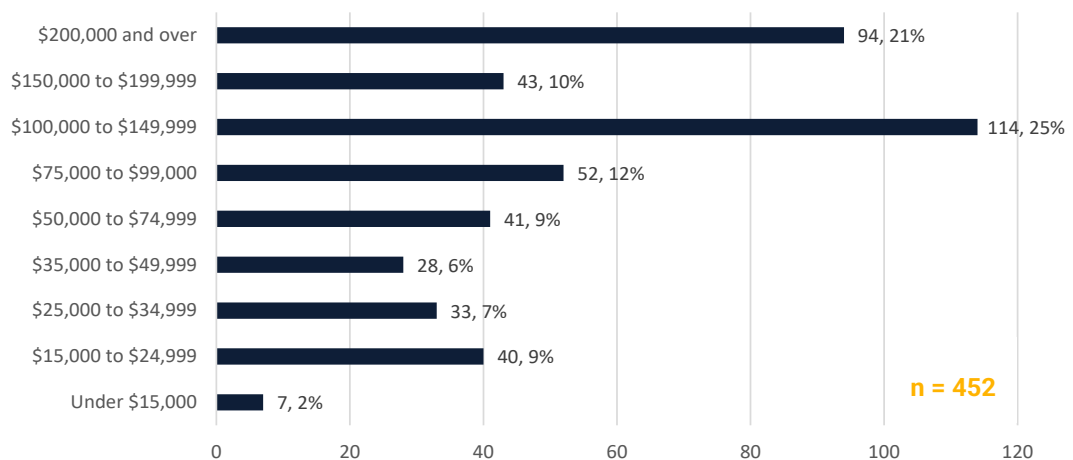
City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Do you rent or own the place where you live?



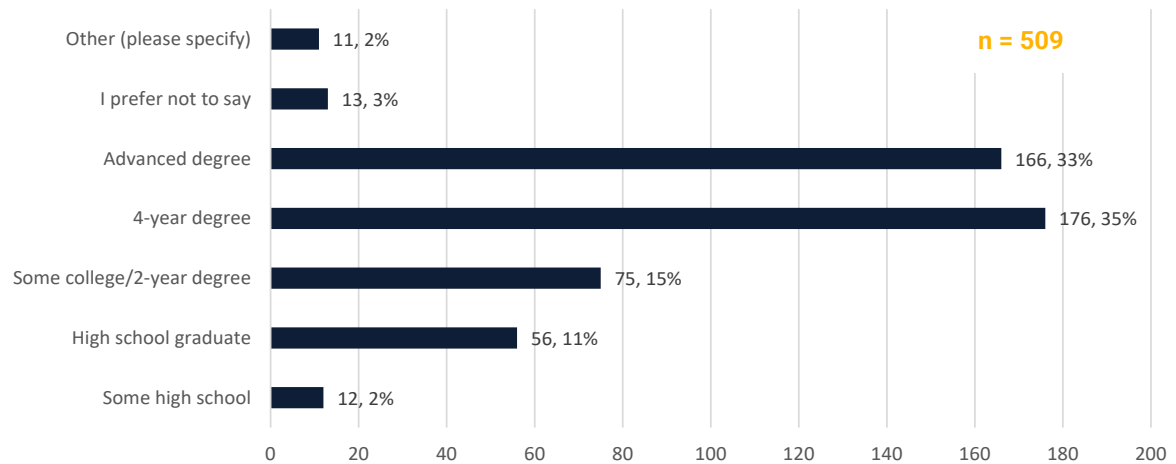
What is your approximate average household income?



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

What is the highest level of education you have completed?



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

APPENDIX B: CITY COUNCIL MEETING

Cascadia participated during Kenmore's 10/25 City Council meeting to provide an update to the Council on progress on the CAP. Before the meeting, Council reviewed a meeting packet that outlined strategic priorities for Kenmore's CAP based on greenhouse gas inventories and forecast, vulnerability assessment, and community engagement findings. After presenting a brief overview of phase two engagement findings, Cascadia led a detailed discussion on proposed CAP strategies and actions. As Council provided input on proposed strategies and actions, Cascadia took notes using a [MURAL board](#).

MURAL Board Results

Buildings & Energy	
Angela Kugler	Supports many of the comments from other councilmembers. Wants us to be bold and aggressive including education campaigns and pushing for change. More education on what energy sources we can depend on as well as trade offs. What's reliable? Explain difference between different energy sources
Corina Pfeil	- RE: 1.0.4 - may not change much with pressure. Study results state having a more reliable electrical grid is beneficial. 1.0.2 - only gets us halfway, we are not factoring in clean energy (still impacts fish and wildlife) - Like 1.1.1 & 1.1.2 1.2.4 meets the needs of being green and innovative on solar project - would like this to be prioritized for resiliency and building a green infrastructure as well as less reliance on dirty resources. - If we want innovation, we have to push farther
Debra Srebnik	- Municipal: education around residential home energy usage/audits/ community education in general. Not free - cost needs to be factored in moving forward - Feasibility = cost: need clarity on financial impact/steps
Joe Marshall	- Look into regulations surrounding smoke retention in the area - review recording to confirm info
Melanie O'Cain	Backs Deputy Mayor's comments re: natural gas. Evaluation needed. Consider prevention of natural gas in new construction.
Nigel Herbig	- Would like to continue discussion surrounding natural gas installation- new buildings should be using clean energy 10% emissions from small engines have high output of HFCs - some cities have restrictions on these emissions encourage electric/manual options. Would like a discussion surrounding restriction on usage of this pollutant that can be overlooked.



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Transportation & Land Use	
Angela Kugler	● RE: Telework-reliable internet access is an issue
Corina Pfeil	● Yes: Expanding public EV stations. electrifying fleet, electric transport options ● 2.1.2 in process ● Improve environmental justice criteria; 2.1.1 would like to improvement on natural resources ● Incentivize EV usage, how can we do that when costs can be out of reach for community members. How can citizens benefit from credits/incentives long term?
Debra Srebnik	● Somethings within neighborhoods, small developments throughout not just downtown corridor (within 10 minutes)
Nigel Herbig	● Yes, to EV charging stations, helpful to those who might not have access to stations in home. Emphasize 2.2.1 - to deal with output of vehicles ● Priority for Dep. Mayor

Consumption & Materials Management	
Angela Kugler	● Make it easy as possible for residents to dispose/recycle. Home Styrofoam pick up partner with Ridwell (at city cost?)
Corina Pfeil	● RE: purchasing, food economy, and business - consider rooftop gardens and supplying to local restaurants also vertical gardens. Gray water usage for waste usage/renewal of resource. We need to do more in this area. Hard to mandate recycling in MFH, create incentive for increasing composting. Would not want to ban medically necessary plastics. Yes, to single use plastics and Styrofoam
Nigel Herbig	● 3.0.1 - ensure policy is sustainable ● Past the time for incentives - climate change will not wait for peoples' comfort. OK passing regulation end to end - beyond period for incentive usage.

Natural Systems & Water Resources	
Angela Kugler	● RE: native plants - there might be non native plants that are better suited for some areas. Distinguish priority over native vs non-native needed? ● Purchase land for preservation or for future usage. Underutilized lands can be considered as well
Corina Pfeil	● Emphasizes gray water, stormwater infrastructure. Continue to preserve our habitats and wetlands, our protected species. Fish passable culverts should be prioritized for the future of Kenmore
Joe Marshall	● Important to preserve the ecosystem here in Kenmore. Encourage policies to preserve tree and somehow encourage them to not cut down tree. less impervious surface?



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Melanie O'Cain	● Include restoration as a focus along the Lake Point and other major projects related to water/bodies of water. Big projects should be included in CAP
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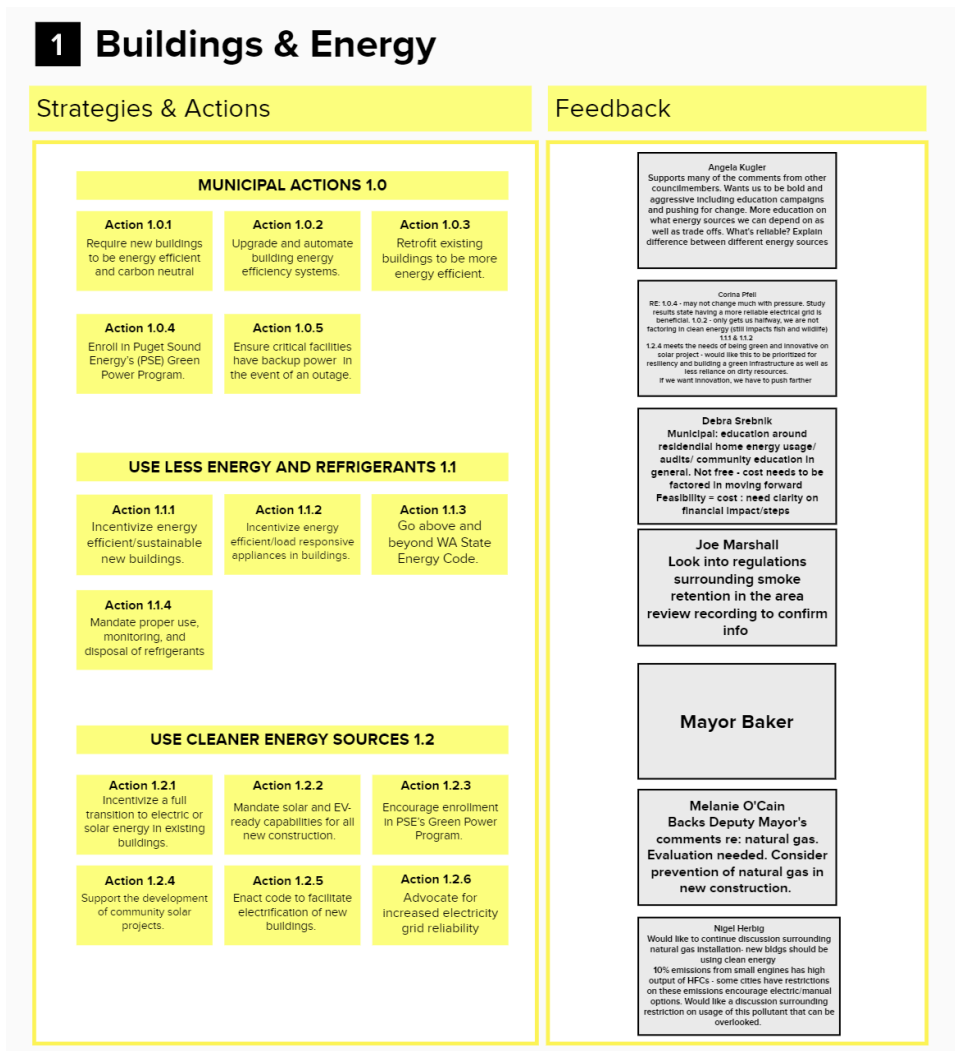
Community Resilience & Wellbeing	
Angela Kugler	● RE: Environmental/climate justice - needs to be factored into approach ● 5.0.3 - wording needs to be refined?
Corina Pfeil	● Important to consider green jobs and special class of workers; look beyond current opportunities and find ways to improve future socioeconomic paths for residents ● 5.1.1 needs to create and/or add hubs strengthen relationships for the health and safety of our residents. We need in increase of resources ● Q RE 522 corridor - connection along 522 - expand beyond 2 block radii? look at social determinants of health, needs to capture the connectors of our vulnerability and we need to be responsive to these needs. Would like more clarification/meatiness to 5.1.4
Debra Srebnik	● 5.0.3 - how does this fit into climate action?

General Comments/Feedback	
	● muni - LED streetlights ● strategies rated in impact, feasibility, cost ● Would like cleaner language for the next survey - there was some confusion reported. ● Consider a more thorough review/testing of the survey questions before releasing to public ● incentives vs requirements - past time for incentives; need urgent action now; ok with regulations



City of Kenmore Climate Action Plan Phase 2 Engagement Summary

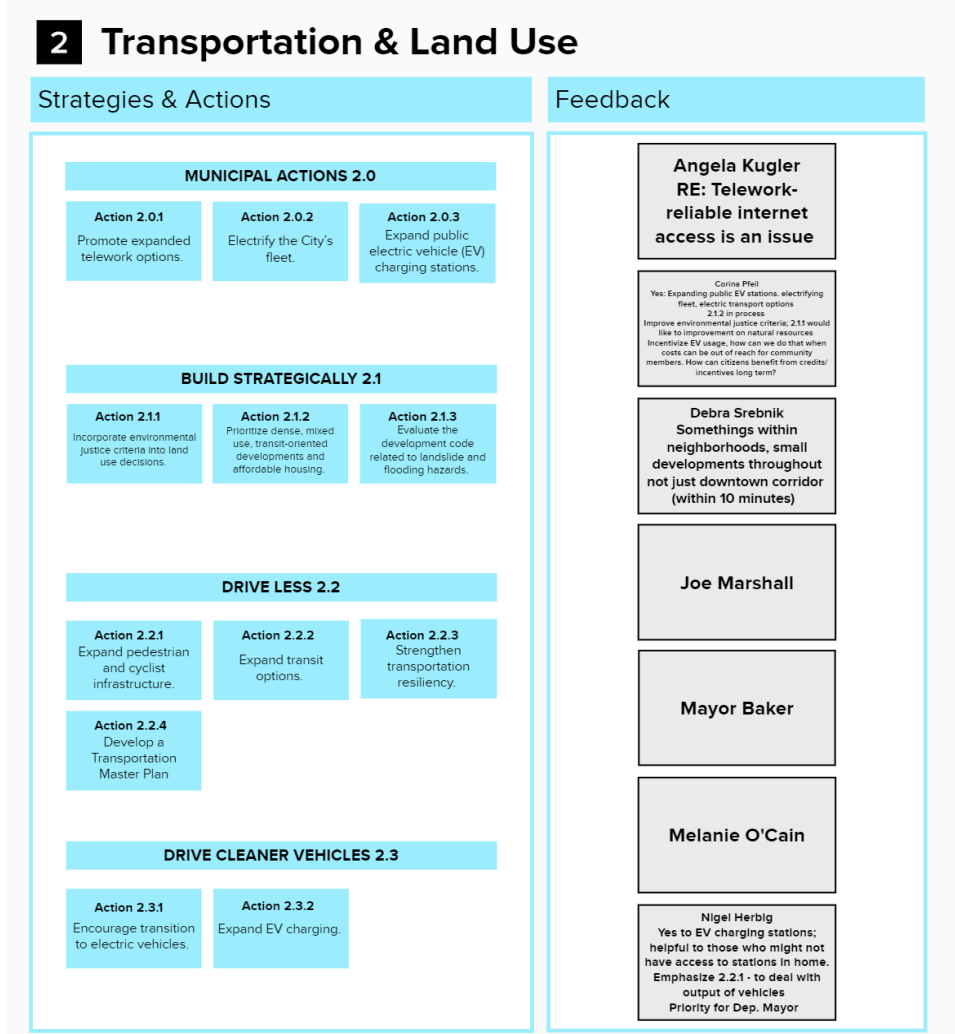
Figure 4: Buildings & Energy MURAL Board



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

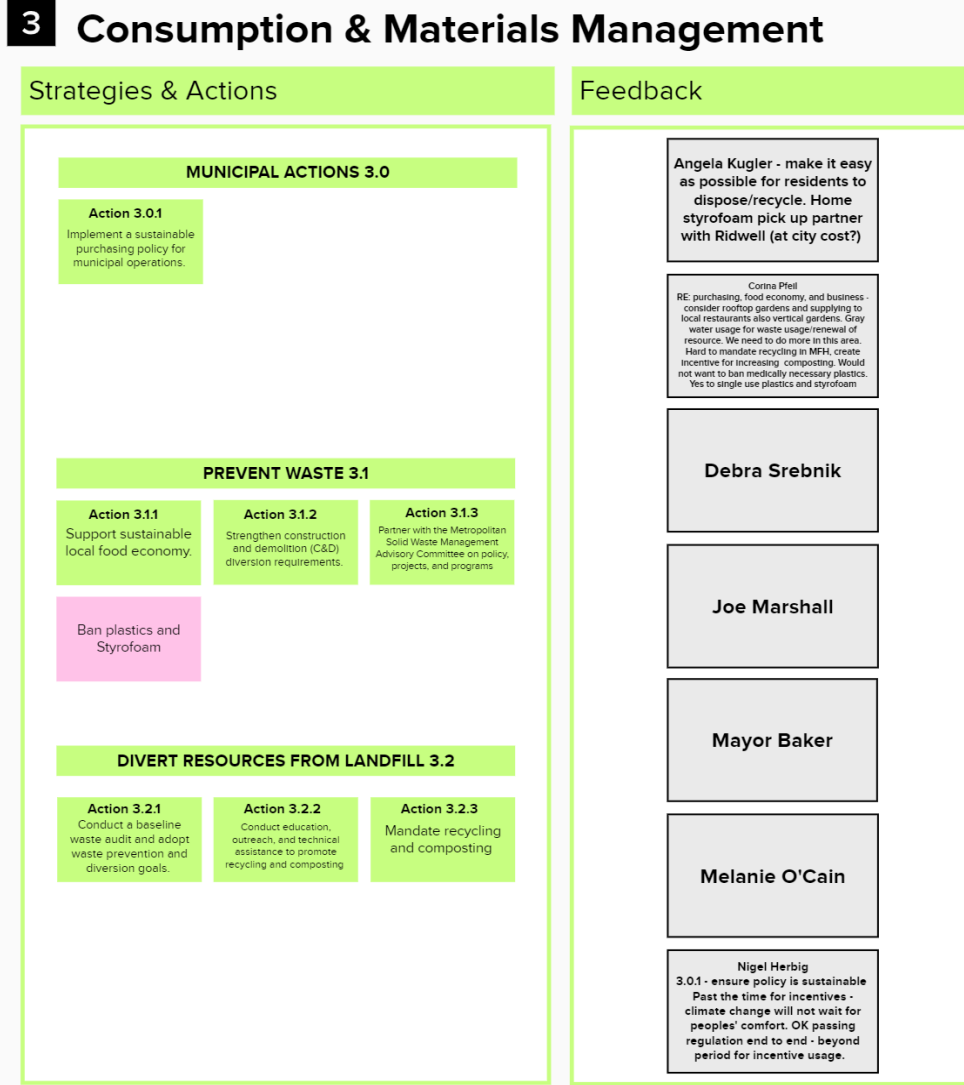
Figure 5: Transportation & Land Use MURAL Board



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

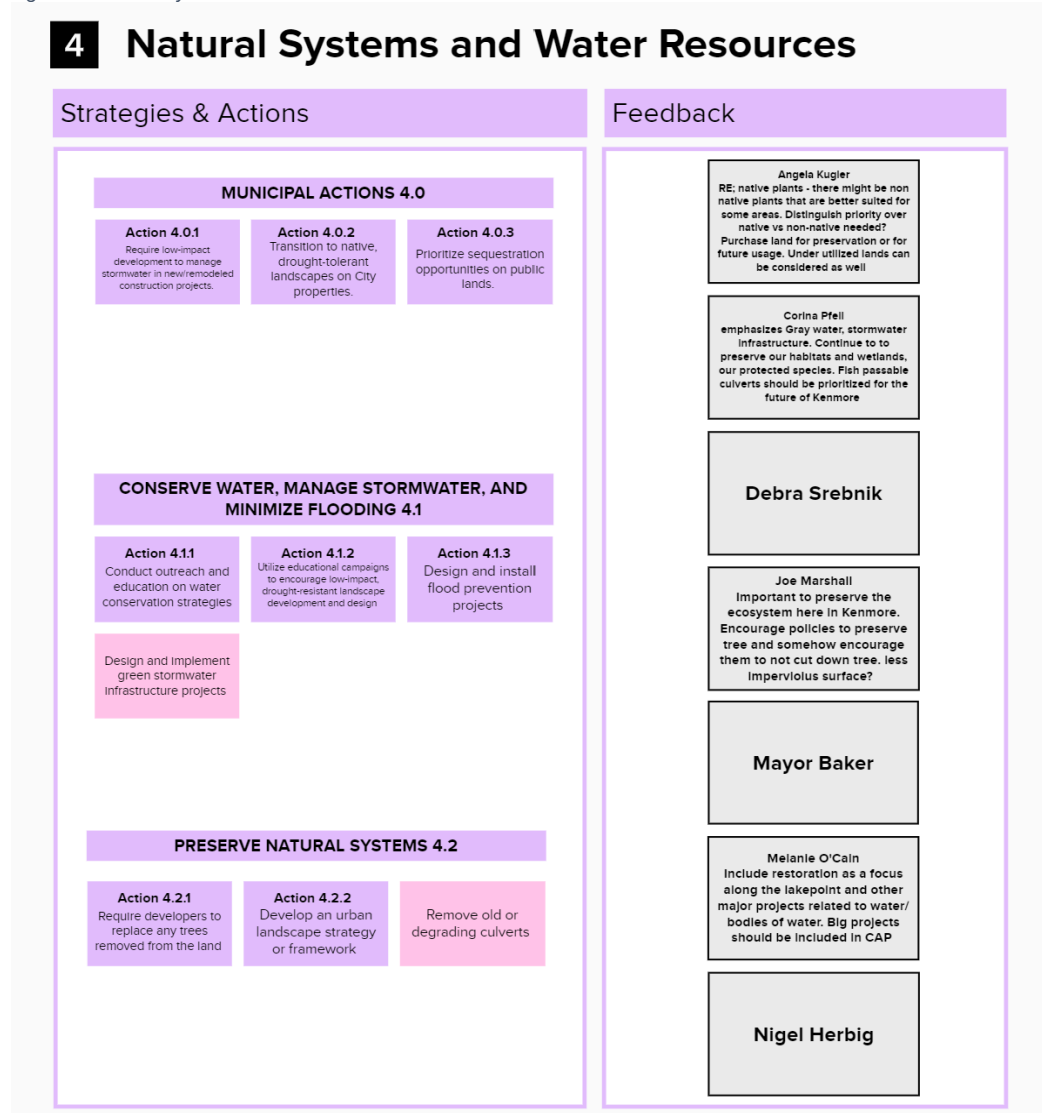
Figure 6: Consumption & Materials Management MURAL Board



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

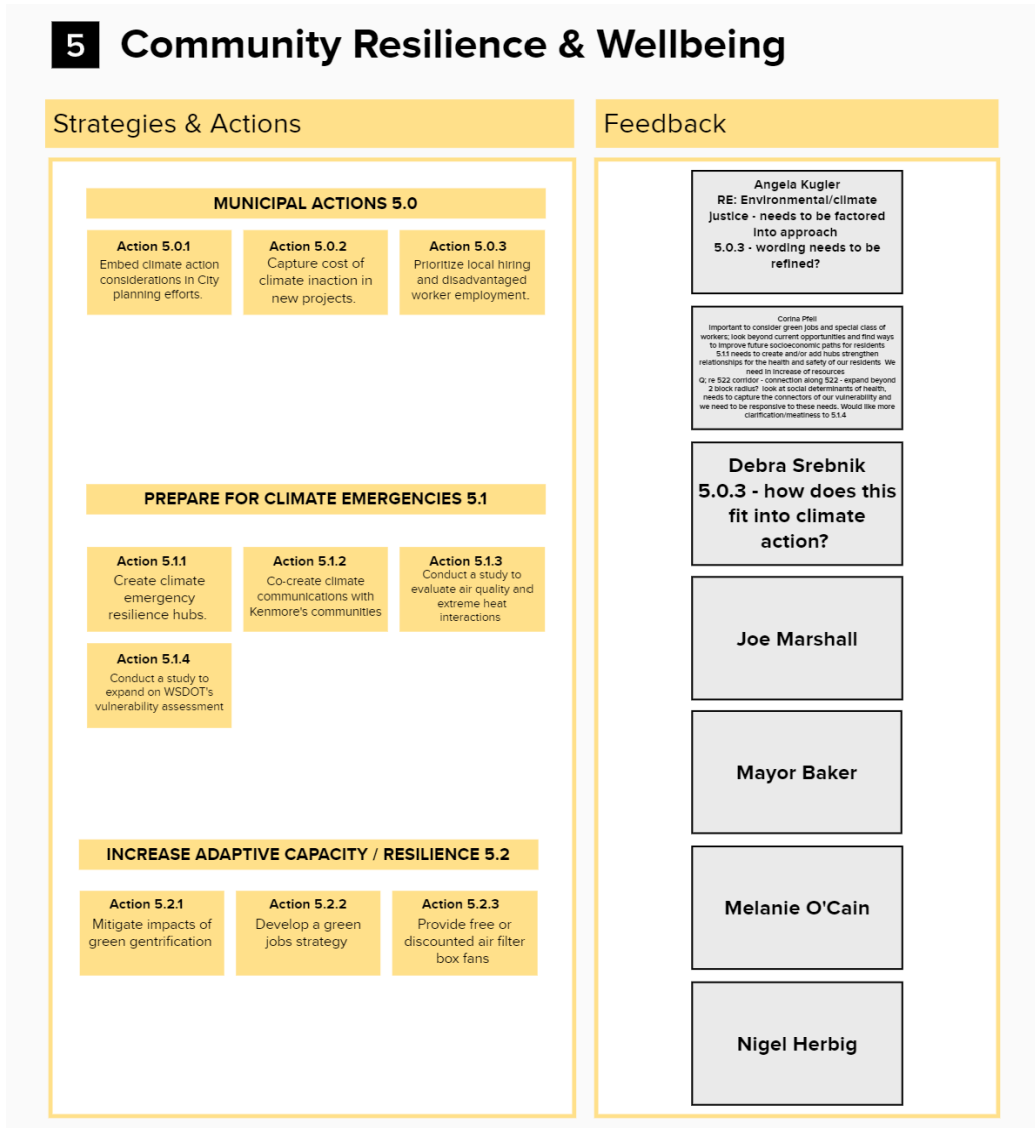
Figure 7: Natural Systems & Water Resources MURAL Board



City of Kenmore Climate Action Plan

Phase 2 Engagement Summary

Figure 8: Community Resilience & Wellbeing MURAL Board



City of Kenmore Climate Action Plan

11/22 Council Meeting Packet

TO: Richard Sawyer, City of Kenmore Environmental Services Manager
FROM: Cascadia Consulting Group
DATE: November 12, 2021
SUBJECT: Kenmore Climate Action Plan Strategies & Actions - REVISED

INTRODUCTION

The following memo outlines **revisions and additions** to the Kenmore Climate Action Plan's (CAP) **strategies and actions**, based on feedback from City staff, Kenmore's community, and Kenmore's City Council (10/25 Council meeting feedback). The memo provides rationale for changes alongside the findings from the completed **multi-criteria analysis** (MCA), explained in detail below.

We recommend a strategic suite of actions designed to prioritize:

- Addressing Kenmore's highest sources of **communitywide and municipal emissions**.
- Addressing Kenmore's greatest **climate risks** (e.g., heat, flooding, wildfire smoke).
- Areas within the **City's direct control or sphere of influence** (able to address at the local level).¹ Mechanisms available to effect change include:
 - o Outreach, education, and incentives (financial or non-monetary) to encourage voluntary behavior change
 - o Disincentives (e.g., fees, fines), policies, and regulations
 - o Capital projects, investments, and infrastructure
 - o Studies, planning, and partnerships
- Actions with **high MCA scores**, especially those with high "**impact**" scores (potential to reduce emissions or increase adaptive capacity).
- Requests from the **community and/or City Council**.
- Actions where **implementation could reasonably begin within the next five years** (assuming Kenmore will update its CAP every five years).

Note: actions that do not get adopted through this CAP could be included in an appendix for future consideration.

¹ We have accounted for known federal and state policies that are likely to address key sources of emissions. For example, Washington's Clean Energy Transformation Act (CETA) requires utilities to eliminate coal as a source of energy from its portfolio by 2025 and become greenhouse gas (GHG) neutral by 2030. As such, we prioritized strategies to address electricity emissions in the short term (reducing consumption, purchasing cleaner energy, and community solar) and enhancing grid resiliency.



MULTI-CRITERIA ANALYSIS (MCA)

Cascadia conducted a **qualitative** multi-criteria analysis (scoring system which ranks actions against a set of **decision criteria**) to evaluate potential CAP actions. These criteria were **vetted through the engagement process**, with “**impact**” rising to the top as the most important criterion for decision-making. For each potential action, we assigned numeric rankings of 1 to 5 based on how well the action aligned with each criterion. We used a **weighted summation** to arrive at an overall priority score for each action.

Criterion	Weight	Interpreting Scores				
		1	2	3	4	5
Impact: Relative potential to (1) reduce emissions OR (2) increase adaptive capacity/resilience. Actions were ranked as compared to others within each focus area.	25%	No impact	Low impact	Moderate impact	Moderate-high impact	High impact
Ease of implementation: Relative cost to City, and staff time associated with implementing the action.	25%	Many implementation barriers	Several implementation barriers	Some implementation barriers	Few implementation barriers	Limited implementation barriers
Climate justice & equity: Relative ability to influence/support the outcomes that bridge health, economic, and social disparities. Specific communities of concern include: communities of color, low-income communities, non-English-speaking communities, youth and elders	20%	High potential to create inequitable outcomes	Some potential to create inequitable outcomes	Likely to have neutral impact	Some potential to generate equitable outcomes	High potential to generate equitable outcomes
Community support: Political feasibility and/or level of community support, based on feedback during CAP engagement.	15%	Community opposes	Community expressed concerns	Community neutral	Community supports	Community priority
Co-benefits and/or synergies²: Relative potential for an action to lead to additional beneficial outcomes, including: mobility improvement, cost savings, health, water and air quality improvement, green space and recreation improvement, and job creation.	15%	No potential for additional co-benefits	Low potential for additional co-benefits	Moderate potential for additional co-benefits	Moderate-high potential for additional co-benefits	High potential for additional co-benefits

² In this context, synergies refers to the action's potential to align with and further related goals. For example, an action designed to reduce food waste and associated GHG emissions helps bolster existing food insecurity plans and programs.



REVISED CAP STRATEGIES & ACTIONS

Cascadia refined the strategies and actions that follow based on City staff, community, and Council feedback. Modifications since the 10/25 Council meeting are indicated in track changes. The following **icons** are used throughout this section to indicate which sources of emissions and/or climate risks each action is intended to address.

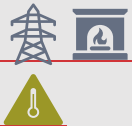
Emissions Sources	Communitywide		Municipal Operations		Climate Risks
Electricity		41%		66%	Heat 
Natural Gas		19%		7%	Flooding & Landslides 
Refrigerants		8%	Not measured		Wildfire Smoke 
Transportation		31%		26%	Overall Resilience 
Solid Waste		1%		1%	
Wastewater		< 1%	Not measured		



Focus Area 1: Buildings & Energy

Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 1.0: Municipal Operations								
1.0.1 	Require newly constructed government buildings to meet highly efficient & net carbon standards by a determined date.	When constructing new buildings, ensure they are as efficient and sustainable as possible.	4	2	3	3	2	2.85
1.0.2 	Adopt Building Automation Systems (BAS) for all new construction and upgrade system controls for existing buildings (e.g., heating ventilation and air conditioning (HVAC), lighting).	Recommend removing from the CAP. Lowest scoring action in this strategy. Consider including as part of 1.0.1 and/or 1.0.3	3	2	3	3	3	2.75
1.0.3 	Make energy efficiency improvements in existing buildings to upgrade appliances and equipment <u>and/or</u> improve insulation and weatherization. <u>Upgrade all streetlights and traffic signals with high efficiency light-emitting diode (LED) bulbs.</u>	Added LED bulbs per Council feedback (10/25).	4	2	3	3	3	3.00
1.0.4 	Enroll City facilities into PSE's Green Power Program.	This action demonstrates the City's support for renewable energy. It is a bridging strategy to reduce emissions in the short-term while the electricity grid becomes GHG neutral (by 2030). The City can also help facilitate Action 1.2.4 related to community solar projects.	4	5	3	3	1	3.45
1.0.5 	Partner with King County to identify and prioritize backup power and grid infrastructure projects for critical City-owned facilities (e.g., resilience hubs).		4	2	4	4	4	3.50



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 1.1: Use less energy and refrigerants								
1.1.1 	Incentivize the development of LEED or other high-performance certified commercial buildings. Conduct associated education, outreach, and technical assistance.	Recommend removing from the CAP. Action is not mandatory and has minimal community support. LEED and other certifications are very expensive (difficult to incentivize enough to make it worthwhile for developers). Low priority score.	2	1	3	2	2	1.95
1.1.2 	Incentivize energy efficient and/or load-responsive appliances in new and old buildings. Partner with utilities and frontline communities to expand utility assistance and incentive programs and energy efficient technologies to reduce energy burden. Promote awareness of incentives available for early action (before it is required) under the Clean Buildings Act (deep efficiency retrofits). Conduct associated education, outreach, and technical assistance.		3	2	4	3	3	2.95
1.1.3 	Adopt local amendments to the WA State Building Code Council that go above and beyond the WA State Energy Code. Partner with the Regional Code Collaboration and King County-Cities Collaboration (K4C) to actively revise the Washington building code.		3	3	3	2	2	2.70
1.1.4 	Mandate proper use, monitoring, and disposal of refrigerants in commercial and residential buildings. Conduct associated education, outreach, and technical assistance.	Recommend removing from the CAP. The U.S. EPA issued new rules in September 2021 regulating refrigerants to reduce GHG emissions. Refrigerant emissions can be more effectively addressed at the federal level than the local level. https://www.epa.gov/newsreleases/us-will-dramatically-cut-	2	2	3	1	1	1.90



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
		climate-damaging-greenhouse-gases-new-program-aimed-chemicals						
Strategy 1.2 Use cleaner energy sources								
1.2.1 	Incentivize a full transition to electric or solar energy in existing commercial and residential buildings.		3	2	4	5	2	3.10
1.2.2 	Mandate all new construction install energy systems already compatible with solar energy systems and EV-charging stations to facilitate an easier transition to renewable energy and EV-adoption.	Recommend removing from the CAP. Consider for future CAP, given low priority score and low support from community. Strong concerns around unintended consequences.	3	2	2	2	1	2.10
1.2.3 	Encourage businesses, large energy users, and residents to enroll in Puget Sound Energy's (PSE) Green Power Program to expand the use of green energy.		2	3	3	3	1	2.45
1.2.4 	Use incentives and partnerships to support the development of local community solar projects and micro-grids that provide alternative energy sources for critical community facilities, especially during brownouts or unexpected power loss.		3	2	4	4	3	3.10
1.2.5 	Enact code to phase out fossil fuel infrastructure in new construction.		4	2	3	1	3	2.70



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
1.2.6  	Advocate for increased electricity grid reliability through updated regulations for utilities and legislation that increase the flexibility of the electricity grid and incentivizes large-scale energy customers to reduce their electricity use during peak times.		3	3	4	5	3	3.50



Focus Area 2: Transportation & Land Use

Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 2.0: Municipal Operations								
2.0.1 	Support long-term remote working and flexible work schedule options for City employees and contractors when feasible.	Need to address broadband / reliable internet access in implementation to ensure staff can utilize work from home flexibility equitably.	3	4	3	4	4	3.55
2.0.2 	Define and implement a green vehicle selection process and green fleet resources for new or replacement vehicles, <u>buses</u> , <u>and passenger ferries</u> .		3	2	3	4	2	2.75
2.0.3 	Install electric car charging stations in key city-owned/operated parking facilities and public lands.		3	3	4	5	2	3.35
Strategy 2.1: Build strategically								
2.1.1 	Incorporate environmental justice criteria and priorities into zoning, land use planning, permitting policies, and development of new projects.	Give examples / define criteria in CAP.	3	4	5	3	4	3.80
2.1.2 	Alter zoning and planning policies to align with the Growth Management Act and prioritize dense, <u>mixed use</u> , transit-oriented development and affordable housing.		4	2	4	1	4	3.05



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
2.1.3 	Identify opportunities to increase overall resilience through development and building code improvements for existing and new construction.		4	3	3	3	2	3.10
Strategy 2.2: Drive less								
2.2.1 	Increase network of safe bike lanes, boulevards, trails; wider sidewalks; convenient transit stops; effective traffic signals; dedicating right of way lanes <u>near residential areas and work hubs. Partner with public transport services, frontline community organizations, and strategic surrounding jurisdictions to pilot new routes and diverse transit options (including carpooling) to improve efficiency and reliability.</u>	Added language from Action 2.2.2	3	2	4	5	3	3.25
2.2.2 	Partner with public transport services, frontline community organizations, and strategic surrounding jurisdictions to pilot new routes and diverse transit options to improve efficiency and reliability.	Merged with Action 2.2.1 to provide an explicit equity component while still supporting frontline communities with increased transportation access.	2	3	3	3	2	2.60
2.2.3 	Ensure that there are diverse multi-modal transportation options that are equipped to operate in natural disasters.		3	2	5	4	3	3.30
2.2.4 	Develop a Transportation Master Plan that guides the City's transportation investments and the shift to a low-carbon transportation system.		4	2	3	3	3	3.00



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 2.3: Drive cleaner vehicles								
2.3.1 	Promote existing and develop new incentives to encourage purchase of electric vehicles (including stronger incentives for low-income residents).		3	3	3	4	3	3.00
2.3.2 	Expand incentives for EV charging for multi-family homes, apartment buildings, major employers, and parking garages.		3	3	3	3	2	2.85
2.3.3 	Incentivize transition from gas and diesel powered to electric garden equipment (lawn mowers, leaf blowers) and pleasure and watercraft (boat, jet skis).	Recommend removing from the CAP. Emissions from these sources contribute less than 2% of total communitywide GHG emissions. Consider for future CAP but prioritize higher sources of emissions in short-term.	1	2	3	2	3	2.10



Focus Area 3: Consumption and Materials Management

Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 3.0: Municipal Operations								
3.0.1 	Adopt a sustainable purchasing policy that prioritizes products that (1) meet environmental standards or certifications; (2) are locally sourced; (3) can be recycled or composted at end of life.		3	4	3	5	3	3.55
Strategy 3.1: Prevent waste								
3.1.1 	Partner with frontline communities to support a regenerative and sustainable local zero waste food economy.		3	3	4	5	3	3.50
3.1.2 	Adopt King County's Construction & Demolition waste diversion requirements. Support policies, tools, and programs to reduce construction-related emissions, including sourcing low embodied carbon materials.		3	2	3	4	2	2.75
3.1.3 	Partner with the Metropolitan Solid Waste Management Advisory Committee on policy, projects, and programs. Develop a regional strategy through the adopted 2019 Comprehensive Solid Waste Management Plan to reach zero waste of resources by 2030 through a combination of education, incentives, and regulatory tools aimed at single-family, multi-family residents, businesses, and construction projects in King County.		3	2	3	4	2	2.75



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
3.1.4 	Ban sale of styrofoam containers and encourage businesses to use reusable, recyclable, or compostable materials.	Recommend removing from the CAP. Washington state has a polystyrene ban in effect beginning 2023-24. Kenmore could better serve its community by identifying retailers and food service providers currently using Styrofoam and offering technical assistance and education to help facilitate an equitable transition to more sustainable alternatives.	1	2	2	5	2	2.20
Strategy 3.2 Divert resources from landfills								
3.2.1 	Conduct a baseline waste audit and adopt waste prevention and diversion goals. Use results to inform education and outreach priorities.	While the audit itself will not directly reduce emissions, this could be a foundational step which informs other actions in this strategy and Strategy 3.1.	3	3	3	4	2	3.00
3.2.2 	Conduct education, outreach, and technical assistance to promote recycling and composting amongst building owners, operators, <u>businesses</u> , and residents.		2	3	3	5	2	2.90
3.2.3 	Mandate recycling and composting and enforce sorting by an identified year, especially for multi-family buildings and commercial properties where contamination is high.	Consider including education and enforcement in waste hauler contracts. Consider opportunities to purchase and use compost end-product on City property.	4	2	3	4	2	3.00



Focus Area 4: Natural Systems and Water Resources

Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 4.0: Municipal Operations								
4.0.1 	Require low-impact development (LID) for all new City-owned construction and remodels to reduce stormwater runoff and costs. <u>Design and implement green stormwater infrastructure (GSI) projects – such as rooftop gardens, green rooftops, pervious pavement, and bioswales – to ensure to improve water quality via natural filtration of stormwater runoff and reduce flooding impacts during heavy rains.</u>	Added text based on community and Council input. LID = a set of practices that manage stormwater runoff as close to the source as possible GSI = subset of LID practices that use natural ecosystems (e.g., green roofs, rain gardens) that infiltrate and collect rainwater	4	4	4	3	4	3.85
4.0.2 	Use drought-tolerant native plants in City parks, rights-of-way, and green spaces.	Acknowledge in implementation plan that City should Identify when and where to prioritize drought-tolerant vs. native vs. high carbon sequestering plants.	3	5	3	5	2	3.65
4.0.3 	Evaluate the sequestration potential (ability of plants, soil, and habitats to capture and remove atmospheric carbon) of existing public lands and invest in changes/recommendations that enable high sequestration levels.		4	2	3	3	2	2.85
Strategy 4.1: Conserve water, manage stormwater, and minimize flooding								
4.1.1 	Conduct outreach and education on water conservation strategies, including using grey water for non-potable uses (e.g., irrigation) when possible. <u>Incentivize greywater solutions for property owners via free or subsidized rain barrels for property owners.</u>	Added new language per Council feedback.	3	4	3	4	2	3.25



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
4.1.2 	Utilize educational campaigns to encourage low-impact, drought-resistant landscape development and design, <u>such as stormwater drain maintenance of drain filters</u> . Work with landscape companies to educate and incentivize smart irrigation management and technology.		2	4	2	3	2	2.65
4.1.3 	Design and install flood prevention projects (such as water diversion designs or barriers) along key roads, sidewalks, and bike trails.		5	2	4	3	4	3.60
Strategy 4.2: Preserve <u>and restore</u> natural systems								
4.2.1 	Require developers to replace any trees removed from the land to ensure there is equivalent sequestration potential (the ability of plants, soil, and habitats to capture and remove atmospheric carbon).	Merged with Action 4.2.1	4	1	4	4	3	3.10
4.2.2 	Develop an urban landscape strategy or framework to develop additional natural areas and preserve the functioning of existing ones under changing climatic conditions. Prioritize <u>(1) increasing tree canopy in areas subject to urban heat island effect and (2) replacing any trees removed from the land to ensure there is equivalent sequestration potential (i.e., the ability of plants, soil, and habitats to capture and remove atmospheric carbon).</u>	Added language from Action 4.2.1	4	4	4	5	3	4.00
4.2.3	<u>Remove old or degrading culverts and engage the public in restoring native salmon populations via public outreach campaigns.</u>	Added based on Council input.	5	4	5	3	3	4.15



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
								
<u>4.2.4</u> 	<u>Encourage restoration and protection of Lake Washington and its critical water ways.</u>	Added based on Council input.	4	3	3	3	3	3.25



Focus Area 5: Community Resilience & Wellbeing

Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
Strategy 5.0: Municipal Operations								
5.0.1 	Ensure all City plans (e.g., Comprehensive Plan, Emergency Management Plan) account for climate change and vulnerable communities, such as utilizing financial tools that capture the full lifecycle costs of City-led projects that capture the costs of inadequately adapting to climate change . Build City employee climate change awareness and capacity to train City employees in considering climate impacts in their day-to-day decisions at work.	Added language from Action 5.0.2	4	4	5	4	3	4.05
5.0.2 	Create and utilize financial tools that capture the full lifecycle costs of City-led projects, including the costs of climate inaction or inadequately adapting to climate change.	Merged with Action 5.0.1.	3	3	4	4	3	3.35
5.0.3 	Prioritize local hiring and disadvantaged worker employment.	Removed per Council feedback (10/25). Not a direct enough connection to climate adaptation and resilience.	3	3	5	3	4	3.55
Strategy 5.1: Prepare for climate emergencies								
5.1.1	Work with community members on emergency procedures and coordination between facilities, such as public libraries or other community centers, to create "resilience hubs" that are		5	3	5	5	4	4.35



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
	prepared to meet the challenges of weather emergencies and include in equity index map.							
5.1.2 	Co-create climate communications with Kenmore's communities—especially youth organizations to ensure that the next generation has a say—on climate and health impacts and emergency resources/warnings during extreme events.		3	4	5	5	2	3.80
5.1.3 	Study and evaluate air quality and extreme heat interactions near industrial sites.		2	2	4	5	3	3.00
5.1.4 	Conduct a study to expand on WSDOT's vulnerability assessment of state roads to map out roads/routes in Kenmore that are vulnerable to climate impacts (e.g., flooding, landslides).		4	3	4	4	3	3.60
Strategy 5.2 Increase adaptive capacity and resilience								
5.2.1 	Mitigate impacts of green gentrification by identifying community centered anti-displacement strategies (e.g., eviction prevention, cash assistance, and displacement mitigation) and expand access to affordable housing resources (e.g., home ownership strategies, weatherization, and climate-related home improvements).	Green gentrification is the process in which cleaning up pollution and providing green amenities (e.g., open space access, renewable energy options) in polluted or underserved neighborhoods attracts wealthier residents that subsequently drives up local property values and displaces historically underserved and disenfranchised residents, oftentimes who are low-income, BIPOC, or elderly.	4	3	5	3	4	3.80



Action ID	Action Description	Notes	Impact	Ease of Implementation	Climate Justice & Equity	Community Support	Co-benefits / Synergies	MCA Score
5.2.2 	Develop a green jobs strategy in partnership with community groups and businesses that (1) supports the low carbon transition of Kenmore's impacted industries; (2) develops pathways for youth and impacted workers to transition into green jobs; and (3) ensures opportunities (e.g., local hiring requirements) for these jobs.		3	2	5	4	4	3.45
5.2.3  	Provide free or discounted air filter box fans to vulnerable community members.		5	4	5	4	3	4.30



Salary Plan Pay Ranges

Also included for Council consideration is an update to the Salary Plan pay ranges. The Seattle-Tacoma-Bellevue CPI-W (Consumer Price Index for Urban Wage Earners and Clerical Workers) as of June 2021 was 6.3%. This is the index typically used by the city for wage adjustments. The pay ranges in the attached Salary Plan have been updated and increased by 6.3% which would allow for a 6.3% wage adjustment for all employees on January 1, 2022. Several staff positions are at the top of their pay range and will not be eligible for a merit increase during 2022. The adopted budget provided for an adjustment to wages and benefits in 2022; 2.75% average increase for salaries, a 5% increase for medical, and a 3% increase for dental. The budget for 2022 included a 2.75% increase in salaries and the additional adjustment to the budgeted amounts from the update to the salary plan would be as follows:

General Fund - \$139,000
 ARPA Fund - \$7,000
 Street Fund - \$17,000
 SWM - \$20,600

The increase in salaries will be accounted in the final budget amendments in 2022. In addition, the city's contributions to employee HRA and HSA accounts will continue at the same amounts.

Conclusion:

After the conclusion of the public hearing, if there are no modifications to the recommended budget adjustments or Salary Plan, Ordinance 21-0540 will be presented for adoption to amend the 2021-2022 budget, approve a 6.3% adjustment effective January 1, 2022, approve the Salary Plan for 2022 which includes a 6.3% increase over 2021 in the pay ranges.

FISCAL CONSIDERATION:

See attached Mid-Biennium Budget Worksheet and November 15, 2021 PowerPoint presentation for detail of proposed revenue and expenditure adjustments.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Per RCW 35A the budget is the legal authority to expend public funds and controls those expenditures by setting the amount of the appropriation at the fund level by ordinance.

Governance: Provides Assurance of Regulatory and Policy Compliance.

i:\admin & finance\budget\2017-2018\amendment #2 mid biennium and 2018 levy\ab 2017-2018 mid bi budget amend nov 27.docx

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 21-0540**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO THE 2021-2022 BUDGET; AMENDING THE 2021-2022 BUDGET, TO ADJUST REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, THE STRATEGIC OPPORTUNITIES FUND, THE STREET FUND, THE TRANSPORTATION BENEFIT DISTRICT FUND, THE ARPA FISCAL RECOVERY FUND, THE TRANSPORTATION CAPITAL FUND, THE REAL ESTATE EXCISE TAX FUND, WALKWAYS & WATERWAY BOND PROJECT FUND, THE PARK CAPITAL FUND, THE PARK IMPACT FEE FUND, THE TRANSPORTATION IMPACT FEE FUND, THE PUBLIC WORKS SHOP FUND, THE SAMMAMISH BRIDGE REPLACEMENT FUND, THE SURFACE WATER MANAGEMENT FUND, THE SURFACE WATER MANAGEMENT CAPITAL FUND AND THE SWAMP CREEK BASIN FUND; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council (the “Council”) of the City of Kenmore, Washington, (the “City”), is required by applicable State law to finalize its biennial budget prior to the commencement of the first fiscal year of the biennium; and

WHEREAS, the amount of revenue and expenditures can only be estimated at the time of finalization of the budget; and

WHEREAS, by Ordinance No. 20-0517, the City Council adopted the 2021-2022 Biennial Budget on November 23, 2020; and

WHEREAS, the City Council scheduled and held a Public Hearing on the mid biennial proposed amendments to the 2019-2020 Biennial Budget on November 22, 2021; and

WHEREAS, the City Council finds it in the best interest of the City to adjust revenues and expenditures in the General Fund, the Strategic Opportunities Fund, the Street Fund, the Transportation Benefit District Fund, the ARPA Fiscal Recovery Fund, the Transportation Capital Fund, the Real Estate Excise Tax Fund, Walkways & Waterway Bond Project Fund, the Park Capital Fund, the Park Impact Fee Fund, the Transportation Impact Fee Fund, the Public Works Shop Fund, the Sammamish Bridge Replacement Fund, the Surface Water Management Fund, the Surface Water Management Capital fund and the Swamp Creek Basin Fund;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Funds Appropriated. The 2021-2022 Biennial Budget is amended by fund to reflect the adjustments to revenues and appropriations as shown below:

REVENUE				
FUND NO.	FUND	2021-2022 Adopted Revenue Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Revenue Budget
001	General Fund	27,067,770	2,022,000	29,089,770
045	Strategic Reserve fund	22,000	-	22,000
046	Strategic Opportunities Fund	476,718	2,500,000	2,976,718
101	Street fund	3,065,526	700,000	3,765,526
110	Public Art Fund	400		400
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	6,447,480	6,447,480
200	2016 UTGO Debt Service Fund	1,580,000	-	1,580,000
300	Transportation Capital Fund	25,978,459	(1,691,500)	24,286,959
301	Real Estate Excise Tax Fund (REET)	2,074,459	4,251,712	6,326,171
302	W&W Bond Project fund	10,047,000	-	10,047,000
303	Park Capital Fund	8,601,548	4,818,946	13,420,494
304	Park Impact Fee Fund	185,263	375,159	560,422
305	Transportation Impact fee Fund	687,708	576,987	1,264,695
306	Sammamish Bridge Replacement	26,668,658	4,117,000	30,785,658
307	Public Works Shop fund	6,500,000	2,600,000	9,100,000
401	Surface Water Management Fund	5,085,947	1,146,390	6,232,337
402	SWM Capital Fund	3,918,467	(15,000)	3,903,467
403	Swamp Creek Basin	6,600	141,634	148,234
501	Equipment Replacement Fund	244,101	-	244,101
	TOTAL	\$ 122,210,624	\$ 28,690,808	\$ 150,901,432

EXPENDITURES				
FUND NO.	FUND	2021-2022 Adopted Expenditure Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Expenditure Budget
001	General Fund	27,067,770	1,550,000	28,617,770
045	Strategic Reserve fund	-		-
046	Strategic Opportunities Fund	2,063,503	1,500,000	3,563,503
101	Street fund	3,328,167		3,328,167
110	Public Art Fund	144,473		144,473
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	1,570,900	1,570,900
200	2016 UTGO Debt Service Fund	1,581,100		1,581,100
300	Transportation Capital Fund	24,286,959		24,286,959
301	Real Estate Excise Tax Fund (REET)	6,301,961	1,638,161	7,940,122
302	W&W Bond Project fund	11,235,993	1,011,688	12,247,681
303	Park Capital Fund	8,549,948	4,990,149	13,540,097
304	Park Impact Fee Fund	829,412	-	829,412
305	Transportation Impact fee Fund	3,817,547	45,000	3,862,547
306	Sammamish Bridge Replacement	26,668,658	4,031,202	30,699,860
307	Public Works Shop fund	3,500,000	2,500,000	6,000,000
401	Surface Water Management Fund	7,821,398	(114,587)	7,706,811
402	SWM Capital Fund	3,918,467	-	3,918,467
403	Swamp Creek Basin	645,546	150,151	795,697
501	Equipment Replacement Fund	448,456		448,456
	TOTAL	\$ 132,209,358	\$ 19,572,664	\$ 151,782,022

The City Manager is hereby authorized and instructed to effectuate the necessary changes to the 2021-2022 Biennial Budget and to make any necessary and appropriate line-item entries and adjustments in order to reflect the amendments of this ordinance.

Section 2. Wage Adjustment. The amended 2021-2022 Biennial Budget includes a 6.3% wage adjustment for City employees, effective January 1, 2022.

Section 3. Positions and Salary Schedules. The various positions and salary range for City employees for 2022 are attached to this Ordinance as Exhibit A.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law

or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 22th DAY OF NOVEMBER, 2021.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

EXHIBIT A

City of Kenmore

2021 Adopted Salary Plan / 2022 Proposed Salary Plan

Position	2021 Monthly Pay Ranges		2022 Monthly Pay Ranges		1.0630
	Low	High	Low	High	% Change from 2021
Assistant City Manager	10,410	14,366	11,066	15,271	6.30%
Finance & Administration Director	9,680	13,359	10,290	14,201	6.30%
Public Works Director	9,680	13,359	10,290	14,201	6.30%
Community Development Director	9,550	13,180	10,152	14,010	6.30%
Development Services Director	9,550	13,180	10,152	14,010	6.30%
City Engineer	9,290	12,821	9,875	13,629	6.30%
Public Works Operations Manager	7,952	10,974	8,453	11,665	6.30%
Environmental Services Manager	7,255	10,011	7,712	10,642	6.30%
Human Resource Manager (new position)	7,255	10,011	7,712	10,642	6.30%
Capital/Parks Project Manager	6,976	9,626	7,415	10,232	6.30%
Senior Engineer	6,976	9,626	7,415	10,232	6.30%
Traffic Engineer	6,976	9,626	7,415	10,232	6.30%
Principal Planner	6,976	9,626	7,415	10,232	6.30%
Civil Engineer	6,509	8,984	6,919	9,550	6.30%
City Clerk	6,374	8,795	6,776	9,349	6.30%
Senior Planner	6,296	8,689	6,693	9,236	6.30%
Building Inspector/Plans Examiner	5,940	8,198	6,314	8,714	6.30%
Communications Specialist	5,998	8,301	6,376	8,824	6.30%
Associate Planner	5,692	7,856	6,051	8,351	6.30%
Streets & Surface Water Maintenance Supervisor	5,460	7,534	5,804	8,009	6.30%
Accountant	5,412	7,470	5,753	7,941	6.30%
Building Inspector/Code Compliance	5,412	7,470	5,753	7,941	6.30%
Executive Assistant	5,284	7,291	5,617	7,750	6.30%
ROW Inspector	5,191	7,163	5,518	7,614	6.30%
Parks Lead Maintenance Worker	5,059	6,981	5,378	7,421	6.30%
Environmental Services Technician	4,878	6,731	5,185	7,155	6.30%
Volunteer & Events Supervisor	4,793	6,614	5,095	7,031	6.30%
Assistant Planner	4,793	6,614	5,095	7,031	6.30%
Senior Facility Maintenance Technician	4,588	6,332	4,877	6,731	6.30%
Payroll & Benefits Coordinator	4,588	6,332	4,877	6,731	6.30%
Permit Coordinator	4,588	6,332	4,877	6,731	6.30%
Administrative Specialist	4,343	5,993	4,617	6,371	6.30%
Maintenance Worker	4,309	5,945	4,580	6,320	6.30%
Recreation Coord./Adm. Assistant (new position)	4,299	5,931	4,570	6,305	6.30%
Administrative Assistant	4,106	5,666	4,365	6,023	6.30%
Facility Maintenance Technician	3,861	5,329	4,104	5,665	6.30%
Receptionist	3,608	4,980	3,835	5,294	6.30%
Seasonal Maintenance Worker	16.44	20.82	17.48	22.13	6.30%
Intern or Temp Office Aide	16.44	24.12	17.48	25.64	6.30%

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BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 001 General Fund					
REVENUES					
001.019.38120000	Interfund Loan Repayment Received	1,500,000	800,000	-	2,300,000
	To increase budget amount to actual amount of loan to Samm Bridge fund.				
001.000.31311000	Local Sales & Use Tax	5,282,280	672,000	-	5,954,280
	To adjust revenue projections				
001.019.38120000	Interfund Loan Repayment Received			550,000	550,000
	To reflect payment of loan from Public Works Shop Fund				
EXPENDITURES					
001.019.59700.9003	Transfer to Strategic opportunities Fund	-	1,000,000	-	1,000,000
	To replenish Strategic Opportunities Fund with better than expected ending fund balance in General Fund				
001.019.58110.9007	Interfund Loan to Public Works Shop Fund	-	550,000		550,000
	To budget for interfund loan to Public Works Shop Fund until permanent financing is obtained for purchase of property				
Fund 046 Strategic Opportunities Fund					
REVENUES					
046.000.39700001	Transfer from General Fund	-	1,000,000		1,000,000
	To replenish Strategic Opportunities Fund with better than expected ending fund balance in General Fund				
046.000.38120000	Interfund Loan Repayment Received	-		1,500,000	1,500,000
	To reflect payment of loan from Public Works Shop Fund				
EXPENSE					
046.000.58110.9007	Interfund Loan to Public Works Shop Fund	-	1,500,000		1,500,000
	To budget for interfund loan to Public Works Shop Fund until permanent financing is obtained for purchase of property				
Fund 101 Street Fund -					
REVENUE					
101.000.39700115	Transfer from TBD Fund	-	350,000	350,000	700,000
	To reflect transfer as a result of VLF fee revenue increase in TBD fund.				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 115 - Transportation Benefit District					
REVENUES					
115.000.31760000	Vehicle License Fees	-	350,000	350,000	700,000
	To budget for vehicle license fees (vlf) previously put on hold by initiative 976. On October 15, 2020 State Supreme court ruled I-976 unconstitutional and City is receiving VLF fees.				
EXPENSE					
115.000.59700.0101	transfer to street fund	-	350,000	350,000	700,000
	Funds from VLF fees received in this fund transferred for street activities				
Fund 130 - ARPA Fiscal Recovery Fund					
REVENUE					
130.000.33321012	ARPA Relief funds	-	3,223,740	3,223,740	6,447,480
	To budget for ARPA funds				
EXPENDITURES					
130.000.51810.5005	Human services contributions	-	1,000,000	-	1,000,000
	To budget for direct cash assistance - low income residents				
130.000.51810.1001	Regular Salaries & Wages	-	106,000	260,000	366,000
130.000.51810.2001	Benefits	-	36,000	92,000	128,000
130.000.51810.3000	Office & Operating Supplies	-	500	500	1,000
130.000.51810.3001	Small Tools & Minor Equipment	-	500	500	1,000
130.000.51810.4004	Legal Notices	-	1,000	2,000	3,000
130.000.51810.4005	Postage	-	3,500	5,000	8,500
130.000.51810.4006	Printing & Related Costs	-	14,000	25,000	39,000
130.000.51810.4008	Telecommunications	-	200	400	600
130.000.51810.4101	Registration Training	-	1,000	1,000	2,000
130.000.51810.4300	General Consulting Services	-	20,000	-	20,000
130.000.59418.6002	Computer Hardware	-	800	1,000	1,800
	To budget for ARPA related expenditures				
Fund 300 Transportation Capital Fund					
REVENUE					
300.000.39700301	Transfer from REET	6,101,963		(996,913)	5,105,050
	To reduce by amount corresponding to Samm Bridge fund.				
300.000.39700305	Transfer from Transportation Impact Fee Fund	3,862,547		(45,000)	3,817,547
	To reduce by amount corresponding to Samm Bridge fund.				
300.000.39700401	Transfer from Surface Water Mgmt. fund	664,587	(649,587)	-	15,000
	To reduce by amount corresponding to Samm Bridge fund & correctly reflected in that fund				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 301 REET					
REVENUE					
301.000.31834000	Real Estate excise tax first 1/2 of 1/4%	1,000,000	500,000	500,000	2,000,000
301.000.31835000	Real Estate excise tax second 1/2 of 1/4%	1,000,000	500,000	500,000	2,000,000
	To adjust revenue projection.				
	Revenues past two bienniums were \$3.4m and \$3.2m. Adjusted projected for current biennium \$4m				
	Year to date revenues as of 9/30/21 are 158% higher than same time period previous year				
301.000.397000303	Transfer from Parks Capital	-	751,712		751,712
	To reimburse REET for transfer in excess of related expenditures (2019/2020)				
EXPENSE					
301.000.59700.0300	Transfer to Transportation Capital fund	6,101,963		(996,913)	5,105,050
301.000.59700.0306	Transfer to Sammamish Bridge fund	-		996,913	996,913
	to reflect transfer to the correct fund (Samm. Bridge fund)-				
Fund 303 Park Capital Fund					
REVENUE					
303.000.36700000	NS School District Contribution	-	250,000		250,000
	To budget for revenues from contribution budgeted in 2020 received in 2021				
303.000.33404201	State Dept. of Commerce - Boathouse	-	201,110	-	201,110
303.000.33700001	KC CFT-Squires Land conv.	185,000	804,587	-	989,587
	to reflect revenues budgeted in 2020 received in 2021				
303.000.33402401	State RCO Grant - Squires Landing	1,220,576	(235,288)	(235,288)	750,000
303.000.33402403	State RCO Grant - Log Boom Park	-	235,288	235,288	470,576
	To reflect State revenue for log boom Park project in corresponding account				
EXPENSES					
303.000.59700.0046	Transfer to Strategic opportunities Fund	-	250,000	-	250,000
	To budget for loan payment to SOF (2020 loan)/ Reflected in SOF Fund but not in this fund				
303.000.59700.0301	Transfer to REET Fund	-	751,712		751,712
	To reimburse REET for transfer in excess of related expenditures (2020)				
303.000.59700.0304	Transfer to Park Impact Fee Fund	-	300,505		300,505
	To reimburse Park Impact Fee Fund for transfer in excess of related expenditures (2019/20)				
303.000.59700.0403	Transfer to Swamp Creek Fund	-	141,634		141,634
	To reimburse Swamp Creek Fund for transfer in excess of related expenditures (2018-2020)				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 304 Park Impact Fee Fund					
REVENUES					
304.000.34585000	Park Impact Fees	175,808	74,654	-	250,462
	To increase budget amount to reflect better than expected revenues in 2021				
304.000.397000303	Transfer from Park Capital Fund	-	300,505	-	300,505
	To reimburse Park Impact Fund for transfer in excess of related expenditures (2019/20)				-
Fund 305 Transportation Impact Fee Fund					
REVENUES					
305.000.34585000	Transportation Impact Fee Fund	654,215	171,249	174,536	1,000,000
	To increase budget amount to reflect better than expected revenues in 2021/2022				
305.000.39700306	Transfer from Sammamish Bridge Replacement Fund	-	231,202	-	231,202
	To reimburse Transportation Impact Fee Fund for transfer in excess of related expenditures 2020.				
EXPENSES					
305.000.59700.0306	Transfer to Sammamish Bridge Replacement Fund	-		45,000	45,000
Fund 306 Sammamish Bridge Replacement Fund					
REVENUE					
306.0000.33403611	Connecting WA Funds	15,926,177	2,218,000	-	18,144,177
306.000.33403806	T37 TIB 68th Ave NE Bridge	4,945,426	1,899,000	-	6,844,426
	To budget in 2021 for revenues budgeted in 2020 but received 2021				
306.000.39700301	Transfer from REET Fund	1,041,913		(45,000)	996,913
306.000.39700305	Transfer from Transportation Impact	-	-	45,000	45,000
	To reflect transfer from the correct fund				
EXPENSE					
306.000.58120.0001	Interfund Loan Repayment	-	2,300,000	-	2,300,000
	To budget for loan repayment to GF for 2020 loan				
306.000.59700.0305	Transfer to Transportation Impact Fee Fund	-	231,202		231,202
	This is to reimburse for 2020 transfer in excess of related exp.				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 307 Public Works Shop Fund					
REVENUE					
307.000.38110000	Interfund Loan Received	-	2,600,000		2,600,000
	to reflect interfund loan for purchase of 2nd property. Estimated closing date 12/2021.				
	to be paid back upon permanent financing on or about 4/2022				
EXPENSE					
307.000.59442.6025	Land Acquisition	3,500,000	6,000,000	(3,500,000)	6,000,000
	To increase the budget allocation for purchase of land.				
307.000.58120.0001	Interfund Loan Repayment	-	-	2,600,000	2,600,000
Fund 401 Surface Water Management Fund (SWM fund)					
REVENUE					
401.000.34310000	Storm Drainage Fees	5,013,610	292,348	304,042	5,610,000
	To update budget projections				
401.000.38120000	Interfund Loan Repayment Received	-		550,000	550,000
	To reflect payment of loan from Public Works Shop Fund				
EXPENSE					
401.000.59700.0402	Transfer to SWM Capital Fund	3,140,054		(664,587)	2,475,467
	To reflect correct amount of transfer. Correctly reflected in SWM capital fund.				
401.000.58110.9007	Interfund Loan to Public Works Shop Fund	-	550,000		550,000
	To budget for interfund loan to Public Works Shop Fund until permanent financing is obtained for purchase of property				
Fund 402 Surface Water Management Capital Fund					
REVENUE					
402.000.397000401	Transfer from SWM	2,490,467		(15,000)	2,475,467
	to reflect correct amount of transfer				
EXPENSE					
402.000.59700.0306	Transfer to Sammamish Bridge Fund	664,587	649,587	(664,587)	649,587
	To reflect correct amount and year of transfer/ reflected correctly in Samm Fund				
402.000.59700.0300	Transfer to Transportation Capital Fund	-	-	15,000	15,000
	to correct budgeted amount to reflect the correct amount of transfer to Transp. Capital fund.				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 403 Swamp Creek Basin Fund					
REVENUE					
403.000.397000303	Transfer from Parks Capital	-	141,634	-	141,634
	Reimbursement for transfer in excess of related expenditures (2018-2020) - Squires land acq.				
EXPENSE					
403.000.59700.0303	Transfer to Parks Capital	645,546	150,151		795,697
	To correct budgeted amount to reflect the correct amount of transfer to parks capital fund				
	(correctly reflected in parks capital fund)				

Fund 303 Park Capital Fund - P28 & P29 CIP adjustments - added on 11/17/21

REVENUE					
303.000.33402401	State RCO grant - Squire's Landing	750,000		877,000	1,627,000
303.000.3370.0000	King County Parks Levy	310,000		8,400	318,400
303.000.33700001	King County CFT - Squire's Landing	989,587		28,000	1,017,587
303.000.39700301	Transfer from REET Fund	-	632,000	1,006,161	1,638,161
303.000.39700302	Transfer from W&W bond Project Fund	4,927,833		1,011,688	5,939,521

EXPENSE

303.000.59476.6112	P27 Squires Landing Waterfront	5,496,081	(2,979,069)	5,740,940	8,257,952
303.000.59476.6113	P28 Log Boom Park Waterfront	2,431,416	1,239,753	(455,326)	3,215,843

Fund 301 Real Estate Excise Tax Fund - (P28 & P29 CIP adjustments - added on 11/17/21)

REVENUE					
301.000.39700306	Transfer from Sammamish Bridge Replacement Fund to budget for transfer back to Reet Fund	0		1,500,000	1,500,000
EXPENSE					
301.000.59700.0303	Transfer to Park Capital	0	632,000	1,006,161	1,638,161

Fund 302 W&@ Bond Project Fund - (P28 & P29 CIP adjustments - added on 11/17/21)

EXPENSE					
302.000.59700.0303	Transfer to Park Capital	4,927,833		1,011,688	5,939,521

Fund 306 Sammamish Bridge Fund (added on 11/17/21)

EXPENSE					
306.000.59700.0301	transfer to REET Fund	0		1,500,000	1,500,000

EXHIBIT 3

PROJECTED ENDING FUND BALANCE							
FUND NO.	FUND	2020 Actual Ending Fund Balance	Budget Revenues	Budget Expenditures	Amendments Revenues	Amendments Expenditures	2022 Projected Ending Fund Balance
001	General Fund	2,264,953	28,567,770	27,067,770	2,022,000	1,550,000	4,236,953
045	Strategic Reserve fund	1,345,298	22,000	-	-	-	1,367,298
046	Strategic Opportunities Fund	2,560,223	476,718	2,063,503	2,500,000	1,500,000	1,973,438
101	Street fund	1,606,797	3,065,526	3,328,167	700,000	-	2,044,156
110	Public Art Fund	154,032	400	144,473	-	-	9,959
115	Transportation Benefit District	126,884	-	-	700,000	700,000	126,884
130	ARPA Fiscal Recovery Fund	-	-	-	6,447,480	1,570,900	4,876,580
200	2016 UTGO Debt Service Fund	189,433	1,580,000	1,581,100	-	-	188,333
300	Transportation Capital Fund	476,335	25,978,459	24,286,959	(1,691,500)	-	476,335
301	Real Estate Excise Tax Fund (REET)	1,995,414	2,074,459	6,301,961	4,251,712	1,638,161	381,463
302	W&W Bond Project fund	3,347,911	10,047,000	11,235,993	-	1,011,688	1,147,230
303	Park Capital Fund	185,591	8,601,548	8,549,948	4,818,946	4,990,149	65,988
304	Park Impact Fee Fund	338,408	185,263	829,412	375,159	-	69,418
305	Transportation Impact fee Fund	2,602,598	687,708	3,817,547	576,987	45,000	4,746
306	Sammamish Bridge Replacement	8,223	26,668,658	26,668,658	4,117,000	4,031,202	94,021
307	Public Works Shop fund	-	6,500,000	3,500,000	2,600,000	2,500,000	3,100,000
401	Surface Water Management Fund	2,443,643	5,085,947	7,904,740	1,146,390	(114,587)	885,827
402	SWM Capital Fund	229,359	3,918,467	3,918,467	(15,000)	-	214,359
403	Swamp Creek Basin	1,092,182	6,600	645,546	141,634	150,151	444,719
501	Equipment Replacement Fund	482,376	244,101	448,456	-	-	278,021
	TOTAL	\$ 21,449,660	\$ 123,710,624	\$ 132,292,700	\$ 28,690,808	\$ 19,572,664	\$ 21,985,728

EXHIBIT

REVENUE				
FUND NO.	FUND	2021-2022 Adopted Revenue Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Revenue Budget
001	General Fund	27,067,770	2,022,000	29,089,770
045	Strategic Reserve fund	22,000	-	22,000
046	Strategic Opportunities Fund	476,718	2,500,000	2,976,718
101	Street fund	3,065,526	700,000	3,765,526
110	Public Art Fund	400	-	400
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	6,447,480	6,447,480
200	2016 UTGO Debt Service Fund	1,580,000	-	1,580,000
300	Transportation Capital Fund	25,978,459	(1,691,500)	24,286,959
301	Real Estate Excise Tax Fund (REET)	2,074,459	4,251,712	6,326,171
302	W&W Bond Project fund	10,047,000	-	10,047,000
303	Park Capital Fund	8,601,548	4,818,946	13,420,494
304	Park Impact Fee Fund	185,263	375,159	560,422
305	Transportation Impact fee Fund	687,708	576,987	1,264,695
306	Sammamish Bridge Replacement	26,668,658	4,117,000	30,785,658
307	Public Works Shop fund	6,500,000	2,600,000	9,100,000
401	Surface Water Management Fund	5,085,947	1,146,390	6,232,337
402	SWM Capital Fund	3,918,467	(15,000)	3,903,467
403	Swamp Creek Basin	6,600	141,634	148,234
501	Equipment Replacement Fund	244,101	-	244,101
	TOTAL	\$ 122,210,624	\$ 28,690,808	\$ 150,901,432

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EXHIBIT 3

EXPENDITURES				
FUND NO.	FUND	2021-2022 Adopted Expenditure Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Expenditure Budget
001	General Fund	27,067,770	1,550,000	28,617,770
045	Strategic Reserve fund	-		-
046	Strategic Opportunities Fund	2,063,503	1,500,000	3,563,503
101	Street fund	3,328,167		3,328,167
110	Public Art Fund	144,473		144,473
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	1,570,900	1,570,900
200	2016 UTGO Debt Service Fund	1,581,100		1,581,100
300	Transportation Capital Fund	24,286,959		24,286,959
301	Real Estate Excise Tax Fund (REET)	6,301,961	1,638,161	7,940,122
302	W&W Bond Project fund	11,235,993	1,011,688	12,247,681
303	Park Capital Fund	8,549,948	4,990,149	13,540,097
304	Park Impact Fee Fund	829,412	-	829,412
305	Transportation Impact fee Fund	3,817,547	45,000	3,862,547
306	Sammamish Bridge Replacement	26,668,658	4,031,202	30,699,860
307	Public Works Shop fund	3,500,000	2,500,000	6,000,000
401	Surface Water Management Fund	7,821,398	(114,587)	7,706,811
402	SWM Capital Fund	3,918,467	-	3,918,467
403	Swamp Creek Basin	645,546	150,151	795,697
501	Equipment Replacement Fund	448,456		448,456
	TOTAL	\$ 132,209,358	\$ 19,572,664	\$ 151,782,022

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Signature: RGK
 RGK (Nov 18, 2021 00:02 PST)

Email: rkartinsey@kenmorewa.gov

AB MiBiennial amendments-11-22-21-Revised-2

Final Audit Report

2021-11-18

Created:	2021-11-18
By:	Leticia Salcido (lsalcido@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAijk4IbUZAKs9VcjUesQfqc5kyTMmueNL

"AB MiBiennial amendments-11-22-21-Revised-2" History



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City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic:

Public Hearing and Adoption of Ordinance No. 21-0540 Amending the 2021-2022 Biennial budget and approving a 6.3% Wage Increase and a Salary Plan for 2022

For Council Meeting Agenda of: November 22, 2021

Department: Finance and Administration

Prepared by: Leticia Salcido – Director of Finance/Administration

Proposed Council Action/Motion:

Adopt Ordinance No. 21-0540 Amending the 2021-2022 Biennial Budget and Approving a 6.3% Wage Increase and a Salary Plan for 2022

Exhibits/Attachments:

- 1) Ordinance No. 21-0540 with Exhibit A: 2022 Salary Plan Ranges
- 2) Mid Biennium Budget Amendment Worksheet
- 3) Projected Ending Fund Balance Worksheet

Initial & Date

Approved by Department Head: _____

Approved by City Attorney: _____

Approved by Finance Director: _____

Approved by City Manager: _____

RGK
RGK

INFORMATION/BACKGROUND: - (11/17/21-revised to include CIP adjustments P27/P28)

On November 23, 2020, the City of Kenmore City Council adopted the 2021-2022 biennial budget by Ordinance No. 20-0517. The city-wide budget includes revenue (\$122,210,624) and expenditure (\$132,209,358) projections/estimates for both years which support the City Council priorities, departmental work programs, various municipal obligations, as well as Federal and State mandates.

At this time a mid-biennial review of the biennial budget as prescribed by State law is complete. Per RCW 35A.34.130, cities that budget on a biennial basis must adopt an ordinance providing for a mid-biennial review and any modifications of the biennial budget. This must occur no sooner than eight months after the start of the biennium (September 1, 2021) and no later than the end of the first year of the biennium (December 31, 2021). Another requirement of the mid biennial review process is a public hearing at a City Council meeting, which shall be held on November 22, 2021.

Funds affected include the General Fund, Strategic Opportunities Fund, Street Fund, Transportation Benefit District Fund, ARPA Fiscal Recovery Fund, Transportation Capital Fund, REET Fund, Walkways & Waterway Bond Project Fund, park Capital Fund, Park Impact Fee Fund, Transportation Impact Fee Fund, Public Works Shop fund, Sammamish Bridge Replacement fund, Surface Water Management Fund, Surface Water Management Capital Fund, and Swamp Creek Basin Fund as described in Exhibit 2.

Salary Plan Pay Ranges

Also included for Council consideration is an update to the Salary Plan pay ranges. The Seattle-Tacoma-Bellevue CPI-W (Consumer Price Index for Urban Wage Earners and Clerical Workers) as of June 2021 was 6.3%. This is the index typically used by the city for wage adjustments. The pay ranges in the attached Salary Plan have been updated and increased by 6.3% which would allow for a 6.3% wage adjustment for all employees on January 1, 2022. Several staff positions are at the top of their pay range and will not be eligible for a merit increase during 2022. The adopted budget provided for an adjustment to wages and benefits in 2022; 2.75% average increase for salaries, a 5% increase for medical, and a 3% increase for dental. The budget for 2022 included a 2.75% increase in salaries and the additional adjustment to the budgeted amounts from the update to the salary plan would be as follows:

General Fund - \$139,000
 ARPA Fund - \$7,000
 Street Fund - \$17,000
 SWM - \$20,600

The increase in salaries will be accounted in the final budget amendments in 2022. In addition, the city's contributions to employee HRA and HSA accounts will continue at the same amounts.

Conclusion:

After the conclusion of the public hearing, if there are no modifications to the recommended budget adjustments or Salary Plan, Ordinance 21-0540 will be presented for adoption to amend the 2021-2022 budget, approve a 6.3% adjustment effective January 1, 2022, approve the Salary Plan for 2022 which includes a 6.3% increase over 2021 in the pay ranges.

FISCAL CONSIDERATION:

See attached Mid-Biennium Budget Worksheet and November 15, 2021 PowerPoint presentation for detail of proposed revenue and expenditure adjustments.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Per RCW 35A the budget is the legal authority to expend public funds and controls those expenditures by setting the amount of the appropriation at the fund level by ordinance.

Governance: Provides Assurance of Regulatory and Policy Compliance.

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**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 21-0540**

AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, RELATING TO THE 2021-2022 BUDGET; AMENDING THE 2021-2022 BUDGET, TO ADJUST REVENUES AND APPROPRIATIONS FOR THE GENERAL FUND, THE STRATEGIC OPPORTUNITIES FUND, THE STREET FUND, THE TRANSPORTATION BENEFIT DISTRICT FUND, THE ARPA FISCAL RECOVERY FUND, THE TRANSPORTATION CAPITAL FUND, THE REAL ESTATE EXCISE TAX FUND, WALKWAYS & WATERWAY BOND PROJECT FUND, THE PARK CAPITAL FUND, THE PARK IMPACT FEE FUND, THE TRANSPORTATION IMPACT FEE FUND, THE PUBLIC WORKS SHOP FUND, THE SAMMAMISH BRIDGE REPLACEMENT FUND, THE SURFACE WATER MANAGEMENT FUND, THE SURFACE WATER MANAGEMENT CAPITAL FUND AND THE SWAMP CREEK BASIN FUND; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council (the “Council”) of the City of Kenmore, Washington, (the “City”), is required by applicable State law to finalize its biennial budget prior to the commencement of the first fiscal year of the biennium; and

WHEREAS, the amount of revenue and expenditures can only be estimated at the time of finalization of the budget; and

WHEREAS, by Ordinance No. 20-0517, the City Council adopted the 2021-2022 Biennial Budget on November 23, 2020; and

WHEREAS, the City Council scheduled and held a Public Hearing on the mid biennial proposed amendments to the 2019-2020 Biennial Budget on November 22, 2021; and

WHEREAS, the City Council finds it in the best interest of the City to adjust revenues and expenditures in the General Fund, the Strategic Opportunities Fund, the Street Fund, the Transportation Benefit District Fund, the ARPA Fiscal Recovery Fund, the Transportation Capital Fund, the Real Estate Excise Tax Fund, Walkways & Waterway Bond Project Fund, the Park Capital Fund, the Park Impact Fee Fund, the Transportation Impact Fee Fund, the Public Works Shop Fund, the Sammamish Bridge Replacement Fund, the Surface Water Management Fund, the Surface Water Management Capital fund and the Swamp Creek Basin Fund;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Funds Appropriated. The 2021-2022 Biennial Budget is amended by fund to reflect the adjustments to revenues and appropriations as shown below:

REVENUE				
FUND NO.	FUND	2021-2022 Adopted Revenue Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Revenue Budget
001	General Fund	27,067,770	2,022,000	29,089,770
045	Strategic Reserve fund	22,000	-	22,000
046	Strategic Opportunities Fund	476,718	2,500,000	2,976,718
101	Street fund	3,065,526	700,000	3,765,526
110	Public Art Fund	400		400
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	6,447,480	6,447,480
200	2016 UTGO Debt Service Fund	1,580,000	-	1,580,000
300	Transportation Capital Fund	25,978,459	(1,691,500)	24,286,959
301	Real Estate Excise Tax Fund (REET)	2,074,459	4,251,712	6,326,171
302	W&W Bond Project fund	10,047,000	-	10,047,000
303	Park Capital Fund	8,601,548	4,818,946	13,420,494
304	Park Impact Fee Fund	185,263	375,159	560,422
305	Transportation Impact fee Fund	687,708	576,987	1,264,695
306	Sammamish Bridge Replacement	26,668,658	4,117,000	30,785,658
307	Public Works Shop fund	6,500,000	2,600,000	9,100,000
401	Surface Water Management Fund	5,085,947	1,146,390	6,232,337
402	SWM Capital Fund	3,918,467	(15,000)	3,903,467
403	Swamp Creek Basin	6,600	141,634	148,234
501	Equipment Replacement Fund	244,101	-	244,101
	TOTAL	\$ 122,210,624	\$ 28,690,808	\$ 150,901,432

EXPENDITURES				
FUND NO.	FUND	2021-2022 Adopted Expenditure Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Expenditure Budget
001	General Fund	27,067,770	1,550,000	28,617,770
045	Strategic Reserve fund	-		-
046	Strategic Opportunities Fund	2,063,503	1,500,000	3,563,503
101	Street fund	3,328,167		3,328,167
110	Public Art Fund	144,473		144,473
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	1,570,900	1,570,900
200	2016 UTGO Debt Service Fund	1,581,100		1,581,100
300	Transportation Capital Fund	24,286,959		24,286,959
301	Real Estate Excise Tax Fund (REET)	6,301,961	1,638,161	7,940,122
302	W&W Bond Project fund	11,235,993	1,011,688	12,247,681
303	Park Capital Fund	8,549,948	4,990,149	13,540,097
304	Park Impact Fee Fund	829,412	-	829,412
305	Transportation Impact fee Fund	3,817,547	45,000	3,862,547
306	Sammamish Bridge Replacement	26,668,658	4,031,202	30,699,860
307	Public Works Shop fund	3,500,000	2,500,000	6,000,000
401	Surface Water Management Fund	7,821,398	(114,587)	7,706,811
402	SWM Capital Fund	3,918,467	-	3,918,467
403	Swamp Creek Basin	645,546	150,151	795,697
501	Equipment Replacement Fund	448,456		448,456
	TOTAL	\$ 132,209,358	\$ 19,572,664	\$ 151,782,022

The City Manager is hereby authorized and instructed to effectuate the necessary changes to the 2021-2022 Biennial Budget and to make any necessary and appropriate line-item entries and adjustments in order to reflect the amendments of this ordinance.

Section 2. Wage Adjustment. The amended 2021-2022 Biennial Budget includes a 6.3% wage adjustment for City employees, effective January 1, 2022.

Section 3. Positions and Salary Schedules. The various positions and salary range for City employees for 2022 are attached to this Ordinance as Exhibit A.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law

or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of the publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 22th DAY OF NOVEMBER, 2021.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

EXHIBIT A

City of Kenmore

2021 Adopted Salary Plan / 2022 Proposed Salary Plan

Position	2021 Monthly Pay Ranges		2022 Monthly Pay Ranges		1.0630
	Low	High	Low	High	% Change from 2021
Assistant City Manager	10,410	14,366	11,066	15,271	6.30%
Finance & Administration Director	9,680	13,359	10,290	14,201	6.30%
Public Works Director	9,680	13,359	10,290	14,201	6.30%
Community Development Director	9,550	13,180	10,152	14,010	6.30%
Development Services Director	9,550	13,180	10,152	14,010	6.30%
City Engineer	9,290	12,821	9,875	13,629	6.30%
Public Works Operations Manager	7,952	10,974	8,453	11,665	6.30%
Environmental Services Manager	7,255	10,011	7,712	10,642	6.30%
Human Resource Manager (new position)	7,255	10,011	7,712	10,642	6.30%
Capital/Parks Project Manager	6,976	9,626	7,415	10,232	6.30%
Senior Engineer	6,976	9,626	7,415	10,232	6.30%
Traffic Engineer	6,976	9,626	7,415	10,232	6.30%
Principal Planner	6,976	9,626	7,415	10,232	6.30%
Civil Engineer	6,509	8,984	6,919	9,550	6.30%
City Clerk	6,374	8,795	6,776	9,349	6.30%
Senior Planner	6,296	8,689	6,693	9,236	6.30%
Building Inspector/Plans Examiner	5,940	8,198	6,314	8,714	6.30%
Communications Specialist	5,998	8,301	6,376	8,824	6.30%
Associate Planner	5,692	7,856	6,051	8,351	6.30%
Streets & Surface Water Maintenance Supervisor	5,460	7,534	5,804	8,009	6.30%
Accountant	5,412	7,470	5,753	7,941	6.30%
Building Inspector/Code Compliance	5,412	7,470	5,753	7,941	6.30%
Executive Assistant	5,284	7,291	5,617	7,750	6.30%
ROW Inspector	5,191	7,163	5,518	7,614	6.30%
Parks Lead Maintenance Worker	5,059	6,981	5,378	7,421	6.30%
Environmental Services Technician	4,878	6,731	5,185	7,155	6.30%
Volunteer & Events Supervisor	4,793	6,614	5,095	7,031	6.30%
Assistant Planner	4,793	6,614	5,095	7,031	6.30%
Senior Facility Maintenance Technician	4,588	6,332	4,877	6,731	6.30%
Payroll & Benefits Coordinator	4,588	6,332	4,877	6,731	6.30%
Permit Coordinator	4,588	6,332	4,877	6,731	6.30%
Administrative Specialist	4,343	5,993	4,617	6,371	6.30%
Maintenance Worker	4,309	5,945	4,580	6,320	6.30%
Recreation Coord./Adm. Assistant (new position)	4,299	5,931	4,570	6,305	6.30%
Administrative Assistant	4,106	5,666	4,365	6,023	6.30%
Facility Maintenance Technician	3,861	5,329	4,104	5,665	6.30%
Receptionist	3,608	4,980	3,835	5,294	6.30%
Seasonal Maintenance Worker	16.44	20.82	17.48	22.13	6.30%
Intern or Temp Office Aide	16.44	24.12	17.48	25.64	6.30%

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BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 001 General Fund					
REVENUES					
001.019.38120000	Interfund Loan Repayment Received	1,500,000	800,000	-	2,300,000
	To increase budget amount to actual amount of loan to Samm Bridge fund.				
001.000.31311000	Local Sales & Use Tax	5,282,280	672,000	-	5,954,280
	To adjust revenue projections				
001.019.38120000	Interfund Loan Repayment Received			550,000	550,000
	To reflect payment of loan from Public Works Shop Fund				
EXPENDITURES					
001.019.59700.9003	Transfer to Strategic opportunities Fund	-	1,000,000	-	1,000,000
	To replenish Strategic Opportunities Fund with better than expected ending fund balance in General Fund				
001.019.58110.9007	Interfund Loan to Public Works Shop Fund	-	550,000		550,000
	To budget for interfund loan to Public Works Shop Fund until permanent financing is obtained for purchase of property				
Fund 046 Strategic Opportunities Fund					
REVENUES					
046.000.39700001	Transfer from General Fund	-	1,000,000		1,000,000
	To replenish Strategic Opportunities Fund with better than expected ending fund balance in General Fund				
046.000.38120000	Interfund Loan Repayment Received	-		1,500,000	1,500,000
	To reflect payment of loan from Public Works Shop Fund				
EXPENSE					
046.000.58110.9007	Interfund Loan to Public Works Shop Fund	-	1,500,000		1,500,000
	To budget for interfund loan to Public Works Shop Fund until permanent financing is obtained for purchase of property				
Fund 101 Street Fund -					
REVENUE					
101.000.39700115	Transfer from TBD Fund	-	350,000	350,000	700,000
	To reflect transfer as a result of VLF fee revenue increase in TBD fund.				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 115 - Transportation Benefit District					
REVENUES					
115.000.31760000	Vehicle License Fees	-	350,000	350,000	700,000
	To budget for vehicle license fees (vlf) previously put on hold by initiative 976. On October 15, 2020 State Supreme court ruled I-976 unconstitutional and City is receiving VLF fees.				
EXPENSE					
115.000.59700.0101	transfer to street fund	-	350,000	350,000	700,000
	Funds from VLF fees received in this fund transferred for street activities				
Fund 130 - ARPA Fiscal Recovery Fund					
REVENUE					
130.000.33321012	ARPA Relief funds	-	3,223,740	3,223,740	6,447,480
	To budget for ARPA funds				
EXPENDITURES					
130.000.51810.5005	Human services contributions	-	1,000,000	-	1,000,000
	To budget for direct cash assistance - low income residents				
130.000.51810.1001	Regular Salaries & Wages	-	106,000	260,000	366,000
130.000.51810.2001	Benefits	-	36,000	92,000	128,000
130.000.51810.3000	Office & Operating Supplies	-	500	500	1,000
130.000.51810.3001	Small Tools & Minor Equipment	-	500	500	1,000
130.000.51810.4004	Legal Notices	-	1,000	2,000	3,000
130.000.51810.4005	Postage	-	3,500	5,000	8,500
130.000.51810.4006	Printing & Related Costs	-	14,000	25,000	39,000
130.000.51810.4008	Telecommunications	-	200	400	600
130.000.51810.4101	Registration Training	-	1,000	1,000	2,000
130.000.51810.4300	General Consulting Services	-	20,000	-	20,000
130.000.59418.6002	Computer Hardware	-	800	1,000	1,800
	To budget for ARPA related expenditures				
Fund 300 Transportation Capital Fund					
REVENUE					
300.000.39700301	Transfer from REET	6,101,963		(996,913)	5,105,050
	To reduce by amount corresponding to Samm Bridge fund.				
300.000.39700305	Transfer from Transportation Impact Fee Fund	3,862,547		(45,000)	3,817,547
	To reduce by amount corresponding to Samm Bridge fund.				
300.000.39700401	Transfer from Surface Water Mgmt. fund	664,587	(649,587)	-	15,000
	To reduce by amount corresponding to Samm Bridge fund & correctly reflected in that fund				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 301 REET					
REVENUE					
301.000.31834000	Real Estate excise tax first 1/2 of 1/4%	1,000,000	500,000	500,000	2,000,000
301.000.31835000	Real Estate excise tax second 1/2 of 1/4%	1,000,000	500,000	500,000	2,000,000
	To adjust revenue projection.				
	Revenues past two bienniums were \$3.4m and \$3.2m. Adjusted projected for current biennium \$4m				
	Year to date revenues as of 9/30/21 are 158% higher than same time period previous year				
301.000.397000303	Transfer from Parks Capital	-	751,712		751,712
	To reimburse REET for transfer in excess of related expenditures (2019/2020)				
EXPENSE					
301.000.59700.0300	Transfer to Transportation Capital fund	6,101,963		(996,913)	5,105,050
301.000.59700.0306	Transfer to Sammamish Bridge fund	-		996,913	996,913
	to reflect transfer to the correct fund (Samm. Bridge fund)-				
Fund 303 Park Capital Fund					
REVENUE					
303.000.36700000	NS School District Contribution	-	250,000		250,000
	To budget for revenues from contribution budgeted in 2020 received in 2021				
303.000.33404201	State Dept. of Commerce - Boathouse	-	201,110	-	201,110
303.000.33700001	KC CFT-Squires Land conv.	185,000	804,587	-	989,587
	to reflect revenues budgeted in 2020 received in 2021				
303.000.33402401	State RCO Grant - Squires Landing	1,220,576	(235,288)	(235,288)	750,000
303.000.33402403	State RCO Grant - Log Boom Park	-	235,288	235,288	470,576
	To reflect State revenue for log boom Park project in corresponding account				
EXPENSES					
303.000.59700.0046	Transfer to Strategic opportunities Fund	-	250,000	-	250,000
	To budget for loan payment to SOF (2020 loan)/ Reflected in SOF Fund but not in this fund				
303.000.59700.0301	Transfer to REET Fund	-	751,712		751,712
	To reimburse REET for transfer in excess of related expenditures (2020)				
303.000.59700.0304	Transfer to Park Impact Fee Fund	-	300,505		300,505
	To reimburse Park Impact Fee Fund for transfer in excess of related expenditures (2019/20)				
303.000.59700.0403	Transfer to Swamp Creek Fund	-	141,634		141,634
	To reimburse Swamp Creek Fund for transfer in excess of related expenditures (2018-2020)				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 304 Park Impact Fee Fund					
REVENUES					
304.000.34585000	Park Impact Fees	175,808	74,654	-	250,462
	To increase budget amount to reflect better than expected revenues in 2021				
304.000.397000303	Transfer from Park Capital Fund	-	300,505	-	300,505
	To reimburse Park Impact Fund for transfer in excess of related expenditures (2019/20)				-
Fund 305 Transportation Impact Fee Fund					
REVENUES					
305.000.34585000	Transportation Impact Fee Fund	654,215	171,249	174,536	1,000,000
	To increase budget amount to reflect better than expected revenues in 2021/2022				
305.000.39700306	Transfer from Sammamish Bridge Replacement Fund	-	231,202	-	231,202
	To reimburse Transportation Impact Fee Fund for transfer in excess of related expenditures 2020.				
EXPENSES					
305.000.59700.0306	Transfer to Sammamish Bridge Replacement Fund	-		45,000	45,000
Fund 306 Sammamish Bridge Replacement Fund					
REVENUE					
306.0000.33403611	Connecting WA Funds	15,926,177	2,218,000	-	18,144,177
306.000.33403806	T37 TIB 68th Ave NE Bridge	4,945,426	1,899,000	-	6,844,426
	To budget in 2021 for revenues budgeted in 2020 but received 2021				
306.000.39700301	Transfer from REET Fund	1,041,913		(45,000)	996,913
306.000.39700305	Transfer from Transportation Impact	-	-	45,000	45,000
	To reflect transfer from the correct fund				
EXPENSE					
306.000.58120.0001	Interfund Loan Repayment	-	2,300,000	-	2,300,000
	To budget for loan repayment to GF for 2020 loan				
306.000.59700.0305	Transfer to Transportation Impact Fee Fund	-	231,202		231,202
	This is to reimburse for 2020 transfer in excess of related exp.				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 307 Public Works Shop Fund					
REVENUE					
307.000.38110000	Interfund Loan Received	-	2,600,000		2,600,000
	to reflect interfund loan for purchase of 2nd property. Estimated closing date 12/2021.				
	to be paid back upon permanent financing on or about 4/2022				
EXPENSE					
307.000.59442.6025	Land Acquisition	3,500,000	6,000,000	(3,500,000)	6,000,000
	To increase the budget allocation for purchase of land.				
307.000.58120.0001	Interfund Loan Repayment	-	-	2,600,000	2,600,000
Fund 401 Surface Water Management Fund (SWM fund)					
REVENUE					
401.000.34310000	Storm Drainage Fees	5,013,610	292,348	304,042	5,610,000
	To update budget projections				
401.000.38120000	Interfund Loan Repayment Received	-		550,000	550,000
	To reflect payment of loan from Public Works Shop Fund				
EXPENSE					
401.000.59700.0402	Transfer to SWM Capital Fund	3,140,054		(664,587)	2,475,467
	To reflect correct amount of transfer. Correctly reflected in SWM capital fund.				
401.000.58110.9007	Interfund Loan to Public Works Shop Fund	-	550,000		550,000
	To budget for interfund loan to Public Works Shop Fund until permanent financing is obtained for purchase of property				
Fund 402 Surface Water Management Capital Fund					
REVENUE					
402.000.397000401	Transfer from SWM	2,490,467		(15,000)	2,475,467
	to reflect correct amount of transfer				
EXPENSE					
402.000.59700.0306	Transfer to Sammamish Bridge Fund	664,587	649,587	(664,587)	649,587
	To reflect correct amount and year of transfer/ reflected correctly in Samm Fund				
402.000.59700.0300	Transfer to Transportation Capital Fund	-	-	15,000	15,000
	to correct budgeted amount to reflect the correct amount of transfer to Transp. Capital fund.				

BUDGET ADJUSTMENTS - NOVEMBER 2021

EXHIBIT 2

Account No.	Account Name	2021-2022 Current Budget Amount	2021 Recommended Budget Amendment Increase (decrease)	2022 Recommended Budget Amendment Increase (decrease)	2021-2022 Amended Budget
Fund 403 Swamp Creek Basin Fund					
REVENUE					
403.000.397000303	Transfer from Parks Capital	-	141,634	-	141,634
	Reimbursement for transfer in excess of related expenditures (2018-2020) - Squires land acq.				
EXPENSE					
403.000.59700.0303	Transfer to Parks Capital	645,546	150,151		795,697
	To correct budgeted amount to reflect the correct amount of transfer to parks capital fund				
	(correctly reflected in parks capital fund)				

Fund 303 Park Capital Fund - P28 & P29 CIP adjustments - added on 11/17/21

REVENUE					
303.000.33402401	State RCO grant - Squire's Landing	750,000		877,000	1,627,000
303.000.3370.0000	King County Parks Levy	310,000		8,400	318,400
303.000.337000001	King County CFT - Squire's Landing	989,587		28,000	1,017,587
303.000.39700301	Transfer from REET Fund	-	632,000	1,006,161	1,638,161
303.000.39700302	Transfer from W&W bond Project Fund	4,927,833		1,011,688	5,939,521

EXPENSE

303.000.59476.6112	P27 Squires Landing Waterfront	5,496,081	(2,979,069)	5,740,940	8,257,952
303.000.59476.6113	P28 Log Boom Park Waterfront	2,431,416	1,239,753	(455,326)	3,215,843

Fund 301 Real Estate Excise Tax Fund - (P28 & P29 CIP adjustments - added on 11/17/21)

REVENUE					
301.000.39700306	Transfer from Sammamish Bridge Replacement Fund to budget for transfer back to Reet Fund	0		1,500,000	1,500,000
EXPENSE					
301.000.59700.0303	Transfer to Park Capital	0	632,000	1,006,161	1,638,161

Fund 302 W&@ Bond Project Fund - (P28 & P29 CIP adjustments - added on 11/17/21)

EXPENSE					
302.000.59700.0303	Transfer to Park Capital	4,927,833		1,011,688	5,939,521

Fund 306 Sammamish Bridge Fund (added on 11/17/21)

EXPENSE					
306.000.59700.0301	transfer to REET Fund	0		1,500,000	1,500,000

EXHIBIT 3

PROJECTED ENDING FUND BALANCE							
FUND NO.	FUND	2020 Actual Ending Fund Balance	Budget Revenues	Budget Expenditures	Amendments Revenues	Amendments Expenditures	2022 Projected Ending Fund Balance
001	General Fund	2,264,953	28,567,770	27,067,770	2,022,000	1,550,000	4,236,953
045	Strategic Reserve fund	1,345,298	22,000	-	-	-	1,367,298
046	Strategic Opportunities Fund	2,560,223	476,718	2,063,503	2,500,000	1,500,000	1,973,438
101	Street fund	1,606,797	3,065,526	3,328,167	700,000	-	2,044,156
110	Public Art Fund	154,032	400	144,473	-	-	9,959
115	Transportation Benefit District	126,884	-	-	700,000	700,000	126,884
130	ARPA Fiscal Recovery Fund	-	-	-	6,447,480	1,570,900	4,876,580
200	2016 UTGO Debt Service Fund	189,433	1,580,000	1,581,100	-	-	188,333
300	Transportation Capital Fund	476,335	25,978,459	24,286,959	(1,691,500)	-	476,335
301	Real Estate Excise Tax Fund (REET)	1,995,414	2,074,459	6,301,961	4,251,712	1,638,161	381,463
302	W&W Bond Project fund	3,347,911	10,047,000	11,235,993	-	1,011,688	1,147,230
303	Park Capital Fund	185,591	8,601,548	8,549,948	4,818,946	4,990,149	65,988
304	Park Impact Fee Fund	338,408	185,263	829,412	375,159	-	69,418
305	Transportation Impact fee Fund	2,602,598	687,708	3,817,547	576,987	45,000	4,746
306	Sammamish Bridge Replacement	8,223	26,668,658	26,668,658	4,117,000	4,031,202	94,021
307	Public Works Shop fund	-	6,500,000	3,500,000	2,600,000	2,500,000	3,100,000
401	Surface Water Management Fund	2,443,643	5,085,947	7,904,740	1,146,390	(114,587)	885,827
402	SWM Capital Fund	229,359	3,918,467	3,918,467	(15,000)	-	214,359
403	Swamp Creek Basin	1,092,182	6,600	645,546	141,634	150,151	444,719
501	Equipment Replacement Fund	482,376	244,101	448,456	-	-	278,021
	TOTAL	\$ 21,449,660	\$ 123,710,624	\$ 132,292,700	\$ 28,690,808	\$ 19,572,664	\$ 21,985,728

EXHIBIT

REVENUE				
FUND NO.	FUND	2021-2022 Adopted Revenue Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Revenue Budget
001	General Fund	27,067,770	2,022,000	29,089,770
045	Strategic Reserve fund	22,000	-	22,000
046	Strategic Opportunities Fund	476,718	2,500,000	2,976,718
101	Street fund	3,065,526	700,000	3,765,526
110	Public Art Fund	400	-	400
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	6,447,480	6,447,480
200	2016 UTGO Debt Service Fund	1,580,000	-	1,580,000
300	Transportation Capital Fund	25,978,459	(1,691,500)	24,286,959
301	Real Estate Excise Tax Fund (REET)	2,074,459	4,251,712	6,326,171
302	W&W Bond Project fund	10,047,000	-	10,047,000
303	Park Capital Fund	8,601,548	4,818,946	13,420,494
304	Park Impact Fee Fund	185,263	375,159	560,422
305	Transportation Impact fee Fund	687,708	576,987	1,264,695
306	Sammamish Bridge Replacement	26,668,658	4,117,000	30,785,658
307	Public Works Shop fund	6,500,000	2,600,000	9,100,000
401	Surface Water Management Fund	5,085,947	1,146,390	6,232,337
402	SWM Capital Fund	3,918,467	(15,000)	3,903,467
403	Swamp Creek Basin	6,600	141,634	148,234
501	Equipment Replacement Fund	244,101	-	244,101
	TOTAL	\$ 122,210,624	\$ 28,690,808	\$ 150,901,432

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EXHIBIT 3

EXPENDITURES				
FUND NO.	FUND	2021-2022 Adopted Expenditure Budget	2021 Mid-Biennium Amendments	2021-2022 Amended Expenditure Budget
001	General Fund	27,067,770	1,550,000	28,617,770
045	Strategic Reserve fund	-		-
046	Strategic Opportunities Fund	2,063,503	1,500,000	3,563,503
101	Street fund	3,328,167		3,328,167
110	Public Art Fund	144,473		144,473
115	Transportation Benefit District	-	700,000	700,000
130	ARPA Fiscal Recovery Fund	-	1,570,900	1,570,900
200	2016 UTGO Debt Service Fund	1,581,100		1,581,100
300	Transportation Capital Fund	24,286,959		24,286,959
301	Real Estate Excise Tax Fund (REET)	6,301,961	1,638,161	7,940,122
302	W&W Bond Project fund	11,235,993	1,011,688	12,247,681
303	Park Capital Fund	8,549,948	4,990,149	13,540,097
304	Park Impact Fee Fund	829,412	-	829,412
305	Transportation Impact fee Fund	3,817,547	45,000	3,862,547
306	Sammamish Bridge Replacement	26,668,658	4,031,202	30,699,860
307	Public Works Shop fund	3,500,000	2,500,000	6,000,000
401	Surface Water Management Fund	7,821,398	(114,587)	7,706,811
402	SWM Capital Fund	3,918,467	-	3,918,467
403	Swamp Creek Basin	645,546	150,151	795,697
501	Equipment Replacement Fund	448,456		448,456
	TOTAL	\$ 132,209,358	\$ 19,572,664	\$ 151,782,022

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Signature: RGK
 RGK (Nov 18, 2021 00:02 PST)

Email: rkarkinsey@kenmorewa.gov

AB MiBiennial amendments-11-22-21-Revised-2

Final Audit Report

2021-11-18

Created:	2021-11-18
By:	Leticia Salcido (lsalcido@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAijk4IbUZAKs9VcjUesQfqc5kyTMmueNL

"AB MiBiennial amendments-11-22-21-Revised-2" History



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**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic:

Ordinance No. 21-0538. An Ordinance of the City of Kenmore Washington Relating to the 2022 Regular Property Tax levy

For Council Meeting Agenda of: November 22, 2021

Department: Finance and Administration

Prepared by: Leticia Salcido, Director of Finance and Administration

Proposed Council Action/Motion:

(1) Motion to Adopt Ordinance No. 21-0538 of the City of Kenmore, Washington, Relating to the 2022 Regular Property Tax Levy

Approved by Department Head:

Approved by City Attorney:

Approved by Finance Director:

Approved by City Manager:

Initial & Date

[Handwritten signatures and initials over lines]

Exhibits/Attachments:

- 1) Ordinance No. 21-0538
- 2) Presentation from Public Hearing of November 15, 2021

INFORMATION/BACKGROUND:

The mid-biennium review of the adopted 2021-2022 biennial budget is complete as required by State law and November 30 is the due date for property tax levies to be set by ordinance and filed with King County.

City Council has reviewed the proposed mid-biennium adjustments and a public hearing was held on November 22, 2021. A Public hearing was held on November 15, 2021, to receive public comment on the proposed 2022 property tax levies.

Adoption of the 2020 regular property tax levy is scheduled for November 22, 2021, along with adoption of the 2022 excess property tax levy and the proposed amendments to the 2021-2022 Biennial budget.

The regular property tax levy ordinance includes a levy request of \$5,465,000 which includes an increase of 1% over 2021 and estimated new construction of \$49,933. Since this is preliminary information from King County, the requested levy amount is rounded up to make sure it is not lower than the final determination.

The proposed property tax levy of 1% meets the City Council's goal for a financial sustainable plan and continued financial sustainability for the City.

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FISCAL CONSIDERATION:

The 2021 property tax levy was \$5,359,873. For 2022 the City is allowed by statute to increase its levy by the lesser of one percent (1%) or the percentage increase in the July IPD (Implicit Price Deflator). The IPD this year is 3.86%. resulting in 1% as the limiting factor.

In summary and based on the preliminary assessment data from the King County Assessor, the proposed property tax levy for 2022 of \$5,463,405 will include an increase over last year's levy of 1%, and an increase for new construction taxes of \$49,933. With an increase in assessed valuation (AV) across the city, to \$6,162,255,359, the tax rate is expected to decrease from \$1.014 in 2021 to \$0.887 per 1,000 of AV in 2022.

Tax Relief

State law provides two tax benefit programs for senior citizens and the disabled persons that includes property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$58,423; owning and occupying the property as principal residence for at least nine months per year; over the age of 61 or disabled with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-296-3920.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

- 1) November 30, 2021 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.
- 2) The proposed property tax levy of 1% meets the City Council's goal for a financial sustainable plan and continued financial sustainability for the City.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 21-0538**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
RELATING TO THE 2022 REGULAR PROPERTY TAX LEVY;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Kenmore, Washington, has met and considered its biennial budget for calendar years 2021-2022; and

WHEREAS, the City Council held a Public Hearing on November 15, 2022 to consider the City's general fund revenue sources and proposed budget pursuant to RCW 84.55.120; and

WHEREAS, after a Public Hearing, and after duly considering all relevant evidence and testimony presented, the City Council determined that the City of Kenmore requires an estimated regular tax levy in the amount of \$5,465,000 which includes a 1.0% increase from the previous year and amounts resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2022 levy in the amount of \$53,599 which is a 1.0 percent (1.0%) increase from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 22th DAY OF NOVEMBER 2021.

CITY OF KENMORE

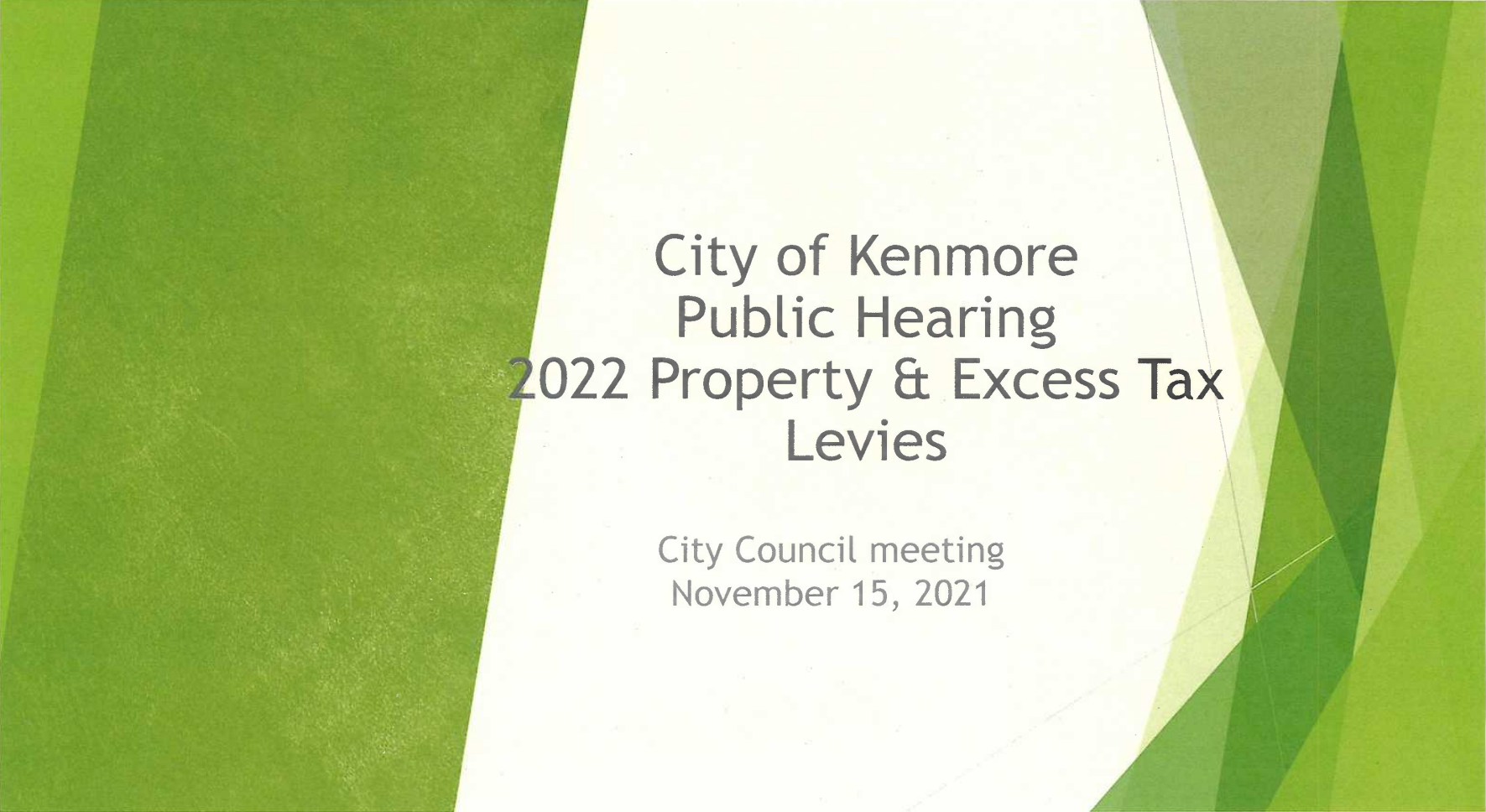
David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

Dawn Reitan

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City of Kenmore Public Hearing 2022 Property & Excess Tax Levies

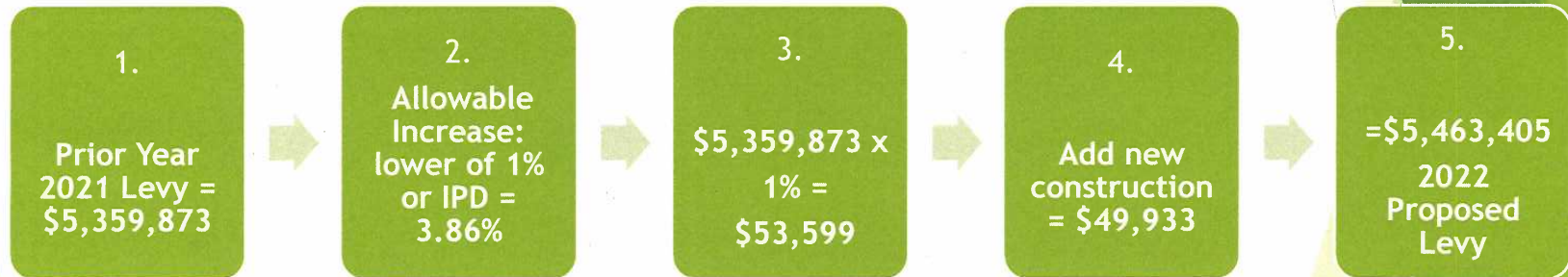
City Council meeting
November 15, 2021

Timeline

- ▶ November 15, 2021
 - ▶ Review/Discuss - Budget Amendments 2021-2022
 - ▶ Public Hearing - Proposed Tax Levy

- ▶ November 22, 2021
 - ▶ Public Hearing - Budget Amendments 2021-2022
 - ▶ Adopt Ordinance for:
 - ▶ 2022 Regular Property Tax Levy
 - ▶ 2022 Excess Property Tax Levy

Setting the Regular Tax Levy



Levy Calculations - Regular Tax Levy

- ▶ As Proposed, 2022 Regular Property Tax Levy
 - ▶ **\$5,463,405**
- ▶ 1.93% Increase over 2021 Levy of \$5,359,873
 - ▶ **\$53,599** from 1% Increase
 - ▶ **\$49,933** from new construction
- ▶ 2022 - Prelim. Assessed Valuation (AV)
 - ▶ \$6,162,255,359
 - ▶ 15.78% increase from 2021
- ▶ Tax rate projected - \$0.89
 - ▶ \$0.89 per \$1,000AV - $(5,463,405 / 6,162,255,359 \times 1000 = 0.887)$

Levy Calculations - Excess Tax Levy

- ▶ **Excess Tax Levy for W&W Bonds**
 - ▶ \$18.1m - Issued 2016 & 2021
 - ▶ \$14.6m - outstanding as of 12/31/2021
- ▶ **Resources Needed - Principal & Interest in 2022**
 - ▶ **\$1,056,150**
- ▶ **Tax rate projected at**
 - ▶ **$\$1,056,150 / 6,162,255,359 \times 1000 = \0.17**

Tax Effect on Homeowner (City taxes only)

Assume home value
of \$600,000

Taxed at 2021 rate of
\$1.01403

$(600,000/1000 = 600 \times 1.01403)$

= \$608

Assume No Change in
value of home at \$600K

Taxed at 2022 rate of
\$0.887

= \$532

\$76 less for the year

Assume 5% increase in
value of home
to \$630K

Taxed at 2022 rate
of \$0.887

= \$559

\$49 less annually

- 8.06% decrease

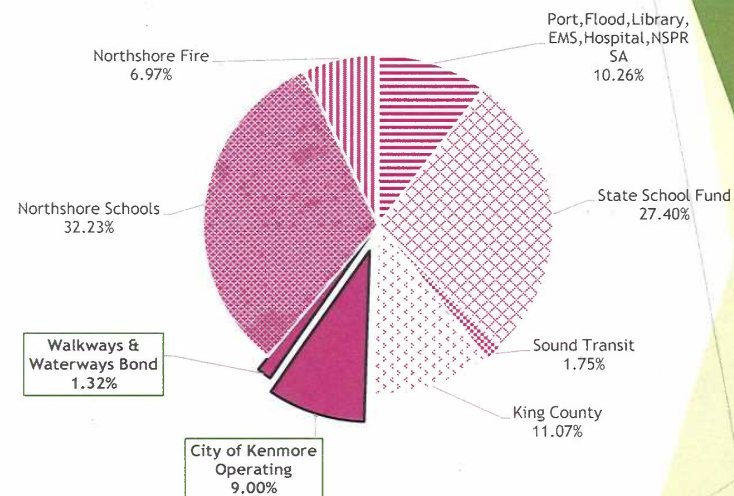
2021 Property Tax Distribution for \$700K Property

There are 12 taxing districts that impact Kenmore taxpayers.

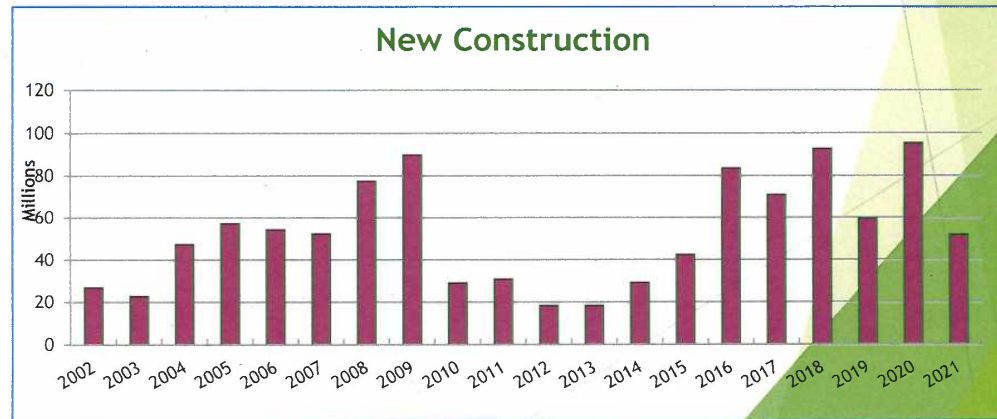
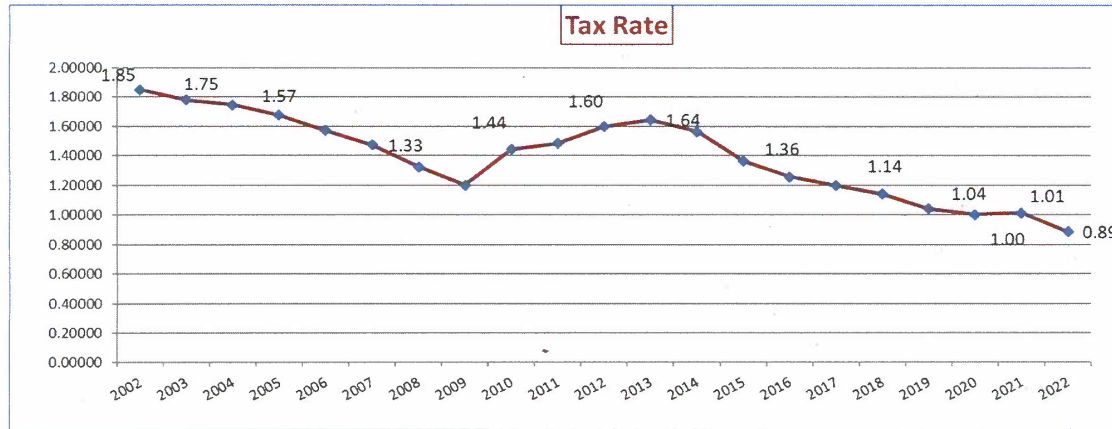
The total tax rate for most taxpayers in the City last year was **\$11.27** per \$1,000 AV.

The tax bill on a \$700K property would have been about **\$7,889**.

Only 9% of that tax bill belongs to the City of Kenmore.



Historical Charts 2002 - 2021



Signature: 
RGK Nov 6, 2021 13:38 PDT
Email: rkarlinsey@kenmorewa.gov

NEXT ACTIONS

- ▶ 11/15/21 - Review & Discuss Budget Amendments 2021-2022
- ▶ 11/22/21 -
 - ▶ Public hearing on 2021-2022 Budget Amendments
 - ▶ Adopt 2022 Property Tax Levy Ordinance
 - ▶ Adopt 2022 Excess Property Tax Levy Ordinance
- ▶ THANK YOU! OPEN FOR PUBLIC COMMENTS AND QUESTIONS

AB-Property Tax Levy Ordinance Regular

Final Audit Report

2021-11-06

Created:	2021-11-06
By:	Leticia Salcido (lsalcido@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAmwY5lENFFiiYxbbO03o4QBV8T0Sf4e82

"AB-Property Tax Levy Ordinance Regular" History



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**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 21-0538**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
RELATING TO THE 2022 REGULAR PROPERTY TAX LEVY;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Kenmore, Washington, has met and considered its biennial budget for calendar years 2021-2022; and

WHEREAS, the City Council held a Public Hearing on November 15, 2022 to consider the City's general fund revenue sources and proposed budget pursuant to RCW 84.55.120; and

WHEREAS, after a Public Hearing, and after duly considering all relevant evidence and testimony presented, the City Council determined that the City of Kenmore requires an estimated regular tax levy in the amount of \$5,410,000 which includes a zero (0%) increase from the previous year except for amounts resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest (the actual levy to be calculated by the King County Assessor's Office once the City's assessed value is certified by the Assessor);

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Regular Tax Levy. An increase in the regular property tax levy is hereby authorized for the 2022 levy in the amount of zero (\$0) which is a zero-percentage increase (0%) from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of State-assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 22th DAY OF NOVEMBER 2021.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

Dawn Reitan



**City Council Business Agenda Item
City of Kenmore, WA**

Subject/Topic:

Ordinance No. 21-0539. An Ordinance of the City of Kenmore Washington levying an Excess Property Tax Levy in 2022 for the Purpose of Paying Debt Service on the City's Unlimited Tax General Obligation Bonds.

For Council Meeting Agenda of: November 22, 2021

Department: Finance and Administration

Prepared by: Leticia Salcido, Finance and Administration Director

Initial & Date

Approved by Department Head: _____

Approved by City Attorney: _____

Approved by Finance Director: _____

Approved by City Manager: _____

RGK
RGK

Proposed Council Action/Motion:

Motion to Adopt Ordinance No. 21-0539
Setting 2021 Excess Property Tax Levy for the
Purpose of Paying Debt Service on the
Walkways and Waterways Unlimited Tax
General Obligation Bonds

Exhibits/Attachments:

Ordinance No. 21-0539

INFORMATION/BACKGROUND:

A presentation and public hearing were held November 15, 2021 regarding the proposed excess property tax levy for 2022 and a public hearing was held November 22, 2021 on mid-biennium amendments to the 2021-2022 adopted budget.

FISCAL CONSIDERATION:

An excess property tax levy is necessary for the 2021 repayment on the voted Walkways and Waterways bonds.

In 2021 the city levied \$781,100 (approximately \$.157 per 1,000 of assessed value) to cover the 2021 debt service payments of \$781,100.

In 2021 the city issued the second series of the Walkways and Waterways Bonds in the amount of \$8.9M which was already authorized by the voters in 2016. This has resulted in an increase in the annual debt service to \$1,056,150 in 2022 for both the 2016 and 2021 bonds. The total needed to be collected from the levy is \$1,056,150. This would result in a levy rate of approximately \$0.17 per \$1,000 of assessed value.

Ordinance No. 21-0539 to approve the excess property tax levy for 2022, in the amount of \$1,056,150 to satisfy debt service on the 2016 & 2021 Unlimited Tax General Obligation Bonds is recommended for adoption by the City Council.

State law provides a program for senior citizens, disabled persons, and veterans that includes property tax exemptions and property tax deferrals. Basic qualifications include an annual household income under \$58,423;

h:\1-property taxes\2022 levy\ab-ordinance excess tax levy 2022.docx

owning and occupying the property as principal residence for at least nine months per year; over the age of 61, disabled, or veteran with at least an 80% total disability rating. More information can be found on the King County Assessor's website or by calling 206-296-3920.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

November 30, 2021 is the deadline for cities/towns using a biennial budget to certify to the county assessor the amount of property taxes to be levied for the second year of the biennium.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 22-0539**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
LEVYING AN EXCESS PROPERTY TAX LEVY FOR THE
PURPOSE OF PAYING DEBT SERVICE ON THE CITY'S
UNLIMITED TAX GENERAL OBLIGATION BONDS;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, at an election held in the City of Kenmore, Washington (the "City") on November 8, 2016, the City submitted the question to the qualified electors of the City of whether the City shall issue unlimited tax general obligation bonds in the aggregate principal amount of not to exceed \$19,750,000 ("Bond Authorization") to provide the funds to construct, develop, equip, upgrade, acquire, and improve arterial walkways and waterfront access in the City, including the acquisition of property, as identified in Exhibit A attached to Ordinance No. 16-0422 passed by the City Council on June 13, 2016; and

WHEREAS, the number and proportion of the qualified electors of the City required by law for the adoption thereof voted in favor of the Bond Authorization and the election results were certified by King County Elections, as *ex officio* supervisor of elections in King County, Washington, on November 29, 2016; and

WHEREAS, the City, pursuant to Bond Ordinance No. 16-0434, adopted by the City Council on November 21, 2016, issued and sold \$9,220,000 principal amount of Unlimited Tax General Obligation Bonds, 2016, and pursuant to Bond Ordinance No. 21-0530 adopted by the City Council on July 26, 2021 issued the second and final series of unlimited tax general obligation bonds in the amount of 8,920,000, and has determined that to provide the money necessary to pay the debt service requirement on the Bonds in the year 2022 an excess property tax levy in the amount of \$1,056,150 for the Bonds must be levied for collection in 2022;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Voter Approved Excess Tax Levy for Unlimited General Obligation Bonds.
A tax is hereby levied to raise revenue for the purpose of debt service payments on the voter-approved unlimited tax general obligation Bonds for the fiscal year of 2022 in the amount of \$1,056,150 on all taxable property in the City of Kenmore, Washington.

Section 2. Transmittal. The City Clerk is directed to transmit a certified copy of this Ordinance to the Office of the Auditor of the State of Washington, Division of Municipal

Corporations, to the King County Assessor, to the Clerk of the King County Council, and to any other agency required by law to receive a copy of this Ordinance.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by State or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE
22rd DAY OF NOVEMBER, 2021.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney

Signature: RGK
RGK (Nov 6, 2021 13:39 PDT)

Email: rkarlinsey@kenmorewa.gov

AB-Property Tax Levy Ordinance Excess

Final Audit Report

2021-11-06

Created:	2021-11-06
By:	Leticia Salcido (lsalcido@kenmorewa.gov)
Status:	Signed
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"AB-Property Tax Levy Ordinance Excess" History

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City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic:

Revisions to the 2021-2026 Capital Improvement Program for Parks, Transportation, Surface Water, and City Facility

For Council Meeting Agenda of: November 22, 2021

Departments:

City Manager, Finance and Administration, Community Development, Public Works,

Prepared by:

Rob Karlinsey, City Manager
 Leticia Salcido - Finance and Administration Director
 Debbie Bent, Community Development Director
 John Vicente, City Engineer
 Richard Sawyer, Environmental Services Manager

Initial & Date

Approved by Department Head: _____

Approved by City Attorney: _____

Approved by Finance Director: _____

Approved by City Manager: _____

 RJK
 RJK

Proposed Council Action/Motion:

- 1) Review and Discussion of proposed revisions to the 2021-2026 Capital Improvement Program for Parks, Transportation, Surface Water, and City Facility.

Attachments/Exhibits:

Exhibit A: Capital Improvement Program Schedule
 Exhibit B: Park Capital Improvement Program
 Exhibit C: Transportation Capital Improvement Program
 Exhibit D: Surface Water Capital Improvement Program
 Exhibit E: City Facility Capital Improvement Program

 Exhibit F: REET Fund Projection
 Exhibit G: Park Impact Fee Fund Projection
 Exhibit H: Transportation Impact Fee Fund Projection
 Exhibit I: Strategic Opportunity Fund

INFORMATION/BACKGROUND:

The 2021-2026 Six -Year Capital Improvement Program (CIP) was adopted by Ordinance 20-0512 on October 12, 2020. (Attachment I.) and the first two years of the Program (2021 and 2022) were incorporated into the Biennial Budget. The first amendment to the CIP was approved by ordinance 21-0526 on June 28, 2021.



This is the second amendment to the CIP and will be presented for review and discussion at the meeting of November 22, 2021. The Ordinance amending the 2021-2026 Capital improvement program will be presented at the Council meeting of December 6, 2021. The following are the recommended updates and amendments.

PARKS

- **P27 Tlahwadees Landing Park Waterfront and Mitigation**

This project had a previous expense allocation in the CIP (2021-2026) of \$6,714,695. The amount has been revised to reflect current information to \$8,416,952 for an increase of \$1,702,257.

- \$600,000 - Walkways & Waterway bond proceeds - these funds were originally allocated to Log Boom Park but will be instead be used for Tlahwadees project.
- \$200,000 - KC trail levy revenue
- \$50,000 - Park Impact Fee Funds
- \$50,000 - Grant Waterworks
- \$24,083 - Public Art Fund
- \$1,006,161 - Real Estate Excise Tax Fund (REET)
- <\$227,987> - Swamp Creek Basin Fund. The reduction is in year 2026 because the amount reflected in the previous CIP incorrectly included post 2026 expenditures.

- **P28 Log Boom Park**

This project had a previous CIP (2021-2026) expense allocation of \$3,658,343 which is being reduced by \$255,000 to \$3,403,343. The reduction is in year 2026 because the amount reflected in the previous CIP incorrectly included post 2026 expenditures.

TRANSPORTATION

- No changes at this time.

SURFACE WATER

- No changes at this time.

CITY FACILITY

- No changes at this time

FISCAL CONSIDERATION:

The City's goal is to adopt and maintain a fiscally balanced Capital Improvement Program that can be used by staff to prioritize and pursue projects. The CIP balances City resources including Park and Transportation Impact Fees, Real Estate Excise Tax, General Fund revenues, Surface Water Utility fees, Strategic Opportunities Fund, and grant funds. While a project may show need in future years for grant funds to complete, the project and budget is considered "balanced" and provides a tool to pursue outside funding. The CIP should be considered a programming document with the City of Kenmore adopted budget being the document that actually appropriates funds for project expenditures.

The updated Capital Improvement Program includes 35 individual projects which total \$99,977,408 over the six-year planning horizon. The project costs and funding sources are displayed in Exhibits B through E. Also

attached are projections of Real Estate Excise Taxes, Park Impact Fees, Transportation Impact Fees and Strategic Opportunity Fund which are Exhibits F, G, H and I.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

The proposed Capital Improvement Program is consistent with Council Goals, specifically:

To focus and emphasize multimodal transportation safety in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.

Implement the Sidewalk Plan

To implement the Walkways and Waterways projects.

To update and continue to implement the Economic Development Plan, with an emphasis on the following key points:

Advance public access to water

Create a vibrant, walkable downtown

To continue to implement a Parks Improvement Plan.

To protect and enhance the climate, water, air and forest environment.



EXHIBIT A

**CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2021-2026**

EXHIBIT A

EXPENDITURES	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2025 Adopted	2026 Adopted	2021-2026 Totals
PARKS							
P 1 Twin Springs Interim Use	\$227,900	\$0	\$0	\$0	\$0	\$0	\$227,900
P 18 Rhododendron Park Waterfront & Open Space	18,000	8,000		0	0	0	26,000
P 18a Rhododendron Park Float Mitigation	2,000	2,000	0	0	0	0	4,000
P 26 Tlahwadees Landing Float Mitigation	4,000	4,000	0	0	0	0	8,000
P 27 Tlahwadees Landing Park Waterfront & Mitigation	179,762	8,078,190	30,000	43,000	43,000	43,000	8,416,952
P 28 Log Boom Park Waterfront Access & Mitigation	2,490,461	725,382	60,000	42,500	42,500	42,500	3,403,343
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	3,200	3,200	3,200	0	16,000
P 31 Tlahwadees Landing Park Land Acquisition-Op	150,151	0	0	0	0	0	150,151
P 32 Moorlands Field Lighting	0	0	0	10,000	60,000	580,000	650,000
Total Parks	\$3,075,474	\$8,820,772	\$93,200	\$98,700	\$148,700	\$665,500	\$12,902,346
TRANSPORTATION							
T 8 SR 522 West B 57th to 61st	\$5,000	\$250,000	\$250,000	\$900,000	\$585,000	\$10,000	\$2,000,000
T 27 Sidewalk Program:							
Sidewalk Gaps/ADA Replacement Program	20,000	150,000	100,000	100,000	100,000	100,000	570,000
T27x NE 192nd Ave Sidewalks (73rd Ave -75th Ave)	500	86,306	344,194	0	0	0	431,000
T 47 Arrowhead Dr	1,000	60,000	85,900	980,348	0	0	1,127,248
T 35 Pavement Preservation	150,000	990,000	150,000	990,000	150,000	990,000	3,420,000
T 37 West Samm Bridge	18,024,711	8,643,947	893,176	9,757	9,759	78,632	27,659,982
T 38 175th St/ Swamp Creek Crossing	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
T 41 Juanita Dr Pedestrian & Bicycle Safety All Segm	9,897,233	358,699	0	0	0	0	10,255,932
T 42 68th Ave Pedestrian & Bicycle Safety All Segm	9,167,718	2,733,503	0	0	0	0	11,901,221
T 44 61 Ave Sidewalk Replacement Project	85,000	165,000	4,674,265	0	0	0	4,924,265
T 48 2018 Local Road Safety - Signing	292,000	0	0	0	0	0	292,000
T 49 2018 Local Road Safety - Lighting	35,000	0	0	0	0	0	35,000
T 50 SR522 Gateway Sign East	20,000	0	0	0	0	0	20,000
T51 Burk-Gilman Trail/NE 175th St. wayfinding&	10,000	296,047	0	0	0	0	306,047
Total Transportation	\$37,708,162	\$13,758,502	\$6,522,535	\$3,155,105	\$1,044,759	\$3,378,632	\$65,567,695
SURFACE WATER							
SW 8 190th St. Fish Passable Culvert	\$316,000	\$2,074,580	\$0	\$0	\$0	\$0	\$2,390,580
SW 8 Trust Fund Loan Repayment	81,650	81,650	81,650	81,650	81,650	81,650	489,900
SW 17 Little Swamp Creek Relocation	0	0	0	0	800,000	814,300	1,614,300
SW 20 Small Works Projects	75,000	75,000	75,000	75,000	75,000	75,000	450,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE	0	0	0	0	500,000	0	500,000
SW 31 Drainage Impr & Street Repair at 66th Ave N	200,000	0	0	0	0	0	200,000
SW 32 61st Ave Stabilization	150,000	0	0	0	0	0	150,000
SW 34 Blueberry Creek Culverts	0	200,000	300,000	1,000,000	0	0	1,500,000
SW 34 Blueberry Creek Culverts Bank Note Repaym	0	0	0	0	120,000	120,000	240,000
T 44 61 Ave Sidewalk Replacement Project	0	0	30,000	0	0	0	30,000
T 37 West Samm Bridge (SWM Component)	649,587	0	0	0	0	0	649,587
Total Surface Water	\$1,472,237	\$2,431,230	\$486,650	\$1,156,650	\$1,576,650	\$1,090,950	\$8,214,367
CITY FACILITIES							
F 1 Public Works Shop Land Acquisition & Develop	\$6,000,000	\$0	\$4,000,000	\$0	\$0	\$0	\$10,000,000
Consultant and Acquisition Costs.	100,000	0	0	0	0	0	100,000
F 2 Debt Repayment	0	641,000	639,000	636,000	638,000	639,000	3,193,000
Total City Facilities	\$6,100,000	\$641,000	\$4,639,000	\$636,000	\$638,000	\$639,000	\$13,293,000
TOTAL EXPENDITURES	\$48,355,873	\$25,651,504	\$11,741,385	\$5,046,455	\$3,408,109	\$5,774,082	\$99,977,408



EXHIBIT A

**CITY OF KENMORE, WASHINGTON
CAPITAL IMPROVEMENT PROGRAM
AS ADOPTED FOR THE YEARS 2021-2026**

EXHIBIT A

REVENUES	2021 Adopted	2022 Adopted	2023 Adopted	2024 Adopted	2025 Adopted	2026 Adopted	2021-2026 Totals
Park Impact Fee Revenue	76,000	581,410	0	10,000	60,000	290,000	1,017,410
State Department of Commerce Award: Twin Spring	151,900	0	0	0	0	0	151,900
State Appropriation Unsecured	0	927,000	0	0	0	0	927,000
RCO Park Grants	209,093	961,482	0	0	0	290,000	1,460,575
King County Park Levy	9,200	309,200	63,200	45,700	45,700	42,500	515,500
King County Conservation District, Unsecured	0	213,000	0	0	0	0	213,000
King County Waterworks Grants	0	100,000	0	0	0	0	100,000
Walkways & Waterways Bonds: Log Boom, Squires	1,791,571	4,147,950	0	0	0	0	5,939,521
City Swamp Creek Basin Funds	150,151	550,486	30,000	43,000	43,000	43,000	859,637
Public Art Fund	55,559	24,083	0	0	0	0	79,642
Real Estate Excise Tax (Parks)	632,000	1,006,161	0	0	0	0	1,638,161
Transportation Impact Fee Revenue	3,258,848	358,699	0	0	0	0	3,617,547
Real Estate Excise Tax (Transportation)	\$3,165,050	\$2,140,000	\$250,000	\$1,090,000	\$250,000	\$1,090,000	7,985,050
Dept of Commerce: Juanita Drive	194,000	0	0	0	0	0	194,000
WSDOT Safe Routes to School - Sidewalks	1,500	146,306	430,094	980,348	0	0	1,558,248
WSDOT pedestrian/bike grant	65,000	461,047	1,144,265	0	0	0	1,670,312
Future Grants	0	0	3,500,000	0	0	0	3,500,000
Federal Highway Safety Impr Program - Sidewalks	326,000	0	0	0	0	0	326,000
Walkways & Waterways Bonds: Juanita and 68th Av	5,908,160	400,000	0	0	0	0	6,308,160
WSDOT Grants: Juanita Drive	1,704,000	0	0	0	0	0	1,704,000
Sound Transit Grant Juanita Drive	1,278,000	0	0	0	0	0	1,278,000
Reimbursements from Other Agencies	2,765,330	0	0	0	0	0	2,765,330
Connecting WA Funds T8	5,000	250,000	250,000	900,000	585,000	10,000	2,000,000
DOE Grant: Juanita and 68th Ave	1,012,563	0	0	0	0	0	1,012,563
Strategic Opportunity Fund	0	1,333,503	0	0	0	0	1,333,503
Other grant or funding	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
Surface Water Utility Funds	0	0	30,000	0	0	0	30,000
Transportation Impact Fee Revenue-Samm Bridge	0	45,000	352,770	9,757	9,759	78,632	495,918
Real Estate Excise Tax (Transportation) - Samm Brid	0	996,913	500,000	0	0	0	1,496,913
BRAC Grant West Samm Bridge Replacement	3,692,856	0	0	0	0	0	3,692,856
TIB Grant: West Samm Bridge Replacement	3,650,023	1,295,403	0	0	0	0	4,945,426
Connecting WA Funds West Samm Bridge Replacem	9,619,546	6,306,631	40,406	0	0	0	15,966,583
Surface Water Management Fund	649,587	0	0	0	0	0	649,587
Utility Reimbursement: West Samm Bridge Replacen	412,699	0	0	0	0	0	412,699
Surface Water Utility Funds	1,056,237	1,419,230	386,650	56,650	396,650	440,950	3,756,367
Surface Water General Utility Charges	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Public Works Trust Fund Loan: 190th Culvert	316,000	912,000	0	0	0	0	1,228,000
Bank Note for Blueberry Creek Culverts (10 Yr 2.5%)	0	0	0	1,000,000	0	0	1,000,000
King County Flood Control District Resources	0	0	0	0	380,000	50,000	430,000
Other grants	0	0	0	0	700,000	500,000	1,200,000
20 year Note Public Works Shop	6,000,000	4,000,000	0	0	0	0	10,000,000
Surface Water Utility Funds	50,000	288,450	287,550	286,200	287,100	287,550	1,486,850
Street Fund	0	128,200	127,800	127,200	127,600	127,800	638,600
General Fund	50,000	160,250	159,750	159,000	159,500	159,750	848,250
Transportation Benefit District	0	64,100	63,900	63,600	63,800	63,900	319,300
TOTAL REVENUES	\$48,355,873	\$29,651,504	\$7,741,385	\$5,046,455	\$3,408,109	\$5,774,082	\$99,977,408

EXHIBIT B

**PARK CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026**

Project Description	2021 Budget	2022 Budget	2023 Approved	2024 Approved	2025 Approved	2026 Approved	2021-2026 Totals	Project Totals
P 1 Twin Springs Interim Use	\$227,900	\$0	\$0	\$0	\$0	\$0	\$227,900	\$307,169
P 18 Rhododendron Park Waterfront & Open Space Mitigati	18,000	8,000	0	0	0	0	26,000	\$68,000
P 18a Rhododendron Park Float Mitigation	2,000	2,000	0	0	0	0	4,000	\$8,000
P 26 Tlahwadees Landing Float Mitigation	4,000	4,000	0	0	0	0	8,000	\$8,000
P 27 Tlahwadees Landing Park Waterfront & Mitigation	179,762	8,078,190	30,000	43,000	43,000	43,000	8,416,952	\$9,910,991
P 28 Log Boom Park Waterfront Access & Mitigation	2,490,461	725,382	60,000	42,500	42,500	42,500	3,403,343	\$4,413,442
P 30 Rhododendron Park Boathouse Pavilion	3,200	3,200	3,200	3,200	3,200	0	16,000	\$16,000
P 31 Tlahwadees Landing Park Land Acquisition-Opening	150,151	0	0	0	0	0	150,151	\$1,250,000
P 32 Moorlands Field Lighting	0	0	0	10,000	60,000	580,000	650,000	\$650,000
Total Project Costs	\$3,075,474	\$8,820,772	\$93,200	\$98,700	\$148,700	\$665,500	\$12,902,346	\$16,631,602

Funding As Proposed:	2021 Budget	2022 Budget	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Park Impact Fees	\$76,000	\$581,410	\$0	\$10,000	\$60,000	\$290,000	\$1,017,410
Real Estate Excise Taxes	632,000	1,006,161	0	0	0	0	\$1,638,161
City Swamp Creek Basin Funds	150,151	550,486	30,000	43,000	43,000	43,000	\$859,637
City Public Art Fund	55,559	24,083	0	0	0	0	\$79,642
RCO Grants	209,093	961,482	0	0	0	290,000	\$1,460,575
King County Waterworks Grant	0	100,000	0	0	0	0	\$100,000
King County Park Levy	9,200	309,200	63,200	45,700	45,700	42,500	\$515,500
King County Conservation District, unsecured	0	213,000	0	0	0	0	\$213,000
State Department of Commerce Award: Twin Springs	151,900	0	0	0	0	0	\$151,900
State Appropriation Unsecured	0	927,000	0	0	0	0	\$927,000
Walkways & Waterways Bonds: Log Boom, Squires	1,791,571	4,147,950	0	0	0	0	\$5,939,521
Total Project Funding	\$3,075,474	\$8,820,772	\$93,200	\$98,700	\$148,700	\$665,500	\$12,902,346





City of Kenmore Capital Improvement Program

Twin Springs Park – Phase 1

Project P-1

Project Location: Brightwater Portal site east of 80th Ave NE just north of NE 192nd Street. 19228 80th Ave NE, Kenmore, WA.

Project Manager: Parks Project Manager

Project Description: Phase 1, very minor improvements to do the bare minimum to open the park to the public, including construction of a maintenance path, refurbishing the existing parking lot and access at the entrance of 80th Ave/192nd and constructing a small parking pad off the entrance of 80th Ave/195th. Conduct survey and critical areas report for future master plan phases.

Background: King County completed the Brightwater Portal 44 project year end 2015. On 5/23/16 the Twin Springs property (approx. 25 acres) was transferred to the City from King County. On 6/27/16 Council direction was to keep the park closed to the public pending development and implementation of an interim use plan. On 5/14/18 Council adopted the Twin Springs Park Master Plan which included a phasing plan and cost estimate for a Phase 1 trail project. The 2020 adopted Park Recreation and Open Space Plan, describes phased development to provide parking and trailhead elements that would allow the city to open the park to the public (Phase 1) for neighborhood level use. Additional improvements (Phase 2) would provide recreational elements suitable for the natural context of the park, such as opportunities for natural play, picnicking, educational opportunities, and trails as shown in the adopted Master Plan. The Capital Facilities Plan estimates \$100,000 for Phase 1 in the near-term six-year CIP and \$3.5m for Phases 2 and 3 in the mid-term 7-12 years.

Environmental Review Status:

Exempt ☐ DNS ☒ EIS ☐

If impacts to wetlands or buffers can be avoided than the project could be exempt under SEPA depending on the quantity of grading work and/or drainage improvements.

Potential Project Issues: Site constrained by critical areas including wetlands and slopes. Potential expiration of WA State appropriation of \$251,900 but the State has indicated they will have no problem extending the appropriation given the COVID-19 situation.

Operations: Ongoing maintenance and operations required following construction of park improvements. Maintenance costs could include: maintenance of a parking area, park access, trash collection, fencing, mowing and other landscape costs. Annual maintenance cost estimate of \$15,000 starting in 2022 depending on park opening.





City of Kenmore Capital Improvement Program
Twin Springs Park – Phase 1
Project P-1

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Design/permit/ construction	\$ 79,269	\$ 20,000						\$ 20,000
Construction		\$ 207,900						\$ 207,900
Total	\$ 79,269	\$ 227,900						\$ 227,900
Revenue								
Park Impact Fees	\$ 79,269	\$ 74,000						\$ 74,000
WA State Appropriation		\$ 153,900						\$ 153,900
Total	\$ 79,269	\$ 227,900						\$ 227,900

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Feasibility																								
Permitting																								
Final Design																								
Construction																								
Closeout																								





City of Kenmore Capital Improvement Program
Rhododendron Park Waterfront
(On-going mitigation/ monitoring plus public art)
Project P-18

Project Location: Rhododendron Park, located at the northeast intersection of NE 170th St (Simonds Rd) and 68th Ave NE (Juanita Drive). 6910 NE 170th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Five years of monitoring and maintaining are required for mitigation plantings (2018-2022) related to the boardwalk/trail project completed in 2017. The City has contracted with EarthCorps for monitoring/maintenance. In 2019 Council gave direction on public art funds related to the boardwalk/trail project with \$18,743 allocated for art design/installation. A budget amendment of \$10,000 will be needed in 2020 to allow the Public Artist to begin the fabrication of the artworks. The remaining \$10,000 will be needed in 2021 for final payment of the artwork installation.

Background: The boardwalk/trail project was one of the projects approved on the November 2016 Walkways & Waterways ballot measure. The new boardwalk/trail completed in 2017 connects the existing park improvements through the wetland to the Sammamish River. The access driveway was also improved to provide additional parking.

KMC Chapter 3.50 sets out the procedures for using the One Percent for the Arts funds on public projects. These funds may be used for selection, acquisition, and installation or display of visual art. City Council reviewed and approved the art selection criteria and process, and the draft Ad-Hoc Public Art Committee charter on November 18, 2019. A design/fabrication contract was approved with Jennifer Dixon. The design process was completed in 2019 and in June 2020 Council approved the final design and fabrication contract. Public art will be installed in 2021.

A park master plan was adopted 3/27/06 and other improvements at the park completed to date include: 2008 Phase 1 improvements of parking lot and access improvements, new picnic shelter, great lawn renovation, relocation and new playground equipment, and landscaping; 2009 new restroom; 2010 new basketball court; 2017 new dock.

Environmental Review Status: Exempt ☐ DNS ☐ EIS ☐
 SEPA not required for public art installation.

Potential Project Issues: Non anticipated.

Operations: Addition of public art in 2021 will slightly increase the park operations budget for long-term maintenance. Once the mitigation/monitoring is complete in 2022, then maintenance will become part of on-going park maintenance and operations.





City of Kenmore Capital Improvement Program
Rhododendron Park Boardwalk (On-going mitigation/monitoring, plus Public Art)
Project P-18

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Design								
Permit								
art fabrication & installation	\$ 10,000	\$ 10,000						\$ 10,000
monitoring	\$ 32,000	\$ 8,000	\$ 8,000					\$ 16,000
Total	\$ 42,000	\$ 18,000	\$ 8,000					\$ 26,000
Revenue								
REET								
Bond	\$ 10,947	\$ 8,000	\$ 8,000					\$ 16,000
in-lieu fees	\$ 21,053							
Federal								
1% For Arts	\$ 10,000	\$ 10,000						\$ 20,000
Park Impact Fees								
Total	\$ 42,000	\$ 18,000	\$ 8,000					\$ 26,000

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pre-Design																								
Permitting																								
Final Design																								
Public Art Installation																								
Monitoring																								



City of Kenmore Capital Improvement Program

Rhododendron Park Dock/Float

Project P-18a

Project Location: Rhododendron Park, located at the northeast intersection of NE 170th St (Simonds Rd) and 68th Ave NE (Juanita Drive). 6910 NE 170th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Monitoring and maintenance (2019-2022) of required mitigation plantings installed related to the Rhododendron dock project completed in 2017.

Background: Construction of a new dock was completed in 2017 to serve hand-carry watercraft access to the Sammamish River.

A park master plan was adopted 3/27/06 and other improvements at the park completed to date include: 2008 Phase 1 improvements of parking lot and access improvements, new picnic shelter, great lawn renovation, relocation and new playground equipment, and landscaping; 2009 new restroom; 2010 new basketball court; 2017 new boardwalk and parking improvements; 2020, boathouse; and 2021 public art.

Environmental Review Status: Exempt ☐ DNS ☐ EIS ☐
SEPA and shoreline permit obtained 2015.

Potential Project Issues: non anticipated.

Operations: Long-term maintenance will become part of ongoing park operations and maintenance after 2022.





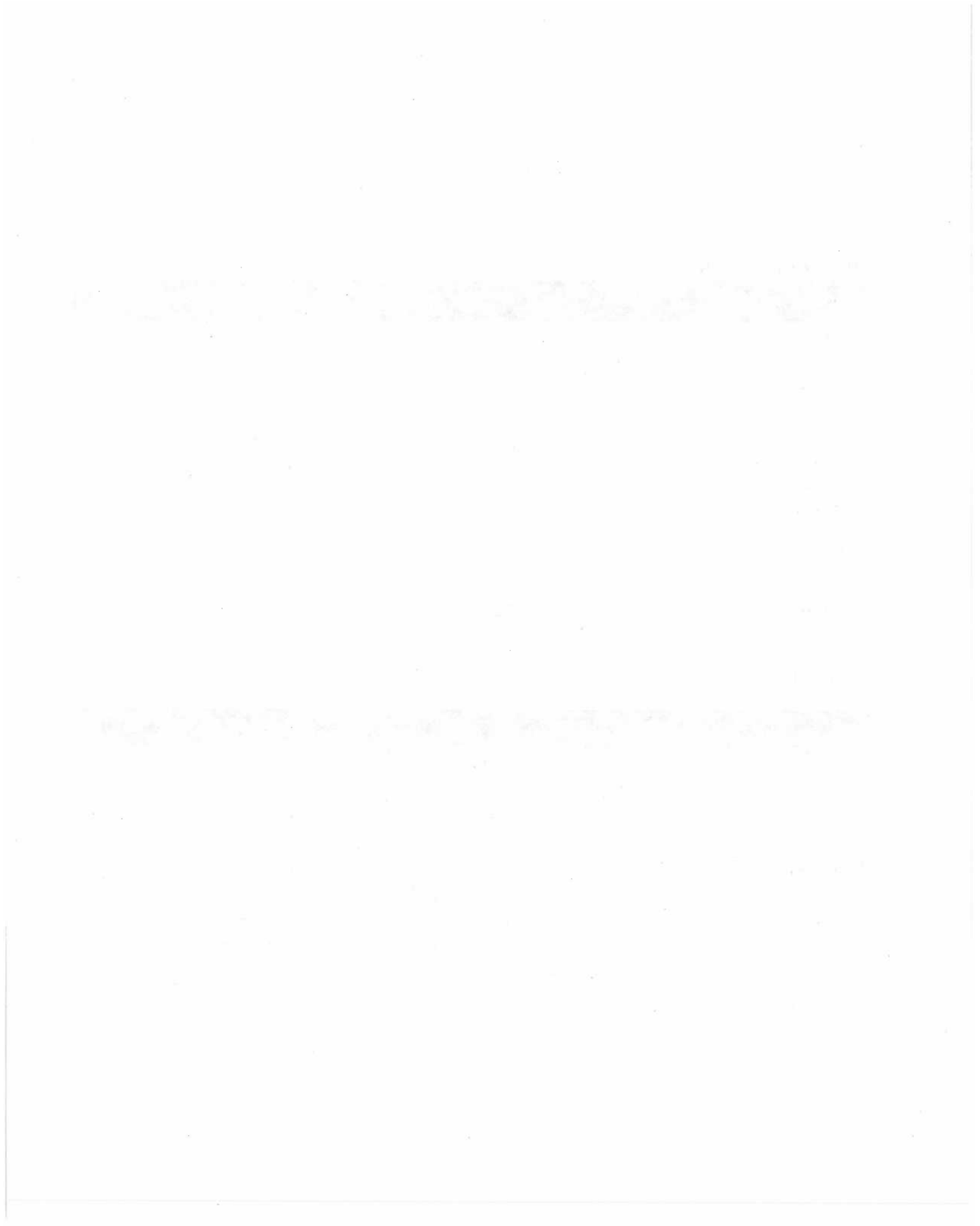
City of Kenmore Capital Improvement Program
Rhododendron Park Dock/Float
Project P-18a

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Pre-Design								
Design								
ROW/ Acquisition								
monitoring	\$ 4,000	\$ 2,000	\$ 2,000					\$ 4,000
Total	\$ 4,000	\$ 2,000	\$ 2,000					\$ 4,000
Revenue								
REET								
Strategic								
Federal								
KC Park Levy	\$ 4,000	\$ 2,000	\$ 2,000					\$ 4,000
Park Impact Fees								
Total	\$ 4,000	\$ 2,000	\$ 2,000					\$ 4,000

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pre-Design																								
Permitting																								
Final Design																								
Construction																								
Closeout																								
Monitoring																								





City of Kenmore Capital Improvement Program
Squires Landing Dock/Float
Project P-26

Project Location: Squires Landing Park, located south of NE 175th Street. 7353 NE 175th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Monitoring and maintenance (2019-2022) of required mitigation plantings installed related to the Squires Landing dock replacement project completed in 2017.

Background: The City acquired the 0.65 acre Twedt property in June 2014 as an expansion to the adjoining Squires Landing park property (40 acres). The City obtained a 2014 RCO grant \$340,485 to assist with acquisition costs. A master plan for Squires Landing was prepared in 2009 but was not adopted by Council in 2010 due to concern about total park construction costs. A three acre restoration project of wetland habitat was completed 2010/2011 partly funded by a \$100,000 King County Conservation grant. In 2015 SnoKing Watershed Council received \$70,000 in grant funds from the Salmon Recovery Funding Board to restore two acres of shoreline including City funding of approximately \$12,000, with project completion anticipated December 2018. A conceptual plan was developed for approximately 11 acres of Squires Landing in 2015 to enhance water access and this project was included on the November 2016 ballot measure for Walkways & Waterways. The conceptual plan design was updated in 2018. Construction of the Walkways & Waterways water access project is estimated in 2023. The City applied for an \$82,000 2016 RCO grant for the dock replacement (not awarded). In September 2016 the City applied for SEPA and a Shoreline Substantial Development Permit. Construction of the dock replacement project was completed in 2017.



Environmental Review Status:

Exempt
☐

DNS
☐

EIS
☐

Environmental review due to critical area and shoreline issues. SEPA issued 2017.

Potential Project Issues: non anticipated.

Operations: Long-term maintenance of mitigation plantings will become part of ongoing park operations and maintenance after 2022.





City of Kenmore Capital Improvement Program
Squires Landing Dock/Float
Project P-26

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
design								
Permitting								
Monitoring		\$ 4,000	\$ 4,000					\$ 8,000
Total		\$ 4,000	\$ 4,000					\$ 8,000
Revenue								
REET								
TIB								
Federal								
Private								
KC Park Levy		\$ 4,000	\$ 4,000					\$ 8,000
Total		\$ 4,000	\$ 4,000					\$ 8,000

SCHEDULE

	2021				2022				2023				2024				2025				2026		
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
Design																							
Permitting																							
Final Design																							
Construction																							
Monitoring																							



City of Kenmore Capital Improvement Program

Squires Landing Waterfront

Project P-27

Project Location: Squires Landing Park, located south of NE 175th Street. 7353 NE 175th Street, Kenmore WA.

Project Manager: Community Development/Parks Project Manager

Project Description: Enhance water access to the Sammamish River. Improvements will include new elevated walkways, trails, viewpoints as well as natural open space and other environmental enhancements. The project will also add new boating facilities including docks, ramps, and staging areas for hand-powered watercraft; parking; a restroom and public art.

Background: In 2015 a conceptual plan was developed for approximately 7 acres of Squires Landing Park to enhance public access to the Sammamish River. This project was included on the November 2016 ballot measure for Walkways & Waterways. Estimate receiving all permits in 2021. Construction phased over two years to accommodate in-water work with completion in 2023.

MDNS



EIS



Environmental review due to critical area and shoreline issues. SEPA issued.

Potential Project Issues: Obtaining all required agency permits.

Operations: Maintenance costs related to upkeep of new facilities begin 2023.





City of Kenmore Capital Improvement Program
Squires Landing Waterfront
Project P-27

CURRENT DOLLARS

Year	Prior Yr	2021	2022	2023	2024	2025	2026	Total 2021-2026
Admin	\$ 171,492	\$50,000	\$ 68,000	\$ 30,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 328,492
Permitting	\$ 20,245	\$45,600	\$ 46,600					\$ 92,200
Design & Bid	\$ 1,302,302	\$84,162						\$ 84,162
Construction			\$ 7,963,590					\$ 7,963,590
Monitor-Maintain					\$40,000	\$40,000	\$40,000	\$ 120,000
Total	\$ 1,494,039	\$179,762	\$ 8,078,190	\$ 30,000	\$43,000	\$43,000	\$43,000	\$ 8,416,952
Revenue								
REET			\$1,006,161					\$ 1,006,161
Bond	\$ 1,440,288	\$169,762	\$ 4,139,950					\$ 4,309,712
SC Basin Funds		\$ -	\$ 550,486	\$ 30,000	\$43,000	\$43,000	\$43,000	\$ 709,486
Grants		\$ 10,000	\$ 1,930,000					\$ 1,940,000
Public Art Fund			\$ 24,083					\$ 24,083
KC Trail Levy			\$ 200,000					\$ 200,000
Park Impact Fees	\$ 53,751	\$ -	\$ 227,510					\$ 227,510
Total	\$ 1,494,039	\$ 179,762	\$ 8,078,190	\$ 30,000	\$43,000	\$43,000	\$43,000	\$ 8,416,952

\$296,060 in 2027-34 future year mitigation monitoring and maintenance not included above but included in the total project budget.

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Final Design																								
Construction																								
Closeout																								
Monitoring																								





Log Boom Park Waterfront Project P-28

Project Location: Log Boom Park (NE 175th St west of 61st Ave NE) 17415 61st Ave NE, Kenmore.

Project Manager: Parks Project Manager

Project Description: This project will improve public access to Lake Washington including beach expansion, new trails and viewpoints, picnic areas, waterfront pavilion, environmental and ecological enhancements, kayak concession building, and access for hand-powered watercraft.

Background: In 2015 a conceptual plan was developed for improvements at Log Boom park to enhance public access to Lake Washington. This project was included on the November 2016 ballot measure for Walkways & Waterways. Estimate receiving all permits by January 2021 leading to possible construction Summer 2021, assuming all permits received and a successful bid process.

Environmental Review Status:

	Exempt	DNS	EIS
	☐	☒	☐

SEPA issued.

Potential Project Issues: Obtaining the engineering and building permits in early 2021 to allow bid process and construction in 2021.

Operations: Maintenance costs related to upkeep of a new facilities begin 2022.







City of Kenmore Capital Improvement Program
Log Boom Park Waterfront
Project P-28

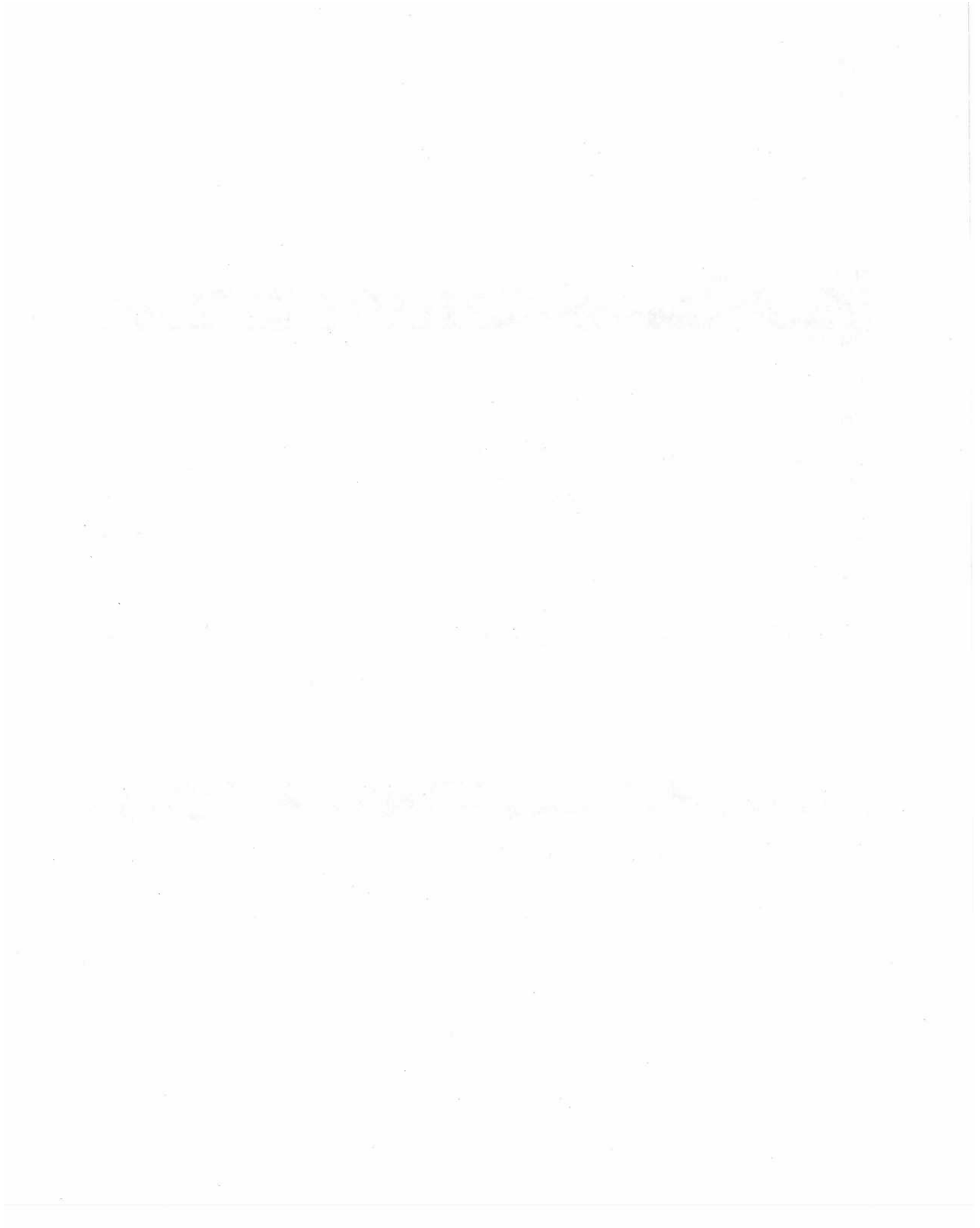
CURRENT DOLLARS

Year	Prior Yrs	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Admin	\$ 130,943	\$ 50,000	\$40,000	\$ 20,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 117,500
Permitting	\$ 32,816	\$ 14,331						\$ 14,331
Design & Bid	\$ 846,340	\$ 50,000	\$50,000					\$ 100,000
Construction		\$2,376,130	\$635,382					\$ 3,011,512
Monitor-				\$40,000	\$40,000	\$40,000	\$40,000	\$ 160,000
Total	\$1,010,099	\$2,490,461	\$ 725,382	\$ 60,000	\$42,500	\$42,500	\$42,500	\$ 3,403,343
Revenue								
REET		\$ 632,000						\$ 632,000
Bond	\$ 954,191	\$1,613,809						\$ 1,613,809
Grant		\$ 199,093	\$ 271,482					\$ 470,575
KC Park Levy			\$ 100,000	\$ 60,000	\$42,500	\$42,500	\$42,500	\$ 287,500
Public Art Fund		\$ 45,559						\$ 45,559
Park Impact Fees	\$ 55,908	\$ -	\$ 353,900					\$ 353,900
Total	\$1,010,099	\$2,490,461	\$ 725,382	\$ 60,000	\$42,500	\$42,500	\$42,500	\$ 3,403,343

- Expense for 2026 is \$42,500. The rest is for future year's mitigation..

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Final Design																								
Construction																								
Closeout																								
Monitoring																								





City of Kenmore Capital Improvement Program
Rhododendron Park Boatshed
Project P-30

Project Location: Rhododendron Park, located at the northeast intersection of NE 170th St (Simonds Rd) and 68th Ave NE (Juanita Drive). 6910 NE 170th Street, Kenmore WA.

Project Manager: Parks Project Manager

Project Description: Monitoring and maintenance (2021-2025) of required mitigation plantings installed related to the Rhododendron Boathouse project. The City will likely contract with EarthCorps or another agency for the five-year mitigation monitoring period. Until the City receives the \$250,000 from NSD and the \$410,000 from the fundraising committee, the City will need to advance the combined total of \$660,000 to complete boathouse project construction in 2020 from the Strategic Opportunity Fund. The Strategic Opportunity Fund will be reimbursed upon receipt of funds. Complete receipt of funds is estimated by year end 2023.

January 27th, 2020 Council authorized the City Manager to execute Contract 20-C2133, a lease agreement between the City and the Northshore School District (NSD) for use of the Rhododendron Park boatshed. NSD will contribute \$250,000 upon lease execution. The lease has not yet been executed so funds have not been paid to the City. Concurrently with execution of the Lease, NSD will enter into a separate Management Agreement with the George Pocock Rowing Foundation (GPRF) for the management and operation of the boathouse facility. The uncertainty of programming, given Covid-19, is causing delay in lease execution but NSD is still committed to provide the \$250,000. In addition, a \$390,000 budget shortfall is anticipated for the boathouse project. In 2019 Council direction was that any budget shortfall would be filled by a private/non-profit fundraising committee. Covid-19 has significantly slowed down fundraising efforts.

Background: A 40' x 70' steel boathouse was constructed in 2020. The boathouse serves the school district rowing program and community rowing. The boathouse provides enclosed storage for 24-36 rowing shells. Small second story area for exercise machines, meeting and coaching space.

A park master plan was adopted 3/27/06 and other improvements at the park completed to date include: 2008 Phase 1 improvements of parking lot and access improvements, new picnic shelter, great lawn renovation, relocation and new playground equipment, and landscaping; 2009 new restroom; 2010 new basketball court; 2017 new boardwalk and parking improvements; 2020, boathouse; and 2021 public art.



Environmental Review Status:

Exempt
☐

DNS
☒

EIS
☐



City of Kenmore Capital Improvement Program
Rhododendron Park Boatshed
Project P-30

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Design								
Permit								
Construction								
monitoring		\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200		\$ 16,000
Funding								\$ 16,000
Total		\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200		\$ 16,000
Revenue								
KC Park levy		\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200		\$ 16,000
fundraising								
School district								
Federal								
Grant								
Park Impact Fees								
Total		\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200		\$ 16,000

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pre-Design																								
Permitting																								
Final Design																								
Construction																								
Monitoring																								





**City of Kenmore Capital Improvement Program
Squires Landing Park Land Acquisition (park opening)
Project P-31**

Project Location: 7637 NE 192nd Street

Project Manager: Parks Project Manager

Project Description: Create passive recreation infrastructure improvements to open the recently acquired property to the public in order to satisfy the State Recreation and Conservation Office requirements. Future improvements may include: park entry signage, striping parking spaces on existing asphalt, fencing and signage to identify critical areas, and habitat restoration to meet the State of Washington Recreation & Conservation Office (RCO) requirement to allow public access to the property.

Background: The City's Waterfront & Natural Open Space Access Project at Squires Landing Park will improve public access to the Sammamish River. 1.5 acres of the total 7.25-acre project includes the proposed plaza, walkway, restroom and parking lot. For the State Recreation and Conservation Office (RCO) to allow "conversion" (development) of this 1.5-acre area and remove the restrictive covenant, purchase of equivalent replacement land for wildlife habitat and passive recreation was required. The City purchased 4.8 acres of replacement land located at 7637 NE 192nd Street adjacent to the City owned 14.6-acre Swamp Creek Wetland within the Swamp Creek watershed basin to meet the conversion process requirements. A restrictive covenant was placed on this property to meet the RCO requirements to retain the property for wildlife habitat and passive recreation.



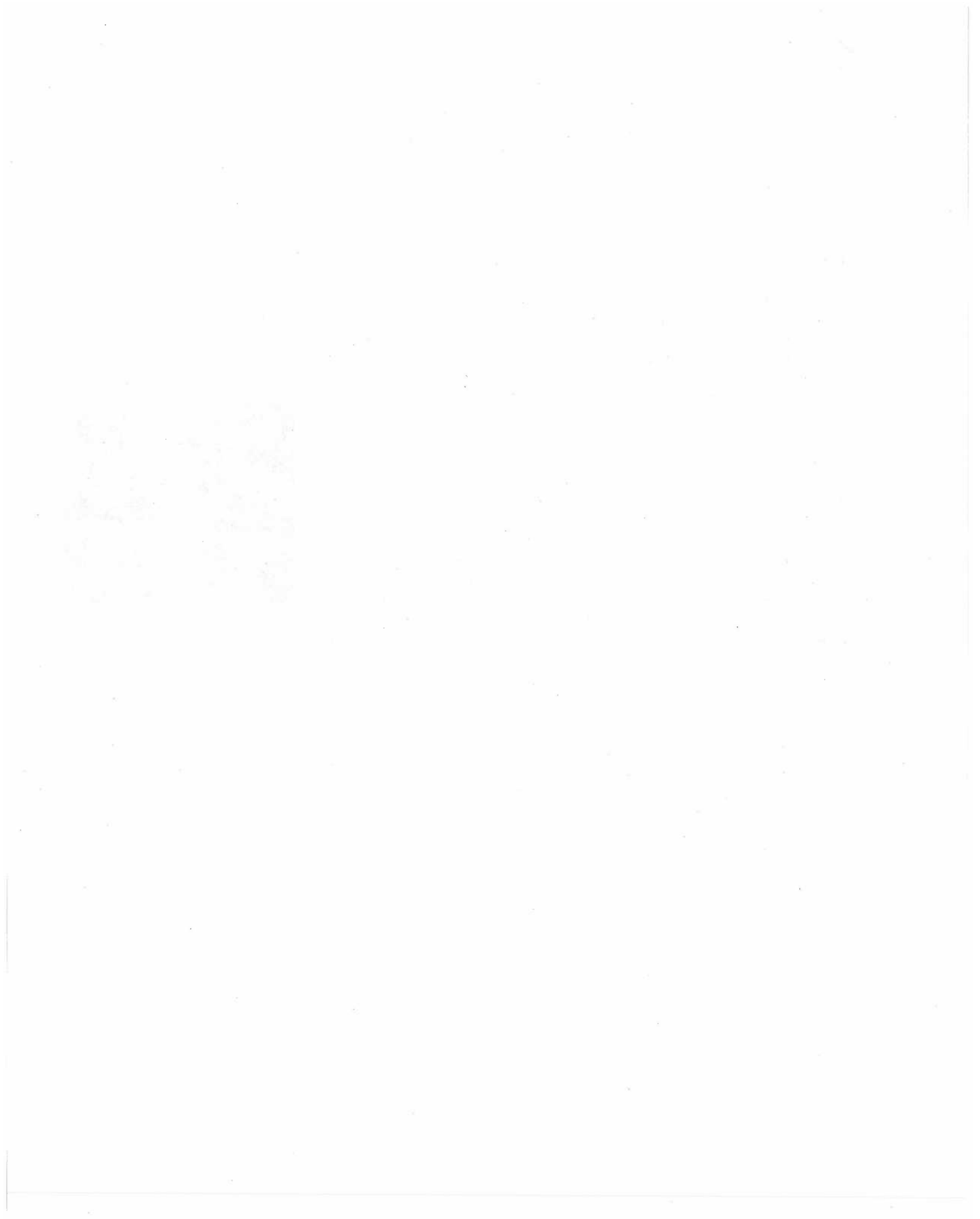
Environmental Review Status:

Exempt	DNS	EIS
☒	☐	☐

Anticipated minimal upland improvements are SEPA exempt.

Potential Project Issues: None anticipated.

Operations: Maintenance costs related to upkeep of new facilities begin 2021.





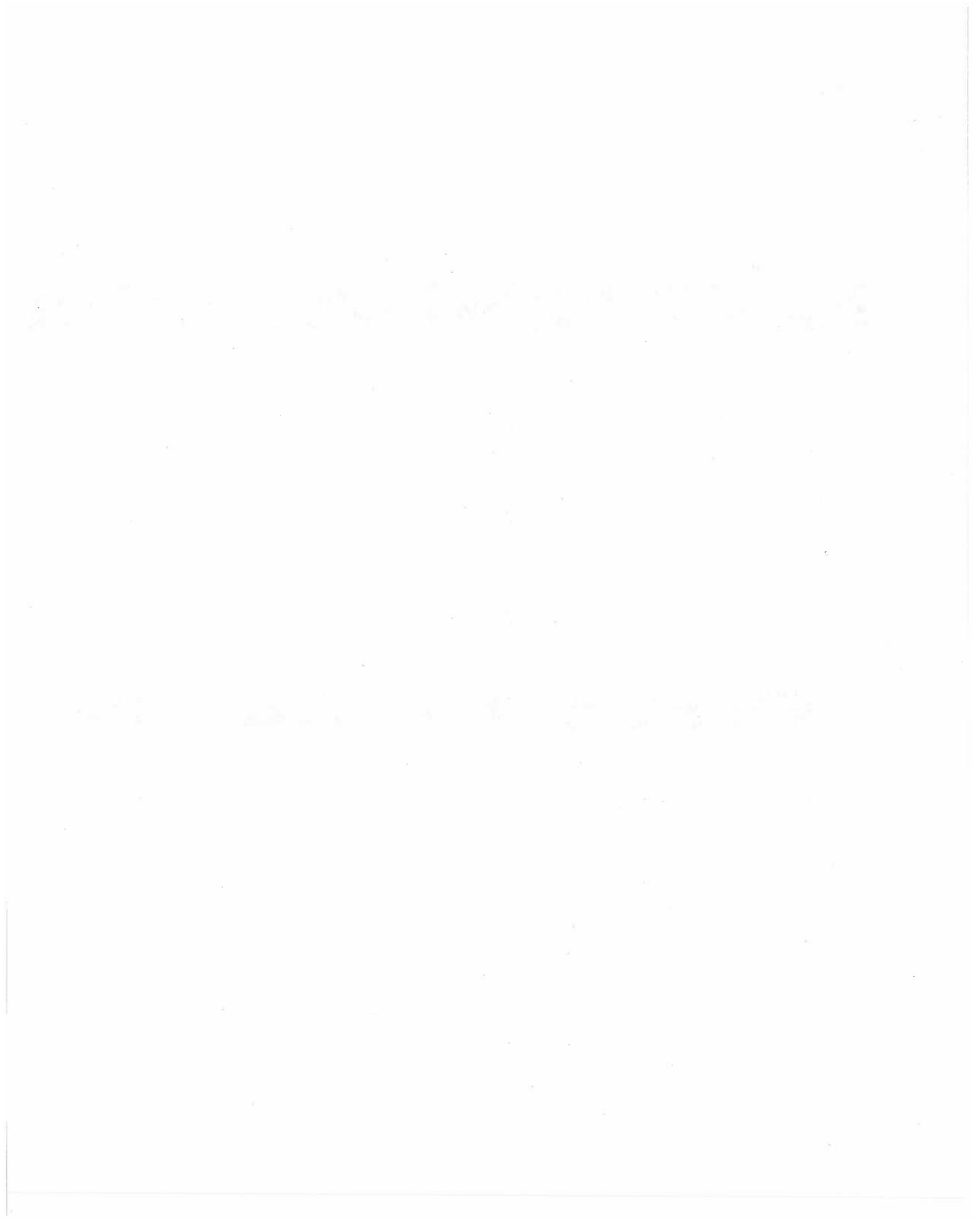
City of Kenmore Capital Improvement Program
Squires Landing Park Land Acquisition (park opening)
Project P-31

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Acquisition	\$ 1,044,849							
Permitting	\$ 10,000							
Construction	\$ 45,000	\$ 150,151						\$ 150,151
Total	\$ 1,099,849	\$ 150,151						\$ 150,151
Revenue								
REET								
Bond								
SC Basin Funds	\$ 244,303	\$ 150,151						\$ 150,151
Grant	\$ 804,587							
Park Impact Fees	\$ 50,959							
Total	\$ 1,099,849	\$ 150,151						\$ 150,151

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Acquisition																								
Permitting																								
Final Design																								
Construction																								
Closeout																								
Monitoring																								





City of Kenmore Capital Improvement Program
Moorlands Park Improvements -Lighting
Project P-32

Project Location: Moorlands Park located to the south of the intersection of NE 155th St and 84th Ave NE. 15221 84th Ave NE, Kenmore, WA.

Project Manager: Parks Project Manager

Project Description: Addition of field lighting.

Background: In July of 2018 park improvements (project P 6) were completed including renovated athletic field, new picnic shelter, restrooms, playground, landscaping and pathways. A new interlocal agreement with the Northshore School District regarding park use was authorized in December 2017. The 2020 adopted PROS Plan identifies develop and expand recreational opportunities at existing parks to add capacity, increase diversity in the types of amenities offered in the system, improve accessibility, and/or enhance the overall park experience. Adding field lighting would potentially increase capacity for field scheduling for youth sports. Existing park capacity improvements (expansion or new features) is included in the Capital Facilities plan as mid-term (7-12 years) and long-term goals (13+ years) with \$9.75 million estimated.

Environmental Review Status:
 Environmental review likely required.

Exempt
☐

DNS
☒

EIS
☐

Potential Project Issues: Addressing neighborhood concerns about adding field lighting. Potential environmental concerns related to overhead lighting.

Operations: The City took over all park maintenance following execution of the 2017 interlocal agreement with the Northshore School District. The proposed lighting improvements may result in an additional increase in the park operations budget.







City of Kenmore Capital Improvement Program
Moorlands Park Improvements - Lighting
Project P-32

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total 2021-2026
Expenses								
Grant prep					\$ 10,000			\$ 10,000
Design						\$ 50,000		\$ 50,000
Permitting						\$ 10,000	\$ 10,000	\$ 20,000
Construction							\$ 570,000	\$ 570,000
Total					\$ 10,000	\$ 60,000	\$ 580,000	\$ 650,000
Revenue								
REET								
Strategic								
KC Levy								
RCO Grant							\$ 290,000	\$ 290,000
Park Impact Fees					\$ 10,000	\$ 60,000	\$ 290,000	\$ 360,000
Total					\$ 10,000	\$ 60,000	\$ 580,000	\$ 650,000

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Grant materials/application																								
Permitting																								
Final Design																								
Construction																								
Closeout																								



**CITY OF KENMORE, WASHINGTON
TRANSPORTATION CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026**

EXHIBIT C

Project Description	2021 Budget	2022 Budget	2023 Adopted	2024 Adopted	2025 Adopted	2026 Adopted	2021-2026 Totals	Project Total
T 8 SR 522 West B 57th to 61st	\$5,000	\$250,000	\$250,000	\$900,000	\$585,000	\$10,000	\$2,000,000	\$2,000,000
T 27 Sidewalk Program								
Sidewalk Gaps/ADA Replacement Program	20,000	150,000	100,000	100,000	100,000	100,000	570,000	956,584
T27x NE 192nd Ave Sidewalks (73rd Ave -75th Ave)	500	86,306	344,194	0	0	0	431,000	431,000
T47 Arrowhead Dr Sidewalks	1,000	60,000	85,900	980,348	0	0	1,127,248	1,127,248
T 35 Pavement Preservation	150,000	990,000	150,000	990,000	150,000	990,000	3,420,000	3,420,000
T 38 175th St/ Swamp Creek Crossing	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000	2,648,218
T 41 Juanita Dr Pedestrian & Bicycle Safety	9,897,233	358,699	0	0	0	0	10,255,932	16,844,108
T 42 68th Ave Pedestrian & Bicycle Safety	9,167,718	2,733,503	0	0	0	0	11,901,221	13,021,875
T 44 61 Ave Sidewalk Replacement Project	85,000	165,000	4,674,265	0	0	0	4,924,265	5,016,253
T 48 2018 Local Road Safety - Signing	292,000	0	0	0	0	0	292,000	359,800
T 49 2018 Local Road Safety - Lighting	35,000	0	0	0	0	0	35,000	37,500
T 50 SR522 Gateway Sign East	20,000	0	0	0	0	0	20,000	31,610
T51 Burk-Gilman Trail/NE 175th St. wayfinding & conne	10,000	296,047	0	0	0	0	306,047	306,047
	19,683,451	5,114,555	5,629,359	3,145,348	1,035,000	3,300,000	37,907,713	46,200,243
T 37 West Samm Bridge	18,024,711	8,643,947	893,176	9,757	9,759	78,632	27,659,982	43,095,881
Total Project Costs	\$37,708,162	\$13,758,502	\$6,522,535	\$3,155,105	\$1,044,759	\$3,378,632	\$65,567,695	\$135,496,367

Funding as Proposed:	2021 Budget	2022 Budget	2023 Adopted	2024 Adopted	2025 Adopted	2026 Adopted	2021-2026 Totals
Transportation Impact Fees	3,258,848	358,699	0	0	0	0	3,617,547
Transportation Impact Fees - Sammamish Bridge	0	45,000	352,770	9,757	9,759	78,632	495,918
Real Estate Excise Taxes	\$3,165,050	\$2,140,000	\$250,000	\$1,090,000	\$250,000	\$1,090,000	\$7,985,050
Real Estate Excise Taxes-Sammamish Bridge		\$996,913	\$500,000	\$0	\$0	\$0	\$1,496,913
Surface Water Fund - Sammamish Bridge	649,587	0	0	0	0	0	649,587
Surface Water Fund - other			30,000				30,000
Strategic Opportunities Fund	0	1,333,503	0	0	0	0	1,333,503
WSDOT Safe Routes to School Grant: Sidewalks	1,500	146,306	430,094	980,348	0	0	1,558,248
Federal Highway Safety Impr Program - Sidewalks	326,000	0	0	0	0	0	326,000
Reimbursements from Other Agencies	2,765,330	0	0	0	0	0	2,765,330
BRAC Grant: West Samm Bridge Replacement	3,692,856	0	0	0	0	0	3,692,856
Connecting WA Fundx T8	5,000	250,000	250,000	900,000	585,000	10,000	2,000,000
Connecting WA Funds: West Samm Bridge, West B	9,619,546	6,306,631	40,406	0	0	0	15,966,583
TIB Grant: West Samm Bridge Replacement	\$3,650,023	\$1,295,403	\$0	\$0	\$0	\$0	\$4,945,426
Walkways & Waterways Bonds: Juanita and 68th Ave	5,908,160	400,000	0	0	0	0	6,308,160
Sound Transit Grant: Juanita Drive	1,278,000	0	0	0	0	0	1,278,000
WSDOT: Juanita Drive	1,704,000	0	0	0	0	0	1,704,000
Dept of Commerce: Juanita Drive	194,000	0	0	0	0	0	194,000
DOE Grant: Juanita and 68th Ave	1,012,563	0	0	0	0	0	1,012,563
Utility Reimbursement: West Samm Bridge Replacement	412,699	0	0	0	0	0	412,699
Federal preserv. Grant simonds rd.							0
NUD reim.							0
Other Grants or Funding	0	25,000	25,000	175,000	200,000	2,200,000	2,625,000
WSDOT ped/bike	65,000	461,047	1,144,265	0	0	0	1,670,312
Future Grants	0	0	3,500,000	0	0	0	3,500,000
Total Project Funding	\$37,708,162	\$13,758,502	\$6,522,535	\$3,155,105	\$1,044,759	\$3,378,632	\$65,567,695





City of Kenmore Capital Improvement Program

Project Name: SR 522 West B (57 Avenue NE to 61 Avenue NE)

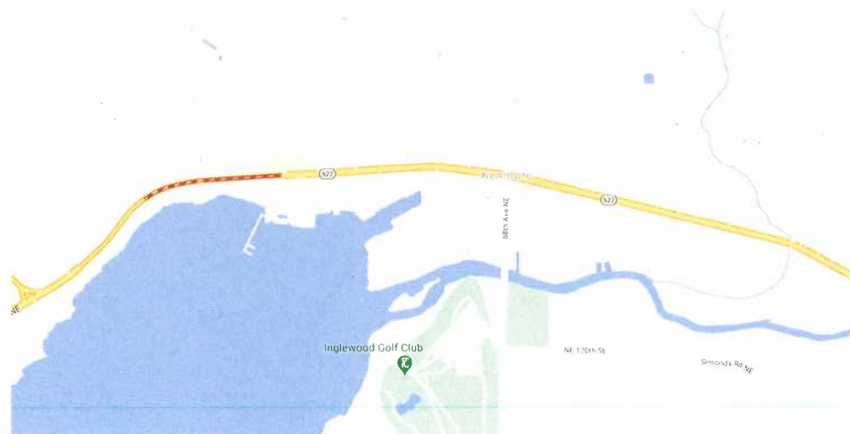
Project No. T-8

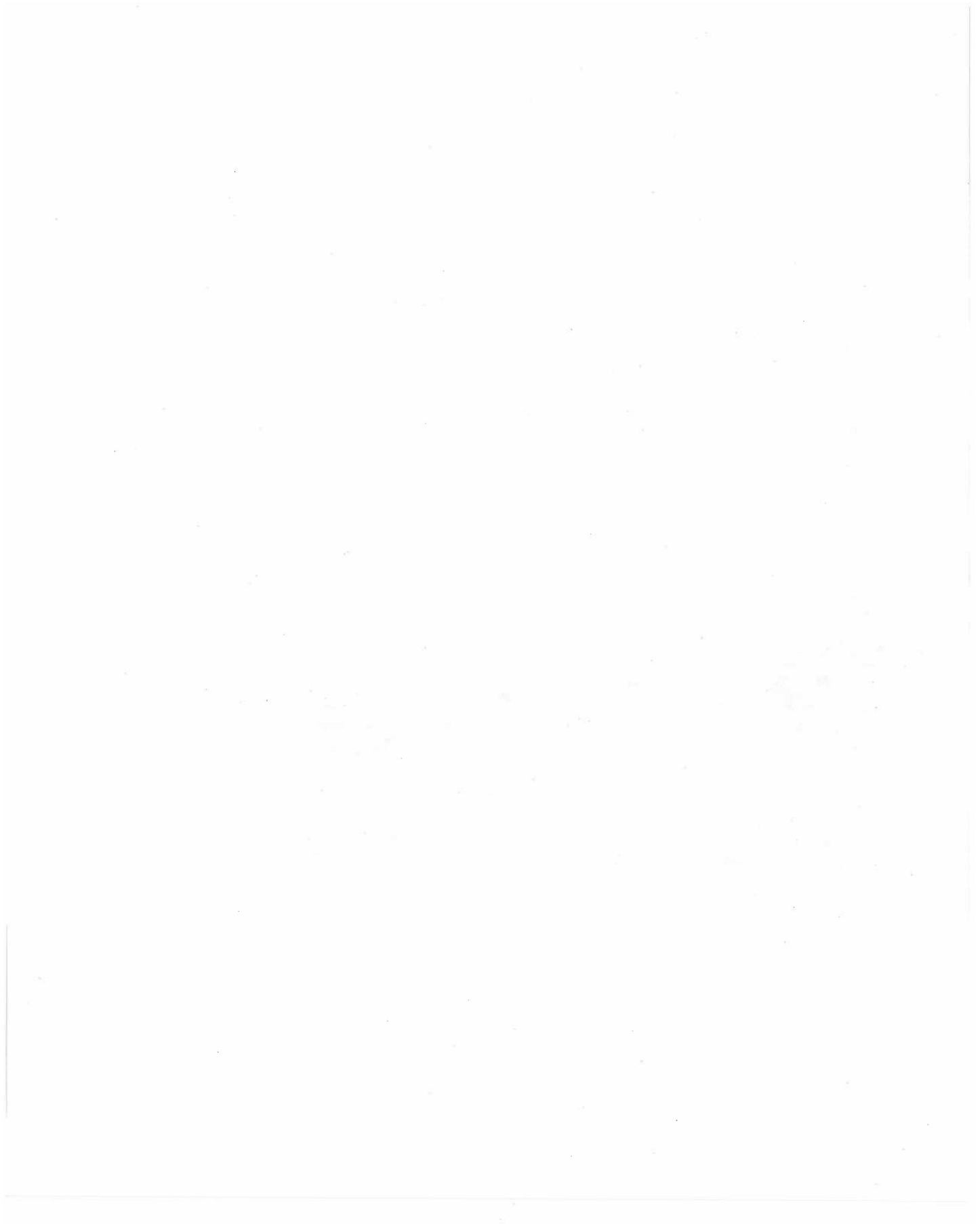
Project Location: SR 522 from 57 Avenue NE to 61 Avenue NE

Project Description: This project will widen Highway 522 west of 61 Avenue NE to provide eastbound-to-westbound U-turn capability at the 61st Ave NE intersection, widening along the south side of SR 522 for new sidewalk and amenity strip, and provide access management to SR522.

Background: Since its incorporation, the City of Kenmore has completed improvements to SR 522 (Bothell Way) between 61st Avenue NE and the east city limits to increase safety, improve transit reliability, and ease congestion. Improvements included adding new traffic signals, street lighting and sidewalks, widening SR 522 for Business Access and Transit lanes, enhancing the corridor with new landscaping and medians to improve access management, replacing the Swamp Creek Bridge, undergrounding utilities, and more. The final segment, SR 522 West B (57 Avenue NE to 61 Avenue NE) will complete corridor improvements to the west City limits.

Funding Sources: This project is funded with \$2M from the State's Connecting WA program. Additional City funds may be needed to supplement the grant funds. Staff will apply for additional grant funds as they become available.







City of Kenmore Capital Improvement Program

Project Name: SR 522 West B (57 Avenue NE to 61 Avenue NE)

Project No. T-8

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design		\$ 5,000	\$ 250,000	\$ 250,000				\$ 505,000
ROW/ Acquisition								
Construction					\$ 900,000	\$ 585,000	\$ 10,000	\$ 1,495,000
Total		\$ 5,000	\$ 250,000	\$ 250,000	\$ 900,000	\$ 585,000	\$ 10,000	\$ 2,000,000
Revenue								
Connecting WA		\$ 5,000	\$ 250,000	\$ 250,000	\$ 900,000	\$ 585,000	\$ 10,000	\$ 2,000,000
Total		\$ 5,000	\$ 250,000	\$ 250,000	\$ 900,000	\$ 585,000	\$ 10,000	\$ 2,000,000

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Grant Applications																								
Design																								
Right-of-way																								
Construction																								
Closeout																								





City of Kenmore Transportation Improvement Program

Project Name: Sidewalk Gap/ADA Replacement Program

Project No.: T-27

Project Location(s): Citywide

Project Description: These projects are intended to complete gaps in existing sidewalk, replace non-compliant curb ramps and sidewalks at the identified locations throughout the city. Typical projects include new 5-6 foot wide sidewalk and ADA ramp improvements, curb ramp replacement, and sidewalk panel replacement.

Background: The City completed an inventory and assessment of its pedestrian facilities within the right of way. Several locations were identified as not being compliant with the American with Disabilities Act (ADA) standards. Also, filling sidewalk gaps is a cost effective way to improve mobility within the City. In 2013, the City completed its first Sidewalk Priority Plan. This plan will be updated in 2021 and will included a priority list for completing short sidewalk gaps within the City. Staff will utilize the pedestrian facility inventory completed in 2015 to identify priorities for replacing noncompliant accessible routes.

Funding Sources: \$100K per year of local City funds are allocated to this project. \$75K each year will be diverted to sidewalk replacement on 61st Ave NE (Project No. T-44).

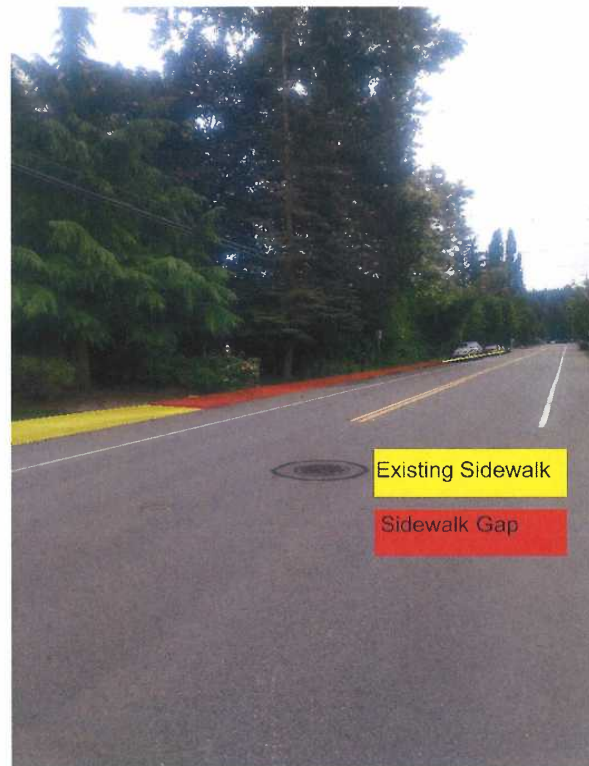
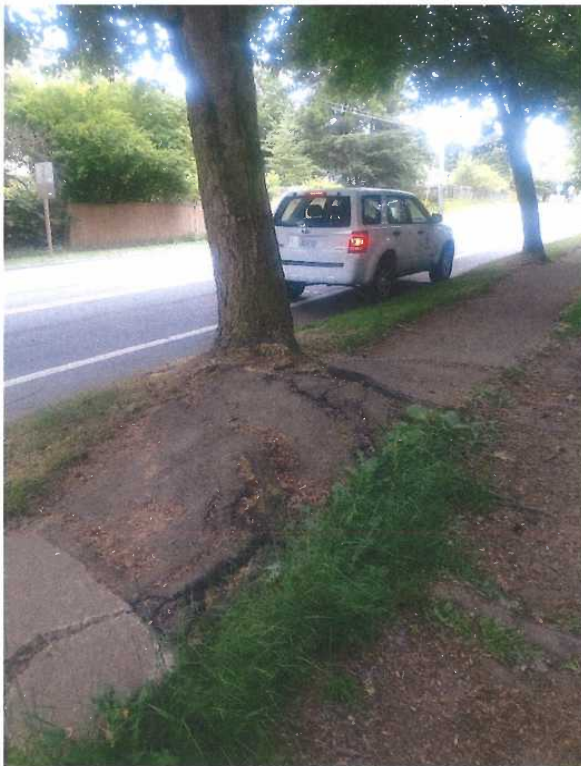
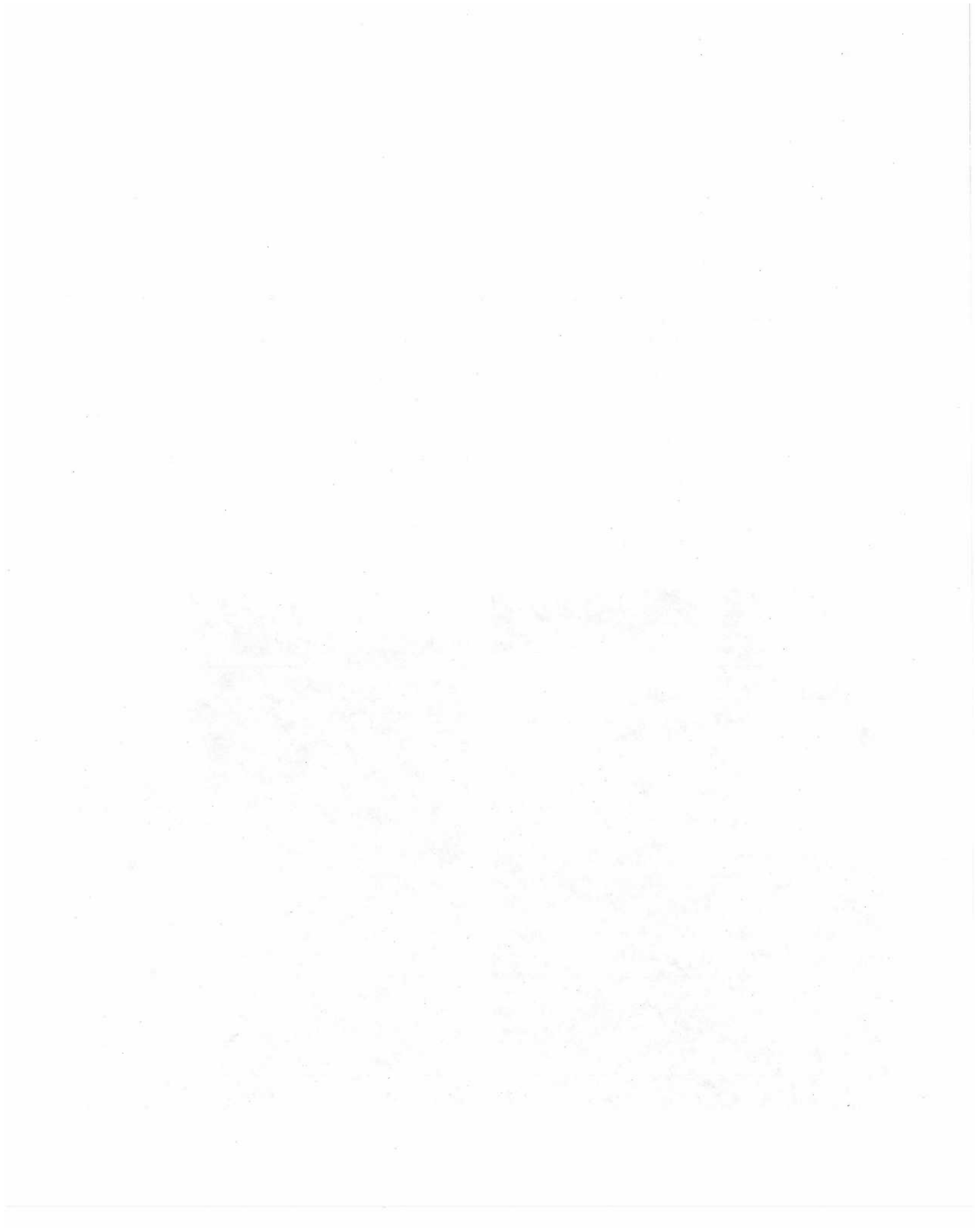


Figure A





City of Kenmore Transportation Improvement Program

Project Name: Sidewalk Gaps/ADA Replacement Program

Project No.: T-27

CURRENT DOLLARS

Year	Prior	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ 83,571	\$ 20,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 143,571
ROW/ Acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Construction	\$ 303,013	\$ -	\$ 150,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 813,013
Total	\$ 386,584	\$ 20,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 956,584
Revenue								
REET	\$ 386,584	\$ 20,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 956,584
Total	\$ 386,584	\$ 20,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 956,584

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Construction																								
Closeout																								





City of Kenmore Transportation Improvement Program

Project Name: NE 192nd St Sidewalks (73rd Ave – 75th Ave)

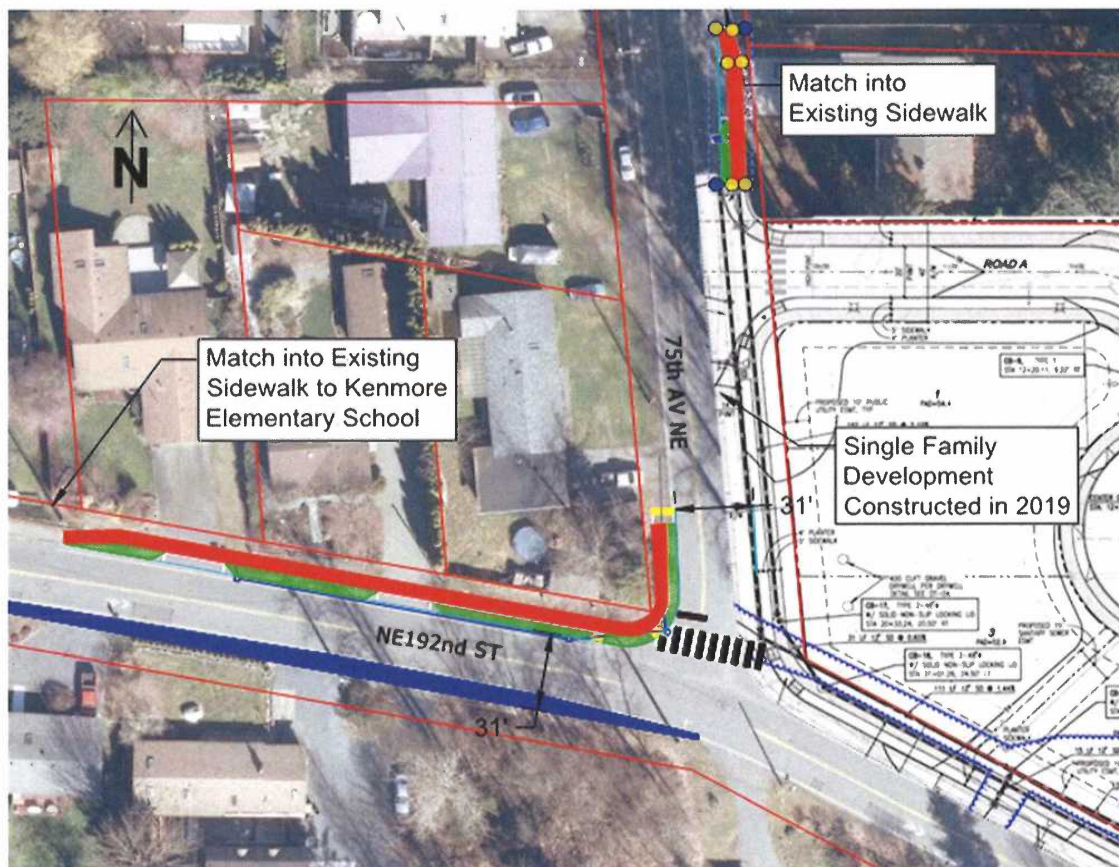
Project No.: T-27x

Project Location: NE 192nd Street between 73rd Ave NE and 75th Avenue NE.

Project Description: This project builds approximately 275 LF of new sidewalks on north side of NE192nd Street from 73rd Ave – 75th Ave and approximately 75 LF of sidewalk on the east side of 75th Ave NE to close the sidewalk gap.

Background: Sidewalk exists on NE 192nd Street at 73rd Avenue NE and terminates approximately 240 feet from 75th Ave NE. Approximately 500 LF of sidewalks were installed east of 75th Ave NE as part of private developments. Sidewalk also exists up 75th Ave NE. This project will close gaps and create a continuous sidewalk to Kenmore Elementary in this area. NE 192nd St is a designated walking route for Kenmore Elementary School students. Sidewalks at this location were identified as a high priority sidewalk in the Sidewalk Program.

Funding Sources: This project is currently unfunded. In May 2020, staff applied for a WSDOT Safe Route to Schools grant to fund this project. Grant results will be announced in the fall of 2020.







City of Kenmore Transportation Improvement Program

Project Name: NE 192nd Ave Sidewalks (73rd Ave – 75th Ave)

Project No.: T-27x

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design		\$ 500	\$ 82,706					\$ 83,206
ROW/ Acquisition			\$ 3,600					\$ 3,600
Construction				\$ 344,194				\$ 344,194
Total		\$ 500	\$ 86,306	\$ 344,194				\$ 431,000
Revenue								
State		\$ 500	\$ 86,306	\$ 344,194				\$ 431,000
Total		\$ 500	\$ 86,306	\$ 344,194				\$ 431,000

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right of Way																								
Construction																								
Closeout																								





City of Kenmore Transportation Improvement Program

Project Name: Pavement Overlay Program

Project No.: T-35

Project Location: Citywide.

Project Description: This program includes grind and overlay of selected streets within the City. Typically grind and overlay projects are completed on roadways with pavement ratings between 60 and 70 while pavement seal operations are completed on roadways with ratings above 70. As part of any pavement overlay, curb ramps within the project limits are upgraded to comply with the American's with Disabilities Act (ADA). In addition, pavement overlay may also include major pavement repairs, utility adjustments and pavement markings.

Background: The City of Kenmore Comprehensive Plan promotes a fiscally constrained Transportation Element that prioritizes operation and maintenance of existing facilities within the City. Focus is typically on arterials within the City. In addition, there are 3 goals listed in the Comprehensive Plan that support this program:

1. Provide a complete transportation network serving local and regional circulation needs, safely accommodating all users;
2. Promote a transportation system that contributes to fiscal and environmental sustainability;
3. Facilitate freight mobility and economic prosperity.

CURRENT DOLLARS

Year	2021	2022	2023	2024	2025	2026	Total
Expenses							
Design	\$ 150,000		\$ 150,000		\$ 150,000		\$ 450,000
ROW							
Construction		\$ 990,000		\$ 990,000		\$ 990,000	\$2,970,000
Total	\$ 150,000	\$ 990,000	\$ 150,000	\$ 990,000	\$ 150,000	\$ 990,000	\$3,420,000
Revenue							
REET	\$ 150,000	\$ 990,000	\$ 150,000	\$ 990,000	\$ 150,000	\$ 990,000	\$3,420,000
Total	\$ 150,000	\$ 990,000	\$ 150,000	\$ 990,000	\$ 150,000	\$ 990,000	\$3,420,000





City of Kenmore Transportation Improvement Program

Project Name: West Sammamish River Bridge Replacement Project

Project No: T-37

Project Location: 68th Avenue NE between NE 170th Street and NE 175th Street

Project Description: Replace the West Sammamish River Bridge (southbound traffic) that crosses the Sammamish River on 68th Avenue NE. The project will also include new sidewalk and bike path, landscaping, lighting, and utility undergrounding on 68th Avenue NE between NE 170th Street and NE 175th Street.

Background: The West Sammamish River Bridge was constructed in the 1930's and is at the end of its life. It is considered to be structurally obsolete. To date, the City has completed an alternatives analysis, a scour analysis, a load rating analysis, and has applied load restrictions on the bridge (weight limits went into effect in 2014). The bridge continues to be monitored during the design of the new bridge.

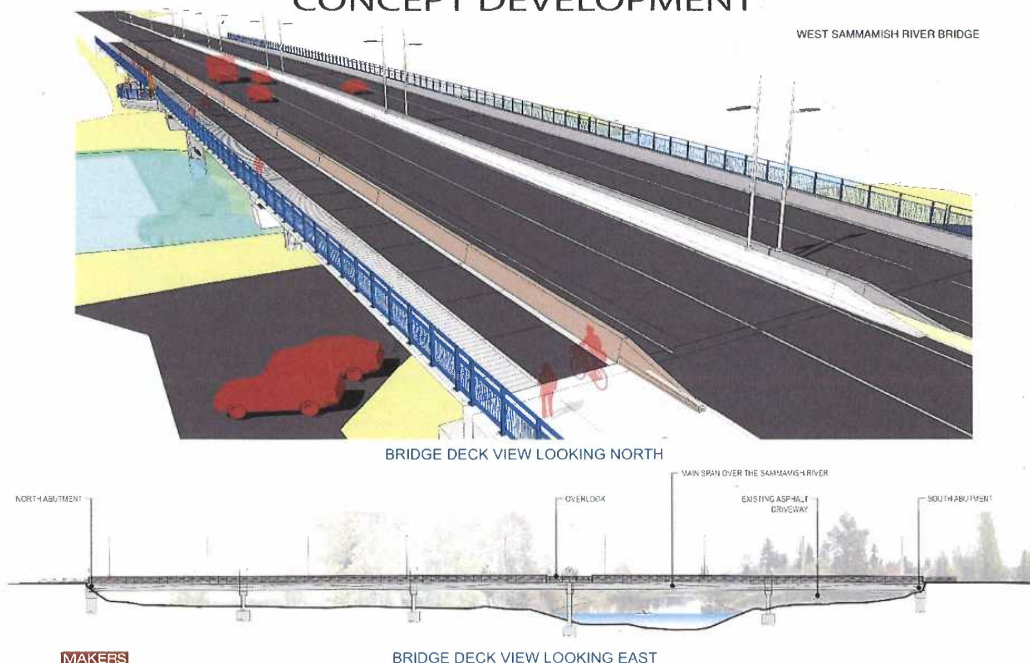
Funding Sources: The City has been awarded several grants for the project. The City was awarded \$12M in Bridge Program funds, \$1.06M in Surface Transportation funds, \$18M in Connecting Washington funds, and \$7M in TIB funds.

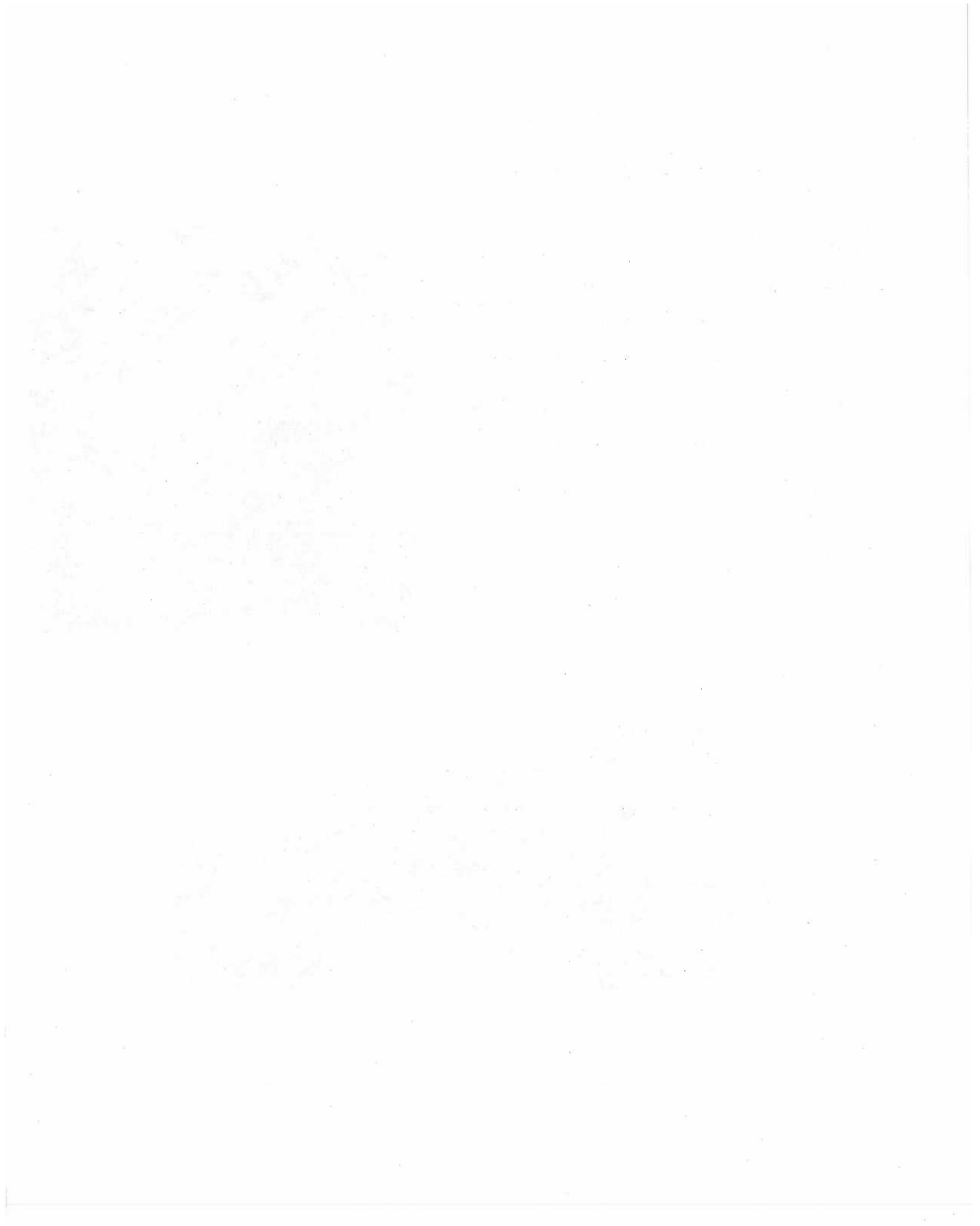


Project Location

CONCEPT DEVELOPMENT

WEST SAMMAMISH RIVER BRIDGE







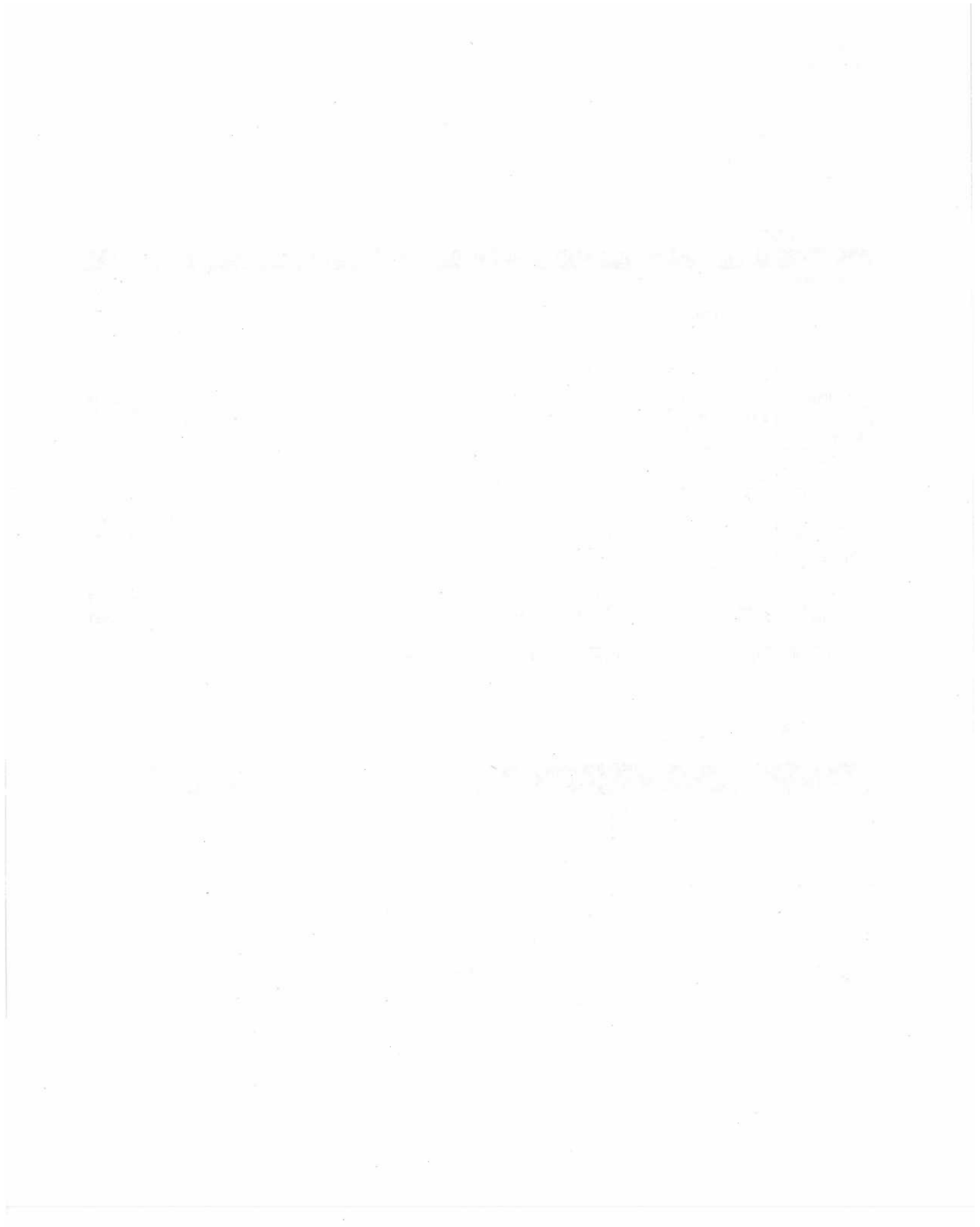
City of Kenmore Capital Improvement Program
Project Name: West Sammamish River Bridge Replacement
Project No. T- 37

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Pre-Design	\$ 18,828							\$ 18,828
Design	\$ 3,229,584		\$ -					\$ 3,229,584
ROW/ Acquisition	\$ 1,293,473		\$ -					\$ 1,293,473
Construction	\$ 10,894,012	\$ 17,145,094	\$ 7,764,330	\$ 893,176	\$ 9,759	\$ 9,759	\$ 78,632	\$ 36,794,762
Contingency		\$ 879,617	\$ 879,617					\$ 1,759,234
Total	\$ 15,435,897	\$ 18,024,711	\$ 8,643,947	\$ 893,176	\$ 9,759	\$ 9,759	\$ 78,632	\$ 43,095,881
Revenue								
REET								\$ -
City	\$ 296,167		\$ 1,041,913	\$ 852,770	\$ 9,759	\$ 9,759	\$ 78,632	\$ 2,289,000
BRAC*	\$ 8,307,144	\$ 3,692,856						\$ 12,000,000
STP	\$ 1,063,994							\$ 1,063,994
SW Fund	\$ 550,413	\$ 649,587						\$ 1,200,000
Connect. WA	\$ 2,033,417	\$ 9,619,546	\$ 6,306,631	\$ 40,406				\$ 18,000,000
TIB	\$ 2,054,574	\$ 3,650,023	\$ 1,295,403					\$ 7,000,000
Utilities	\$ 1,130,188	\$ 412,699						\$ 1,542,887
Total	\$ 15,435,897	\$ 18,024,711	\$ 8,643,947	\$ 893,176	\$ 9,759	\$ 9,759	\$ 78,632	\$ 43,095,881
* \$837 dollars charged by WSDOT for services and deducted from invoices.								

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Right of Way																								
Construction																								
Closeout/Plant Establishment/Mitigation																								





City of Kenmore Capital Improvement Program

Project Name: Lower Swamp Creek Bridge Replacement

Project No.: T-38

Project Location: NE 175th Street/Swamp Creek Crossing

Project Description: The bridge over Swamp Creek at NE 175th Street has reaching its expected lifespan and is in need of replacement. An update of the alternatives analysis, cost estimates, funding alternatives will be conducted prior to design/construction.

Background: This structure is on NE 175th Street, adjacent to the Burke Gilman Trail and crosses Swamp Creek. This structure currently is wide enough for two way vehicle traffic. The existing structure is routinely evaluated by the King County Bridge Engineering group. Maintenance is provided to the structure as needed. King County recommended evaluation of the structure for rehabilitation vs. replacement. A study and alternatives analysis was performed in 2016 that recommended replacement of the bridge within the next 10 years.

Funding Status:

There is no funding set aside for design or construction for a new bridge. Local dollars are included to research and evaluate funding alternatives for the bridge.



Figure A: Existing Bridge



Figure B: Project Location



City of Kenmore Capital Improvement Program

Project Name: Lower Swamp Creek Bridge Replacement

Project No.: T-38

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Pre-Design	\$ 23,218		\$ 25,000	\$ 25,000				\$ 73,218
Design					\$ 175,000	\$ 175,000		\$ 350,000
ROW/ Acquisition						\$ 25,000		\$ 25,000
Construction							\$ 2,000,000	\$ 2,000,000
Contingency							\$ 200,000	\$ 200,000
Total	\$ 23,218	\$ -	\$ 25,000	\$ 25,000	\$ 175,000	\$ 200,000	\$ 2,200,000	\$ 2,648,218
Revenue								
Impact Fees								\$ -
REET	\$ 23,218							\$ 23,218
Other grant			\$ 25,000	\$ 25,000	\$ 175,000	\$ 200,000	\$ 2,200,000	\$ 2,625,000
Total	\$ 23,218	\$ -	\$ 25,000	\$ 25,000	\$ 175,000	\$ 200,000	\$ 2,200,000	\$ 2,648,218

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Pre-Design																								
Design/Permitting																								
Right of Way																								
Construction																								
Closeout																								



City of Kenmore Transportation Improvement Program

Project Name: Juanita Drive NE Pedestrian and Bicycle Improvements Project No. T-41

Project Location: Juanita Drive NE (NE 143 Street to NE 170 Street)

Project Description: This project provides continuous ADA accessible sidewalk and buffered bike lanes on Juanita Drive NE between NE 143 Street and NE 170 Street. Specific project components include:

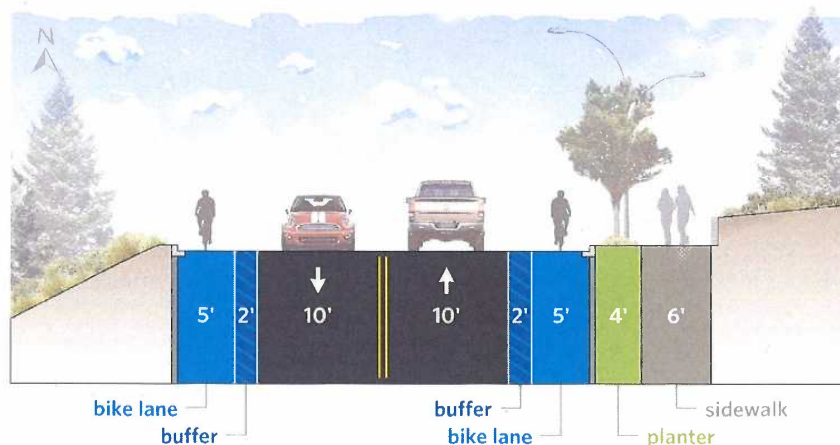
- Sidewalk along the east side of Juanita Drive NE where residential neighborhoods are located. Sidewalk improvements and pedestrian crossings on west side of street will be limited to bus stops only.
- Bike lanes with buffer on the east and west side of Juanita Drive NE;
- Additional or extensions of left turn lanes where warranted;
- Pedestrian crossing treatments to improve nonmotorized safety, connectivity, and comfort;
- Improved storm drainage, LED street lighting, landscaping and aesthetics and;
- Utility relocation and/or retaining structures, where necessary.

Background: Juanita Drive NE serves as a north-south critical link to the City's Downtown, SR 522 Corridor, Burke-Gilman Trail, Bastyr University, Kenmore Senior Center, Parks, and Arrowhead Elementary School for thousands of local residents and is part of the Lake Washington Loop, one of the region's most popular recreational cycling routes. Juanita Drive NE is an existing minor arterial roadway with mostly one travel lane in each direction and asphalt shoulders. The posted speed is 35 mph. This roadway experiences a high number of accidents per year and contains several geometric deficiencies including lack of continuous sidewalks and bicycle lanes. Up to 250 bicycles and 15,000 vehicles use this corridor daily.

Funding Status: This project is funded through the Walkways and Waterways bond measure, WSDOT Pedestrian and Bicycle Safety Program, Sound Transit System Access Fund, WA State Department of Ecology, WA State Department of Commerce, Northshore Utility District, and local City dollars.

Project Delivery Status: Construction began on July 6, 2020 and is expected to continue through 2021.

Typical Section – two lanes *(Looking North)*





City of Kenmore Transportation Improvement Program

Project Name: Juanita Drive NE Pedestrian and Bicycle Improvements
Project No. T-41

CURRENT DOLLARS

Year	Previous Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ 1,871,364							\$ 1,871,364
ROW/ Acquisition	\$ 666,808							\$ 666,808
Construction	\$ 4,050,004	\$ 9,897,233	\$ 358,699					\$ 14,305,936
Total	\$ 6,588,176	\$ 9,897,233	\$ 358,699					\$ 16,844,108
Revenue								
REET		\$ 1,100,000						\$ 1,100,000
Traffic Impact Fees	\$ 275,000	\$ 3,257,848	\$ 358,699					\$ 3,891,547
Walkways & Waterways Bond Measure	\$ 2,713,573	\$ 2,286,427						\$ 5,000,000
Northshore Utility Dist	\$ 1,099,253	\$ 76,958						\$ 1,176,211
WSDOT Ped/Bike Grant	\$ 821,100	\$ 1,704,000						\$ 2,525,100
Dept of Ecology (SFAP)	\$ 1,457,250	\$ -						\$ 1,457,250
Sound Transit	\$ 222,000	\$ 1,278,000						\$ 1,500,000
WA St Dept. Commerce	\$ -	\$ 194,000						\$ 194,000
Total	\$ 6,588,176	\$ 9,897,233	\$ 358,699					\$ 16,844,108

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right-of-way																								
Construction																								
Closeout																								

Project Name: 68 Avenue NE Pedestrian and Bicycle Improvements
Project No. T 42

Segment a: West side of 68 Avenue NE from NE 182 Street to NE 185 Street
Segment b: East side of 68 Avenue NE from NE 185 Street to existing sidewalk
Segment c: West side of 68 Avenue NE from NE 185 Street to NE 201 Street
Segment d: North side of NE 202 Street from 66 Avenue NE to 61 Avenue NE

A map of the Kenmore area in Anchorage, Alaska. The map shows a grid of streets including 61st Pl NE, 65th Ave NE, 68th Ave NE, 75th Ave NE, 80th Ave NE, 82nd Ave NE, 84th Ave NE, 86th Ave NE, 88th Ave NE, 90th Ave NE, 92nd Ave NE, 94th Ave NE, 96th Ave NE, 98th Ave NE, 100th Ave NE, 102nd Ave NE, 104th Ave NE, 106th Ave NE, 108th Ave NE, 110th Ave NE, 112th Ave NE, 114th Ave NE, 116th Ave NE, 118th Ave NE, 120th Ave NE, 122nd Ave NE, 124th Ave NE, 126th Ave NE, 128th Ave NE, 130th Ave NE, 132nd Ave NE, 134th Ave NE, 136th Ave NE, 138th Ave NE, 140th Ave NE, 142nd Ave NE, 144th Ave NE, 146th Ave NE, 148th Ave NE, 150th Ave NE, 152nd Ave NE, 154th Ave NE, 156th Ave NE, 158th Ave NE, 160th Ave NE, 162nd Ave NE, 164th Ave NE, 166th Ave NE, 168th Ave NE, 170th Ave NE, 172nd Ave NE, 174th Ave NE, 176th Ave NE, 178th Ave NE, 180th Ave NE, 182nd Ave NE, 184th Ave NE, 186th Ave NE, 188th Ave NE, 190th Ave NE, 192nd Ave NE, 194th Ave NE, 196th Ave NE, 198th Ave NE, 200th Ave NE. The map also shows the Kenmore area, including the Kenmore Hotel, Kenmore Park, and the Kenmore Golf Club. The project location is marked with a red dot at the intersection of NE 182nd St and NE 181st St. The map includes a scale bar and a north arrow.

Funding Sources: This project is funded through the Walkways and Waterways bond measure, Department of Ecology grant, Northshore Utility District, and local dollars.

The diagram illustrates two cross-sections of a roadway. The top section, labeled "REDUCED ROADWAY SECTION (NORTH OF DOWNTOWN)", shows a 60-foot Right-of-Way (ROW) with a 36.5-foot travel width. It includes a 6-foot sidewalk, a 0.5-foot curb, a 5-foot bike lane, and two 10-foot travel lanes. The bottom section, labeled "ROADWAY SECTION (DOWNTOWN AREA)", shows a 60-foot ROW with a 36-foot travel width. It includes a 6-foot sidewalk with a 3-foot planter, a 0.5-foot curb, a 5-foot bike lane, and two 10-foot travel lanes. A pedestrian rail line is shown on the right side of the bottom section.



City of Kenmore Transportation Improvement Program

Project Name: 68 Avenue NE Pedestrian and Bicycle Improvements
Project No. T 42

CURRENT DOLLARS

Year	Previous Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	1,092,236							1,092,236
ROW/ Acquisition	28,418							28,418
Construction		9,167,718	2,733,503					11,901,221
Total	1,120,654	9,167,718	2,733,503					13,021,875
Revenue*								
REET		1,845,050	1,000,000					2,845,050
Strategic Op. Fund		-	1,333,503					1,333,503
Northshore Utility District		2,688,372						2,688,372
Walkways & Waterways Bond Measure	1,078,267	3,621,733	400,000					5,100,000
Dept of Ecology (SFAP)	42,387	1,012,563						1,054,950
Total	1,120,654	9,167,718	2,733,503					13,021,875

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right-of-way																								
Construction																								
Closeout																								



City of Kenmore Transportation Improvement Program

Project Name: 61st Avenue Sidewalk Replacement Project Project No. T-44

Project Location: 61st Avenue NE (NE 190th Street north to 62nd Ave NE)

Project Description:

This project will update the alternatives analysis and include other possible scenarios. Sidewalk panels will be replaced as funding allows.

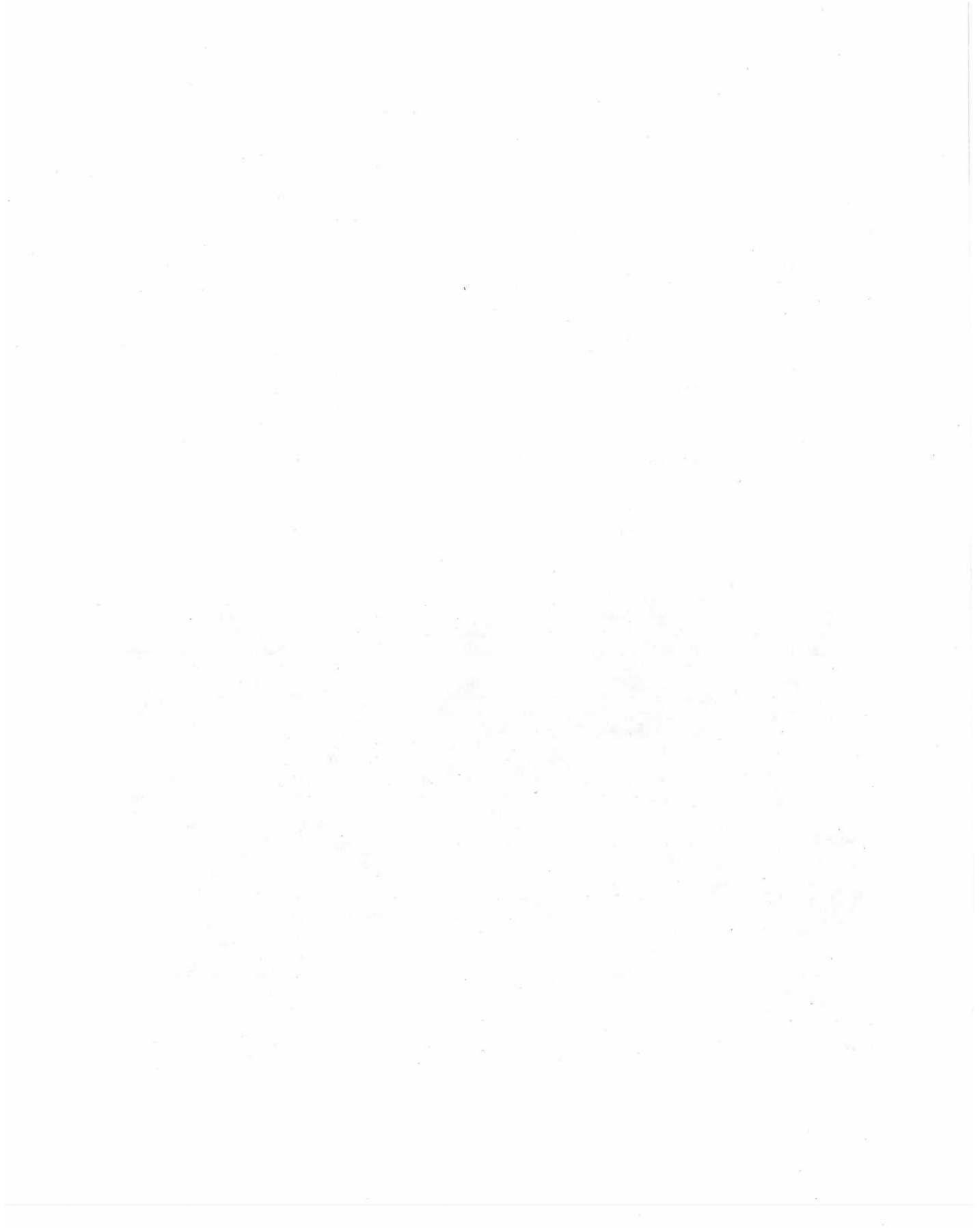
Background: 61st Avenue NE is an arterial that runs north to south (north of SR 522). The intersection with NE 193rd Street is a major intersection that could utilize additional control. The sidewalks north of NE 190th Street do not meet American with Disability Act (ADA) compliance and have suffered from street tree damage. In 2017, an alternatives analysis was completed evaluating options for replacement of the sidewalk in this area.

Funding Sources:

This project would be funded with a combination of City and grant resources. Future grants are shown below. If those future funds are not awarded, the project will be phased to accommodate the funding available.

Existing Conditions: Traffic volumes on 61st Avenue NE will continue to increase as regional traffic grows. Over 70 locations along this corridor are experiencing sidewalk uplift due to nearby trees and several other panels have shifted and pedestrians with accessibility issues are sometimes forced into the existing shoulder/travel lane.







City of Kenmore Transportation Improvement Program

Project Name: 61st Avenue Sidewalk Replacement Project

Project No. T-44

CURRENT DOLLARS

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ 91,988	\$ 85,000	\$165,000	\$ -	\$ -	\$ -	\$ -	\$ 341,988
ROW/ Acquisition								
Construction			\$ -	\$ 4,674,265	\$ -	\$ -	\$ -	\$ 4,674,265
Total	\$ 91,988	\$ 85,000	\$165,000	\$ 4,674,265				\$ 5,016,253
Revenue								
REET	\$ 91,988	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121,988
WSDOT Ped Bike		\$ 55,000	\$165,000	\$ 1,144,265				\$ 1,364,265
Future Grants				\$ 3,500,000				\$ 3,500,000
SWM Fund			\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
Total	\$ 91,988	\$ 85,000	\$165,000	\$ 4,674,265				\$ 5,016,253

SCHEDULE

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right-of-way																								
Construction																								
Closeout																								



City of Kenmore Transportation Improvement Program

Project Name: NE Arrowhead Drive Sidewalks

Project No.: T-47

Project Location: NE Arrowhead Drive between NE 151st Street and 64th Avenue NE.

Project Description: This project builds approximately 2,050 LF of new sidewalks on west side/south side of NE Arrowhead drive from NE 151st St to 64th Ave NE.

Background: NE Arrowhead Drive varies from 3-foot wide to 5-foot wide shoulder with two way traffic. NE Arrowhead Drive is a designated walking route for Arrowhead Elementary School students. Sidewalks along this road were identified as a high priority during the neighborhood meetings held for this area as part of the Neighborhood Transportation Program Plan and is listed as a high priority sidewalk in the Sidewalk Program.

Funding Sources: This project is currently unfunded. In May 2020, staff applied for a WSDOT Safe Route to Schools grant to fund this project. Grant results will be announced in the fall of 2020.



Proposed Improvements



City of Kenmore Transportation Improvement Program

Project Name: NE Arrowhead Drive Sidewalks

Project No.: T-47

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design		\$ 1,000	\$ 60,000	\$ 80,000				\$ 141,000
ROW/ Acquisition				\$ 5,900				\$ 5,900
Construction					\$ 980,348			\$ 980,348
Total		\$ 1,000	\$ 60,000	\$ 85,900	\$ 980,348			\$1,127,248
Revenue								
State		\$ 1,000	\$ 60,000	\$ 85,900	\$ 980,348			\$1,127,248
Total		\$ 1,000	\$ 60,000	\$ 85,900	\$ 980,348			\$1,127,248

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Right of Way																								
Construction																								
Closeout																								



City of Kenmore Transportation Improvement Program

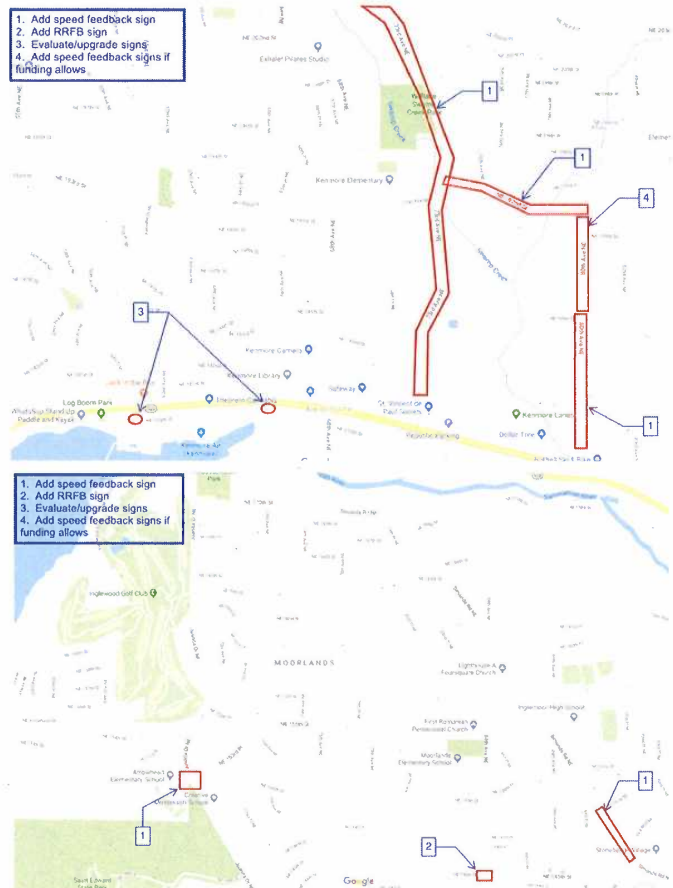
Project Name: 2018 Local Road Safety – Signing

Project No.: T-48

Project Location: Citywide

Project Description:

1. Install 10 radar speed feedback signs at the following locations:
 - a) 80th Av. NE northbound between NE 179th Pl. and NE 185th St.
 - b) 80th Av. NE southbound between NE 179th Pl. and NE 185th St.
 - c) Simonds Rd. NE northbound between 92nd Av. and NE 151st St.
 - d) Simonds Rd. NE southbound between 92nd Av. and NE 151st St.
 - e) 73rd Av. NE northbound between NE 181st St. and NE 204th St.
 - f) 73rd Av. NE southbound between NE 181st St. and NE 204th St.
 - g) Juanita Dr. NE northbound south of the intersection with NE Arrowhead Dr./NE 153rd Pl.
 - h) Juanita Dr. NE southbound south of the intersection with NE Arrowhead Dr./NE 153rd Pl.
 - i) NE 192nd St. eastbound between 80th Av. NE and 73rd Av. NE
 - j) NE 192nd St. westbound between 80th Av. NE and 73rd Av. NE
2. Add 2 pedestrian actuated rectangular rapid flashing beacon signs for the crosswalk on the south leg of the intersection at 84th Av. NE and NE 145th St.
3. Evaluate the intersection of NE 175th St. at the 61st Ave NE and 65th Ave NE:
 - a) Evaluate traffic flow patterns
 - b) Upgrade/modify signage as needed
 - c) Evaluate/modify striping and access
 - d) Evaluate sight distance
4. If funds allow, install 2 additional speed feedback signs at the following locations:
 - a) 80th Av. NE northbound between NE 192nd St and NE 185th St.
 - b) 801h Av. NE southbound between NE 192nd St and NE 185th St.



Background: In 2015, the Local Road Safety Plan was created to identify improvements to enhance safety for pedestrians and bicyclists. One of the most effective and visible traffic calming measures for arterials are speed feedback signs and flashing beacons. These signs and beacons can be mounted at the roadside with solar panel power. There are currently several of these signs and beacons throughout the City. The signs allow for tracking of the effectiveness of the speed limit signs, identify locations where speed may be a continuing problem and allow for coordination with the police for targeted enforcement to supplement the feedback sign's traffic calming effect.

Funding Sources: This project is primarily funded by the WSDOT Highway Safety Improvement Program grant with minimal city funds.



City of Kenmore Transportation Improvement Program

Project Name: 2018 Local Road Safety - Signing

Project No.: T-48

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ 67,800							\$ 67,800
ROW/ Acquisition								
Construction		\$ 292,000						\$ 292,000
Total	\$ 67,800	\$ 292,000						\$ 359,800
Revenue								
Impact Fees	\$ 13,800							\$ 13,800
HSIP	\$ 54,000	\$ 292,000						\$ 346,000
Other								
Total	\$ 67,800	\$ 292,000						\$ 359,800

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								



City of Kenmore Transportation Improvement Program

Project Name: 2018 Local Road Safety – Lighting

Project No.: T-49

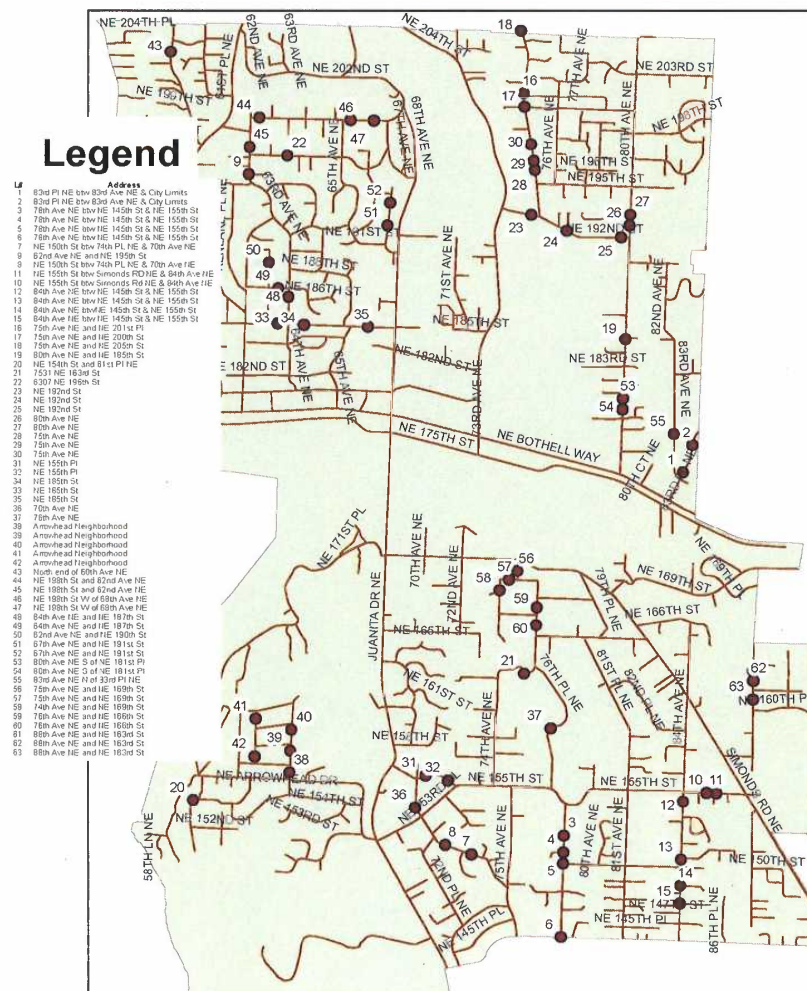
Project Location: Citywide

Project Description:

Add light emitting diode (LED) lighting to existing power poles (where lighting does not exist now) at approximately 60 locations throughout the city.

Background: A street lighting program involves a systematic review of street lighting on residential collector roadways. Roads lacking sidewalks, have frequent unlit intersections, horizontal or vertical curves or are heavily vegetated were considered higher priority candidates for street lighting.

Funding Sources: This project is primarily funded by the WSDOT Highway Safety Improvement Program grant with minimal city funds.





City of Kenmore Transportation Improvement Program

Project Name: 2018 Local Road Safety - Lighting

Project No.: T-49

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ 2,500							\$ 2,500
ROW/ Acquisition								
Construction		\$ 35,000						\$ 35,000
Total	\$ 2,500	\$ 35,000						\$ 37,500
Revenue								
Impact Fees	\$ 2,500	\$ 1,000						\$ 3,500
HSIP		\$ 34,000						\$ 34,000
Other								
Total	\$ 2,500	\$ 35,000						\$ 37,500

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								



City of Kenmore Transportation Improvement Program

Project Name: SR522 Gateway Sign East

Project No.: T-50

Project Location: SR522, East City Limits

Project Description:

New monument gateway sign at entrance to City

Background: In 2011, standard templates for wayfinding signs, park signs, gateway and secondary entrance signs were developed.

The City of Bothell is constructing improvements to SR 522 (NE Bothell Way) as part of their SR 522 Stage 3 project. The SR 522 Stage 3 improvements extend approximately 375 feet into City of Kenmore limits. During PSRC's competitive grant funding process, the City sponsored Bothell and agreed to contribute \$50,000 towards the design of the SR 522 Stage 3 project improvements in Kenmore. In the later stages of design, city staff negotiated an interlocal agreement with Bothell to include a City of Kenmore's eastern gateway sign into the project.

Funding Sources: This project is funded by local dollars. Bothell's funding partner, Sound Transit, concluded that Kenmore's gateway sign is an eligible grant expenditure and committed to pay half of the Kenmore gateway sign construction cost, reducing the City's cost burden.

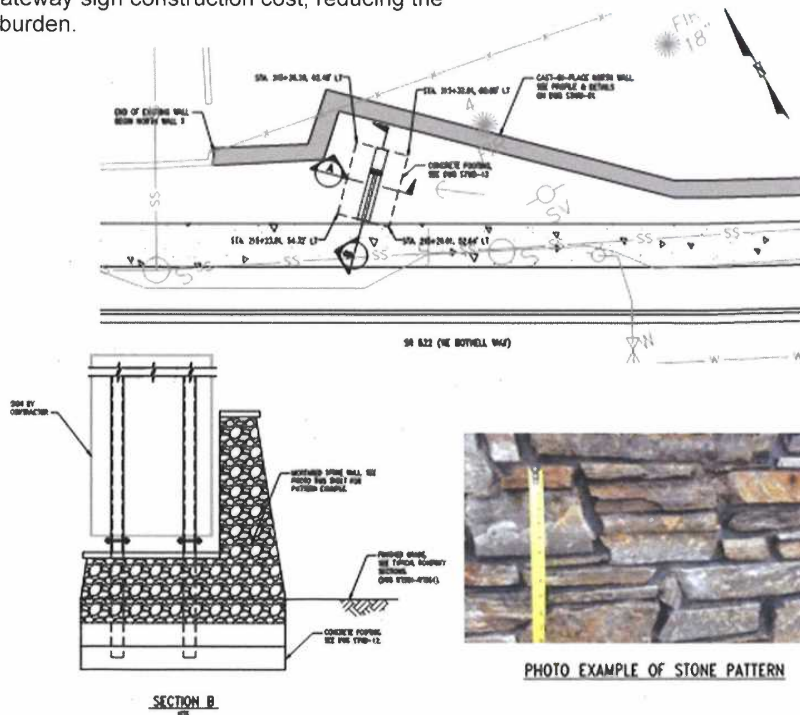
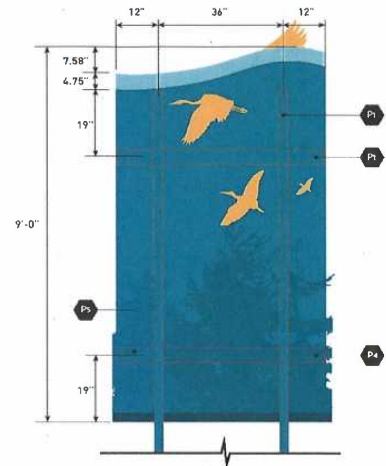


PHOTO EXAMPLE OF STONE PATTERN



City of Kenmore Transportation Improvement Program

Project Name: SR522 Gateway Sign East

Project No.: T-50

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ 11,610							\$ 11,610
ROW/ Acquisition								
Construction		\$ 20,000						\$ 20,000
Total	\$ 11,610	\$ 20,000						\$ 31,610
Revenue								
Local	\$ 11,610	\$ 20,000						\$ 31,610
Total	\$ 11,610	\$ 20,000						\$ 31,610

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								



City of Kenmore Transportation Capital Improvement Program

Project Name: Burke-Gilman Trail/NE 175th St Wayfinding and Connectivity

Project No.: T-51

Project Location: NE 175th St

Project Description:

1. Install bike lanes between 65th Ave NE and 68th Ave NE.
2. Install green paint crossing treatments at 65th Ave NE and 68th Ave NE
3. Install wayfinding signs at the following locations:
 - a) 68th Ave NE intersection
 - b) Burke-Gilman Trail at 65th Ave NE
 - c) Burke-Gilman Trail just east of 73rd Ave NE
4. Install RRFB at 65th Ave NE intersection
5. Install pedestrian scale lighting at the 65th Ave NE intersection

Background: In 2015, the Local Road Safety Plan was created to identify improvements to enhance safety for pedestrians and bicyclists. There is limited connectivity with the Burke-Gilman Trail and other pedestrian/bicycle areas within the City. New bike lanes and sidewalks are under construction along 68th Ave NE and Juanita Dr. NE 175th St. experiences regular industry related traffic. This project will address the risk factors associated with the mixing of zones between the regionally significant Burke Gilman Trail and 68th Ave NE.

Funding Sources: This project is funded by the WSDOT Ped/Bike Program grant.





City of Kenmore Transportation Capital Improvement Program

Project Name: Burk-Gilman Trail/NE 175th St Wayfinding and Connectivity

Project No.: T-51

Current Dollars:

Year	Prior Years	2021	2022	2023	2024	2025	2026	Total
Expenses								
Design	\$ -	\$ 10,000	\$ 46,042					\$ 56,042
ROW/ Acquisition								
Construction			\$ 250,005					\$ 250,005
Total		\$ 10,000	\$ 296,047					\$ 306,047
Revenue								
WSDOT Ped/Bike	\$ -	\$ 10,000	\$ 296,047					\$ 306,047
Total		\$ 10,000	\$ 296,047					\$ 306,047

Schedule:

	2021				2022				2023				2024				2025				2026			
Project Timeline	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Design																								
Permitting																								
Construction																								
Closeout																								

CITY OF KENMORE, WASHINGTON
SURFACE WATER CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026

EXHIBIT D

Project Description	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
SW 8 190th St. Fish Passable Culvert	\$316,000	\$2,074,580	\$0	\$0	\$0	\$0	\$2,390,580
SW 8 Public Works Trust Fund Loan 20 year Repaymen	81,650	81,650	81,650	81,650	81,650	81,650	\$489,900
SW 17 Little Swamp Creek Relocation	0	0	0	0	800,000	814,300	\$1,614,300
SW 20 Small Works Projects	75,000	75,000	75,000	75,000	75,000	75,000	\$450,000
SW 29 Infiltration Tank Retrofit at 61st Ave NE/NE 196t	0	0	0	0	500,000	0	\$500,000
SW 31 Drainage Impr & Street Repair at 66th Ave NE /1	200,000	0	0	0	0	0	\$200,000
SW 32 61st Ave Stabilization	150,000	0	0	0	0	0	\$150,000
SW 34 Blueberry Creek Culverts	0	200,000	300,000	1,000,000	0	0	\$1,500,000
SW 34 Blueberry Creek Culverts Bank Note Repayment	0	0	0	0	120,000	120,000	\$240,000
T 44 61 Ave Sidewalk Replacement Project	0	0	30,000	0	0	0	\$30,000
192nd culvert replacement							\$0
T 37 West Samm Bridge (SWM Component)	649,587	0	0	0	0	0	\$649,587
Total Project Costs	\$1,472,237	\$2,431,230	\$486,650	\$1,156,650	\$1,576,650	\$1,090,950	\$8,214,367

Funding As Proposed:	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Real Estate Excise Tax - Sidewalks							\$0
Reimbursement from Other Agencies	0	0	0	0			\$0
Public Works Trust Fund 20 Year 1.66% Loan (SW8)	\$316,000	\$912,000	\$0	\$0	\$0	\$0	\$1,228,000
Bank Note for Blueberry Creek Culverts (10 Yr 2.5%)	0	0	0	1,000,000	0	0	\$1,000,000
General Facility Charge	100,000	100,000	100,000	100,000	100,000	100,000	\$600,000
Reimbursement from Utilities							\$0
Surface Water Utility Funds	1,056,237	1,419,230	386,650	56,650	396,650	440,950	\$3,756,367
Flood Control District Resources	0	0	0	0	380,000	50,000	\$430,000
Grants	0	0	0	0	700,000	500,000	\$1,200,000
Total Project Funding	\$1,472,237	\$2,431,230	\$486,650	\$1,156,650	\$1,576,650	\$1,090,950	\$8,214,367

Project:	TRIBUTARY 0056 BOX CULVERT AT NE 190 TH ST		ID:	SW-008
Location:	61 ST AVE NE and NE 190 TH ST	Basin	Tributary 0056	
Project Type:	☐ Water Quality ☒ Fish Passage ☐ Flow Control ☒ Erosion ☐ Drainage ☐ Flooding		Project Cost:	\$2,662,580
Problem:	Failing culvert, headwall and rockery causing erosion and safety concerns			
Narrative	Tributary 0056 flows from north to south along the east side 61st Ave NE. There are three primary problems beginning where Tributary 0056 crosses NE 190th St continuing approximately 155 feet south, including: • Rock wall headwalls are at the inlet and outlet of the culvert and protect 61st Ave NE from stream flow. Stream flows have eroded the existing slope and rock headwall north of NE 190th St. resulting in an unstable headwall. Stream flows have been observed bypassing the culvert. It is unknown where the bypassing water goes. • Sidewalk on the northeast side of NE 190th St. is being undermined by runoff from NE 190th St. Runoff concentrates where the sidewalk transitions to gravel, causing the sidewalk to be undermined. • Stream channel bank erosion along a 50 foot section on the west side of Tributary 0056 adjacent to 61st AVE NE. Erosion has caused some of the rockery to collapse into the stream and ground penetrating radar (GPR) indicates that the stream is penetrating the rockery and eroding material under the sidewalk and street. The City confirmed some of the void locations during emergency repairs along 61st in 2015.		 	
Conceptual Design			• Removal of existing 60" diameter asphalt-lined pipe culvert (approximately 70 feet) and installation of new box culvert • Construction of new headwall at box culvert inlet • Re-grading of stream bed to match new culvert • Removal, repair and stabilization of adjacent rockeries along west side of Tributary 0056 south of the culvert for approximately 50 feet • Roadway and sidewalk repair/restoration	
Considerations for Implementation			• SEPA required • HPA (Fish and Wildlife) required • Army Corp of Engineer permit likely required • Stream bypass and fish exclusion required • Significant traffic control required • Significant erosion and sediment control required • Stream mitigation likely required	

2021-2026 Surface Water Capital Improvement Program
SW-008



Project Cost Estimate	Item	Unit	Unit Cost	Quantity	Cost
	Designs/Permits/Acquisition				
	Engineering Design and Permit Coordination				\$474,380
	Permitting Fees				\$20,000
	City Staff Time and Overhead Costs				\$80,000
	Easement Acquisition				\$5,000
	Property Acquisition				\$160,000
	Construction				
	Construction Management and Engineering Support				\$154,000
	Site preparation, Stream Bypass, TESC and Misc. Costs				\$466,500
	Precast Culvert (includes culvert, wingwall, headwall, footer)				\$200,000
	Culvert Install				\$264,000
	Retaining Walls				\$82,500
	Stream Improvements				\$233,000
	ROW Improvements				\$169,300
	Construction Contingency				\$353,900
Total Cost					\$2,662,580

Schedule		2021												2022											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	Preliminary Design																								
	Permitting																								
	Final Design and PS&E																								
	Advertise and Contractor Procurement																								
	Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-008

Project:	Little Swamp Creek Relocation Phase 1		ID:	SW-17
Location:	80 th Ave NE, between NE 196 TH ST and NE 193 RD PL	Basin:	Little Swamp Creek	
Project Type:	☒ Water Quality ☒ Fish Passage ☐ Flow Control ☒ Erosion ☐ Drainage ☒ Flooding ☒ Habitat		Preliminary Project Cost:	\$1,614,300
Problem:	Stream flooding roadway, Degraded stream habitat			
Narrative	Little Swamp Creek (LSC) flows from north to south along 80th Ave NE before turning west on NE 192ND ST and connecting with Swamp Creek. LSC crosses from the east side of 80TH AVE NE to the west side just south of NE 198TH ST. LSC is confined to a roadside ditch from this location until just north of NE 193RD PL. In addition to the obvious lack of proper stream function and habitat, during rainy months, LSC reaches full capacity in the roadside ditch and overflows the culvert at NE 195TH ST and floods the roadway. Culvert inlet capacity issues and debris clogging structures have been observed contributing to the flooding problems. This project was identified by City Council in 2002 and Resolution 02-061 required developers to leave one hundred feet along the west side of 80TH AVE NE open and make it available to the City so that a project could eventually separate the stream from the roadside ditch and relocate it in a proper stream corridor. Issues as far north as NE 200TH ST have been identified as part of this project overall, but this phase focuses on the segment of LSC contained within the roadside ditch on the west side of 80TH AVE NE just south of NE 196TH ST and just north of NE 193RD PL. The City would have liked to include all of LSC to the upstream culvert where it flows under 80TH AVE NE, but the privately owned property at this location has indicated no interest in selling at this time.			
Conceptual Design	• Restore 800 feet of stream corridor along the west side of 80TH AVE NE (additional floodplain, woody debris, meandering channel centered along dedicated 100-foot stream buffer) • Eliminate sharp stream bend at NE 193RD PL • Install fish passable culvert for the LSC at NE 195TH ST • Upgrade the existing stormwater system along 80TH AVE NE to meet current conveyance capacity requirements (potentially requiring new stormwater culvert under NE 195TH ST)			
Considerations for Implementation	• Project will require environmental permitting including SEPA checklist, WDFW HPA, and Army Corps permits. • Kenmore Resolution 02-061 includes frontage improvement requirements funded through property owner reimbursement or Local Improvement District. • Easement or ROW acquisition. • Downstream analyses will need to be conducted to ensure nothing is adversely affected. Adverse affects to that project are not anticipated. • Temporary stream bypass and fish exclusion shall be used during construction. • Traffic control will be needed. • Potential water quality treatment along the west side of 80TH AVE NE depending on scope of frontage improvements.			

2021-2026 Surface Water Capital Improvement Program
SW-17



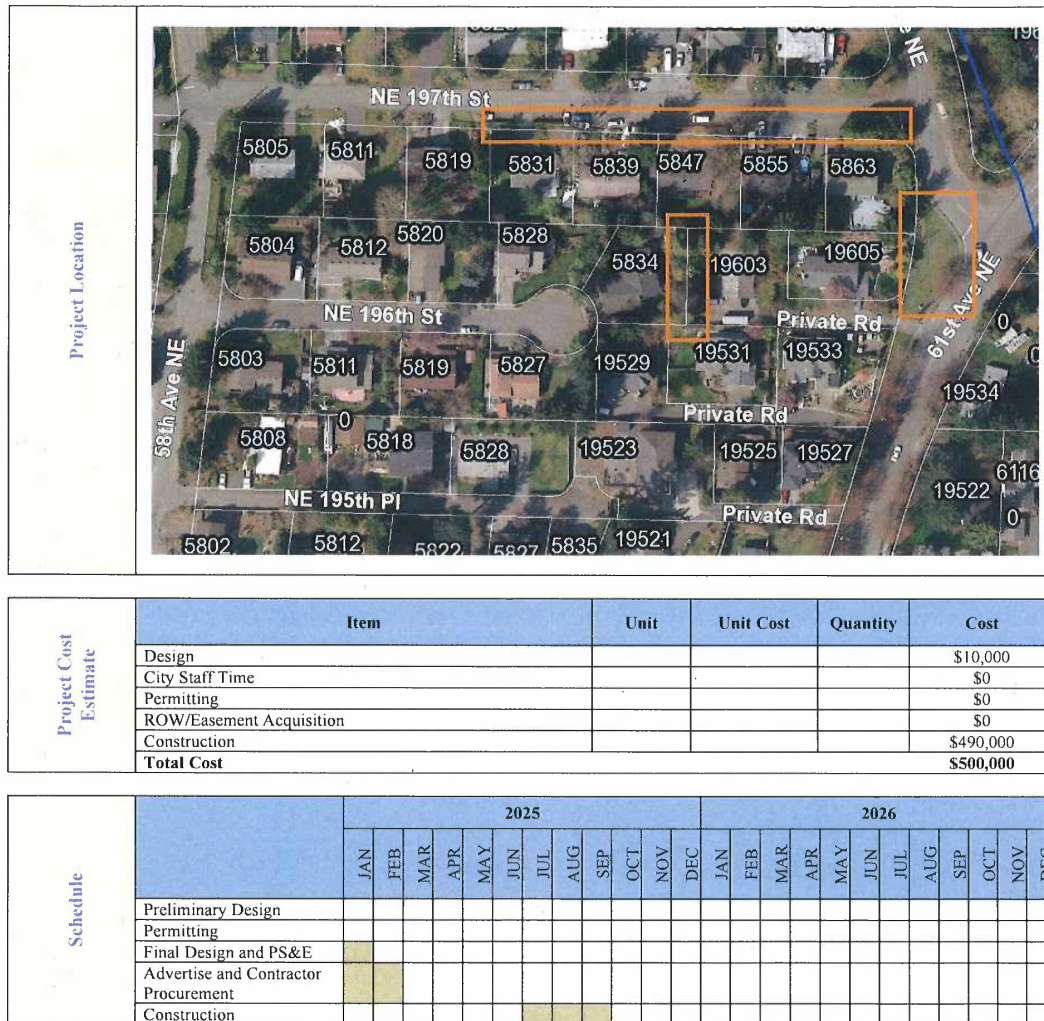
Project Cost Estimate	Project Cost Estimate				
	Item	Unit	Unit Cost	Quantity	Cost
	Project Design/Permits				\$300,000
	ROW/Easement Acquisition				\$14,300
	Construction Management/Engineering				\$100,000
	Construction				\$1,200,000
	Total Cost				\$1,614,300

Schedule		2025												2026											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	Preliminary Design																								
	Permitting/Acquisition																								
	Final Design and PS&E																								
	Advertise and Contractor Procurement																								
	Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-17

Project:	Small Works Projects		ID:	SW-020
Location:	VARIOUS	Basin:	VARIOUS	
Project Type:	☒ Water Quality Control ☐ Fish Passage ☒ Flow ☒ Erosion ☒ Drainage ☒ Flooding	Preliminary Project Cost:	\$75,000 per year	
Problem:	Erosion and drainage problems at various locations			
Narrative	The annual small works projects will consist of an evolving list of projects. New problem areas will be identified each year and evaluated accordingly. Typical small works projects exceed the scope of basic maintenance, but don't meet the scope of a capital improvement project. City crews may be able to perform components of the work, but a contractor is required to complete these projects due. Small Works projects may also require design or technical evaluation by the City's on-call engineering consultant. The annual budget for these types of projects is \$75,000 per year.		Small Works Project Examples 	

Project:	Drainage Facility Retrofit – Kenmore Lane		ID:	SW-029
Location:	61 st Ave NE and NE 196 th St.		Basin	Tributary 0056
Project Type:	☒ Water Quality ☐ Fish Passage ☒ Flow Control ☒ Erosion ☒ Drainage ☐ Flooding		Preliminary Project Cost:	\$500,000
Problem:	Failing infiltration tank, failed control structure, difficult location, erosion issues with adjacent conveyance system			
Narrative	Kenmore Lane was developed in the late 1970s and this is the City’s oldest public drainage facility. The infiltration tank is in poor condition and needs a complete reconstruction. Adjacent conveyance systems carry runoff from NE 197th ST and NE 196th ST and erosion has been observed in the open portions of those systems. The existing drainage facility is located within an easement on private property and access from 61st AVE NE is through a private road. Access for inspection and maintenance is difficult. The City has designed an option to replace the system at its current location, which would make access for inspection and maintenance easier as well as enhance the performance of the existing facility to near current standards. The design includes moving this facility into the right-of-way and altering adjacent conveyance systems to minimize private property impacts and reduce erosion. Currently, the project design is at 90% and will be finalized when budget allows construction in 2025.		 Existing control structure  Facility located in private backyard	
Conceptual Design	• Remove existing infiltration drainage facility located within easement on private property • Install new facility in adjacent right-of-way location • Modify adjacent conveyance systems to reduce private property impacts and erosion issues • Utilize low impact development to retrofit this facility			
Considerations for Implementation	• Temporary construction easements • Utilities • Traffic control • Erosion and sediment control			



2021-2026 Surface Water Capital Improvement Program
SW-029

Project:	66TH AVE NE DRAINAGE IMPROVEMENT		ID:	SW-031
Location:	66TH AVE NE & NE 196TH PL	Basin	Swamp Creek	
Project Type:	☐ Water Quality ☐ Fish Passage ☐ Flow Control ☒ Erosion ☒ Drainage ☐ Flooding		Preliminary Project Cost:	\$200,000
Problem:	Road settlement and groundwater seeps			
Narrative	Settlement of 66TH AVE NE has been observed at this location and several groundwater seeps coupled with poor subgrade material have been identified as the likely sources of the issue. A new drainage system will be installed to collect and manage groundwater upstream of the curve and reconstruction of the curve will be required. Monitoring of subsurface conditions and movement will occur before construction and continue after construction.		 Roadway cracking	
Conceptual Design	• Monitor ground movement under direction of geotech through winter. • Install two new 12" perforated pipe west of curve under NE 196TH PL to capture groundwater. • Install new conveyance system to carry water from new perforated system to existing outfall. • Replace existing pipes at curve with new solid 12" pipes and connect to new Type 2 catch basins. • Remove existing asphalt, subgrade, soils and debris at curve and provide compacted subgrade and base course as needed to match existing grade with new asphalt.			
Considerations for Implementation	• Subsurface monitoring by licensed geotechnical engineer will be needed • Excavation and haul of material will be needed • Traffic control will be needed • Erosion and sediment control will be needed • Continued monitoring will be needed			

Project Location	
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Project Cost Estimate	<table> <tr> <th>Item</th><th>Unit</th><th>Unit Cost</th><th>Quantity</th><th>Cost</th></tr> <tr> <td>Design</td><td></td><td></td><td></td><td>\$25,000</td></tr> <tr> <td>Erosion Sediment Control</td><td></td><td></td><td></td><td>\$10,000</td></tr> <tr> <td>Traffic Control</td><td></td><td></td><td></td><td>\$5,000</td></tr> <tr> <td>Construction</td><td></td><td></td><td></td><td>\$160,000</td></tr> <tr> <td colspan="4">Total Cost</td><td>\$200,000</td></tr> </table>	Item	Unit	Unit Cost	Quantity	Cost	Design				\$25,000	Erosion Sediment Control				\$10,000	Traffic Control				\$5,000	Construction				\$160,000	Total Cost				\$200,000
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Design				\$25,000																											
Erosion Sediment Control				\$10,000																											
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Schedule	<table> <tr> <th rowspan="2"></th><th colspan="12">2021</th><th colspan="12">2022</th></tr> <tr> <th>JAN</th><th>FEB</th><th>MAR</th><th>APR</th><th>MAY</th><th>JUN</th><th>JUL</th><th>AUG</th><th>SEP</th><th>OCT</th><th>NOV</th><th>DEC</th><th>JAN</th><th>FEB</th><th>MAR</th><th>APR</th><th>MAY</th><th>JUN</th><th>JUL</th><th>AUG</th><th>SEP</th><th>OCT</th><th>NOV</th><th>DEC</th></tr> <tr> <td>Preliminary Design</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Permitting</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Final Design and PS&E</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Advertise and Contractor Procurement</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Construction</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>		2021												2022												JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Preliminary Design																									Permitting																									Final Design and PS&E																									Advertise and Contractor Procurement																									Construction																								
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2021-2026 Surface Water Capital Improvement Program
SW-031

Project:	61 ST PL NE Slope Stabilization		ID:	SW-032
Location:	61 ST PL NE & 66 TH AVE NE	Basin	Arrowhead Creek	
Project Type:	☐ Water Quality ☐ Fish Passage ☐ Flow Control ☒ Erosion ☒ Drainage ☐ Flooding		Preliminary Project Cost:	\$150,000
Problem:	Road cracking with settlement			
Narrative	The cul-de-sac at the south end of 61ST PL NE near the 15000 block has experienced cracking and settlement, which consulting geotechnical engineers determined was the result of past subsurface land movement. The land movement is likely a result of poorly placed and compacted fill soil bearing on low-strength landslide deposits, which is negatively affected by groundwater within and on top of the low-permeability landslide and glaciolacustrine deposits. To remedy the issue, the roadway and slope will be stabilized with spiralnails. Spiralnails are relatively easy to install and are driven deep into the ground, securing the roadway and shallow soils to the more stable soils underground.		 61ST PL NE cul-de-sac at the 15000 block	
Conceptual Design	A geotechnical engineering analysis was conducted by Shannon & Wilson, Inc., and their recommendations include: - Spiralnails be considered for improving stability of this landslide. Based on previous experience with similar landslides, Spiralnails require comparatively little site preparation and can be installed quickly with minimal disturbance to traffic, residents, and utilities. Based on our analyses, landslide stability can be improved to an acceptable degree using 35-foot-long nails spaced 5 feet vertically and horizontally. In our opinion, the slope face could be treated using either spider hubs or other measures that would be relatively simple to construct. In our opinion, the Spiralnail alternative would provide a cost-effective means to provide landslide stability improvement. - Repairing the affected road shoulder by removing the distressed pavement, recompacting and regrading the subgrade and subbase, and repaving with appropriate seam seal treatment at the new pavement joint. We recommend that repair and repaving be completed after stability improvement measures have been constructed.			
Considerations for Implementation	- Excavation and haul of material will be needed - Traffic control will be needed - Erosion and sediment control will be needed			

[illegible]

2021-2026 Surface Water Capital Improvement Program
SW-032

Project:	Blueberry Creek Culvert Replacements		ID:	SW-034
Location:	NE 202 ND ST & 62 ND AVE NE	Basin	Swamp Creek	
Project Type:	☐ Water Quality ☒ Fish Passage ☐ Flow Control ☐ Erosion ☐ Drainage ☐ Flooding ☒ Habitat		Preliminary Project Cost:	\$1,500,000
Problem:	Flooding at low point in road			
Narrative	To mitigate stream impacts identified in the City's 68th AVE NE Pedestrian and Bicycle Improvement Project (68th Project), the City is replacing four existing driveway culverts on Blueberry Creek (identified as fish passage barriers) with fish passable culverts. This mitigation will improve fish habitat and fish access. Blueberry Creek is a tributary to Swamp Creek and flows into the City from Snohomish County along 61ST PL NE. The creek heads south on 62ND AVE NE and east along NE 202ND ST before meeting with Swamp Creek just north of Wallace Swamp Creek Park. Blueberry Creek is identified as a Type F stream and represents accessible habitat for coho salmon and cutthroat trout, but not for Endangered Species Act (ESA) listed species. The project is required to be completed before the expiration of the 68th Project's Hydraulic Project Approval (HPA) in March 2025. The City plans to begin design no later than 2022 and complete construction no later than 2024.			
Conceptual Design	The project expects to utilize typical precast fish passable driveway culverts designed to convey the 100-year event without flooding or overtopping.			
Considerations for Implementation	• Environmental permitting including SEPA checklist, WDFW HPA, and Army Corps permits may be required. • Fish window limitations for construction will apply. • Temporary stream bypass and fish exclusion will be required during construction. • Traffic control will be needed. • These cost estimates have been derived during the conceptual phase of this project and are highly speculative. More precise estimates will be updated as design progresses in 2022 prior to the 2023-2024 biennium budget.			

Project Location

Project Cost Estimate

Item	Unit	Unit Cost	Quantity	Cost
Project Design/Permits				\$90,000
ROW/Easement Acquisition				\$20,000
Construction Management/Engineering Support				\$90,000
Construction				\$1,300,000
Total Cost				\$1,500,000

Schedule

	2021					2022					2023					2024								
	JAN	MAR	MAY	JUL	SEP	NOV	JAN	MAR	MAY	JUL	SEP	NOV	JAN	MAR	MAY	JUL	SEP	NOV	JAN	MAR	MAY	JUL	SEP	NOV
Preliminary Design																								
Permitting/Acquisition																								
Final Design and PS&E																								
Advertise and Contractor Procurement																								
Construction																								

2021-2026 Surface Water Capital Improvement Program
SW-034

EXHIBIT E

**CITY OF KENMORE, WASHINGTON
CITY FACILITY CAPITAL IMPROVEMENT PROGRAM
PROPOSED FOR THE YEARS 2021-2026**

Project Description	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
F 1 Public Works Shop Land Acquisition & Development	\$6,000,000	\$0	\$4,000,000	\$0	\$0	\$0	\$10,000,000
Consultant and Acquisition Costs.	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
F 2 Debt Repayment	0	641,000	639,000	636,000	638,000	639,000	\$3,193,000
Total Project Costs	\$6,100,000	\$641,000	\$4,639,000	\$636,000	\$638,000	\$639,000	\$13,293,000

Funding As Proposed:	2021 Proposed	2022 Proposed	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2021-2026 Totals
Bank Note, 20 Years, 4.5% Interest	6,000,000	4,000,000	0	0	0	0	10,000,000
Transfer from SWM Fund	50,000	288,450	287,550	286,200	287,100	287,550	1,486,850
Transfer from Street Fund	0	128,200	127,800	127,200	127,600	127,800	638,600
Transfer from General Fund	50,000	160,250	159,750	159,000	159,500	159,750	848,250
Transportation Benefit District Fund	0	64,100	63,900	63,600	63,800	63,900	319,300
Total Project Funding	\$6,100,000	\$4,641,000	\$639,000	\$636,000	\$638,000	\$639,000	13,293,000

CITY OF KENMORE, WASHINGTON
REET Fund Projection Worksheet
For The Years 2021-2026

DESCRIPTION	Actual 2018	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	\$2,413,982	\$771,264	\$1,439,728	\$1,995,415	\$897,644	\$681,462	\$1,446,277	\$1,878,739	\$1,878,739
Revenues:									
REET 1	742,364	761,940	857,275	1,000,000	1,000,000	800,000	800,000	800,000	800,000
REET 2	742,364	761,940	857,255	1,000,000	1,000,000	800,000	800,000	800,000	800,000
Interest Earnings	62,361	38,026	19,942	47,567	26,892	14,815	22,463	26,787	26,787
Transfer from impact fees NS									
Transfer from Park Capital Fund for overtransfer 2020				751,712					
Payback from Sammamish Bridge Fund for 2018 loan				0	2,000,000				
Total Revenues	\$1,547,089	\$1,561,906	\$1,734,472	\$2,799,279	\$4,026,892	\$1,614,815	\$1,622,463	\$1,626,787	\$1,626,787

Transfers Out for Parks :

P 6 Moorlands Park Imp	0	30,488	0	0	0	0	0	0	0
P 18a Rhody Park Float Mitigation	0	0	0	0	0	0	0	0	0
P 26 Squires Landing Float Mitigation	0	0	0	0	0	0	0	0	0
P 27 Squires Landing and Mitigation	0	0	0	0	1,006,161	0	0	0	0
P 28 Log Boom Mitigation		0	0	632,000	0	0	0	0	0
P 30 Rhododendron Boathouse Pavilion		12,800	0	0	0	0	0	0	0
P 31 Squires Landing Waterfront Land A	48,747	0	0	0	0	0	0	0	0
transfer in excess of exp. To be paid back		456,712	295,000	0	0	0	0	0	0
Subtotal - Transfers for Parks	48,747	500,000	295,000	632,000	1,006,161	0	0	0	0

Transfers Out for Roads:

T27 Sidewalks									
Sidewalk Gaps/ADA replacement	0	29,060	0	20,000	150,000	100,000	100,000	100,000	100,000
62nd Ave NE	56,388	0	0	0	0	0	0	0	0
T 35 Overlay	438,497	114,382	664,041	150,000	990,000	150,000	990,000	150,000	990,000
T 41 Juanita Dr Pedestrian & Bicycle Safety		0	59,250	1,100,000	0	0	0	0	0
T 42 68th Ave Ped & Bicycle Safety		0	0	1,845,050	1,000,000	0	0	0	0
T 43 SR522 Pedestrian Crossing Study	72	0	494	0	0	0	0	0	0
T44 61st Ave Sidewalk Replacement			0	30,000	0	0	0	0	0
T 50 SR522 Gateway Sign East		50,000	0	20,000	0	0	0	0	0
REET to Street Fund for Road Maintenance				100,000	100,000	100,000	100,000	100,000	100,000
T 37 West Samm Bridge		0	0	0	996,913	500,000	0	0	0
LOAN to Samm Bridge fund	2,000,000								
Subtotal - Transfers for Roads	3,041,060	193,442	723,785	3,265,050	3,236,913	850,000	1,190,000	350,000	1,190,000

Repayment to Strategic Opps Fund 2015/1	100,000	(200,000)	(160,000)	0	0	0	0	0	0
Net Income/(Loss)	(1,642,718)	668,464	555,687	(1,097,771)	(216,182)	764,815	432,463	1,276,787	436,787
Ending Cash	\$771,264	\$1,439,728	\$1,995,415	\$897,644	\$681,462	\$1,446,277	\$1,878,739	\$3,155,527	\$2,315,527

CITY OF KENMORE, WASHINGTON

Exhibit G

Park Impact Fee Fund Projection Worksheet
For the Years 2021-2026

DESCRIPTION	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	\$590,514	\$295,198	\$338,409	\$732,415	\$241,421	\$332,172	\$414,714	\$448,973
Revenues:								
Interest Earnings	12,130	3,737	6,501	2,954	2,414	3,322	4,147	4,490
Park Impact Fees	92,554	106,474	163,000	87,462	88,337	89,220	90,112	91,013
Total Revenues	104,684	110,211	169,501	90,416	90,751	92,542	94,259	95,503
To be Transferred Out for Parks :								
P 1 Twin Springs Interim Use	23,235	0	76,000	0	0	0	0	0
P 2 Tolt Pipeline Trail Phase One	2,776	-2,776	0	0	0	0	0	0
P 18a Rhododendron Park Float Project Mitigation	17,664	-8,428	0	0	0	0	0	0
P 26 Twedt/Squires Float Modifications	19,879	-6,551	0	0	0	0	0	0
P 27 Tlahwadees Landing Park waterfront & mitig.	0	0	0	227,510	0	0	0	0
P 28 Log Boom Park	0	0	0	353,900	0	0	0	0
P 29 St Edward Ballfields EIS	88,250	17,946	0	0	0	0	0	0
P 30 Rhododendron Park Boathouse	14,500	0	0	0	0	0	0	0
P 32 Moorlands Park Lighting	0	0	0	0	0	10,000	60,000	290,000
transfer in excess of exp. To be paid back	233,696	66,809	0					
Subtotal - Transfers to Park Capital	400,000	67,000	76,000	581,410	0	10,000	60,000	290,000
Net Income/(Loss)	(\$295,316)	\$43,211	\$93,501	(\$490,994)	\$90,751	\$82,542	\$34,259	(\$194,497)
transfer in from parks capital for overtransfer previous year			300,505					
Ending Cash Balance	\$295,198	\$338,409	\$732,415	\$241,421	\$332,172	\$414,714	\$448,973	\$254,476

CITY OF KENMORE, WASHINGTON

Exhibit H

Transportation Impact Fee Fund Projection Worksheet
For The Years 2021-2026

DESCRIPTION	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
Beginning Cash	\$1,148,347	\$1,281,170	\$2,711,967	\$3,197,747	\$2,602,601	\$107,191	\$204,749	\$359,026	\$662,910	\$874,930
Revenues:										
Interest Earnings	16,115	42,148	55,643	25,331	32,236	1,257	2,047	3,590	6,629	8,749
Transp. Impact Fees	466,708	1,102,660	430,137	470,969	500,000	500,000	505,000	510,050	515,151	520,302
Total Revenues	\$482,823	\$1,144,808	\$485,780	\$496,300	\$532,236	\$501,257	\$507,047	\$513,640	\$521,780	\$529,051
Transfers Out for Transp.										
T 41 Juanita Ped & Bicycle Safety			0	227,918	3,257,848	358,699	0	0	0	0
T 42 68th Ave Ped & Bicycle Safety			0	0	0	0	0	0	0	0
T45 NE 153rd				93,464	0	0	0	0	0	0
T 46 NE 181st 65-67 Sidewalk	0	0		312,178	0	0	0	0	0	0
T48 Local Road Safety-Signing				8,413	0	0	0	0	0	0
T49 Local Road Safety - Lighting				1,981	1,000	0	0	0	0	0
NE 202nd Sidewalk*	0	31,750	0	51,716	0	0	0	0	0	0
NE 153rd Sidewalk	0	29,707	0	0	0	0	0	0	0	0
T 37 West Samm Bridge	0	2,553	0	395,776	0	45,000	352,770	9,757	9,759	78,632
Subtotal	\$0	\$64,010	\$0	\$1,091,446	\$3,258,848	\$403,699	\$352,770	\$9,757	\$9,759	\$78,632
pay back from Samm Bridge Fund	(\$350,000)	\$350,000			\$231,202					
Pay SOF for T42 (2022 \$1.3m)					\$0	\$0	\$0	\$200,000	\$300,000	\$400,000
Net Income/(Loss)	\$132,823	\$1,430,798	\$485,780	(\$595,146)	(\$2,726,612)	\$97,558	\$154,277	\$303,883	\$212,021	\$50,419
Ending Cash Unreserved	\$1,281,170	\$2,711,968	\$3,197,747	\$2,602,601	\$107,191	\$204,749	\$359,026	\$662,910	\$874,930	\$925,350

Exhibit I

CITY OF KENMORE, WASHINGTON
Strategic Opportunities Fund Projection Worksheet
For The Years 2021 - 2026

REVENUES

DESCRIPTION	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projected	2022 Projected	2023 Projected	2024 Projected	2025 Projected	2026 Projected
Investment Interest	20,743	38,258	42,706	24,155	39,418	37,300	29,602	32,296	37,430	42,491
Incubator Leases	36,433	35,062	0	0	0	0	0	0	0	0
Repayment from REET for Sidewalks	100,000	100,000	200,000	160,000	0	0	0	0	0	0
Transfer from Trans Impact Fees for T42			0	0	0	0	0	200,000	300,000	400,000
Transfer from General Fund	0	0	624,000	0	1,000,000	0	0	0	0	0
Repayment of Private Contributions for P-32			0	0	250,000	150,000	150,000	110,000	0	0
Revenues	157,176	173,320	866,706	184,155	1,289,418	187,300	179,602	342,296	337,430	442,491

EXPENDITURES

Business Incubator Program	107,989	111,263	0	0	0	0	0	0	0	0
Advance of Private Funds for P-32			0	660,000	0	0	0	0	0	0
Air Quality/Emissions Consulting			0	0	60,000	60,000	0	0	0	0
Lakepointe Planned Action/Subarea Plan			0	0	150,000	150,000	0	0	0	0
Climate Action Initiative			0	0	70,463	29,200	0	0	0	0
DEI Plan and Implementation			0	0	120,000	30,000	0	0	0	0
Transfer to SWM Fund CAP Staffing			0	0	29,537	30,800	0	0	0	0
Transfer to Park Capital Projects	38,630	30,903	0	0	0	0	0	0	0	0
Transfer to Trans Capital Project T42	0	0	0	0	0	1,333,503	0	0	0	0
Expenditures	191,649	142,166	0	660,000	430,000	1,633,503	0	0	0	0

Net revenues (enpenditures) (34,473) 31,154 866,706 (475,845) 859,418 (1,446,203) 179,602 342,296 337,430 442,491

Beginning Fund Balance \$2,172,681 \$2,138,208 \$2,169,362 \$3,036,068 \$2,560,223 \$3,419,641 \$1,973,438 \$2,153,040 2,495,335 \$2,832,765

Ending Fund Balance \$2,138,208 \$2,169,362 \$3,036,068 \$2,560,223 \$3,419,641 \$1,973,438 \$2,153,040 \$2,495,335 \$2,832,765 \$3,275,257

Signature: Rob Karlinsey
Rob Karlinsey (Nov 15, 2021 10:16 PST)
Email: rkarlinsey@kenmorewa.gov

AB-2021-2026 CIP amendment-11-22-21

Final Audit Report

2021-11-15

Created:	2021-11-13
By:	Leticia Salcido (lsalcido@kenmorewa.gov)
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