

City of Kenmore



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City Council Special & Regular Meetings Agenda

February 22, 2021, 5:30 PM via Zoom

LINK: <https://us02web.zoom.us/j/82037526848>

Or iPhone one-tap :

US: +12532158782,,82037526848# or +13462487799,,82037526848#

Or Telephone: Dial US:US: +1 253 215 8782

Webinar ID: 820 3752 6848

I. 5:30 PM - CALL SPECIAL MEETING TO ORDER

II. EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(i), for pending and potential litigation, and RCW 42.30.110(1)(b), for consideration of real estate acquisition, the Council will now enter an executive session for approximately 1.5 hours.

III. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION

IV. ADJOURN SPECIAL MEETING

V. 7:00 PM - CALL REGULAR MEETING TO ORDER

VI. ROLL CALL

VII. FLAG SALUTE

VIII. AGENDA APPROVAL

IX. PRESENTATION

- A. Potential Transit-Oriented Development Partnership at Kenmore Park and Ride Area (Bus Rapid Transit 522/ NE 145th St. Corridor) involving the City of Kenmore; King County Metro; Sound Transit; and St. Vincent De Paul. Presented by Assistant City Manager Nancy Ousley and guest partners.
[Agenda Bill - TOD King County Metro; Sound Transit](#)
[Attachment 1: Presentation - Kenmore City Council Briefing](#)
[Attachment 2: Kenmore Park and Ride Transit Oriented Development](#)

X. PUBLIC COMMENT

- A. We want to welcome our community members to the Council's meeting. In this forum, the Council cannot 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. This meeting is being recorded. Thank you for taking the time to express your comments.

XI. CONSENT AGENDA

- A. Approve Check #s 46640 through 46732 totaling \$365,882.57 and total Payroll/Taxes/Flexible Spending/ Retirement & Health Savings Account Electronic Deposits Dated 01/29/2021 in the amount totaling \$159,686.56
[Voucher Approval Report Covering 1/23/21 - 02/5/21](#)
- B. Approve Resolution 21-360 Adopting Revised Council Rules and Procedures
[Agenda Bill - Council Rules and Procedures](#)
[Resolution 21-360 Adopting Revised Council Rules and Procedures](#)
- C. Approve 2021 Retreat Report and Adopt 2021-2022 Council Goals
[Agenda Bill - 2021-2022 Council Priorities](#)
[Council Retreat Report, Pendleton Consulting, L.L.C / Uploaded 2/19](#)
- D. Adopt Ordinance 21-0521 amending the Municipal Code to address special Affordable Housing Permit Review Processes
[Agenda Bill - Affordable Housing Review Process](#)
[Ordinance 21-0521 - Relating to Affordable Housing Review](#)
[Exhibit A to Ordinance](#)
[Exhibit B to Ordinance](#)
- E. Authorize the City Manager to execute Amendment 1 with KPFF Consulting Engineers Contract 19-C2098 to increase the contract amount by an additional \$610,000 for work in 2021 and 2022
[Agenda Bill - KPFF Engineering Services Amendment 1](#)
- F. Authorize the City Manager to execute Agreement 19-C2012 Amendment 1 with Osborn Consulting to increase the budget by \$1,283,000 to accommodate upcoming work in 2021 and 2022
[Agenda Bill - Osborn Consulting Amendment 1](#)

XII. STAFF REPORT

- A. Pandemic Update
- B. Coronavirus Relief Fund - Next Phase of Federal Funding
- C. Plastic Bag Emergency Proclamation

D. Public Works Site Selection Update

XIII. COUNCILMEMBER REPORTS & COMMENTS

XIV. ADJOURNMENT

UPCOMING MEETINGS:

March 8, 2021 - 7 PM

March 15, 2021 - 7 PM

March 22, 2021 - 7 PM



City Council Business Agenda Item City of Kenmore, WA

Subject/Topic: Potential Transit Oriented Development Partnership at Kenmore Park and Ride Area: City of Kenmore; King County Metro; Sound Transit; and St. Vincent De Paul Proposed Council Action/Motion: Briefing and Discussion with Council; No Action Requested	For Council Meeting Agenda of: 22 February 2021 Department: City Manager Prepared by: Nancy Ousley, Assistant City Manager Approved by Department Head: Approved by City Attorney: Approved by Finance Director: Approved by City Manager: <u>Initial & Date</u> NKO 11 Feb 2021 RK/NKO Exhibits/Attachments: 1. Presentation Slides 2. Sound Transit Transit Oriented Development Workshop Report
<u>INFORMATION/BACKGROUND:</u> Sound Transit's ST3 program 522 Stride Bus Rapid Transit project plans three stations in Kenmore; one of the stations will be located at 73rd Ave NE along the SR 522 Corridor, which is also the location of the current King County Metro Park and Ride facility. The program includes a parking structure at that location with 300 spaces and Metro bus layover area. Sound Transit convened a series three workshops in 2019 and 2020 to with staff from the City of Kenmore, King County, A Regional Coalition for Housing (ARCH), Washington Department of Transportation, St Vincent De Paul and other adjacent property owners to examine the opportunities for Transit Oriented Development at the northeast quadrant of the intersection. King County Metro, Sound Transit, City of Kenmore and Saint Vincent DePaul are developing a framework for an Early Partnering Agreement, and the briefing and discussion with the Council will outline the key points of the draft agreement. King County Metro, as the primary property owner, would lead a process for soliciting interest from potential private developers. The area is in Kenmore's Transit Oriented Development area, and the City would play a central role in identifying potential regulatory efficiencies, articulating policy goals and convening community stakeholders. The process for selecting a development partner would be completed in mid- 2022, according to the preliminary schedule.	

FISCAL CONSIDERATION:

Staff and legal resources would be devoted to the process, including any proposals for regulatory changes. The optimal redevelopment opportunity would increase the tax base and would support regional transit investments.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Goal 1: Increase and preserve the options for affordable housing stock

Goal 6: Focus and emphasize multimodal transportation in the City of Kenmore with a specific focus on pedestrian, bicycle and other means of travel.

- Implement the Sidewalk Plan
- Target Zero
- Bus Rapid Transit 522
- Passenger Ferry

Goal 9: Implement the Economic Development Plan

Goal 11: Engage and educate the community on growth and development in Kenmore.



ATTACHMENT
2

Kenmore Park-and-Ride Transit-Oriented Development Opportunities

July 2020



Revision History

Version	Title	Date	Notes, As Required
0	Kenmore Park-and-Ride Transit-Oriented Development Opportunities – Draft	06/05/2020	First draft submitted to Sound Transit for review
1	Kenmore Park-and-Ride Transit-Oriented Development Opportunities – DEA Deliverable	07/28/2020	Final draft submitted by DEA to Sound Transit

Summary

Purpose

Sound Transit is planning to add a parking garage in Kenmore at the existing park-and-ride lot. King County Metro and the City of Kenmore are interested in advancing transit-oriented development (TOD) at this site. Sound Transit is therefore seeking to locate and design the garage to align with future TOD plans.

The purpose of this report is to document the process and outcomes of the Kenmore park-and-ride lot transit-oriented development (TOD) workshop series and additional stakeholder engagement. **Figure 0-1** (A conceptual rendering for the new garage and potential future TOD) illustrates a concept for the future garage and potential future TOD that resulted from the stakeholder engagement. This report documents the technical work completed to support the stakeholder engagement, including market analysis, feasibility studies and implementation scenarios. In addition, the report provides guidance and recommendations about future work.



Figure 0-1 A conceptual rendering for the new garage and potential future TOD

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Appendix E	Summary of Kenmore Park-and-Ride Lot TOD Planning Workshop 3
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Appendix H	Potential Parking Displacement
Appendix I	Kenmore Swamp Creek Wetland Buffer Map

Acronyms and Abbreviations

ARCH	A Regional Coalition for Housing
BRT	Bus rapid transit
CCM	Columbia Crest Montessori
DEA	David Evans and Associates, Inc.
DCHS, HHCDD	King County Department of Community and Human Services, Housing, Homelessness and Community Development Division
ECA	Environmentally Critical Areas
KCM	King County Metro
KMC	Kenmore Municipal Code
KDOT	King County Department of Transportation
Project	SR 522/NE 145th BRT Project
RFP	Request for Proposals
SEPA	State Environmental Policy Act
SR	State Route
ST	Sound Transit
ST3	Sound Transit 3 Plan
SVDP	St. Vincent de Paul of Seattle/King County

SR 522/NE 145th Bus Rapid Transit (BRT)

TOD
WDFW

Transit-oriented development
Washington Department of Fish and Wildlife

SR 522/NE 145th Bus Rapid Transit (BRT)

1 INTRODUCTION

1.1 Overview

1.1.1 SR 522/NE 145th Bus Rapid Transit (BRT) Project

The Sound Transit (ST) BRT project on State Route (SR) 522 and NE 145th Street is referred to as the SR 522/NE 145th BRT Project (or the Project). The Project is the result of a grassroots coalition that advocated for better transit for north Lake Washington communities. In November 2016, voters approved the Sound Transit 3 Plan (ST3), which included the SR 522/NE 145th BRT Project. The Project will connect north Lake Washington communities to the regional transit system with fast, frequent and reliable transit service. Riders will be able to transfer between the SR 522/NE 145th BRT, I-405 BRT, Link light rail and other transit service provided by King County Metro (KCM), Community Transit and ST. See **Figure 1-1** (SR 522/NE 145th BRT Project map) for a map of the project corridor.

The Project would include improvements anticipated to be provided by ST within the city of Kenmore as follows:

- BRT station pairs on SR 522 at 61st Avenue NE, 68th Avenue NE and 73rd Avenue NE/Kenmore Park-and-Ride (the Project will not include a BRT station at 80th Avenue NE)
- A parking garage providing 300 additional parking spaces at the Kenmore park-and-ride lot
- Improvements to the entrance/exit to the park-and-ride garage at the existing entry point on 73rd Avenue NE south of NE 181st Street
- Revision to the operation of NE 181st Street to local access only and one-way eastbound to the park-and-ride garage

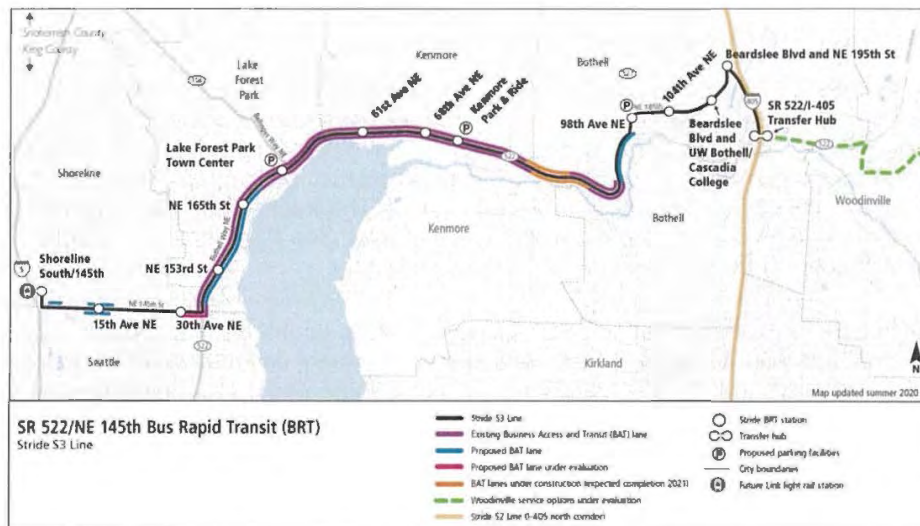


Figure 1-1 SR 522/NE 145th BRT Project map

SR 522/NE 145th Bus Rapid Transit (BRT)

1.1.2 Project timeline

The planning phase for the SR 522/NE 145th BRT Project began in 2018. This phase included coordination with project stakeholders on site layout, design of the Kenmore park-and-ride garage to a conceptual level and environmental review of the conceptual design.

The ST Board is expected to identify the project to be built in late 2020, after completion of environmental review. ST anticipates beginning SR 522/NE 145th BRT service in 2024/2025. This schedule is subject to change due to impacts from the COVID-19 recession and the ongoing Sound Transit Board realignment process. See **Figure 1-2** (Anticipated SR 522/NE 145th BRT Project schedule).

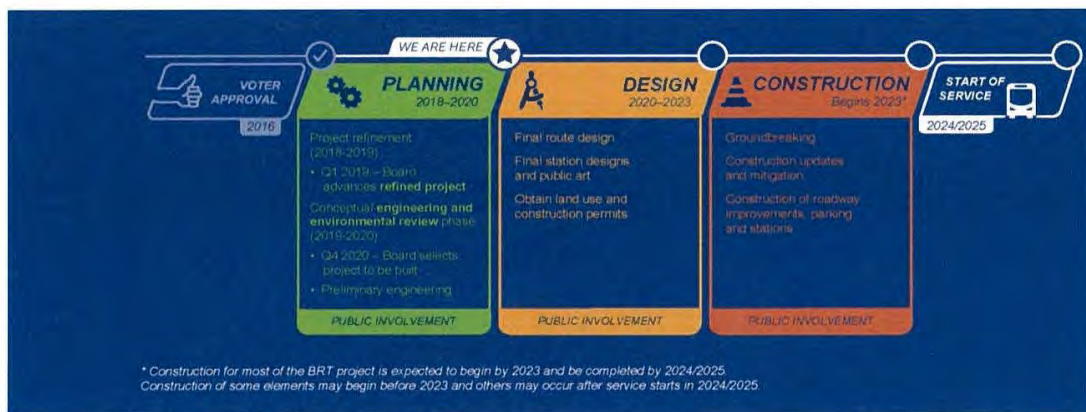


Figure 1-2 Anticipated SR 522/NE 145th BRT Project schedule

1.1.3 Kenmore park-and-ride site

Two parcels comprise the existing park-and-ride lot in Kenmore: one 4.9-acre parcel owned by KCM and one 1.94-acre parcel owned by St. Vincent de Paul of Seattle/King County (SVDP) and leased to KCM. SVDP operates a thrift store on a third parcel (which is approximately 1.3 acres) in the southwest corner. The Schnitzelbank commercial building is located on the central property between SVDP and the KCM park-and-ride lot. The total area of the three parcels owned by KCM and SVDP constitutes over 8 acres of land. See **Figure 1-3** (Kenmore park-and-ride lot existing conditions).

The existing park-and-ride lot contains 627 stalls: 400 stalls on the KCM-owned parcel and 227 on the SVDP/KCM-leased parcel. It is currently served by eight bus routes: seven KCM buses and one ST express bus (ST 522). See **Figure 1-3** (Kenmore park-and-ride lot existing conditions).

SR 522/NE 145th Bus Rapid Transit (BRT)**EXISTING CONDITIONS**

627 parking stalls
7 layover spaces
2 active bus bays

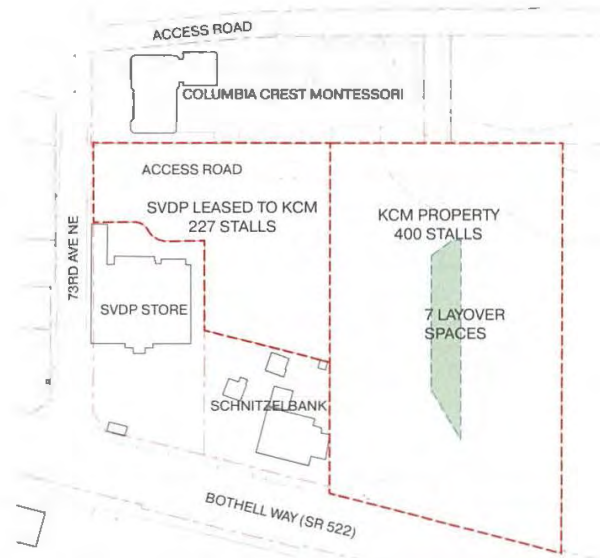


Figure 1-3 Kenmore park-and-ride lot existing conditions

1.1.3.1 Existing access and internal circulation

There are three existing vehicle access points in and out of the park-and-ride property. NE 181st Street is a privately owned road along the northern side. Another existing access point is along 73rd Avenue NE, at the northwest side of the park-and-ride lot. Another access point is along SR 522, at the south side of the park-and-ride lot.

1.1.3.2 Site constraints and zoning

An approximately 75-acre Category I wetland associated with Swamp Creek is located to the north/northeast of the existing park-and-ride lot. The city of Kenmore would apply a 110-foot regulatory buffer around the wetland to help protect its ecological functions. This buffer area would extend into the currently paved park-and-ride site. See **Figure 1-4** (Kenmore park-and-ride lot and surrounding sites). The city of Kenmore considers the paved area within the buffer to be an "existing non-conformance." Any redevelopment associated with transit-oriented development (TOD) in this buffer area would intensify the existing nonconformance, and mitigation for buffer impacts from development would be required.

In addition to the Swamp Creek wetland, an approximately 0.05-acre L-shaped ditch wetland (Category III) is located adjacent to the north access road into the park-and-ride site. See **Appendix I** for a map of the Kenmore Swamp Creek wetland buffer. The city would likely apply a 60-foot regulatory buffer around this wetland, and mitigation for impacts within this area would also likely be required. Swamp Creek and associated wetlands are considered "Shorelines of the State" per the city's Shoreline Master Program. Any impacts to shoreline resources, wetlands and critical areas would require local, state and/or federal permits in addition to compensatory mitigation.

SR 522/NE 145th Bus Rapid Transit (BRT)

A great blue heron rookery, which the city has designated as an environmentally critical area, is located within the Category I wetland area to the north/northeast of the park-and-ride lot. See **Figure 1-4** (Kenmore park-and-ride lot and surrounding sites). The city has adopted a 656-foot seasonal buffer around the great blue heron colony at the rookery, which restricts unusually loud activities (defined as greater than 92 decibels at the boundary of the colony) during the heron breeding season, from January through August each year. The seasonal buffer also limits permanent conditions such as light and noise pollution from cars (and potentially from future TOD-related activities). In addition, no construction activity should occur within a designated 197-foot “Core Zone” around the heron colony during the January-to-August breeding season. Scientific studies have indicated that new noises and visual disturbances can significantly affect nesting herons. However, there is not clear guidance on how nesting herons perceive new vertical structures adjacent to rookeries, such as could be implemented with TOD. A Habitat Management Plan would need to be developed to address potential impacts to the colony from TOD development on the site.

Another site constraint is the “significant” trees located in the northern central portion of the park-and-ride site. The city of Kenmore has requirements for the protection and preservation of significant tree units. It allows tree removal and replacement elsewhere on-site as long as a tree protection plan is prepared, in conformance with requirements of Chapter 18.57.050 of the Kenmore Municipal Code (KMC), that meets minimum tree density requirements of a minimum of 30 tree units per acre per Chapter 18.57.060 KMC. The tree density may consist of existing trees, replacement trees, or a combination of existing and replacement trees. The site density of trees to be protected on each site shall be determined before a tree protection plan or clearing permit is approved.

The city also provides incentives per Chapter 18.29.100 KMC for development proposals within the boundaries of the TOD district overlay that are eligible to benefit from providing less parking or more dwelling units, or any combination of the two, if the development retains one or more significant tree groves, as defined in this section of the code, in perpetuity. There is potential on this site to retain a portion of existing significant evergreen tree groves that could be incorporated as a site amenity, and that would provide a buffer between the garage and the great blue heron rookery located to the north of the site.

Figure 1-4 (Kenmore park-and-ride lot and surrounding sites) shows the 10-acre area that includes the park-and-ride and surrounding sites and that is located within the city’s TOD district overlay. (See KMC 18.29.020 for a diagram of the full TOD district overlay.) The TOD district overlay at the Kenmore park-and-ride lot and adjacent sites allows development benefits that differ from the base-level zoning. An example of these benefits is greater housing density. The TOD overlay also prescribes minimum requirements for affordable housing. (See **Appendix G** for more information about zoning code analysis.)

SR 522/NE 145th Bus Rapid Transit (BRT)

Figure 1-4 Kenmore park-and-ride lot and surrounding sites

1.2 Purpose of report

The purpose of this report is to document the process and outcomes of the Kenmore park-and-ride lot TOD workshop series and additional stakeholder engagement. This report documents the technical work completed to support the stakeholder engagement, including market analysis, feasibility studies and implementation scenarios. In addition, the report provides guidance and recommendations about future work.

2 OVERVIEW OF STAKEHOLDER ENGAGEMENT

In 2019, ST hosted a three-part workshop series at Kenmore City Hall to assess the footprint for the parking facility and support the environmental review process by understanding the overall vision for the sites. ST's intentions for the three workshops were:

- To determine how to locate a parking garage on the Kenmore park-and-ride site that helps establish a future urban development framework
- To collaborate in a visioning and evaluation process with the objective of achieving a coordinated plan for development on the properties in and around the Kenmore park-and-ride site and BRT stations
- To align public agency investments and achieve the best possible outcomes for the Kenmore park-and-ride site and surroundings

The workshop series engaged agency and jurisdictional partners, as well as private property owners adjacent to the Kenmore park-and-ride lot. In addition to ST project team members and consultants, stakeholder participants included representatives from:

SR 522/NE 145th Bus Rapid Transit (BRT)

- A Regional Coalition for Housing (ARCH)
- Columbia Crest Montessori (CCM)
- First Commercial Properties, representing Schnitzelbank
- King County Department of Community and Human Services (DCHS), Housing, Homelessness and Community Development Division (HHCDD)
- King County Department of Transportation (KDOT)
- King County Metro (KCM)
- St. Vincent de Paul of Seattle/King County (SVDP)
- City of Kenmore

The first TOD planning workshop was held in July 2019 (see **Figure 2-1** (Participants at Workshop 1)). The second workshop was held in August 2019 (see **Figure 2-2** (Participants at Workshop 2)) and the third in October 2019. Stakeholder engagement continued beyond the workshops, and included meetings and briefings with smaller groups of the workshop participants from December 2019 to March 2020.



Figure 2-2 Participants at Workshop 1



Figure 2-1 Participants at Workshop 2

2.1 Summary – Workshop 1, July 2019

2.1.1 Purpose of Workshop 1

The purpose of Workshop 1 was to identify stakeholders' shared goals and interests for coordinated planning and to consider development opportunities and constraints at the Kenmore park-and-ride lot and surrounding properties. ST explained that the feedback from Workshop 1 would then be used to develop conceptual designs that would be the focus of discussion at Workshop 2. ST wished to understand where stakeholders' goals aligned and/or diverged, if stakeholders might articulate a shared vision for the site, and if they would be willing to work together to achieve a coordinated plan for development.

See **Appendix A** for a list of Workshop 1 participants and a summary of the discussion at the workshop.

2.1.2 Format and discussion questions

After a presentation about the project background and an overview of the Kenmore park-and-ride site, participants provided context about their properties by answering the following questions:

- What communities does each property, business or agency serve?
- Who frequents the service and space?
- What are each property's short-term and long-term goals?

See **Appendix B** for the presentation slides from Workshop 1.

Participants broke into two groups and discussed potential opportunities and challenges of developing the Kenmore park-and-ride lot and surrounding properties. The groups considered the following questions:

- Do your property goals align with an opportunity for a Coordinated Development Plan? If yes, how?
- What development opportunities are most important to you and the community you serve?
- What potential challenges might occur from a Coordinated Development Plan? How might this impact your property and the community you serve?

The participants gathered around a roll plot depicting the Kenmore park-and-ride lot and surrounding properties, and together they brainstormed potential development opportunities.

2.1.3 Key takeaways from discussion

Stakeholders identified the following *shared interests and goals* for coordinated planning:

- An openness to collaboratively exploring development options with an aim to articulate and achieve a shared vision
- An interest in developing an Integrated Mobility Hub that co-locates transit with housing, especially affordable housing for lower-income populations

Stakeholders identified the following *challenges* of coordinated planning:

- Aligning Kenmore TOD efforts with the SR 522/NE 145th BRT Project timeline
- Working within the multiple site constraints, including environmental constraints/Critical Areas, and construction constraints and timing
- Coordinating efforts of the multiple agencies and stakeholders
- Procuring additional funding and subsidies to support affordable housing
- Management and supply of available parking for diverse uses

SR 522/NE 145th Bus Rapid Transit (BRT)**Stakeholders identified the following *transit-related goals and interests*:**

- Designing new access points that facilitate circulation within and around the site
- Ensuring transit and pedestrian safety in site design
- Maintaining and improving transit service
- Ensuring the transit center works for an electric fleet. Note that “transit center” in this document refers to the facilities used for transit service and that would be located on the ground floor of a potential future Integrated Mobility Hub. The transit center includes nine bus layover spaces, two active bus bays and one paratransit space. The Integrated Mobility Hub would include the transit center and parking and would provide safe pedestrian access to future TOD at adjacent properties.
- Developing shared parking opportunities and options to manage parking for diverse uses
- Openness to reconfiguring the existing park-and-ride lot to support TOD goals

Stakeholders identified the following *city of Kenmore-related goals and interests*:

- Prioritizing affordable housing outcomes
- Protecting opportunities for low-income and Latinx communities
- Designing internal circulation to meet a number of uses (residential, commercial, transit, etc.)
- Providing improved access for properties east of the park-and-ride lot
- Developing a new, smaller-scale urban development pattern that supports TOD goals
- Providing a pedestrian under/overpass that would connect the site to the Burke-Gilman Trail to the south

Stakeholders identified the following *TOD-related goals and interests*:

- Prioritizing affordable housing outcomes
- Advancing TOD opportunities for historically underserved communities, especially communities of color, people with low-incomes and seniors
- Increasing the size of the garage and consolidating parking to allow more surface space for future TOD
- Developing a parking garage wrapped with residential and/or pedestrian-oriented retail
- Providing access to the wetlands and trees as amenities to future residents, while also protecting the function and value of these environmental assets and areas
- Providing a childcare use facility as a potential ongoing and expanding programmatic element

2.2 Summary – Workshop 2, August 2019**2.2.1 Purpose of Workshop 2**

The purpose of Workshop 2 was to gather feedback from stakeholders on the draft design concepts for the Kenmore park-and-ride garage and potential future TOD to help refine future design iterations. At Workshop 2, the project team presented the first drafts of design concepts, which the team developed using goals and visioning identified by stakeholders at Workshop 1. The project team explained that at Workshop 3, which would be held in October 2019,

SR 522/NE 145th Bus Rapid Transit (BRT)

stakeholders would further refine TOD concepts. Throughout the fall and winter of 2019, the project team would conduct TOD feasibility studies.

See **Appendix C** for a list of Workshop 2 participants and a summary of the discussion at that workshop.

2.2.2 Format and discussion questions

The workshop began with an optional walking tour of the Kenmore park-and-ride lot and adjacent properties. Participants returned to Kenmore City Hall for a presentation with updates about the future transit program, a draft Habitat Management Plan for the heron rookery north of the park-and-ride lot and a market analysis. See **Appendix D** for the presentation slides from Workshop 2.

The project team then presented draft design concepts, which included the Representative Project (see **Figure 2-3** (Conceptual garage layout)), design concept 1 (see **Figure 2-4** (Design concept 1)), design concept 2 (see **Figure 2-5** (Design Concept 2)) and design concept 3 (see **Figure 2-6** (Design concept 3)).



Figure 2-3 Conceptual garage layout

The Representative Project locates the garage on the western half of the site, keeping the park-and-ride lot and bus layover at their existing locations.

SR 522/NE 145th Bus Rapid Transit (BRT)**Figure 2-4 Design concept 1****Key features of design concept 1 include:**

- Garage at the ST3 Representative Project location
- Transit facility adjacent to the garage
- Potential TOD at the SVDP property
- Potential pedestrian bridge connection to the Burke-Gilman Trail

Key variations of design concept 1 include:

- Incorporate retail into the garage
- Extend pedestrian connections
- Provide for flex-space for a park or parking
- Provide additional surface parking

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Figure 2-5 Design concept 2

Key features of design concept 2 include:

- Combined garage with layover below
- Wrapped garage with TOD or retail
- Potential TOD at the SVDP property
- Potential pedestrian bridge connection to the Burke-Gilman Trail

Key variations of design concept 2 include:

- Extend TOD across properties
- Integrate SVDP store into TOD
- Provide larger public space at south end of the site near BRT station
- Provide green buffer along north of the TOD

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Figure 2-6 Design concept 3

Key features of design concept 3 include:

- Combined garage with layover below
- New through access along 73rd Avenue NE
- Potential future access to the east
- Pick-up/drop-off adjacent to the garage
- Potential TOD at the SVDP property
- Large TOD at the south end

Key variations of design concept 3 include:

- Incorporate the SVDP property into the garage at grade
- Enhance pedestrian connections
- Provide a larger public space near garage
- Include flex-space for a park or parking
- Provide green buffer north of garage

Participants broke into smaller groups and discussed the following questions over roll plots of each of the design concepts:

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- What elements (*parking, transit and/or TOD*) of the concept work?
- Why would you include these elements in the design to advance?
- What concerns do you have about this concept?
- Does this concept meet the goals and interests identified during Workshop 1?

See **Figure 2-7** (Workshop 2 discussion group roll plot) for the design concept 2 roll plot from one of the discussion groups at Workshop 2.

Each discussion group reported back to all of the participants, addressing the following questions:

- Which concepts best meet the group's vision, goals and interests? Why?
- What changes to these concepts would you still propose?



Figure 2-7 Workshop 2 discussion group roll plot

2.2.3 Key takeaways from discussion

Of the three design concepts, stakeholders identified design concepts 2 and 3 as their preferred design concepts; of these two, they slightly favored design concept 2. The stakeholders' preferred concept located the garage on the southeast corner of the site, with potential TOD west of the garage and an east-west access road. Stakeholders suggested amendments to include in future design concept iterations.

Stakeholders supported the following features of the design concepts:

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- Integration of the garage with new bus layover
- An east-west roadway through the site from 73rd Avenue NE to properties east of the park-and-ride lot
- A more urban grid/footprint
- Placement of the garage closer to the rookery, with TOD consolidated at the center of the site or closer to SR 522
- A parking garage that has at least 300 stalls
- Use of open space as a potential recreational and/or educational amenity
- Design that reinforces the connection to the Burke-Gilman Trail

Stakeholders proposed the following amendments and additional research:

- Improve pick-up/drop-off access (e.g., “kiss-and-ride”)
- Improve pedestrian facilities, and separate general and transit traffic
- Accommodate future CCM development
- Accommodate SVDP drop-off and freight circulation needs
- Locate a plaza off/away from SR 522 due to noise
- Place bays on SR 522 together to mitigate conflict with cars
- Include educational and/or recreational opportunities
- Identify heron flight patterns to inform garage placement and height
- Consider market analysis to assess development feasibility of design concepts 2 and 3

2.3 Summary – Workshop 3, October 2019**2.3.1 Purpose of Workshop 3**

The purpose of Workshop 3 was to further refine the design concept for TOD outcomes. At Workshop 3, the project team presented a design concept that the project team had refined based on stakeholder feedback from Workshop 2, which was held in August 2019, including the identification of design concept 2 as the stakeholders' preferred design concept, discussion of favorite features across design concepts and proposed amendments. The project team explained that since Workshop 2 had occurred, they had defined the footprint for the garage, but that access and potential TOD still needed to be refined. After Workshop 3, the project team would conduct further feasibility studies and stakeholder engagement.

See **Appendix E** for a list of Workshop 3 participants and a summary of the discussion from Workshop 3.

2.3.2 Format and discussion questions

Workshop 3 began with a presentation that included updates about the future transit program and environmental studies. See **Appendix F** for the presentation slides from Workshop 3.

The project team also presented the garage shown in the 10 percent design for the Project. See **Figure 2-8** (10 percent design garage) and **Figure 2-9** (10 percent design garage elevations). The team explained that the garage floorplate allows for 187 stalls per floor, so two floors would include 374 stalls. For 10 percent design, the project team “dashed in” two additional possible

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floors to the garage. Three floors would include 561 stalls in total, and four floors would include 748 stalls in total. The project team identified that the overall height of the garage is limited by code to 65 feet.

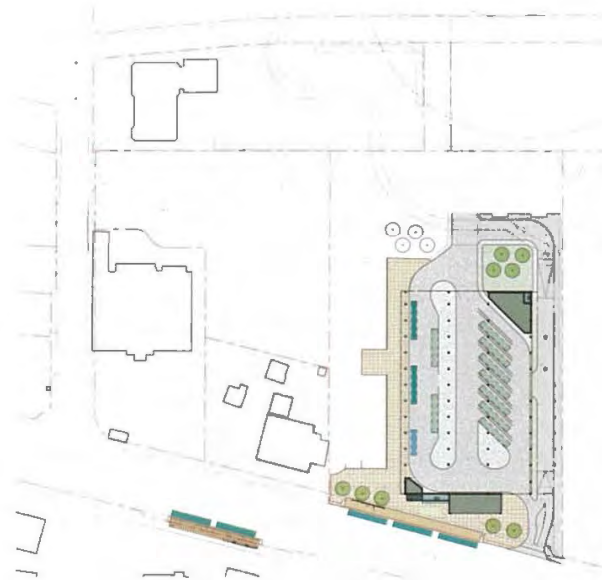


Figure 2-8 10 percent design garage

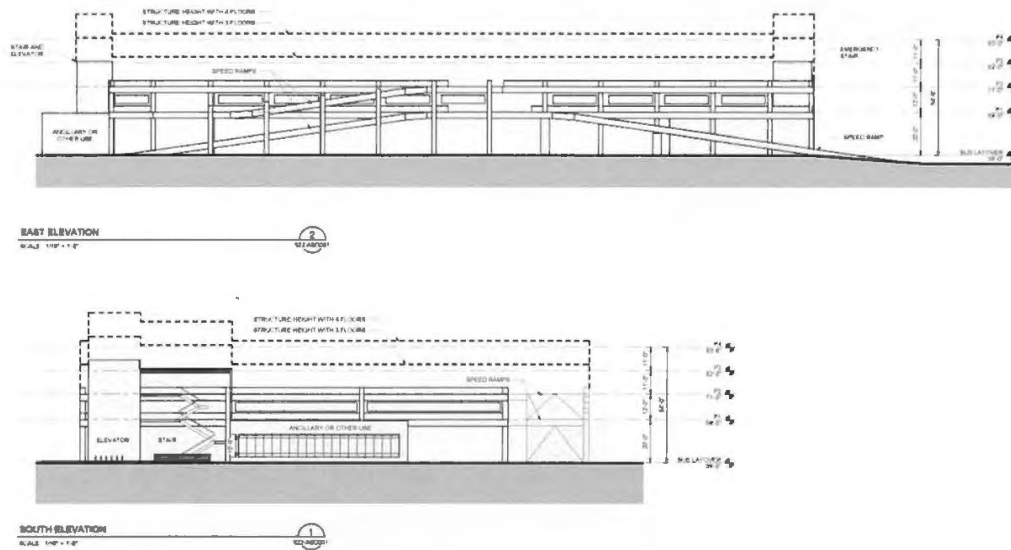


Figure 2-9 10 percent design garage elevations

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Next, the project team presented refinements to the concept stakeholders had identified as their preferred design concept at Workshop 2 in August, which included a reconfiguration of access roads because of the wetland buffer. **Figure 2-10** (Potential TOD opportunities) illustrates potential future TOD based on the reconfigured access roads and the wetland buffer. **Figure 2-11** (Refined design concept – TOD parcels) displays this refined design concept with potential TOD parcels. These figures were presented to stakeholders at Workshop 3.

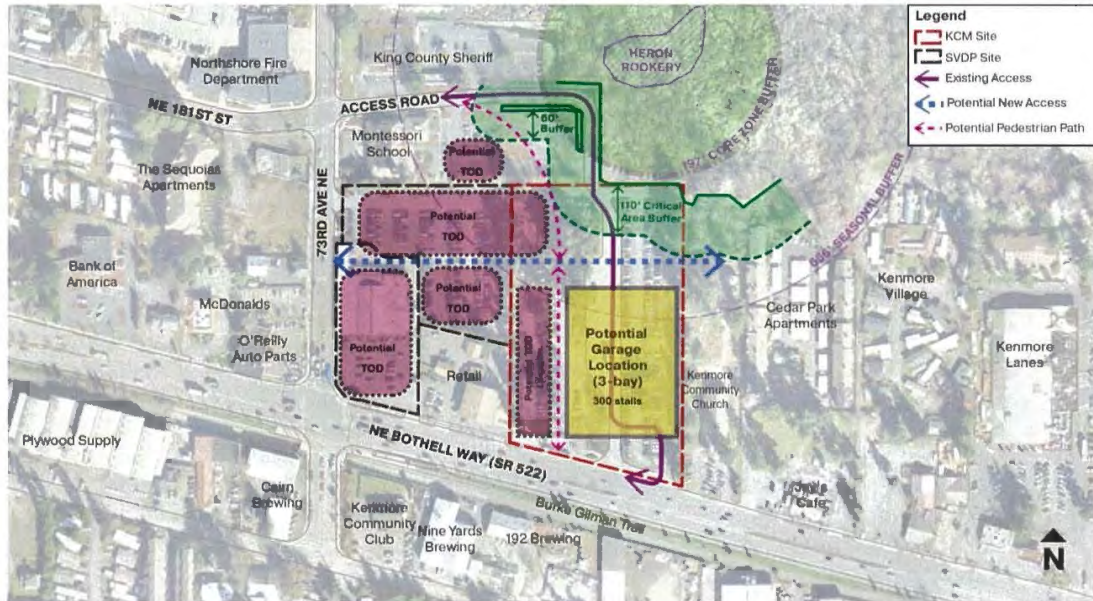


Figure 2-10 Potential TOD opportunities

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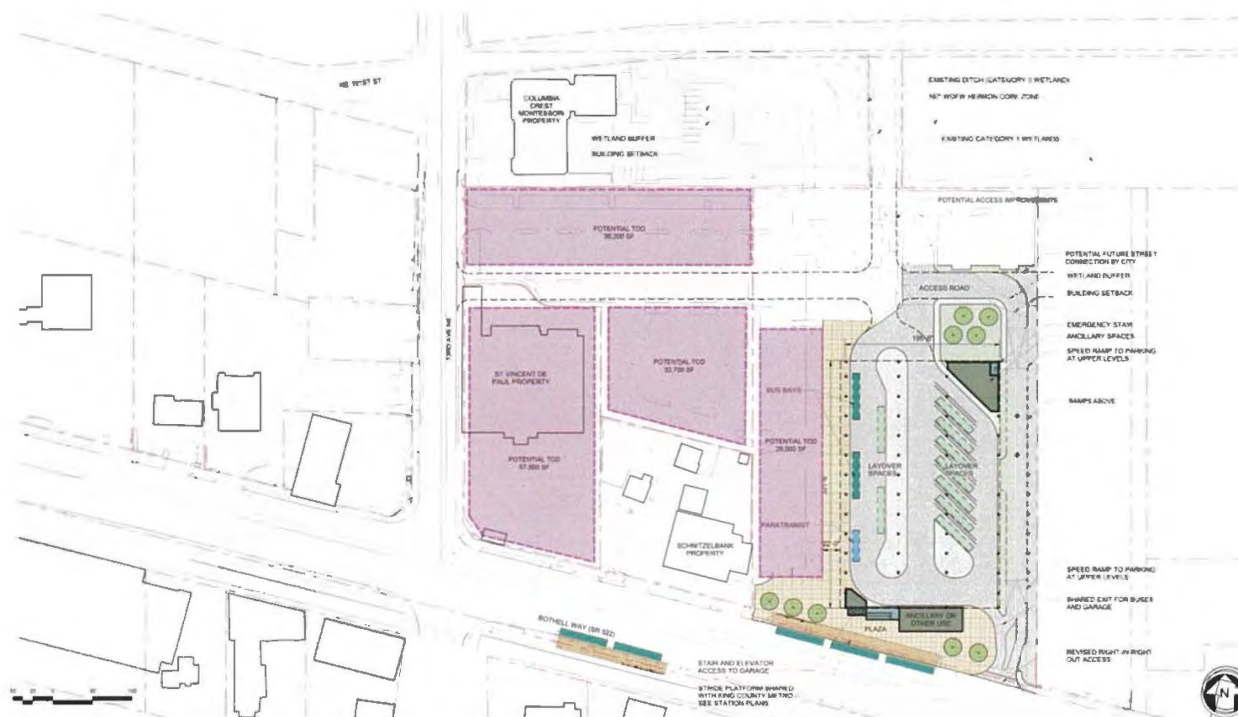


Figure 2-11 Refined design concept – TOD parcels

The project team described the notion of four quadrants that correspond to a vision of place for the site:

- The northeast quadrant centers on environmental/nature features.
- The southeast quadrant centers on the Integrated Mobility Hub/transit center.
- The northwest quadrant centers on community needs, focused on creating a sense of community and space for family activities.
- The southwest quadrant centers on services, including opportunities for business, retail, and program and/or office space.

See **Figure 2-12** (Vision of place) for an illustration of the four quadrants.

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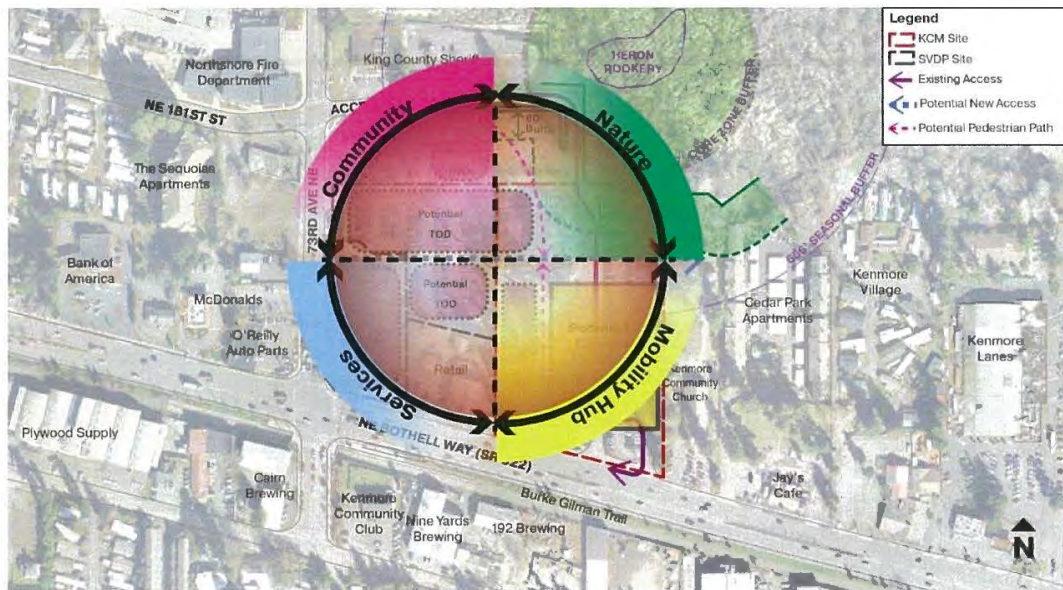


Figure 2-12 Vision of place

After the presentation, stakeholders broke into two groups. One group (Group A) focused on mobility and environmental opportunities on the east side of the site, and the other group (Group B) focused on TOD outcomes on the west side of the site.

Group A (mobility and environmental outcomes) discussed the following questions:

- Consider scenarios for the northern access road placement—which scenario best supports the vision of place for the site?
- What might opportunities for retail or other uses look like at the Integrated Mobility Hub?
- Consider potential enhancements to the nature quadrant—what are opportunities for wetland restoration and public access?
- Consider pedestrian enhancements—how can the concept be improved for people walking and biking?
- How might the site accommodate a kiss-and-ride location?

Group B (TOD outcomes) discussed the following questions:

- Where is the best location for the east/west access road?
- Consider potential future parcels—which road location makes the most sense for desired outcomes in parcel size and placement?
- Explore potential future uses and their placement—what TOD outcomes would best support the vision of place in the Services and Community quadrants?
- How might the site accommodate kiss-and-ride?

Groups A and B then reported back to all participants about their discussions.

2.3.3 Key takeaways from discussion

Group A, mobility and environmental outcomes:

Figure 2-13 (Sketch from mobility and environmental group discussion) depicts Group A's proposed refinements to improve access to and mobility throughout the site. Group A's discussion and flipchart notes centered on the following considerations and interests:

- Considerations for access roadway improvements, including access for transit, cars, passengers for pick-up/drop-off and pedestrians
- Consideration of opportunities for recreational or educational amenities compatible with the wetlands/heron rookery
- Interest in bike parking opportunities and enhanced pedestrian connectivity

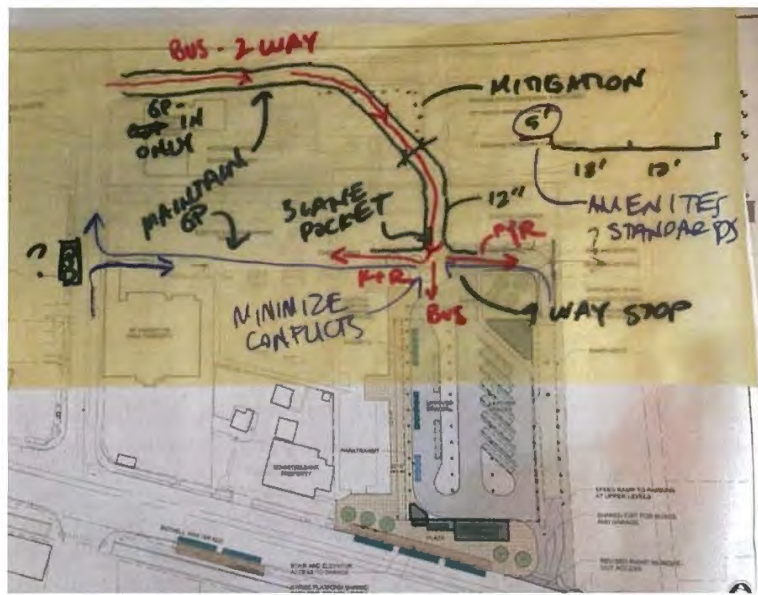


Figure 2-13 Sketch from mobility and environmental group discussion

Group A discussed the following considerations related to the Mobility quadrant of the site:

- Ways to minimize conflicts between general purpose traffic and transit, including at the access to the garage from SR 522
- Options for access off 73rd Avenue NE and NE 181st Street
- Ways to facilitate the flow of traffic along a potential east-west access road
- Ways to improve access and safety for pedestrians, pick-up/drop-off, general purpose cars and buses

Group A discussed the following considerations related to the Nature quadrant of the site:

- Ways to protect trees, the heron rookery and wetland, and to prevent pedestrian activity in the wetland core zone
- Options for snow removal, garage screening and amenities, such as bike lockers
- Potential for connection to future street/trail network in Kenmore
- Opportunities for interpretive signage for the heron rookery and wetland

Group A discussed the following considerations related to the Community quadrant of the site:

- Potential for affordable housing on TOD site adjacent to the garage on KCM property

Group A discussed the following considerations related to the Services quadrant of the site:

- Potential for locating comfort stations for bus KCM operators within the garage
- Potential for a core retail/service spine with an east-west pedestrian corridor along edge of Schnitzelbank property

Group B, TOD outcomes:

Group B's discussion and flipchart notes centered on the following considerations and interests:

- Interest in pedestrian-oriented street/plaza/drop-off zone opportunities
- Consideration of TOD potential sites along the new east-west access roadway
- Consideration of development opportunities that align with stakeholders' needs and interests
- Support for a pedestrian-only street connecting riders north-south across the site

Figure 2-14 (Sketch 1 from TOD group discussion) depicts potential TOD outcomes with an east-west access road located as shown in the refined design concept discussed at Workshop 3.

Figure 2-15 (Sketch 2 from TOD group discussion) depicts potential TOD outcomes with an east-west access road located farther south than that shown in the Workshop 3 refined design concept.



Figure 2-14 Sketch 1 from TOD group discussion



Figure 2-15 Sketch 2 from TOD group discussion

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Group A discussed the following considerations related to the Community quadrant of the site:

- Potential for a central, interior plaza and drop-off zone
- CCM's current usage of its property and interests for future development, including its need for parking and drop-off capacity adjacent to the school for parents
- Impact of potentially shifting the existing east-west access road south, including need for Washington State Department of Transportation approval of driveway access. Group A identified the following benefits of this shift to the south:
 - Creates many TOD opportunities for the existing SVDP properties
 - Increases street frontage to increase pedestrian and vehicular access to the future TOD along the street
 - Gives the road an aesthetic appeal running through the site, though it would bend at the end to avoid significant trees
 - Creates the potential to connect the road with an interior central plaza and drop-off zone

Group A discussed the following considerations related to the Services quadrant of the site:

- SVDP's interest in the potential for reducing and shifting its retail space closer to SR 522, with parking located behind the retail space (SVDP also envisioned the potential to locate retail/services along an east-west access road and expressed interest in adding service/program space, specifically for the Latinx community)
- Interest in TOD that provides services for local communities, including Spanish-speaking communities, Russian-speaking communities and people with low incomes

Group A discussed the following considerations related to the Mobility quadrant of the site:

- Potential for a north-to-south pedestrian/bike path.
- Potential to designate parking stalls in the garage to serve as "TOD district" parking

Group A discussed the following considerations related to the Nature quadrant of the site:

- Propensity for annual flooding at the northeast corner of the CCM site; this flooding diverts pedestrian traffic west around CCM, rather than along the wetland area
- Potential for connections to a park or interpretative trail in the Nature quadrant and trails throughout the Kenmore park-and-ride site and adjacent properties
- Opportunity to connect properties impacted by environmental constraints and potential to increase density / enhance wetlands as an amenity.

2.4 Other stakeholder engagement

Beyond the workshop series, ST conducted additional stakeholder engagement in collaboration with KCM. ST and KCM met on several occasions with SVDP to evaluate the future TOD opportunities studied in the TOD assessment. SVDP will be evaluating the near term and long-term benefits of this scenarios on their properties.

KCM, King County DCHS and Enterprise Community Partners engaged SVDP to consider potential capacity-building efforts for the future redevelopment efforts at the SVDP properties. These post-workshop engagement efforts have been postponed until further notice given the ongoing COVID-19 pandemic. As of June 2020, ST and KCM are conducting internal realignment efforts to assess how economic impacts due to COVID-19 might affect the project timeline and delivery, as outlined later in this document. See **Section 5.2** (Recommendations) for a discussion of project delivery options.

3 TOD SCENARIOS

The project team used the feedback from the stakeholder engagement to develop a series of potential future TOD scenarios and outline potential implementation scenarios and recommendations, as described in this document. The following pages describe the TOD scenarios developed from the stakeholder engagement (referred to as Scenarios 1A, 1B, 2A.1, 2A.2 and 2B), and all of the scenarios include an Integrated Mobility Hub that co-locates transit with housing. These TOD scenarios are based on the location of the Kenmore park-and-ride garage, as submitted for the 10 percent design environmental review in the fall of 2019. Sound Transit will continue to explore design and aesthetic features of the garage, in collaboration with partners including KCM and the City of Kenmore, as the design advances beyond the 10 percent level.

This section (**Section 3**) provides an overview of the features of each TOD scenario. **Section 4.6**, below, summarizes the feasibility analysis of the TOD scenarios, with the outcomes shown in terms of TOD creation and revenue (value) or cost to the parties: ST, KCM and SVDP. **Appendix G** contains the related detailed analysis in the Kidder Matthews' *SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment*.

3.1 Scenario 1A

Integrated Mobility Hub with on-site TOD (market-rate housing)

Scenario 1A features an ST and KCM joint transit facility, including a transit center and a total of 300 new parking spaces (net). On-site TOD, west of the transit facility (Building A in the figure below), could accommodate a market-rate housing project of 80-plus units. See **Figure 3-1** (Scenario 1A site plan) and **Figure 3-2** (Scenario 1A rendering).

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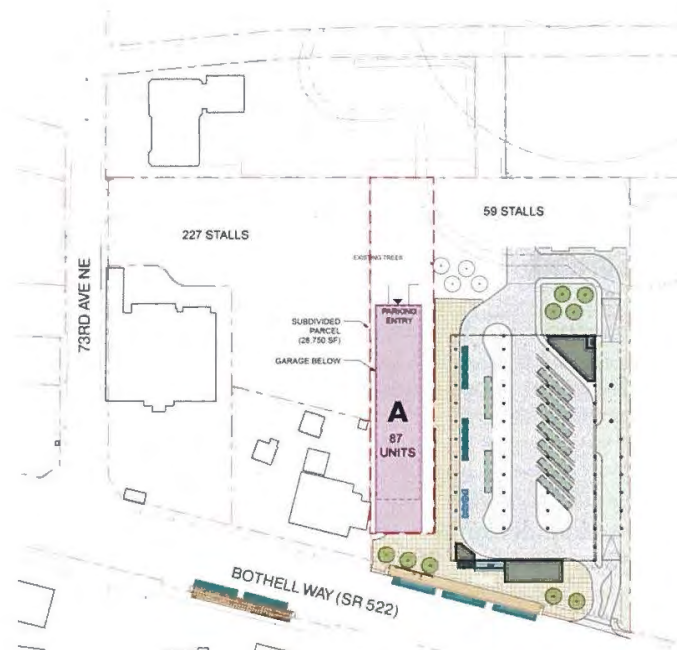


Figure 3-1 Scenario 1A site plan



Figure 3-2 Scenario 1A rendering

3.2 Scenario 1B

Integrated Mobility Hub with on-site TOD (affordable housing)

Scenario 1B features an ST and KCM joint transit facility, including a new transit center and 300 new parking spaces (net). On-site TOD, west of the transit facility (Building A), could accommodate an affordable housing project of 100-plus units. See **Figure 3-3** (Scenario 1B site plan) and **Figure 3-4** (Scenario 1B rendering).

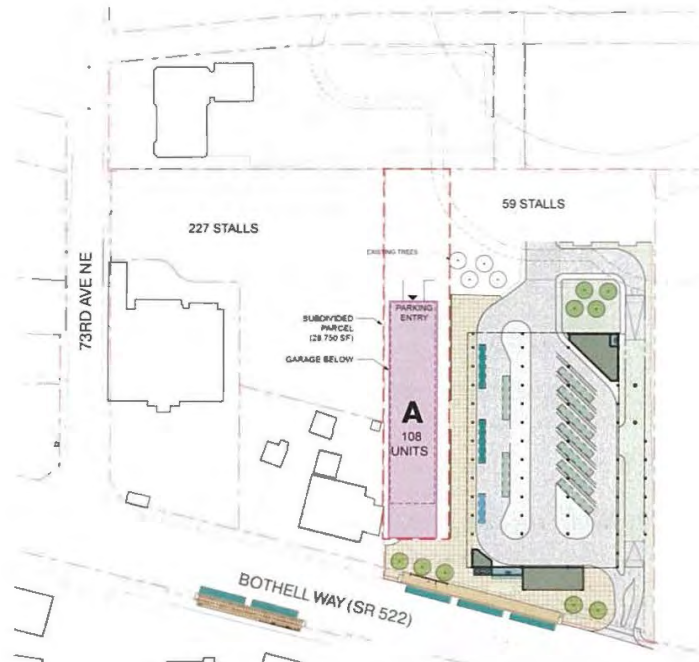


Figure 3-3 Scenario 1B site plan



Figure 3-4 Scenario 1B rendering

3.3 Scenario 2A.1

Integrated Mobility Hub with on-site and off-site TOD (existing roadway, 230-unit development)

Scenario 2A.1 features an ST and KCM joint transit facility, including a transit center and 300 new parking spaces (net). Scenario 2A.1 includes on-site TOD west of the transit facility (see Scenarios 1A and 1B). In this scenario, KCM would renegotiate its lease with SVDP. SVDP would lease its property to a developer to build a market-rate development with 200-plus units (Building B in the figure below). SVDP property would provide access to the new transit center. See **Figure 3-5** (Scenario 2A.1 site plan) and **Figure 3-6** (Scenario 2A.1 rendering).

Note that Scenario 2A.1 is called "Scenario 2A" in **Section 4.6** (TOD scenarios analysis).

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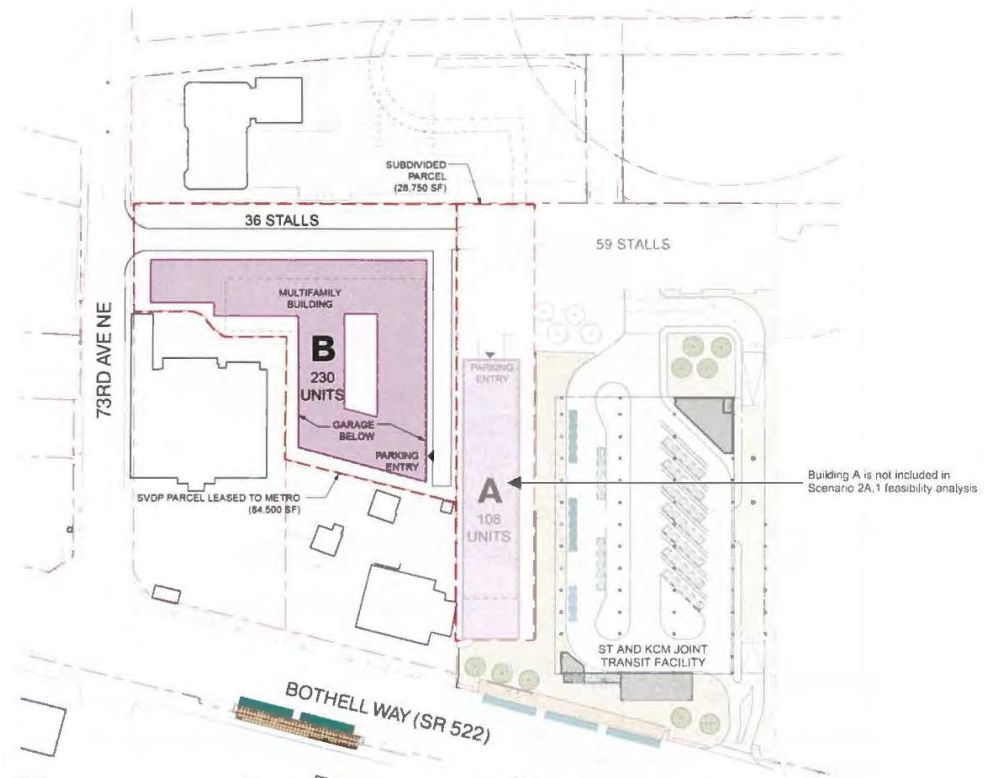


Figure 3-5 Scenario 2A.1 site plan



Figure 3-6 Scenario 2A.1 rendering

3.4 Scenario 2A.2

Integrated Mobility Hub with on-site and off-site TOD (existing roadway, 385-unit development)

Scenario 2A.2 features an ST and KCM joint transit facility, including a transit center and 300 new parking spaces (net). Scenario 2A.2 includes on-site TOD west of the transit facility (see Scenarios 1A and 1B). In this scenario, KCM would renegotiate its lease with SVDP. SVDP would lease both of its properties to a developer (or developers) to build a market-rate development with 300-plus units on the two parcels (Buildings B and C in the figure below). SVDP property would provide access to the new transit center. See **Figure 3-7** (Scenario 2A.2 site plan) and **Figure 3-8** (Scenario 2A.2 rendering).

Note that Scenario 2A.2 was not independently modeled as part of the analysis described in **Section 4.6** (TOD scenarios analysis). Rather, Section 4.6 includes in Scenario 2B the development shown at Building C in Scenario 2A.2.

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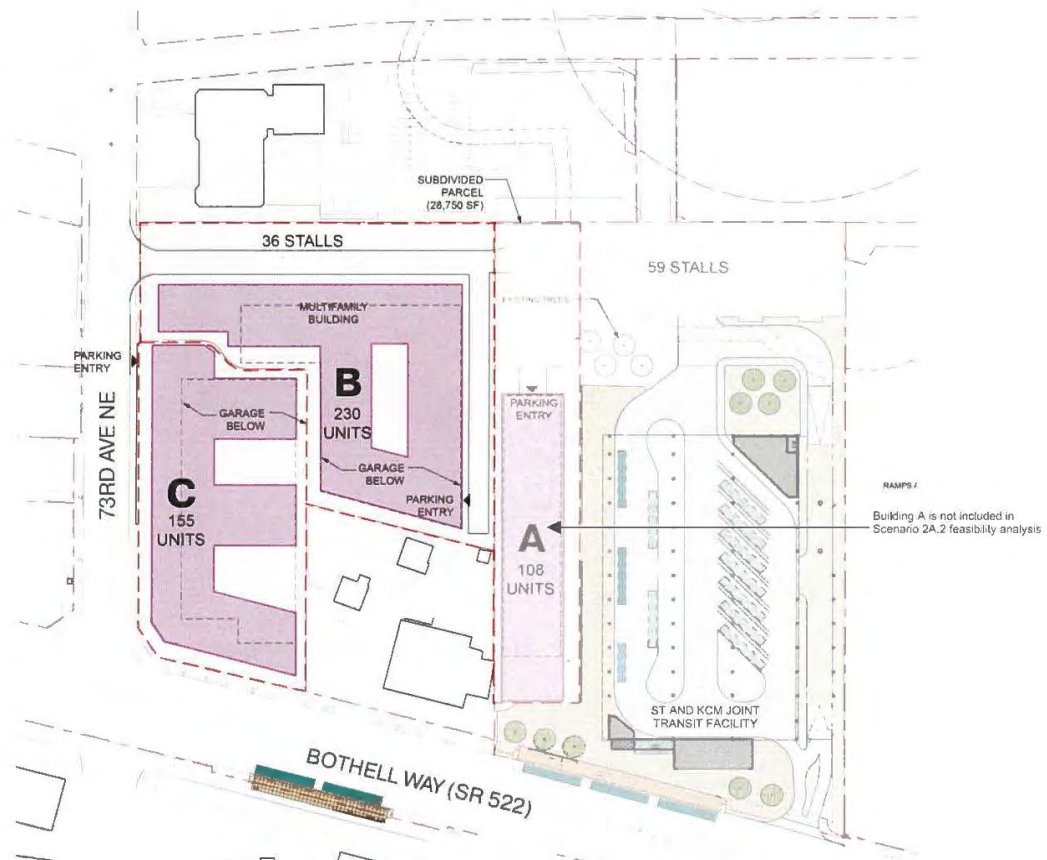


Figure 3-7 Scenario 2A.2 site plan

SR 522/NE 145th Bus Rapid Transit (BRT)**Figure 3-8 Scenario 2A.2 rendering****3.5 Scenario 2B****Integrated Mobility Hub with on-site and off-site TOD (new roadway)**

Scenario 2B features an ST and KCM joint transit facility, including a transit center and 300 new parking spaces (net). Scenario 2B includes on-site TOD west of the transit facility (see Scenarios 1A and 1B). In this scenario, KCM would renegotiate its lease with SVDP. SVDP would lease both of its properties to a developer (or developers) to build a market-rate development with 300-plus units on the resulting three parcels (Buildings D, E and F in the figure below). SVDP property would provide new east/west roadway access, south of Building E, to the new transit center. See **Figure 3-9** (Scenario 2B site plan) and **Figure 3-10** (Scenario 2B rendering).

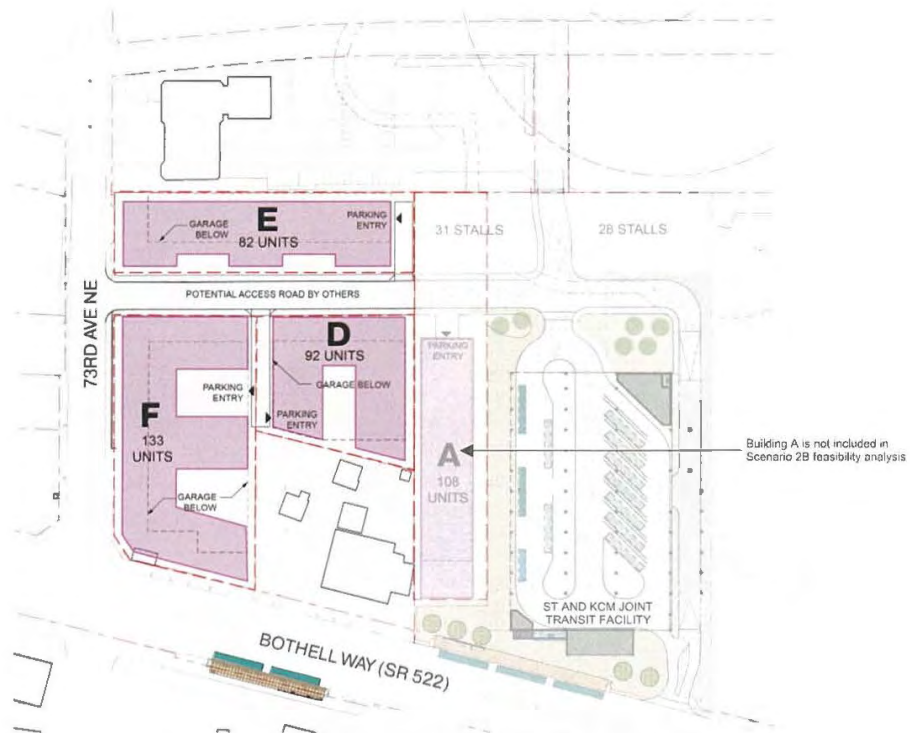
SR 522/NE 145th Bus Rapid Transit (BRT)**Figure 3-9 Scenario 2B site plan**



Figure 3-10 Scenario 2B rendering

4 TOD FEASIBILITY ASSESSMENT

4.1 Introduction to the TOD feasibility assessment

In conjunction with the David Evans and Associates, Inc. (DEA) project consultant team, Kidder Mathews conducted a technical analysis to explore the financial viability of TOD at the Kenmore park-and-ride site. The scope of work included an assessment of the existing site conditions, real estate market analysis, scenario development, financial feasibility and project implementation.

Conceptual TOD scenarios, summarized in **Table 4-1** (TOD scenarios summary), are used to understand the ways in which the Project could be implemented.

See **Section 4.6.5** (Findings of the TOD feasibility assessment) for the description of the TOD feasibility assessment analysis.

SR 522/NE 145th Bus Rapid Transit (BRT)**Table 4-1 TOD scenarios summary**

Development scenario	Development program¹	Partners²	Parking structure cost to ST³
Representative Project	• 420-space park-and-ride garage	ST, KCM	\$27 million
Modified Representative Project	• 647-space park-and-ride garage • 230 apartment units	ST, KCM, SVDP	\$26 million
Scenario 1A: Integrated Mobility Hub with on-site TOD (market-rate housing)	• 638-space park-and-ride garage • Integrated transit center • 87 apartment units (market-rate)	ST, KCM	\$39 million
Scenario 1B: Integrated Mobility Hub with on-site TOD (affordable housing)	• 638-space park-and-ride garage • Integrated transit center • 108 apartment units (affordable housing)	ST, KCM	\$41 million
Scenario 2A: Integrated Mobility Hub with on-site and off-site TOD (230 units) ⁴	• 829-space park-and-ride garage • Integrated transit center • 230 apartment units (market-rate)	ST, KCM, SVDP	\$39 million
Scenario 2B: Integrated Mobility Hub with on-site and off-site TOD (307 units) ⁴	• 829-space park-and-ride garage • Integrated transit center • 307 apartment units (market-rate)	ST, KCM, SVDP	\$41 million

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment, Sept. 2020.

NOTES:

(1) All scenarios include 300 new park-and-ride spaces.

(2) Sound Transit (ST), King County Metro (KCM), Saint Vincent de Paul (SVDP)

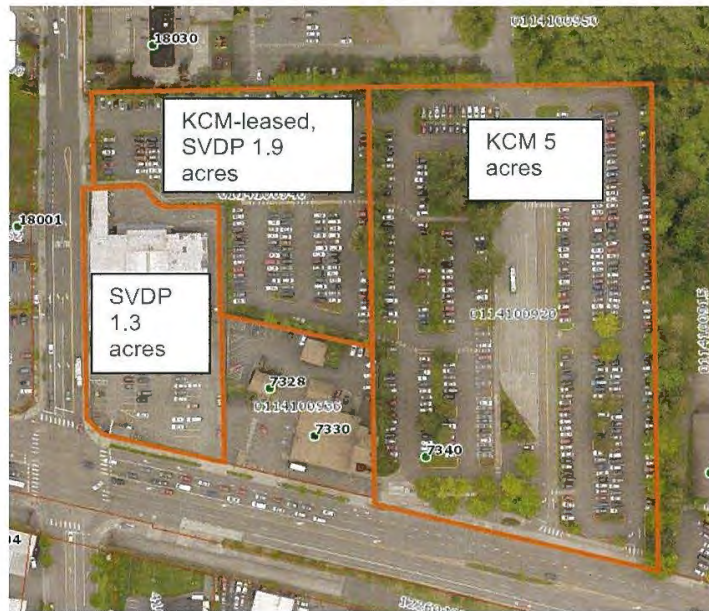
(3) Conceptual parking structure costs only – does not include other transit improvements, contingencies and potential other off-site costs. Conceptual cost per parking stall used for the analysis was \$56,667 per parking stall. Subject to final cost estimating.

(4) KCM would pay for additional parking stalls beyond those included in Scenarios 2A and 1B.

4.2 Existing conditions

The following discussion summarizes the “Kenmore Transit Center Existing Conditions” technical memorandum prepared by Kidder Mathews, July 2020, and included in **Appendix G**. The memorandum focuses on both the KCM-owned park-and-ride property, on which the future transit garage will be located, as well as two adjacent properties owned by SVDP, one of which is currently leased by KCM for additional park-and-ride capacity.

The KCM-owned property measures 216,204 square feet or approximately 5 acres; the SVDP-owned/KCM-leased property measures 84,720 square feet or 1.9 acres; and the second SVDP-owned property measures 57,102 square feet or 1.3 acres. These three sites total approximately 8.2 acres. See **Figure 4-1** (Property ownership and areas).

SR 522/NE 145th Bus Rapid Transit (BRT)**Figure 4-1 Property ownership and areas**

The KCM-owned site currently has transit center facilities—including seven bus layovers, 400 park-and-ride spaces and on-street bus loading zones—and landscaping that includes stands of significant trees. The SVDP-owned/KCM-leased site has 227 park-and-ride spaces. The other SVDP site, located at the intersection of SR 522 and 73rd Avenue NE, has a thrift store, including a drop-off location for donations and customer parking.

Directly northeast of the properties are the Swamp Creek wetlands and a great blue heron rookery. The existence of these sensitive areas impact the planning and construction phases of any future project at the park-and-ride site. Since the existing conditions memorandum was published, there is more specific information on the impacts of these two elements. A wetland buffer and accompanying building setback have been determined that could impact the amount of developable land on the KCM-owned park-and-ride site. The wetland buffer and accompanying building setback represent the most restrictive impact of these two sensitive areas, because the heron rookery zone lies within the wetland buffer zone and thus is less limiting. However, regulations to protect the rookery will impact the construction schedule, because these regulations require that construction that generates significant noise cannot occur between January and August. See **Figure 4-2** (Site constraints diagram).

SR 522/NE 145th Bus Rapid Transit (BRT)

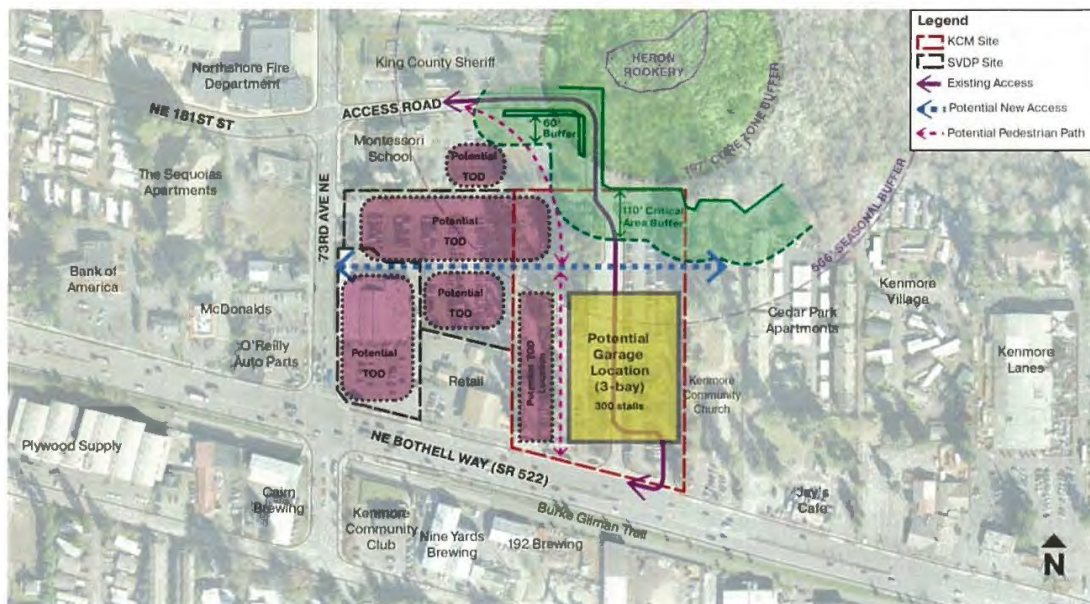


Figure 4-2 Site constraints diagram

Annual flooding of the road abutting the wetlands has been an issue on the parcel directly north of the properties on which CCM is located. Groundwater depth is estimated to be encountered anywhere between 0 feet and 17 feet below the surface, and correlates with Swamp Creek water levels. Redevelopment of the park-and-ride property requires that no additional stormwater above current levels may be discharged into the wetlands.

The KCM park-and-ride property is zoned Public/Semi-Public, and both SVDP properties are zoned Downtown Commercial. All three properties lie within the city's TOD district overlay, which allows an increase in residential unit density, increased height limits, and lower parking ratios in exchange for incorporating affordable housing. The properties are also located within a designated growth area and are eligible for the Multifamily Tax Exemption program. There are other incentives related to significant tree grove retention, and these can further lower parking ratios. (per KMC 18.29.100.C) The TOD district overlay is supportive of transit and TOD uses; however, the underlying Public/Semi-Public zoning designation is not.

4.3 Market analysis

Kidder Mathews prepared the "SR 522 BRT – Kenmore Transit Center Market Assessment," dated July 25, 2019 (see **Appendix G**). This section summarizes the market assessment.

The demand for market rate apartments in the Bothell/Kenmore submarket is steady. Within 3 miles of the subject property, there are 5,899 units in the market, of which 5.1 percent are vacant. Absorption over the past 12 months was to 210 units and has averaged 271 units annually over the past five years.. With limited new supply of market rate apartments in the

SR 522/NE 145th Bus Rapid Transit (BRT)

pipeline for the near term, there appears to be sufficient renter demand to support new development. See **Table 4-2** (Demand summary).

Table 4-2 Bothell/Kenmore market segment demand summary

Market segment	Demand
Apartments	Steady
Pedestrian-oriented retail	Weak
Office	Weak
Hospitality	Steady

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment, Sept. 2020.

The Bothell/Kenmore retail submarket consists of 3.6 million square feet of primarily auto-oriented strip centers and stand-alone “big box” retail spaces. Parking ratios are high, averaging between 4.5 and 5.5 stalls per 1,000 square feet of space. Vacancy is low; however, lease-up time is relatively slow, averaging about 6 months. Average rents range from \$14 to \$24 per square foot, plus expenses. There is a significant difference between rental rates for older spaces and new spaces. In downtown Kenmore, recently delivered retail spaces in a mixed-use format are achieving \$37 to \$38 per square foot triple net with 2 percent fixed annual increases and tenant improvement allowances of \$50 per square foot to \$60 per square foot.

Demand to adequately support the development of new pedestrian-oriented retail at this location is weak. The new examples of mixed-use retail space mentioned above are closely clustered together in Kenmore’s downtown, and plenty of surface parking remains available. The subject properties are well positioned to respond to demand for auto-oriented retail. To bridge the transition to urban pedestrian-oriented retail in a vertical mixed-use format at this location, a field of parking is needed directly in front of ground floor spaces. To reduce the impact of surface parking on the urban form, a limited amount of teaser parking can be provided in front of the space to attract retail patrons, while the balance of the required parking would be located in a parking structure.

The Bothell/Kenmore hotel market consists of 10 hotels and 958 guestrooms, with average room rates of between \$100 and \$120 per night and an occupancy rate of 67.1 percent. It is reasonable to assume an occupancy rate of about 70 percent over the long term. One hotel was added to the city of Kenmore’s inventory in 1981, and the data suggests that demand exists for new hotels in the submarket. A new hotel positioned to best capture demand in the marketplace most likely would be a franchise affiliate of a national limited service brand with about 80 rooms. Examples include Best Western, Fairfield Inn & Suites, Comfort Suites, Days Inn or Quality Inn.

The Bothell/Kenmore office submarket consists of 5.2 million square feet of space. Office buildings with floor plates greater than 10,000 square feet are concentrated in Bothell’s North Creek and Canyon Park business centers. Kenmore’s office space represents only 2.3 percent of the Bothell/Kenmore submarket inventory. The overall vacancy in the market is 5 percent, and the Class A segment vacancy is even lower, at 3 percent. Class A average asking rents top out at \$35 to \$38 per square foot triple net, and the average rent for Class B and C ranges from

SR 522/NE 145th Bus Rapid Transit (BRT)

\$10 to \$25 per square foot. Kenmore holds a small share of the submarket's inventory. Buildings are generally small, having average floor plates of about 5,000 square feet, and the last new deliveries were in the 1980s. The development of modern office buildings with large floor plates at this time is a highly speculative endeavor.

In summary, the prospects for commercial real estate development in the immediate proximity of the property are as follows:

- Apartment development warrants further investigation.
- Pedestrian-oriented retail is a challenge. High-visibility parking and high parking ratios are still needed to support mixed-use retail spaces.
- Hotel development warrants further investigation.
- Office development would be highly speculative at this time.

While the market analysis shows that there is currently weak demand for office space, future master development solicitations could consider some inclusion of office space. For example, if the City were to provide incentives like parking ratio reductions or relaxed conditions for the permitted uses of space, this may create more opportunities for small office space development. There may also be opportunities to collaborate with private property owners, such as SVDP, to include office space as an integral element of a larger development.

The market analysis was prepared in July 2019 and therefore does not reflect the impact of COVID-19 on the commercial real estate markets. An update of the market analysis is beyond the scope of this assignment; however, some general observations can be made about the demand for development in Kenmore. COVID-19 has triggered a correction in the commercial real estate markets, however, buyers are still pursuing well-located apartment development sites.

4.4 Site planning

Scharrer Architecture + Design (Scharrer AD) has prepared a number of TOD site planning diagrams and yield studies for the Project in order to assess development capacity and the physical feasibility of development. The following **Section 4.5** (TOD financial feasibility) presents the site plans, and **Appendix G** includes a summary of Scharrer AD's site plans and yield studies.

4.5 TOD financial feasibility

Consistent with the market analysis and site planning work, three projects were tested for financial feasibility: an 87-unit apartment building, a 230-unit apartment building and an 80-room hotel. A summary of the analysis is presented below, and **Appendix G** includes supporting detail.

4.5.1 Assumptions

The global assumptions used in the financial feasibility analysis include, but are not limited to, the following:

- The work is based on the concept-level massing completed by the architect and is preliminary in nature.
- The massing presented is primarily consistent with the market constraints and secondarily reflects zoning code requirements, including site coverage, setbacks and height limits, with some minor departures.
- The projects are developer-delivered by a developer selected by KCM or ST using the typical request for proposal (RFP) process. Further, no extraordinary encumbrances are placed on the property.
- Extraordinary costs, beyond what are described in this document, are not imposed on the development.
- The work is done recognizing that real estate markets are cyclical in nature and a market recession may delay project delivery. Further, future economic events could influence the findings of the analysis.
- Affordable housing considerations, including the nature of funding cycles, level of affordability and availability of potential tax abatement incentives, are the subject of more in-depth study.
- Cost sharing for the construction of new access or adjacent roadway improvements is not addressed in the analysis.
- Permanent access is available to TOD sites.
- Projects are permitted, financed, constructed and occupied within the next 48 months.
- Analysis resulting in a positive financial return, small or large, suggests that more in-depth analysis is warranted.

4.5.2 87-unit apartment TOD project

Development program

The development program, depicted in **Figure 4-3** (87-unit apartment TOD project), shows a five-story building with structured parking and retail on the ground floor (structured parking is split on two levels and retail space is double-height) and four stories of apartments. The building contains 87 apartment units, nine of which are affordable (per KMC 18.77.030). The apartment units average 835 gross square feet. The project includes 2,420 square feet of retail with frontage on SR 522. The structured parking contains 86 spaces that are shared between residents, guests and retail patrons. The building configuration is consistent with apartment buildings in the local marketplace.

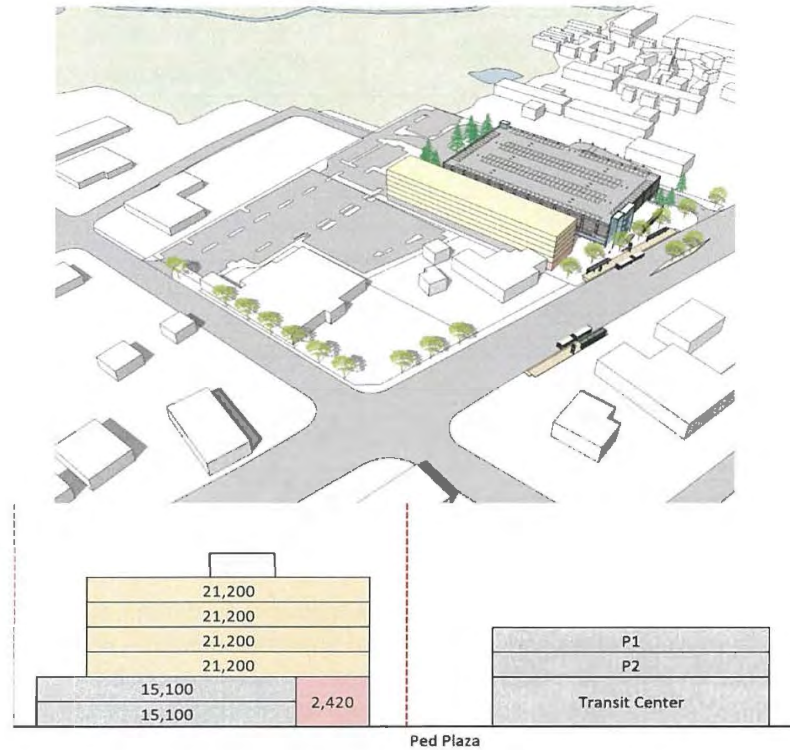


Figure 4-3 87-unit apartment TOD project

Revenue

The analysis assumes the property is sold at fair market value and is free of extraordinary encumbrances. The land sale generates \$3.13 million.

Feasibility

The development pro forma for the project is summarized in **Table 4-3** (87-unit apartment TOD project). The project costs \$32.25 million to develop and generates sale proceeds when completed equal to \$32.52 million. It produces \$1.43 million in net operating income and a profit of \$272,066. The project's profit margin is 0.8 percent. The analysis shows a slightly positive profit margin; therefore, further analysis is warranted.

Table 4-3 87-unit apartment TOD project

Static pro forma summary	
Construction type	Wood over concrete
Project size	117,420 square feet
Parking type	Structured
Parking area	30,200 square feet
Land acquisition	\$3,136,320
Hard costs	\$23,065,516
Soft costs	\$6,052,129
Total costs	\$32,253,965
Net operating income	\$1,434,782
Sale proceeds	\$32,526,031
Profit	\$272,066
Profit margin	0.8%

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment, Sept. 2020.

4.5.3 230-unit apartment TOD project

Development program

The development program, depicted in **Figure 4-4** (230-unit apartment TOD project), shows a six-story building with structured parking, retail and apartments on the ground floor (structured parking is split on two levels and apartments and retail spaces are double-height) and five stories of apartments. The building contains 230 apartments units, 23 of which are affordable (per KMC 18.77.030). The apartment units average 835 gross square feet. The project includes 1,380 square feet of retail space. The structured parking contains 210 spaces, shared between residents, guests and retail patrons. The building configuration is consistent with apartment buildings in the local marketplace.

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Figure 4-4 230-unit apartment TOD project

Revenue

The analysis assumes the property is free of extraordinary encumbrances and the fair market value is \$8.45 million.

Feasibility

The development pro forma for the project is summarized in **Table 4-4** (230-unit apartment TOD project). The project costs \$79.43 million to develop and generates sale proceeds when completed equal to \$82.48 million. It produces \$3.63 million in net operating income and a profit of \$3.05 million. The project's profit margin is 3.8 percent. The analysis shows that the project has a positive profit margin and is marginally feasible, thus warranting further analysis.

Table 4-4 230-unit apartment TOD project

Static pro forma summary	
Construction type	Wood over concrete
Project size	298,850 square feet
Parking type	Structured
Parking area	73,600 square feet
Land acquisition	\$8,450,640
Hard costs	\$57,418,436
Soft costs	\$13,561,856
Total costs	\$79,430,933
Net operating income	\$3,635,841
Sale proceeds	\$82,483,726
Profit	\$3,052,793
Profit margin	3.8%

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment Sept. 2020.

4.5.4 Hotel project

Development program

The development program consists of a four-story limited service hotel building with surface parking. The building contains 80 rooms with a gross area per room of 550 square feet (which includes circulation space and share of common areas). Surface parking contains 85 spaces and is located behind the building. The building configuration is consistent with hotel buildings in the local marketplace.

Revenue

The analysis assumes the property is sold at fair market value and is free of extraordinary encumbrances. The land sale generates \$4.28 million in revenue.

Feasibility

The development pro forma for the project is summarized in **Table 4-5** (Limited service hotel). The project costs \$13.93 million to develop and generates sale proceeds when completed equal to \$13.65 million. It produces \$1.14 million in net operating income and a profit of negative \$280,000. The project's profit margin is negative 2.0 percent. The analysis suggests the project is not feasible as configured under current market conditions. The feasibility of a hotel project in Kenmore is sensitive to land costs. The highest and best use for parcels in the area is apartment construction, as indicated by the analysis summarized in **Section 4.5.2** and **Section 4.5.3**, above. The revenue generated by the hotel project is not adequate to support new development.

Table 4-5 Limited service hotel

Static pro forma summary	
Construction type	On-grade slab, with wood/metal stud framing
Parking type	Structured
Building size	44,000 square feet
Parking area	29,750 square feet
Land acquisition	\$4,282,650
Hard costs	\$6,890,000
Soft costs	\$2,760,000
Total costs	\$13,930,000
Net operating income	\$1,140,000
Sale proceeds	\$13,651,276
Profit	-\$280,000
Profit margin	-2.0%

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment, Sept. 2020.

4.5.5 Summary of the financial feasibility analysis

Three development projects were used to test financial feasibility of TOD: an 87-unit apartment building, a 230-unit apartment building and an 80-room hotel. The financial feasibility analysis suggests that, under current market conditions, apartment development is financially feasible and hotel development is not financially feasible. **Appendix G** contains supporting documentation.

4.6 TOD scenarios analysis

4.6.1 Introduction

KCM has made a long-term investment in the Kenmore park-and-ride property consisting of certain transit improvements, specifically park-and-ride and bus layover functions. KCM leases adjacent land from SVDP for additional park-and-ride capacity. KCM's facilities are currently operating at capacity.

The analysis of TOD scenarios presented in this section uses two proposed transit projects as a basis for evaluating TOD at the Kenmore park-and-ride site. The first project is the Representative Project. The second project, resulting from ST's stakeholder engagement work, is called the Integrated Mobility Hub that co-locates transit with housing.

4.6.2 In evaluating the Representative Project two development scenarios emerged: the Representative Project and the Modified Representative Project. The evaluation of the Integrated Mobility Hub resulted in two development scenarios, Scenarios 1 and 2, each of which has two possible options (indicated as A and B). The outcomes of the scenarios analysis are summarized in Table 4-6 (TOD scenario analysis results) with the results expressed in terms of TOD creation and cost to ST. Global assumptions

The comparative analysis of the various TOD scenarios is based on the following global assumptions:

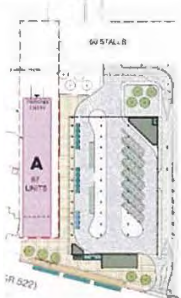
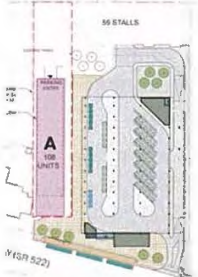
- ST contributes funding for 300 spaces in the park-and-ride garage.
- At a minimum, KCM retains its existing transit improvement capacity and functionality.
- ST pays KCM an amount equal to the value of the land or air rights attributable to the area occupied by its new spaces in the garage.
- KCM pays for the additional costs to relocate park-and-ride spaces that are currently located where future TOD sites would be developed.
- The allocation of cost to ST and KCM for the new transit center improvements in the Integrated Mobility Hub scenarios is yet to be determined.

4.6.3 Analysis

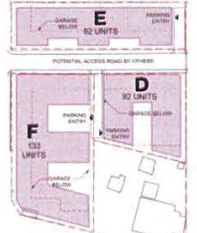
The TOD scenarios are described in **Table 4-6** (TOD scenario analysis results), with the outcomes shown in terms of TOD creation and revenue (value) or cost to the parties: ST, KCM and SVDP. **Please note that the revenue/costs to ST for Scenario 2 presented in the table are in addition to the costs associated with Scenario 1. Appendix G** contains the related detailed analysis.

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Table 4-6 TOD scenario analysis results¹

Scenarios ²	TOD units	Revenue/(Cost)
Representative Project ST acquires land from KCM ³ and builds the Representative Project garage, including 300 new park-and-ride spaces. The existing park-and-ride spaces displaced by the garage footprint are also replaced in the new garage. 	0	ST: (\$26,953,000) KCM: \$3,153,000 SVDP: \$0
Modified Representative Project ST acquires land from KCM and builds the Representative Project, including 300 new park-and-ride spaces. The existing park-and-ride spaces displaced by the garage footprint are also replaced in the new garage. KCM relocates its SVDP park-and-ride spaces in the new garage to make way for TOD. 	230	ST: (\$25,847,000) KCM: (\$3,661,000) SVDP: \$8,472,000
Scenario 1A - Integrated Mobility Hub with On-site TOD, Market-rate Apartments ST acquires land from KCM and builds the Integrated Mobility Hub alternative project, including a new transit center and 300 new park-and-ride spaces. ST acquires land adjacent to the garage from KCM for TOD. ST sells its site adjacent to the garage at a discount to a developer who builds affordable housing. The existing park-and-ride spaces displaced by the new garage footprint and the TOD site are replaced in the new garage. 	87	ST: (\$38,925,000) KCM: \$6,670,000 SVDP: \$0
Scenario 1B - Integrated Mobility Hub with On-site TOD, Affordable Apartments ST acquires land from KCM and builds a new Integrated Mobility Hub (transit facility), including a new transit center and 300-space park-and-ride garage. ST also acquires land for TOD on which it facilitates the development of affordable housing. The existing park-and-ride spaces displaced by the new garage footprint and the TOD site are also replaced in the new garage. 	108	ST: (\$41,074,000) KCM: \$7,011,000 SVDP: \$0

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Scenario 2A⁴ - Integrated Mobility Hub with On-site and Off-site TOD, Existing Roadway ST constructs an additional 191 parking spaces in the new integrated mobility hub garage. KCM pays ST for the cost of the new spaces. KCM renegotiates its lease with SVDP, continuing to lease a portion of the property for surface parking. SVDP leases the balance of the property to a developer. ST acquires a permanent easement across the SVDP property to provide access to the new integrated mobility hub.		ST: \$0 KCM: (\$5,526,000) SVDP: \$236,000* *Annual lease payment
Scenario 2B - Integrated Mobility Hub with On-site and Off-site TOD, New Roadway ST constructs an additional 227 parking spaces in the new Integrated Mobility Hub. KCM pays ST for the cost of the new spaces. KCM terminates its lease with SVDP. ST acquires a permanent easement across the SVDP property to provide access to the new Integrated Mobility Hub. SVDP leases all of its property to a developer.		ST: (\$500,000) KCM: (\$5,708,000) SVDP: \$201,000* *Annual lease payment

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment, Sept. 2020.

NOTES:

- (1) This table includes conceptual parking structure costs only; it does not include other transit improvements, contingencies and potential other off-site costs. Conceptual cost per parking stall used for the analysis is \$56,667 per parking stall. Information presented in this table is subject to final cost estimating.
- (2) All scenarios include 300 new park-and-ride spaces.
- (3) Sound Transit (ST), King County Metro (KCM), Saint Vincent de Paul (SVDP).
- (4) Scenario 2A is called Scenario 2A.1 in Section 3.3 (see **Section 3.3** (Scenario 2A.1) on page 33).
- (5) TOD unit count does not include the potential units in Building A from Scenarios 1A and 1B.

4.6.4 Summary of the TOD scenarios analysis

The scenarios in **Table 4-6** (TOD scenario analysis results) depict a range of transit and TOD opportunities. The Representative Project is a simple standalone transit garage, and the Modified Representative Project includes 230 apartment units built on KCM's adjoining property (leased from SVDP). The Representative transit garage is expanded to house the existing park-and-ride spaces on KCM's leased property.

The Integrated Mobility Hub scenarios 1A and 1B include TOD on land directly adjacent to a new garage. Scenarios 2A and 2B show development on the adjoining parcels, the KCM-leased property and SVDP existing store property. The revenues/costs for Scenarios 2A and 2B are additive to the costs of Scenarios 1A and 1B. In total, the densest development scenarios produce over 400 apartment units, as depicted in **Figure 4-5** (Scenario 2B rendering).

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Figure 4-5 A conceptual rendering for the new garage and TOD scenarios

4.7 Implementation

The implementation of the TOD scenarios requires that the parties reach agreements and make coordinated decisions. ST needs to decide what role its SR 522/NE 145th BRT Project will play in the community-building endeavor. ST also needs to determine whether changes to scope, schedule and budget are acceptable to facilitate TOD and to what extent.

KCM will need to decide whether it is committed to creating a new Integrated Mobility Hub at this location and determine the extent of that financial commitment. KCM will need to work with SVDP to determine their willingness and ability to participate in the redevelopment effort. If SVDP is to participate, SVDP needs to determine its willingness to sell or lease its properties to participate in a redevelopment effort.

The following is an outline of initial discussions and actions to move the scenarios forward.

4.7.1 Modified Representative Project

- KCM and SVDP agree to lease renegotiation or termination.
- KCM and ST agree to increase the size of the transit garage to accommodate park-and-ride spaces currently located on the SVDP leased property to make way for the future TOD. KCM and ST agree on a shared cost to increase the size of the garage.
- KCM and ST determine land value allocations.

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- KCM and ST execute the necessary interagency agreements.

4.7.2 Scenarios 1A and 1B – Integrated Mobility Hub with on-site TOD

- KCM and ST agree to increase the size of the transit garage to accommodate park-and-ride spaces displaced by the adjacent TOD building. KCM and ST determine the cost to increase the size of the garage.
- KCM and ST determine land value allocations.
- KCM and ST coordinate scheduling on project timeline for construction of the garage and the TOD.
- KCM and ST execute necessary interagency agreements.
- KCM issues an RFP for the TOD opportunity.

4.7.3 Scenarios 2A and 2B – Integrated Mobility Hub with on-site and off-site TOD

- SVDP determines what course of action it wishes to pursue—no action, lead redevelopment effort or support redevelopment effort by others.
- SVDP determines its future physical building footprint.
- KCM and SVDP agree to lease renegotiation or termination, and schedule.
- KCM and ST agree to increase the size of the transit garage to accommodate park-and-ride spaces displaced by the adjacent TOD.
- KCM and ST coordinate scheduling regarding the project timeline for construction of the garage and TOD delivery.
- SVDP or KCM issues an RFP or a joint RFP for the TOD opportunities.

4.8 TOD feasibility assessment findings and conclusions**4.8.1 TOD feasibility assessment findings**

- Existing site constraints (e.g., wetlands and heron rookery) limit the area available for future TOD.
- Apartment development (market-rate or affordable housing) is feasible today; however, office, hotel and pedestrian-oriented development is not currently viable at this location.
- The Representative Project has the lowest cost of all scenarios and the lowest risk profile, because it has a smaller scope of work (300 net new stalls) and is only dependent on Sound Transit delivering the parking garage.
- The Modified Representative Project scenario includes 230 apartment units, and reduces ST project costs by about \$1 million compared to the Representative Project.

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- The Integrated Mobility Hub with on-site TOD scenarios (with either market-rate or affordable housing scenarios) contain up to 108 apartment units and provide for a new transit facility. It carries an additional cost to ST of between \$13 million and \$14 million, and requires KCM to make financial contributions.
- The Integrated Mobility Hub with on- and off-site TOD scenarios could allow for the creation of 300 to 400 apartment units across all three sites and provide for a new transit facility. These two scenarios (Scenarios 2A and 2B) are dependent on the willingness of the adjoining property owner, SVDP, to play an active role in the transit project and for KCM to make financial contributions.

4.8.2 Conclusions on the TOD feasibility assessment

The analysis presented provides perspective about delivering TOD at the Kenmore park-and-ride site. It outlines the challenges and frames the physical and financial implications of creating TOD with the transit project.

The vision for an Integrated Mobility Hub resulting from the stakeholder workshops carries considerable financial challenges that must be overcome. As shown in **Table 4-1** (TOD scenarios summary), the additional cost to achieve the vision of an Integrated Mobility Hub, when compared to the Representative Project, is at minimum \$13 million. The additional costs are to create the added parking capacity only and do not include project contingencies and off-site costs.

Given the additional cost to achieve an integrated outcome and the economic impacts of the COVID-19, ST and KCM are exploring alternative delivery strategies. These include the possibility of transitioning the ST-led capital project delivery model to a KCM-led public/private development effort in coordination with a private developer. The alternative delivery model would create an integrated transit facility and maximize TOD across multiple sites. This model is further described under Section 6 – Recommendations.

5 ENVIRONMENTAL WORK

5.1 State Environmental Policy Act (SEPA) process

ST's SEPA Checklist for the SR 522/NE 145th BRT Project evaluates the four-floor garage layout. Planned TOD elements on the site would be evaluated through a separate SEPA process, as well as through the National Environmental Policy Act if federal funding were provided.

The TOD planning efforts have taken into account the proposed park-and-ride garage to be located on the Kenmore park-and-ride site. In coordination with KCM, ST proposes to implement a four-floor garage facility, with the ground floor functioning as a KCM transit center, and three floors of park-and-ride parking above. Partner funding for this configuration, which would be more expensive than the project approved through the ST3 process, would be required to implement this garage concept. If partner funding does not become available, ST would build a smaller facility (per ST3) without KCM transit functions on the ground floor, and

KCM transit operations would continue in their current location at the Kenmore park-and-ride lot. TOD on the site would be served with either of these two transit service configurations.

6 RECOMMENDATIONS

The stakeholder engagement, scenario planning and feasibility analysis presented in this report suggest certain future steps that will aid in implementation. The following recommendations support implementation of a KCM-led delivery of TOD at the Kenmore park-and-ride site (these recommendations have been informed by the likelihood of financial impacts due to the COVID-19 recession and ongoing Sound Transit Board realignment process).

6.1 Explore delivery strategies (KCM-led delivery approach)

ST and KCM are investigating potential alternative delivery methods in which KCM would lead the project delivery, and ST would provide a funding contribution for 300 parking stalls as outlined in the ST3 voter-approved project. This approach could allow KCM to pursue a streamlined solicitation of a private development partner to help organize an integrated TOD and transit project across multiple sites, potentially including the properties owned by SVDP. A KCM-led delivery approach would allow for the transit improvements to be included as part of a larger development project. Conversations are ongoing between ST, KCM, the City of Kenmore and SVDP to consider roles for each party under an alternative delivery model.

A separate agreement between KCM and ST would need to be developed to address key terms, such as ST's financial and/or ownership interest in parking delivered through a KCM-led delivery approach, and milestone dates for completion of transit parking by KCM or designee. KCM and ST would outline remedies to enable an ST-delivered project to proceed in case KCM is unable to deliver on a mutually agreed upon timeline.

6.2 Secure commitments between partners to advance development strategies

Given the complexities of the site ownership, physical conditions and development program, it will be important for parties to make appropriate commitments to enable a redevelopment to succeed. One aspect of this would be ST's willingness to allow parking stalls to be delivered in a different configuration and perhaps ownership interest than it typically delivers, which would enable KCM to secure a development partner. SVDP's ability and interest to participate in the development partnership is also crucial to determining the ultimate site capacity and phasing. Finally, the city has a potential role to play in helping to facilitate desired development outcomes, including, but not limited to, road or street improvements. There may also be an opportunity for the city to facilitate or financially incentivize the construction of the new access roadway through the SVDP property.

6.3 Clarify regulatory and permitting pathways

Creating certainty around the regulatory pathways and risks to permitting will be an important signal to the development market that the site is a good investment proposition. The City of

Kenmore has an important role to play in providing guidance on how to resolve outstanding wetland and traffic issues, thresholds and triggers emerging from the SEPA analysis. If such clarity cannot be provided, it would be helpful to understand processes for securing variances and departures, or what issues might be negotiable in the context of a development agreement. Withholding such information and risks from the planning partnership could greatly complicate the task of finding and securing developer interest in the site.

6.4 Consider a market sounding to solicit feedback

6.4.1 Early procurement exploration

ST and KCM could consider a formal solicitation for expressions of interest and information from the market. This Request of Expressions of Interest could be framed generally to raise awareness of and interest in the site, and/or potentially trial terms for an eventual offering. Such a solicitation would provide ST and KCM with early market feedback on implementation strategies and concepts to understand the viability and timing of the future development.

6.4.2 Developer's forum

An alternative to releasing a formal RFEI could be convening a developer's forum, or conducting informal outreach to developers, to gather feedback from the development community. A forum would be an opportunity to present information and elicit feedback in a less formal manner on the development strategy and timing.

6.5 Other considerations

ST could consider using interim parking solutions, if deemed necessary, until a joint development is completed. In order to meet desired parking outcomes at and around the park-and-ride facility, KCM might defer some of its current transit parking requirements or provide provisions for shared parking within its future TOD. ST and the City of Kenmore can continue to discuss TOD incentives and benefits, including assumptions for how the requirements to qualify for any incentives will be met in future master development solicitations.



APPENDIX A

Full Summary of Kenmore Park-and-Ride Lot TOD Planning Workshop 1

July 12, 2019

SR 522/NE 145th Bus Rapid Transit (BRT)**Meeting Summary**

Meeting Subject: Kenmore Park-and-Ride Transit Oriented Development (TOD) Planning Workshop 1

Date: July 12, 2019

Time: 1 – 4 p.m.

Location: City of Kenmore Hall, Council Chambers

Attendees (ST):

- Casey Nelson, Civil Engineering
- Ivonne Rivera-Martinez, BRT Community Outreach
- Juan Calaf, Land Use Planning
- Kathy Leotta, SR 522/NE 145th BRT Project Manager
- Sloan Dawson, Land Use Planning
- Ned Delmore, Executive Director, St. Vincent de Paul (SVDP) of Seattle
- Sarabjit Thind, Director, Columbia Crest Montessori
- Bryan Hampson, City of Kenmore
- Debbie Bent, City of Kenmore
- Lauri Anderson, City of Kenmore
- Brian Macik, King County Metro
- Sarah Lovell, King County Metro
- Chris Arkills, King County Department of Transportation (DOT), Deputy Directors Office (DDO) – Government Relations and Partnerships (GRAP)

Attendees (Other):

- Christopher Cunningham, King County DOT/Transit/Design & Construction (DC) – Civil Engineering/CADD
- Sunaree Marshall, Special Projects Manager, King County Department of Community and Human Services (DCHS)/Housing, Homelessness and Community Development Division (HHCCDD)
- Klaas Nijhuis, Senior Planner, A Regional Coalition for Housing (ARCH)
- Lindsay Masters, Executive Manager, ARCH
- Christine Scharrer, Scharrer Architecture and Design
- Blair Howe, Kidder Mathews
- Jim Hencke, David Evans and Associates (DEA)
- Jon Gage, DEA
- Kristine Edens, EnviroIssues
- McKenna Asakawa, EnviroIssues

Meeting Purpose:

The Kenmore Park-and-Ride Transit-Oriented Development (TOD) Planning Workshop 1 was the first of three workshops hosted by Sound Transit summer 2019. Sound Transit's intentions for the three workshops were:

- To determine how to locate a parking garage that helps establish a future urban framework for access.

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- To collaborate in a visioning and evaluation process with the objective of achieving a coordinated plan for development on properties in and around the Kenmore Park-and-Ride/Bus Rapid Transit (BRT) Station.
- To align public investments and achieve the best possible outcomes for the Kenmore P&R and surroundings.

Workshop 1 centered on an exploration of stakeholders' goals and interests for the Kenmore Park-and-Ride site and surrounding properties. Sound Transit wished to understand where stakeholders' goals align and/or diverge, whether stakeholders might articulate a shared vision for the site, and whether stakeholders might be willing to work together to achieve a coordinated plan for development.

Key takeaways from Workshop 1 include:

- There is alignment in many stakeholders' goals and interests regarding the Kenmore Park-and-Ride site and surrounding properties. Participants expressed an openness to collaboratively exploring development options with an aim to articulate and achieve a shared vision.
- Many participants expressed interest in support of developing a "mobility hub" that co-locates transit with housing, especially affordable housing. Other elements of a potential shared vision include a parking garage wrapped with housing, commercial and/or office space.
- Potential challenges of development include designing access points that facilitates circulation within and around the site, aligning Kenmore TOD efforts with the SR 522/NE 145th BRT timeline, working within the site constraints (including zoning requirements), and coordinating efforts of the many stakeholders.
- There was a recurring call to consider other stakeholders that should be invited to participate in the workshop series.

Notes:

Part I. Project Overview

Welcome and introductions:

Kristine Edens, EnviroIssues, introduced herself as the meeting's facilitator and thanked everyone in attendance for their time and participation in the first Kenmore Park-and-Ride TOD planning workshop. Kristine Edens asked each participant around the table to give a brief personal introduction and an overview of their interest in and history with the Kenmore Park-and-Ride site or transit-oriented development more broadly.

- Sloan Dawson, Sound Transit, welcomed everyone and expressed excitement about identifying a Park-and-Ride location and exploring opportunities for a larger, collaborative planning effort.
- Juan Calaf, Sound Transit, commented that he and Sloan Dawson work together and noted his own interest in discussing opportunities for the Kenmore site.
- Klaas Nijhuis, A Regional Coalition for Housing (ARCH), noted ARCH's interest in funding projects that advance affordable housing in east King County cities.
- Christine Scharrer, Scharrer Architecture and Design, introduced herself as the architect working on conceptual designs for the future Kenmore parking facility and potential future TOD.

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- Kathy Leotta, Sound Transit, introduced herself as the project manager for Phase 2 of the SR 522/NE 145th Bus Rapid Transit (BRT) project and reiterated Sound Transit's general support for TOD. One of Sound Transit's goals is to locate a parking garage to be included in environmental review scheduled for fall 2019.
- Bryan Hampson, City of Kenmore, expressed excitement about the Kenmore Park-and-Ride and TOD project, noting that he works with permitting.
- Lauri Anderson, City of Kenmore, reported that the City of Kenmore has a TOD overlay at this site. The City is interested in working with ARCH staff on the issue of affordable housing and is looking for synergy between groups seated at the table.
- Debbie Bent, City of Kenmore, noted that Nancy Ousley is Kenmore City's point person for the Kenmore Park-and-Ride and TOD project.
- Brian Macik, King County Metro, stated that he is the King County Metro lead for the SR 522/NE 145th BRT project.
- Sarah Lovell, King County Metro, stated that King County Metro is interested in preserving the transit functions of the existing Kenmore Park-and-Ride, while also being a partner in the larger vision to realize great potential for transit-oriented development at the site.
- Chris Arkills, King County Metro, described his role as government relations for King County Metro. He expressed interest in an opportunity to build a parking garage at this site or much more than that, highlighting opportunities to build affordable housing and/or a community asset on the properties.
- Sunaree Marshall—King County Department of Community and Human Services (DCHS)/Housing, Homelessness and Community Development Division (HHCDD)—expressed King County's interest in advancing equitable outcomes and identifying funding and resources for community development.
- Ned Delmore, St. Vincent de Paul (SVDP) of Seattle, stated that the SVDP thrift store in Kenmore occupies 75,000 square feet and suggested that SVDP is constantly looking for ways to advance its mission to serve its communities. SVDP serves 50,000 people annually in different capacities. Ned passed around informational pamphlets on SVDP's programs and beneficiaries.
- Lindsay Masters, ARCH, expressed commitment to supporting Kenmore in achieving the best housing outcomes possible. She described previously working with Sound Transit on other TOD projects and noted that this was the first time she had been involved this early in the planning process.
- Sarabjit Thind, Columbia Crest Montessori, introduced herself as the school's director and wife of Ravinder Thind. She expressed excitement about the prospect of a parking garage at the Kenmore Park-and-Ride site noting that, as a property owner, she has seen a huge need for a garage.
- Casey Nelson, Sound Transit, introduced himself as a member of the Sound Transit civil engineering team.
- Ivonne Rivera-Martinez, Sound Transit, stated that her role is community outreach for the SR 522/NE 145th BRT project.

Kristine Edens gave an overview of the meeting agenda, explaining that the focus of the workshop is to broadly consider development opportunities and constraints at the site and to capture feedback about participants' interests and goals. The feedback will be used to develop conceptual designs that will be the focus of discussion at the next workshop. Kristine Edens commented that all participants should feel welcome to raise questions at any time during the workshop.

SR 522/NE 145th Stride BRT project overview and goals:

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Kathy Leotta provided an overview of the BRT project.

Project history, purpose and main features:

The SR 522/NE 145th BRT is part of the Sound Transit 3 (ST3) representative project, approved by voters in 2016. Voters in Shoreline, Lake Forest Park, Kenmore, Bothell and Woodinville made the case to the Sound Transit board that their region needs high-capacity transit improvements.

The purpose of the BRT project is to provide fast, frequent and reliable transit seven days a week, up to 19 hours per day, with buses coming at 10-minute intervals during peak hours. The BRT will also involve quick and easy transfers to other high-quality systems, including the future light rail station at Shoreline and the future BRT route along I-405.

In Kenmore, the project includes two BRT station pairs: one at the Park-and-Ride and one at 68th Avenue NE. It also includes two provisional station pairs that are currently under review.

The BRT route will have parking at Lake Forest Park, Bothell and at the Kenmore Park-and-Ride.

Project timeline:

The SR 522/NE 145th BRT project is currently in the planning phase. This phase involves refining the project footprint and access points and determining potential impacts to submit for environmental review. The three-part series of Kenmore Park-and-Ride TOD workshops help Sound Transit assess the footprint for the parking facility by understanding the overall vision for this site.

Q. Kathy Leotta asked if the City of Kenmore would like to give an overview of the TOD overlay at the Kenmore Park-and-Ride site.

A. Debbie Bent answered that the City of Kenmore has an interest in TOD and has invested in improvements along SR 522 to prepare infrastructure that will support future TOD. The City wants to ensure that land use is also considered to allow TOD. The TOD overlay at the Kenmore Park-and-Ride and adjacent sites allows development benefits that differ from the base-level zoning. An example of these benefits is greater housing density. The TOD overlay also prescribes minimum requirements for affordable housing.

- Lauri Anderson commented that the City of Kenmore recently adopted a multi-family tax exemption (MFTE) into the TOD overlay area.
- Bryan Hampson reported that there is the option for an eight-year or 12-year tax exemption for multi-family housing (MFTE). These two options come with different requirements. The 12-year option has a requirement for more affordable housing units; the requirement increases by 25% over the 12 years.

Kenmore Park-and-Ride TOD planning:

Juan Calaf gave an overview of the Kenmore Park-and-Ride site and adjacent properties, including constraints and context to consider when locating the new garage, access points and future urban framework.

Existing Park-and-Ride as the location for a new garage:

The selection of the existing Park-and-Ride as the general site for the future garage came from refinement of the BRT project during Phase 1 in 2018/early 2019. The question left to answer is where on the site to place a new garage.

The existing Park-and-Ride is comprised of two parcels: one five-acre parcel owned by King County Metro and one two-acre parcel owned by SVDP and leased to King County Metro. SVDP operates a thrift store on approximately 1.3 acres in the south-west corner. The Schnitzelbank commercial building is located on the central property between SVDP and the King County Metro Park-and-Ride.

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The total area of these three parcels constitutes over 10 acres of land.

The existing Park-and-Ride contains 627 stalls and is currently served by eight bus routes: seven King County Metro buses and one Sound Transit express bus.

Existing access and internal circulation:

Existing road access comes from the northern access road, which is privately owned by the Columbia Crest Montessori owners. One existing access point is along 73rd Avenue NE, at the northwest side of the Park-and-Ride. Another access point is along SR 522, at the south side of the Park-and-Ride.

Juan Calaf commented that it's important to consider future access points—in particular, where to place access points that allow for new development patterns and facilitate internal circulation within the 10-acre area.

Site constraints and zoning:

There is Swamp Creek, a class 1 wetland, located northeast of the Park-and-Ride site. The wetland carries a wetland buffer area that limits vertical construction in the northeast corner of the site. The wetland also contains a heron rookery that has been designated as an Environmental Critical Area by the City of Kenmore. The City has adopted the seasonal buffer outlined by the Department of Fish and Wildlife, which restricts construction noise during heron breeding season from January through August. The seasonal buffer also limits permanent conditions like light and noise pollution from cars and future TOD.

Another site constraint is the significant trees. The City of Kenmore has requirements for the protection and preservation of "significant" tree units. This may allow tree removal and replanting elsewhere. Sound Transit intends to learn more about these stipulations.

The 10-acre area is zoned with the option of using the TOD overlay. The TOD overlay grants several development benefits over the base-zoning. For example, the TOD overlay allows for taller buildings; without the TOD overlay, buildings are limited to 35 feet in height. With the TOD overlay, this limit is increased to 60 feet. The TOD overlay also requires a minimum of 60 units per acre, with a maximum of 150 units per acre.

Lauri Anderson noted that if developers choose to use the TOD overlay, they must include a minimum density of affordable housing units.

Q: Juan Calaf asked if the TOD overlay requires three parking spaces for every five units.

A: Bryan Hampson answered that is a requirement of the base-level zoning and that the City of Kenmore can conduct a parking analysis to examine this requirement and possibly reduce the required number of parking spaces per unit.

Q: Sloan Dawson asked if the significant tree code allows trees to be relocated elsewhere.

A: Bryan Hampson clarified that the code allows replanting of new trees, not literal relocation of the existing significant trees.

Park-and-Ride design basics:

The future garage will need to include 300 stalls minimum, with the maximum to be determined.

There are two styles of parking garages: two- or three-bay. Each bay is 60-feet long, making the two-

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bay design 120 feet long and the three-bay design 180 feet long. A question to answer is what design to use and where to place it on the site. There is the option to build one garage or two, placing them within or across parcel lines.

Slide 25 (see *Appendix B*) shows a representative footprint for the parking garage, with possible future BRT bus stops displayed as yellow dots along SR 522.

Brian Macik commented that it's important to include the bus layover in the middle of the site, with four lanes of layover. Bus layovers are used to park buses at the end of their routes, giving the driver time for legally mandated breaks. Layovers are essential elements of transit that allow drivers respite, provide parking for buses, and allows drivers time to catch up if they are running late. The existing layover currently accommodates seven buses.

The current Park-and-Ride includes bike lockers. Brian Macik stated that King County Metro would like to see improved bike and pedestrian access to the site.

Q. Chris Arkills asked how many existing parking spaces the future 300-stall parking garage would displace.

A. Christine Scharrer responded that conceptual designs have included 100 stalls per floor.

- Chris Arkills noted that if the new 300-stall garage takes up 150 existing stalls, it would be equivalent to building a 150-stall garage.
- Juan Calaf noted there are 603 existing stalls

Q. Bryan Hampson asked if the garage could be wrapped with multifamily housing units, or if housing units would more likely be placed on top of the garage. Bryan Hampson also asked if King County approves of other, non-transit uses for the site (e.g., housing).

A. Juan Calaf answered that once the location of the garage is decided, the group can determine whether other TOD uses would wrap around or sit atop parking.

- Bryan Hampson countered that it's important to consider the wrapping versus top placement of housing as they begin looking at access points and garage design.
- Christine Scharrer commented that City of Kenmore code requires some wrapping.

Q. Kristine Edens asked Christine Scharrer to clarify what exactly wrapping means, for the laypeople in the room.

A. Christine Scharrer answered that wrapping means to place a structure with another use, such as housing or commercial, in front of the garage.

- Bryan Hampson noted another possibility to add housing is with a developer agreement, where developers can take advantage of code as long as they prove the development will serve a public benefit. Bryan Hampson thanked Juan for talking about future circulation, noting that the properties to the east of the Park-and-Ride are underutilized and that the City of Kenmore has received inquiries about development opportunities to the east. Bryan Hampson suggested it would be beneficial to improve access to those eastern properties.

Q. Brian Macik asked if there are walk access standards or block size requirements from the City of Kenmore.

A. Debbie Bent answered that there are no block size requirements, but noted that the City of Kenmore wants to ensure that development does not preclude more future development.

Q. Bryan Hampson asked if the bus layover could be moved from its central location in the Park-and-Ride, perhaps to the front or back of house.

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A. Brian Macik responded that the layover can be moved if it remains functional and efficient for bus routes. When distance is added to routes, it increases travel time and therefore adds costs for King County Metro. Thus, King County Metro prefers to not have to go around the block again to start the route.

Q. Bryan Hampson asked if the road could go through the layover area.

A. Brian Macik answered that King County Metro tries to minimize general purpose traffic through the bus layover area and keep it discrete (no mixing). King County Metro does not like to place layovers next to bus traffic, preferring that they be stacked diagonally to reduce the risk of drivers stepping out of buses as other buses are coming by.

Sarah Lovell clarified that King County Metro realized a few months ago that these parcels represent a great opportunity for TOD, but King County Metro wanted to know the needs and interests of all the stakeholders involved. King County Metro has an interest in getting great development outcomes out of this project. Sarah Lovell reiterated that King County Metro is participating in this workshop series because it is interested in development.

Q. Ned Delmore asked when it comes to siting a parking garage and other facilities, are there certain populations that would not be eligible to be included? For example, are senior citizens included in the development? Are those with criminal records not eligible? Ned Delmore contended that it's important to keep in mind the type of people the group intends to serve with this project.

A. Lindsay Masters responded that there are no restrictions at this point, though the City of Kenmore might have priorities for those who are most in need. But housing developers are not allowed to restrict access for certain populations.

Coordinated Development Plan:

Sloan Dawson described the purpose, goals and timeline for the workshop series.

The goal of Workshop 1 is to explore how the interests of stakeholders align or diverge. This exploration might reveal an opportunity for a coordinated vision for development on the Kenmore site. Ideas and goals discussed in Workshop 1 will be used to develop conceptual designs. The next two workshops will refine conceptual designs, moving toward one preferred concept. If the group arrives at a preferred concept, Sound Transit may convene a fourth workshop where the group can analyze cost and feasibility and lay the groundwork for agreements that might achieve a Coordinated Development Plan.

These series do not involve a land grab or dictating to anyone what they must do. Sloan Dawson emphasized that the participants are gathered to see where their interests might align and voluntarily enter into a collective process that would have the best outcomes for the City of Kenmore.

Q. Kristine Edens asked what a Coordinated Development Plan does, how it would be implemented over time, and what exactly participation would entail for individual property owners. Ned Delmore seconded these questions.

A. Sloan Dawson responded that a Coordinated Development Plan is not a legally binding or statutory term. It has precedent in Seattle's Capitol Hill TOD planning efforts to align multiple parties' objectives.

- Sarah Lovell noted that in the instance of Capitol Hill, the Coordinated Development Plan was an exercise to put form to legal code in order to inform developers interested in applying for the site. It illuminated what could be done within the limits of code.

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- Sloan Dawson explained that in the case of Kenmore, Sound Transit is suggesting to reverse the process: beginning with an exploration of whether there is a collective vision that is compelling enough to move property lines and enter legal agreements that achieve the envisioned urban framework.

Kristine Edens clarified that as far as participation in the Coordinated Development Plan goes, each stakeholder will either act as a partner in the conversation or a neighbor to it.

Q. Bryan Hampson asked if, as property owners, Sound Transit or King County Metro have a minimum rate of return or required profit when looking at development feasibility.

A. Chris Arkills responded that King County Metro will not turn a profit from future Kenmore TOD.

- Bryan Hampson countered that with residential development, King County Metro might be able to turn a profit.
- Sloan clarified that Sound Transit does not have minimum return expectations for the property when it is used for affordable housing. 2015 statutory revisions give the Sound Transit board the authority to take a discount on properties for affordable housing. That said, when looking at investment on capital, it's an inherent sunk cost if Sound Transit is required to produce certain features; for example, a certain number of stalls. Sound Transit's primary expectation is functionality: that Sound Transit gets the number of stalls it needs, in the configuration that matches its standards. But there are tools that allow Sound Transit to not see profit from actual development.
- Sarah Lovell reported that King County Metro, unlike Sound Transit, does not have statutory authority to take less in return for affordable housing. King County Metro expects fair market value for the land and is not able to discount it. Sarah Lovell emphasized that there are alternate ways to think through this scenario.

Q. Kristine Edens asked what each property owner would be responsible for if there were a Coordinated Development Plan.

A. Sloan Dawson reiterated that the Coordinated Development Plan would not be a binding legal agreement. Workshop 4 would be the opportunity to delegate responsibilities and enter agreements to achieve the collective vision. This might include agreements for boundary line adjustments, easements for access and utilities, or the opportunity to grant development rights to one actor. There are many tools to help execute a preferred development concept; the selection of tools will depend on the nature of that concept.

Q. Debbie Bent asked to clarify the project timeline; when will the process need to be done and move forward?

A. Sloan Dawson answered that by the end of the workshop series, which will conclude in late summer/early fall, Sound Transit hopes to have one preferred option to submit to environmental review. By the end of environmental review, Sound Transit will know what is going to be built and will transition to soliciting designers/builders. Solicitation for a design/build partner would happen by early 2020.

- Kathy Leotta commented that the expectation is that Sound Transit is going to deliver the garage in 2024. The idea is that a designer/builder would come in to do this. That might not be the right approach, but the TOD workshop series must figure that out quickly as it must meet the overall SR 522/NE 145th BRT timeline.

Kristine Edens announced a ten-minute break and introduced the second half of the workshop as time to explore high-level interests and goals and to play with the opportunity for a shared vision.

SR 522/NE 145th Bus Rapid Transit (BRT)**Part II. Goals and visioning****Getting to know the participants:**

Kristine Edens introduced the second half of the workshop by asking each participant around the table to provide context about their properties. Kristine Edens prompted each participant with the following questions: What communities does each property, business, or agency serve? Who frequents the service and space? What are each property's short-term and long-term goals?

- Debbie Bent responded that the City of Kenmore is primarily focused on long-term planning, looking to the future and envisioning what the Kenmore community will want. The City has heard that the community is interested in downtown development. To this end, the City has been developing new structures downtown, including new housing and commercial spaces. Debbie Bent stated that the City of Kenmore has been deliberate about purchasing properties and takes the approach of actively shaping development in ways that are consistent with what constituents want. The City is very interested in locating a garage at the Park-and-Ride site and wants to see housing with greater density supporting the future transit service. Debbie Bent suggested that these goals are consistent with what the Kenmore community is saying they want downtown and along the SR 522 corridor.
- Lauri Anderson added that the City of Kenmore has made certain development outcomes a condition for developers looking to purchase property; for example, the City required developers for a downtown housing project to also build a restaurant on the site. Lauri Anderson emphasized that the City of Kenmore has experience in shaping outcomes in development. A priority goal of the City is pedestrian and bike safety.
- Bryan Hampson commented that Debbie Bent has been in the City of Kenmore since it incorporated in 1998, and that she has been very involved with downtown and TOD planning. Bryan Hampson has been with the City of Kenmore for 10 years.
- Debbie Bent noted that Bryan Hampson is the director of development services and clarified that the City of Kenmore's approach toward development prioritizes flexibility regarding permitting options.

Q. Kristine Edens asked the City of Kenmore how they would frame their short- and long-term goals.

A. Debbie Bent answered that the City is looking to support transit and wants people to be able to live near transit. The City hopes that people could live and work in Kenmore, but that if they do not live in Kenmore, they can use transit to go where they need to.

Q. Kristine Edens asked the City of Kenmore for insight into the populations in Kenmore and what their needs are for housing and their commute to work.

A. Lauri Anderson replied that only 3% of people both live and work in Kenmore. People commute to and through Kenmore along both sides of the lake, making transit a high priority for the City of Kenmore. Kenmore Air flies to South Lake Union and up to the San Juan Islands. The City of Kenmore is working to push for passenger ferry service from Kenmore to the University of Washington or other points in Seattle. The City of Kenmore is very interested in ensuring that people can use transit to get where they need to be.

Q. Christine Scharrer asked if the City of Kenmore has data on growth patterns, specifically who is moving to Kenmore.

A. Lauri Anderson responded that the City of Kenmore recently conducted an economic study that looked at businesses and business needs, but that did not examine who is moving to the city. The City of Kenmore also recently completed a significant project to protect mobile home

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parks to preserve opportunities for low-income individuals, including a large Latinx population, all located around downtown. It is a priority of the City of Kenmore to protect opportunities for low-income and Latinx constituents.

- Brian Macik discussed KCM's integration with Sound Transit, noting that he is King County Metro's lead for that integration work. As part of ST3, King County Metro has a formal agreement with Sound Transit for transit integration—before ST3, there was no such formal agreement. It is very important to King County Metro that there is a seamless connection between the two agencies. King County Metro recognizes that it serves the same corridor and same riders as Sound Transit, and therefore understands that the two agencies must work together. The shared BRT stations will benefit both agencies. Brian Macik noted that the Kenmore Park-and-Ride serves many people and that the parking lot is often full. King County Metro recently completed a mobility project to improve and restructure routes on the Eastside to become more frequent and efficient—this project recently passed council vote and will go into effect March 2020. King County Metro's major existing bus line along SR 522 is Route 372, which runs from University of Washington Bothell to the University of Washington's main campus in Seattle.
- Sarah Lovell noted that she used to work for Sound Transit and began working on TOD at King County Metro fall 2018. King County Metro has a deep commitment to the TOD program and is interested in how a focus on development responds to many goals across the county, including goals for climate change response and for serving the most people. Sarah Lovell commented that she is new to King County Metro, but not TOD, and believes it is important to consider how to integrate the new transit service with the existing transit services in Kenmore.
- Chris Arkills stated that he has been working with King County for 20 years. King County is moving toward building more mobility hubs that meet the needs of customers, realizing that it is wise to co-locate transit with housing and retail where possible. King County is also trying to match mobility solutions to the distinct needs of each area, recognizing, for example, that development is denser in the city of Seattle and more spread out on the Eastside. Chris Arkills expressed openness to collaborating with other stakeholders to achieve development goals. King County is increasing its activity with TOD and has achieved TOD outcomes in Kirkland and Burien. King County approaches TOD with an intention to build more for the community than surface parking lots.
- Ned Delmore shared that he was glad to be in attendance, expressing that it has been a joyful experience and that he feels he is learning a lot and is surrounded by people doing good work. In 2020, SVDP will celebrate its centennial. Ned Delmore gave a brief history of SVDP's founder, noting that SVDP's 501(c)(3) status makes it a separate entity from the Catholic Church and grants it flexibility and mobility. SVDP conducts 17,000 home visits each year. Ned Delmore commented that 180 people donate products each day to the SVDP thrift store in Kenmore. SVDP has been repurposing stores, as retail business is suffering from ecommerce. Ned Delmore said that SVDP is centering its mission in all its programs, showing that by shopping at SVDP thrift stores, shoppers can help fund home visits and rent payments for people who might otherwise be evicted. SVDP is looking to build out its store in Kenmore, making space for services, especially services for the Latinx community.

Q. Kristine Edens asked Ned Delmore if he could provide information about the needs and demographics of the people SVDP serves.

A. Ned Delmore indicated that many of the people served by SVDP are Latinx. Ned Delmore contended that since many Latinxs identify as Catholic, they might view SVDP (with its Catholic origins) as a safe place to go.

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Q. Lindsay Masters asked Ned Delmore if SVDP has redeveloped other stores than the Kenmore store.

A. Ned Delmore answered that SVDP is looking at redeveloping its Georgetown foodbank to better serve the changing Georgetown demographic. SVDP conducted a feasibility study and is currently conducting a community study to learn how best to serve the area.

- Lindsay Masters described ARCH's mission to create housing for people who cannot afford to live in the Seattle region. A primary way to achieve this mission is to ensure that new growth and development includes affordable housing. ARCH serves a range of people, from those experiencing homelessness to those making modest incomes and striving for homeownership. One of ARCH's goals is to co-locate housing and transit.
- Klaas Nijhuis added that ARCH advocated for housing at the South Kirkland Park-and-Ride and noted that funding is required to make up for the difference in rent in affordable housing. ARCH brings a housing trust fund needed to fill this gap. ARCH aims to ensure that those who lack the means to participate are not excluded from transit and TOD.
- Sunaree Marshall clarified that she does not work for King County Metro and works instead with the King County Department of Community and Human Services (DCHS)/Housing, Homelessness and Community Development Division (HHCDD). King County DCHS, HHCDD, is participating in the Kenmore TOD planning workshops because of departmental and county-wide goals to produce affordable housing that serves those with the most needs—in particular, seniors and those with the lowest incomes, including retail workers. King County DCHS, HHCDD, sees transit investments as an opportunity to develop affordable housing and to prevent displacement, since transit-oriented housing does not increase the cost of housing around it.
- Sarabjit Thind shared that she and her husband, Ravinder Thind, have lived in Kenmore for five years. Sarabjit and Ravinder Thind opened Columbia Crest Montessori because they realized that Kenmore did not have an Omni Montessori school. Sarabjit Thind noted that the City of Kenmore has been supportive of the school and that she has been talking with Bryan Hampson about some opportunities to expand the vision for the school beyond its initial startup goals. Columbia Crest Montessori currently serves 75 families and is seeking a license to offer afterschool care. Columbia Crest is also remodeling two new classrooms on the second floor of the two-story building it currently occupies.

Q. Kristine Edens asked Sarabjit Thind if she could provide insight into the diversity of the populations served by Columbia Crest.

A. Sarabjit Thind replied that Columbia Crest serves a mixed population and offers Spanish-language curriculum. Columbia Crest aims to "serve everybody." There are a few Columbia Crest teachers that live in Kenmore, but most commute from other cities.

- Kristine Edens summarized that Columbia Crest's short-term goal is remodeling the upstairs classroom space and its long-term goals are informed by listening to the TOD workshop conversations and thinking about what TOD might mean for the school's vision.
- Kathy Leotta reported that she has worked at Sound Transit for about five years. Kathy Leotta worked on the development of the ST3 plan and lives in Kenmore, so is very familiar with the ST3 project and the grassroots push for it. Kathy Leotta applied to work on the SR 522/NE 145th BRT project at Sound Transit because she believed it is important. Kathy Leotta also noted that she has a background in sustainability.

Breakout groups: opportunities and challenges

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Kristine Edens asked the participants to divide into two groups; the participants divided themselves by counting off alternating numbers around the table. Each group gathered around a flip chart to discuss potential opportunities and challenges of developing the Kenmore site. Kristine Edens asked the groups to consider the following questions:

- Do your property goals align with an opportunity for a Coordinated Development Plan? If yes, how?
- What development opportunities are most important to you and the community you serve?
- What potential challenges might occur from a Coordinated Development Plan? How might this impact your property and the community you serve?

See Appendix 1 for typed notes from the breakout group flip charts.

Kristine Edens called the participants together to report back from the breakout groups.

Sarah Lovell and Juan Calaf summarized the discussion from Breakout Group 1:

- Individual goals from the participating stakeholders and agencies seemed to align well with TOD opportunities. Overall sentiment from the group was an openness and flexibility to achieve a possible shared vision.
- Affordable housing was mentioned as a shared goal.
- The City of Kenmore expressed a long-term vision of creating a mobility hub at the Kenmore Park-and-Ride site and potentially linking this hub to the Burke Gilman Trail.
- The City of Kenmore expressed an openness to breaking down the scale of the site's parcels.
- The group discussed using the northern wetlands as an amenity.
- King County Metro expressed openness to reconfiguring their site and the placement of transit features.
- Columbia Crest Montessori discussed its goals to continue expansion of childcare and operate from both floors within the existing footprint of the school.
- Perceived challenges from coordinated planning included:
 - Timing: aligning coordination/collective visioning with prioritization of deadlines.
 - Environmental constraints, particularly the Critical Area north of the site.
 - Construction constraints and timing, including the seasonal buffer that limits the construction window.
 - Chris Arkills responded that King County Metro and Sound Transit are working to transition to all-electric buses soon, noting that this transition might defray noise impacts.
 - Procuring funding for affordable housing.
 - Columbia Crest questioned how changes to the bus frequency might impact the school, noting that transit riders currently park on the Columbia Crest property as well.

Sloan Dawson summarized the discussion from Breakout Group 2:

- Individual goals from the participating stakeholders and agencies seemed to align well with TOD opportunities.
- Affordable housing was mentioned as a shared priority.
- The group voiced a desire for greater inclusivity of the community, especially communities of color and housing for seniors.
- The group wanted planning to consider how circulation and access can serve properties to the east of the Kenmore Park-and-Ride site.
- The City of Kenmore expressed an openness to examining its policies and consider updates to support a shared vision for an urban framework at the site.

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- King County Metro expressed feeling like its goals were aligned with the general discussion, as it is striving to deliver more than just parking at the site.
- DCHS and ARCH advocated for safety in the site design and consideration of how circulation might be designed to meet a number of different uses.
- SVDP expressed an openness to exploring different configuration options for its store and potential future program space. The SVDP board would be the decision-makers on configuration.
- Perceived challenges from coordinated planning included:
 - Timing: how to preserve and honor individual stakeholders' needs and interests while also adhering to the BRT timeline.
 - Design solutions for including stores/retail space as wrapping to the garage.
 - Determining the order of construction: would housing or parking be built first?
 - Management and supply of available parking for diverse uses.
 - Coordinating the efforts of multiple property owners.

Kristine Edens suggested that the participants consider who else (e.g., neighbors, agencies) needs to be included in the Kenmore TOD planning workshops.

Workshop: visioning site opportunities:

The participants gathered around a roll plot depicting the Kenmore Park-and-Ride site and surrounding properties and brainstormed development opportunities.

See Appendix 2, “Facilitator’s flip chart notes from Workshop: Visioning activity”

Comments included:

- Chris Arkills noted that the available layover cards (scaled cutouts of bus layovers) did not represent typical King County Metro bus layovers. Typical layovers have bus stalls stacked diagonally.
- Chris Arkills stated that he would like to see a larger parking garage and less surface parking, as this would provide more land for other uses. The funding for the project is to be determined; it might come from a combination of jurisdictions, agencies and potentially a private developer.
- Brian Macik commented that both King County Metro and Sound Transit have progressive parking policies and are open to “managed parking” (i.e., charging for parking) or shared parking.
- Christine Scharrer encouraged the group to consider code requirements and the interaction between future commuters and people who would be living on the site.
- Chris Arkills noted that there are many options for how to divide and reserve parking for residential, retail and commuter uses.
- Klaas Nijhuis expressed concern about circulation patterns and traffic backups at access points during peak hours.
- Lauri Anderson mentioned involving the owners of Mary’s Place, located to the north of the Kenmore Park-and-Ride site, in TOD planning. The Mary’s Place property is owned by King County. Lauri Anderson discussed the notion that Mary’s Place might be open to moving to another location on the site, which would then free its existing location for other TOD uses.
- Juan Calaf responded that the Mary’s Place site is significantly impacted by the Critical Area.
- Chris Arkills commented that the parking garage should not be located in the southwest corner of the 10-acre site.

SR 522/NE 145th Bus Rapid Transit (BRT)

- Lauri Anderson stated that the City of Kenmore would like the garage/s to be wrapped with residential, retail, office, or a combination of these uses. Lauri Anderson also mentioned that bike lanes are not currently planned for the site.
- Christine Scharrer noted that the code contains open-air requirements and suggested that the wetlands could be worked into an open-space amenity for future residents.

Next steps:

Juan Calaf informed the participants that the project team will use the feedback and ideas from Workshop 1 to inform at least up to 3 design concepts to be presented at Workshop 2 in August 2019. Workshop 2 will involve a hands-on examination of three conceptual designs for the site. Sound Transit will send a Doodle Poll within a week or two to determine participants' availability for Workshop 2.

Chris Arkills suggested that the participants begin Workshop 2 with a collective, half-hour visit to the site.

Q. Sarabjit Thind asked to confirm that the development plan could include office space.

A. Kristine Edens responded that yes, TOD could involve not just housing, but also office space.

- Juan Calaf commented that Blair Howe will be conducting a market analysis to determine what kinds of development are feasible on the site, such as affordable housing, market-rate housing, office space and commercial space.

Q. Lauri Anderson asked if the project team is missing a step and should formally request permission from potential impacted property owners to consider using their properties in a coordinated development plan.

A. Sloan responded that the planning is currently a theoretical exercise, but once the plan is refined at Workshop 2, that might be the time to reach out to property owners.

- Kathy Leotta commented that the project team will ask all potentially impacted property owners to attend the workshop series.
- Kristine Edens reiterated that the project team must continue to consider who is missing at the table and who needs to be included. Kristine Edens emphasized that participation in the planning workshop series is voluntary and that any participant can, at any time, decide to stop participating.

Adjourn

Sound Transit and Kristine Edens thanked participants for attending and adjourned the meeting.

Action items include:

- Sound Transit project team to determine the number of surface parking spots that will be displaced by a two-bay and three-bay garage, respectively, to understand the net gain of parking from the addition of a garage on the site.
- Architecture team to develop a bus layover rendering that is consistent with King County Metro's preferred layover configuration. The rendering should be scaled for use on roll plots at Workshop 2.
- Sound Transit project team to follow up one-on-one with private property owners to collect their feedback from Workshop 1 and gauge their openness to continue participating in the workshop series.
- All to consider who else should be invited to participate in the workshop series.
- Project team to integrate feedback and ideas from Workshop 1 into three design concepts to be presented at Workshop 2.

SR 522/NE 145th Bus Rapid Transit (BRT)

- Project team to email participants the Workshop 1 meeting summary and the link to a Doodle poll to determine the preferred date for Workshop 2, August 2019.

Exhibits/Handouts:

1. Agenda
2. PowerPoint

Next Meeting Date: August 2019

SR 522/NE 145th Bus Rapid Transit (BRT)**Appendix 1. Breakout Group Flip Chart Notes**

Typed from handwritten flip chart notes

Group 1**Participants:**

- Sarabjit Thind, Columbia Crest Montessori
- Lauri Anderson, City of Kenmore
- Brian Macik, King County Metro
- Sarah Lovell, King County Metro
- Sunaree Marshall, DCHS/HHCDD
- Lindsay Masters, ARCH
- Jim Hencke, DEA
- Blaire Howe, Kidder Matthews
- Juan Calaf, Sound Transit
- Kathy Leotta, Sound Transit

Goals:

- Make sure transit center works for electric fleet
- Maintain and improve transit service
- ST – deliver 300-stall garage, not preclude development opportunities and set up new development pattern
- CCM sees an opportunity, property they are not using. Property owner of access road → P&R hide + ride in CCM property
- Nancy Ousley is on ARCH board, ARCH helped with TOD work
- Long term city vision of trail → wetland = with Tolt trail
- Wetland/creek system
- City has thought about breaking down the scale
- Metro is open to different configurations of Transit Center

Development Opportunities:

- Affordable housing – Metro/ST
- ST policy that prefers affordable housing
- Mobility Hub (MH)
- Connection to the Burke-Gilman Trail
- Childcare as ongoing use facility that fits all the programmatic cash flow

Challenges

- Timing is critical
- Defining needs of all parties and meeting those needs → delivery of CDP
- Environmental challenges – Heron management plan for TOD Workshop #2
- Construction constraints, timing, construction, mitigation of Issues
- Defining roles of all parties and commitments
- Funding for affordable housing
- How will bus frequency or changes of frequency impact the access road?

SR 522/NE 145th Bus Rapid Transit (BRT)

Group 2Participants:

- Chris Arkills, King County DOT
- Christopher Cunningham, King County DOT/DC
- Bryan Hampson, City of Kenmore
- Debbie Bent, City of Kenmore
- Klaas Nijhuis, ARCH
- Ned Delmore, SVDP
- Christine Scharrer, Scharrer Architecture and Design
- Sloan Dawson, Sound Transit

Goals:

- St. Vincent de Paul (SVDP) goals
 - Opportunity to work with shared goals – yes
 - Inclusive of greater community – POC
 - Housing – senior housing over store would be great
- City Goals
 - Good thing for city, for this and future development
 - Circulation opportunity within this site
 - Make sure resulting changes to policy are coordinated
- Metro Goals
 - Goals align
 - Maximize potential of property
 - Safety of drivers and customers
 - Parking lot → paradise, a “Reverse Joni Mitchell”
 - Be a good neighbor
 - Feasible, affordable housing
 - Safety in site design
- ARCH goals
 - Create opportunities
 - Mobility hub with SVDP gathering space where people can find strength, great opportunity

Development Opportunity and how to achieve it:

- St. Vincent de Paul
 - Old lumber store (in bad shape), could be smaller
 - Could use modular or other temporary space
 - Phasing options to keep the store open during construction
 - Open to options
- King County Metro
 - Open to moving things around to achieve goals
 - Bold vision – no barriers
 - Deal with challenges
- City
 - Activate space with multiple uses and interesting architecture

SR 522/NE 145th Bus Rapid Transit (BRT)

- Save mural? Challenge to reuse or incorporate into development
- Phasing always a challenge – be realistic
- Mindful of housing occupancy during construction
- Parking – organization, management and supply
- Mobility hub and service hub
- ARCH
 - ARCH brings capital resources
 - Mobility hub with unique anchor of SVDP

Challenges:

- Challenge of multiple property owners
- Getting neighbor property owners involved
- Engage Mary's Place?

Questions:

- Number of cars a 2 or 3 bay garage would displace (surface parking)

SR 522/NE 145th Bus Rapid Transit (BRT)**Appendix 2: Facilitator's flip chart notes from Workshop: Visioning activity**

Kristine Edens, EnviroIssues, wrote the following flip chart notes during the "Workshop: Visioning" activity, when participants gathered around the roll plot of the Kenmore site to brainstorm development opportunities.

- Grow size of garage to allow more surface space for development
- Progressive parking policies
- Shared parking opportunities
- Peak time circulation in/out of site and garage
- More access points? Break up blocks
- Mary's Place as a future use/partner?
- E/ with transit center circulation with shorter circulation pattern OH 73rd
- Use grove of trees as open space/trail opportunities
- Wrap garage with residential/retail → SE corner of site?
- Pedestrian under or overpass. connect to Burke-Gilman Trail



APPENDIX B

**Presentation Slides from Kenmore Park-and-Ride Lot
TOD Planning Workshop 1**

July 12, 2019

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 1



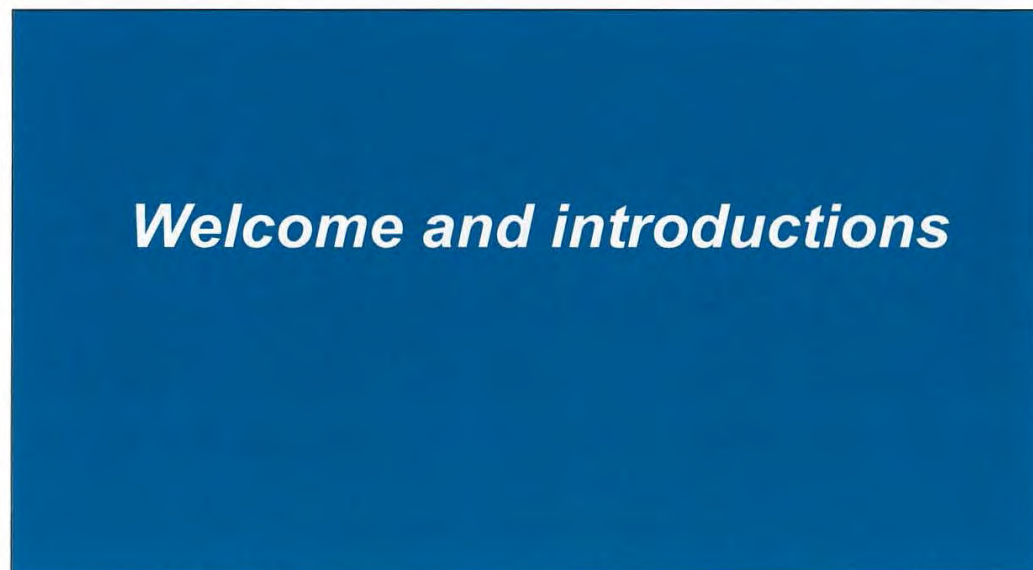
***Kenmore TOD Planning
Workshop 1***

SR 522/NE 145th Stride BRT

7/12/19



Slide 2



Welcome and introductions

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 3

Agenda

Part 1: Project overview, 1:15 – 2 pm

- SR 522/NE 145th Stride BRT project overview and goals
- Kenmore Park-and-Ride TOD planning

Part 2: Goals and visioning, 2:10 – 4 pm

- Getting to know you
- Break-out groups and report back
- Workshop: visioning
- Next steps

3

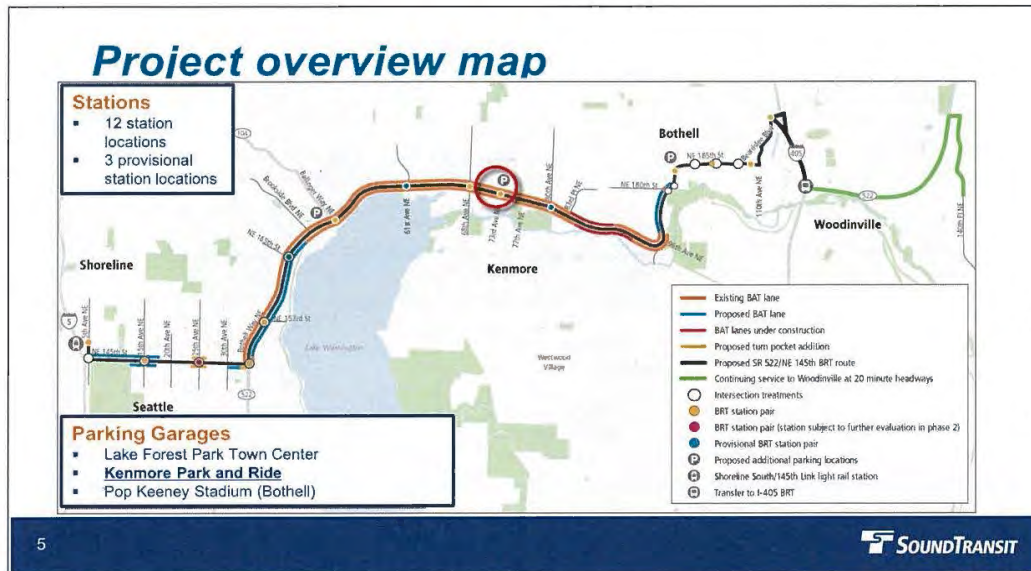


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SR 522/NE 145th Stride BRT project overview and goals

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 5

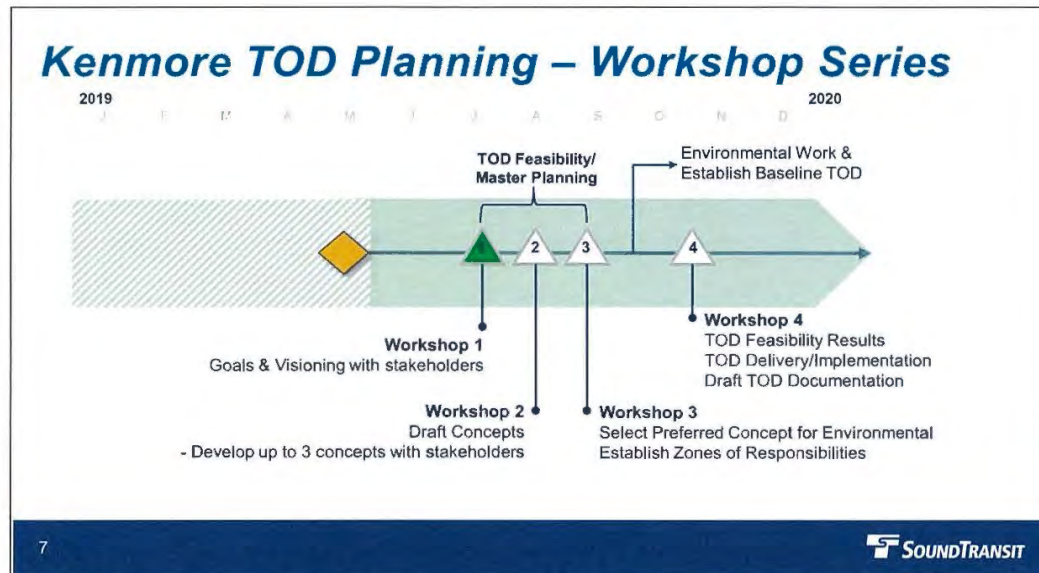


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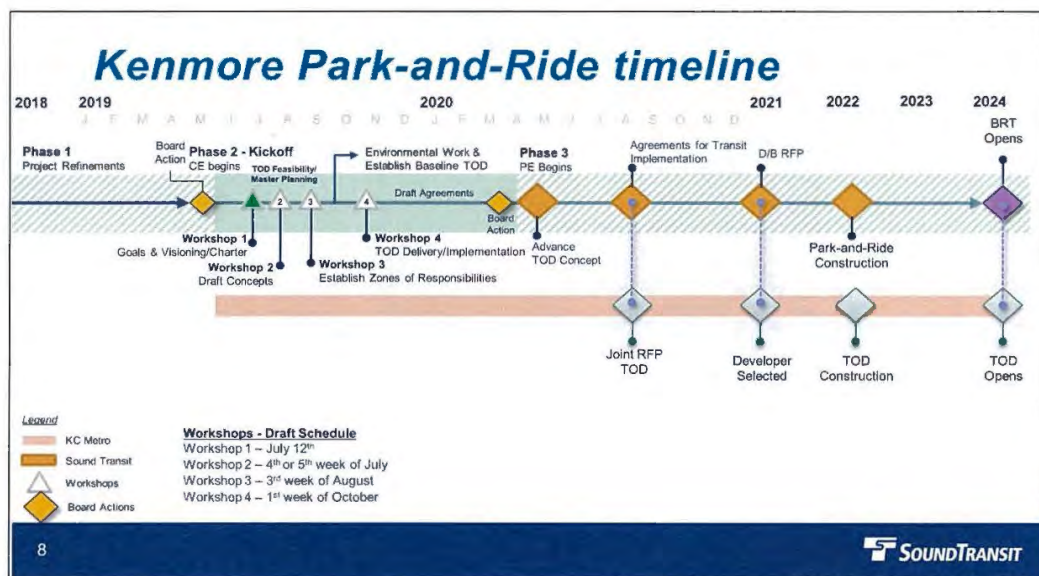


SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 7



Slide 8



Slide 9

Kenmore Park-and-Ride TOD Planning

Slide
10

How do we site a garage that helps to establish a future urban framework for access?



10

SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

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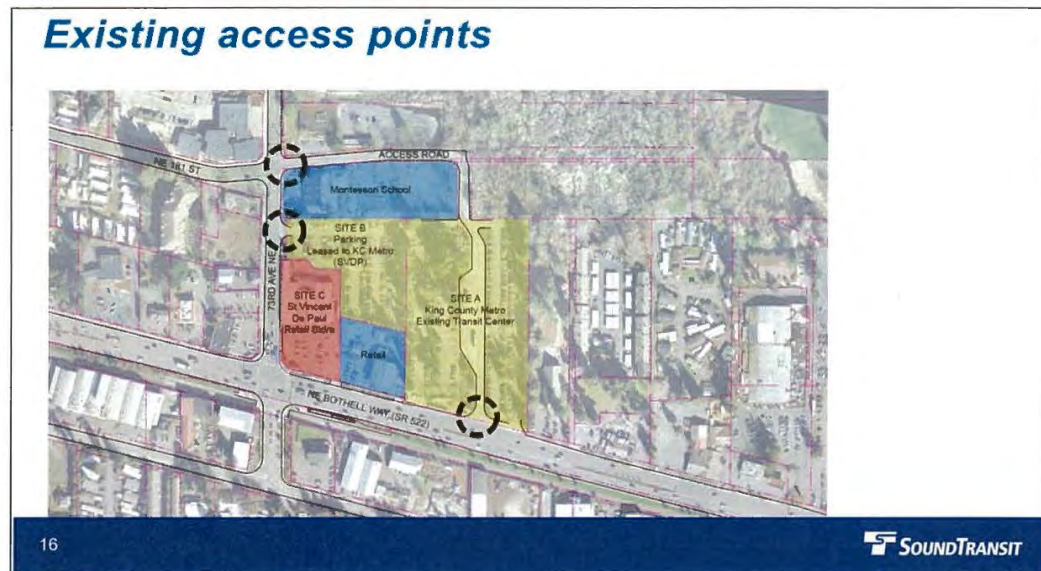
SR 522/NE 145th Bus Rapid Transit (BRT)

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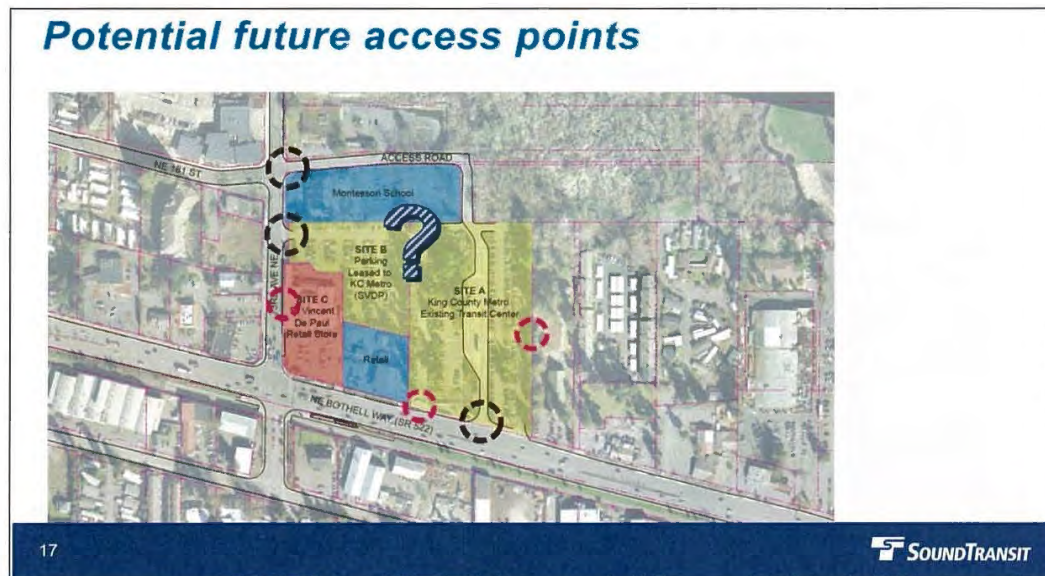


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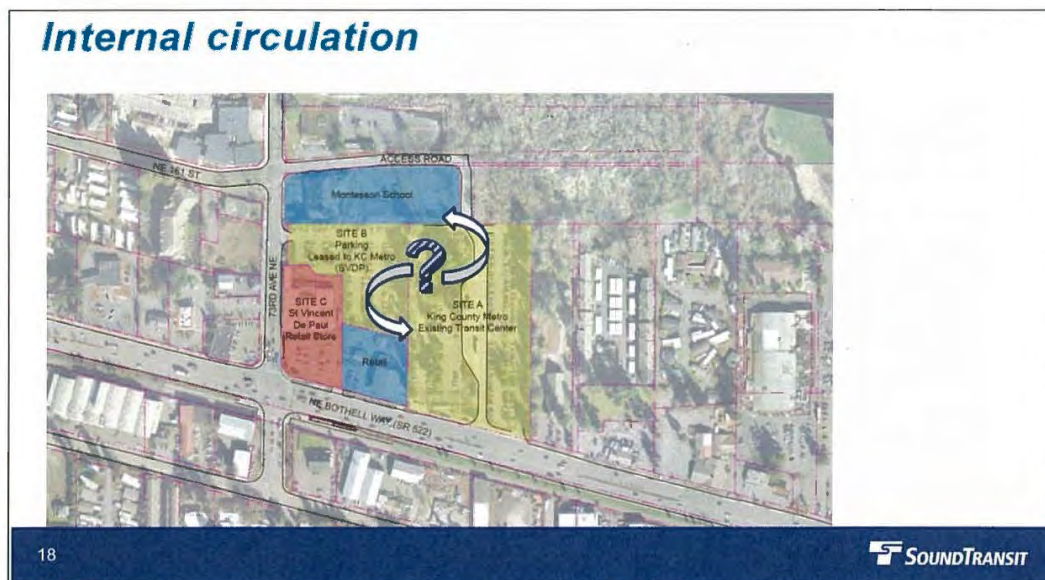


SR 522/NE 145th Bus Rapid Transit (BRT)

Slide
17



Slide
18



SR 522/NE 145th Bus Rapid Transit (BRT)

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19



Slide
20



SR 522/NE 145th Bus Rapid Transit (BRT)

Site constraints – significant trees



21

SOUNDTRANSIT

Zoning – TOD Overlay District

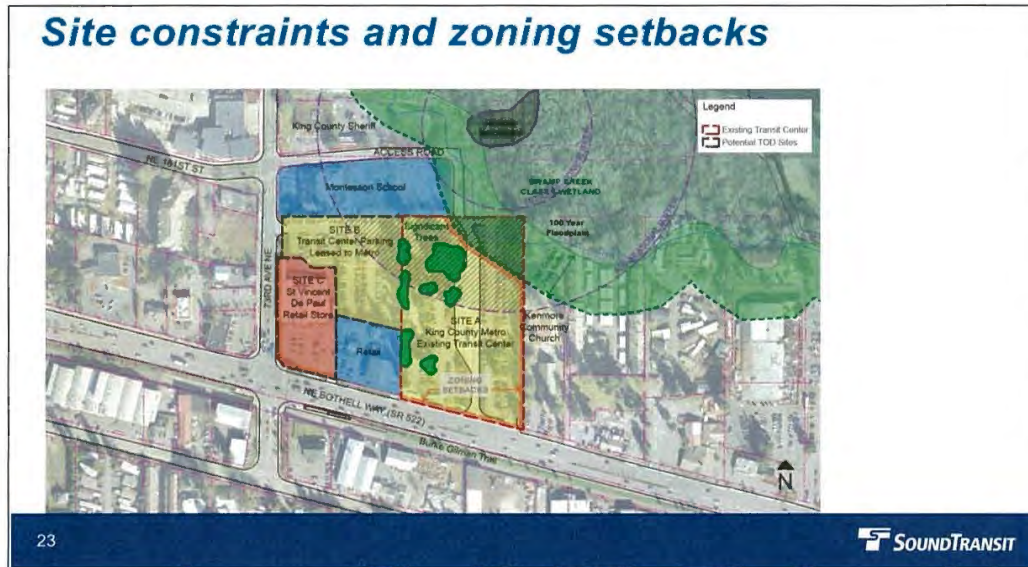


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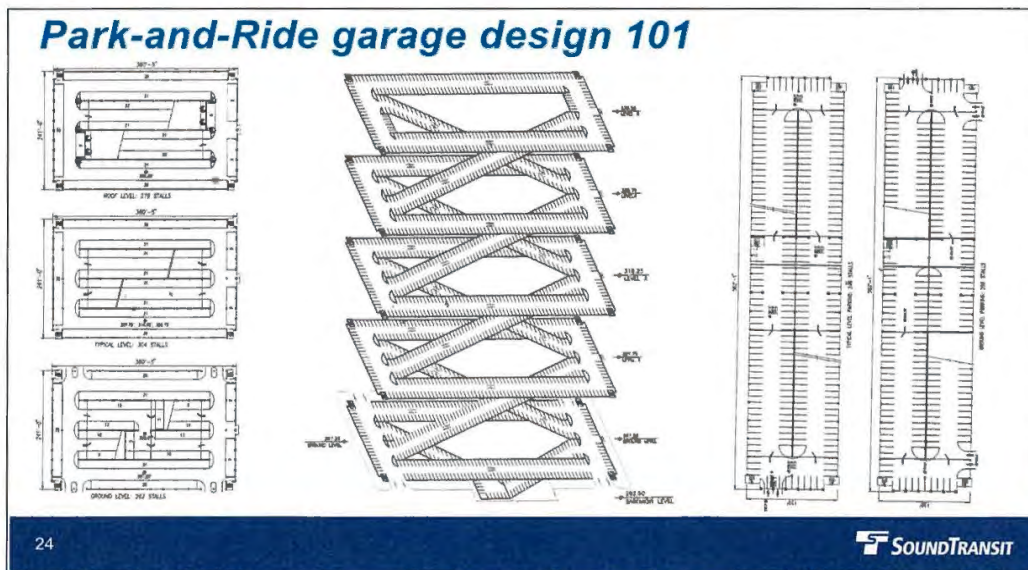
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SR 522/NE 145th Bus Rapid Transit (BRT)

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How do we site a garage that helps to establish a future urban framework?



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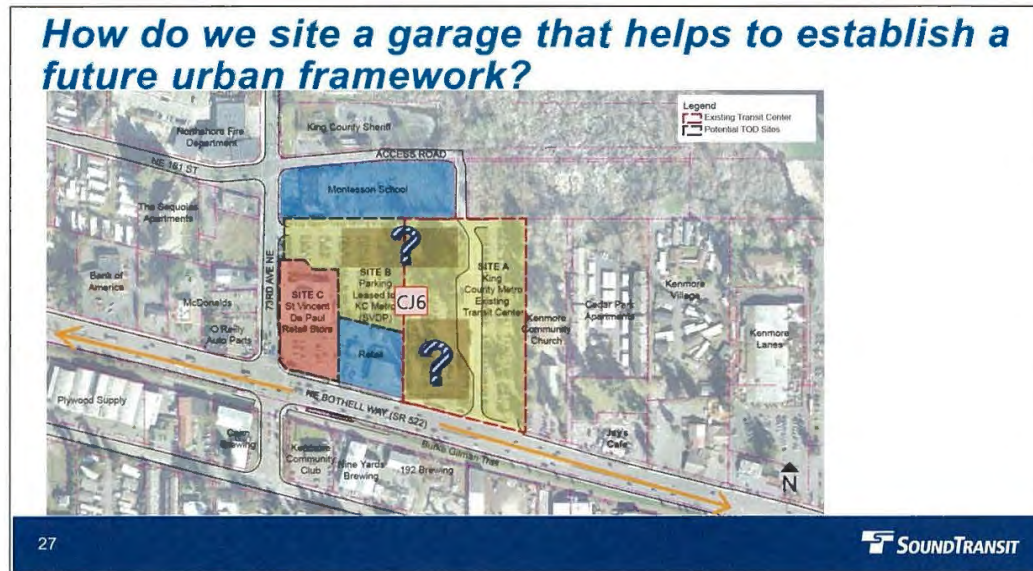
How do we site a garage that helps to establish a future urban framework?



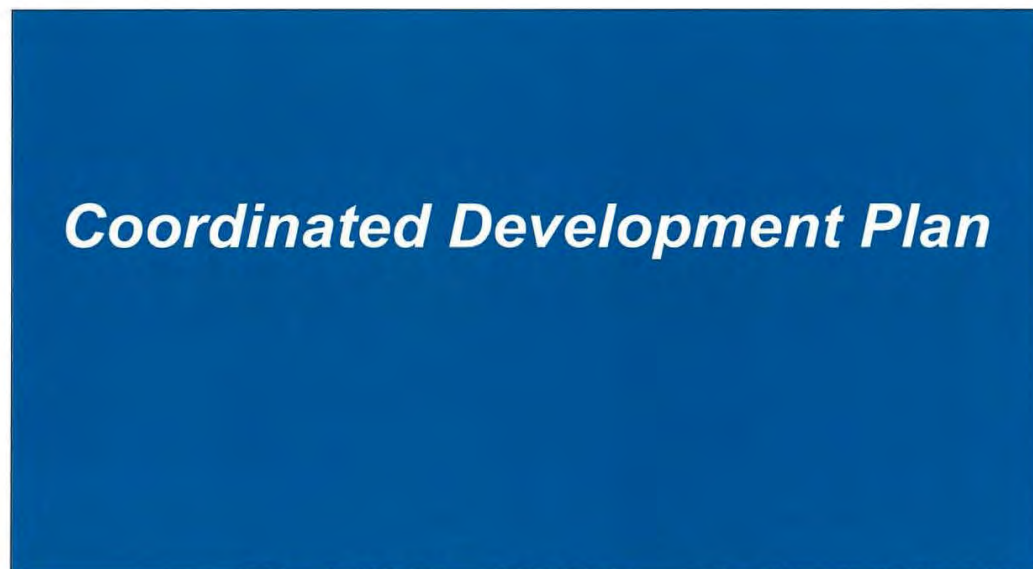
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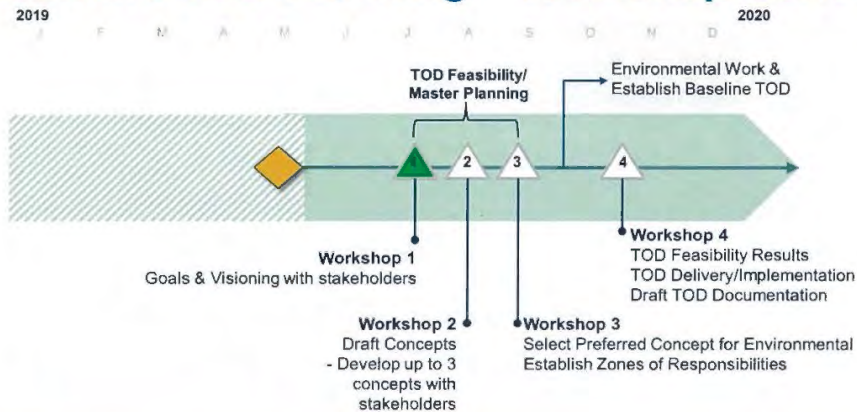
Why are we conducting this Workshop Series?

- *To collaborate in a visioning and evaluation process with the objective of achieving a coordinated plan for development on properties in and around the Kenmore Park-and-Ride/BRT Station.*
- *To align public investments and achieve the best possible outcomes for the Kenmore P&R and surroundings.*

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Slide
30

Kenmore TOD Planning – Workshop Series



30



Slide
31

10-minute break

Slide
32

Getting to know you

Slide
33

Roundtable discussion

- *How long have you been with your property?*
- *What kinds of activities or uses do you currently have in your property?*
- *Please tell us about the community you serve.*

33



Slide
34

Roundtable discussion

- *What are the short-term and long-term goals for your property?*

34



Slide
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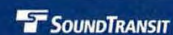
Break-out groups

Slide
36

Opportunities and challenges

- ***Do your property goals align with an opportunity for a Coordinated Development Plan? If yes, how?***
- ***What development opportunities are most important to you and the community you serve?***
- ***What potential challenges might occur from a Coordinated Development Plan? How might this impact your property and the community you serve?***

36



Slide
37

Report back to the full group

Slide
38

Workshop: Visioning

Slide
39

Brainstorm site opportunities

Keeping in mind the site constraints and context:

- What future uses do you envision for this site?
- How would this site complement and support the surrounding community?
- What priorities do you have for this site?
- How can this site best support the communities you serve and/or want to serve?
- What are your concerns about changes to this site?

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Slide
40

Workshop debrief

Slide
41

Interests

- ***Where do our interests and goals align?***
- ***Where do they diverge?***

41



Slide
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Next steps

Slide
43

Preparing for TOD Planning Workshop 2

- ***Integrating insights from Workshop 1 into draft design concepts***
- ***Mark your calendars! Workshop 2***

43



Slide
44

Thank you.

Thank you.



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APPENDIX C

Summary of Kenmore Park-and-Ride Lot TOD Planning Workshop 2

Aug. 22, 2019

SR 522/NE 145th Stride Bus Rapid Transit (BRT)

Meeting Summary

Meeting Subject:	Kenmore Park-and-Ride Transit Oriented Development (TOD) Planning Workshop 2
Date:	August 22, 2019
Time:	9 a.m. – 12 p.m.
Location:	City of Kenmore Hall, Council Chambers
Attendees (Sound Transit):	• Dangelei Fox, Environmental Planning • Juan Calaf, Land Use Planning • Kathy Leotta, SR 522/NE 145th BRT Project Manager • Kathy Fendt, Environmental Planning • Lucien Bruno, Service Planning • Sloan Dawson, Land Use Planning • Ned Delmore, Executive Director, St. Vincent de Paul (SVDP) of Seattle • Sarabjit Thind, Director, Columbia Crest Montessori (CCM) • Alex Abbott, First Commercial Properties (FCP; representing Schnitzelbank) • Mike Kubacki, FCP (representing Schnitzelbank) • Bryan Hampson, City of Kenmore • Nancy Ousley, City of Kenmore • Brian Macik, King County Metro (KCM) • Rachel Wilch, KCM • Radhika Moolgavkar, KCM • Sarah Lovell, KCM • Chris Arkills, King County
Attendees (Other):	• Christopher Cunningham, King County • Jody Trendler, King County • Sunaree Marshall, Special Projects Manager, King County Department of Community and Human Services (DCHS)/Housing, Homelessness and Community Development Division (HHCDD) • Klaas Nijhuis, Senior Planner, A Regional Coalition for Housing (ARCH) • Christine Scharrer, Scharrer Architecture and Design • Jeff Hammerquist, Scharrer Architecture and Design • Blair Howe, Kidder Mathews • Lindsay Todaro, Kidder Mathews • Jim Hencke, David Evans and Associates (DEA) • Jon Gage, DEA • Kristine Edens, EnviroIssues (EI) • McKenna Asakawa, (EI)

SR 522/NE 145th Stride Bus Rapid Transit (BRT)

Meeting Purpose

Kenmore Park-and-Ride Transit-Oriented Development (TOD) Planning Workshop 2 was the second of three workshops hosted by Sound Transit (ST) summer/fall 2019. ST's intentions for the three workshops were:

- To determine how to locate a parking garage that helps establish a future urban framework for access.
- To collaborate in a visioning and evaluation process with the objective of achieving a coordinated plan for development on properties in and around the Kenmore Park-and-Ride/Bus Rapid Transit (BRT) Station.
- To align public investments and achieve the best possible outcomes for the Kenmore park-and-ride lot and surroundings.

At Workshop 2, the project team presented the first drafts of design concepts for the Kenmore Park-and-Ride and potential future TOD. The project team developed these draft design concepts using goals and visioning identified by stakeholders at the first workshop, July 2019.

The purpose of Workshop 2 was to gather feedback from stakeholders on the draft design concepts to help refine future design iterations.

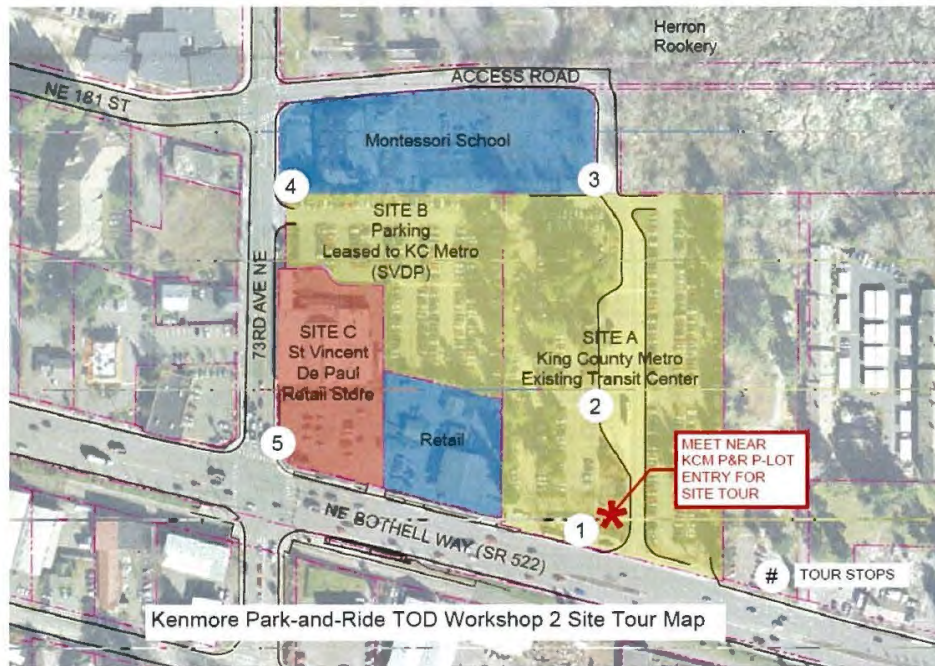
At the third workshop, coming fall 2019, participants will select a design concept to advance to environmental review. Fall/winter 2019, the project team will also conduct further TOD feasibility studies.

Optional Site Tour

The workshop began with an optional walking tour of the Kenmore Park-and-Ride and adjacent sites. See **Figure C-1** (Site tour map).

Site tour attendees included:

- Alex Abbott, FCP
- Bryan Hampson, City of Kenmore
- Klaas Nijhuis, ARCH
- Jon Gage, DEA
- Jim Hencke, DEA
- Juan Calaf, ST
- Kathy Leotta, ST
- Kristine Edens, EI
- Ned Delmore, SVDP
- Rachel Wilch, KCM
- Sara Lovell, KCM
- Samantha Loyuk, City of Kenmore
- Sloan Dawson, ST
- Sunaree Marshall, King County DCHA/HHCDD

SR 522/NE 145th Bus Rapid Transit (BRT)**Figure C-1 Site tour map**

Jon Gage, DEA, led the tour, which included five stops (see locations on map). Notes and comments made at each stop are summarized below.

1. At the future SR 522 BRT station on SR 522

- Location of the future BRT station along SR 522
- Will also have KCM stops
- Six routes currently serve the Park-and-Ride
- Likely will need four bus bays to accommodate BRT and KCM coaches stopping to pick up passengers
- TBD on if the bus pullout will remain or if busses will need to stop in-line
- Participants noted it was very loud standing on SR 522; hard to talk/hear each other and may inform appropriate TOD uses along SR 522

2. At the layover area for drivers/coaches

- Currently seven layover spots; nine are anticipated to be needed in the future
 - Participants noted that buses are seeing “laying over” on the side street near the Safeway in undesignated layover spots in Kenmore
- A comfort station is required near the layover area for speed/reliability of breaks and to meet labor laws. May need two comfort stations in the future

3. At the Heron Rookery

SR 522/NE 145th Bus Rapid Transit (BRT)

- Just ending the breeding season for the rookery; nests were quiet, meaning the young may have already left their nests for the season
- Season is from January through August
- Swamp Creek and associated wetland also in the area
- Flooding can be seen into the access road during the wet season in the floodplain area

4. At Columbia Crest Montessori (CCM)

- Park-and-Ride/"Hide" is observed at the Montessori/on the adjacent access road
- Buildable land for the Montessori extends on 73rd to the end of the access road
- Montessori looking to expand/build on its excess property; use TBD

5. At St. Vincent de Paul (SVDP)

- 150 drop-offs a day – consider for circulation needs
- Mural of historical Kenmore and Washington State images; was created for an "I Love Kenmore" event three years ago and was an interactive, paint-by-numbers mural for the community
- Mural not intended to preclude future development of the SVDP site/building
- Noted Schnitzelbank as SVDP's neighbor – houses six to eight tenants currently

Key context and background information

See Appendix A. for presentation slides.

SR 522/NE 145th Stride Bus Rapid Transit (BRT) project overview and goals:

Kathy Leotta, ST, provided an overview of the BRT project.

Project history, purpose and main features:

The SR 522/NE 145th BRT is part of the Sound Transit 3 (ST3) representative project, approved by voters in 2016. Voters in Shoreline, Lake Forest Park, Kenmore, Bothell and Woodinville made the case to the Sound Transit (ST) board that their region needs high-capacity transit improvements.

The purpose of the BRT project is to provide fast, frequent and reliable transit seven days a week, up to 19 hours per day, with buses coming at 10-minute intervals during peak hours. The BRT will also involve quick and easy transfers to other high-quality systems, including the future light rail station at Shoreline and the future BRT route along I-405.

In Kenmore, the project includes two BRT station pairs: one at the Park-and-Ride and one at 68th Avenue NE. The project also includes plans for a 300-stall parking garage at the existing Kenmore Park-and-Ride site. This baseline provides an opportunity to maximize use of the Park-and-Ride area with TOD.

Project timeline:

The SR 522/NE 145th BRT project is currently in the planning phase up to 10% design. This phase involves refining the project footprint and access points and determining potential impacts to submit for environmental review. By mid-2020, ST anticipates completing environmental

SR 522/NE 145th Bus Rapid Transit (BRT)

review and the ST Board would select the project to build.

The three-part series of Kenmore Park-and-Ride TOD workshops help ST assess the footprint for the parking facility by understanding the overall vision for this site to support the environmental review process.

Kenmore Park-and-Ride site overview

Juan Calaf, ST, gave an overview of the Kenmore Park-and-Ride site and surrounding properties.

Existing Park-and-Ride as the location for a new garage:

The existing Park-and-Ride is comprised of two parcels: one five-acre parcel owned by KCM and one two-acre parcel owned by SVDP and leased to KCM. SVDP operates a thrift store on approximately 1.3 acres in the south-west corner. The Schnitzelbank commercial building is located on the central property between SVDP and the KCM Park-and-Ride. The total area of these three parcels constitutes over 10 acres of land.

The existing Park-and-Ride contains 603 stalls and is currently served by eight bus routes: seven KCM buses and one ST express bus.

Existing access and internal circulation:

Existing road access comes from the northern access road, which is privately owned by CCM. One existing access point is along 73rd Avenue NE, at the northwest side of the Park-and-Ride. Another access point is along SR 522, at the south side of the Park-and-Ride.

Site constraints and zoning:

There is Swamp Creek, a class 1 wetland, located northeast of the Park-and-Ride site. The wetland carries a wetland buffer area that limits vertical construction in the northeast corner of the site. The wetland also contains a heron rookery that has been designated as an Environmental Critical Area by the City of Kenmore.

The City has adopted the seasonal buffer outlined by the Washington Department of Fish and Wildlife, which restricts construction noise during heron breeding season from January through August. The seasonal buffer also limits permanent conditions like light and noise pollution from cars and future TOD.

Another site constraint is the significant trees. The City of Kenmore has requirements for the protection and preservation of "significant" tree units. This may allow tree removal and replanting elsewhere. Sound Transit intends to learn more about these stipulations.

The 10-acre area is zoned with the option of using the TOD overlay.

Summary of Workshop 1

Kristine Edens, EnviroIssues, gave an overview of the Kenmore Park-and-Ride TOD Planning Workshop 1, July 2019.

SR 522/NE 145th Bus Rapid Transit (BRT)

Themes at Workshop 1 included:

- Openness to collaboratively exploring development options with an aim to articulate and achieve a shared vision
- Interest in developing a mobility hub that co-locates transit with housing, especially affordable housing

Potential challenges of coordinated planning identified at Workshop 1 included:

- Aligning Kenmore TOD efforts with the SR 522/NE 145th STRide BRT project timeline
- Working within the multiple site constraints
 - Environmental constraints, including Critical Areas
 - Construction constraints and timing
- Coordinating efforts of the multiple agencies and stakeholders
- Procuring additional funding to support affordable housing
- Management and supply of available parking for diverse uses

Transit goals and interests identified at Workshop 1 included:

- Designing new access points that facilitate circulation within and around the site
- Transit and pedestrian safety in site design
- Maintenance and improvement of transit service
- Ensuring the transit center works for an electric fleet
- Shared parking opportunities and options to manage parking for diverse uses
- Openness to reconfiguring the existing PARK-AND-RIDE to support TOD goals

City of Kenmore goals and interests identified at Workshop 1 included:

- Prioritizing affordable housing outcomes
- Protecting opportunities for low-income and Latinx communities
- Designing internal circulation to meet a number of uses (residential, commercial, transit, etc.)
- Providing improved access for properties east of the PARK-AND-RIDE site
- New, smaller-scale urban development pattern that supports TOD goals
- Providing a pedestrian under/overpass that would connect the site to the Burke-Gilman Trail to the south

TOD goals and interests identified at Workshop 1 included:

- Prioritizing affordable housing
- Advancing TOD opportunities for underserved communities, especially communities of color, people with low-incomes and seniors
- Increasing the size of garage and consolidating parking to allow more surface space for future TOD
- Developing a parking garage wrapped with residential and/or retail
- Providing access to the wetlands and trees as amenities to future residents, while also protecting the function and value of these environmental assets and areas when possible
- Providing a childcare use facility as a potential ongoing and expanding programmatic element

Nancy Ousley, City of Kenmore, added that the City also has an interest in providing more office

SR 522/NE 145th Bus Rapid Transit (BRT)

space to the Kenmore downtown. There are many home-based businesses in Kenmore that could use office space to grow into. The City would like to see an office element included in TOD planning.

Kristine Edens welcomed participants to provide any feedback on the summary from Workshop 1 to any member of the project team after Workshop 2.

Future transit program

Lucien Bruno, ST, and Brian Macik, KCM, provided an overview of the future transit program at the Kenmore Park-and-Ride. Key takeaways included:

- The two proposed stops on NE Bothell Way will serve ST BRT and KCM RapidRide. Currently, buses enter NE 181st St to loop in and pick up passengers at the westbound stop.
- Based on the anticipated level of service from BRT, ST Express, and KCM RapidRide, the project team anticipates needing two on-street active bays that can accommodate two buses each in westbound and eastbound directions. These bays would be shared between ST and KCM.
- ST is working with KCM so that the service is operationally the same experience for passengers—the goal is to make the experience easy and intuitive, so riders can board whichever bus arrives first.
- KCM currently has and plans to increase the number of routes that start and end at the Kenmore Park-and-Ride. The increase in future service means KCM will need to increase the number of layovers for drivers to take breaks—there are currently seven layovers, and KCM will need nine.
- KCM has some flexibility with the placement of the four active bays on the front of the site along Bothell Way—these could potentially be located internal to the site.

Q: Bryan Hampson, City of Kenmore, asked whether KCM needs pullout bays or if they can be moved to a bus lane.

A: Brian Macik responded that KCM may not need pullouts in the way that they currently exist. Some routes, like the 372, that start and end at the Park-and-Ride will need to turn right. KCM would prefer to not have pullouts to reduce risk—if pullouts are not necessary, KCM is open to eliminating them.

Q: Bryan Hampson asked whether it is possible to locate the additional two layover spaces off-site, for example at the back of the Safeway near the Kenmore Park-and-Ride.

A: Brian Macik responded that for bus operators it is best to locate layover spaces onsite. Placing layover off-site adds route time and is difficult with regards to providing a comfort station within a certain distance of where the bus parks.

Lucien Bruno and Brian Macik showed maps of future bus routes that will start and end at the Kenmore Park-and-Ride. (See Appendix A, slides 20–22)

Habitat Management Plan (HMP) findings

Kathy Fendt, ST, provided an overview of the draft HMP findings. The draft HMP helps the

SR 522/NE 145th Bus Rapid Transit (BRT)

project team understand constraints and opportunities for design purposes.

Key takeaways included:

- Herons are endangered and protected in Washington State. The rookery to the northeast of the Kenmore Park-and-Ride is an important nesting ground for the herons.
- There is not clear guidance on how impactful garage or TOD would be at a location like this
- Avoid construction within the Seasonal Buffer Area (656 ft) during critical breeding period (Jan–Aug)
- Locate the parking garage as far from the rookery as possible
- The parking garage is likely to be less impactful to rookery than TOD over time (garage closer to rookery than TOD is likely better)
- Design parking structure to minimize "light leakage"
- Include architectural screening at garage areas facing the rookery
- Plant conifers to screen light from parked cars during evening hours
 - Use temporary screening over parking garage openings toward the rookery while conifers grow to a sufficient height for screening
- Consider enhancing wetland in rookery area - planting appropriate trees for future rookery nest sites
- Next steps include:
 - City to confirm extent of construction to be allowed within the Core Zone Buffer Area (197 ft) - access road improvements or other
 - City to confirm extent and timing of construction to be allowed within the Seasonal Buffer Area during nesting season
- City to confirm coordination process with Washington Department of Fish and Wildlife

Kathy Fendt summarized that the rookery is an important asset, noting that it is possible to build near the rookery, but that the team must be intentional about protecting the site.

Market Study findings

Blair Howe, Kidder Mathews, gave an overview of the market study findings. The project team conducted a market study to evaluate the market feasibility for various TOD options on the site.

The market study indicated that there is a demand for multi-family housing, particularly for apartments, as well as a demand for hospitality, particularly for a national limited-service brand in the magnitude of 80–100 rooms, like a Best Western or Quality Inn. There is potentially modest demand for mixed-use retail and office space. Developing retail and office at this site might be difficult because both typical require a lot of parking.

The project team also conducted a land valuation study. Key findings included:

- The land will potentially generate a value of approximately \$32,000 to \$37,000 per market-rate apartment unit
- The cost of land per square foot is approximately \$100

The project team will conduct further feasibility studies fall 2019, including an evaluation of expected returns.

SR 522/NE 145th Bus Rapid Transit (BRT)**Coordinated Development Plan design concepts**

Christine Scharrer, Scharrer Architecture and Design, gave an overview of the Coordinated Development Plan design process and draft concepts.

The design team integrated goals and visioning identified by participants in Workshop 1, market feasibility studies and site constraints to develop three draft design concepts for the Kenmore Park-and-Ride site and potential future TOD. The design team used the ST3 representative project as the foundation to the design concepts. See **Figure C-2** (ST3 Representative project conceptual garage layout).

ST3 representative project

Figure C-2 ST3 Representative project conceptual garage layout

The representative project located the garage on the western half of the site, keeping the Park-and-Ride and layover at their current locations.

SR 522/NE 145th Bus Rapid Transit (BRT)**Design Concept 1, the "Baseline"**

See Figure C-3 (Design concept 1)

**Figure C-3 Design concept 1****Key features of Design Concept 1 include:**

- Garage is at the ST3 Representative Location
- Transit program adjacent to garage
- Potential TOD at SVDP property
- Potential pedestrian bridge connection

Key variations of Design Concept 1 include:

- Incorporate retail into the garage
- Extend pedestrian connections
- Flex-space – park or parking?
- Additional surface parking

SR 522/NE 145th Bus Rapid Transit (BRT)

Design Concept 2

See Figure C-4 (Design concept 2)

**Figure C-4 Design concept 2****Key features of Design Concept 2 include:**

- Combined garage with layover below
- Garage is wrapped garage with TOD or retail
- Potential TOD at SVDP property
- Potential pedestrian bridge connection

Key variations of Design Concept 2 include:

- Extend TOD across sites
- Integrate SVDP store into TOD
- Provide larger public space at south end of the site near BRT stop
- Provide green buffer along north of the TOD

SR 522/NE 145th Bus Rapid Transit (BRT)

Design Concept 3

See Figure C-5 (Design concept 3)

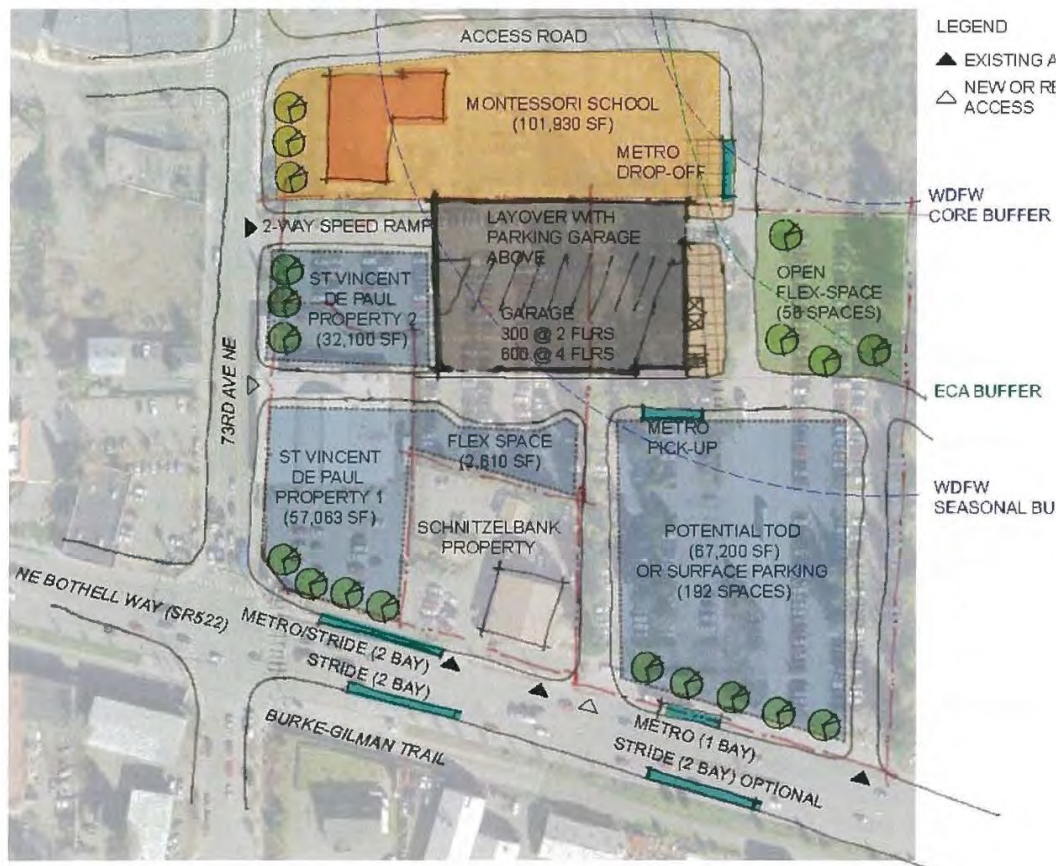


Figure C-5 Design concept 3

Key features of Design Concept 3 include:

- Combined garage with layover below
- New through access along 73rd Ave
- Potential future access to the east
- Pick-up/Drop-off adjacent to garage
- Potential TOD at SVDP property
- Large TOD at south end

Key variations of Design Concept 3 include:

- Incorporate SVDP into the garage at grade
- Enhance pedestrian connections
- Larger public space near garage

SR 522/NE 145th Bus Rapid Transit (BRT)

- Flex-space – park or parking?
- Provide green buffer north of garage

Breakout Groups

Group A included: Chris Arkills, Dangelei Fox, Jim Hencke, Juan Calaf, Kristine Edens, Radhika Moolgavkar, Sarabjit Thind, Sunaree Marshall

Group B included: Alex Abbott, Chris Cunningham, Jeff Hammerquist, Jody Trendler, McKenna Asakawa, Sarah Lovell, Mike Kubacki, Rachel Wilch, Samantha Loyuk

Group C included: Bryan Hampson, Christine Scharrer, Jon Gage, Klaas Nijhuis, Nancy Ousley, Ned Delmore, Sloan Dawson

Intergroup travelers: Blair Howe, Brian Macik, Kathy Fendt, and Kathy Leotta traveled between groups

Consensus points and key takeaways:

The three breakout groups identified design Concepts 2 and 3 as their preferred, with Concept 2 slightly more favored. The groups suggested several amendments to include in future design concept iterations.

The following is an overview of feedback across all groups and per group. See pages 15–26 for a detailed summary of group feedback.

The following features garnered support across all groups:

- Combining the garage with bus layover
- An east-west roadway that would provide access through the site from 73rd Ave NE to properties east of the existing Park-and-Ride and that would create more storefront along the roadway
- A more urban grid/footprint
- Placement of the garage closer to the rookery, with TOD consolidated at the center of the site or closer to SR 522, keeping in mind the distance for pedestrians from the garage to SR 522
- A parking garage with more than 300 stalls
- Using open space as a potential recreational and/or educational amenity
- Connection to the Burke-Gilman Trail: Consideration of elevated vs. surface-level connection across 522 for pedestrian and bike access

Recurring proposed amendments across all groups included:

- Pick-up/drop-off access: Improved accommodation of ride-share or “Kiss-and-ride”
- Pedestrian improvements: Improved separation of pedestrian, general purpose car, and bus traffic, plus overall improvement of pedestrian access and circulation through the site
- Accommodating future CCM development: Improved consideration of how to activate CCM needs and goals

SR 522/NE 145th Bus Rapid Transit (BRT)

- For example, a buffer for future development of the school, such as apartments atop the existing building
- Accommodating SVDP circulation needs: Improved consideration of how to activate St. Vincent de Paul (SVDP) needs and goals
 - For example, need for donation drop-off and freight circulation
- Locating a plaza off SR 522: moving the plaza further north due to noise from 522
- Placing active bays on SR 522 together to prevent conflict with cars exiting between bays
- Including educational and/or recreational opportunities with the rookery, open space, and CCM
- Identification of heron flight patterns to inform garage placement and height constraints
- Consideration of market analysis to assess feasibility of concepts 2 and 3

Group A preferred concepts: Concepts 2 and 3**Liked:**

- Garage combined with layover
- Garage located internal to the site, rather than on SR 522
- An east-west access road that provides greater frontage for businesses along the roadway
- Potential educational and/or recreational usage of the green space near the rookery
- New corridors for an urban street grid
- Pedestrian alley through the site

Wanted to see:

- Improved accommodation of Kiss-and-Ride/ride-share access
- Improved accommodation of SVDP drop-off and freight circulation
- An option with the plaza located off SR 522 for transit riders
- Consideration of heron flight patterns over the site
- Feasibility studies for proposed transit center and TOD

Group B preferred concept: Concept 2**Liked:**

- Garage combined with layover
- An east-west access road that provides greater frontage for businesses along the roadway
- Pedestrian/bike connection to the Burke Gilman Trail
- Garage placement not directly adjacent to Schnitzelbank
- Garage placement further away from SR 522 to reduce car back-up
- TOD wrapping around the garage, facing other properties
- Considering placing the garage closer to the rookery, compared to placing TOD near the rookery. The garage might be less disruptive to the herons than other forms of TOD.

Wanted to see:

SR 522/NE 145th Bus Rapid Transit (BRT)

- Consideration of recreational and/or educational opportunities with the heron rookery, open space, and CCM
- Improved pedestrian circulation through the site, especially to businesses (i.e., Schnitzelbank)
- Improved separation of transit, general purpose car and pedestrian traffic through the site
- Shifting the placement of the east-west access road slightly further south to improve access to the SVDP site
- Access from the layover to SR 522 so that the 372 bus service (KCM) can stop in that location
- Consideration of whether bikes could easily travel through an elevated connection to the Burke Gilman Trail

Group C preferred concept: Concept 2, with the variation of moving access on 73rd south**Liked:**

- The garage located toward the north end of the site to provide greater opportunities for TOD on the SVDP site
- An east-west access road that provides greater frontage for businesses along the roadway
- Pedestrian/bike connection to the Burke Gilman Trail

Wanted to see:

- Moving curb-cut access on 73rd to south, just beyond WSDOT R/W, for alignment with the future road
 - This shift could potentially reduce impacts to the intersection with SR 522, create a TOD opportunity between CCM and the plaza opposite of park, and save significant trees
- A pedestrian passageway from SR 522 to the north end of the site
- Consolidation of the “urban village” toward the center/north end of the site
- Consideration of a large wrap at the front of the garage to provide an option for SVDP and potentially Schnitzelbank, and/or a multi-story wrap with residential and office space
- Consideration of the pedestrian and bike passage across SR 522, option of adding bike parking along the frontage

Detailed feedback per design concept:

The following pages provide a summary of each breakout group's flipchart notes, organized by design concept. Also included are photos of the groups' roll plot markups per design concept.

Design Concept 1

- CCM:
 - Expressed concern about potential for increased traffic on access road near school building
- KCM:
 - Expressed concern that a 300-stall parking garage would be a "non-starter" because it would mean there would be less parking in total at Kenmore Park-and-Ride site. Need to find the right balance of overall parking
 - Predicted that this concept would be financially feasible with an agreement with KCM
- All:
 - Liked the retention of the existing SVDP drop-off circulation
 - Considered that two banks of four may be more cost effective than nine angled layovers for buses
 - Expressed concern that locating housing away from 522 could mean lost opportunity to enhance "new" street for residential frontage

SR 522/NE 145th Bus Rapid Transit (BRT)

Group B



- **Figure C-7 Design concept 1 roll plot from Group B**

- KCM:
 - Liked the separation of bus and pedestrian movement. This separation is good for bus operation and safety, as it keeps pedestrians from crossing buses
 - Proposed to add more shared/mixed use parking places for pick-up/drop-off, not just bus, noting that this would require wide internal circulation.
 - Proposed to move the garage further north
 - Proposed that the bays on 522 be placed together, as it might mitigate conflict with cars exiting between bays
 - Questioned whether there is an opportunity to maintain function of layover while also covering/concealing the layover, noting that this location of the prevents through-road access to properties east of the site
- The City of Kenmore:
 - Expressed concern about the lack of an east-west through-road
 - Expressed concern that the open/flex space at the northeast corner of the site would be a lost opportunity and would likely become surface parking
 - Preferred that TOD be located along 522

SR 522/NE 145th Bus Rapid Transit (BRT)

- Noted that there is significant pedestrian traffic from Kenmore Community Club (KCC), located across SR 522. The City noted they currently have no plans to end their lease to KCC
- First Commercial Properties (representing Schnitzelbank):
 - Does not anticipate negative impacts from potential TOD on existing lot behind Schnitzelbank building
 - Would like the site to be more pedestrian-friendly, as businesses benefit from pedestrian access
 - Design Concept 1 is their least favorite because they feel that the garage would loom over Schnitzelbank
- All:
 - Liked the pedestrian bridge to Burke-Gilman trail

Group C**Figure C-8 Design concept 1 roll plot from Group C**

- City of Kenmore:
 - Suggested that Concept 1 looks to be the easiest scheme to implement
- KCM:
 - Expressed interest in accommodating other ways to get to the Park-and-Ride; e.g., ride-share

- Design concept 2**
Group A



Figure C-9 Design concept 2 roll plot 1 from Group A

SR 522/NE 145th Bus Rapid Transit (BRT)



Figure C-10 Design concept 2 roll plot 2 from Group A



Figure C-11 Design concept 2 roll plot 3 from Group A

SR 522/NE 145th Bus Rapid Transit (BRT)

- KCM:
 - Proposed to separate bus and car entrance to the garage/layover
 - Considered a tall garage (?)
 - Liked the more urban footprint, compared to Concept 1
 - Noted that the proposed location of the plaza on 522 would be loud
- CCM:
 - Expressed support for the potential enhanced pedestrian corridor and “new” street to complement CCM future development
- King County DCHS:
 - Requested vetting retail feasibility next to transit

SR 522/NE 145th Bus Rapid Transit (BRT)

Group B



Figure C-12 Design concept 2 roll plot from Group B

- KCM:
 - Expressed interest in pulling surface parking and stacking in garage
 - Likes the garage placement
 - Proposed to add access south to 522 for buses to exit, as KCM needs to serve zone on 522
 - Expressed interest in developing more of a mobility hub that accommodates “Kiss and Ride” options
- City of Kenmore:
 - Likes Concept 2 more than Concept 1
 - Likes the significant TOD potential and that the garage is not the focus from the viewpoint of SR 522
 - Noted that this option does not activate SVDP participation
 - Would like to address circulation to aesthetics of area behind SVDP (to the north)
 - Proposed to consider moving SVDP closer to SR 522 and consolidate parking behind
 - Questioned if the open space in northeast corner could play role as a stormwater management facility
 - Questioned if CCM could also be activated in this design concept.
- All:
 - Liked the pedestrian overpass
 - Preferred the Concept 2 placement for the garage, compared to Concept 1

SR 522/NE 145th Bus Rapid Transit (BRT)

Group C



Figure C-12 Design concept 2 roll plot 1 from Group C



Figure C-13 Design concept 2 roll plot 2 from Group C

- ARCH:

SR 522/NE 145th Bus Rapid Transit (BRT)

- Anticipated a lot of traffic around SVDP donation delivery
- Liked the opportunity for a pedestrian overpass
- Noted that retail space is limited
- Liked layover for SVDP delivery with drop-off at the front
- SVDP:
 - Expressed support for a drive-through
 - Noted that the plaza would be family-oriented
 - Moving access on 73rd to south creates another level of opportunity
- KCM:
 - Noted that Concept 1 is more simple to implement, but not ideal
 - Concept 2 would work for transit
 - Expressed concern about mixing parking with buses and general use, and would prefer to separate buses and cars
 - Moving access on 73rd to south breaks up super block
 - Noted that parking over layover is desirable
- City of Kenmore:
 - Expressed concern with locating a plaza near SR 522 because of noise, saying that it must be an interactive plaza
 - Garage location that facilitates plaza is more ideal
 - Expressed interest in developing programming space (a la "Hanger")
 - Noted that retail doesn't necessarily require parking, so long as multi-modal access is provided.
 - Moving access on 73rd to south would facilitate office space configuration.
- All:
 - Proposed moving access south (curb cut) on 73rd for alignment with future road is ideal
 - Move access on 73rd to south, just beyond WSDOT R/W (200' from SR522) would reduce impacts to intersection with 522
 - This would create TOD opportunity between CCM and plaza opposite of park, saves significant trees
 - Works well from a transit perspective
 - This is the preferred option with the variation of moving access on 73rd south

SR 522/NE 145th Bus Rapid Transit (BRT)

Design Concept 3
Group A

Figure C-14 Design concept 3 roll plot from Group A

- Sound Transit:
 - Anticipated that the location of the garage within the seasonal buffer would be a construction challenge
 - Considered if it would be easier to manage a garage near the rookery in the long-term
- KCM:
 - Liked the new street grid, noting that it would be urban sub dividable
 - Liked the combined garage/layover
 - Expressed concern about the tight turning radius, expecting it to cause slower bus operations through the site
 - Proposed to move the garage toward SR 522, providing a buffer to CCM and consolidating the entrance

SR 522/NE 145th Bus Rapid Transit (BRT)

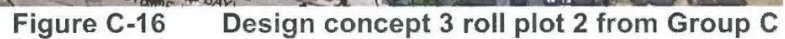
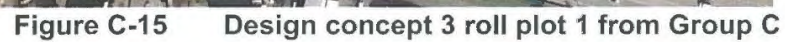
Group B



Figure C-14 Design concept 3 roll plot from Group B

- City of Kenmore:
 - Likes garage placement closer to rookery and questioned if this location would provide more predictable traffic for rookery, therefore potentially causing less impact to herons
 - Questioned if that approach (holding space further from rookery for future TOD) would be feasible with environmental constraints and review
- All:
 - Liked that the east-west access road creates more storefront
 - Questioned if the heron rookery could be an opportunity for education
 - Considered the relationship between:
 - The heron rookery
 - Garage placement
 - CCM goals and needs
 - SVDP goals and needs: how to address own donation drop-off circulation needs?
 - Expressed concern that:
 - This design concept presented the longest pedestrian route from the garage to 522, and from KCM drop-off to 522
 - Bus and pedestrian traffic were not as separate as other concepts
 - Questioned if layover space could be moved to the open space zone or access road

- Group C**



SR 522/NE 145th Bus Rapid Transit (BRT)

- ARCH:
 - Expressed concern that this concept separates the garage from traffic on SR 522
 - Expressed concern that this concept breaks up the site
- ST and KCM:
 - Questioned if the garage provides a buffer to the heron rookery
 - Contended that this design works well from a transit perspective.
 - Noted that a longer/narrower garage allows the addition of an east-west access road
 - Garage provides buffer to Heron Rookery
 - A longer (narrower) garage would facilitate stronger East/West street
- City of Kenmore:
 - Expressed concern that this concept precludes a pedestrian bridge
- All:
 - Noted that this design concept rings the site with TOD, opening up SR 522 frontage to redevelop
 - Hides garage, providing improved aesthetics from SR 522



APPENDIX D

**Presentation Slides from Kenmore Park-and-Ride Lot
TOD Planning Workshop 2**

Aug. 22, 2019

Slide 1

Kenmore TOD Planning Workshop 2

SR 522/NE 145th Stride BRT

8/22/19



Slide 2

Welcome and Introductions

Slide 3

Agenda

Site tour, 9 – 9:30 am

Part 1: Overview of design concepts, 9:45 – 10:30 am

- Summary of Workshop 1
- Transit Program
- Habitat Management Plan
- Introduction of Coordinated Development Plan design concepts

Part 2: Evaluating design concepts, 10:40 am – 12 pm

- Breakout groups
- Report Back
- Next steps

3

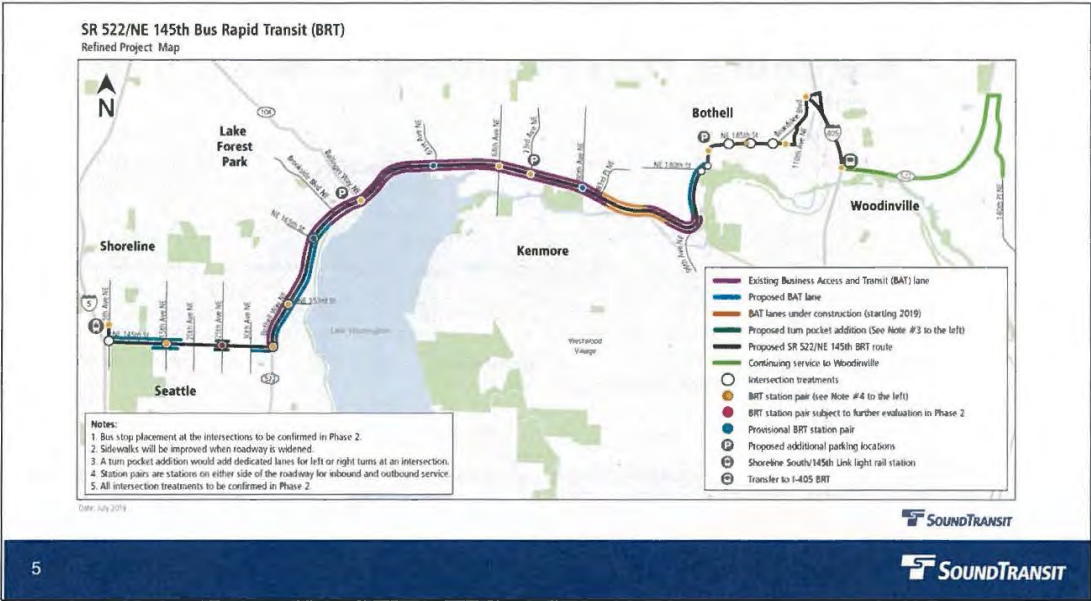


Slide 4

SR 522/NE 145th Stride BRT Project Overview

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 5

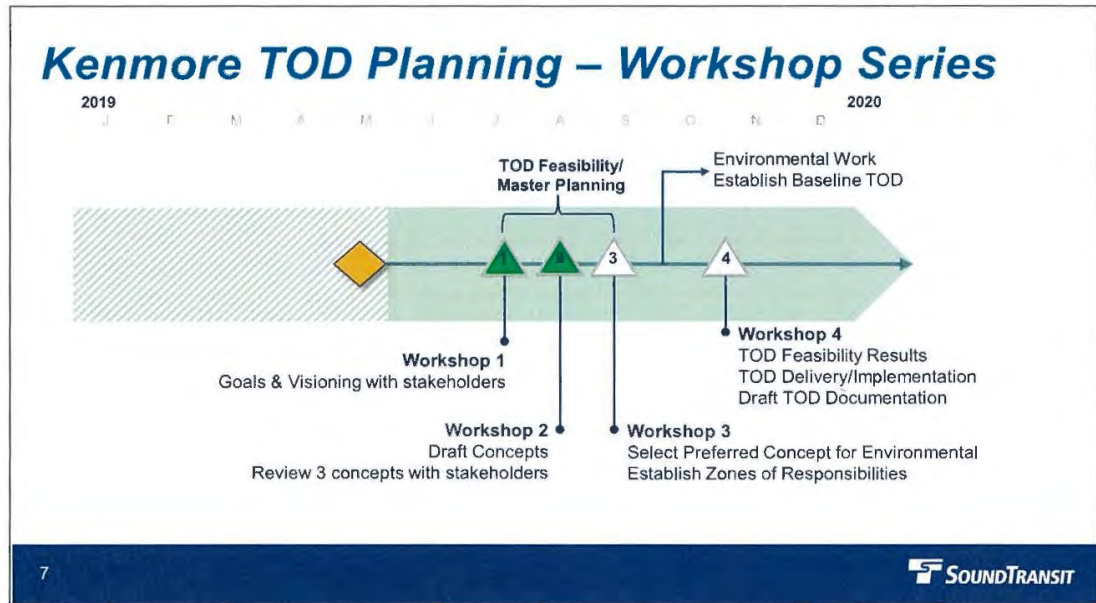


Slide 6



SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 7



Slide 8



Slide 9

Summary of Workshop 1

Slide 10

Workshop 1 Summary

Purpose of Workshop 1:

- Discuss **how to locate a parking garage** on the Kenmore Park-and-Ride (P&R) site that helps **establish a future urban framework**
- **Explore stakeholders' goals and interests** for the Kenmore P&R site and the surrounding properties
- Determine whether stakeholders might **articulate a shared vision** for the site and might be willing to **work together to achieve a coordinated development plan (CDP)**



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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

Workshop 1 Summary

Slide 11



Themes included:

- Openness to collaboratively exploring development options with an aim to **articulate and achieve a shared vision**
- Interest in developing a **mobility hub** that co-locates transit with housing, especially **affordable housing**

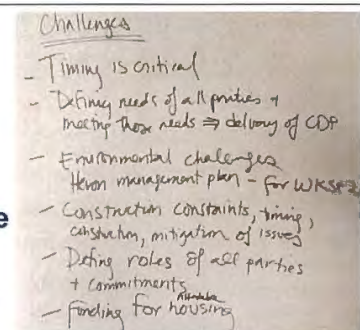
11



Workshop 1 Summary

Potential challenges of CDP included:

- Aligning Kenmore TOD efforts with the **SR 522/NE 145th STRide BRT project timeline**
- Working within the **multiple site constraints**
 - **Environmental constraints**, including Critical Areas
 - **Construction constraints** and timing
- Coordinating efforts of the **multiple agencies and stakeholders**
- Procuring **additional funding to support affordable housing**
- **Management and supply of available parking** for diverse uses



Slide 12

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SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 13

Workshop 1 Summary

Transit goals and interests included:

- Designing **new access points** that facilitate circulation within and around the site
- **Transit and pedestrian safety** in site design
- **Maintenance and improvement** of transit service
- Ensuring the transit center works for an **electric fleet**
- **Shared parking opportunities** and options to manage parking for diverse uses
- Openness to **reconfiguring the existing P&R** to support TOD goals

GOALS

CITY 1

- MAKE SURE RESULTING CHANGES TO POLICY ARE COORDINATED

METRO 2

- GOALS ALIGN
- MAXIMIZE POTENTIAL OF PROPERTY
- SAFETY OF DRIVERS & CUSTOMERS
- PARKING LOT → PARADISE
- BE A GOOD NEIGHBOR

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SOUNDTRANSIT

Slide 14

Workshop 1 Summary

City of Kenmore goals and interests included:

- Prioritizing **affordable housing** outcomes
- Protecting opportunities for **low-income and Latinx communities**
- Designing **internal circulation to meet a number of uses** (residential, commercial, transit, etc.)
- Providing **improved access for properties east** of the P&R site
- New, **smaller-scale urban development pattern** that supports TOD goals
- Providing a **pedestrian under/overpass** that would connect the site to the Burke-Gilman Trail to the south

CITY 1

- ACTIVATE SPACE W/ MULTIPLE USES
- SAVE MURAL? CHALLENGE TO REUSE OR INCORPORATE INTO DEVELOPMENT
- PHASING ALWAYS A CHALLENGE - BE REALISTIC
- MINDFUL OF HOUSING OCCUPANCY DURING CONSTRUCTION
- PARKING - ORGANIZATION, MANAGEMENT, SUPPLY
- MOBILITY HUB AND SERVICE HUB

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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 15

Workshop 1 Summary***TOD goals and interests included:***

- Prioritizing **affordable housing**
- Advancing **TOD opportunities for underserved communities**, especially communities of color, people with low-incomes and seniors
- **Increasing the size of garage and consolidating parking** to allow more surface space for future TOD
- Developing a **parking garage wrapped with residential and/or retail**
- Providing **access to the wetlands and trees** as amenities to future residents, while also **protecting the function and value of these environmental assets and areas** when possible
- Providing a **childcare use facility** as a potential ongoing and expanding programmatic element

Metro is open to different concepts of Transit Center ④

Development Opps

Affordable Housing ✓ metro/ST
ST policy that prefers affordable housing

Mobility Hub
Connection to the Burke Gilman
Childcare as ongoing use
Facility that fits all the programmatic cash flow

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SOUNDTRANSIT

Slide 16

Transit Program

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ST3 Project

- STRIDE Active bays – 130 ft. each WB/EB (shared with Metro's future *RapidRide*)
- 300 Parking Stalls

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SR 522/NE 145th Bus Rapid Transit (BRT)

Transit Program

KC Metro Needs

- 9 Layover Spaces
- 3 on-street active bays for Metro and Stride service (1 double bay 130' for **Stride** + future **RapidRide**, 1 single bay 65' for Metro express service)
- 1 drop-off bay and 1 pick-up bay on-site for local service routes (drop-off should occur prior to layover). Routes would enter and exit site via NE 181st St. and Access Rd.
- Displaced Parking/Parking Replacement

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Metro Local Routes (On Site)

Route 225



Route 3114



Slide 20

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SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 21

Metro Local Routes (On Site)

Route 331



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Slide 22

Future Metro RapidRide and Express routes

372



309 312



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Slide 23

Draft Habitat Management Plan (HMP)

Slide 24

Draft HMP – Regulatory Buffers Identified



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SOUNDTRANSIT

Slide 25

Draft HMP**Key Findings of the Research**

- No clear guidance on how impactful garage or TOD would be at a location like this
- Avoid construction within Seasonal Buffer Area (656 ft) during critical breeding period (Jan – Aug)
- Locate parking garage as far from the rookery as possible
- Parking garage likely less impactful to rookery than TOD over time (garage closer to rookery than TOD likely better)

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Draft HMP**Key Findings of the Research (continued)**

- Design parking structure to minimize “light leakage”
- Include architectural screening at garage areas facing the rookery
- Plant conifers to screen light from parked cars during evening hours
- ✓ Use temporary screening over parking garage openings toward the rookery while conifers grow to a sufficient height for screening
- Consider enhancing wetland in rookery area - planting appropriate trees for future rookery nest sites

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Slide 27

Draft HMP & the Rookery

Issues to Investigate - Final Guidance & Decision Making:

- City to confirm extent of construction to be allowed within the Core Zone Buffer Area (197 ft) - access road improvements or other
- City to confirm extent and timing of construction to be allowed within the Seasonal Buffer Area during nesting season
- City to confirm coordination process with WDFW

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Slide 28

Market Analysis

Slide 29

Market Study Findings

Rationale for Market Assessment

Market Segment Studied

Findings:

- Apartment
- Pedestrian Oriented Retail
- Office
- Hospitality

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Slide 30

Land Valuation

Current Land Value

- Apartments - \$32,000 to \$37,000 per market-rate unit
- Cost per square foot approximately \$100

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Slide 31

Coordinated Development Plan Design Concepts

Slide 32

ST3 Representative Project



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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 33

Design Concept 1 (Baseline)**Key Features**

- Garage is at the ST3 Representative Location
- Transit program adjacent to garage
- Potential TOD at SVDP property
- Potential ped bridge connection

Key Variations

- Incorporate retail into the garage
- Extend pedestrian connections
- Flex-space – park or parking?
- Additional surface parking

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SOUNDTRANSIT

Slide 34

Design Concept 2**Key Features**

- Combined Garage w/ layover below
- Garage is wrapped garage with TOD or retail
- Potential TOD at SVDP property
- Potential ped bridge connection

Key Variations

- Extend TOD across sites
- Integrate SVDP store into TOD
- Provide larger public space at south end of the site near BRT stop
- Provide green buffer along north of the TOD

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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

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Design Concept 3

Key Features

- Combined Garage w/ Layover below
- New through access along 73rd Ave
- Potential future access to the east
- Pick-up/Drop-off adjacent to garage
- Potential TOD at SVDP property
- Large TOD at south end

Key Variations

- Incorporate SVDP into the garage at grade
- Enhance pedestrian connections
- Larger public space near garage
- Flex-space – park or parking?
- Provide green buffer north of garage

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SOUNDTRANSIT

Slide 36

10-Minute Break

Slide 37

Breakout Groups: Evaluating Design Concepts

Slide 38

Guiding discussion questions

For each of the three concepts, consider the following:

- What elements (***Parking, Transit and/or TOD***) of the concept work?
- **Why** would you include these elements in the design to advance?
- What **concerns** do you have about this concept?
- Does this concept meet the **goals and interests** identified during Workshop 1?

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 **SOUNDTRANSIT**

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Report back – guiding questions

- Which concepts best meet the group's vision, goals and interests? Why?
- What changes to these concepts would you still propose?

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Slide 40

Report Back

Slide 41

Next Steps

Slide 42

Preparing for TOD Planning Workshop 3

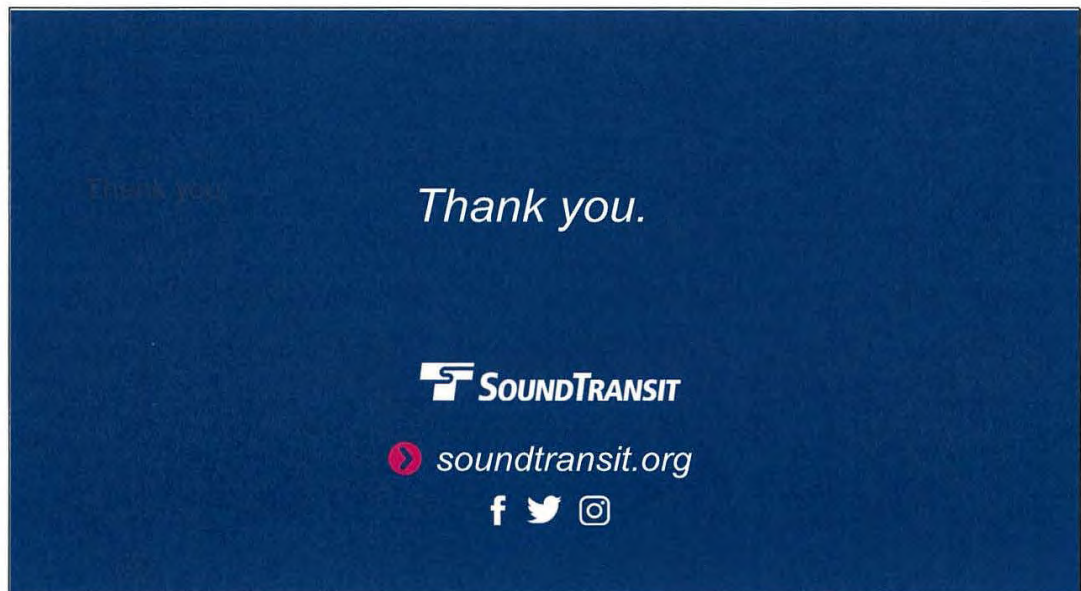
Mark your calendars! Workshop 3

- September 2019 - TBD

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APPENDIX E

Summary of Kenmore Park-and-Ride Lot TOD Planning Workshop 3

Oct. 30, 2019

SR 522/NE 145th Bus Rapid Transit (BRT)**Meeting Summary**

Meeting Subject:	Kenmore Park-and-Ride Transit Oriented Development (TOD) Planning Workshop 3
Date:	October 30, 2019
Time:	9 a.m. – 12 p.m.
Location:	City of Kenmore Hall, Council Chambers
Attendees (Sound Transit):	• Dangelei Fox, Environmental Planning • Jonathan Sirois, Project Architect • Juan Calaf, Land Use Planning • Kathy Leotta, SR 522/NE 145th BRT Project Manager • Lucien Bruno, Service Planning • Luke Lamon, Government and Community Relations • Mary Nicholl, Environmental Specialist • Sloan Dawson, Land Use Planning • Mirya Muñoz-Roach, Executive Director, St. Vincent de Paul of Seattle • Ravinder Thind, Director, Columbia Crest Montessori • Alex Abbott, First Commercial Properties (Schnitzelbank) • Bryan Hampson, City of Kenmore • Debbie Bent, City of Kenmore • Lauri Anderson, City of Kenmore • Nancy Ousley, City of Kenmore • Samantha Loyuk, City of Kenmore • Brian Macik, King County Metro • Gina Franco, King County Metro • Paul Eng, King County Metro • Sarah Lovell, King County Metro • Chris Arkills, King County Metro
Attendees (Other):	• Sunaree Marshall, Special Projects Manager, King County Department of Community and Human Services (DCHS)/Housing, Homelessness and Community Development Division (HHCDD) • Klaas Nijhuis, Senior Planner, A Regional Coalition for Housing (ARCH) • Christine Scharrer, Scharrer Architecture and Design • Jeff Hammerquist, Scharrer Architecture and Design • Blair Howe, Kidder Mathews • Lindsay Todaro, Kidder Mathews • Dwight Schock, David Evans and Associates (DEA) • Jim Hencke, DEA • Jon Gage, DEA • Kristine Edens, EnviroIssues (EI) • McKenna Asakawa, EI

SR 522/NE 145th Bus Rapid Transit (BRT)**Welcome and introductions**

Kristine Edens, EnviroIssues, welcomed and thanked everyone for their attendance. Kristine Edens gave an overview of the meeting agenda.

SR 522/NE 145th Stride Bus Rapid Transit (BRT) project overview and goals

Kathy Leotta, Sound Transit (ST), provided an overview of the BRT project and current status. ST has been meeting with cities along the SR 522/NE 145th corridor on 10% design, and most of these cities are currently reviewing 10% design. The priority for this phase of the BRT project is to define the footprint of the project for Environmental Review.

Juan Calaf, ST, noted that the goal of Kenmore Park-and-Ride Transit-Oriented Development (TOD) Workshop 3 is to refine the preferred concept. The project team has defined the footprint for the garage, but there are still elements in question, including access and potential TOD. The project team will conduct feasibility studies with results by early December. The fourth workshop will be an opportunity to discuss TOD implementation strategies and support the process of documenting these workshops.

Summary of Workshop 2

Juan Calaf gave an overview of the Kenmore Park-and-Ride TOD Planning Workshop 2, Aug. 2019.

At Workshop 2, the project team gathered participants' feedback on the three draft design concepts. These concepts were based on the ST3 representative project, which included a 300-stall garage on the western portion of the King County Metro (KCM) site. Design 1, called the "Baseline," includes placing the transit program adjacent to the garage. Design 2, which emerged as the participants' preferred, integrates the Park-and-Ride with a transit facility underneath. Participants supported this design because of its nine layover spaces for the KCM transit program and opportunities for adjacent TOD on the same parcel. Design 3 shows a similar integration of layover with the Park-and-Ride, but the garage straddled the St. Vincent de Paul (SVDP) site and was located further north. There were challenges with placing the garage that far north with its proximity to the heron rookery, which is the site's most significant environmental feature.

Workshop 2 began with a site tour. During the tour, participants noticed that the area near SR 522 was loud—this suggested that a pedestrian plaza should be located further north, off SR 522. Tour participants also observed that buses lay over in undesignated spots near Safeway and at Columbia Crest Montessori (CCM). They also discussed the seasonal flooding on the northern access road near the wetland and CCM. Tour participants noted that the existing Park-and-Ride is at over 100 percent capacity. They also heard that SVDP receives over 150 drop-offs each day and that the mural on the western wall of the SVDP site, which tells the story of Kenmore and its landmarks, was not meant to preclude future development.

During the table exercise, the participants agreed that Design 2 was the preferred concept and suggested amendments. Features supported across all groups included:

SR 522/NE 145th Bus Rapid Transit (BRT)

- Combining the garage with bus layover.
- An east-west roadway through the site from 73rd Avenue NE to properties east of the Park-and-Ride.
- An urban grid/footprint.
- Placement of the garage closer to the rookery, with TOD consolidated at the center of the site or closer to SR 522.
- A parking garage with more than 300 stalls.
- Using open space as a potential recreational and/or educational amenity.
- Connection to the Burke-Gilman Trail.

Recurring proposed amendments across all groups included:

- Improved pick-up/drop-off access, e.g., "Kiss-and-Ride,"
- Pedestrian improvements and separation general and transit traffic.
- Accommodating future CCM development.
- Accommodating SVDP drop-off and freight circulation needs.
- Locating a plaza off SR 522 due to noise.
- Placing bays on SR 522 together to mitigate conflict with cars.
- Including educational and/or recreational opportunities.
- Identification of heron flight patterns to inform garage placement and height.
- Consideration of market analysis to assess feasibility of concepts 2 and 3.

Juan Calaf noted that since Workshop 2, the project team learned that the heron flight patterns would not be disrupted by the garage height or location. Juan Calaf also acknowledged that Blair Howe, Kidder Mathews, will study feasibility on the refined preferred concept.

Kristine Edens asked if participants if there was anything missing from the Workshop 2 summary.

Q: Paul Eng, KCM, asked what the net gain of parking stalls will be.

A: Christine Scharrer, Scharrer Architecture and Design, responded that the net gain depends on how many floors the garage includes.

- Sloan Dawson, ST, added that the ST3 representative project allowed for 300 stalls, which is the capacity that ST is aiming for. ST is in conversation with KCM to consider funding to increase the capacity of the garage.

Preferred concept 10% design

Christine Scharrer gave an overview of the preferred concept of the garage shown in 10% design (see Figure 1). Buses will come underneath the garage. The project team is still refining the turning radius for the bus program. The team has added paratransit service into the garage, and they are assuming that there will be a pedestrian walkway next to the garage. The garage includes two speed ramps (ramps that take drivers up to the next floor, but that people do not park on) which constitute two exits from the garage. These two exits will reduce traffic backups. Bus bays below the garage include two for Stride BRT and one for KCM. Buses and cars can exit from the north end of the garage.

SR 522/NE 145th Bus Rapid Transit (BRT)

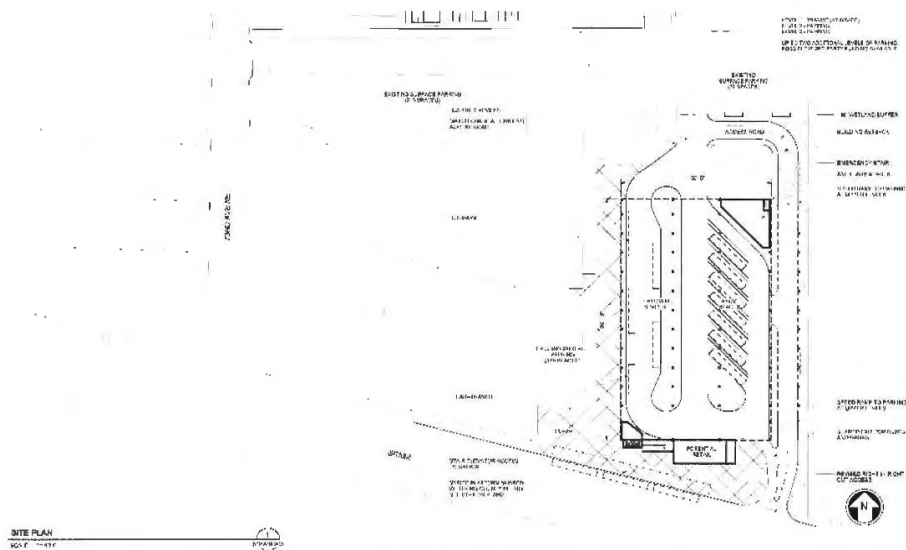


Figure E-1 Garage – Preferred concept – 10% design

Christine Scharrer explained that the garage floorplate allows 187 stalls per floor, so two floors would include 374 stalls. For 10% design, the project team has “dashed-in” two additional possible floors (see Figure 2). Three floors would include 561 stalls in total, and four floors would include 748 stalls in total. The project team believes the overall height of the garage is limited to 65 feet.



- Sloan Dawson added that in order to secure development rights with KCM, ST will need to either build the displaced stalls or build layover on the ground floor. KCM has indicated that the layover is a priority, so ST is moving forward with that understanding for now. The question is what other funding sources can be leveraged to build more floors and increase the number of stalls in the garage. The garage footprint is large to allow volume for additional floors which could potentially exceed the existing parking capacity of the whole site (which includes 627 stalls) by 20%.

Juan Calaf gave an update on environmental constraints. The northeast corner of the site is delineated wetlands. The edge of the pavement marks the end of the wetlands, which are a Category 1 Wetland Swamp Creek with a buffer of 110 feet. Also nested within the buffer is an L-shaped ditch wetland, Category 3, with an additional 60-foot buffer around it.

IX. A. Potential Transit-Oriented Development Partnership at Kenmore Par...

SR 522/NE 145th Bus Rapid Transit (BRT)

Brian Macik, KCM, gave an update on the transit program. Brian Macik is the KCM transit integration lead on the SR 522/NE 145th BRT project. The following are needs to continue transit at the Kenmore site:

- Nine-bus layover space facility on the floor of garage for drivers to park and take breaks.
- Active bus bays where buses pick up/drop off passengers: one drop-off bay/one pick-up bay on-site for local service routes within the garage and three on-street active bays for westbound KCM and Stride service.
- Comfort station (restroom) for operators.
- Parking garage. KCM acknowledges that the public doesn't want to lose parking at this site—if anything, the public would like more parking. KCM is interested in TOD and other options than parking for getting people there. KCM currently leases property from SVDP for the existing Park-and-Ride.

Preferred concept refinements

Juan Calaf and Sloan Dawson described the refinements to the preferred concept. The preferred concept from Workshop 2 located the garage on the southeast corner of the site, with potential TOD west of the garage and an east-west access road. Other features and site constraints to consider are the access road to the north, the heron rookery and wetland delineation with the buffers.

Sloan Dawson noted that the buffer dictated what kind of development activities can occur on the site. Usually, the code that any development would trigger would need to restore wetland conditions rather than just allow existing paved conditions to endure. This brings questions related to the access road in the north—it is not possible to simply upgrade it in its current alignment, so the project team must consider how to keep traffic on the access road to get south to the garage. This might entail moving the road configuration. Since the road cannot have a sidewalk built on it, there is also a question about where to site a pedestrian walkway through the site. ST would like to discuss with CCM the potential to locate a pedestrian/bicycle walkway on CCM's site that could connect with a pedestrian walkway north of the transit center with the sidewalk of the north access roadway. Pedestrian and roadway access through the site must adhere to the environmental buffers and constraints.

Figure 3 (see below) displays an example of what TOD opportunities might look like based on the reconfigured access roads due to the wetland buffer.

SR 522/NE 145th Bus Rapid Transit (BRT)

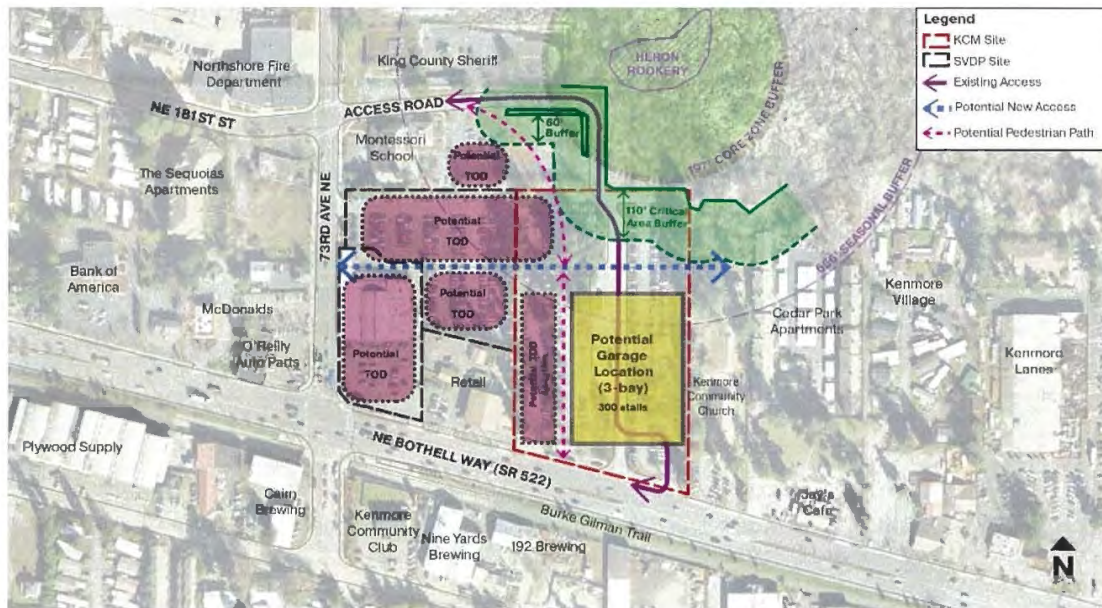


Figure E-3 Potential future TOD opportunities

Juan Calaf described the notion of four quadrants that correspond to a vision of place for the 10-acre site:

- The northeast quadrant centers on environmental/nature features. The key feature in this quadrant is the heron rookery. There may be opportunities for a recreational/educational amenity in this quadrant; for example, walking trails through the buffer area. Participants should also consider how housing might coexist with the environmental constraints and opportunities.
- The southeast quadrant centers on the mobility hub/transit center. This would be the place to catch a bus, with potential facilities for bicyclists and connection to the Burke-Gilman Trail.
- The northwest quadrant centers on community needs. This quadrant would focus on creating a sense of community with space for family activities.
- The southwest quadrant centers on services. It's important to consider how an east-west access road could create potential TOD parcels and opportunities for business, retail, program and/or office space.

Sloan Dawson introduced the breakout group table exercise. One table will focus on TOD outcomes on the west side of the site and will consider how the parcels for potential future development might look and relate to the east-west access road. The other table will focus on the east side of the site, centering on the mobility and environmental opportunities. Groups will discuss the refined preferred concept for an hour, with 10-15 minutes to prepare to report back. Groups will then come back together to share findings and consider a direction they want to explore from a feasibility standpoint.

SR 522/NE 145th Bus Rapid Transit (BRT)

Kristine Edens asked participants to consider which group they would like to join, and then asked if there were any questions.

Q: Paul Eng asked about the anticipated schedule and phasing for construction. If there is a question about funding sources to build additional floors, what would happen to the parking that would be displaced in the meantime? Paul Eng noted that King County Metro has 20 more years left on its lease with SVDP.

A: Kristine Edens responded that the garage is slated to be built by 2024.

- Sloan Dawson added that the agreement ST has reached with KCM is that the rights to develop the garage on KCM property are contingent on either the inclusion of a layover program inside the garage or building capacity into the garage equal to what it displaces. ST is building the layover program within the garage, so the question remaining is whether KCM will bring funding for additional capacity. For timing purposes, ST needs to know about funding and capacity within the next year so that they can build the garage.

Q. Paul Eng asked if the garage with maximum capacity was submitted for Environmental Review.

A. Sloan Dawson responded that ST is assuming a garage built to the full capacity and with layover.

Q. Lauri Anderson, City of Kenmore, asked if, for the purposes of the table exercise, participants should assume that existing surface parking on the SVDP site would be relocated to the garage, making that site available for TOD.

A. Sloan Dawson replied that yes, the assumption for the exercise should be that some of the SVDP parking will be relocated to the garage. If that capacity is not possible through the implementation policy, a portion of the site will need to be reserved for contingency parking.

- Christine Scharrer added that there are currently parking requirements in the zoning that would require parking built into the site.
- Sarah Lovell, KCM, noted that developments would likely have their own parking per parcel.

Q. Lauri Anderson asked if the strip labeled as potential future TOD on the KCM site would ultimately be TOD or if it would be parking.

A. Sloan Dawson answered that ST would like that strip to be TOD, but it could be contingency parking if funding for more garage capacity is not located.

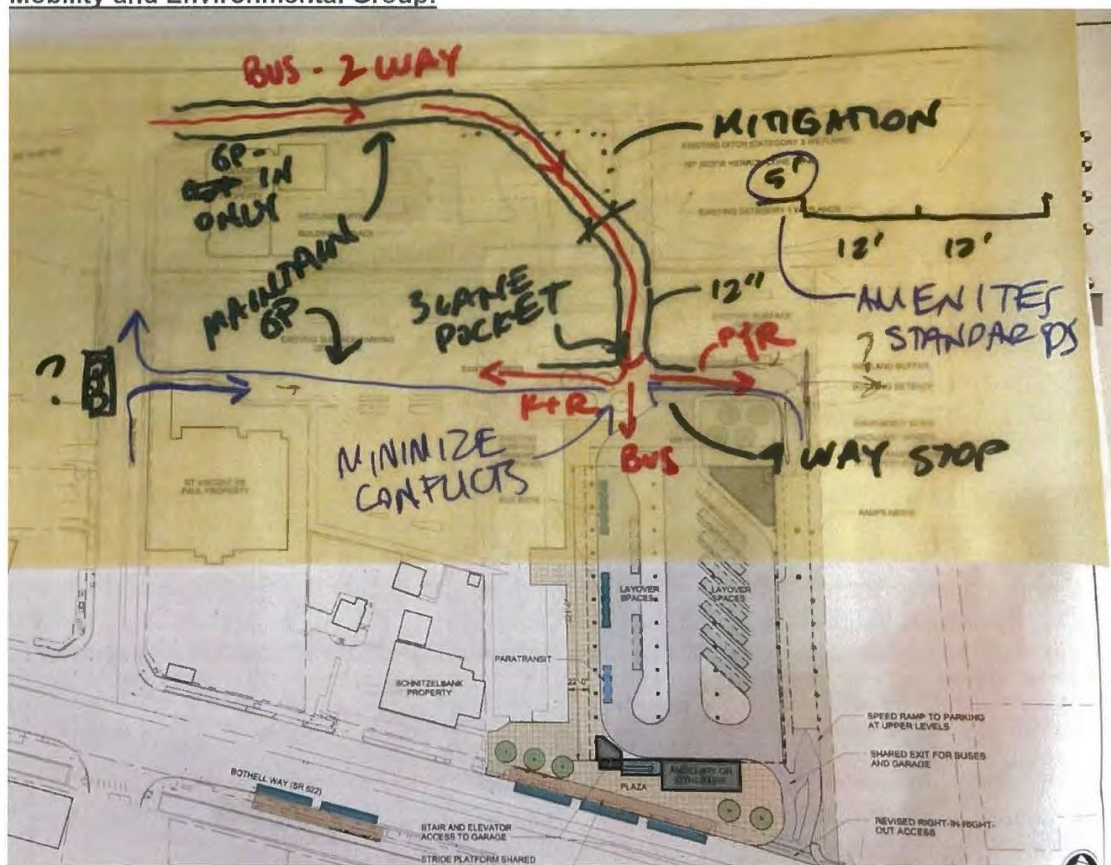
- Sarah Lovell added that KCM understands that they need to be cognizant of how well-utilized parking currently is at this site, but KCM would like to see TOD.

Q. Klaas Nijhuis, ARCH, asked what parking options would look like for housing versus commuters.

A. Sarah Lovell replied that KCM is not opposed to shared parking options. However, commuters often want parking early, before residents vacate it. Parking garages often fill before 7:30 am, which might make shared residential/commuter parking difficult.

A. Sloan Dawson responded that ST is moving toward permit parking, not a physical gate/blockage. One possibility is for some shared or intermediary management.

Mobility and Environmental Group:



Key themes from the Mobility and Environmental Group's table discussion included:

- Considerations for access roadway improvements.
- Consideration of transit access improvements.
- Consideration of opportunities for recreational or educational amenities compatible with the wetlands / rookery.
- Interest in bike parking opportunities and enhanced pedestrian connectivity.

SR 522/NE 145th Bus Rapid Transit (BRT)

Mobility and Environmental Group's flip chart notes per "vision of place" quadrants:**1. Mobility**

- General Public (GP) / Kiss + Ride / Bus / Pedestrian
- *Concern:* Queue of cars on SR 522 to take right turn into garage may impede bus traffic serving the stop or pulling into layover
- Make current parking access car only
- GP access off 73rd mid-block
 - *Question:* Need a signal to allow a left turn? Or a left turn into Park-and-Ride garage restricted to 181st and maintain right in, right out at mid-block
- Signage critical for shared exit to 522 for cars and bus
- If there is an increase on traffic on 181st, there may be a need for an access road around the heron rookery buffer
 - *Question:* Conversation with Columbia Crest Montessori
 - *Question:* Is 45-foot cross section a city road standard width? It is two-lane for most of 181st
- Three-lane pocket (four-way stop) at garage connection new/improved/relocated east-west connection or road at 181st
- Number of vehicles and busses
 - Grade change to minimize conflict between general public and buses
- Preserve/not preserve = priority?
- More opportunities if we move 181st alignment = two active sides, development opportunities
- City = opportunities for development agreements and rights
- More conversation between SVDP and CCM – more with ST and KCM timing or on our own timeline
- Future east city road/connection? Accommodate on site C3 lane/four-way intersection at garage
- Maintain GP on 181st vs. bus only
- *Question:* Look at halfway traffic on 181st and mid-block access road
- 181st GP in, bus only out?
- Pedestrian crossing at SR 522? Not considering right now, need to look into signal timing
- Kiss-and-Ride pullout on mid-block street

2. Nature

- 181st bus only is okay for the heron rookery, acclimated to cars and buses now, question of the same number of buses in the future versus more traffic
- Snow removal in the wintertime and access ramps
- Bike cages / HUB
- Garage open to SR 522 / see-through
- Active use on front of garage

SR 522/NE 145th Bus Rapid Transit (BRT)

- Mid-block pedestrian connection off 73rd into TOD site
- Restore/move 181st into wetland habitat and more buffer for heron rookery
- Connection to future street/trail network in Kenmore
- Interpretive area for rookery and wetland/city tours
- Lookout opportunity in buffer; no pedestrian activity in core zone
- Continue to avoid tree removal

3. Community

- Potential for Affordable Housing on TOD site adjacent to the garage is King County Metro property

4. Services

- Comfort stations in garage facility
- Core retail/service spine in pedestrian corridor
 - Supplement core with east-west pedestrian corridor along Schnitzelbank site edge

SR 522/NE 145th Bus Rapid Transit (BRT)

TOD Group:

Figure E-5 (Sketch 1 from TOD Group table exercise) depicts potential TOD outcomes with an east-west access road positioned further south.



Figure E-5 Sketch 1 from TOD Group table exercise

SR 522/NE 145th Bus Rapid Transit (BRT)

Figure E-6 (Sketch 2 from TOD Group table exercise) depicts potential TOD outcomes with a potential location of an east-west access road as shown in existing design concepts.



Figure E-6 Sketch 2 from TOD Group table exercise

Key themes from the TOD Group's table discussion included:

- Interest in a pedestrian-oriented street / plaza / drop-off zone opportunities
- Consideration of TOD potential sites along the new east-west access roadway
- Consideration of development opportunities aligning with stakeholders' needs / interests
- Support for a pedestrian-only street connecting riders north-south across the sites

SR 522/NE 145th Bus Rapid Transit (BRT)

TOD Group's flip chart notes per "vision of place" quadrants:

1. Community

- Central/interior plaza and drop-off zone
- CCM considering uses for the east side of its site
 - No current plans, careful when considering options because of proximity to school
 - Parking at CCM: allow parents dropping off kids to park at CCM all day and take transit (this use needs to be considered) – there are currently 75 students, but is planning to expand to serve 125 in the future
 - Need for parking and drop-off capacity adjacent to the school for parents
- Impact of potentially shifting existing east-west access road south:
 - *Benefits:*
 - Creates many SVDP TOD opportunities
 - Increases frontage
 - Road has aesthetic appeal running through site, though it would bend at the end to avoid significant trees
 - Potential to connect road with interior central plaza and drop-off zone (SVDP and Kiss-and-Ride)
 - *Concerns:*
 - WSDOT approval of driveway access

2. Services

- SVDP: potential to reduce retail space, add service/program space, specifically for Latinx community
- Demographics of area: Low-income, Spanish-speaking and Russian-speaking communities
- SVDP: potential opportunity to shift retail to SR 522, having parking behind that, and retail/services above that along east-west road

3. Mobility

- 181st heavily used, people would likely use a pedestrian or bike path
- Shifting east-west road south: need WSDOT approval for access
 - Benefits: creates many TOD opportunities for SVDP
 - To consider: opportunities/impacts of increased frontage
- North-south pathway would likely be used – 181st currently heavily used
- Potential to include pool of ~120 parking stalls in garage that serve as "district" parking

4. Nature

- Flooding at northeast corner of CCM site diverts pedestrian traffic west around school, rather than along the wetland area
- North-south pedestrian pathway could open to a park in the Nature quadrant, and run through central pedestrian plaza and branch off into east-west trails through site
 - *Question for Kenmore:* what is allowable development in/near the buffer?

SR 522/NE 145th Bus Rapid Transit (BRT)

- Opportunity to connect properties impacted by environmental constraints and potential to increase density / enhance wetlands as an amenity

TOD Group miscellaneous flip chart notes

- ARCH: East-west road at curb cut should work, use space as an interior plaza/drop-off, with housing or shared office above
 Question: What will happen with the intersection on 73rd?
- SVDP: Question about demographics and trends in the area, which will inform services. Foresee that thrift store wouldn't have to stay that size for retail and could include services and offices too. Potential for Latinx programming and services.
- City: segments of need – census: the tracts right around the site are low-income, with Spanish-speaking and Russian-speaking communities. There are many units of affordable housing near the site.
- CCM: considering opportunities of use for existing parking area – no plans yet, but have spoken with the City. They are thinking of timing now and are careful to give up access because of proximity to the school.

Next steps

Sloan Dawson gave an overview of next steps. Based on the discussions at this workshop (Workshop 3) ST will identify a couple scenarios for development and analyze them for feasibility. The feasibility analysis will inform the potential to formally explore partnering agreements with public agencies and private owners in alignment with the SR 522/NE 145th BRT project timeline. The parking garage is soon entering environmental review. Over the next year, the SR 522/NE 145th BRT project will wrap up environmental work and proceed to project delivery decision-making.

Kathy Leotta noted that the ST's goal with the workshops in Kenmore was to site the garage and not preclude TOD.

Juan Calaf added that Blair Howe will be conducting the TOD feasibility studies on three scenarios. Workshop 4 will focus on discussion of these scenarios and potential implementation strategies for how development opportunities might be actualized. In the interim, ST will reach out to some participants for one-on-one conversations.

Nancy Ousley thanked everyone for contributing to the conversation and expressed gratitude to the private stakeholders in particular for attending.

Sloan Dawson thanked everyone and adjourned the meeting.



APPENDIX F

Presentation Slides from Kenmore Park-and-Ride Lot
TOD Planning Workshop 3

Oct. 30, 2019

Slide 1

Kenmore TOD Planning Workshop 3

SR 522/NE 145th Stride BRT

10/30/2019



Slide 2

Welcome and introductions

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 3

Agenda

Part 1: Project updates and status

- Summary of Workshop 2
- Preferred concept: 10% design
- Project updates
 - Environmental
 - Transit program
 - Preferred concept refinements

Part 2: Refining the preferred concept

- Breakout groups
- Report back
- Next steps

3

SOUNDTRANSIT

Slide 4

Project overview

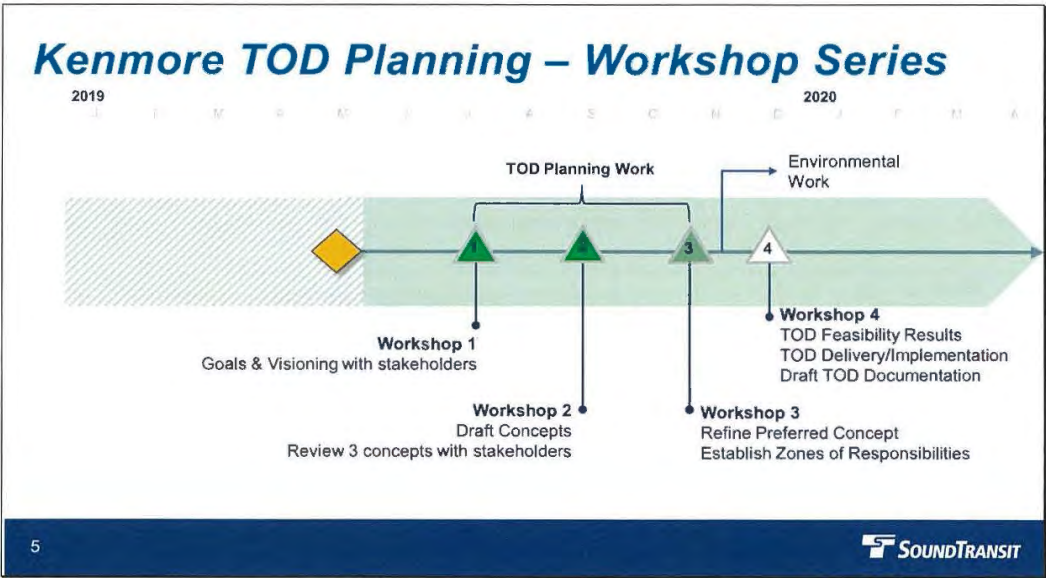


*Construction for most of the BRT projects are expected to begin by 2023 and be completed by 2024. Construction of some elements may begin before 2023 and others may occur after service starts in 2024.

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SOUNDTRANSIT

Slide 5



Slide 6



SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 7

Workshop 2 summary**Purpose of Workshop 2:**

- Gather feedback from stakeholders on the draft design concepts for the Kenmore Park-and-Ride and potential future TOD to help refine future design iterations



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SOUNDTRANSIT

Slide 8

ST3 Representative Project

KENMORE - RP2 - REPRESENTATIVE: EXISTING KENMORE PARK AND RIDE

CONCEPTUAL GARAGE LAYOUT

Page: 2.4.1 | 10/05/17 | Phase I Preliminary Report

10/05/17

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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 9

Design Concept 1 (Baseline)**Key Features**

- Garage is at the ST3 Representative Location
- Transit program adjacent to garage
- Potential TOD at SVDP property
- Potential ped bridge connection

Key Variations

- Incorporate retail into the garage
- Extend pedestrian connections
- Flex-space – park or parking?
- Additional surface parking

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SOUNDTRANSIT

Slide 10

Design Concept 2 (Preferred Concept)**Key Features**

- Combined Garage w/ layover below
- Garage is wrapped garage with TOD or retail
- Potential TOD at SVDP property
- Potential ped bridge connection

Key Variations

- Extend TOD across sites
- Integrate SVDP store into TOD
- Provide larger public space at south end of the site near BRT stop
- Provide green buffer along north of the TOD

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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 11

Design Concept 3

Key Features

- Combined Garage w/ Layover below
- New through access along 73rd Ave
- Potential future access to the east
- Pick-up/Drop-off adjacent to garage
- Potential TOD at SVDP property
- Large TOD at south end

Key Variations

- Incorporate SVDP into the garage at grade
- Enhance pedestrian connections
- Larger public space near garage
- Flex-space – park or parking?
- Provide green buffer north of garage

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SOUNDTRANSIT

Slide 12

Workshop 2 summary

Site tour – key takeaways

- Very loud standing on SR 522
- Buses “lay over” on the side street near Safeway in undesignated layover spots
- Flooding can be seen into the access road during the wet season
- Park-and-Ride/“Hide” observed at the Montessori and on the access road
- 150 drop-offs a day at SVDP
- Mural of historical Kenmore images, created by the community – not intended to preclude future development

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SOUNDTRANSIT

Slide 13

Workshop 2 summary

Breakout groups – consensus points and key takeaways:

- The three breakout groups identified design **concepts 2 and 3 as their preferred, with Concept 2 slightly more favored**
- The groups suggested several amendments to include in future design concept iterations



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SOUNDTRANSIT

Slide 14

Workshop 2 summary

Features supported across all groups:

- Combining the **garage with bus layover**
- An **east-west roadway** through the site from 73rd Ave NE to properties east of the Park-and-Ride
- A more **urban grid/footprint**
- Placement of the **garage closer to the rookery**, with TOD consolidated at the center of the site or closer to SR 522
- A parking **garage with more than 300 stalls**
- Using **open space as a potential recreational and/or educational amenity**
- **Connection to the Burke-Gilman Trail**



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SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 15

Workshop 2 summary**Recurring proposed amendments across all groups:**

- Improved pick-up/drop-off access, e.g., "Kiss-and-Ride"
- Pedestrian improvements and separation general and transit traffic
- Accommodating future CCM development
- Accommodating SVDP drop-off and freight circulation needs
- Locating a plaza off SR 522 due to noise
- Placing bays on SR 522 together to mitigate conflict with cars
- Including educational and/or recreational opportunities
- Identification of heron flight patterns to inform garage placement and height
- Consideration of market analysis to assess feasibility of concepts 2 and 3



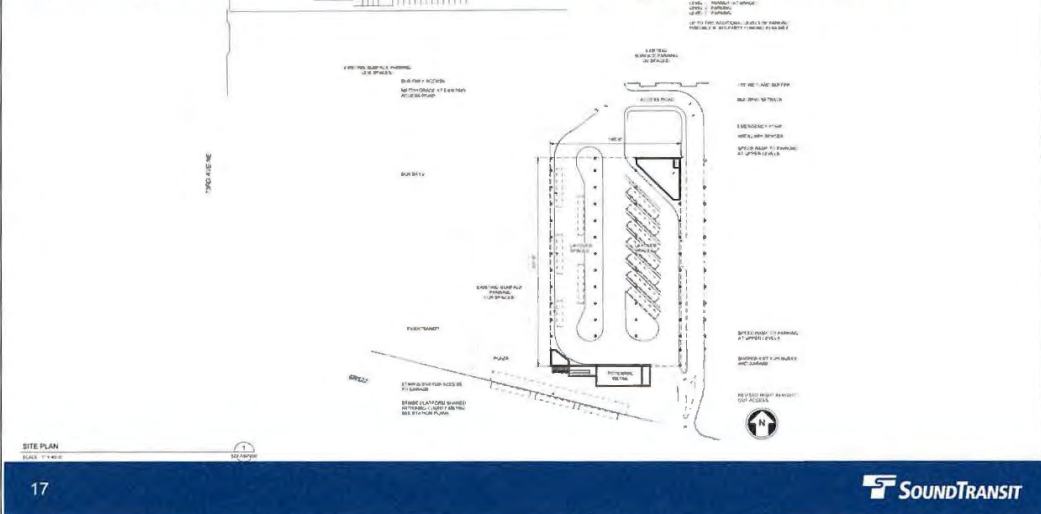
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SOUNDTRANSIT

Slide 16

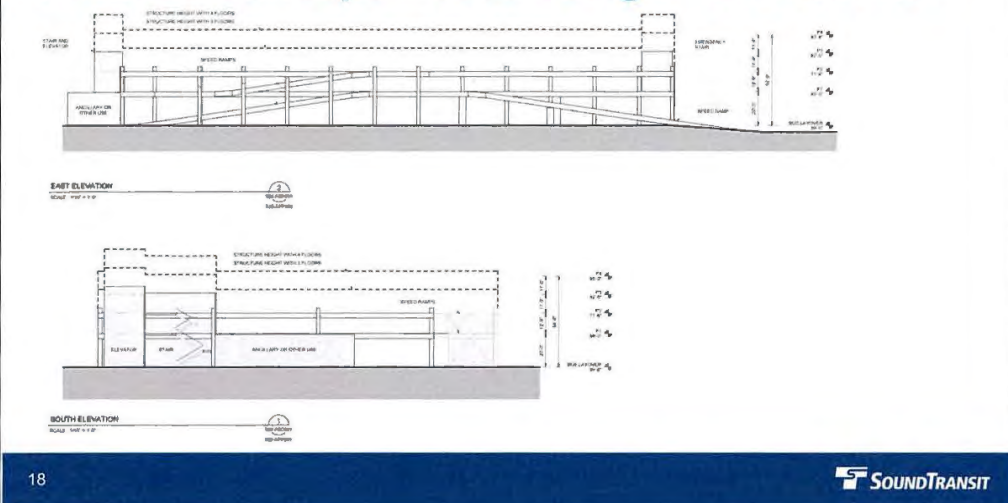
***Preferred concept
10% design***

Preferred concept – 10% design – Site plan



Slide 17

Preferred concept – 10% design - Elevations



Slide 18

Slide 19

Environmental

Slide 20

Environmental updates



Wetland delineation

Swamp Creek Wetland: Category I

- 110-foot wetland buffer

L-shaped Wetland: Category III

- 60-foot buffer

Heron Rookery

- Buffer to be formally delineated by DEA

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SOUNDTRANSIT

Slide 21

Transit program

Slide 22

Transit program

- ***9 bus layover space facility (ground floor of garage)***
- ***Active bus bays***
 - 1 drop-off bay/1 pick-up bay on-site for local service routes (Garage)
 - 3 on-street active bays for Metro and Stride service (WB)
- ***Comfort station***
- ***Parking garage***
 - 187 stalls per floor
 - Garage capacity 374 stalls (2 floors)
 - Expandable up to 748 stalls (4 floors); 20% increase over current stall count (627 stalls)

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 **SOUNDTRANSIT**

Slide 23

Preferred concept refinements

Slide 24

Existing site conditions and access

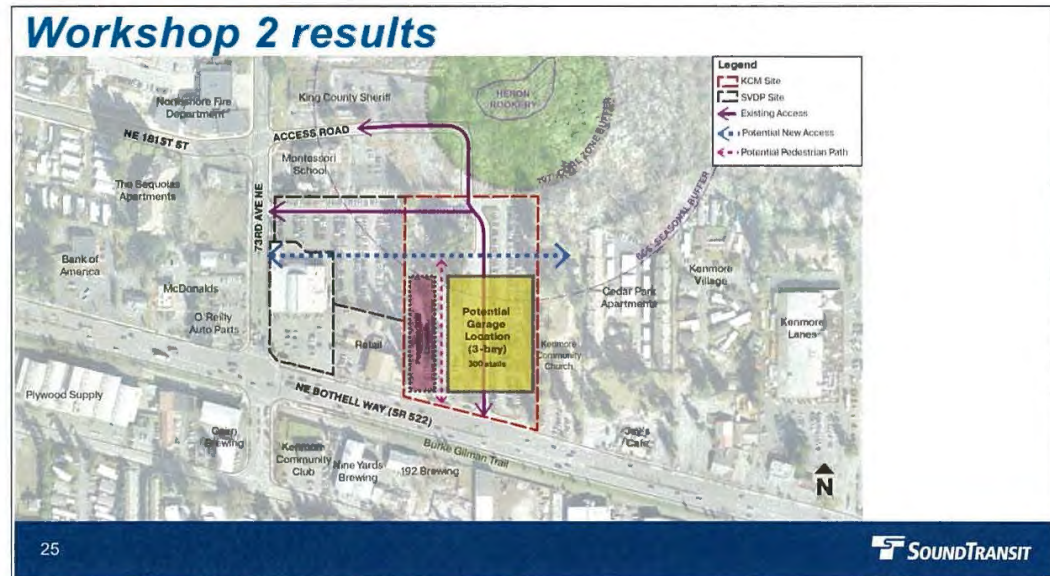


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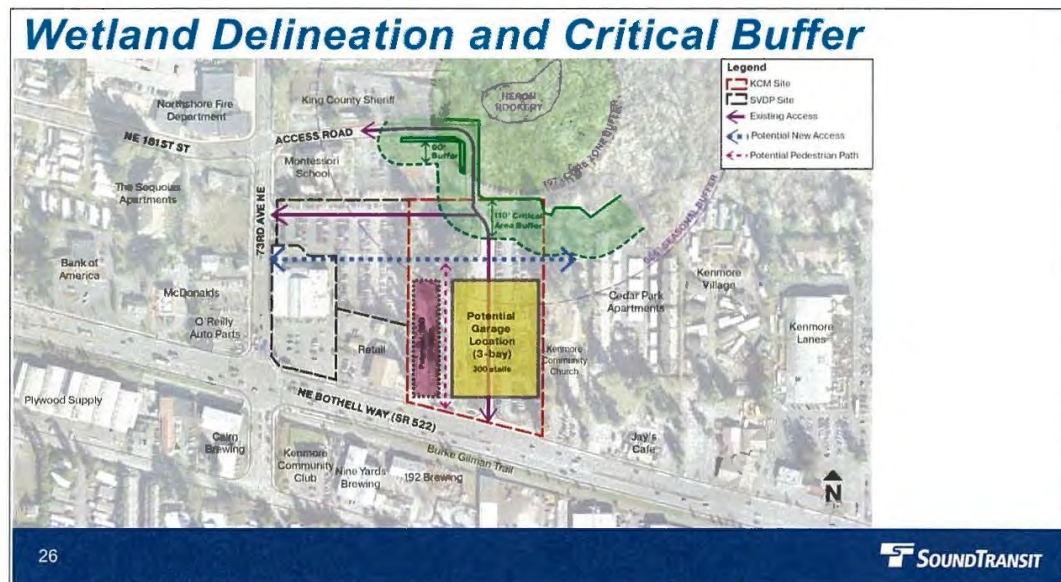
SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

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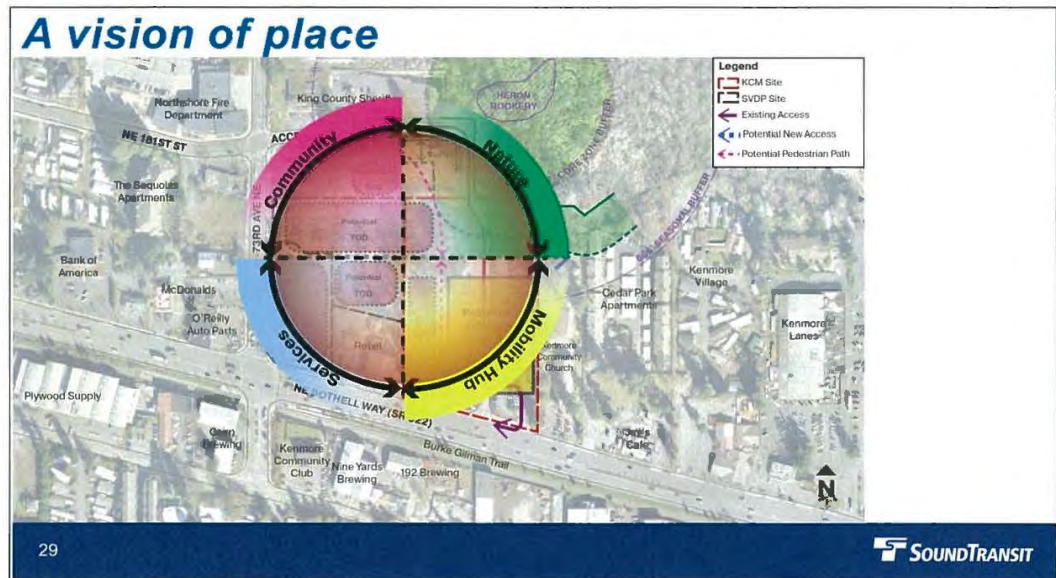


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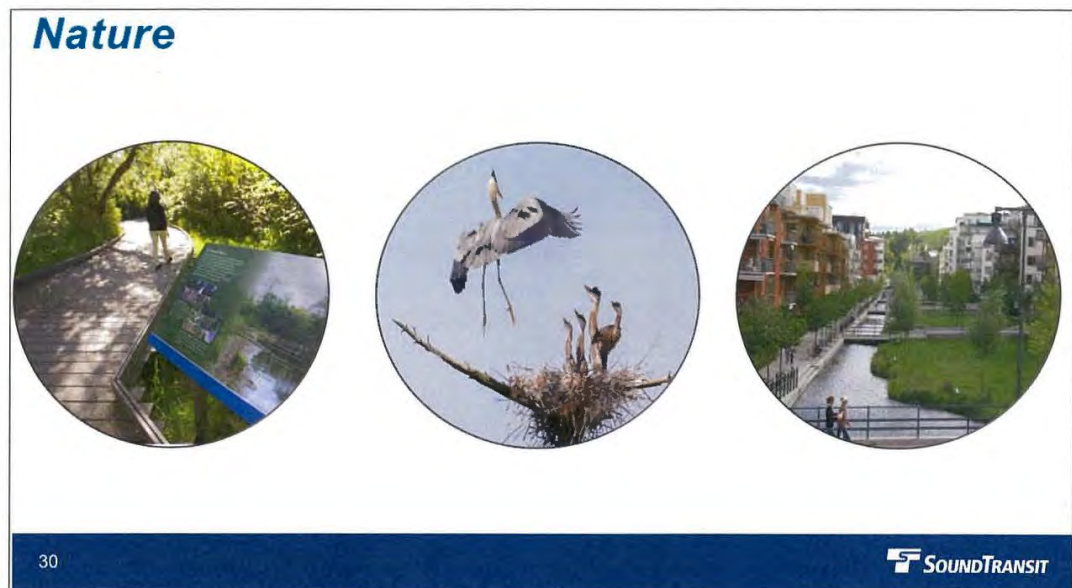


SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 29



Slide 30



SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 31

Mobility Hub



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SOUNDTRANSIT

Slide 32

Community



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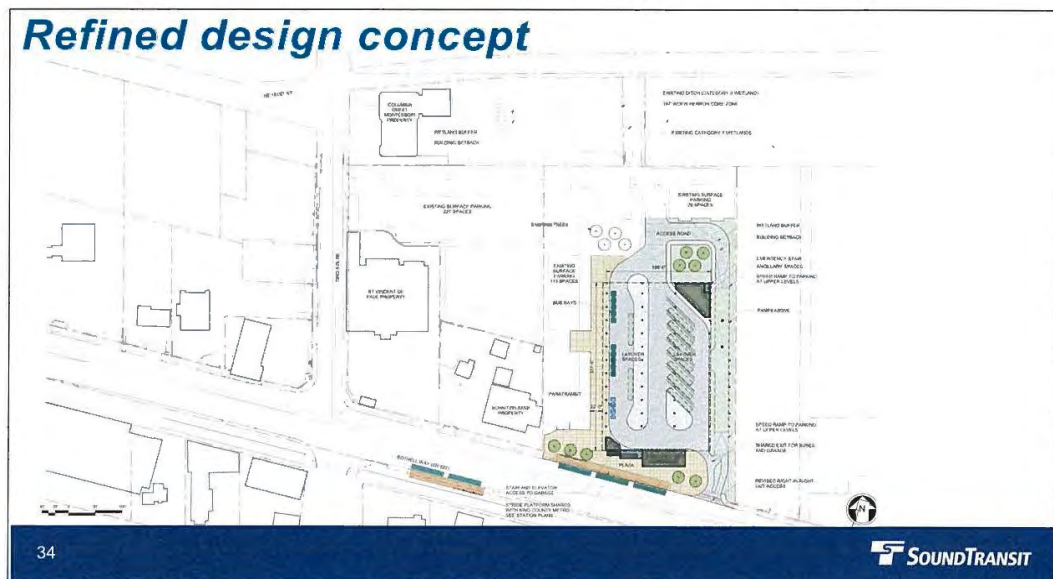
SOUNDTRANSIT

SR 522/NE 145th Bus Rapid Transit (BRT)

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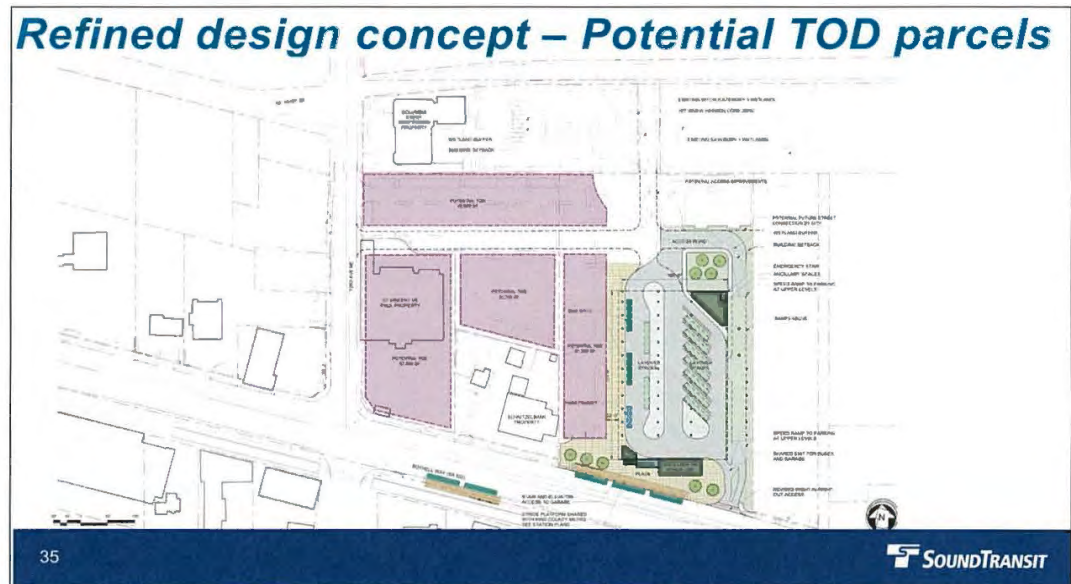


Slide 34



SR 522/NE 145th Bus Rapid Transit (BRT)

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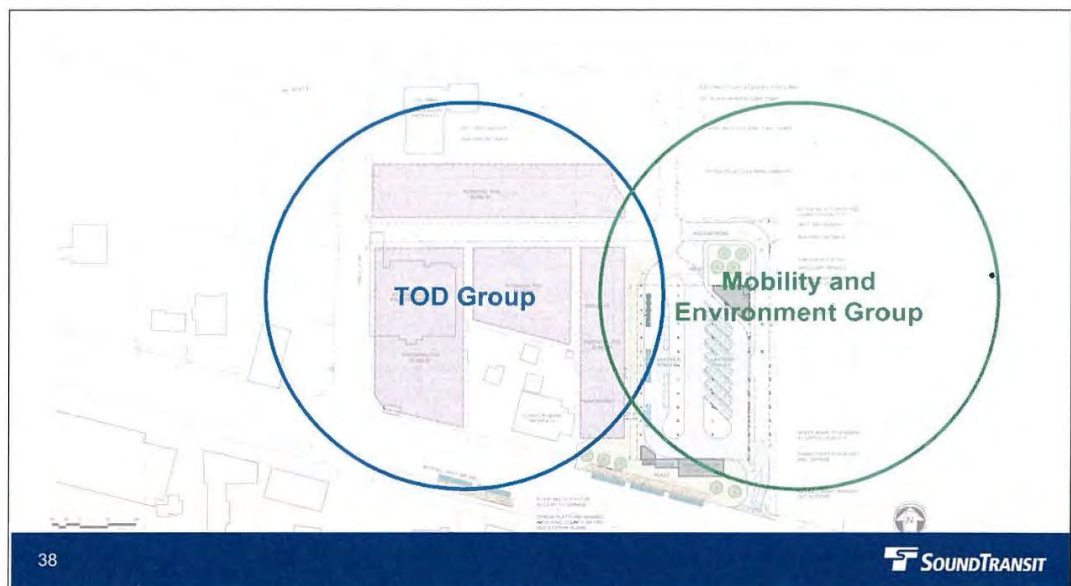
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10-minute break

Slide 37

Breakout groups: Refining preferred concept

Slide 38



SR 522/NE 145th Bus Rapid Transit (BRT)

Slide 39

Breakout groups: instructions**TOD Group**

Focusing on the “community” and “service” quadrants, discuss the following questions:

- Where is the best location for the east/west access road?
- Consider potential future parcels—which road location makes the most sense for desired outcomes in parcel size and placement?
- Explore potential future uses and their placement—what TOD outcomes would best support the vision of place in these quadrants?
- How might the site accommodate kiss-and-ride?

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Slide 40

Breakout groups: instructions**Mobility and Environment Group**

Focusing on the “nature” and “mobility hub” quadrants, discuss the following questions:

- Consider scenarios for the northern access road placement—which scenario best supports the vision of place for the site?
- What might opportunities for retail or other uses look like at the mobility hub?
- Consider potential enhancements to the nature quadrant—what are opportunities for wetland restoration and public access?
- Consider pedestrian enhancements—how can the concept be improved for people walking and biking?
- How might the site accommodate kiss-and-ride?

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Slide 41

Report back

Slide 42

Next steps

Slide 43

Preparing for TOD Planning Workshop 4

- ***TOD feasibility findings for potential development scenarios***
- ***TOD implementation and delivery strategies***

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Slide 44

Thank you.



 [soundtransit.org](https://www.soundtransit.org)





APPENDIX G

SR 522/NE 145th BRT – Kenmore Park-and-Ride TOD Assessment



SR 522 BUS RAPID TRANSIT

KENMORE TRANSIT CENTER TOD ASSESSMENT

Prepared for



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Kidder
Mathews

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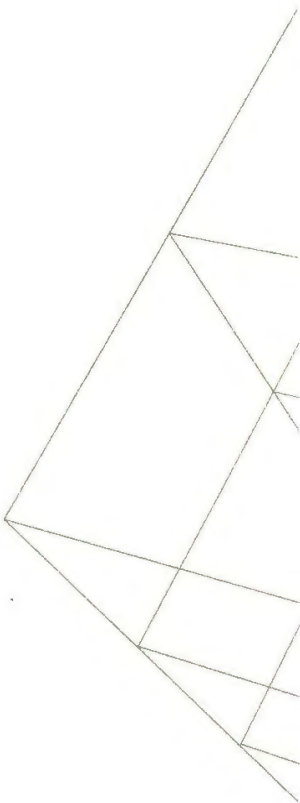
ATTACHMENT A - EXISTING TOD CONDITIONS

ATTACHMENT B - MARKET ANALYSIS

ATTACHMENT C - SITE PLANNING AND YIELD STUDY

ATTACHMENT D - FINANCIAL FEASIBILITY SUPPORTING DOCUMENTATION

ATTACHMENT E - SCENARIOS ANALYSIS DETAIL



PREPARED BY

LINDSAY TODARO BLAIR HOWE, CCIM MICHAEL GEORGE

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EXECUTIVE SUMMARY

The voter-approved ST3 System Plan calls for 300 new parking spaces in a garage at King County Metro's downtown Kenmore Park and Ride Lot to serve the new SR-522 Bus Rapid Transit (BRT) line. The representative garage would contain 420 park and ride (P&R) spaces; 300 new spaces plus 120 existing spaces displaced by the project.

A stakeholder group was formed to review the plan and explore opportunities to enhance the outcome. The group's effort resulted in recommendations to create an integrated mobility hub and transit-oriented development (TOD). Conceptual development scenarios, summarized in the table below, are used to understand ways in which the project could be implemented.

Development Scenario	Development Program*	Partners**	Cost to Sound Transit***
Representative Project	420 Space P&R Garage	ST, KC Metro	\$27 Million
Modified Representative Project	647 Space P&R 230 Units of Apartments	ST, KC METRO, SVDP	\$26 Million
Scenario 1A & B: Integrated Mobility Hub with On-site TOD	638 Space P&R Garage Integrated Transit Center 87 to 108 Apartment Units	ST, KC Metro	\$39-\$41 Million
Scenario 2A & B: Integrated Mobility Hub with On-site and Off-site TOD	829 Space P&R Garage Integrated Transit Center 230 to 307 Apartment Units	ST, KC Metro, SVDP	\$39-\$41 Million

*ALL SCENARIOS INCLUDE 300 NEW P&R SPACES. **SOUND TRANSIT (ST), KING COUNTY (KC), SAINT VINCENT DE PAUL (SVDP), *** PARKING STRUCTURE COST ONLY - DOES NOT INCLUDE OTHER TRANSIT IMPROVEMENTS.

FINDINGS

- Existing site conditions impact development potential.
- There is demand for both apartment and hospitality development in the area. However hospitality development is only financially feasible in a low density, surface parked configuration, situated on lower-cost land.
- Demand is insufficient to support speculative, large-scale office and pedestrian-oriented retail at this location.
- The Modified Representative project is the least expensive and scenario.
- The Modified Representative scenario, which includes 230 apartment units, reduces Sound Transit's project costs by about \$1 million, making it the least expensive option. The scenario is dependent on the willingness of the adjoining property owner, Saint Vincent de Paul (SVDP) and KC Metro to participate in the project.
- The Integrated Mobility Hub with On-site TOD contains up to 108 apartments units and provides for a new transit center. It carries an additional cost to Sound Transit of between \$13 and \$14 million and involves KC Metro making financial contributions.
- The Integrated Mobility Hub with On and Off-site TOD allows for the creation of up to 300 apartment units and provides for a new transit center. The scenario is dependent on the willingness of the adjoining property owner, Saint Vincent de Paul (SVDP), to play an active role in the project and for King Count Metro to make financial contributions.



INTRODUCTION

The ST3 SR-522 Bus Rapid Transit (BRT) project calls for a 300 new park and ride garage on the downtown Kenmore Park & Ride Property. Sound Transit intends to build the new garage in partnership with King County Metro (KC Metro). With an eye toward community building and TOD creation, a stakeholder group was formed, and a series of workshops were held to evaluate the opportunities. The stakeholders included KC Metro, City of Kenmore, Sound Transit, Saint Vincent de Paul (SVDP), Schnitzelbank, and The Columbia Crest Montessori School.

In conjunction with the David Evans and Associates project consultant team, Kidder Mathews has conducted a technical analysis to explore the financial viability of TOD that will create community and increase ridership. The scope of work included an assessment of the existing site conditions, real estate market analysis, scenario development, financial feasibility, and project implementation.

EXISTING CONDITIONS

The following summarizes the "Kenmore Transit Center Existing Conditions" technical memorandum prepared by Kidder Mathews. The full document is presented in **Attachment A**. It focused on both the KC Metro-owned Park & Ride Property, on which the future transit garage will be located, as well as two adjacent properties owned by SVDP, one of which is currently leased by KC Metro for additional park and ride capacity. Both SVDP properties are being considered for potential transit-oriented development. The KC Metro-owned property measures 216,204 square feet or approximately 5 acres, the SVDP-owned/KC Metro-leased property measures 84,720 square feet or 1.9 acres, and the second SVDP-owned property measures 57,102 square feet or 1.3 acres. These sites total approximately 8.2 acres.

The KC Metro-owned site currently has transit center facilities, including bus layover, 400 park and ride spaces, on-street bus loading zones, and landscaping that includes stands of significant trees. The SVDP-owned/KC Metro-leased site has 227 park & ride spaces. Their other site has the SVDP thrift store, a drop-off location for donations, and customer parking.

Figure 1 - Ownership & Areas



Figure 2 - Site Constraints





Directly northeast of the properties is the Swamp Creek wetlands and a heron rookery. Both of these sensitive areas impact the planning and construction phases of any future project. Since the original Existing Conditions memorandum was published, more clarity on the impacts of these two elements have been identified. The wetland buffer and accompanying building setbacks are identified in Figure 2 – Site Constraints. Regulations to protect the rookery will impact the construction schedule, as construction generating significant noise can only take place between January and August.

Annual flooding of the road abutting the wetlands has been an issue on the parcel directly north of the properties on which the Columbia Crest Montessori School is located. Groundwater depth is estimated to be encountered 0-17 feet below the surface and correlates with Swamp Creek water levels. Redevelopment of the Park & Ride property requires that no additional stormwater discharge above current levels is discharged into the wetlands.

The KC-Metro Park & Ride property is zoned Public/Semi-Public, and both SVDP properties are zoned Downtown Commercial. All three properties lie within the TOD District Overlay, which allows an increase in residential unit density, increased height limits, and lower parking ratios in exchange for incorporating affordable housing. The properties are also located within a designated growth area and are eligible for the Multifamily Tax Exemption (MFTE) program. There are other incentives relating to significant tree grove retention which can further lower parking ratios. The overlay is supportive of transit and TOD uses; however, the underlying Public/Semi-Public zoning designation is not.

MARKET ANALYSIS

Kidder Mathews' ST3 SR 522 BRT – Kenmore Transit Center Market Assessment, dated July 25, 2019, is presented in **Attachment B** and summarized as follows:

The demand for market rate apartments in the Bothell/Kenmore submarket is steady. Within three miles of the subject property, there are 5,899 units in the market. Vacancy, including units in lease-up, is 5.1%. Absorption over the past 12 months was 210 units and has averaged 271 units annually over the past five years. With limited new supply in the pipeline for the near term, there appears to be sufficient renter demand to support new development.

The Bothell/Kenmore retail submarket consists of 3.6 million square feet of primarily auto-oriented strip centers and stand-alone "big box" retail spaces. Parking ratios are high, averaging between 4.5 and 5.5 stalls per 1,000 square feet of space. Vacancy is low; however, lease-up time is relatively slow, averaging about six months. Average rents range from \$14 to \$24 per square foot triple net. There is a significant difference between rental rates for older spaces and new spaces. In downtown Kenmore, recently delivered retail spaces in a mixed-use format are achieving \$37 to \$38 per square foot triple net with 2% fixed annual increases and tenant improvement allowances of \$50 to \$60 per square foot.

Demand to adequately support the development of new pedestrian-oriented retail at this location is weak. The new examples of mixed-use retail space mentioned above are closely clustered together in Kenmore's downtown and plenty of surface parking remains available. The subject properties are well-positioned to respond to demand for auto-oriented retail. To bridge the transition to urban pedestrian-oriented retail in a vertical mixed-use format at this location, a field of parking is needed directly in front of ground floor spaces. To reduce the impact of the surface parking on the urban form, teaser parking can be provided in front of the space with the balance of the required parking located in a parking structure.

The Kenmore/Bothell hotel market consists of ten hotels and 958 guestrooms, with average room rates of between \$100 and \$120 per night and an occupancy rate of 67.1%. It is reasonable to assume an occupancy rate of about 70% over the long-term. One hotel was added to the City of Kenmore's inventory in 1981 and the data suggests that demand exists for new hotels in the submarket. A new hotel positioned to best capture demand in the marketplace is most likely a franchise affiliate of a national limited service brand, with about 80 rooms. Examples include Best Western, Fairfield Inn & Suites, Comfort Suites, Days Inn, or Quality Inn.



The Bothell/Kenmore office submarket consists of 5.2 million square feet of space. Office buildings with floor plates greater than 10,000 square feet are concentrated in Bothell's North Creek and Canyon Park business centers. Kenmore's office space represents only 2.3% of the Bothell/Kenmore submarket inventory. The overall vacancy in the market is 5%, with the Class A segment even lower at 3%. Class A average asking rents top out at \$35 to \$38 per square foot triple net, and the average rent for Class B and C ranges from \$10 to \$25 per square foot. Kenmore's holds a small share of the submarket's inventory. Buildings are generally small, average floor plates of about 5,000 SF, and the last new deliveries were in the 1980's. The development of modern, large floor plate office buildings at this time is a highly speculative endeavor.

The demand for commercial real estate development in Kenmore is summarized in Table 1 - Demand Summary.

TABLE 1 - DEMAND SUMMARY

Market Segment	Demand
Apartments	Steady
Pedestrian-Oriented Retail	Weak
Office	Weak
Hospitality	Steady

The prospects for commercial real estate development in the immediate proximity of the property are as follows:

- Apartment development warrants further investigation.
- Pedestrian-oriented retail is a challenge. High visibility parking and high parking ratios are still needed to support mixed-use retail spaces.
- Hotel development warrants further investigation.
- Office development would be highly speculative at this time.

The market analysis, prepared in July of 2019, does not reflect the impact of Covid-19 on the commercial real estate markets. An update of the market analysis is beyond the scope of this assignment; however, some general observations are relevant to development in Kenmore. Covid-19 triggered a correction in the commercial real estate markets. Demand for apartment development sites has moderated, but buyers are still actively pursuing new opportunities.

SITE PLANNING

Scharrer Architecture + Design (Scharrer AD) has prepared a number of TOD site planning diagrams and yield studies for the Project in order to assess development capacity and the physical feasibility of development. The site plans are presented in the following Financial Feasibility analysis and a summary of Scharrer AD's site plans and yield study is presented in **Attachment C**.



TOD FINANCIAL FEASIBILITY

Consistent with the market analysis and site planning work, three building typologies were tested for financial feasibility: an 87-unit apartment building, a 230-unit apartment building, and an 80-room hotel.

ASSUMPTIONS

The global assumptions used in the analyses include, but are not limited to, the following:

- The work is based on the concept-level massing completed by the architect and is preliminary in nature.
- The massing presented is primarily consistent with the market constraints and secondarily reflects zoning code requirements, including site coverage, setbacks, and height limits, with some minor departures.
- The projects are developer-delivered with a developer selected by KC Metro or Sound Transit using the typical request for proposal (RFP) process. Further, no extraordinary encumbrances are placed on the property.
- Extraordinary costs, beyond what has been described in this document, are not imposed on the development.
- The work is done recognizing that real estate markets are cyclical in nature and a market recession may delay project delivery. Further, the influence of future economic events could influence the findings of the analysis.
- Affordable housing considerations, including the nature of funding cycles, level of affordability, and availability of potential tax abatement incentives, are the subject of more in-depth study.
- Cost sharing for the construction of new access or adjacent roadway improvements is not addressed in the analysis.
- Permanent access is available to TOD sites.
- Projects are permitted, financed, constructed, and occupied within the next 48 months.
- Projects that generate a positive financial return, small or large, suggest that more in-depth analysis is warranted.



87 UNIT APARTMENT TOD PROJECT

Development Program

The development program, depicted in Figure 3, shows a five-story building with structured parking and retail on the ground floor (structured parking is split on two levels and retail space is double-height) and four stories of apartments. The building contains 87 apartment units, nine of which are affordable. The apartment units average 835 gross square feet. The project includes 2,420 square feet of retail with frontage on SR 522. The structured parking contains 86 spaces, shared between residents, guests, and retail patrons. The building configuration is consistent apartment buildings in the local marketplace.

Revenue

The analysis assumes the property is sold by KC Metro at fair market value and is free of extraordinary encumbrances. The land sale generates \$3.13 million.

Feasibility

The development proforma for the project is summarized in Table 2 - Project Proforma. The project costs \$32.25 million to develop and generates sale proceeds, when completed, equal to \$32.52 million. It produces \$1.43 million in net operating income and a profit of \$272,066. The project's profit margin is 0.8%. The analysis suggests the project is marginally feasible as configured under current market conditions and warrants further analysis.

Figure 3 - 87 Unit Apartment TOD Project



	21,200	
	21,200	
	21,200	
	21,200	
15,100		
15,100		2,420

TABLE 2 - PROJECT PROFORMA

87 UNIT APARTMENT TOD PROJECT

Construction Type	Wood or Concrete
Project Size	117,420
Parking Type	Structured
Parking Area	30,200
Land Acquisition	\$3,136,320
Hard Costs	\$23,065,516
Soft Costs	\$6,052,129
Total Costs	\$32,253,965
Net Operating Income	\$1,434,782
Sale Proceeds	\$32,526,031
Profit	\$272,066
Profit Margin	0.8%



230 UNIT TOD PROJECT

Development Program

The development program, depicted in Figure 4, shows a six-story building with structured parking retail, and apartments on the ground floor (structured parking is split on two levels and apartments and retail spaces are double-height) and five stories of apartments. The building contains 230 apartments units, 23 of which are affordable. The apartment units average 835 gross square feet. The project includes 1,380 square feet of retail space. The structured parking contains 210 spaces, shared between residents, guests, and retail patrons. The building configuration is consistent with apartment buildings in the local marketplace.

Revenue

The analysis assumes the property free of extraordinary encumbrances and the fair market value is \$8.45 million.

Feasibility

The development proforma for the project is summarized in Table 3 – Project Proforma. The project costs \$79.43 million to develop and generates sale proceeds when completed equal to \$82.48 million. It produces \$3.63 million in net operating income and a profit of \$3.05 million. The project's profit margin is 3.8%. The analysis suggests the project is marginally feasible under current market conditions and warrants further analysis.

Figure 4 - 230 Unit TOD Project

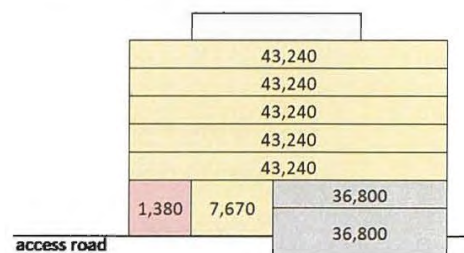


TABLE 3 - PROJECT PROFORMA

230 UNIT TOD PROJECT

Construction Type	Wood or Concrete
Project Size	298,850
Parking Type	Structured
Parking Area	73,600
Land Acquisition	\$8,450,640
Hard Costs	\$57,418,436
Soft Costs	\$13,561,856
Total Costs	\$79,430,933
Net Operating Income	\$3,635,841
Sale Proceeds	\$82,483,726
Profit	\$3,052,793
Profit Margin	3.8%



HOTEL PROJECT

Development Program

The development program consists of a four-story limited-service hotel building with surface parking. The building contains 80 rooms with a gross area per room equal to 550 square feet (which includes circulation space and share of common areas). Surface parking contains 85 spaces and is located behind the building. The building configuration is consistent with hotel buildings in the local marketplace.

Revenue

The analysis assumes the property is sold at fair market value and is free of extraordinary encumbrances. The land sale generates \$4.28 million in revenue.

Feasibility

The development proforma for the project is summarized in Table 4 – Project Proforma. The project costs \$13.93 million to develop and generates sale proceeds when completed equal to \$13.65 million. It produces \$1.14 million in net operating income and a profit of negative \$280,000. The project's profit margin is negative 2.0%, suggesting the project is not feasible. The market data indicates that demand for hotel development exists in Kenmore, however it is not financially feasible in this location. It may be feasible in other locations within the City where a project can be surface-parked on lower-cost land.

TABLE 4 - PROJECT PROFORMA

LIMITED SERVICE HOTEL

Construction Type	On-grade slab, with wood/metal stud framing
Parking Type	Structured
Building Size	44,000
Parking Area	29,750
Land Acquisition	\$4,282,650
Hard Costs	\$6,890,000
Soft Costs	\$2,760,000
Total Costs	\$13,930,000
Net Operating Income	\$1,140,000
Sale Proceeds	\$13,651,276
Profit	-\$280,000
Profit Margin	-2.0%

SUMMARY

Three developments modeled to test financial feasibility are an 87-unit apartment building, a 230-unit apartment building, and an 80-room hotel. **The feasibility analysis suggests that demand exists and apartment development is feasible. Demand exists for hotel development in Kenmore, however it is not financially feasible in this location.** Supporting documentation contained in **Attachment D**.



DEVELOPMENT SCENARIOS ANALYSIS

INTRODUCTION

Sound Transit received voter approval to build a 300-space park and ride garage on KC Metro's Kenmore Park & Ride property. KC Metro has made a long-term investment in the property consisting of certain transit improvements, specifically park & ride and bus layover functions. KC Metro leases adjacent land from SVDP for additional park & ride capacity. KC Metro's facilities are operating at capacity.

The analysis of TOD scenarios presented in this section uses two proposed transit projects as a basis for evaluating TOD at the Kenmore park-and-ride site. The first project is the Representative Project. The second project, resulting from ST's stakeholder engagement work, is called the Integrated Mobility Hub that co-locates transit with housing.

In evaluating the Representative Project, two development scenarios emerged; named the Representative Project and the Modified Representative Project. The evaluation of the Integrated Mobility Hub resulted in two development scenarios, Scenarios 1 and 2, each of which has two possible options (indicated as A and B). The outcomes of the scenarios analysis are summarized in Table 5 – Scenarios Analysis Summary with the results expressed in terms of TOD creation and cost to Sound Transit.

GLOBAL ASSUMPTIONS

The comparative analysis of the various TOD scenarios is based on the following global assumptions:

- ST contributes funding for 300 spaces in a new park-and-ride garage.
- At a minimum, KC Metro retains its existing transit improvement capacity and functionality.
- ST pays KCM an amount equal to the value of the land or air rights attributable to the area occupied by its new spaces in the garage.
- KC Metro pays for the additional costs to relocate park-and-ride spaces that are currently located where future TOD sites would be developed.
- The allocation of cost to ST and KC Metro for the new transit center improvements in the integrated mobility hub scenarios is yet to be determined.

ANALYSIS

The development scenarios are described in Table 5 – Scenario Analysis Summary below, with the outcomes in terms of TOD creation and revenue (value) or cost to the parties; Sound Transit, KC Metro, and SVDP. **The revenue/costs to Sound Transit for Scenario 2 are in addition to the costs associated with Scenario 1.** Detailed analysis is contained in **Attachment E**.



TABLE 5 - SCENARIO ANALYSIS SUMMARY

Scenario	TOD Units	Cost/Revenue	
Representative Project			
Sound Transit acquires land from KC Metro and builds the Representative Project garage, including 300 new park and ride spaces. The existing park and ride spaces displaced by the garage footprint are also replaced in the new garage.	0	ST: (\$26,953,000) KC Metro: \$3,153,000 SVDP: \$0	
Modified Representative Project			
Sound Transit acquires land from KC Metro and builds the Representative Project, including 300 new park and ride spaces. The existing park and ride spaces displaced by the garage footprint are also replaced in the new garage. KC Metro relocates its SVDP park and ride spaces into the new garage to make way for TOD.	230	ST: (\$25,847,000) KC Metro: (\$3,661,000) SVDP: \$8,472,000	
Scenario 1A - Integrated Mobility Hub with On-site TOD, Market Rate Apartments			
Sound Transit acquires land from KC Metro and builds the Representative Project garage, including 300 new park and ride spaces. The existing park and ride spaces displaced by the garage footprint are also replaced in the new garage.	87	ST: (\$38,925,000) KC Metro: \$6,670,000 SVDP: \$0	
Scenario 1B - Integrated Mobility Hub with On-site TOD, Affordable Apartments			
Sound Transit acquires land from KC Metro and builds the Integrated Mobility Hub alternative project, including new a new transit center and 300 new park and ride spaces. ST acquires land adjacent to the garage from KC Metro for TOD. ST sells its site adjacent to the garage at a discount to a developer who builds affordable housing. The existing park and ride spaces displaced by the new garage footprint and the TOD site are replaced in the new garage.	108	ST: (\$41,074,000) KC Metro: \$7,011,000 SVDP: \$0	
Scenario 2A - Integrated Mobility Hub with On & Off-Site TOD, Existing Roadway			
Sound Transit constructs an additional 191 parking spaces in the new Integrated Mobility Hub garage. KC Metro pays Sound Transit for the cost of the new spaces. KC Metro renegotiates its lease with SVDP, continuing to lease a portion of the property for surface parking. SVDP leases the balance of the property to a developer. Sound Transit acquires a permanent easement across the SVDP property to provide access to the new transit center.	230	ST: 0 KC Metro: (\$5,526,000) SVDP*: \$236,000	
Scenario 2B - Integrated Mobility Hub with On and Off-site TOD, New Roadway			
Sound Transit constructs an additional 227 parking spaces in the new Integrated Mobility Hub garage. KC Metro pays Sound Transit for the cost of the new spaces. KC Metro terminates its lease with SVDP. Sound Transit acquires a permanent easement across the SVDP property to provide access to the new transit center. SVDP leases all of its property to a developer, then leases back store space in the completed building.	307	ST: (\$500,000) KC Metro: (\$5,708,000) SVDP*: \$201,000	

*ANNUAL LEASE PAYMENT.



SUMMARY

The scenarios in Table 6 – Summary of TOD Scenario Analysis, depict a range of transit and TOD opportunities.

The Representative Project is a simple stand-alone transit garage and the Modified Representative Project includes 230 apartment units built on KCM's adjoining property (leased from SVDP). The Representative transit garage is expanded to house the existing park and ride spaces on KCM's leased property.

The Integrated Mobility Hub scenarios include TOD on land directly adjacent to a new garage in Scenarios 1A and 1B, with up to 108 apartment units. Scenarios 2A and 2B show the development of up to 307 apartment units on the adjoining parcels – KC Metro's leased property and SVDP existing store property. The Revenues/Costs for Scenarios 2A and 2B are additive to the costs of Scenarios 1A and 1B.

TABLE 6 - SUMMARY OF TOD SCENARIO ANALYSIS

Development Scenario	Development Program*	Partners**	Cost to Sound Transit***
Representative Project	420 Space P&R Garage	ST, KC Metro	\$27 Million
Modified Representative Project	647 Space P&R 230 Units of Apartments	ST, KC METRO, SVDP	\$26 Million
Scenario 1A & B: Integrated Mobility Hub with On-site TOD	638 Space P&R Garage Integrated Transit Center 87 to 108 Apartment Units	ST, KC Metro	\$39-\$41 Million
Scenario 2A & B: Integrated Mobility Hub with On-site and Off-site TOD	829 Space P&R Garage Integrated Transit Center 230 to 307 Apartment Units	ST, KC Metro, SVDP	\$39-\$41 Million

*ALL SCENARIOS INCLUDE 300 NEW P&R SPACES. **SOUND TRANSIT (ST), KING COUNTY (KC), SAINT VINCENT DE PAUL (SVDP). *** PARKING STRUCTURE COST ONLY - DOES NOT INCLUDE OTHER TRANSIT IMPROVEMENTS.

In total, the densest development scenarios produce over 400 apartment units, as depicted in Figure 5 – Maximum Buildout shown below.

Figure 5 - Maximum Buildout





IMPLEMENTATION

The implementation of the development scenarios requires the parties to reach agreements and make decisions. Sound Transit needs to decide what role its SR 552 BRT project will play in the community-building endeavor. It also needs to determine if changes to scope, schedule and budget are acceptable to facilitate TOD, and to what extent.

KC Metro needs to decide if it is committed to creating a new integrated mobility hub at this location and determine the extent of its financial commitment. KCM will need to work with SVDP to determine its willingness and ability to participate in the redevelopment effort. If SVDP is to participate, SVDP needs to determine its willingness to sell or lease its properties to participate in a redevelopment effort.

The following is an outline of some, but not all, of the initial discussions and actions to move the scenarios forward.

MODIFIED REPRESENTATIVE PROJECT

- KC Metro and SVDP agree to lease renegotiation or termination.
- KC Metro and ST agree to increase the size of the transit garage to accommodate park and ride spaces currently located on the SVDP leased property. KC Metro and Sound Transit agree on a shared cost to increase the size of the garage.
- KC Metro and ST determine land value allocations.
- KC Metro and ST execute the necessary interagency agreements.

SCENARIO 1A & 1B - INTEGRATED MOBILITY HUB WITH ON-SITE TOD

- KC Metro and ST agree to increase the size of the transit garage to accommodate park and ride spaces displaced by the adjoining TOD. KC Metro and Sound Transit determine the cost to increase the size of the garage.
- KC Metro and ST determine land value allocations.
- KC Metro and Sound Transit coordinate scheduling regarding the construction of the garage and TOD.
- KC Metro and ST execute the necessary interagency agreements.
- KC Metro issues and RFP for the TOD opportunity.

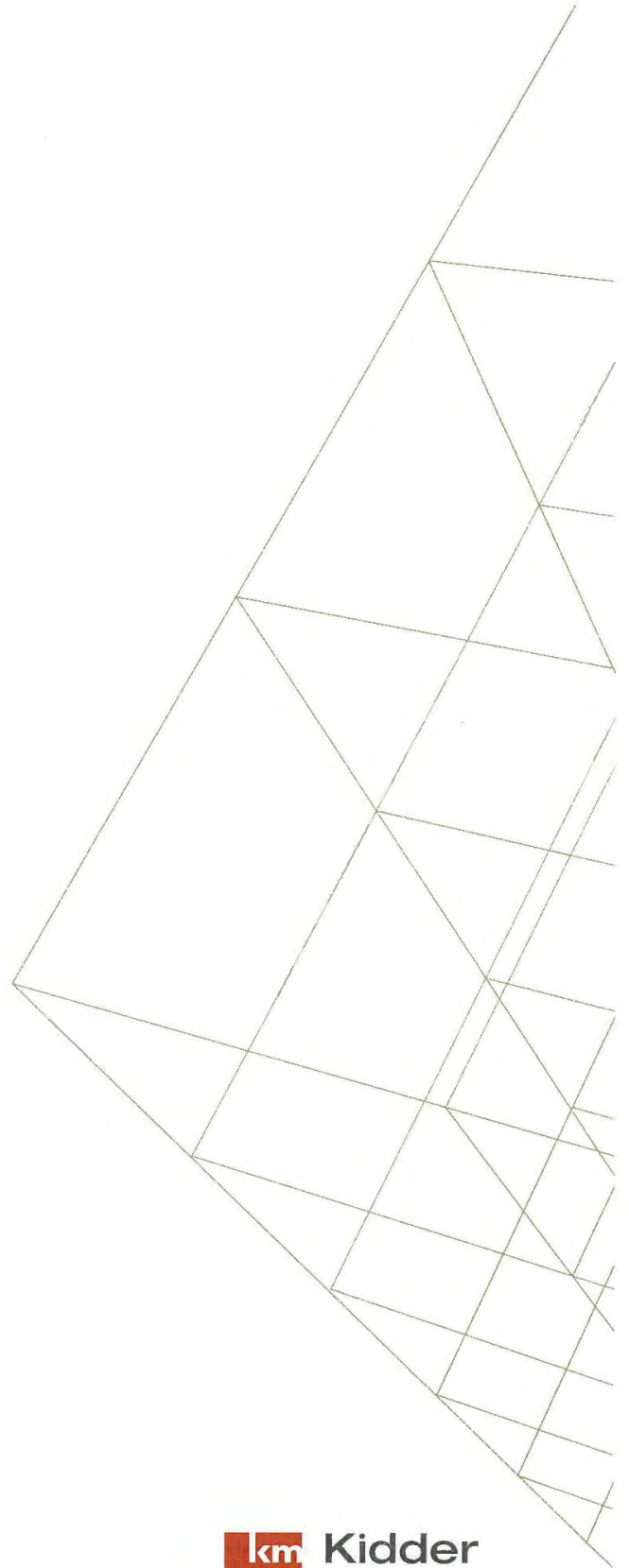
SCENARIO 2A & 2B - INTEGRATED MOBILITY HUB WITH ON AND OFF-SITE TOD

- SVDP determines what course of action it wishes to pursue – no action, lead redevelopment effort, and or support redevelopment effort by others.
- SVDP determines its future physical footprint.
- KC Metro and SVDP agree to lease renegotiation or termination, and schedule.
- KC Metro and ST agree to increase the size of the transit garage to accommodate park and ride spaces displaced by the adjoining TOD.
- KC Metro and Sound Transit coordinate scheduling regarding the construction of the garage and TOD.
- SVDP or KC Metro or Sound Transit issue an RFP for the TOD opportunities.



FINDINGS

1. Existing site conditions impact development potential.
2. There is demand for both apartment and hospitality development in the area. However hospitality development is only financially feasible in a low density, surface parked configuration, situated on lower-cost land.
3. Demand is insufficient to support speculative, large-scale office and pedestrian-oriented retail at this location.
4. The Modified Representative project is the least expensive and lowest risk profile scenario.
5. The Modified Representative scenario, which includes 230 apartment units, reduces Sound Transit's project costs by about \$1 million, making it the least expensive option. The scenario is dependent on the willingness of the adjoining property owner, Saint Vincent de Paul (SVDP) and KC Metro to participate in the project.
6. The Integrated Mobility Hub with On-site TOD contains up to 108 apartments units and provides for a new transit center. It carries an additional cost to Sound Transit of between \$13 and \$14 million and involves KC Metro making financial contributions.
7. The Integrated Mobility Hub with On and Off-site TOD allows for the creation of up to 300 apartment units and provides for a new transit center. The scenario is dependent on the willingness of the adjoining property owner, Saint Vincent de Paul (SVDP), to play an active role in the project and for King Count Metro to make financial contributions.



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Attachment A – Existing TOD Conditions

Memorandum

Date: December 11th, 2019

To: David Evans and Associates, Inc.
C/o John Gage

From: Kidder Mathews
Blair Howe, CCIM
Lindsay Todaro

Re: Kenmore Transit Center - Existing TOD Conditions

Purpose of the Assignment

The SR 522 BRT Project calls for new transit facilities at the Kenmore Transit Center. The purpose of the assignment is to identify property conditions that have a significant impact on the potential for TOD. Specifically, to conduct an information review to identify unknowns, future work, and fatal flaws.

Findings

The key findings, unknowns, future work, and fatal flaws include, but are not limited to, the following:

- The soil bearing capacity of the property is unknown.
- The impact of the Heron Rookery on development needs clarification.
- Development needs to address tree retention.
- Future park and ride parking and layover programs need definition.
- Future alignment of NE 181st Street needs definition.

Property Description

The core study area includes the King County Metro Park and Ride property and adjoining property owned by Saint Vincent de Paul. The King County Metro Park and Ride property measures 4.96 acres and is addressed as 7340 NE Bothell Way. The Saint Vincent de Paul property consists of two parcels addressed as 7304 NE Bothell Way. SVDP's northern property, currently leased to King County Metro, totals 1.94 acres and SVDP's property with corner street frontage measures 1.31 acres.

The improvements to the King County Metro Park and Ride Property include 400 surface parking spaces and bus layover area. The improvements on the SVDP property leased to King County Metro include 227 surface parking spaces used for park and ride purposes. SVDP's corner property is improved with surface parking and a 17,812 square foot wood-frame structure built in 1955 that is an operating Thrift Store.

Existing Conditions Review

- ✓ Title Report w/easement mapping
- ✓ Survey – ALTA w/topographic profile
- ✓ Comprehensive Plan Summary
- ✓ Zoning code analysis
- ✓ Neighborhood plan
- ✓ Site tour observations
- ✓ Imagery – Satellite, oblique, ground plane
- ✓ Geotech – Soil bearing capacity, slopes
- ✓ Environmental
- ✓ Hydrology – Subsurface, surface, stormwater
- ✓ Sensitive Areas – Wildlife/endangered species, vegetation
- ✓ Air, Noise
- ✓ Archeological
- ✓ Utilities – Location, capacity, and mapping
- ✓ Transportation - Ingress/Egress, Impacts, Pedestrian, Bicycle, Transit
- ✓ Site and Building Improvements – As-builts
- ✓ Appraisals
- ✓ Other



Title

King County Metro Park and Ride Property

Chicago Title, Commitment Number 192102-SC, dated June 20th 2019. Ownership is vested in Municipality of Metropolitan Seattle (King County), as to Parcel C; APN 011410-0920. Attached.

Saint Vincent de Paul Property

Chicago Title, Commitment Number 192102-SC, dated June 20th 2019. Ownership is vested in Society of St Vincent de Paul Council of Seattle/King County, a Washington nonprofit corporation, as to Parcels A and B; APN 011410-0945 and 011410-0940. The existing building encroaches on 73rd Ave NE.

Survey

Survey of 181st Road Right-of-Way, Metropolitan Engineers, 1976. The survey appears to show the roadway, used for bus access to the park and ride, encroaching on the property to the south. Informal conversations with City staff indicated a desire to realign the roadway.

Comprehensive Plan, Zoning Code, Neighborhood Plan

Sharrer Architecture and Design, Zoning Code Review May 2019. Zoning code review attached.

Site Tour Observations

- Heron rookery is visible and close to the property boundary.
- The existing park and ride is operating at capacity.

Imagery

The public web-based data is reasonably current and provides adequate perspective and the City of Kenmore's interactive mapping contains additional detail.

Geotech

Updated Geotechnical Engineering Report, 7606 Bothell Way NE, Robinson Noble, October 27, 2017. A study for a proposed 5-story mixed use project, located across the street to the west of the subject, states the site is 8 miles from the Seattle Fault and the potential for surface displacement is considered low due to the distance to the fault. The study contains boring data and foundation recommendations that need interpretation.

SR 522 BRT, Phase 1 Refinement Report, Technical Memorandum: Existing Geotechnical Conditions, December 2018 and Addendum. Subject properties are not located within a seismic hazard area, although more information is needed to understand liquefaction potential of underlying soils. Additional Geotech information is not addressed in Phase I reporting.

Hart Crowser & Associates, Metro Park and Ride, 1977. The study explored test pits from 2.5' to 5.5' in depth, revealing medium dense to dense granular soil. No deep borings to confirm density and depth of these soils, which could reveal potentially liquefiable soils beneath.

Environmental - Soils

Phase 1 Refinement Report, Appendix E, Hazardous Materials Memorandum (December 2018). Suspect historic gasoline station on the southern portion of the existing park and ride. Contaminants most likely would include petroleum hydrocarbons, solvents, and metals. A historic lumberyard on the northwestern adjoining parcel could include contaminants such as petroleum hydrocarbons and metals. The work completed by HWA concluded the Kenmore park and ride was a low impact property, as in there are no significant adverse environmental conditions to deter site acquisition.



Hydrology

SR 522 BRT, Phase 1 Refinement Report, Technical Memorandum: Existing Geotechnical Conditions, December 2018. Groundwater observed near surface of test pits from 1977 study described above, likely correlating with water levels of Swamp Creek (to the northeast). Potential for artesian groundwater at depth, but unconfirmed. Ground water will likely be encountered 5-17 feet below the surface. Appendix A, Table A-3 of the document shows soil boring data.

NRCS has also identified hydric soil conditions on sections of properties (due to Swamp Creek wetlands to the northeast).

City of Kenmore GIS and City Planning Staff Comments, 2019. Annual flooding occurs on the eastern portion of the properties located directly north of the subject.

City of Kenmore Public Works Staff comment, 2019. The storm water system for the King County Metro Park and Ride Property discharges into the Swamp Creek drainage. Redevelopment of the property requires that there is no increase or decrease in the discharge.

Sensitive Areas

City of Kenmore GIS. Swamp Creek is located just northeast of the subject properties, and surrounding wetlands are designated as critical area. The Swamp Creek wetland buffer extends into the NE corner of the King County Metro Park and Ride property. Swamp Creek is a Category 1 stream.

Potential Impacts on Kenmore Great Blue Heron Colony from Proposed Kenmore Park and Ride Expansion, Shapiro & Associates, Inc., August 6th 2002. Draft King County Metro Heron Mitigation Plan, 2003. King County Wetlands Inventory, Volume 1 North (1990). A Great Blue Heron Rookery and habitat exist in an area within close proximity of the north boundary of the park and ride lot. The City's buffer for unimproved areas is 656 feet. The buffer does not apply to SR 522 or east of the west edge of 73rd Ave NE. New improvements in areas that are already improved require a habitat plan. Construction involving especially noisy equipment, such as jackhammers, is restricted to between August and January. The existing park and ride parking and bus movements are not thought to have a considerable impact on the herons.

ESA King County Metro Park and Ride Expansion, Shapiro and Associates Inc., March 24th, 2003. "Bald Eagle may affect, but not likely an adverse affect". This is related to the removal of one tree to accommodate the expansion. The park and ride lot was in existence prior to the Heron Rookery.

City of Kenmore, New Proposed Critical Areas Code, Chapter 18.55. The City is adopting new critical area code.

Sharrer Architecture and Design, Zoning Code Review May 2019, Tree Retention. On-site tree retention requirements apply.

Air/Noise

SR 522 BRT, Phase 1 Refinement Report, Environmental Considerations, December 2018. One sensitive noise receptor (Kenmore Community Church) is located directly to the east of Metro's Park and Ride property.

Archeological/Cultural

SR 522 BRT Phase I Refinement Report, Appendix D Cultural Resources Desktop Analysis (December 2018). Historic bridges were marked 0.40 miles from the King County Metro Park and Ride.

Utilities

Park and Ride Expansion Plans, URS, January 1, 2003. Shows improvements for the Park and Ride expansion with downstream stormwater drainage plan.

King County Sheriff, Drainage Investigation Report, January, 27, 1998, "Back of parking lot has been flooded for 3 weeks." Attached is King County Department of Natural Resources Swamp Creek Action Plan.



SR 522 BRT Phase I Refinement Report, Engineering-Utilities Appendix. There are overhead powerlines along SR 522 in the right-of-way. PSE is service provider.

Northshore Utilities District, Side Sewer Facilities Map. Sewer service is located on SR 522, at the north boundary of the St. Vincent de Paul and King County Metro Park and Ride property, and along 73rd Ave NE. Adequate capacity exists to serve conventional development on the properties.

Northshore Utilities District, Water Service Facilities Utilities Map. Water service is available to all property boundaries. Adequate capacity exists to serve conventional development on the properties.

Comcast – The property is served by Comcast and the capacity is available to serve conventional development. The area is also served by other providers, including Frontier, dish, and Viasat.

Transportation

Lighted Intersection at 73rd Ave NE & NE Bothell Way, Google Maps & site observations, Arterial Traffic Volumes, City of Kenmore, WA, Average Annual Daily Traffic (AADT) (last analysis performed 2015).

73rd Ave NE is a 4-lane street with 3 southbound and 1 northbound lane. As of 2015, average daily traffic counts for 73rd Ave NE were between 5,000-9,000 vehicles. NE Bothell Way is a 7-lane street with 4 westbound lanes (2 turning lanes) and 3 eastbound lanes. The northern-most lane is bus-only until it passes the transit stop on the southern edge of APN 0114100920. As of 2015, average daily traffic counts for NE Bothell Way exceeded 30,000.

Curb Cuts & Auto Entries:

- APN 0114100920: The current Park & Ride transit stop is located on NE Bothell Way, on the south end of the parcel. A street cuts north-south through center of parcel for bus access.
- APN 0114100940: Auto entry to site on western edge on 73rd Ave NE.
- APN 0114100945: Two pedestrian curb cuts on intersection of 73rd Ave NE and NE Bothell Way with signaled crosswalks. Two auto entries to parcel: one on south edge and one on west edge.

Site and Building Improvements

King County Assessor's Data:

- APN 0114100920 currently contains the Kenmore Park & Ride surface lot, bus station, and street running through the middle of the site.
- APN 0114100940 currently contains a surface parking lot leased out for additional park & ride spaces, with a public street running along northern edge of the parcel.
- APN 0114100945 currently contains St. Vincent De Paul Thrift Store, a building totaling 17,812 GSF in a single-story structure, a parking lot, and small drive-through espresso bar on the corner of 73rd Ave NE and NE Bothell Way.

Park and Ride Expansion Plans, URS, January 1, 2003. Shows improvements for the Park and Ride expansion. Includes downstream drainage plan.

Appraisals

Not available.

Nature of the Assignment

The information supplied herein is from sources deemed reliable. However, it is provided without representation, warranty or guarantee, expressed or implied as to its accuracy. Users of should conduct an independent investigation and verification of all matters deemed material.

Code Summary – Zoning and Land Use

522 BRT SOUND TRANSIT – Kenmore TOD

- May 2019

CITY OF KENMORE

SUMMARY

The potential TOD sites include the existing King County Metro Park and Ride, the St. Vincent De Paul store site at the corner of SR522 and 73rd Avenue NE, and the parking lot behind the St. Vincent De Paul store currently leased by Metro for commuter parking. The Montessori school site to the north of St Vincent De Paul is also being considered as part of the TOD analysis.

All sites under consideration allow mixed use development, with zoning setbacks, heights, and other design standards per the below summary. The sites are all within the Kenmore TOD Overlay, which provides an optional height and density bonus along with reduced parking requirements in exchange for affordable housing provision and significant tree preservation.

Zoning Summary

Zone	Allowed Density (units/acre)	Affordable Units Required	Height	Max Lot Cover	Tree Retention	Required Parking Spaces
Public/ Semi-Public	No Units Allowed	No	Base 35' Max* 65'	90%	Replacement Allowed	1.2 per studio 1.5 per one bedroom 1.7 per two bedroom 1.0 per 5 units (guest) Retail: 1 per 300 SF
Downtown Commercial	Base: 48 Min: 36 (Stand-alone multifamily) Max: 72 (Density bonus incentive)	No	Base 35' Max* 65'	90%	Replacement Allowed	
TOD Overlay Scenario	Min: 60 Max: 150	Yes	65'	90%	Must retain significant groves	1.0 per market rate unit 0.6 per affordable unit 1 per 5 market rate units (guest)

* With structured parking, density bonus, or mixed-use development including between 50% and 70% residential

Sites Under Consideration

Property	Zoning	Site Area (Acres)	Exist. Parking
KC Metro Transit Center	Public/Semi-public	4.96	459
St Vincent De Paul Parking	Downtown Commercial	1.94	147
St Vincent De Paul Store	Downtown Commercial	1.31	
Montessori School	Downtown Commercial	2.34	

Residential Yield and Parking Requirements for Mixed Use Scenarios

Property	Base Zoning		TOD Overlay	
	Min.	Max.	Min.	Max.
KC Metro Transit Center				
Market Rate Units	0	0	268	670
Affordable Units	0	0	30	74
Required Parking Spaces	26	26	348	857
St Vincent De Paul Parking				
Market Rate Units	93	116	108	262
Affordable Units	0	24	8	29
Required Parking Spaces	160	235	138	336
St Vincent De Paul Store				
Market Rate Units	63	78	74	177
Affordable Units	0	16	5	20
Required Parking Spaces	142	193	104	237
Montessori School				
Market Rate Units	112	140	131	316
Affordable Units	0	28	9	35
Required Parking Spaces	193	281	168	405

*Affordability requirements vary with unit count, zoning incentives, and provisions of the TOD overlay. See detailed assumptions for each site.

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Kenmore Municipal Code

TITLE 18 ZONING

CITY OF KENMORE ZONING MAP

- http://www.kenmorewa.gov/sites/default/files/Development_Services/2015%20May%20Kenmore%20Zoning_600dpi.pdf

DOWNTOWN COMMERCIAL ZONES [18.25]

Allowed Uses

Permitted: Business service, standard; Eating and drinking place; Multiple-family dwelling¹; Office; Retail sales, Stand-alone Parking²

- 1) A minimum of 80 percent of a structure's street front facade at street level shall be occupied by nonresidential (e.g., retail, office or service) uses.
The required nonresidential use shall extend at least 30 feet in depth at street level from the street front facade of the structure; provided, that the minimum required depth may be averaged, with no depth less than 15 feet.
- 2) Commuter parking facilities shall be in structured buildings when the number of stalls exceeds 20. Commuter parking lots shall be located a maximum distance of 1,200 lineal feet measured from the center line of SR-522 to the furthestmost point of the commuter parking lot.
All parking structures shall provide retail usages for at least 50 percent of the ground floor street frontages, consistent with Chapter 18.52 KMC, Downtown Design Standards.
All parking structures shall be designed consistent with Chapter 18.52 KMC, Downtown Design Standards

Allowed Density

Base Density: 48 units/acre

Maximum Density: 72 units/acre (with density bonus incentives)

Minimum Density: 36 units/acre (for stand-alone multifamily proposals)

Setbacks

Minimum: 10' from SR-522

Maximum: 10' (unless otherwise allowed by Downtown Design Standards)

Allowed Height

Base Height: 35'

Maximum Height: 65' (For mixed-use developments with minimum 50%, maximum 75% residential use, or to developments achieving density bonus, or to developments providing structured parking)

Impervious Surfaces

Maximum impervious surface: 90%

PUBLIC/SEMI-PUBLIC ZONES [18.27]

Allowed Uses

Permitted: Public Agency Office, Park, Standalone Parking¹

- 1) Limited to commuter parking facilities for users of transit, carpools, or ride-share programs

Allowed Density

Maximum Density: Existing single detached dwelling units only

Setbacks

Minimum Lot Size: 4,500 SF

Minimum Lot Width: 35'

Minimum Street Setbacks:

- 0' if adjacent zoning is downtown commercial or downtown residential
- 20' if adjacent zoning is R-1 to R-6
- 10' in all other cases

Minimum Interior Setbacks:

- 0' if adjacent zoning is downtown commercial or downtown residential
- 20' if adjacent zoning is R-1 to R-6
- 5' in all other cases

Allowed Height

Base Height: 35'

Height limits may be increased when portions of the building which exceed the base height limit provide one additional foot of street and interior setback for each foot above the base height limit, provided the maximum height does not exceed 75 feet. Properties abutting downtown commercial or downtown residential zones or regional business zones may achieve the heights allowed by those abutting zones if meeting conditions for the maximum height as expressed in those abutting zones.

Impervious Surfaces

Max impervious surface: 90% if abutting properties are zoned downtown commercial or downtown residential or regional business. 70% in all other cases.

Design Standards

Properties abutting lands designated as downtown commercial, downtown residential, or regional business shall be subject to design standards of Chapter 18.52 KMC.

REQUIRED PARKING [18.40]**Parking Minimums**

Parking requirements apply citywide as follows:

Land Use	Minimum Spaces Required
Microhousing dwelling unit	Within 1/4 mile of SR-522: 0.75 per dwelling unit. Otherwise, 1.2 per dwelling unit
Studio unit	1.2 per dwelling unit
One-bedroom unit	1.5 per dwelling unit
Two-bedroom unit	1.7 per dwelling unit
Three-bedroom unit +	2.0 per dwelling unit
Guest Parking	1 space for every 5 units
General Services	1 per 300 square feet
Retail	1 per 300 square feet
Restaurants	1 per 75 square feet in dining or lounge areas

Parking Maximum

Provision of parking shall not exceed 30 percent more than the minimum parking requirements unless the excess parking spaces are included in a structured parking garage, or under building and screened from the street frontage, unless the additional parking is associated with a phased, mixed use development and is interim in nature.

Parking Reductions

An *applicant* may request a modification of the minimum required number of *parking spaces* by providing a parking demand analysis demonstrating that parking demand can be met with a reduced parking

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requirement. In such cases, the *city manager* may approve a reduction of up to 50 percent of the minimum required number of spaces.

In the Downtown Commercial and Downtown Residential zones, the *city manager* may reduce parking requirements by one *parking space* for every two *significant trees* that are saved in excess of the significant tree ordinance requirements.

[KMC 18.40.090] The city manager may reduce the number of required off-street parking spaces when one or more scheduled transit routes provide service within one-quarter mile (1,320 feet) of the site as measured linearly along streets or other pedestrian pathways. The amount of reduction shall be based on the number of scheduled transit runs between 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m. each business day up to a maximum reduction as follows:

- Four percent for each run serving government/business service land uses and manufacturing land uses, up to a maximum of 40 percent; and
- Two percent for each run serving recreational/cultural land uses, general services land uses, retail land uses, and wholesale trade, up to a maximum of 20 percent

Shared Parking

The amount of off-street parking required may be reduced by an amount determined by the city manager when shared parking facilities for two or more uses are proposed, provided:

- The total parking area exceeds 5,000 square feet;
- The parking facilities are designed and developed as a single on-site common parking facility, or as a system of on-site and off-site facilities, if all facilities are connected with improved pedestrian facilities and no building or use involved is more than 800 feet from the most remote shared facility;
- The amount of the reduction shall not exceed 10 percent for each use, unless:
 - The normal hours of operation for each use are separated by at least one hour; or
 - A parking demand study is prepared by a professional traffic engineer and submitted by the applicant documenting that the hours of actual parking demand for the proposed uses will not conflict and those uses will be served by adequate parking if shared parking reductions are authorized;
 - The use is a mixed use development pursuant to KMC 18.50.120, in which case a 25 percent reduction may be granted;
- The total number of parking spaces in the common parking facility is not less than the minimum required spaces for any single use;
- A covenant or other contract for shared parking between the cooperating property owners is approved by the city manager. This covenant or contract must be recorded with the City as a deed restriction on both properties and cannot be modified or revoked without the consent of the city manager

RESIDENTIAL DENSITY INCENTIVES

Bonus dwelling units may be earned through any combination of the listed public benefits:

Benefit	Density Incentive
Low-income permanent rental housing (50% AMI)	2.0 bonus units per benefit unit
Moderate-income permanent rental housing (70% AMI)	1.0 bonus units per benefit unit
Assisted rental housing (units less than 600 SF)	1.0 bonus units per benefit unit
Moderate-income 30 year for-sale housing (80% AMI)	1.0 bonus units per benefit unit
Low-income 30 year for-sale housing (50% AMI)	2.0 bonus units per benefit unit
Dedication of park site or trail right-of-way meeting the City location and size standards for neighborhood, community or regional park, or trail	0.5 bonus unit per acre of park area or quarter mile of trail exceeding the minimum requirement
Improvement of dedicated park site to City standards for developed parks	0.75 bonus unit per acre of park improvement (in addition to dedication)
Improvement of dedicated trail segment to City standards	1.8 bonus units per quarter mile of pedestrian trail; or 2.5 bonus units per quarter mile of multipurpose trail

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Dedication of open space, meeting City acquisition standards to the City or a qualified public or private organization such as a nature conservancy	0.5 bonus unit per acre of open space.
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TOD OVERLAY CHAPTER 18.77**18.77.030 Requirements - Affordable Housing**

A. Affordable housing units amounting to 25 percent of the total number of units in the *development* shall be provided. Housing shall be affordable to those who make equal to or less than 85 percent of the King County median household income adjusted for household size.

B. Unit size mix shall be comparable to the market mix, units shall be integrated into the whole *development*, and affordable units shall match the tenure of the whole *development*, unless otherwise authorized by the *City*.

C. Subject to *City* authorization, the affordable units need not be provided within the *development*, but must be provided within the downtown commercial, downtown residential, urban corridor, waterfront commercial, or regional business zone. Units may be either rented or sold. Off-site affordable housing may be provided if the *City* finds that:

1. The location chosen does not lead to undue concentration of affordable housing in any particular area of the *City*; and
2. The *site* is within close proximity to employment opportunities and/or transit services; and
3. Adequate infrastructure and municipal services can be provided.

D. Monthly rents, including utilities where applicable, shall be no greater than 30 percent of the monthly income for households earning up to 85 percent of the King County median household income adjusted for household size. Home prices considered affordable for buyers earning up to 85 percent of the King County median household income adjusted for household size shall be determined by the *City*. Covenants shall be established which guarantee the fulfillment of this obligation. [Ord. 14-0391 § 2 (Exh. 1); Ord. 13-0363 § 5; Ord. 11-0329 § 3 (Exh. 1).]

CHAPTER 3.65 - MULTIFAMILY HOUSING PROPERTY TAX EXEMPTION***3.65.020 Definitions.**

A. "Affordable housing" means: (1) for an owner-occupied dwelling unit, housing reserved for occupancy by a low or moderate income household, and (2) for a renter-occupied dwelling unit, housing reserved for occupancy by a low or moderate income household and whose monthly housing costs, including utilities other than telephone, do not exceed 30 percent of the household's monthly income.

G. "Low or moderate income household" means a household whose adjusted income is equal to or less than 85 percent of the King County median family income adjusted for family size, as reported by the United States Department of Housing and Urban Development. If HUD no longer publishes median family income figures for King County, the *City* may use or determine such other method as it may choose to determine the King County family median income adjusted for household size.

3.65.100 Exemption – Duration – Limits.

A. The value of new housing construction and rehabilitation improvements qualifying under this chapter shall be exempt from ad valorem property taxation:

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1. For eight successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate; or

2. For 12 successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate, if (a) the owner commits to renting or selling at least 25 percent of the multifamily housing units as affordable housing units and (b) the owners and renters of the affordable housing units meet the income and eligibility requirements of this chapter. If the original owner of the property transfers title to the portion of the property on which the affordable housing units are located to the nonprofit corporation that owns such units, such transfer shall not affect the 12-year tax exemption for the new housing construction and rehabilitation improvements qualifying under this chapter.

B. The exemptions in subsections (A)(1) and (2) of this section do not apply to the value of land or to the value of improvements not qualifying under this chapter, to increases in assessed valuation of land and nonqualifying improvements, or to increases made by lawful order of the King County board of equalization, Washington State Department of Revenue, State Board of Tax Appeals, or King County, to a class of property throughout the county or a specific area of the county to achieve uniformity of assessment or appraisal as required by law. In the case of rehabilitation of existing buildings, the exemption does not include the value of improvements constructed prior to submission of the completed application required under this chapter. [Ord. 13-0363 § 3; Ord. 07-0271 § 1.]

Transfer of Density Credit

Bonus dwelling units may also be earned and transferred to the project site through the transfer of density credit (TDC) process by providing any of the open space, park site public benefits on sites other than that of the RDI development.

Parking Minimums

Projects with 100 percent affordable housing shall provide one off-street parking space per unit. The city manager may require additional parking, up to the maximum standards for attached dwelling units, which may be provided in common parking areas.

All other RDI proposals shall provide parking for market rate/bonus units at levels consistent with base zoning; and benefit units at:

- One or two bedrooms: one parking space per unit
- Three bedrooms: 1.5 parking spaces per unit

TOD DISTRICT OVERLAY [18.29]**Link to Code Chapter 18.29**

<https://www.codepublishing.com/WA/Kenmore/html/Kenmore18/Kenmore1829.html#18.29.050>

Applicability

In order to be eligible to develop under the TOD district overlay regulations, a development application shall meet the following criteria:

- The property must be located within the TOD district overlay area.
- The proposed development must either
 - be considered a mixed-use development as defined in KMC 18.20.1740;
 - or be a residential-only development or mixed-use development with commercial permitted only on the ground floor if located in the R-12, R-18, or R-24 underlying zones
 - The back portion of the Montessori site is zoned R-1 would not be eligible for TOD overlay provisions, however it is likely undevelopable due to wetland conditions.
- Per KMC 18.20.1740, "Mixed use development" means a combination of residential and nonresidential uses within the same building or site as part of an integrated development project with functional interrelationships and coherent physical design.

SCHARRERAD**Allowed Uses**

- Allowed Uses: Indoor arts and entertainment, standard service business, day care, eating and drinking place, educational service, health care and social assistance, light manufacturing, mobile food service, multiple-family dwelling, office, personal service, indoor recreational facilities, retail sales and temporary lodging.
- Conditionally Allowed Uses: ambulatory surgery center, animal shelter, university, fire or police facility, laboratory, park, regional land use, religious institution, and supportive living facility.
- Prohibited Uses: Transportation

Allowed Density

- Minimum density: 60 dwelling units per gross acre
- Maximum density: 150 dwelling units per gross acre
- Additional units allowed through provision of affordable housing and/or significant tree retention. See below.

Height

- Maximum height: 65'
- Portions of any property developing under the TOD district overlay regulations that are within 50 feet of a single-family zone (R-1, R-4, R-6) shall have a maximum height of 35 feet within that area to provide a transition in height to the lower intensity uses.

Affordable Housing Requirements

For properties choosing to develop under the TOD district overlay, development shall provide affordable housing. Development choosing to develop under the TOD district overlay shall not utilize the provisions of residential density incentives found in Chapter 18.80 KMC to achieve maximum densities.

Definitions

- "Affordable housing unit" means housing reserved for occupancy by eligible households and affordable to households whose annual income does not exceed the percentage of median income types described in the subsections below, adjusted for household size, and no more than 30 percent of the monthly household income is paid for monthly housing expenses.
- "Bonus units" means dwelling units achieved through the TOD district overlay that exceed the number of units allowed by the base density of the underlying zoning district.
- Moderate Income Affordable Housing:
 - Rental: 70 percent of median income
 - Ownership: 80 percent of median income
- Low Income Affordable Housing
 - Rental: 50 percent of median income
 - Ownership: 65 percent of median income
- Very Low Income Affordable Housing
 - Rental: 35 percent of median income
 - Ownership: 50 percent of median income

Amount Required

- Affordable housing requirements shall be capped at 10 percent of the total number of dwelling units being provided.
- Affordable housing units shall be provided for any development exceeding the base density of the underlying zone as follows. See KMC for calculations:
 - Tier 1: Number of bonus units is less than or equal to 30 percent of total units
 - Tier 2: number of bonus units is greater than 30 percent of the total number of dwelling units and if the overall project density is less than or equal to 120 dwelling units per acre
 - Tier 3: Proposed TOD development would achieve 210 dwelling units on site for 140 du/acre.

Parking Minimums

Land Use	Minimum Spaces Required
Nonresidential uses	70% reduction of base minimum per KMC 18.40.030
Market-rate dwelling unit	1.0 per dwelling unit*
Guest parking	1.0 for every 5 market rate units
Affordable or senior dwelling units	0.6 per dwelling unit

*Pioneer Project Incentive. For purposes of this section, a pioneer project consists of the first 100 bonus housing units provided in the city under the TOD district overlay regulations. The first 100 bonus housing units in a pioneer project(s) may elect to provide parking spaces for market rate bonus units at 0.6 parking spaces per dwelling unit.

On-street parking immediately adjoining a property proposed for development or provided as part of the proposed development may be counted toward the minimum parking requirement.

Parking Reduction Factors

- On-street parking immediately adjoining a property proposed for development or provided as part of the proposed development may be counted toward the minimum parking requirement.
- Minimum on-site parking may be reduced further by provisions of KMC 18.40.090(B) for properties within the TOD district overlay that meet the requirements of KMC 18.40.090(B) for accessibility to high frequency transit service.
- Shared parking among uses is encouraged within the TOD district overlay. Developments that propose shared parking arrangements shall submit a parking management plan as defined in KMC 18.20.1995 that describes the terms and conditions of shared parking arrangements on site.
- Parking reduction possible for tree retention; see *Tree Retention*

Excess Parking

Provision of parking in excess of the minimum parking requirements outlined in subsections A and B of this section shall require the excess parking be included in a structured parking garage, or under building and screened from the street frontage

Design Requirements

Development within the TOD district overlay shall comply with Standard 1 provisions of the downtown design standards, as set forth in Chapter 18.52 KMC. In addition, the following design requirements shall apply:

- Any proposed development within the TOD district overlay adjacent to an existing single-family zone (R-1, R-4, or R-6) shall be required to provide an interior ground-level setback of 15 feet on the side of the property facing the single-family zone, unless a larger setback is required in the underlying zone.
- The setback required by this subsection shall be landscaped with Type II landscaping as defined in KMC 18.35.040(B) to provide a visual buffer.

Connectivity Requirements

Development proposals within the boundaries of the TOD district overlay that elect to develop under the provisions of this chapter shall:

- Provide any direct pedestrian connections between proposed development and transit facilities, or arterials providing transit access in order to minimize walking distances to transit.
- Comply with the downtown design standards pertaining to pedestrian walkways, as set forth in KMC 18.52.100.
- Properties abutting water bodies (i.e., wetlands, rivers, lakes, or streams) shall provide a public access trail paralleling the water body from one property line to the next with setbacks that are consistent with the requirements of KMC Title 16, Division I, and Chapter 18.55 KMC. The public access trail shall connect to a public right-of-way.

SCHARRERAD**Tree Retention**

Significant Tree Grove Definition. A "significant tree grove" shall consist of two or more trees with a minimum of five and one-half tree units total.

- A qualifying tree has two tree units minimum.
- The maximum distance measured in feet between qualifying trees shall be equal to two times the critical root zone in order to be defined as a significant tree grove. For example a 24-inch d.b.h. tree must be within 24 feet of another tree in the grove to be included in the significant tree grove.
- See KMC 18.57.060(A) for translation of diameter at breast height (d.b.h.) to tree units

Requirement

- If the underlying zone within the TOD district overlay requires tree retention as provided in Chapter 18.57 KMC, then the provisions of Chapter 18.57 KMC shall be retained.
- If Chapter 18.57 KMC exempts a property from tree retention then it shall remain exempt.
- 18.57.035 Exemptions: Downtown Commercial and Downtown Residential Zones. All development occurring within core areas designated as downtown commercial and downtown residential zones

Incentives

- Development proposals within the boundaries of the TOD district overlay that elect to develop under the provisions of this chapter shall be eligible to benefit from providing less parking or more dwelling units or any combination of the two if the development retains one or more significant tree grove(s) as defined in this section in perpetuity.
- Reduced Parking. In order to retain qualifying significant tree groves, required parking may be reduced at the maximum rate of one stall per each five and one-half tree units. Parking quantities may be reduced up to a maximum of 20 percent from the parking requirement after other reductions are applied
- Residential Bonus Units. In order to retain qualifying significant tree groves, residential units are offered at the rate of one bonus unit per each 11 tree units preserved. Grove bonus units are not included in maximum unit density calculations. Grove bonus units are not subject to the affordability requirements of KMC 18.29.060.

DOWNTOWN DESIGN STANDARDS [18.52]

All Downtown Design Standard requirements apply in Design Standard 1 areas.

Building Setbacks

For commercial/mixed use properties fronting SR522, shall be set back 10' from ROW to allow for sidewalks

Upper Level Stepbacks

Buildings above two stories in height shall step back the upper stories as follows:

- Stepbacks above two stories shall be a minimum of six feet from the first two floors;
- A second, minimum six-foot stepback shall be made above four stories

Building Modulation

- The maximum horizontal length without building modulation shall be 100 feet.
- Modulation Depth. The minimum modulation depth shall be six feet.

18.52.230 STANDARDS SPECIFIC TO STRUCTURED PARKING

- Intent.

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- Visually Integrated. To visually integrate parking garages with other downtown *uses* through active *ground floor uses*, and the use of architectural treatments, such as materials, treatments of openings, and *human-scaled facade elements*.
- Garage Elevations. To ensure that parking garage facades facing public rights-of-way screen cars from view and resemble commercial, office, civic, and mixed use building elevations.
- Standards – Required.
 - Retail Frontage Along *Streets*. Parking structures shall provide retail usages for at least 50 percent of the first floor *street frontages* (*sites* fronting 182nd excepted).
 - Treatments in Nonretail Areas. Portions of ground level facade not occupied by retail *uses* shall integrate one or more of the following into the ground level facade:
 - Ornamental grillwork (other than plain horizontal or vertical bars);
 - Decorative artwork (metal panels, ceramic, mosaics, etc.);
 - Display windows for events;
 - Brick, tile, or stone;
 - Pre-cast panels;
 - Wood paneling;
 - *Blank wall* treatments per the *blank wall* standards, KMC [18.52.240](#);
 - Other treatments which meet the intent of these standards.
 - Opening Size. The maximum size of window and facade openings shall be 64 square feet (excluding driveway/parking garage entry). The window/facade openings shall be treated further with minimum 24-inch mullions to prevent large openings in the parking garage facade.
 - Treatments in Primarily Residential Areas. Ground level facade treatments for residential parking garages shall integrate one or more of the following:
 - Ornamental grillwork (other than plain horizontal or vertical bars);
 - Decorative artwork (metal panels, ceramic, mosaics, etc.);
 - Brick, tile, or stone;
 - Pre-cast panels;
 - Wood paneling;
 - *Blank wall* treatments per the *blank wall* standards, KMC [18.52.240](#).
 - Facade Articulation. At least two of the following elements shall be incorporated into parking garage facades to articulate the facade and provide *human-scaled architectural elements*:
 - Piers or pilasters;
 - Recessed window openings;
 - Window sills and details;
 - Masonry trim;
 - Accent materials;
 - Tile, stone, or pre-cast panels;
 - Other treatments which provide facade *articulation*.
 - *Architectural Elements* in Vehicular Entrances. Vehicular entrances to structured parking shall incorporate two of the following elements into the design:
 - Arches;
 - Lintels;
 - Piers or pilasters;
 - Masonry trim;
 - Planters;
 - Ornamental lighting;
 - Tile, stone, or pre-cast panels.
 - *Townhouse* Units. Each unit shall have an individual garage, enclosed under the living spaces. Such garage shall be located on a different facade from the main entry of the unit.
- Not Allowed.
 - Plain Concrete Facades. Plain, unadorned, or smooth concrete facades are not allowed.

- Horizontal or Vertical Bars. Unadorned horizontal or vertical bars are not allowed in parking garage window openings. [Ord. 11-0329 § 3 (Exh. 1).]

CHAPTER 18.55 - ENVIRONMENTALLY CRITICAL AREAS

Exceptions

Public agency and utility

- If the application of this chapter would prohibit a development proposal by a public agency or public utility, the agency or utility may apply for an exception pursuant to this section. The criteria for review and approval of public agency and utility exceptions follow:
 - There is no other practical alternative to the proposed development with less impact on the critical areas; and
 - The application of this chapter would unreasonably restrict the ability to provide utility services to the public

Reasonable Use

- If the application of this chapter pertaining to critical areas will prevent the applicant from making any reasonable use of the subject property, the applicant may apply for an exception pursuant to this section. The city manager shall grant a reasonable use allowance only when the following criteria are met:
 - The applicant demonstrates that the application of this chapter will deny all reasonable use of the subject property otherwise allowed by applicable law
 - The development activities involve the least intrusion into and disruption of the critical area necessary to allow a reasonable use of the subject property
 - No other reasonable use of the property has less impact on the critical area
 - Mitigation proposed by the applicant is sufficient to protect the functions and values of the critical area and public health, safety, and welfare concerns consistent with the goals, purposes, objectives, and requirements of this chapter.

Mitigation

- The applicant shall avoid all impacts that degrade the functions and values of critical areas. Unless otherwise provided in this chapter, if alteration to the critical area is unavoidable, all adverse impacts to or from critical areas and buffers resulting from a development proposal or alteration shall be mitigated in accordance with an approved critical areas report and SEPA documents.
- Mitigation shall be in-kind and on-site, when possible, and sufficient to maintain the functions and values of the critical area

Setbacks

- Unless otherwise provided, buildings and other structures shall be set back a distance of 15 feet from the edges of all critical area buffers or from the edges of all critical areas, if no buffers are required.
- Structures that may extend into or be located in the required setback are listed in KMC 18.30.230.

Classification

Class 1 wetlands are those wetlands that meet any of the following criteria:

- Documented habitat for federal or State listed endangered or threatened fish, animal, or plant species; or
- Wetlands listed as high-quality habitats in the Natural Heritage Information System; or
- Wetlands with irreplaceable ecological functions, including sphagnum bogs and fens or natural forested swamps; or

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- Wetlands of exceptional local significance, specifically those wetlands proximal to and influenced by the main stem of Swamp Creek, the Sammamish River, or Lake Washington.

Buffer Zones

Wetland buffers shall be established as follows

- Class 1: 150' Buffer
- Class 2: 100' Buffer
- Class 3: 60' Buffer

Allowed uses in a buffer zone include:

- Conservation and Restoration Activities
- Passive Recreation
- Stormwater Management Facilities

18.57 TREE RETENTION REQUIREMENTS

Minimum Tree Density

- The minimum tree density required for each site is 30 tree units per acre of net buildable area.
- The tree density may consist of existing trees, replacement trees, or a combination of existing and replacement trees.
- The site density of trees to be protected on each site shall be determined prior to approval of a tree protection plan or clearing permit, by the city manager.
- Add up the tree unit values for all protected trees and divide by the total acreage of the net buildable area. This value must equal or exceed 30 tree units per acre of net buildable area. If the total is less than 30 tree units per acre, more trees must be protected or replacement trees will be required. [See Table 18.57.060A]
- If replacement trees are planted as groves within designated tracts, then applicant may reduce total tree units required by 10 percent.
- If the number of existing trees is not enough to meet the minimum of 30 tree units per acre, a sufficient number of replacement trees shall be planted to meet the minimum requirement. [See Table 18.57.060B]

Definitions

"Net buildable area" means the "site area" less the following areas:

- Areas within or on the perimeter of a project site which are required to be dedicated for public rights-of-way;
- Critical areas and their buffers to the extent they are required by the City to remain undeveloped;
- Areas required for stormwater control facilities other than facilities which are completely underground, including, but not limited to, retention/detention ponds, biofiltration swales and setbacks from such ponds and swales;
- Areas required by the City to be dedicated or reserved as on-site recreation areas;
- Regional utility corridors;
- Other areas, excluding setbacks, required by the City to remain undeveloped.

CITY OF KENMORE 2016 ROAD STANDARDS

- http://www.kenmorewa.gov/sites/default/files/PublicWorks/COK_2016%20Road%20Standards_1%200_0.pdf
- 6' Minimum Sidewalk with 4' Amenity zone required along all improved property frontages.

CITY OF KENMORE COMPLETE STREETS ORDINANCE

- <http://www.kenmorewa.gov/sites/default/files/PublicWorks/Kenmore%20Ordinance%20No.%2016-0427%20-%20Complete%20Streets.pdf>

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CITY OF KENMORE 2015 COMPREHENSIVE PLAN

- o <http://www.kenmorewa.gov/sites/default/files/2015%20Comprehensive%20Plan%20For%20Website.pdf>

ALTA COMMITMENT FOR TITLE INSURANCE

Issued By agent:



Commitment Number:

192102-SC**NOTICE**

IMPORTANT - READ CAREFULLY: THIS COMMITMENT IS AN OFFER TO ISSUE ONE OR MORE TITLE INSURANCE POLICIES. ALL CLAIMS OR REMEDIES SOUGHT AGAINST THE COMPANY INVOLVING THE CONTENT OF THIS COMMITMENT OR THE POLICY MUST BE BASED SOLELY IN CONTRACT.

THIS COMMITMENT IS NOT AN ABSTRACT OF TITLE, REPORT OF THE CONDITION OF TITLE, LEGAL OPINION, OPINION OF TITLE, OR OTHER REPRESENTATION OF THE STATUS OF TITLE. THE PROCEDURES USED BY THE COMPANY TO DETERMINE INSURABILITY OF THE TITLE, INCLUDING ANY SEARCH AND EXAMINATION, ARE PROPRIETARY TO THE COMPANY, WERE PERFORMED SOLELY FOR THE BENEFIT OF THE COMPANY, AND CREATE NO EXTRACONTRACTUAL LIABILITY TO ANY PERSON, INCLUDING A PROPOSED INSURED.

THE COMPANY'S OBLIGATION UNDER THIS COMMITMENT IS TO ISSUE A POLICY TO A PROPOSED INSURED IDENTIFIED IN SCHEDULE A IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THIS COMMITMENT. THE COMPANY HAS NO LIABILITY OR OBLIGATION INVOLVING THE CONTENT OF THIS COMMITMENT TO ANY OTHER PERSON.

COMMITMENT TO ISSUE POLICY

Subject to the Notice; Schedule B, Part I-Requirements; Schedule B, Part II-Exceptions; and the Commitment Conditions, Chicago Title Insurance Company, a Florida corporation (the "Company"), commits to issue the Policy according to the terms and provisions of this Commitment. This Commitment is effective as of the Commitment Date shown in Schedule A for each Policy described in Schedule A, only when the Company has entered in Schedule A both the specified dollar amount as the Proposed Policy Amount and the name of the Proposed Insured.

If all of the Schedule B, Part I-Requirements have not been met within one hundred eighty (180) days after the Commitment Date, this Commitment terminates and the Company's liability and obligation end.

Chicago Title Insurance Company

By:

President

Countersigned By:

Authorized Officer or Agent



Attest:

Secretary

This page is only a part of a 2016 ALTA® Commitment for Title Insurance issued by Chicago Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I-Requirements; Schedule B, Part II-Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

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CHICAGO TITLE COMPANY OF WASHINGTON**COMMITMENT NO. 192102-SC****Transaction Identification Data for reference only:**

ISSUING OFFICE:	FOR SETTLEMENT INQUIRIES, CONTACT:
Title Officer: Seattle Commercial Unit Chicago Title Company of Washington 701 5th Avenue, Suite 2700 Seattle, WA 98104 Main Phone: (206)628-5610 Email: WA-Commercial@ctt.com	

Order Number: 192102-SC**SCHEDULE A**

1. Commitment Date: June 20, 2019 at 08:00 AM
2. Policy to be issued:
 - (a) ALTA Owner's Policy 2006 - Standard

Proposed Insured:	Purchaser with contractual rights under a purchase agreement with the vested owner identified at Item 4 below		
Proposed Policy Amount:	\$100,000.00		
Premium:	\$	612.00	
Tax:	\$	0.00	
Total:	\$	612.00	
3. The estate or interest in the Land described or referred to in this Commitment is:

Fee Simple
4. The Title is, at the Commitment Date, vested in:

Society of St Vincent de Paul Council of Seattle/King County, a Washington nonprofit corporation, as to Parcels A and B;

Municipality of Metropolitan Seattle, as to Parcel C;

Skywalk Investments, LLC, a Washington limited liability company, as to Parcel D; and

King County, a political subdivision of the State of Washington, as to Parcel E
5. The Land is described as follows:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

END OF SCHEDULE A

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EXHIBIT "A"
Legal Description

Parcel A:

Lot A, City of Kenmore Boundary Line Adjustment No. BLA2003-022, recorded May 20, 2003 under [recording number 20030520900007](#), King County, Washington;

Except that portion conveyed to the City of Kenmore, a municipal corporation, recorded under [recording number 20070122002205](#).

Parcel B:

Lot B, City of Kenmore Boundary Line Adjustment No. BLA2003-022, recorded May 20, 2003 under [recording number 20030520900007](#), King County, Washington;

Except that portion conveyed to the City of Kenmore, a municipal corporation, recorded under [recording number 20031031000005](#).

Parcel C:

Lots 41, 42 and 43, Block 13, Alderwood Manor No. 14, according to the plat thereof recorded in [Volume 26 of Plats, Page 4](#), in King County, Washington.

Parcel D:

Lot 47, Block 13, Alderwood Manor No. 14, according to the plat thereof recorded in [Volume 26 of Plats, Page 4](#), in King County, Washington;

Except those portions thereof conveyed to King County by deed recorded under [Recording Number 7612080442](#).

Parcel E:

Lot 48, Block 13, Alderwood Manor No. 14, according to the plat thereof recorded in [Volume 26 of Plats, Page 4](#), in King County, Washington;

Except the north 10 feet thereof; and

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EXHIBIT "A"
Legal Description

Except that portion conveyed to the City of Kenmore by deed recorded under [recording number 20070615002925](#).

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

SCHEDULE B, PART I REQUIREMENTS

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.
2. Pay the agreed amount for the estate or interest to be insured.
3. Pay the premiums, fees, and charges for the Policy to the Company.
4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.
5. Additional requirements and/or exceptions may be added as details of the transaction are disclosed to, or become known by the Company.
6. Payment of the real estate excise tax, if required.

The Land is situated within the boundaries of local taxing authority of the City of Kenmore.

Present rate of real estate excise tax as of the date herein is 1.78 percent.

Any conveyance document must be accompanied by the official Washington State Excise Tax Affidavit. The applicable excise tax must be paid and the affidavit approved at the time of the recording of the conveyance documents. (NOTE: Real Estate Excise Tax Affidavits must be printed as legal size forms).

An additional \$5.00 Electronic Technology Fee must be included in all excise tax payments.

If the transaction is exempt, an additional \$5.00 Affidavit Processing Fee is required.

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART I
REQUIREMENTS**
(continued)

7. The Company will require the following documents for review prior to the issuance of any title insurance predicated upon a conveyance or encumbrance by the corporation named below:

Name of Corporation: Society of St Vincent de Paul Council of Seattle/King County, a Washington nonprofit corporation

- a) A Copy of the corporation By-laws and Articles of Incorporation
- b) An original or certified copy of a resolution authorizing the transaction contemplated herein
- c) If the Articles and/or By-laws require approval by a 'parent' organization, a copy of the Articles and By-laws of the parent
- d) A current dated certificate of good standing from the proper governmental authority of the state in which the entity was created

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

8. The Company will require the following documents for review prior to the issuance of any title insurance predicated upon a conveyance or encumbrance from the entity named below.

Limited Liability Company: Skywalk Investments, LLC, a Washington limited liability company

- a. A copy of its operating agreement, if any, and any and all amendments, supplements and/or modifications thereto, certified by the appropriate manager or member.
- b. If a domestic Limited Liability Company, a copy of its Articles of Organization and all amendment thereto with the appropriate filing stamps.
- c. If the Limited Liability Company is member-managed a full and complete current list of members certified by the appropriate manager or member.
- d. A current dated certificate of good standing from the proper governmental authority of the state in which the entity was created
- e. If less than all members, or managers, as appropriate, will be executing the closing documents, furnish evidence of the authority of those signing.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART I
REQUIREMENTS**

(continued)

9. Any instrument to be executed by Municipality of Metropolitan Seattle must be in accordance with statute. Satisfactory evidence of authority must be submitted.

The Company reserves the right to except additional items and/or make additional requirements after reviewing said documents.

10. Any instrument to be executed by King County must be in accordance with statute. Satisfactory evidence of authority must be submitted.

The Company reserves the right to except additional items and/or make additional requirements after reviewing said documents.

11. The Proposed Policy Amount(s) must be increased to the full value of the estate or interest being insured, and any additional premium must be paid at that time. An Owner's policy should reflect the purchase price or full value of the Land. A Loan Policy should reflect the loan amount or value of the property as collateral. Proposed Policy Amount(s) will be revised and premiums charged consistent therewith when the final amounts are approved.

12. For each policy to be issued as identified in Schedule A, Item 2; the Company shall not be liable under this commitment until it receives a designation for a Proposed Insured, acceptable to the Company. As provided in Commitment Condition 4, the Company may amend this commitment to add, among other things, additional exceptions or requirements after the designation of the Proposed Insured.

END OF REQUIREMENTS**NOTES**

The following matters will not be listed as Special Exceptions in Schedule B of the policy. There will be no coverage for loss arising by reason of the matters listed below because these matters are either excepted or excluded from coverage or are not matters covered under the insuring provisions of the policy.

Note A: Notice: Please be aware that due to the conflict between federal and state laws concerning the cultivation, distribution, manufacture or sale of marijuana, the Company is not able to close or insure any transaction involving Land that is associated with these activities.

Note B: Note: FOR INFORMATIONAL PURPOSES ONLY:

The following may be used as an abbreviated legal description on the documents to be recorded, per Amended RCW 65.04.045. Said abbreviated legal description is not a substitute for a complete legal description within the body of the document:

Lots A & B, City of Kenmore Boundary Line Adjustment No. BLA2003-022; 20030520900007 and Lots 41-44 and 47-48, Block 13, Alderwood Manor No. 14, [Volume 26 of Plats, Page 24](#)

Tax Account No.: 011410-0945-09, 011410-0940-04, 011410-0920-08, 011410-0950-01 and 011410-0955-06

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART I
REQUIREMENTS**
(continued)

- Note C: The application for title insurance was placed by reference to only a street address or tax identification number. The proposed Insured must confirm that the legal description in this report covers the parcel(s) of Land requested to be insured. If the legal description is incorrect, the proposed Insured must notify the Company and/or the settlement company in order to prevent errors and to be certain that the legal description for the intended parcel(s) of Land will appear on any documents to be recorded in connection with this transaction and on the policy of title insurance.
- Note D: Note: Any map furnished with this Commitment is for convenience in locating the land indicated herein with reference to streets and other land. No liability is assumed by reason of reliance thereon.

END OF NOTES

END OF SCHEDULE B, PART I

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

SCHEDULE B, PART II EXCEPTIONS

THIS COMMITMENT DOES NOT REPUBLISH ANY COVENANT, CONDITION, RESTRICTION, OR LIMITATION CONTAINED IN ANY DOCUMENT REFERRED TO IN THIS COMMITMENT TO THE EXTENT THAT THE SPECIFIC COVENANT, CONDITION, RESTRICTION, OR LIMITATION VIOLATES STATE OR FEDERAL LAW BASED ON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN.

The Policy will not insure against loss or damage resulting from the terms and provisions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

GENERAL EXCEPTIONS

- A. Rights or claims of parties in possession, or claiming possession, not shown by the Public Records.
- B. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land.
- C. Easements, prescriptive rights, rights-of-way, liens or encumbrances, or claims thereof, not shown by the Public Records.
- D. Any lien, or right to a lien, for contributions to employee benefit funds, or for state workers' compensation, or for services, labor, or material heretofore or hereafter furnished, all as imposed by law, and not shown by the Public Records.
- E. Taxes or special assessments which are not yet payable or which are not shown as existing liens by the Public Records.
- F. Any lien for service, installation, connection, maintenance, tap, capacity, or construction or similar charges for sewer, water, electricity, natural gas or other utilities, or for garbage collection and disposal not shown by the Public Records.
- G. Unpatented mining claims, and all rights relating thereto.
- H. Reservations and exceptions in United States Patents or in Acts authorizing the issuance thereof.
- I. Indian tribal codes or regulations, Indian treaty or aboriginal rights, including easements or equitable servitudes.
- J. Water rights, claims or title to water.
- K. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I—Requirements are met.

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS**

(continued)

SPECIAL EXCEPTIONS

1. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on the plat of Alderwood Manor Number 14 in [Volume 26 of Plats, Page 4](#).

2. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to:	King County
Purpose:	Drainage pipe and ditch
Recording Date:	August 31, 1960
Recording No.:	5197157
Affects:	Portion of Parcel E

3. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to:	Northeast Lake Washington Sewer District
Purpose:	Sanitary sewer
Recording Date:	March 17, 1965
Recording No.:	5855894
Affects:	Portion of Parcels A and B

4. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to:	Northeast Lake Washington Sewer District
Purpose:	Sanitary sewer
Recording Date:	March 17, 1965
Recording No.:	5855895
Affects:	Portion of Parcel C

5. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to:	Northeast Lake Washington Sewer District
Purpose:	Sanitary sewer
Recording Date:	April 2, 1965
Recording No.:	5862365
Affects:	Portion of Parcel C

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CHICAGO TITLE COMPANY OF WASHINGTON**COMMITMENT NO. 192102-SC**

**SCHEDULE B, PART II
EXCEPTIONS
(continued)**

6. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: Municipality of Metropolitan Seattle
 Purpose: Sewer
 Recording Date: September 2, 1965
Recording No.: 5923591
 Affects: Portion of Parcel E
7. Right to make necessary slopes for cuts or fills upon property herein described as granted or reserved in deed:
- In favor of: King County
 Recording Date: December 8, 1976
Recording No.: 7612080442
8. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: Municipality of Metropolitan Seattle
 Purpose: Roadway for ingress and egress from a park-an-ride lot
 Recording Date: February 4, 1977
Recording No.: 7702040587
 Affects: As described therein
9. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: Puget Sound Power & Light Company
 Purpose: Installing, constructing, operating, maintaining, repairing, using, replacing and removing electrical transformers and vault housings together with all connections and appurtenances incident thereto
 Recording Date: August 8, 1978
Recording No.: 7808080836
 Affects: Portion of Parcel C
10. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:
- Granted to: Department of Public Works of King County
 Purpose: Slopes
 Recording Date: December 3, 1981
Recording No.: 8112030471
 Affects: Portion of Parcel E

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CHICAGO TITLE COMPANY OF WASHINGTON**COMMITMENT NO. 192102-SC**

**SCHEDULE B, PART II
EXCEPTIONS
(continued)**

11. Right to make necessary slopes for cuts or fills upon property herein described as granted or reserved in deed:

In favor of: King County
 Recording Date: April 2, 1982
Recording No.: [8204020631](#)

Said right also appears of record under recording numbers 8204020632, 8204020633, 8204020634 and 8204020635.

12. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: King County
 Purpose: Slopes
 Recording Date: June 7, 1982
Recording No.: [8206070522](#)
 Affects: As described therein

13. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: King County
 Purpose: Slopes
 Recording Date: July 2, 1982
Recording No.: [8207020728](#)
 Affects: Portion of Parcel E

14. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: King County
 Purpose: Sidewalk
 Recording Date: July 2, 1982
Recording No.: [8207020729](#)
 Affects: Portion of Parcel E

15. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Puget Sound Power & Light Company
 Purpose: Poles, guy wires and anchors
 Recording Date: June 3, 1983
Recording No.: [8306030608](#)
 Affects: As described therein

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS**
(continued)

16. Easement(s) for the purpose(s) shown below and rights incidental thereto, as granted in a document:

Granted to: Northeast Lake Washington Sewer and Water District
 Purpose: Water lines and appurtenances
 Recording Date: January 5, 1988
Recording No.: [8801050885](#)
 Affects: As described therein

Amended by instrument recorded under [Recording Number 8801050898](#).

17. Declaration and Covenant for Wetlands Preservation Off-Site and the terms and conditions thereof:

Recording Date: March 11, 1994
Recording No.: [9403111752](#)

18. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on City of Kenmore Boundary Line Adjustment No. BLA2003-022:

Recording No: [20030520900007](#)

19. License Agreement and the terms and conditions thereof:

Recording Date: March 2, 2007
Recording No.: [20070302000428](#)

20. Possession and Use Agreement and the terms and conditions thereof:

Recording Date: October 19, 2007
Recording No.: [20071019001042](#)

21. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on survey:

Recording No: [8608049009](#)

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS**
(continued)

22. Any rights, interests, or claims which may exist or arise by reason of the following matters disclosed by survey:

Recording Date: September 14, 1977

Recording No.: [7709149017](#)

Matters shown: Wire fence and wood fence do not align with the westerly boundary of Parcel C

23. Any rights, interests, or claims which may exist or arise by reason of the following matters disclosed by survey:

Recording Date: September 22, 1998

Recording No.: [9809229017](#)

Matters shown:

A. Encroachment of building into 73rd Avenue Northeast

B. Discrepancy between fences and property lines

24. Terms and conditions of Notice of Adoption of Sewer and Water Facilities Charges, recorded under [Recording Number 9207300895](#).

25. General and special taxes and charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year: 2019

Tax Account No.: 011410-0945-09

Levy Code: 1442

Assessed Value-Land: \$9,200.00

Assessed Value-Improvements: \$3,200.00

General and Special Taxes:

Billed: \$7,093.08

Paid: \$3,546.54

Unpaid: \$3,546.54

Affects: Taxable portion of Parcel A

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS**

(continued)

26. General and special taxes and charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year: 2019
 Tax Account No.: 011410-0945-90
 Levy Code: 1442
 Assessed Value-Land: \$0.00
 Assessed Value-Improvements: \$0.00

General and Special Taxes:

Billed: \$0.00
 Paid: \$0.00
 Unpaid: \$0.00

Affects: Exempt portion of Parcel A

27. Special charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year: 2019
 Tax Account No.: 011410-0940-04
 Levy Code: 1442
 Assessed Value-Land: \$0.00
 Assessed Value-Improvements: \$0.00

General and Special Taxes:

Billed: \$5,020.15
 Paid: \$2,510.08
 Unpaid: \$2,510.07

The Land is presently classified as exempt and may be subject to the collection of back taxes for a possible three to ten year period, depending upon the actual use classification of the property during its exempt status. Inquiry should be made to the King County Assessor's Office or the Company for additional information.

Affects: Parcel B

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS**
(continued)

28. Special charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year: 2019
 Tax Account No.: 011410-0920-08
 Levy Code: 1442
 Assessed Value-Land: \$0.00
 Assessed Value-Improvements: \$0.00

General and Special Taxes:

Billed: \$12,827.86
 Paid: \$0.00
 Unpaid: \$12,827.86

The Land is presently classified as exempt and may be subject to the collection of back taxes for a possible three to ten year period, depending upon the actual use classification of the property during its exempt status. Inquiry should be made to the King County Assessor's Office or the Company for additional information.

Affects: Parcel C

29. General and special taxes and charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year: 2019
 Tax Account No.: 011410-0950-01
 Levy Code: 1442
 Assessed Value-Land: \$1,627,400.00
 Assessed Value-Improvements: \$1,533,800.00

General and Special Taxes:

Billed: \$40,323.74
 Paid: \$20,161.87
 Unpaid: \$20,161.87

Affects: Parcel D

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS
(continued)**

30. Special charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year: 2019
 Tax Account No.: 011410-0955-06
 Levy Code: 1442
 Assessed Value-Land: \$0.00
 Assessed Value-Improvements: \$0.00

General and Special Taxes:

Billed: \$6,322.88
 Paid: \$3,161.44
 Unpaid: \$3,161.44

The Land is presently classified as exempt and may be subject to the collection of back taxes for a possible three to ten year period, depending upon the actual use classification of the property during its exempt status. Inquiry should be made to the King County Assessor's Office or the Company for additional information.

Affects: Parcel E

31. Liability for Sewer Treatment Capacity Charges, if any, affecting certain areas of King, Pierce and Snohomish Counties. Said charges could apply to property connecting to the metropolitan sewerage facilities or reconnecting or changing its use and/or structure after February 1, 1990. Please contact the King County Wastewater Treatment Division, Capacity Charge Program, for further information at 206-296-1450 or Fax No. 206-263-6823 or email at CapChargeEscrow@kingcounty.gov.

* A map showing sewer service area boundaries and incorporated areas can be found at: <http://www.kingcounty.gov/services/gis/Maps/vmc/Utilities.aspx>

Unrecorded Sewer Capacity Charges are not a lien on title to the Land.

NOTE: This exception will not appear in the policy to be issued.

32. A deed of trust to secure an indebtedness in the amount shown below

Amount: \$2,367,000.00
 Dated: May 14, 2014
 Trustor/Grantor: Skywalk Investments, LLC, a Washington limited liability company
 Trustee: Fidelity National Title Insurance Company
 Beneficiary: Eastside Commercial Bank, N.A.
 Recording Date: May 29, 2014
Recording No.: 20140529001340
 Affects: Parcel D

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CHICAGO TITLE COMPANY OF WASHINGTON**COMMITMENT NO. 192102-SC**

**SCHEDULE B, PART II
EXCEPTIONS
(continued)**

33. Assignment of Rents and Leases:

Assigned to: Eastside Commercial Bank, N.A.
Assigned by: Skywalk Investments, LLC, a Washington limited liability company
Recording Date: May 29, 2014
Recording No.: [20140529001341](#)
Affects: Parcel D

34. Hazardous Substances Agreement and the terms and conditions thereof:

Recording Date: May 29, 2014
Recording No.: [20140529001342](#)
Affects: Parcel D

35. Subordination, Nondisturbance and Attornment Agreement, and the terms and conditions thereof:

Lender: Eastside Commercial Bank, N.A.
Tenant: Eastlake Academy, LLC
Landlord: Skywalk Investments, LLC
Recording Date: May 29, 2014
Recording No.: [20140529001343](#)
Affects: Parcel D

36. An unrecorded lease with certain terms, covenants, conditions and provisions set forth therein as disclosed by the document:

Entitled: Subordination, Non-Disturbance and Attornment Agreement and Estoppel Certificate
Lessor: Skywalk Investments, LLC
Lessee: Eastlake Academy, LLC
Recording Date: May 29, 2014
Recording No.: [20140529001343](#)
Affects: Parcel D

37. A deed of trust to secure an indebtedness in the amount shown below:

Amount: \$6,032,682.91
Dated: December 30, 2014
Trustor/Grantor: Society of St. Vincent de Paul, Council of Seattle/King County, a Washington non-profit corporation
Trustee: First American Title Insurance Company
Beneficiary: Foundation Bank
Loan No.: 170022636
Recording Date: December 31, 2014
Recording No.: [20141231001071](#)
Affects: Parcel A

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CHICAGO TITLE COMPANY OF WASHINGTON

COMMITMENT NO. 192102-SC

**SCHEDULE B, PART II
EXCEPTIONS**

(continued)

38. Assignment of Rents and Leases:

Assigned to: Foundation Bank
Assigned by: Society of St. Vincent de Paul, Council of Seattle/King County, a Washington non-profit corporation
Recording Date: December 31, 2014
Recording No.: 20141231001072
Affects: Parcel A

39. Any unrecorded leaseholds, right of vendors and holders of security interests on personal property installed upon the Land and rights of tenants to remove trade fixtures at the expiration of the terms.

END OF SCHEDULE B, PART II

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CHICAGO TITLE COMPANY OF WASHINGTON**COMMITMENT NO. 192102-SC****COMMITMENT CONDITIONS****1. DEFINITIONS**

- (a) "Knowledge" or "Known": Actual or imputed knowledge, but not constructive notice imparted by the Public Records.
- (b) "Land": The land described in Schedule A and affixed improvements that by law constitute real property. The term "Land" does not include any property beyond the lines of the area described in Schedule A, nor any right, title, interest, estate, or easement in abutting streets, roads, avenues, alleys, lanes, ways, or waterways, but this does not modify or limit the extent that a right of access to and from the Land is to be insured by the Policy.
- (c) "Mortgage": A mortgage, deed of trust, or other security instrument, including one evidenced by electronic means authorized by law.
- (d) "Policy": Each contract of title insurance, in a form adopted by the American Land Title Association, issued or to be issued by the Company pursuant to this Commitment.
- (e) "Proposed Insured": Each person identified in Schedule A as the Proposed Insured of each Policy to be issued pursuant to this Commitment.
- (f) "Proposed Policy Amount": Each dollar amount specified in Schedule A as the Proposed Policy Amount of each Policy to be issued pursuant to this Commitment.
- (g) "Public Records": Records established under state statutes at the Commitment Date for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without Knowledge.
- (h) "Title": The estate or interest described in Schedule A.

2. If all of the Schedule B, Part I-Requirements have not been met within the time period specified in the Commitment to Issue Policy, this Commitment terminates and the Company's liability and obligation end.

3. The Company's liability and obligation is limited by and this Commitment is not valid without:

- (a) the Notice;
- (b) the Commitment to Issue Policy;
- (c) the Commitment Conditions;
- (d) Schedule A;
- (e) Schedule B, Part I-Requirements;
- (f) Schedule B, Part II-Exceptions; and
- (g) a counter-signature by the Company or its issuing agent that may be in electronic form.

4. COMPANY'S RIGHT TO AMEND

The Company may amend this Commitment at any time. If the Company amends this Commitment to add a defect, lien, encumbrance, adverse claim, or other matter recorded in the Public Records prior to the Commitment Date, any liability of the Company is limited by Commitment Condition 5. The Company shall not be liable for any other amendment to this Commitment.

5. LIMITATIONS OF LIABILITY

- (a) The Company's liability under Commitment Condition 4 is limited to the Proposed Insured's actual expense incurred in the interval between the Company's delivery to the Proposed Insured of the Commitment and the delivery of the amended Commitment, resulting from the Proposed Insured's good faith reliance to:
 - (i) comply with the Schedule B, Part I-Requirements;
 - (ii) eliminate, with the Company's written consent, any Schedule B, Part II-Exceptions; or
 - (iii) acquire the Title or create the Mortgage covered by this Commitment.
- (b) The Company shall not be liable under Commitment Condition 5(a) if the Proposed Insured requested the amendment or had Knowledge of the matter and did not notify the Company about it in writing.
- (c) The Company will only have liability under Commitment Condition 4 if the Proposed Insured would not have incurred the expense had the Commitment included the added matter when the Commitment was first delivered to the Proposed Insured.
- (d) The Company's liability shall not exceed the lesser of the Proposed Insured's actual expense incurred in good faith and described in Commitment Conditions 5(a)(i) through 5(a)(iii) or the Proposed Policy Amount.
- (e) The Company shall not be liable for the content of the Transaction Identification Data, if any.
- (f) In no event shall the Company be obligated to issue the Policy referred to in this Commitment unless all of the Schedule B, Part I-Requirements have been met to the satisfaction of the Company.
- (g) In any event, the Company's liability is limited by the terms and provisions of the Policy.

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CHICAGO TITLE COMPANY OF WASHINGTON**COMMITMENT NO. 192102-SC**

(continued)

6. LIABILITY OF THE COMPANY MUST BE BASED ON THIS COMMITMENT

- (a) Only a Proposed Insured identified in Schedule A, and no other person, may make a claim under this Commitment.
- (b) Any claim must be based in contract and must be restricted solely to the terms and provisions of this Commitment.
- (c) Until the Policy is issued, this Commitment, as last revised, is the exclusive and entire agreement between the parties with respect to the subject matter of this Commitment and supersedes all prior commitment negotiations, representations, and proposals of any kind, whether written or oral, express or implied, relating to the subject matter of this Commitment.
- (d) The deletion or modification of any Schedule B, Part II-Exception does not constitute an agreement or obligation to provide coverage beyond the terms and provisions of this Commitment or the Policy.
- (e) Any amendment or endorsement to this Commitment must be in writing and authenticated by a person authorized by the Company.
- (f) When the Policy is issued, all liability and obligation under this Commitment will end and the Company's only liability will be under the Policy.

7. IF THIS COMMITMENT HAS BEEN ISSUED BY AN ISSUING AGENT

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8. PRO-FORMA POLICY

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Revised May 1, 2018**

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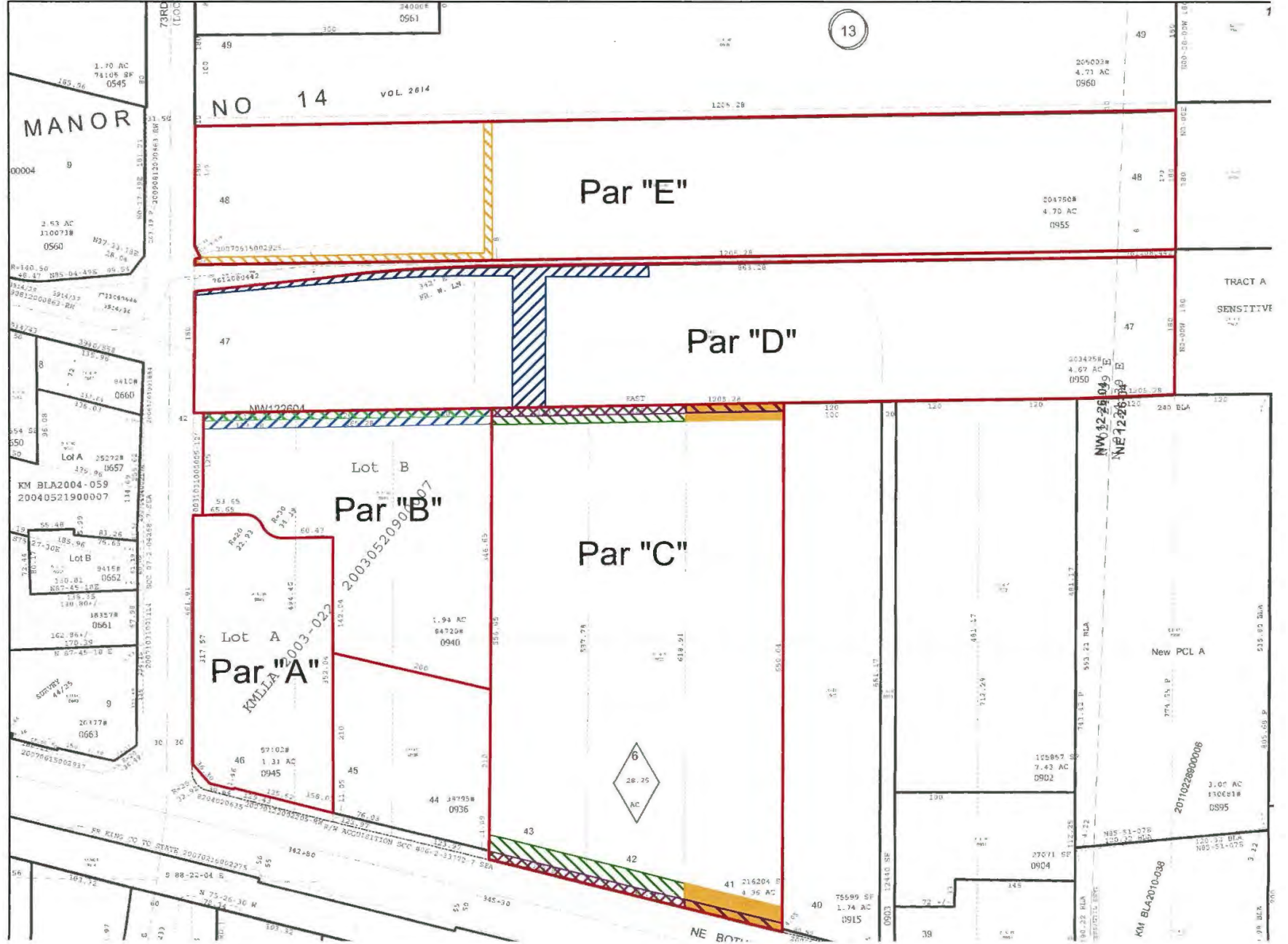
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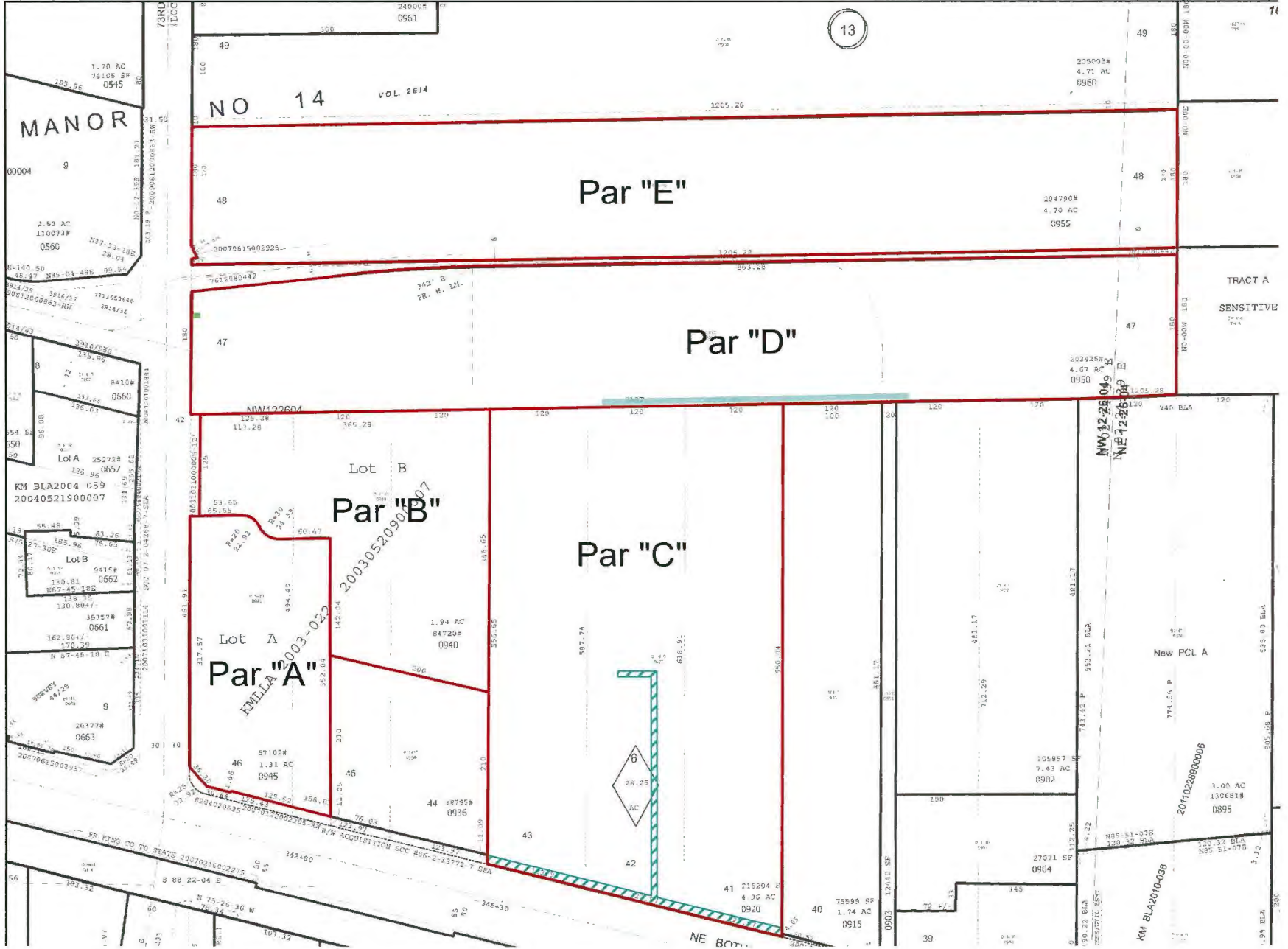
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Attn: Chief Privacy Officer







Attachment B – Market Analysis

Memorandum

Date: July 25, 2019

To: David Evans & Associates
C/o Jon Gage

From: Kidder Mathews
Blair Howe, CCIM
Lindsay Todaro

Re: ST 3 SR 522 BRT - Kenmore Transit Center Market Assessment

Purpose of the Assignment

The ST3 SR-522 BRT Project calls for a new transit service and facilities center at the site of the existing King County Metro Park and Ride in Kenmore. The purpose of this assignment is to assess the market for Transit Oriented Development (TOD) on the Park and Ride and adjacent Saint Vincent de Paul properties. This memo presents the findings of the market assessment and guidance for the next step in the evaluation process: development scenario formulation.

Findings

The demand for market rate apartments in the Kenmore/Bothell submarket is steady. Within 3 miles of the subject property, there are 5,899 units in the market. Vacancy, including units in lease-up, is 5.1%. Absorption over the past 12 months averaged 210 units and has averaged 271 units annually over the past five years. With limited new supply in pipeline for the near term, there appears to be sufficient renter demand to support new development.

CRE Product	Demand
Apartments	Steady
Pedestrian Oriented Retail	Weak
Office	Weak
Hospitality	Steady

The Bothell/Kenmore retail submarket consists 3.6 million square feet of primarily auto-oriented strip centers and stand-alone "big box" retail. Parking ratios are high, averaging between 4.5 and 5.5 stalls per 1,000 square feet of space. Vacancy is low, however, lease-up time is relatively slow, averaging about 6 months. Average rents range from \$14 to \$24 per square foot triple net. There is a significant difference between rental rates for older spaces and new spaces. In downtown Kenmore, recently delivered retail spaces in a mixed-use format are achieving \$37 to \$38 per square foot triple net, with 2% fixed annual increases and tenant improvement allowances of \$50 to \$60 per square foot.

Strong evidence of demand to adequately support the development of new pedestrian-oriented retail at this location is weak. The new examples of mixed-use retail space mentioned above are closely clustered together in Kenmore's downtown and plenty of surface parking remains available. The subject properties are well positioned to respond to demand for auto-oriented retail. To bridge the transition to urban pedestrian-oriented retail in a vertical mixed-use format, a field of parking is needed directly in front of ground floor spaces. To reduce the impact of the surface parking on the urban form, teaser parking can be provided in front of the space with the balance located in a parking structure.

The Kenmore/Bothell hotel market consists of ten hotels and 958 guestrooms, with average room rates of between \$100 and \$120 per night and an occupancy rate of 67.1%. It is reasonable to assume an occupancy



rate of about 70% can be expected over the long-term. One hotel was added to the City of Kenmore's inventory in 1981 and the data suggests that demand exists for new hotels in the submarket. A new hotel positioned to best capture demand in the marketplace is most likely a franchise affiliate of a national limited service brand, with about 80 rooms. Examples include Best Western, Fairfield Inn & Suites, Comfort Suites, Days Inn, or Quality Inn.

The Bothell/Kenmore office submarket consists of 5.2 million square feet of space. Office buildings with floor plates greater than 10,000 square feet are concentrated in Bothell's North Creek and Canyon Park business centers. Kenmore's office space represents only 2.3% of the Bothell/Kenmore submarket inventory. The overall vacancy in the market is 5%, with the Class A segment even lower at 3%. Class A average asking rents top out at \$35 to \$38 per square foot triple net, and the average rent for Class B and C ranges from \$10 to \$25 per square foot. Considering Kenmore's small share of the submarket's inventory, small average floor plates of about 5,000 SF, and no new deliveries of office space since the 1980's, the addition of new office space to meet modern space demand would be highly speculative in Kenmore as the market historically is not a favored location for office space.

Property Description

The core study area includes the King County Metro Park and Ride property and an adjoining property owned by Saint Vincent de Paul. The King County Metro Park and Ride property measures 4.96 acres and is addressed as 7340 NE Bothell Way. The Saint Vincent de Paul property consists of two parcels located at 7304 NE Bothell Way, measuring 1.31 and 1.94 acres, respectively.

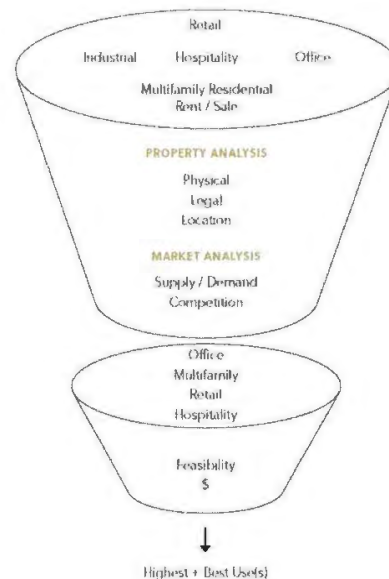
The improvements to the King County Metro Park and Ride Property include 459 surface parking spaces and bus layover area. The improvements on the St. Vincent de Paul property include 147 surface parking spaces and a 17,812 square foot wood-frame structure built in 1955 that is an operating Thrift Store.

Location Strengths and Weaknesses

The property's primary strength is its proximity to SR-522 and downtown Kenmore. Its exposure to SR-522 is an attractive feature for a range of business users, including those that occupy retail, hospitality, and office space. Its orientation to downtown Kenmore is ideal for multi-family residential. The Swamp Creek natural area is a unique amenity that is highly desirable for residential, hospitality, and office uses. The existing zoning code includes a TOD overlay that allows for increased density in exchange for transit-oriented features. New BRT service will make the location a desirable place to live for residents using transit to commute to work in Seattle or Bellevue.

Weaknesses include an underdeveloped street grid in the immediate area. The proximity to Swamp Creek requires setbacks that reduce the developable area of the property. While the proximity to SR-522 is attractive for some uses, it is a major highway that generates traffic noise which is a drawback for residential and other noise-sensitive uses. The immediate area also lacks a critical mass of office space, which is needed to attract more office users.

Figure 1 – Highest and Best Use





Preliminary Highest and Best Use Analysis

Methodology

The highest-and-best-use analysis identifies uses that warrant further study. It determines which uses are legally permissible, physically and financially feasible, and maximally productive. Sound Transit's TOD policy supports uses that generate transit ridership and create affordable housing. Figure 1 shows the process used to determine the highest and best uses.

Findings

Tables 1 and 2—Preliminary Highest and Best Use Filters—shown below, represent the initial filtering or screening of those uses that are legally permitted by the zoning code, identifies which uses can be physically accommodated on the property, and classifies uses that support transit ridership and affordable housing. Uses that are auxiliary to a larger building are also identified. These uses are generally categorized as retail uses and are the subject of further study. The uses are paired with respective commodity commercial real estate products. The uses highlighted in grey are the subject of further discussion and study.

The first group of uses warranting discussion are the special purpose uses: arts, entertainment, and indoor recreational facilities. We are not aware of requirements in the market for these uses and the evaluation of special purpose facilities is beyond the scope of this assignment.

The uses that survive the filtering process include office, retail, residential, and hospitality. These uses will be advanced for further study and analysis.

Table 1 - Preliminary Highest & Best Use Filter - Downtown Commercial Zone

Use	Legally Permissible	Physically Possible	Transit Supportive	Auxiliary Use*	Commercial Real Estate Product
Multiple-family dwelling	●	●	●		Residential
Daycare	●	●	●	Yes	Retail
Educational service	●	●	●		Office
Temporary lodging	●	●	●		Hospitality
Eating & drinking establishments	●	●	●	Yes	Retail
Mobile food service	●	●	●	Yes	Retail
Personal service	●	●	●	Yes	Retail
Retail Sales	●	●	●	Yes	Retail
Office, business service (standard)	●	●	●		Office
Arts, entertainment, recreational facility (indoor)	●	●	●		Special Purpose
Parks	●	●	●		Special Purpose
Regional land use	●	●	●	Yes	Special Purpose
Standalone parking	●	●	●	Yes	Special Purpose
Vehicle or equipment rental	●	●	●		Special Purpose
Vehicle refueling station	●	●	●		Retail

Table 2 - Preliminary Highest & Best Use Filter - TOD District Overlay

Use	Legally Permissible	Physically Possible	Transit Supportive	Auxiliary Use*	Commercial Real Estate Product
Multiple-family dwelling	●	●	●		Residential
Daycare	●	●	●	Yes	Retail
Educational service	●	●	●		Office
Temporary lodging	●	●	●		Hospitality
Eating & drinking establishments	●	●	●	Yes	Retail
Mobile food service	●	●	●	Yes	Retail
Personal service	●	●	●	Yes	Retail
Retail Sales	●	●	●	Yes	Retail
Office, business service (standard)	●	●	●		Office
Healthcare & social assistance	●	●	●		Office
Arts, entertainment, recreational facility (indoor)	●	●	●		Special Purpose
Manufacturing (light)	●	●	●		Industrial
Pass		●			
Fail		●			
Selected for Further Study		●			

* In an urban mixed use environment, auxiliary uses typically occupy part of a larger building dominated by another use.



Seattle Area Market Overview

Real estate markets are dynamic and cyclical in nature. According to Dr. Glenn Mueller's Q1 2019 Commercial Real Estate Cycles Report, national GDP continues to grow, driving job and wage growth. Supply and demand are in equilibrium in more markets and property types than ever before. Moderate economic expansion is expected to continue for several years.

Like the nation, the Seattle Area real estate market (which includes Renton), has been expanding for over 10 years. A balance continues to exist between supply and demand in the office, retail, and hospitality markets. The Seattle Area apartment market is in the early stages of hyper-supply (oversupply), however, supply has been moderated by persistently strong population and employment growth.

Market Analysis Summaries

Market Rate Apartments

The Kenmore/Bothell submarket, defined as a three-mile radius from the subject properties, consists of 5,899 multifamily units (market rate, 5 units and larger). Vacancy for all properties including those in lease-up is 5.1%, decreasing 2.5% from the previous year, and has averaged 5.6% over the last five years. Vacancy peaked last fall at 7.6% following the delivery of three properties in 2018 (387 units total) including The Junction (130 units), The Merc (122 units), and Edition Apartments (135 units). All three deliveries were located in Bothell.

Average asking rental rates are up 4.2% over the last 12 months. Asking rents for new construction completed since 2015 show slower growth at 3.3%. Concessions average 1.6% of overall asking rents (less than 1 week free) with new construction averaging 3.9% (about two weeks free). Including concessions, the average overall effective rent is up 4.8% over the last 12 months with new construction showing a 4.5% increase. Effective rent at the five newest additions completed since 2017 average \$2.50 per square foot.

There are several projects in the development pipeline within the competitive submarket (located within a three-mile radius). The closest is Flyway, developed by MainStreet Property Group, which will deliver 27 units to Kenmore's downtown in fall 2019. The Pop, a 122-unit project also developed by MainStreet Property Group, is scheduled for delivery in late summer or early fall 2019. The Mercury Apartments, a 79-unit project, is scheduled for delivery in mid-2020. Both projects are in downtown Bothell.

Absorption over the past 12 months was 210 units and has averaged 271 units annually over the past five years. With limited new supply in the near term, there appears to be sufficient renter demand to support new development.

Parking ratios at the competitive set range from 0.9 to 1.7 with most in the 1.0 to 1.2 stalls per unit for those providing structured garage parking with limited to no surface parking. Assuming a market operation, one-stall per unit is assumed to meet demand.

Retail

The Bothell/Kenmore retail submarket consists of 3.6 million square feet of space, of which Kenmore captures 12% or 450,000 square feet of space. Kenmore's retail market consists primarily of auto-oriented strip centers and stand-alone large format retail spaces with high parking ratios between 4.5 and 5.5 stalls per 1,000 square feet of space. Rents range between \$14 and \$24 per square foot triple net, typical rent escalations are fixed between 0%-3% annually, and leases offer concessions of 2-6 months of free rent on a five-year lease term. Spaces are taking time to lease-up, between 6 and 18 months.

In recent years, the City of Kenmore, as part of the Downtown Redevelopment Plan, is encouraging walkability in a new town center, concentrated on the corner of NE 181st St and 68th Ave NE. New developments include the Kenmore Town Square, City Hall, Seaplane Kitchen & Bar restaurant, a new space for the Kenmore Camera, and two new multifamily buildings: the Spencer 68 Apartments + Lofts and the LINQ Lofts + Flats,



which includes ground-floor retail. An additional mixed-use development, Flyway, is under construction between the Town Square and LINQ Lofts. These new spaces are about .35 miles from the Park & Ride location. No additional mixed-use retail exists outside of this small pocket of development.

MainStreet Property Group developed much of the new mixed-use retail space in Kenmore's downtown. A conversation with MainStreet revealed new mixed-use retail spaces achieved rents of \$37-\$38 per square foot triple net in their leases. These leased spaces include the Seaplane Kitchen & Bar, a physical therapy office adjacent to Seaplane, and the Evergreen Health Clinic in the base of the LINQ Lofts. It also includes a new lease for a gym going into one of the retail spaces at the future Flyway development. These leases are for 10-year terms with two 5-year options. Rent escalations vary between leases, some raising 2% annually while others increase 10% every 3-4 years. No free rent concessions were given, and tenant improvements allowances are typically between \$50-\$60/SF.

MainStreet aims to have the retail spaces leased up before developments are completed. The space now rented to the physical therapy office was vacant for 3 months prior to lease up. The new Flyway building under construction in the same area has a gym tenant going in, and one 2,000 SF retail space and two 700 SF spaces currently remain unleased. MainStreet cited noticeable interest among medical tenants, as the developer has been contacted by several such as physical therapists, dentists, and doctors for these spaces. Demand for eating establishments appear lower. The Seaplane restaurant is reportedly performing well in their space, although business typically drops off in the later evening hours as there is no established nightlife in the area.

The rates achieved in the new spaces show a significant premium between the existing retail inventory and the new mixed-use space. Certain types of tenants, like medical tenants, can afford higher rental rates than others, such as small local businesses. Rental rates needed to make the development of pedestrian-oriented retail space feasible located on the ground floor of a mixed-use building are roughly \$35 per square foot. Dependent on the tenant, creating pedestrian-oriented retail space as part of a mixed-use building at this location may require subsidy of the space by revenue of the non-retail project elements.

Hotel

The Kenmore/Bothell submarket consists of ten hotels and 958 guestrooms. Most hotels opened between 1981 and 2010. McMenamins Anderson School opened in late 2015 and is a renovated vintage structure built in 1931. The hotels range in size from 24 guestrooms to 166 guestrooms. At present, the Kenmore lodging market consists of a single property: the Kenmore Inn Motel. Opened in 1981, this limited service hotel has 24 guestrooms but no common amenities.

In 2013, the submarket consisted of 761 guestrooms with an occupancy rate of 64.6%. The following year, demand increased by 6%, boosting occupancy to 68.5%. Despite the increase in supply with the delivery of McMenamins Anderson School in late 2015, the market occupancy rate improved to 70.3%. Demand continued to increase in 2016, but with the residual increase in supply, market occupancy rate slipped to 69.4%. Demand was essentially stagnant in 2017 and declined by 3% in 2018 to 67.1%. There is no obvious reason for the slippage, though the expansion of supply in peripheral markets may have played a role. Considering the projected growth in supply and demand, it is reasonable to assume that a market occupancy rate of about 70% can be expected for this market over the long term.

Between 2013 and 2016, the market average room rate increased from \$100 to \$121, or an average annual growth rate of 6.6%. Since then, prices have remained essentially unchanged. This behavior is consistent with the decline in occupancy, as hotel managers limited price increases as a means of attracting and retaining guests. Over the period surveyed, the average annual increase in room prices was 3.8%. Based on year to date results, growth in 2019 is estimated at 4.8%. For the long term, it is projected that the market average daily rate will increase at an annual rate of 2.5%, consistent with the expectation for general price inflation.



A new hotel in Kenmore is unlikely to compete directly with the Kenmore Inn Motel. Instead, its primary competition would come from several hotels in Bothell. That Bothell market is comprised of one select service hotel, three extended stay hotels, three branded limited service hotels, one unbranded limited service property, and McMenamins Anderson School. While regionally the hotel market has peaked, demand remains steady and a new hotel will not adversely impact long term occupancy in the submarket. It is reasonable to explore the viability of a new hotel property in Kenmore.

A new hotel positioned to best capture demand in the marketplace is most likely a franchise affiliate of a national limited service brand. Examples of the brands include Best Western, Fairfield Inn & Suites, Comfort Suites, Days Inn, or Quality Inn. A building sized to meet the market would have about 80 guestrooms, a breakfast room, meeting room, exercise room, indoor swimming pool, and proportionate service areas.

Office

The City of Kenmore is an unproven market for mid-rise speculative office development. Kenmore's office inventory represents only 2.3% of the 5.2 million square feet of space in the Bothell/Kenmore submarket inventory. The office product is typically single tenant in one or two-story structures with floor plates less than 5,000 square feet. The City of Kenmore has no Class A space and has not seen new office product built since the late 1980's.

The City of Kenmore has focused efforts on redeveloping the town center, with attention on housing and walkable retail. It would be difficult to lease spaces larger than the typical 5,000 to 10,000 square foot office product Kenmore currently has, as the space would be competing directly with Bothell's business parks which can support themselves on lower rents, a critical mass of office buildings, ample parking, and have the advantage of a strong tenant base from which to draw.

The strength of the submarket tends to be focused in Bothell's North Creek and Canyon Park business centers. Office product with floor plates greater than 10,000 square feet are concentrated in Bothell's North Creek and Canyon Park business centers. Both parks were built out between 1991 and 2001 which marked a sharp increase in inventory for the submarket, particularly between 1999 and 2000. Since then, submarket inventory has grown modestly, and no significant product has come online since 2012. Due to the age of most of the product, the Bothell-Kenmore submarket has very little Class A space, representing just 12.8% of total inventory. Still, the market has a tight vacancy rate of 5% with Class A even lower at 3%.

Much of the demand for this space is due to the fact that tenants can get more space for less rent in this submarket compared to Seattle and Bellevue CBD's. Rents for Class A space top out at \$35-\$38 per square foot triple net. Undereneath, rent level drops down to between \$10 and \$25 per square foot triple net for Class B & C spaces. Rent escalations are typically between 1% and 3% and offer a concession of 2-4 months of free rent. In comparison, Seattle and Bellevue CBD's are achieving rents between \$45 and \$55 per square foot triple net.

Competitive rent rates paired with a significant amount of flex space attract such tenants as biotech. For instance, Seattle Genetics has a strong footprint in Canyon Park and has expanded their space five times in the last 18 months. Tech tenants including T-Mobile, Google, and Boeing also have a strong presence in the North Creek business center.

Despite low vacancy, demand for new product does not seem to be coming to fruition, even when new projects are proposed. Speculative office projects such as Woodlands Technology Campus in Bothell have yet to break ground, despite the delivery of Phase I in 2007 and four additional sites poised for development. Absorption is low in the submarket, averaging 17K annually in a market totaling 5.2 million square feet. Lease-up time for spaces tend to be between 6 months and a year, sometimes longer. Bothell's strength as an office market seems to be lower lease rates as a combination of geography and well-kept Class B & C space. Tenants tend to be situated for the long term and grow in place.



Land Valuation

Recent sales and listings provide perspective about the current market value of the property (collectively the King County Metro Park & Ride and the St. Vincent de Paul properties). Table 3 shows land sales in the area.

Conclusion

Sales of similar properties located in Kenmore, Bothell, Shoreline and Woodinville are shown in Table 3 below. If the outliers are removed from the list, the data represents a tight range in land values. On a dollars per FAR basis, the range is generally \$17 to \$19 per square foot. Land for apartment development is selling for roughly \$35,000 per unit. On a value per square foot of land area basis, the values range from between \$70 and \$100 per square foot.

It is reasonable to conclude that the value of the subject land is \$33,000 to \$37,000 per market rate apartment unit. Estimating the value on a per square foot basis requires additional analysis and may be influenced by affordable housing requirements.

Table 3 - Land Sale Comparisons

No.	Address APN	Buyer/Seller Confirmation	Zoning FAR (est.)	Site SF # of Units Density	Sale Date	Sale Price	\$/sf	\$/FAR	\$/Unit	Comments
1	Confidential	Listing MSPT VI, LLC	DC/DN Bothell 6.24	12,633 39 134	Listing 171 DOM	\$1,450,000	\$115	\$18	\$37,179	Seller purchased the site in August 2017 for \$995,000; \$79/sf. Corner parcel in old downtown Bothell. Zoning has no DU/acre
2	Main Street Site 10116 Main Street 096700-0245, -0206	Ping Liu Vivian L. McDonald	DC Bothell 6.65	7,680 24 136	Jun-18 AV Imps Land Rsidual	\$2,180,000 -\$1,313,300 \$866,700	\$113	\$17	\$36,113	Mid-block, 2 parcels split by alley. Buyer will continue retail uses in building. Narrower site is less efficient to develop.
3	19022 Aurora Ave. N Shoreline, WA 98133 184350-0190	Shoreline Dev. Ptnrs Pearson Family Inv.	MB Shoreline 4.00	71,981 241 146	Mar-18	\$5,450,000	\$76	\$19	\$22,614	
4	18021 73rd Ave NE Kenmore, WA 011410-0657	Kenmore Link LLC Church of I Guan Tao	DC Kenmore 2.00	25,272 41 71	Aug-17	\$850,000	\$34	\$17	\$20,732	7.667 Retail ground floor. Estimated FAR.
5	17311 135th Ave NE Woodinville 102605-9056	Woodinville City Center Fowler Partnership	CBD Woodinville 4.00	151,694 338 97	Jan-17	\$10,750,000	\$71	\$18	\$31,805	
6	Redevelopment Site 1022 NE 183rd Street 096700-0410	Fortune Gate LLC Quary Investments	DN Bothell 5.70	7,405 23 135	Jun-17	\$750,000	\$101	\$18	\$32,609	Mid-block parcel, one of three assembled at NW C of NE 183rd St. and 102nd Ave. NE. Buyer plans apartment project.
7	Apartment Site 18305 98th Avenue NE 072605-9004, -9111, -9357, -9443	Harbour Homes Steven J. Hummel	DN Bothell 5.70	38,980 79 88	Apr-17	\$2,625,000	\$67	\$12	\$33,228	Assemblage of 4 parcels for 79-unit apartment project. Good location about five blocks from subject.
8	15560 Westminister Way N Shoreline, WA 98133 182604-9454	Shoreline Apt. Owner Grassmeck Michael Rover	MB Shoreline 4.69	88,308 330 163	Dec-18	\$11,500,000	\$130	\$28	\$34,848	
9	Bothell 185 Site 18420 102nd Avenue NE 791400-0010, -0020	Investco Andy H. Yeung, et al	DN Bothell 5.70	41,004 183 194	Jul-16	\$4,250,000	\$104	\$18	\$23,224	Half-block site with alley access located two blocks north of the subject. Bothell 185 apartments completed on site.
10	Kenmore Auto Shop 17511 68th Avenue NE 112604-9011	17511 Kenmore Land KIYO, LLC	RB-N Kenmore 4.50	24,742 41 72	Aug-17	\$2,850,000	\$115	\$26	\$69,512	Very high visibility site, planned as entryway for a planned redevelopment of Kenmore's industrial waterfront.



Development Scenarios

The next step in the TOD planning process is to explore development scenarios for the property. The market analysis suggests that demand exists for new market rate apartments units and hotel rooms. Conceptual design work (site layout and massing) is needed to test the physical feasibility of development on the property for these uses. The following development program recommendations can be used to formulate the development scenarios for further study.

Development Program Recommendations

Below are the market-derived development program inputs to support the development scenarios analysis.

Apartment Program

Construction Type: Wood over Concrete
 Project Size/Unit Count: 200±
 Average Unit Size: 840sf
 Building Width: 75' to 80'
 Parking: As economically feasible based on the water table - one level below grade or below building at grade and adjoining surface spaces.
 Parking Ratio: 1.0/unit
 Unit Mix and Unit Size:

Unit Type	Unit Mix	Unit Average Size (NRSF)
Studio	10%	600
1 Bedroom (Including Open 1 Bed)	60%	725
2 Bedroom	25%	1,075
3 Bedroom	5%	1,500

Affordable Housing Program

Same development program as the apartments with the following exceptions:

Project Size: 100± Units
 Parking Ratio: .75/unit

Hotel Program

Construction Type: On-grade slab, with wood/metal stud framing
 Building Height: 3 or 4 Story
 Story Height: 10 feet
 Building Dimensions: Width – 60' (60' to 65')
 Project Size: 44,000 gross building square feet
 Room Count: 80
 Room Size: 550± gross square feet per room
 Parking: Surface adjacent to the building (350sf/space)
 Parking Ratio: 1 per room
 Meeting Space: 500 to 600 square feet
 Breakfast Room: Seating for 30 to 40 guests
 Fitness Center: 400 square feet
 Back of House: Prep kitchen, house laundry, employee break room, maintenance room, staff offices, storage areas and mechanical space.

Nature of the Assignment

The information supplied herein is from sources we deem reliable. It is provided without any representation, warranty or guarantee, expressed or implied as to its accuracy. Prospective Owner, Buyer or Tenant should conduct an independent investigation and verification of all matters deemed to be material, including, but not limited to, statements of value, income, and expenses. CONSULT YOUR ATTORNEY, ACCOUNTANT, OR OTHER PROFESSIONAL ADVISOR.

Attachment C – Site Planning and Yield Study

KENMORE TOD STUDY: YIELD STUDY SUMMARY

Scharrer AD December 30, 2019

Representative Project

Representative Project

Metro Transit Center Property

Site Area	4.96 Acres
Total Units	0 Units
Affordable Units	0 Units
Parking	0 Spaces
Retail	0 SF



Modified Representative Project

Site Area	2.17 Acres
Total Units	230 Units
Affordable Units	23 Units
Parking	210 Spaces
Retail	1,380 SF



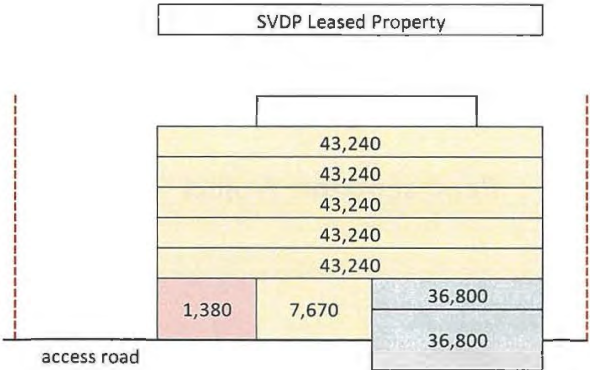
* All numbers approximate, for evaluation purposes only



Modified Representative Project

Site	
Height (ft)	65

Level	Height (ft)
Level 6	10
Level 5	10
Level 4	10
Level 3	10
Level 2	10
Level 1	15
Level P1	-5



Site Area
Gross Residential Area
Net Residential Area
Total Unit Count
Affordable Units Req'd
Affordable Units Provided
Residential Density
Retail/Amenity Area
Gross Parking Area
Parking Required
Spaces on Surface
Spaces in Garage
Total Spaces Provided
Parking Surplus/Deficit

SVDP Leased Property	
84,506.00	Acres
223,870	SF
179,096	SF
230	Units
Units	Units
Units	Units
0	Units/Acre
1,380	SF
73,600	SF
Spaces	Spaces
0	Spaces
210	Spaces
210	Spaces
0	Spaces

Scenario 1

Scenario 1A: Integrated Mobility Hub with On-Site TOD, Market Rate Apartments

Metro Transit Center Property

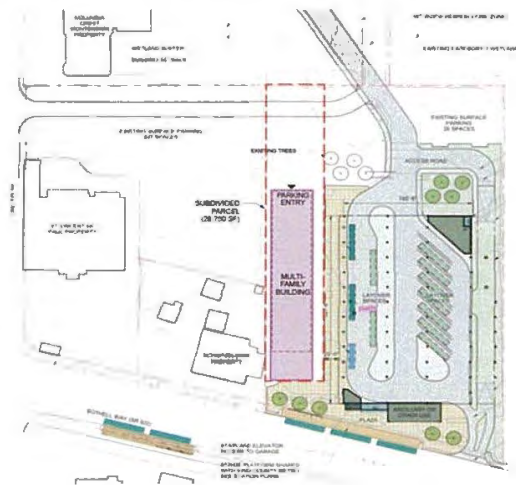
Site Area	0.96 Acres
Total Units	87 Units
Affordable Units	9 Units
Parking	86 Spaces
Retail	2,420 SF

Scenario 1B: Integrated Mobility Hub with On-Site TOD, Affordable Apartments

Metro Transit Center Property

Site Area	0.96 Acres
Total Units	108 Units
Affordable Units	108 Units
Parking	73 Spaces
Retail	2,420 SF

* All numbers approximate, for evaluation purposes only




Scenario 1A: Integrated Mobility Hub with On-Site TOD, Market Rate Apartments

TOD Overlay, 65' height limit, two-level garage with market rate units above

Level Height (ft)
65

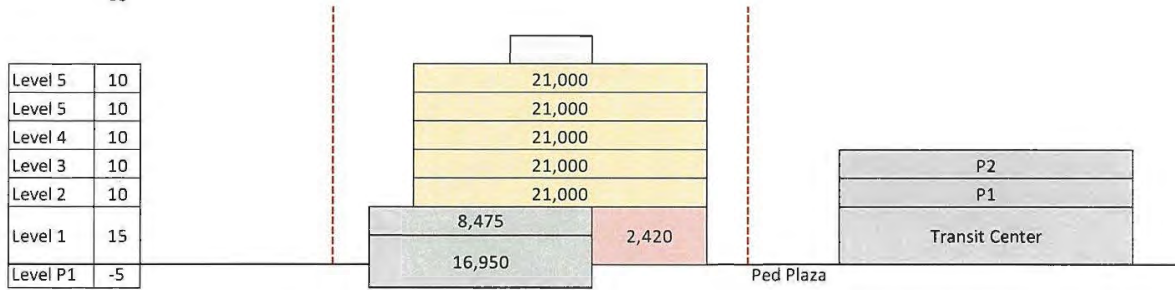


KCM Transit Center Property	
Site Area	0.96 Acres
Gross Residential Area	84,800 SF
Net Residential Area	67,840 SF
Unit Count	87 Units
Affordable Units Req'd	9 Units
Affordable Units Provided	9 Units
Residential Density	91 Units/Acre
Retail/Amenity	2,420 SF
Gross Parking Area	30,200 SF
Parking Required	86 Spaces
Spaces in Surface	0 Spaces
Spaces in Garage	86 Spaces
Total Parking Provided	86 Spaces
Parking Surplus/Deficit	0 Spaces


Scenario 1B: Integrated Mobility Hub with On-Site TOD, Affordable Apartments

TOD Overlay, 65' height limit, single level parking with affordable units above

Level Height (ft)
65



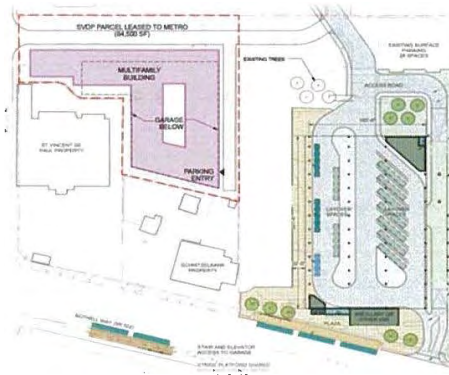
KCM Transit Center Property		
Site Area	0.96	Acres
Gross Residential Area	105,000	SF
Net Residential Area	84,000	SF
Unit Count	108	Units
Affordable Units Req'd	11	Units
Affordable Units Provided	108	Units
Residential Density	113	Units/Acre
Retail/Amenity	2,420	SF
Gross Parking Area	25,425	SF
Parking Required	73	Spaces
Spaces in Surface	0	Spaces
Spaces in Garage	73	Spaces
Total Parking Provided	73	Spaces
Parking Surplus/Deficit	(0)	Spaces

Scenario 2

Scenario 2A - Integrated Mobility Hub with On and Off-site TOD. Existing Roadway

SVDP Leased Property

Site Area	1.94 Acres
Total Units	230 Units
Affordable Units	23 Units
Parking	210 Spaces
Retail	1,380 SF



Scenario 2B: Integrated Mobility Hub with On and Off-Site TOD, New Roadway

Building A (SVDP Store Property)

Site Area	1.25 Acres
Total Units	133 Units
Affordable Units	13 Units
Parking	158 Spaces
Retail	12,930 SF

Building B (SVDP Leased Property)

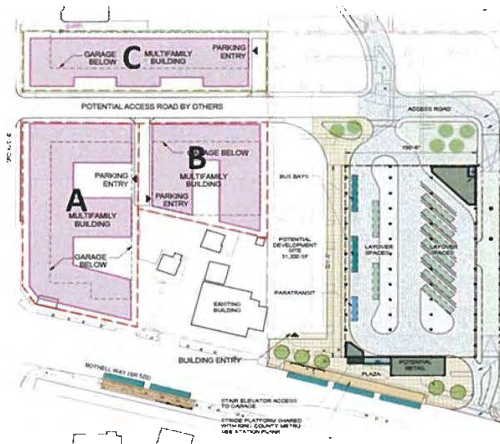
Site Area	0.74 Acres
Total Units	92 Units
Affordable Units	9 Units
Parking	82 Spaces
Retail	0 SF

Building C (SVDP Leased Property)

Site Area	0.79 Acres
Total Units	82 Units
Affordable Units	8 Units
Parking	82 Spaces
Retail	2,700 SF

Combined Totals

Total Units	307 Units
Affordable Units	30 Units
Parking	323 Spaces
Retail	15,630 SF



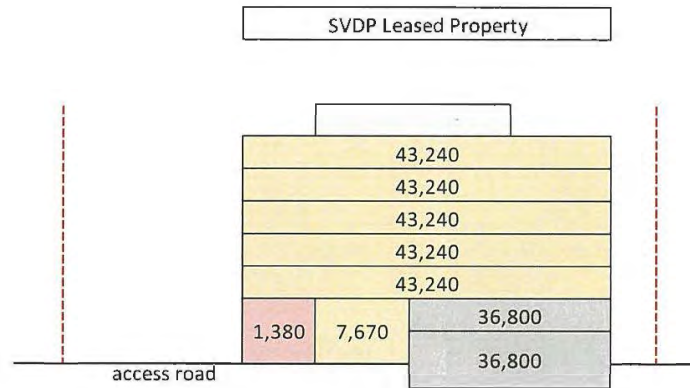


Scenario 2A - Integrated Mobility Hub with On and Off-site TOD. Existing Roadway

TOD Overlay, 65' height limit,

Site	A
Height (ft)	65

Level	Height (ft)
Level 6	10
Level 5	10
Level 4	10
Level 3	10
Level 2	10
Level 1	15
Level P1	-5



Site Area
 Gross Residential Area
 Net Residential Area
 Total Unit Count
 Affordable Units Req'd
 Affordable Units Provided
 Residential Density
 Retail/Amenity Area
 Gross Parking Area
 Parking Required
 Spaces on Surface
 Spaces in Garage
 Total Spaces Provided
 Parking Surplus/Deficit

SVPD Leased Property	
1.94	Acres
223,870	SF
179,096	SF
230	Units
23	Units
23	Units
118	Units/Acre
1,380	SF
73,600	SF
210	Spaces
0	Spaces
210	Spaces
210	Spaces
0	Spaces


Scenario 2B: Integrated Mobility Hub with On and Off-Site TOD, New Roadway

TOD Overlay, 65' height limit.

Site	A	B
Height (ft)	55	55

SVDP Retail Property (A)
SVDP Leased Property (B)

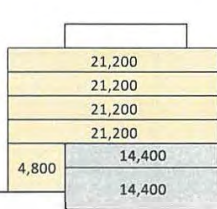
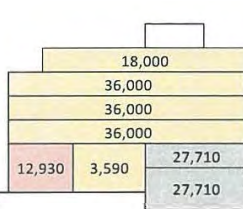
Site	C
Height (ft)	45

SVDP Leased Property (C)

Level Height (ft)

Level 5	10	10
Level 4	10	10
Level 3	10	10
Level 2	10	10
Level 1	15	15
Level P1	-5	-5

73rd Ave NE



Level Height (ft)

Level 4	10
Level 3	10
Level 2	10
Level 1	15
Level P1	-5



access road

Site Area

Gross Residential Area	129,590 SF
Net Residential Area	103,672 SF
Total Unit Count	133 Units
Affordable Units Req'd	13 Units
Affordable Units Provided	13 Units
Residential Density	106 Units/Acre
Retail/Amenity Area	12,930 SF
Gross Parking Area	55,420 SF
Parking Required	158 Spaces
Spaces on Surface	0 Spaces
Spaces in Garage	158 Spaces
Total Spaces Provided	158 Spaces
Parking Surplus/Deficit	0 Spaces

SVDP Retail Property (A)	
1.25	Acres
129,590	SF
103,672	SF
133	Units
13	Units
13	Units
106	Units/Acre
12,930	SF
55,420	SF
158	Spaces
0	Spaces
158	Spaces
158	Spaces
0	Spaces

SVDP Leased Property (B)	
0.74	Acres
89,600	SF
71,680	SF
92	Units
9	Units
9	Units
124	Units/Acre
0	SF
28,800	SF
82	Spaces
0	Spaces
82	Spaces
82	Spaces
0	Spaces

174

SVDP Leased Property (C)	
0.79	Acres
80,060	SF
64,048	SF
82	Units
8	Units
8	Units
104	Units/Acre
2,700	SF
28,800	SF
82	Spaces
0	Spaces
82	Spaces
82	Spaces
0	Spaces



Attachment D – Financial Feasibility Supporting Documentation

**Scenario 1 - 87 Unit TOD Project**

Concept Level Static Development Proforma - Unattended

January 6, 2020

Development Program		Unit		
Site Area	41,818	sf		
Lot Coverage	42%			
Zoning	Public/Semi-Public			
Construction Type:	Wood over Concrete			
Parking Type:	Structured			
Project Size:	117,420	gsf		
Residential Area:	84,800	gsf		
Retail Sq Ft:	2,420	gsf		
Parking Area:	30,200	gsf		
Stories:	5	stories		
Building Footprint:	17,520	sf		
Unit Count:	87	units		
Market-Rate Units	78	units		
Affordable Units	9	units		
Parking Provided:	86	stalls		
Parking Required:	84	total stalls req'd		
Req'd Parking (Res):	72	stalls req'd		
Req'd Parking (Affordable Res):	5	stalls req'd		
Req'd Parking (Retail):	7	stalls req'd		
Land Acquisition				
	Quantity Input	Unit	Value Input	Total
Total Land	41,818	units	\$75	\$3,136,320
Hard Costs				
	Quantity Input	Unit	Value Input	Total
Hard Costs Residential	84,800	gsf	\$200	\$16,978,658
Hard Costs Retail	2,420	gsf	\$250	\$605,000
Hard Costs Parking	30,200	gsf	\$75	\$2,265,000
Extraordinary Foundations	-	piers	\$3,500	\$0
Site Improvements	24,298	sf	\$5	\$121,488
Hard Cost Contingency	6.0%	hard costs		\$998,507
Sales Tax	10.0%	hard costs		\$2,096,886
Sub Total				\$23,065,516
Soft Costs				
	Quantity Input	Unit	Value Input	Total
Architecture	4.0%	hard costs		\$922,621
Engineering/Survey	2.0%	hard costs		\$481,310
Green Building Premium	1.0%	hard costs		\$230,655
Appraisal/Market Study	2	units	\$6,000	\$12,000
Legal - LU/Const/Leasing	67,860	nrsf	\$0.50	\$33,930
Off-sites				\$0
Impact Fees - Residential	87	units	\$9,159	\$796,630
Impact Fees - Retail	2,420	gsf	\$7.50	\$18,150
Testing	1	unit	\$149,000	\$150,000
Property Tax During Const.	2	yrs	1.0%	\$318,183
Title Insurance	1	unit	\$36,345	\$36,345
Builders Risk Insurance	1	unit	\$85,000	\$85,000
Financing Fees	1.0%	hard costs		\$230,655
Interest during construction	6	mos	7.5%	\$778,481
Marketing	1	unit	\$50,000	\$50,000
Developer Fee	5.0%	ad costs		\$909,719
Lease Up - Income Shortfall	4	months	0.33	\$732,073
Soft Cost Contingency	5.0%	soft costs		\$288,197
Sub Total				\$6,052,129
Total Costs				\$32,253,965
Total Costs Less Land				\$28,117,645
Income Proforma				
	Quantity Input	Unit	Value Input	Total
Annual Gross Apartment Income				
Gross Apartment Income - Market-Rate	78	units	\$2.52	\$1,839,072
Gross Apartment Income - Affordable	9	units		\$145,285
Moderate Income	6	units	\$1,487	\$107,046
Low Income	3	units	\$1,062	\$38,239
Very Low Income	-	units	\$744	\$0
Parking Income	79	stalls	\$100	\$94,800
Other Income	87	units	\$0.14	\$117,063
Total Gross Apartment Income	87	units		\$2,196,220
Annual Apartment Expenses/Losses				
Operating Expenses	33%	gross rent	\$0.83	(\$676,920)
Concessions	3.0%	gross market-rate rent		(\$55,172)
Vacancy	5.0%	gross apt income		(\$109,811)
Total Expenses/Losses	87	units		(\$841,903)
Effective Apartment Income	87	units		\$1,354,317
Annual Retail Income				
Net Retail Income	2,420	gsf	\$35.00	\$84,700
Vacancy/Credit Loss	5.0%	gross retail income		(\$4,235)
Effective Retail Income				\$80,465
Total				\$1,434,782
Net Operating Income				\$1,434,782
Valuation				
Capitalization Rate	4.25%	4.50%	4.75%	
Capitalized Value	\$33,759,573	\$31,884,042	\$30,205,934	
MFTE Capitalized Value	\$2,046,321	\$2,046,321	\$2,046,321	
Sales Costs	(\$1,488,731)	(\$1,404,332)	(\$1,328,817)	
Net Sale Proceeds	\$34,317,164	\$32,526,031	\$30,923,438	
Profit	\$2,063,199	\$272,066	(\$1,330,527)	
Profit Margin	6.4%	0.8%	-4.1%	
Capitalized Value Per Unit	\$388,041	\$368,483	\$347,195	
\$/rsf	\$393.48	\$372.92	\$354.55	

**230 Unit Apartment TOD Project**

Concept Level Static Development Proforma - Unattended

January 6, 2020

Development Program		Unit
Site Area	84,506	sf
Lot Coverage	54%	
Zoning	Downtown Commercial	
Construction Type	Wood over Concrete	
Parking Type	Structured	
Project Size	298,850	gsf
Residential Area:	223,870	gsf
Retail Sq Ft	1,380	gsf
Parking Area:	73,600	gsf
Stories	6	stories
Building Footprint:	45,850	sf
Unit Count:	230	units
Market-Rate Units	207	units
Affordable Units	23	units
Parking Provided:	210	spaces
Parking Required:	208	total stalls req'd
Req'd Parking (Res):	190	stalls req'd
Req'd Parking (Affordable Res):	14	stalls req'd
Req'd Parking (Retail):	4	stalls req'd

Land Acquisition	Quantity	Input Unit	Value Input	Total
Total Land	84,506	sf	\$8,450,640	\$8,450,640

Hard Costs	Quantity	Input Unit	Value Input	Total
Hard Costs Residential	223,870	gsf	\$195	\$43,654,650
Hard Costs Retail	1,380	gsf	\$250	\$345,000
Hard Costs Parking	73,600	gsf	\$75	\$5,520,000
Extraordinary Foundations	-	piles	\$3,500	\$0
Site Improvements	38,656	sf	\$5	\$193,282
Hard Cost Contingency	-	0% hard costs		\$2,485,647
Sales Tax	-	0% hard costs		\$5,219,858
Sub Total:				\$57,418,436

Soft Costs	Quantity	Input Unit	Value Input	Total
Architecture	-	hard costs		\$1,722,553
Engineering/Survey	0%	hard costs		\$574,184
Green Building Premium	0%	hard costs		\$574,184
Appraisal/Market Study	2	units	\$6,000	\$12,000
Legal - LUL/Const/Leasing	179,400	nrsf	\$0.50	\$89,700
Off-sites	-			\$0
Impact Fees - Residential	230	units	\$9,159	\$2,105,561
Impact Fees - Retail	1,380	gsf	\$7.50	\$10,350
Testing	1	unit	\$150,000	\$150,000
Property Tax During Const.	-	1 yrs	1.078%	\$800,957
Title Insurance	1	unit	\$36,345	\$36,345
Builders Risk Insurance	1	unit	\$100,000	\$100,000
Financing Fees	0%	hard costs		\$574,184
Interest during construction	1	mcs	4.5%	\$1,937,872
Marketing	1	unit	\$50,000	\$50,000
Developer Fee	0%	all costs		\$2,238,239
Lease Up - Income Shortfall	-	mcs		\$1,938,924
Soft Cost Contingency	0%	soft costs		\$645,803
Sub Total:				\$13,561,856

Total Costs				\$79,430,933
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Income Proforma	Quantity	Input Unit	Value Input	Total
Annual Gross Apartment Income				
Gross Apartment Income - Market-Rate	207	units	\$2.52	\$4,880,613
Gross Apartment Income - Affordable	23	units		\$379,481
Moderate Income	15	units	\$1.95	\$279,603
Low Income	8	units	\$1.39	\$99,877
Very Low Income	-	units	\$6.97	\$0
Parking Income	206	spaces	\$100	\$247,200
Other Income	230	units	\$0.14	\$309,477
Total Gross Apartment Income	230	units		\$5,816,771
Annual Apartment Expenses/Losses				
Operating Expenses	33%	gross rent	\$0.83	(\$1,789,558)
Concessions	3.0%	gross market-rate rent		(\$146,418)
Vacancy	5.0%	gross apt income		(\$290,839)
Total Expenses	230	units		(\$2,226,815)
Effective Apartment Income	230	units		\$3,589,956
Annual Retail Income				
Net Retail Income	1,380	gsf	\$35.00	\$48,300
Vacancy/Credit Loss	5.0%	gross retail income		(\$2,415)
Effective Retail Income				\$45,885
Total				\$3,635,841

Net Operating Income				\$3,635,841
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Valuation	4.25%	4.50%	4.75%
Capitalization Rate			
Capitalized Value	\$85,549,192	\$80,796,459	\$76,644,014
MFTE Capitalized Value	\$5,292,657	\$5,292,657	\$5,292,657
Sales Costs	(\$3,810,264)	(\$3,605,391)	(\$3,414,031)
Net Sale Proceeds	\$87,022,585	\$82,483,726	\$78,522,641
Profit	\$7,591,653	\$3,052,793	(\$1,008,292)
Profit Margin	9.8%	3.8%	-1.3%
Capitalized Value Per Unit	\$371.953	\$351.289	\$332.860
\$/rsf	\$386.34	\$366.19	\$348.16



Limited Service Hotel

Development Program	Unit		
Site Area	57,102 sf		
Lot Coverage	26%		
Zoning	Public/Semi-Public		
Construction Type	Wood over Concrete		
Parking Type	Structured		
Project Size	44,000 sf		
Hotel Area	44,000 sf		
Parking Area	29,750 sf		
Stones	3 stones		
Building Footprint	14,875 sf		
Room Count	80 rooms		
GAR	550 sf		
Parking Provided	85 stalls		
Req'd Parking Ratio	80 stalls req'd		
Land Acquisition	Quantity Input Unit	Value Input	Total
Total Land	57,102 sf	\$78	\$4,282,650
Hard Costs	Input Unit	Value Input	Total
Hard Costs Hotel	44,000 gsf	\$111	\$4,931,080
Hard Costs Parking	29,750 gsf	\$14	\$425,000
Extraordinary Foundations	- piles	\$3,600	\$0
Site Improvements	12,477 sf	\$5	\$62,385
FF&E	44,000 gsf	\$16	\$680,000
Hard Cost Contingency	5.0%		\$270,923
Sales Tax	10.0%		\$541,847
Sub Total			\$6,891,235
Soft Costs	Input Unit	Value Input	Total
Architecture	4.0% hard costs		\$275,649
Engineering/Survey	2.0% hard costs		\$137,825
Green Building	1.0% hard costs		\$68,912
Appraisal Market Study	- unit	\$6,000	\$12,000
Legal - LULAC/Leasing	44,000 gsf	\$2,000	\$88,000
Off-sites			\$0
Impact Fees	80 rooms	\$6,843	\$547,466
Testing	1 unit	\$150,000	\$150,000
Property Tax During Const	2 yrs	1.0%	\$120,106
Tide Insurance	1 unit	\$7,980	\$7,980
Builders Risk Insurance	1 unit	\$45,000	\$45,000
Financing Fees	1.0% hard costs		\$68,912
Interest during construction	18 mos	4.5%	\$232,578
Pre-opening Expenses	80 rooms	\$3,000	\$240,000
Developer Fee	3.0% all costs		\$306,050
Income Shortfall During Startup	0.10 yrs		\$236,724
Soft Cost Contingency	5.0% soft costs		\$131,310
Sub Total			\$7,797,518
Total Costs			\$13,631,403
Income Proforma	Quantity Input Unit	Value Input	Total
Room Occupancy Rate	67%		
GAR	5111		
Room Revenue	80 rooms	\$81	\$2,367,244
Other Revenue	3.2% room revenue		\$75,756
Expense Ratio	55.0% room revenue		(\$1,301,984)
Net Operating Income			\$1,141,012
Valuation			
Capitalization Rate	7.75%	8.00%	8.25%
Capitalized Value	\$14,722,730	\$14,262,945	\$13,830,444
Sales Costs	(\$632,073)	(\$611,389)	(\$581,920)
Net Sale Proceeds	\$14,090,658	\$13,651,556	\$13,248,524
ProM	\$159,255	(\$280,127)	(\$692,879)
Profit Margin	1.14%	-2.01%	-4.97%

Attachment E – Scenarios Analysis Detail

Representative Project

Sound Transit acquires land from KC Metro and builds the Representative Project garage, including 300 new park and ride spaces. The existing park and ride spaces displaced by the garage footprint are also replaced in the new garage.

Development Program		Units				
Land Area:		43,560 sf				
Transit Improvements:						
Park & Ride Parking Garage Spaces:						
Displaced		116 spaces				
New		304 spaces				
Total		420 spaces				
			Cost/Value Per Unit	Cost/Value	Revenue/(Cost)	
Transaction Details			Units		ST	KC
1: Sound Transit acquires land from KC Metro.						
Land:			72% land allocation	\$100	\$3,153,000	(\$3,153,000) \$3,153,000
2: Sound Transit constructs new representative transit parking garage on KC Metro site.						
DEA Cost Estimate - see assumptions below:			420 spaces	\$56,667	\$23,800,140	(\$23,800,140)
Total					(\$26,953,140)	\$3,153,000

Key Assumptions

* Base garage construction cost, not including site work & special conditions, art allowance, change order contingency, land (right of way), professional services, or unallocated contingency. Additional analysis is needed to advance the work.



Modified Representative Project

Sound Transit acquires land from KC Metro and builds the Representative Project, including 300 new park and ride spaces. The existing park and ride spaces displaced by the garage footprint are also replaced in the new garage. KC Metro relocates its SVDP park and ride spaces into the new garage to make way for TOD.

Development Program		Units					
Land Area:		43,560 sf					
Transit Improvements:							
Park & Ride Parking Garage Spaces:							
Displaced		116 spaces					
Relocated		227					
New		304 spaces					
Total		647 spaces					
TOD:							
Land Area:		84,720 sf					
Market Rate Apartments:		207 units					
Affordable Apartments:		23 units					
Total		230 units					
Retail Space:		1,385 sf					
			Cost/Value Per Unit	Total Cost/Value	Revenue/(Cost)		
Transaction Details			Units		ST	KC	SVDP
1: Sound Transit acquires land from KC Metro.							
Land:			47% allocation	\$100	\$2,047,000	(\$2,047,000)	\$2,047,000
2: Sound Transit constructs new representative transit parking garage on KC Metro site.							
DEA Cost Estimate - see assumptions below:			647 spaces	\$56,667	\$36,663,549	(\$36,663,549)	
3: KC Metro and SVDP terminate the existing lease.							
SVDP captures full value of the property:			84,720 sf	\$100	\$8,472,000		\$8,472,000
KC Metro captures the value of its future lease payments.							
Approximate present value of KC Metro's lease payments to SVDP thru the term of the lease:						\$7,155,000	
4: KC Metro moves parking from SVDP to new garage on KC Metro site built by ST. KC Metro pays Sound Transit for the cost of the additional stalls in the garage.							
Park & Ride Parking:			227 spaces	\$56,667 *	\$12,863,409	\$12,863,409	(\$12,863,409)
Total						(\$25,847,140)	(\$3,661,409)
							\$8,472,000

Key Assumptions

* Base garage construction cost, not including site work & special conditions, art allowance, change order contingency, land (right of way), professional services, or unallocated contingency. Additional cost analysis is required.

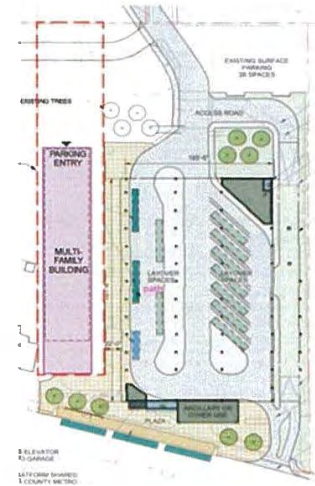




Scenario 1A - Integrated Mobility Hub with On-site TOD, Market Rate Apartments

Sound Transit acquires land from KC Metro and builds an new Integrated Transit Facility, including new a new transit center and 300 new park and ride spaces. KC Metro sells its site adjacent to the garage for market rate TOD. The existing park and ride spaces displaced by the new garage footprint and the TOD site are also replaced in the new garage.

Development Program	Units
Total Site Area:	216,204
Transit Land Area:	174,387 sf
Surface Parked Land Area:	15,400 sf
Transit Garage Land Area:	158,987 sf
TOD Land Area	41,817 sf
Transit Improvements:	
Layover	9 spaces
Coach Loading Zone Capacity	2 bays
Paratransit Loading	1 bays
Kiss & Ride Loading	1 zone
Electric Charging Infrastructure	9 buses
Park & Ride Parking	
Existing Surface	400 spaces
Retained Surface	44 spaces
Park & Ride Parking Garage	
Displaced	
Transit	256 spaces
TOD	87 spaces
New	300 spaces
Total	643 spaces
TOD:	
Apartments - Market Rate	87 units
Retail Space	2,420 sf
Garage Floor Area Allocation	
Total	225,050 sf
Sound Transit	105,000 sf
King County Metro	120,050 sf



Transaction Details	Units	Cost/Value Per Unit	Total Cost/Value	Revenue/(Cost)	
				ST	KC
1. Sound Transit acquires land from KC Metro.					
Land:	47% allocation	\$100	\$7,418,000	(\$7,418,000)	\$7,418,000
2. Sound Transit constructs new and displaced park and ride spaces as part of an integrated transit facility on KC Metro					
DEA Cost Estimate - see assumptions below:	643 spaces	\$56,667	\$36,436,881	(\$36,436,881)	
3. KC Metro reimburses Sound Transit for the cost to construct additional parking spaces in the garage.					
Surface spaces relocated to new garage for TOD:	87 spaces	\$56,667	\$4,930,000	\$4,930,000	(\$4,930,000)
See assumptions below.					
4. KC Metro issues an RFP for TOD and sells the site to a developer.					
TOD site sale price:	41,817 sf	\$100	\$4,181,700		\$4,181,700
Total				(\$38,924,881)	\$6,669,700

Key Assumptions

* Base garage construction cost, not including site work & special conditions, art allowance, change order contingency, land (right of way), professional services, or unallocated contingency. Additional cost analysis is required.

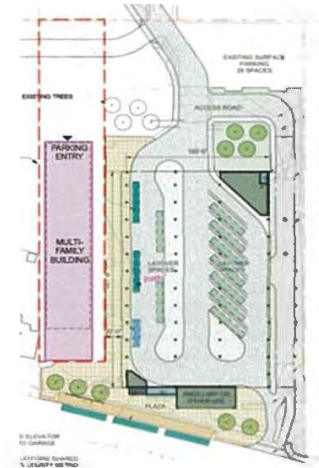
** The cost to build the new transit center is not included in the analysis.



Scenario 1B - Integrated Mobility Hub with On-site TOD, Affordable Apartments

Sound Transit acquires land from KC Metro and builds the Integrated Mobility Hub alternative project, including new a new transit center and 300 new park and ride spaces. ST acquires land adjacent to the garage from KC Metro for TOD. ST sells its site adjacent to the garage at a discount to a developer who builds affordable housing. The existing park and ride spaces displaced by the new garage footprint and the TOD site are replaced in the new garage.

Development Program	Units
Total Site Area:	216,204
Transit Land Area:	174,387 sf
Surface Parked Land Area:	15,400 sf
Transit Garage Land Area:	158,987 sf
TOD Land Area:	41,817 sf
Transit Improvements:	
Layover	9 spaces
Coach Loading Zone Capacity	2 bays
Paratransit Loading	1 bays
Kiss & Ride Loading	1 zone
Electric Charging Infrastructure	9 buses
Park & Ride Parking	
Existing Surface	400 spaces
Retained Surface	44 spaces
Park & Ride Parking Garage	
Displaced	
Transit	256 spaces
TOD	82 spaces
New	300 spaces
Total	638 spaces
TOD:	
Apartments - Affordable	108 units
Retail Space	2,420 sf
Garage Floor Area Allocation	
Total	223,300 sf
Sound Transit	105,000 sf
King County Metro	118,300 sf



Transaction Details	Units	Cost/Value Per Unit	Total Cost/Value	Revenue/(Cost)	
				ST	KC
1. Sound Transit acquires land from KC Metro.					
Land:	47%	\$100	\$7,476,000	(\$7,476,000)	\$7,476,000
2. Sound Transit constructs new and displaced park and ride spaces as part of an integrated transit facility on KC Metro.					
DEA Cost Estimate - see assumptions below:	638 sf	\$56,667	\$36,154,000	(\$36,154,000)	
3. KC Metro reimburses Sound Transit for the cost to construct additional parking spaces in the garage.					
Surface spaces relocated to new garage for TOD: See assumptions below.	82 spaces	\$56,667	\$4,647,000	\$4,647,000	(\$4,647,000)
4. KC Metro sells land to ST for TOD. ST issues an RFP for TOD and sells the site to an affordable housing developer.					
TOD site sale price:	41,817 sf	\$100	\$4,181,700	(\$2,090,850)	\$4,181,700
Affordable housing sale price discount		50%			
Total				(\$41,073,850)	\$7,010,700

Key Assumptions

* Base garage construction cost, not including site work & special conditions, art allowance, change order contingency, land (right of way), professional services, or unallocated contingency. Additional cost analysis is required.

** The cost to build the new transit center is not included in the analysis.



Scenario 2A - Integrated Mobility Hub with On and Off-site TOD, Existing Roadway

Sound Transit constructs an additional 191 parking spaces in the new integrated transit center garage. KC Metro pays Sound Transit for the cost of the new spaces. KC Metro renegotiates its lease with SVDP, continuing to lease a portion of the property for surface parking. SVDP leases the balance of the property to a developer. Sound Transit acquires a permanent easement across the SVDP property to provide access to the new transit center.

Development Program	Units				
Total Land Area	84,720 sf				
Transit Land Area	22,000 sf				
Available Land Area	62,720 sf				
Transit Improvements:					
Existing Surface	227 spaces				
Retained Surface	36 spaces				
Moved to New Garage	191 spaces				
TOD:					
Apartments - Market Rate	207 units				
Apartments - Affordable	23 units				
Apartments - Total	230 units				
Retail Space	4,080 sf				
Parking Spaces	210				
Transaction Details	Units	Cost/Value Per Unit	Total Cost/Value	Revenue/(Cost)	SVDP Lease Profit/Yr
1. Sound Transit constructs an additional spaces in the new transit garage on KC Metro's property. Note: Project may require garage that exceeds height limits.					
DEA Cost Estimate - see assumptions below:	191 spaces	\$56,667	(\$10,823,397)	(\$10,823,397)	
2. KC Metro pays Sound Transit for the cost of the new spaces in the transit garage.					\$0
DEA Cost Estimate - see assumptions below:	191 spaces	\$56,667	\$10,823,397	\$10,823,397	(\$10,823,397)
3. KC Metro and SVDP renegotiate the existing ground lease. KC Metro retains a portion of the property for surface parking. SVDP captures value of the property.					
KC Metro captures a portion of the future lease payments to SVDP. Approximate present value of KC Metro's lease payments to SVDP thru the term of the lease, less the portion of the property it continues to lease:				\$5,297,000	
SVDP's lost revenue from its existing lease with KC:					(\$302,452)
SVDP leases a portion of its property to KC Metro for P&R:					\$132,000
SVDP leases a portion of the property to a TOD developer:					\$376,320
Sound Transit permanent easement across SVDP property:	20,000 sf	\$25			\$30,000
Total				\$0	(\$5,526,397)
					\$235,868



	Units	Cost/Value Per Unit	Cost/Value	Lease Rate of Return	Total
4. KC and SVDP renegotiate the existing lease, reducing the amount of land KC Metro leases. The balance of SVDP's land is leased to a developer. Developer completes the TOD project.					
2020 Annual KC Metro Lease Payment to SVDP	84,720 sf	\$60	\$5,040,867	6%	-\$302,452
New annual lease payment from KC Metro	22,000	\$100	\$2,200,000	6%	\$132,000
New annual lease payment to SVDP by developer:	62,720 sf	\$100	\$6,272,000	6%	\$376,320
Permanent Easement to 73rd from KC Property			\$500,000	6%	\$30,000
Total Increased cash flow to SVDP					\$235,868

Key Assumptions

* Base garage construction cost, not including site work & special conditions, art allowance, change order contingency, land (right of way), professional services, or unallocated contingency. Additional cost analysis is required.

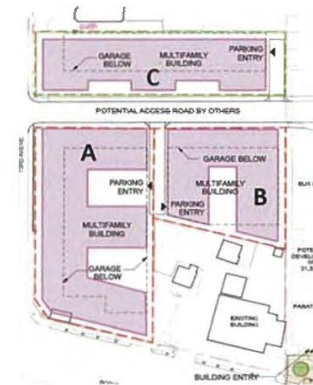
** The cost to build the new transit center is not included in the analysis.

Scenario 2B - Integrated Mobility Hub with On and Off-site TOD, New Roadway

Sound Transit constructs an additional 227 parking spaces in the new integrated transit center garage. KC Metro pays Sound Transit for the cost of the new spaces. KC Metro terminates its lease with SVDP. Sound Transit acquires a permanent easement across the SVDP property to provide access to the new transit center. SVDP leases all of its property to a developer.

Development Program	Units				
Transit Improvements:					
Existing Surface Parking	227 spaces				
Added to New Transit Center Garage	227 spaces				
TOD SVDP Leased:					
Land Area	62,720 sf				
Apartments - Market Rate	157 units				
Apartments - Affordable	17 units				
Apartments - Total	174 units				
Retail Space	2,700 sf				
TOD SVDP Store:					
Land Area	54,450 sf				
Apartments - Market Rate	120 units				
Apartments - Affordable	13 units				
Apartments - Total	133 units				
Commercial Space	12,930 sf				

Transaction Details	Units	Cost/Value Per Unit	Total Cost/Value	Revenue/(Cost) ST	KC	SVDP Lease Pmts/Yr
1. Sound Transit constructs an additional 227 parking spaces in the new transit garage on KC Metro's property. Note: Project may require garage that exceeds height limits.						
DEA Cost Estimate - see assumptions below:	227 spaces	\$56,667	(\$12,863,409)	(\$12,863,409)		
2. KC Metro pays Sound Transit for the cost of the new spaces in the integrated transit garage.						
DEA Cost Estimate - see assumptions below:	227 spaces	\$56,667	(\$12,863,409)	\$12,863,409	(\$12,863,409)	
3. KC Metro and SVDP agree to terminate their lease.						
Approximate present value of KC Metro's lease payments to SVDP thru the term of the lease and SVDP's current lease payment:					\$7,155,000	(\$302,452)
4. SVDP ground leases its property to a developer.	307 Units	\$44,681				\$823,020
5. Sound Transit acquires a permanent easement for east/west access across the site including the northern 3,000 sf of the SVDP Store property.	20,000 sf	\$25		(\$500,000)		\$30,000
6. SVDP leases new store space from developer.						(\$350,000)
See assumptions below:						
Total				(\$500,000)	(\$5,708,409)	\$200,568



	Units	Cost/Value Per Unit	Total Cost/Value	Lease Rate of Return	Total
6. SVDP leases all of its property to a developer.					
2020 Annual KC Metro ground lease Payment to SVDP.	84,720 sf	\$60	\$5,040,867	6%	\$302,452
New annual ground lease payment to SVDP by developer.	137,170 sf	\$100	\$13,717,000	6%	\$823,020
Total net increased cash flow to SVDP.			\$8,676,133	6%	\$520,568
Lease for new store.	10,000 sf	\$35	\$5,833,333	6%	-\$350,000
Net annual cash flow to SVDP.			\$2,842,800	6%	\$170,568
Permanant Easement to 73rd from KC Property			\$500,000	6%	\$30,000
Net increased cash flow to SVDP					\$200,568

Key Assumptions

* Base garage construction cost, not including site work & special conditions, art allowance, change order contingency, land (right of way), professional services, or unallocated contingency. Additional cost analysis is required.

** The cost to build the new transit center is not included in the analysis.

*** Development program calls for a 15,630 sf retail space. This analysis assumes that SVDP will occupy 10,000sf.

Includes access roadway.

APPENDIX H

Potential parking displacement

SR 522/NE 145th Bus Rapid Transit (BRT)

Figure H-1 (Potential parking displacement from proposed parking garage) illustrates the number of existing parking stalls that may be displaced by the proposed parking garage and potential future TOD at the adjacent properties.

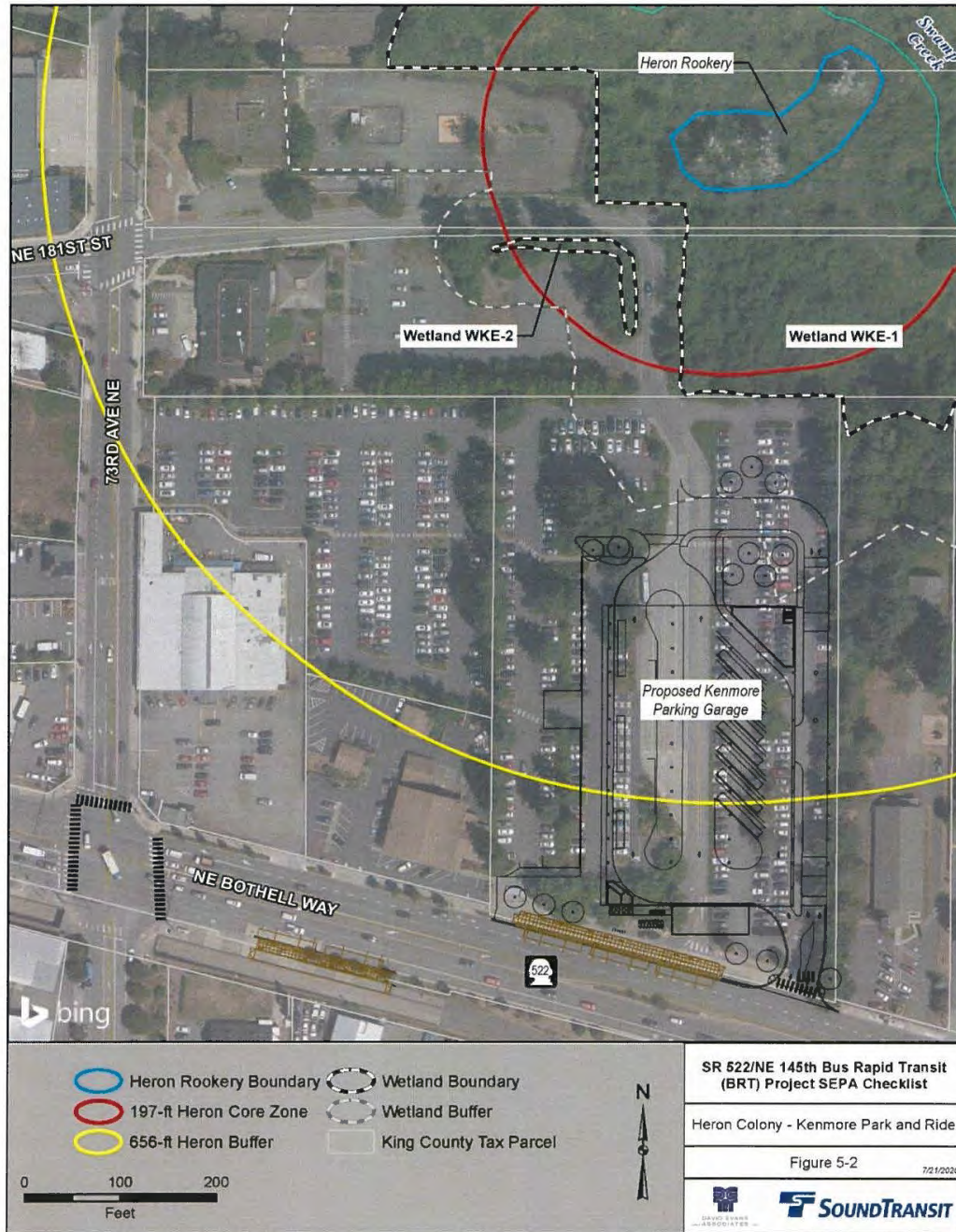


Figure H-1 Potential parking displacement from proposed garage

APPENDIX I

Kenmore Swamp Creek Wetland Buffer Map

SR 522/NE 145th Bus Rapid Transit (BRT)







Voucher Certification and Approval

City of Kenmore
DATE RANGE:
01/23/2021 - 02/05/2021

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 46640 through 46732: \$365,882.57

Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Acct Electronic Deposits Dated: 01/29/2021: \$159,686.56

RJ Kalinay 2-11-21
City Manager / Date

[Signature] 2-9-21
Finance Director / Date

Vendor Name	Check #	Date	Description	Amount
DEPARTMENT OF LABOR AND INDUSTRIES	46640	01/25/2021	4th Quarter L&I Volunteers	2.62
AFLAC	46641	01/29/2021	Employee Medical/Disability Plans	216.19
AMERICAN GENERAL LIFE GPO/400S	46642	01/29/2021	Life Insurance	279.92
AWC EMPLOYEE BENEFIT TRUST	46643	01/29/2021	Employee Health Insurance	69,312.28
AWC EMPLOYEE BENEFIT TRUST	46644	01/29/2021	Void	-
DEPARTMENT OF LABOR AND INDUSTRIES	46645	01/29/2021	City of Kenmore	3,200.53
DEPARTMENT OF LABOR AND INDUSTRIES	46646	01/29/2021	Void	-
EMPLOYMENT SECURITY DEPARTMENT	46647	01/29/2021	Paid Family & Medical Leave	1,415.42
ICMA RETIREMENT C/O ALLFIRST BANK / 109964	46648	01/29/2021	City of Kenmore 401a	18,265.54
ICMA RETIREMENT TRUST 457 / 304745	46649	01/29/2021	ICMA 457 Deferred Comp	7,500.37
LINCOLN NATIONAL LIFE INSURANCE	46650	01/29/2021	Life Ins/ADD & LTD	1,559.68
NATIONAL LIFE OF VERMONT	46651	01/29/2021	Life Insurance	123.17
STATE OF FLORIDA DISBURSEMENT UNIT	46652	01/29/2021	Employee Deduction	275.00
UNITED WAY OF KING COUNTY	46653	01/29/2021	Employee Charitable Contribution	118.46
PUGET SOUND ENERGY	46654	02/01/2021	Fees for Electrical Hookup @ Rhod. Park Boathouse	17,142.22
ALPHAGRAPHICS	46655	02/05/2021	Business Cards	185.43
AMERICALL	46656	02/05/2021	Dec. After Hours Phone Service	134.16
AURORA RENTS	46657	02/05/2021	Street Project Equipment Rental	166.47
BASTYR UNIVERSITY	46658	02/05/2021	Annual 2021 Athletic Field Rent	50,000.00
BOTHELL KENMORE CHAMBER OF COMMERCE	46659	02/05/2021	Jan. KBA Admin. Support	300.00
BOTHELL KENMORE CHAMBER OF COMMERCE	46660	02/05/2021	Annual Chamber Dues	1,500.00
BRIEN, GAYLYNN	46661	02/05/2021	Sept. Sales Tax Data Conversion Svcs	50.00
BRIEN, GAYLYNN	46662	02/05/2021	Nov. Sales Tax Data Conversion Svcs	50.00

XI. A. Approve Check #s 46640 through 46732 totaling \$365,882.57 and tot...

CANON FINANCIAL SERVICES, INC.	46663	02/05/2021	Jan. 2nd Floor Copier Lease	266.08
CITY OF BELLEVUE	46664	02/05/2021	Q4 2020 Humans Services Pooled Program	13,236.25
CITY OF KENT	46665	02/05/2021	Human Svcs Share 1App	500.00
CLEARVIEW NURSERY, INC.	46666	02/05/2021	Rock for NE 190th St. Surface Water Project	392.12
COMCAST BUSINESS	46667	02/05/2021	Hangar Bldg. Cable 1/19-2/18-21	46.17
CYSTIC FIBROSIS FOUNDATION	46668	02/05/2021	Refund Covid Cancelled 7/18/20 Event	100.00
EARTHWORKS	46669	02/05/2021	20-C2134 Monthly ROW Landscaping Svcs	4,454.92
ELECTRONIC BUSINESS MACHINES	46670	02/05/2021	Jan. 2nd Floor Copier B/W & Color Chgs	57.37
ELECTRONIC BUSINESS MACHINES	46671	02/05/2021	Dec. 2nd Floor Copier B/W & Color Chgs	97.68
EVERGREEN FIRE AND SAFETY, INC.	46672	02/05/2021	City Hall Annual Fire Alarm Maintenance	466.95
FIRE PROTECTION, INC	46673	02/05/2021	City Hall Fire Alarm Servicing	1,488.01
FIRE PROTECTION, INC	46674	02/05/2021	City Hall Annual Fire Sprinkler Inspection	6,007.09
HAMBELL	46675	02/05/2021	Recreation Brochure Files	375.00
HERRERA ENVIRONMENTAL CONSULTANTS	46676	02/05/2021	20-C2153 11/28-12/31 Aquatic Weeds Update	1,602.67
HONEY BUCKET	46677	02/05/2021	1/23-2/29 Squire's Landing Rental	240.35
INSLEE, BEST, DOEZIE & RYDER, P.S.	46678	02/05/2021	Dec. Attorney Fees - Public Works	212.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	46679	02/05/2021	Dec. Attorney Fees	25,504.24
IWORQ SYSTEMS	46680	02/05/2021	2/2021-1/2022 Franchise Utility Permit Software	2,800.00
JET CITY PRINTING	46681	02/05/2021	Misc. Office Supplies	385.00
KING COUNTY FINANCE	46682	02/05/2021	Dec. Adult/Juvenile Detention	6,285.25
KING COUNTY FINANCE	46683	02/05/2021	Unexpended Funds for PSB CRF Program	15.00
KING COUNTY FINANCE	46684	02/05/2021	Rhododendron Park Sewer Capacity Charge	18,366.28
KING COUNTY FINANCE W.L.R.D.	46685	02/05/2021	Swamp Creek Source Tracing Analysis	1,052.86
METROPOLITAN TRANS. COMMISSION	46686	02/05/2021	Street Saver Annual Subscription	1,500.00
MILLER STEPHENS, MARY	46687	02/05/2021	January Public Defense Svcs @ SCORE	1,250.00
MULTICARE CENTERS OF OCCUPATIONAL MEDICIN	46688	02/05/2021	Public Works DOT Exam	110.00
NORTHSHORE SCHOOL DISTRICT	46689	02/05/2021	Jan. School Impact Fee Remittance	31,860.00
NORTHSHORE UTILITY DIST	46690	02/05/2021	11/15-1/15 Water/Sewer/Irrigation Charges	1,351.27
OLSON BROTHERS PRO VAC	46691	02/05/2021	Dec. Vactor Truck Services	6,205.30
OLSON BROTHERS PRO VAC	46692	02/05/2021	Vactor Jetting Services 12/21	935.00
OSBORN CONSULTING INC.	46693	02/05/2021	Oct. Rhododendron Park Phase V Svcs	7,322.13
OSBORN CONSULTING INC.	46694	02/05/2021	19-C2012 Dec. 190th Culvert - Phase 2	9,906.67
OSBORN CONSULTING INC.	46695	02/05/2021	Dec. 19-C2012 CB 8192 Outfall Modification	422.32
PACIFIC OFFICE AUTOMATION	46696	02/05/2021	Facial Scanners Monthly Maint. Agreement	83.68
PACIFIC TOPSOILS	46697	02/05/2021	Dump Fees/Parks/CH/SWM Materials	1,158.44
PUGET SOUND ENERGY	46698	02/05/2021	12/14-1/13 Street Lights/Electricity Chgs	3,319.96
QUALITY BUSINESS SYSTEMS / WELLS FARGO	46699	02/05/2021	1/5-2/4/21 1st Floor Copier Lease	676.14
SHERWIN WILLIAMS CO. #8099	46700	02/05/2021	Paint for Hangar	36.28
SMS CLEANING, INC.	46701	02/05/2021	Monthly City Hall/Hangar/PW Office Janitorial	6,495.00

XI. A. Approve Check #s 46640 through 46732 totaling \$365,882.57 and tot...

SNOHOMISH COUNTY	46702	02/05/2021	12/31 Vector Disposal Charges	1,060.00
SOUND SAFETY PRODUCTS CO.	46703	02/05/2021	Rain Gear	228.51
SOUND SAFETY PRODUCTS CO.	46704	02/05/2021	Rain Gear	228.51
STAPLES ADVANTAGE	46705	02/05/2021	Maintenance Supplies/Gloves	290.53
STAPLES ADVANTAGE	46706	02/05/2021	Trash Bags for City Hall	63.51
STAPLES ADVANTAGE	46707	02/05/2021	Supplies/Hand Sanitizer	174.16
STEWART MACNICHOLS HARMELL, INC.	46708	02/05/2021	December Public Defense Services	5,000.00
T MOBILE USA, INC.	46709	02/05/2021	Staff Cell Phones & Data Plans	1,001.83
TOTAL LANDSCAPE CORP	46710	02/05/2021	Parks & City Hall Landscape Maintenance	5,030.02
TUPLING, SANDRA	46711	02/05/2021	Reimbursement for Covid Distribution Supplies	146.50
U.S. BANK	46712	02/05/2021	7/1/20-6/30/21 Admin. Fees	300.00
U.S. BANK N.A. / CUSTODY	46713	02/05/2021	4th Qtr Maint./Equity Fees	164.00
U.S. BANK PURCHASE CARDS	46714	02/05/2021	Traffic Safety, MBP CC Fees, & Parks Supplies	689.99
U.S. BANK PURCHASE CARDS	46715	02/05/2021	Paypal/Amazon/International Code Council	234.26
U.S. BANK PURCHASE CARDS	46716	02/05/2021	NW Trophy/The Root of US	2,631.70
U.S. BANK PURCHASE CARDS	46717	02/05/2021	WA Festivals/Volgistics/Survey Monkey/Calameo	723.74
U.S. BANK PURCHASE CARDS	46718	02/05/2021	WFH Equipment, Wellness, Traffic Safety, CH Suppli	1,768.63
U.S. BANK PURCHASE CARDS	46719	02/05/2021	Zoom Charges	44.00
U.S. BANK PURCHASE CARDS	46720	02/05/2021	AR500 Armor/Bulletproof IT/Amazon	2,118.55
U.S. BANK PURCHASE CARDS	46721	02/05/2021	Amazon/Evergreen Safety Council	278.40
U.S. BANK PURCHASE CARDS	46722	02/05/2021	Zoom Charges, Computer, & Equipment	1,304.70
U.S. BANK PURCHASE CARDS	46723	02/05/2021	Misc. Office Supplies	71.38
UTILITIES UNDERGROUND LOCATION CTR	46724	02/05/2021	Oct. Utility Locates	255.42
UTILITIES UNDERGROUND LOCATION CTR	46725	02/05/2021	Dec. Utility Locate Requests	167.70
UTILITIES UNDERGROUND LOCATION CTR	46726	02/05/2021	Jan. Utility Locates	238.65
UTILITIES UNDERGROUND LOCATION CTR	46727	02/05/2021	Sept. Utility Locates	218.01
WA ASSOC OF BUILDING OFFICIALS	46728	02/05/2021	Training Registration 3/15-3/18/21	2,000.00
WA FINANCE OFFICERS ASSOCIATION	46729	02/05/2021	Membership	75.00
WA STATE DEPT OF TRANSPORTATION	46730	02/05/2021	Dec. W. Sammamish Bridge Inspection	5,096.76
WA STATE DEPT OF TRANSPORTATION	46731	02/05/2021	Dec. 68th & 175th/ 68th & 181st Signal Maint,	5,785.19
ZIPLY FIBER	46732	02/05/2021	1/19-2/18 Public Works Office Internet	111.98
DRS 457	DFT0000907-908	01/29/2021	DRS 457 Deferred Comp	1,075.99
AVIDIA HEALTH	DFT0000909	01/29/2021	Employee Health Savings Contribution	100.00
DEPARTMENT OF RETIREMENT SYSTEMS	DFT0000910-915	01/29/2021	Public Employees Retirement	32,519.39
NAVIA	DFT0000916	01/29/2021	Employee Flexible Spending Account	516.54
BANK OF AMERICA 941	DFT0000917	01/29/2021	Federal Taxes	18,020.65
PAYROLL	Electronic Dep.	1/29/2021	Direct Deposit	107,453.99
TOTAL				<u><u>\$ 525,569.13</u></u>

XI. A. Approve Check #s 46640 through 46732 totaling \$365,882.57 and tot...



City of Kenmore

Vendor Purchasing Report

For Date Range 01/01/2021 - 02/05/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0014	AMERICAN PLANNING ASSOCIATION	668.00
0037	BASTYR UNIVERSITY	50,000.00
0064	CASCADE PEST CONTROL	143.00
0067	CENTER FOR HUMAN SERVICES	3,750.00
0083	CITY OF LAKE FOREST PARK	49,950.00
0130	EMPLOYMENT SECURITY DEPARTMENT	1,415.42
0169	HERRERA ENVIRONMENTAL CONSULTANTS	1,602.67
0184	INSLEE, BEST, DOEZIE & RYDER, P.S.	21,953.24
0189	INTERNATIONAL CITY/CNTY MGMT ASSOC	1,365.48
0191	INTERNATIONAL INST OF MUNI CLERKS	210.00
0197	JET CITY PRINTING	385.00
0206	KENMORE MIDDLE SCHOOL	2,750.00
0212	KING COUNTY FINANCE W.L.R.D.	1,052.86
0219	KING COUNTY FINANCE	6,536.25
0285	NORTHSHORE FIRE DEPT	240.00
0286	NORTHSHORE SCHOOL DISTRICT	31,860.00
0287	NORTHSHORE SENIOR CENTER	6,250.00
0288	NORTHSHORE UTILITY DIST	1,351.27
0292	HONEY BUCKET	397.10
0310	PACIFIC TOPSOILS	1,158.44
0327	PUGET SOUND CLEAN AIR AGENCY	19,396.00
0328	PUGET SOUND ENERGY	23,100.21
0355	STAPLES ADVANTAGE	1,372.36
0356	STATE AUDITOR'S OFFICE	2,318.55
0357	STEWART MACNICHOLS HARMELL, INC.	5,000.00
0359	SOUND CITIES ASSOC	15,539.29
0365	TOTAL LANDSCAPE CORP	5,030.02
0371	UNITED STATES POSTMASTER	1,828.98
0385	WA ASSOC OF BUILDING OFFICIALS	2,000.00
0387	WA CITIES INSURANCE AUTHORITY	382,432.00
0390	WA FINANCE OFFICERS ASSOCIATION	75.00
0401	WA STATE DEPT OF TRANSPORTATION	5,785.19
0424	ICMA RETIREMENT TRUST 457 / 304745	16,086.69
0425	DRS 457	2,150.73
0426	AFLAC	216.19
0428	BANK OF AMERICA 941	47,188.01
0429	AWC EMPLOYEE BENEFIT TRUST	69,312.28
0431	DEPARTMENT OF RETIREMENT SYSTEMS	65,672.32
0432	DEPARTMENT OF LABOR AND INDUSTRIES	3,200.53
0434	UNITED WAY OF KING COUNTY	118.46
0436	NATIONAL LIFE OF VERMONT	123.17
0448	UPS STORE KENMORE	62.80
0450	AURORA RENTS	166.47
0542	AMERICAN SOCIETY OF COMPOSERS	367.00
0558	SNOHOMISH COUNTY	1,060.00
0610	WA STATE DEPT OF TRANSPORTATION	5,096.76
0685	PACE ENGINEERS, INC.	2,753.00
0696	AMERICAN GENERAL LIFE GPO/4005	279.92
0743	BANNER BANK NO	552.30
0781	QUALITY BUSINESS SYSTEMS INC.	560.01
0791	NORTHSHORE ROTARY CLUB	60.00
0913	KENMORE ELEMENTARY	1,250.00

Vendor Purchasing Report

For Date Range 01/01/2021 - 02/05/2021

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0981	COMCAST BUSINESS	268.21
1003	IWORQ SYSTEMS	2,800.00
1052	FIRE PROTECTION, INC	7,495.10
1148	AGORA REFRESHMENTS	151.66
1197	MILLER STEPHENS, MARY	1,250.00
1215	STATE OF FLORIDA DISBURSEMENT UNIT	550.00
1309	BANNER BANK BAKER	4,901.13
1313	BOTHELL KENMORE CHAMBER OF COMMERCE	2,100.00
1326	JOYCE ZIKER PARKINSON	487.50
1331	KBA INC.	65,429.49
1337	STATE OF WA DEPT. OF LICENSING	0.40
1345	SHERWIN WILLIAMS CO. #8099	148.03
1358	ALPHAGRAPHS	185.43
1359	EVERGREEN FIRE AND SAFETY, INC.	466.95
1403	OSBORN CONSULTING INC.	14,734.10
1431	BRIEN, GAYLYNN	50.00
1452	CITY OF KENT	500.00
1459	FLEMINGS HOLIDAY LIGHTING LLC	2,547.71
1524	GRANICUS LLC	14,890.46
1544	METROPOLITAN TRANS. COMMISSION	1,500.00
1555	LINCOLN NATIONAL LIFE INSURANCE	1,559.68
1689	MOTT MACDONALD GROUP, INC.	41,191.49
1704	BANNER BANK RK	236.37
1711	SOFTWAREONE, INC.	11,925.63
1816	NAVIA	7,533.08
1828	QUALITY BUSINESS SYSTEMS / WELLS FARGO	676.14
1838	AVIDIA HEALTH	200.00
1930	T MOBILE USA, INC.	1,001.83
1948	MULTICARE CENTERS OF OCCUPATIONAL MEDICINE	110.00
1964	EARTHWORKS	8,905.80
1979	MSPT XXII, LLC C/O FLYWAY	1,000.00
1980	HRA VEBA TRUST	18,959.88
1999	KING COUNTY POLICE CHIEFS ASSOCIATION	50.00
2004	RED BARN ENGINEERING, INC.	13,633.60
2048	SMS CLEANING, INC.	6,495.00
2096	TUPLING, SANDRA	146.50
2113	WA ASSOC. OF SHERIFFS & POLICE CHIEFS	180.00
2142	ICMA RETIREMENT C/O ALLFIRST BANK / 109964	40,398.51
2157	SOUND SAFETY PRODUCTS CO.	457.02
2175	ELECTRONIC BUSINESS MACHINES	155.05
2176	CANON FINANCIAL SERVICES, INC.	266.08
2236	COMCAST	2,646.31
2254	U.S. BANK PURCHASE CARDS	9,865.35
2285	QUALITY WATER FINANCIAL	116.59
2318	PIXEYES GRAPHICS & DESIGN	780.00
2386	CECCANTI, INC.	865,124.43
2396	ZIPLY FIBER	111.98
2402	PACIFIC OFFICE AUTOMATION	83.68
2403	AMERICALL	134.16
2459	NELSON ELECTRIC, INC.	1,430.20
2508	SERENITY DILLAWAY	100.00
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

XI. A. Approve Check #s 46640 through 46732 totaling \$365,882.57 and tot...

Vendor Purchasing Report

For Date Range 01/01/2021 - 02/05/2021

Vendor Set Vendor Set 01 Total: 2,038,939.62

XI. A. Approve Check #s 46640 through 46732 totaling \$365,882.57 and tot...



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: City Council Rules and Procedures Proposed Council Action/Motion: Pass Resolution 21-360, repealing and replacing Resolution 17-293 and adopting revised City of Kenmore Council Rules and Procedures	For Council Meeting Agenda of: February 22, 2021 Department: City Manager's Office <u>Initial & Date</u> Approved by City Attorney: Via Email 2.9.21 Approved by Finance Director: NA Approved by City Manager: RK Attached: Resolution 21-360 and embedded Exhibit 1, Council Rules and Procedures
Background: At the retreat in January 2020, the City Council agreed that amendments to the City Council Rules and Procedures were necessary and formed an ad hoc committee of three Councilmembers to go through the document and make recommended changes. At the December 14, 2020 and January 4, 2021 City Council meetings, the City Council considered the changes proposed by the ad hoc committee and gave direction section by section. The proposed City Council Rules and Procedures, attached to this agenda bill, incorporate the amendments as directed by the City Council. The proposed preamble section is eliminated, and portions of the preamble are incorporated into section 3.A of the document, Council Roles.	

CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 21-360

**A RESOLUTION OF THE CITY COUNCIL OF KENMORE,
WASHINGTON, REPEALING AND REPLACING
RESOLUTION 17-293 AND ADOPTING REVISED CITY OF
KENMORE COUNCIL RULES AND PROCEDURES**

WHEREAS, City Councilmembers have agreed to certain working protocols and procedures;
and

WHEREAS, RCW 35A.13.170 and 35A.12.120 require the City Council to establish rules of
procedure for the order of business and conduct of City Council meetings; and

WHEREAS, the City Council desires to have all its rules and procedures updated to reflect
the current needs of the City and Council;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE,
WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Adoption. The City Council adopts the "City of Kenmore Council Rules and
Procedures" as set forth in Exhibit 1, attached hereto and incorporated by reference.

Section 2. Repealer. The City Council repeals Resolution 17-293 in its entirety.

**PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON,
AT A REGULAR MEETING THEREOF THIS 22nd DAY OF FEBRUARY 2021.**

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney

ATTACHED: EXHIBIT 1



EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

CITY OF KENMORE

City Council Rules and Procedures

- [Section 1. General](#)
- [Section 2. Order of Business Meetings](#)
- [Section 3. Structure and Roles of Government](#)
- [Section 4. Vacancy and Leave of Absence](#)
- [Section 5. Council Conduct](#)
- [Section 6. Remote Attendance and Voting](#)
- [Section 7. Executive Sessions](#)
- [Section 8. Public Testimony](#)
- [Section 9. Waiver / Effect of Waiver of Rules](#)

Section 1. General

A. Purpose of Meetings

City Council meetings are for the purpose of conducting city business, including but not limited to budgeting (e.g., revenues, expenditures, taxes, fees, monthly payments, capital project payments), long-range planning (e.g., vision, zoning, development, and land use) and addressing federal and state mandates.

B. Structure of Meetings

1. All meetings shall be open to the public, except for executive sessions authorized by law (and noted in Council Rules and Procedures, [Section 7](#), Executive Sessions) and collective bargaining sessions and related proceedings described in [RCW 42.30.140](#). Final action resulting from executive session discussions will be taken during a meeting open to the public as required by law.
2. Meetings will be orderly and will involve Councilmembers, City staff, consultants, and members of the public, which will allow all viewpoints to be heard and considered.
3. Meetings will be called to order by the Presiding Officer, who shall be the Mayor, the Deputy Mayor in the absence of the Mayor, or a Councilmember selected by the City Council in the absence of both the Mayor and Deputy Mayor.
4. Meeting types:
 - a. There will be three regular meetings per month on the 2nd, 3rd, and 4th Monday evenings. If a regular meeting falls on a holiday, it will be held the next day, Tuesday, unless canceled by the City Council. There will be no regular meetings on the 1st and 5th Monday evenings.

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

- b. Additional meetings, which may be referred to as meetings or work or study sessions, will be scheduled as needed.
 - c. Executive sessions will be scheduled as needed.
 - d. Town Hall meetings will occur periodically as determined by the City Council.
 - e. Coffee-With-Council is an open forum for the public to discuss issues with Councilmembers. It will occur twice a month, generally on one Monday and one Saturday at times to be announced. If no Councilmembers are able to attend, notification of the cancellation will be made. No more than three Councilmembers may attend. If specific operational issues are brought up by the public, they should be asked to fill out a Service Request on the City's website to properly track, record, and manage the issue. If a Service Request has been filled out and the person has not received a response, then it will be referred to the City Manager for follow up. Coffee with Council is not intended to result in tasking the city manager or staff with new initiatives or operational tasks.
 - f. Retreats will be scheduled yearly, or more often if needed when extended blocks of time are needed to set priorities and make long-term plans for the City.
 - g. The Council has the prerogative to form ad hoc committees or workgroups of not more than three members to work on issues that will be brought forward to the full Council for consideration.
- 5. All public meetings will be scheduled or announced, and agendas will be prepared and made available in advance as required by State law (the Open Public Meetings Act). Meetings may be added or canceled as discussed and approved by the City Council.
 - 6. Actions may be taken, motions may be passed, proclamations may be made, and resolutions and ordinances may be adopted at regular meetings, or at special meetings with proper notification.
 - 7. Meeting agendas with relevant information on each topic will be available 10 days in advance whenever possible.
 - 8. Regular and special meetings will be recorded by the City Clerk or designee and posted within 72 hours.
 - 9. Remote attendance and voting will be allowed as noted in [Section 6](#).
 - 10. Copies of all documents distributed in the Council chambers pertaining to Council business, as well as copies of all documents submitted by speakers during Public Comments, shall be provided to the City Clerk and distributed as necessary.

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

C. Rules for Meetings

1. These rules constitute the official rules and procedures and code of conduct for the City Council.
2. In addition to these rules, the City Council shall conduct its meetings in compliance with the most current edition of Robert's Rules of Order Newly Revised (Robert's Rules). A copy shall be maintained in the office of the City Clerk.
3. Where there is a conflict between these rules and Robert's Rules, these rules shall govern. Where there is a conflict between these rules and State and federal laws, the State and federal laws shall govern.
4. In general, the City Council will follow Robert's Rules for "Formal Debate," including requiring a second for all motions and disallowing the Presiding Officer from making motions.
5. Robert's Rules of Order for "Small Boards" will be used to:
 - a. Allow the Presiding Officer to participate in debate. In general, the Presiding Officer will speak after others have spoken on the topic.
 - b. Allow informal discussion before a motion is made.
 - c. Not require speakers "for" and "against" the motion to alternate.

Section 2. Order of Business Meetings

A. Call to Order

1. The Presiding Officer will call a meeting to order.
2. The Presiding Officer will request the City Clerk to call the roll of the Councilmembers. The Clerk will record the names of Councilmembers present and absent. The Clerk will also note the time of any late arrivals and early leave-takings for the record.

B. Agenda Approval

1. The City Council shall approve the agenda.
2. Amendments to the agenda may be suggested, discussed, and approved.

C. Public Comments

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

1. Members of the public may only speak during the designated Public Comment period, or during a scheduled public hearing, or a quasi-judicial hearing (as discussed in [Section 8](#) below).
2. No person shall address the City Council at a meeting without being recognized by the Presiding Officer.
3. The Presiding Officer or City Clerk will state the rules for the Public Comment period. This may include items such as:
 - a. Members of the public must sign the log prior to the Public Comment period to be allowed to speak. They are not required to sign anywhere to attend the meeting.
 - b. They must state their name and city of residence.
 - c. There is a three-minute time limit.
 - d. It is a time for members of the public to speak on any topic(s) of their choice.
 - e. It is not a time for the Council or staff to answer questions, but exceptions can be made at the discretion of the Presiding Officer.
 - f. Comments should be addressed to the Presiding Officer and the City Council, not the audience.
 - g. If members of the public agree with the comments of previous speakers, they are encouraged to state that their comments have already been made by previous speakers.
 - h. Members of the public should refrain from booing, hissing, clapping, or making personal attacks during public comments, and throughout the meeting.
4. Each member of the public will be given three minutes. Suspension of this rule will require a majority vote of the Councilmembers present.
5. No person may use the designated Public Comment period to support or oppose any candidate for public office or ballot measure in a manner that violates [RCW 42.17A.555](#).
6. The Presiding Officer will allow members of the public to return to their seats in the audience before responding to their presentations.
7. There will be no two-way conversations between Councilmembers and members of the public.
8. The Presiding Officer may direct the City Manager to follow up with members of the public on issues brought before the City Council.

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

However, if public comment is about operational issues then the Presiding Officer should refer the resident to the main page on the City's website where they can report a concern. Operational requests raised during Public Comment should not get special priority or attention.

D. Council Business Meeting

1. Each item on the agenda will be addressed in turn with staff, consultant, or special speaker reports as appropriate.
9. Council will discuss the issues and take action on them as appropriate.

E. Councilmember Reports, Comments, and Initiatives

1. Councilmembers may give reports, make comments, and/or raise new topics or issues during "Councilmember Reports, Comments and Initiatives." No final action or direction to staff can be taken on comments or topics raised. However, during Councilmember Reports, the Mayor (or Presiding Officer) may request Council concurrence to sign on to a document showing City support for a particular issue or position.
2. Each Councilmember will have 5 minutes for reports, comments and new topics/issues. Extra comments can be submitted in writing.
3. In raising a new topic or issue, the Councilmember must present it as a concept that includes a statement of how the topic or issue relates to existing City goals or to other important Council discussions.

A second Councilmember must agree to discuss the new topic or issue in order for it to be discussed by the City Council.

The Presiding Officer will direct discussion of the new topic or issue to determine whether there is majority support to move it to a future agenda.

After discussing the new topic or issue, the City Council will vote or come to a consensus on whether to move the topic or issue forward as a future agenda item.

4. By majority vote of Councilmembers present at a meeting, the maximum time for any or all Councilmember reports and comments may be extended.

Section 3. Structure and Roles of Government

A. City Council Role

1. The City Council acts as a collective body to set policy direction. Council direction comes from the Council dais. Policy direction and requests for new initiatives should not happen outside of the Council meeting. Council

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

decides the policy direction, while the City Manager determines the operational enactment of policies.

2. Council direction on workload and priorities is normally established two times per year: At budget adoption and at the retreat. While emergent and high priority issues may unexpectedly come up during the year, the Council should try to respect the process of providing priority and workload direction through the budget and the retreat.
3. The work set forth through budget and the retreat, plus daily City operations, is always ambitious and more than fills the time of staff. To support organizational health and morale, and to maximize efficiency and effectiveness, if a new initiative is to be considered, a corresponding workload item will need to be deleted or a new resource will need to be added.
4. In fulfilling their role as members of a collective policy-making body, Councilmembers will:
 - a. Focus on policy matters, including but not limited to priority setting, long-range planning, budgeting, federal and state mandates, City Manager recruitment, hiring, evaluation and termination, and approval of employee positions.
 - b. Not focus on administrative or operational issues and matters. If a Councilmember has an operational request (e.g., pothole, right-of-way vegetation, etc.), the Councilmember will be directed to use the Service Request process and system, and such requests will be treated like any other request from a resident. Councilmembers do not vicariously request operational city services or report operational concerns on behalf of residents unless the issue or concern is an immediate safety or environmental hazard. Requesters should be directed to go through the Service Request system. If a requester says they tried the service request process and did not get a response or received an unsatisfactory response, the Councilmember can bring it to the City Manager's attention, and the City Manager will work through the appropriate department head(s) to resolve the matter.
 - c. Comply with the laws, regulations and policies affecting operation of City government.
 - d. Use public office for public good, not personal gain.
 - e. Be independent, impartial and fair in judgments and actions.
 - f. Conduct public deliberations and processes openly, unless legally confidential and privileged, in an atmosphere of respect and civility.

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

- g. Monitor and understand operations of the City to be knowledgeable in order to provide policy direction.
- h. Represent the City at local, state, and national forums.
- i. Represent the City to its residents and members of the public.
- j. Notify staff in advance of meetings regarding key questions and discussion points that likely will be raised and addressed during meetings, to allow the staff time to prepare for the questions and discussions.
- k. Contact the City Manager only for questions and thinking through policy issues that are in upcoming published agenda items. Note that direction to perform any work cannot arise from these discussions, but rather needs to come from the collective body of the City Council. Questions and issues not pertinent to the immediately upcoming agenda should be raised at regularly scheduled one-on-one meetings with the City Manager as indicated in [Section 3.B.6](#).
- l. Interact with City staff and consultants through the City Manager, who is responsible for their duties and use of time, with the following exceptions:
 - i. Councilmembers may contact the Executive Assistant directly for clerical and incidental administrative tasks such as processing reimbursements, making copies, calendaring, travel arrangements, and conference registrations.
 - ii. Councilmembers may contact the City Clerk directly (cc: City Manager if by email) for incidental things relating to Council meetings, such as getting the right meeting link, getting a copy of a packet item, making sure they have the right chair, getting the battery changed out in their microphone, etc.
 - iii. Councilmembers may ask routine questions of city departments that can be answered in a few minutes. Examples may include questions about items on upcoming Council meeting agendas, the city's existing development regulations and other city codes, the city's adopted budget, and administrative issues and procedures. In these cases, Councilmembers can direct their questions through the department heads, provided they include the City Manager in the communications. If the department head determines that the Councilmember's question will take more than a few minutes to answer, they will seek guidance from the City Manager. Councilmembers are not to contact department heads or other staff directly to direct work, request research,

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

- policy analysis, changes in operations or priorities, or similar issues.
 - iv. Councilmembers may contact the City Attorney directly if needed for legal questions, provided that the City Attorney may contact the City Manager for direction on workload priorities.
 - v. Mayor (or Presiding Councilmember) may work directly with the City Clerk for obtaining signatures on Council-approved documents and other incidental matters pertaining to Council meetings.
- m. Be attentive to and interact with the public as indicated during Coffee with Council (Section 1.B.4.e.), Public Comments ([Section 2.C.](#)), Public Testimony ([Section 8](#)) and at other times in the community. Residents often raise policy or program ideas that may be addressed in the following ways:
 - i. If a policy issue raised is worth exploring, Councilmembers should bring ideas forward to the collective City Council with two-councilmember sponsorship (see 2.B.), rather than to the city manager, while also respecting existing priorities and work plans.
 - ii. If a resident has an idea for a specific event or “love note,” the Councilmember should ask the resident if they are willing to plan and produce it, and then give them the contact information of the City’s recreation coordinator who may support it in the following two ways:
 - 1. Promotion of the event/love note through City’s normal communication channels (City will not design or produce flyers or other materials) and
 - 2. Provision of City-owned physical location.
- n. Access City computers and electronics at the appropriate access level. A City computer, such as a laptop, will be provided for City business, and it may not be used for personal business.
 - vi. Cell Phone. If a Councilmember wishes to have a City-provided cell phone for City use, one will be provided.
 - vii. Key Card. Each Councilmember will be given a key card to access City Hall main entrance, Council Chambers, and the executive conference room.
 - viii. City Property. All City devices (e.g., computer, laptop, cell phone, key card, and other accessories) are the property of the City of Kenmore and will be returned to the City at the end of the term of office.

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

B. City Manager Role

1. Serve as the primary point of contact between the City Council and City staff and consultants. The City Manager works for and serves at the will of the City Council. All other City employees work for and report to the City Manager.
2. Direct the time of City staff and resources of the City in accordance with City Council approved priorities and budgets.
3. Spend City funds per the City's adopted purchasing policies, which align with State and City laws.
4. Prepare agendas for meetings and retreats with input from the Mayor.
5. Provide timely, useful information evenly and equally to all Councilmembers.
6. Meet with each Councilmember as mutually acceptable to the City Manager and the Councilmember. The main purposes for these meetings with three or fewer Councilmembers are for the City Manager to give updates and for Councilmembers to bring up questions. It is not a time for tasking the City Manager, nor is it a time to direct the City Manager to implement new programs or policy initiatives or otherwise add any new work to the City Manager. That direction comes from the majority decision of the Council.
7. Prepare adequately for City Council meetings.
8. Meet with members of the public as needed to solve problems and answer questions.
9. Interact with other public agencies to accomplish City Council goals and policies.
10. Respond to Councilmember questions and concerns equitably.

C. Mayor Role

1. Primary roles: facilitate meetings; represent the City at local, state and national forums; and represent the City in a ceremonial capacity.
2. Keep the City Council informed of the Mayor's activities with reports during Councilmember Comments.
3. Announce in advance public presentations, ceremonies, and events that the Mayor is invited to attend.
4. Bring new issues to the City Council during Council Initiatives.

EXHIBIT 1: CITY COUNCIL RULES AND PROCEDURES

5. Request other Councilmembers to attend meetings in place of the Mayor when they cannot attend, or to join the Mayor at such meetings to increase the City's representation.
6. In the event that a City Manager resigns or leaves, the Mayor will work with the City Council to find a replacement using a recruitment agency.

Section 4. Vacancy and Leave of Absence

A. Purpose

This section provides guidance to the City Council on filling vacancies and appointing a Pro Tempore when a Councilmember requests an extended leave of absence.

B. References

1. [RCW 42.12](#) - Vacancies
2. [RCW 35A.13.020](#) (and RCW sections cited therein) - Vacancies – Filling Councilmember Vacancies
3. [RCW 35A.13.035](#) - Pro Tempore appointments
4. [RCW 42.30.110\(1\)\(h\)](#) – Executive Session Allowed to Evaluate Qualifications of a Candidate for Appointment to Elective Office
5. [RCW 42.30.060](#) - Prohibition on Secret Ballots

C. Definitions

1. A “vacancy” occurs on the happening of any event identified in [RCW 42.12.010](#), as amended, which includes resignation, removal, forfeiture, permanent incapacity, or death of a Councilmember.
2. “Leave of absence” means a temporary interval when a Councilmember is unable to serve due to extended excused absence or incapacity but expects to return to full service prior to the end of his or her term of office.
3. “Permanent incapacity” means a physical or mental incapacity that is reasonably expected to prevent the Councilmember from returning to full service (including but not limited to attending consecutive regular meetings of the council) prior to the end of his or her term of office.

D. Leave of Absence

The remaining Councilmembers, by a simple majority vote, may grant a leave of absence to a Councilmember upon receipt and approval of a written request.

E. Filling of Vacancy or Appointment of Councilmember Pro Tempore

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1. Upon receiving notice of an upcoming vacancy or the occurrence of a vacancy, the remaining Councilmembers, by a simple majority vote, shall fill the vacant position using one of the following procedural options:
 - a. Appoint a candidate to fill the vacant position without the process described in Section F below;
 - b. Appoint a candidate to fill the vacant position according to the process described in Section F below; or
 - c. Appoint a candidate to fill the vacant position using another process based on the circumstances at the time of the vacancy and the needs of the City Council.
2. After a leave of absence is approved, the remaining Councilmembers, by a simple majority vote, shall select one of the following options:
 - a. Leave the position unfilled during the leave of absence;
 - b. Appoint a Councilmember Pro Tempore by a simple majority vote, without the process described in Section F below;
 - c. Appoint a Councilmember Pro Tempore according to the process described in Section F below; or
 - d. Appoint a Councilmember Pro Tempore using another process based on the circumstances at the time of the leave of absence and the needs of the City Council.
3. The Councilmember who is vacating his or her position, or seeking temporary leave of absence, shall not participate in the appointment process.

F. Application Process

1. If one of the following events occur: a) the City Council receives notice of an upcoming vacancy, b) a vacancy occurs, or c) City Council determines to appoint a Councilmember Pro Tempore, the City Council shall direct staff to begin the Councilmember application process and establish an interview and appointment schedule so that the position is filled at the earliest opportunity.
2. The City Clerk's Office shall prepare and submit an advertisement to the newspaper of record, with courtesy copies to the closest local newspaper, which announces the vacancy consistent with the requirements necessary to hold public office. This advertisement shall contain such information that the City Council deems appropriate. The announcement will also be sent via the City's other regular communication channels (email and social media).

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3. The applicant must be a registered voter of the City of Kenmore, have a one-year continuous period of residency in the City of Kenmore, and hold no other public office or employment under the City of Kenmore government.
4. The City Clerk's Office shall prepare an application form that requests appropriate information for City Council consideration of the applicants. The application form must include the question: "Is there anything in your background that would bring discredit to this city if appointed?" The application form must also require the applicant to agree to complete and file a [Washington State PDC Form F-1](#) upon appointment. The application form will also include the applicant's consent for the City to conduct a criminal background check on the applicant prior to being interviewed by the Council. The City Clerk's Office shall make the applications available at Kenmore City Hall and such other locations that the City Council directs if any.
5. The City Clerk's Office shall distribute to all Councilmembers the applications received by the deadline. The applications shall be accompanied by any additional information submitted by the applicant and obtained by the City Clerk's Office, such as endorsements, letters of reference, and other pertinent materials.

G. Interview Process

1. The City Council will determine which applicants will be interviewed according to qualifications submitted.
2. The City Clerk's Office shall notify the selected applicants of the location, date, and time of City Council interviews.
3. Prior to the date and time of the interview, the Mayor shall accept one interview question from each Councilmember.
4. Prior to the interview, the City Clerk shall obtain and provide to the Councilmembers a Criminal Background Check for the applicant.
5. The applicant's order of appearance shall be determined by a random lot drawing performed by the City Clerk.
6. Each interview of an applicant shall be no more than 30 minutes in length. At the interview:
 - a. The applicant shall present his or her credentials to the City Council.
 - b. The City Council shall ask a predetermined set of questions.
 - c. If agreed to by the City Council, Councilmembers may ask and receive answers to miscellaneous questions.

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H. Voting Process

1. Upon completion of the interviews, Councilmembers may convene into Executive Session to evaluate the qualifications of the applicants; however, all interviews, nominations and votes taken by the Councilmembers shall be in open public session.
2. In voting on the applicants, the City Council shall follow *Robert's Rules of Order Newly Revised*.
3. The position shall be filled by the applicant receiving a majority vote of the remaining members of the City Council. Thus, balloting will continue until an applicant receives a majority of four votes.
4. At any time during the balloting process, the City Council may postpone balloting until a special or regular meeting if no applicant has received a majority of four votes.
5. The Mayor shall declare the applicant receiving a majority of four votes as the new Councilmember or Councilmember Pro Tempore, and they shall be sworn into office at the earliest opportunity, or no later than the next regularly scheduled City Council meeting.

I. Deadline for Filling Permanent Vacancies

Permanent vacancies must be filled within ninety (90) days following the occurrence of the vacancy.

J. Term of Office

1. The new Councilmember shall serve the portion of the unexpired term until his or her successor takes office, pursuant to State law.
2. A Councilmember Pro Tempore appointed to serve during a leave of absence of a Councilmember shall serve only until such time as the Councilmember resumes his or her duties.

Section 5. Council Conduct

A. Purpose

This section sets forth a Code of Conduct for Councilmembers regarding ethics and conflicts of interest, and the Councilmembers' treatment of each other, City staff, City consultants, members of the public, and others with whom they come into contact while representing the City.

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B. Code of Ethics and Conflicts of Interest

1. Upon election or appointment, Councilmembers should review Chapter [42.20 RCW](#), Misconduct of public officers; Chapter [42.23 RCW](#), Code of Ethics for Municipal Officers – Contract Interests; Chapter [42.30 RCW](#), [Open Public Meetings Act](#); and Chapter [42.36 RCW](#), Appearance of Fairness Doctrine.
2. No Councilmember may use his or her position to secure special privileges or exemptions for himself, herself, or others. See [RCW 42.23.070](#). In addition, except for incidental electronic and telephone communication, Councilmembers shall not use public resources that are not available to the public in general, such as City staff time, equipment, supplies, or facilities, for other than a City purpose.
3. No Councilmember may accept employment or engage in business or professional activity that the Councilmember might reasonably expect would require or induce him or her by reason of his or her official position to disclose confidential information acquired by reason of his or her official position. See [RCW 42.23.070\(3\)](#)
4. Councilmembers owe a fiduciary duty to the public and are required by law to maintain confidentiality with regard to certain information gained through their official positions. Therefore, no Councilmember may disclose confidential information gained by reason of the Councilmember's position, nor may a Councilmember otherwise use such information for his or her personal gain or benefit. See [RCW 42.23.070\(4\)](#).
5. If a Councilmember participates in litigation contrary to an official City position or action as adopted or ratified by a majority of the City Council, the Councilmember shall recuse himself or herself and not participate in any vote, deliberation or executive session, or receive confidential information regarding further consideration or action in that matter, once litigation regarding the matter has been served or filed. The fact that a Councilmember voted in opposition or expressed in his or her official duties an opinion in opposition to the official action or position prior to the filing or service of litigation shall not, by itself, be sufficient to trigger the need for recusal or nonparticipation.

Once litigation has been served or filed, communication regarding the case with anyone other than City staff, the City Attorney or outside legal counsel involved in the litigation of the case is discouraged during the pendency of the litigation. Councilmembers shall not in their official capacity make any comment, provide any information or otherwise involve

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themselves in the matter without the assistance and advice of the City attorney or outside legal counsel.

6. It shall be an appearance of conflict, which must be disclosed, (1) for any Councilmember to acquire or seek to acquire an interest in property that the City is actively seeking to acquire or has stated its intent to acquire, (2) for any Councilmember to acquire or seek to acquire an interest in property that is immediately adjacent to such property, or (3) for any Councilmember to benefit personally by the City's acquisition or non-acquisition of such property.
7. No Councilmember shall be beneficially interested, directly or indirectly, in any contract which may be made by, through or under the supervision of the Councilmember, in whole or in part, or which may be made for the benefit of his or her office or accept, directly or indirectly, any compensation, gratuity or reward in connection with such contract from any other person beneficially interested therein. See [RCW 42.23.030](#). This section shall not apply in the following cases (See [RCW 42.23.030](#)):
 - a. The furnishing of utility services by the City at the same rates and on the same terms as are available to the public generally;
 - b. The designation of public depositaries for City funds;
 - c. The publication of legal notices required by law to be published by the City, upon competitive bidding or at rates not higher than prescribed by law for members of the general public; or
 - d. Any other exception provided for by law.
8. A Councilmember may not vote in the authorization, approval, or ratification of a contract in which they are beneficially interested even though one of the exemptions allowing the awarding of such a contract applies. See [RCW 42.23.030](#). The interest of the Councilmember must be disclosed to the Council and noted in the official meeting minutes before the formation of the contract. See [RCW 42.23.030](#).
9. A Councilmember is not interested in a contract, within the meaning of subsections 7 and 8 above, if the Councilmember has only a remote interest in the contract. A "remote interest" means:
 - a. That of a non-salaried officer of a nonprofit corporation.
 - b. That of an employee or agent of a contracting party where the compensation of such employee or agent consists entirely of fixed wages or salary;
 - c. That of a landlord or tenant of a contracting party; or

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- d. That of the holder of less than one percent of the shares of a corporation or cooperative which is a contracting party.
10. If a Councilmember has a remote interest in a contract, the City Council may authorize, approve or ratify the contract, despite such remote interest, provided that the following conditions are satisfied:
- a. The Councilmember with the remote interest fully discloses the nature and extent of the interest, and the disclosure is noted in the official meeting minutes before the contract is made.
 - b. The City Council authorizes, approves, or ratifies the contract after that disclosure and notation.
 - c. The City Council's authorization, approval, or ratification is in good faith.
 - d. Where the votes of a certain number of Councilmembers are required to authorize, approve, or ratify the contract, the vote requirement is met without counting the vote of the Councilmember who has the remote interest.
 - e. The Councilmember having the remote interest does not influence or attempt to influence any other Councilmember to enter into the contract.
11. Any contract made in violation of the restrictions and requirements of subsections 7 through 10 above is void and the performance thereof, in full or in part, by a contracting party shall not be the basis of any claim against the City. See [RCW 42.23.050](#).
12. Any Councilmember violating the provisions of subsections 7 through 10 above, subsection 13 below, or [RCW 42.23.070](#) shall be liable to the City for a penalty in the amount of five hundred dollars, in addition to such other civil or criminal liability or penalty as may otherwise be imposed upon the Councilmember by law. See [RCW 42.23.050](#). In addition, a violation by a Councilmember of subsections 7 through 10 above or [RCW 42.23.070](#) may be grounds for forfeiture of his or her office. See [RCW 42.23.050](#).
13. Councilmembers shall not receive from or give to any person or entity anything of monetary value (hereafter referred to as "gifts") where the gifts have been received or given, or to a reasonable person would appear to have been received or given, with intent to give or obtain special consideration or influence as to any action by the Councilmember in his or her official capacity ("prohibited gifts"); provided, that nothing shall prohibit

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campaign contributions which are solicited or received and reported in accordance with applicable law.

14. The gifts listed below are presumed not to be prohibited gifts. However, this presumption is rebuttable and may be overcome based on the circumstances surrounding the receipt or giving of the gift.
 - a. Unsolicited flowers, plants and floral arrangements;
 - b. Unsolicited advertising or promotional items of nominal value, such as pens and note pads;
 - c. Unsolicited tokens or awards of appreciation in the form of a plaque, trophy, desk item, wall memento, or similar item;
 - d. Unsolicited items received by a Councilmember for the purpose of evaluation or review, if the Councilmember has no personal beneficial interest in the eventual use or acquisition of the item;
 - e. Informational materials and publications related to the Councilmember's performance of official duties;
 - f. Food and beverages consumed at hosted receptions where attendance is related to the Councilmember's duties for the City;
 - g. Admission to, and the cost of food and beverages consumed at, events sponsored by or in conjunction with a civic, charitable, governmental or community organization, where attendance by the Councilmember is related to the Councilmember's duties for the City;
 - h. Unsolicited gifts from dignitaries from another city, state, or foreign country, as long as the Councilmember give the gift to the City;
 - i. Food and beverages on infrequent occasions in the ordinary course of meals where attendance by the Councilmember is related to the Councilmember's duties for the City;
 - j. Any gift which would have been offered or given to the Councilmember if they were not a Councilmember; and
 - k. Payments by a governmental or non-governmental entity of reasonable expenses incurred by the Councilmember in connection with a speech, presentation, appearance, or trade mission made in an official capacity.

C. General Courtesy Expectations

1. Be courteous, respectful, kind, and professional at all times with everyone.

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2. Be honest and truthful.
3. Act with integrity and in good faith.
4. Foster an environment of mutual respect. Discourteous behavior, such as sidebar discussions, inflammatory language, innuendo, or negative body language, is not permitted.
5. At meetings, raise your hand to indicate a desire to speak, and then wait to be recognized by the Presiding Officer before speaking.
6. Stay on the topic being discussed for the efficiency of dealing with the items on the agenda. Remarks must be germane to the topic.
7. Refrain from speaking more than twice on the same motion as stated in Robert's Rules of Order.
8. Comments will be limited to three minutes at a time.
9. Refrain from asking staff to advertise individual achievements (e.g., classes, awards, being the first of a class of people) through City events or communications (newsletters, press releases).
10. Refrain from using social media to discuss Council deliberations or other Council business, as this 'dialogue' creates an un-trackable set of public records. Social media may be used to provide unidirectional information about upcoming agenda items and to encourage public engagement.
11. Refrain from emailing the Council as a body (e.g., ci_council@...) with anything that might prompt a group response or requests new action as this may create a dialogue subject to the [Open Public Meetings Act](#). Councilmembers may email the Council as a body if the email simply provides information.
12. Refrain from interrupting or arguing with another Councilmember while such Councilmember has the floor except as stated in Robert's Rules of Order, such as a "point of order."
13. Refrain from criticizing in public other Councilmembers and personally attacking (verbally or in writing) other Councilmembers, the City Manager, City staff, and City consultants.
14. If any Councilmember has a complaint against a fellow Councilmember, the City Manager, or a staff member, they will follow city procedures to resolve the issue. They will not broadcast the issue on social media or to the public news media before an evaluation has been done and a conclusion has been reached.
15. Treat City staff in a polite and professional manner.

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16. Having courtesy expectations is compatible with open and vigorous debate, with a variety of opposing opinions expressed on public issues.

D. Respect in Regard to Voting

1. Disagreement and differences of opinion are honored and respected features of government in the City.
2. When there is disagreement, discuss and clarify the issues before voting.
3. Councilmembers must not seek out members of the media to express thoughts about a vote. As a matter of courtesy, letters to the editor or other communication should be presented to the full City Council at a meeting prior to publication so that Councilmembers will be aware of the proposed publication.
4. Councilmembers must not engage in personal attacks against other Councilmembers who voted against the councilmember on issues.
5. After a vote on an issue, a Councilmember may state an opposing viewpoint, but must clearly state the adopted City Council position and must clarify that the Councilmember's viewpoint or opinion is the Councilmember's personal viewpoint or opinion.
6. When Councilmembers represent the City or attend meetings in an official capacity, they must support and advocate the official City position on an issue, not a personal position on the issue.

E. Prohibited Conduct

1. The City Council recognizes the right of every Councilmember to free speech, as stated in the U.S. Constitution and as interpreted by the courts and encourages the dissemination of a variety of opinions and ideas for discussion in a lawful manner. Laws concerning free speech are balanced by slander and libel laws.
2. The adoption of a Code of Conduct is necessary to discourage prohibited conduct as illustrated below.
3. Prohibited conduct includes, but is not limited to, the following:
 - a. Making a personal attack against a fellow Councilmember, the City Manager, or City staff as stated in Robert's Rules. "Personal attack" means an accusation against a person's character.
 - b. Acting maliciously toward a City staff member or a fellow Councilmember. "Maliciously" means acting with hostility or anger toward, or by bullying or harassing.

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- c. Modifying, revising, altering, or editing any document, report, record, or memorandum written by the City Manager, a City staff person, or other Councilmember without the author's consent or knowledge, and without clearly stating or showing the change, the date of the change, and the person making the change.
- d. Engaging in unreasonable interruption and interference with the day-to-day business of the City. "Unreasonable interruption and interference with the day-to-day business of the City" means:
 - (i) Contacting City staff, other than as authorized by these rules or by final action of the City Council or by the City Manager, which contact materially limits a City staff member's ability to complete work assigned by the City Manager or by final action of the City Council; or
 - (ii) Causing the City Manager or a City staff member to correct or explain the Councilmember's materially inaccurate statements or conduct, where the correction or explanation substantially interrupts the efficient operations of the City.
- e. Making verbal or written contact with City staff, other than a Councilmember's contact with City staff as authorized by these rules or by final action of the City Council or by the City Manager.
- f. Representing to members of the public, other public agencies, or other persons or organizations, that the City Council will vote or act in a specific manner concerning pending litigation or legislation or concerning any other matter that has not yet come before the City Council for final action but that will be acted upon by the City Council.
- g. Discussing or disseminating information from an executive session to anyone outside of the proper lines of authority. "Proper lines of authority" means Councilmembers, the City Manager, City staff assigned to the topic or matter, designated legal counsel, and others attending the executive session at the invitation of the City Council.
- h. Making contact, either verbally or in writing, with legal counsel representing a person or entity with whom the City has ongoing litigation or negotiations, other than as authorized by the City Manager or by majority vote of the City Council.
- i. Making verbal or written contact with State, county, regional, or city elected or appointed officials, when a Councilmember represents a position contrary to the adopted or declared position of the City or the

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City Council and when the Councilmember does not disclose such adopted or declared position of the City or the City Council.

- j. Taking actions and voting when there is a conflict of interest as defined in this policy and in Chapter [42.23 RCW](#). Recusal must be used when there is a conflict of interest. (See [Section 5](#), B: Code of Ethics and Conflicts of Interest)
- k. Engaging in acts of intimidation, discrimination, bullying, bias, or hate acts toward other Councilmembers.

F. Sanctions

- 1. The Council has the power under State law to impose punishment on its members, short of removal from office, for violation of State law or Council rules.
- 2. The Council may punish a member for violation of these rules by: a verbal admonition, written reprimand, letter of no confidence, censure, expulsion from the meeting at which the conduct occurs, removal from committee memberships, and/or removal of intergovernmental duties.
- 3. The Presiding Officer may give a verbal admonition.
- 4. Other punishments not mentioned in [Section 5.F.-2.](#) require the affirmative vote of five members of the City Council.
- 5. A censure is a statement by five members of the City Council that a prohibited action has occurred.
- 6. A censure will be in the same form as any other Council motion or resolution. The motion must state the prohibited conduct or action.

Section 6. Remote Attendance and Voting

A. Purpose

Occasionally, a Councilmember will not be able to be physically present at a meeting but will want to be involved in the discussion and/or decision on a particular agenda item. The procedures and guidelines for permitting a Councilmember to attend a meeting via speakerphone or video are contained in this section. In the event of a declared state of emergency, several or all of the Councilmembers may attend the meeting remotely.

B. Frequency

Except for a declared State of Emergency, Councilmember attendance via speakerphone or video is limited to 3 times in a calendar year, but the City

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Council, by majority vote, may allow additional attendance by speakerphone or video.

C. Procedure

1. At least 24 hours before the starting time of a meeting, the Councilmember must advise the City Clerk of the desire to attend via speakerphone or video to allow time for preparation of the speakerphone or video components and of the agenda items to be attended via speakerphone or video.
2. The Councilmember attending via speakerphone must be able to hear all speakers in the meeting room, and all persons in the meeting room must be able to hear the Councilmember. The video and audio components of video conferencing should be visible and audible to all persons in the meeting room.
3. When the particular agenda item is ready to be discussed, the Presiding Officer should state and ask for the record:
 - a. "Councilmember _____ is attending via speakerphone/ video for Agenda Item No. _____, relating to _____."
 - b. "Councilmember _____, can you (see and) hear me?" (There must then be a clearly audible response in the affirmative.)
 - c. "Can the City Council and City Clerk (see and) hear Councilmember _____?"
4. Upon conclusion of the particular agenda item, the Presiding Officer should state: "Councilmember _____, discussion of Agenda Item No. _____ has concluded."
5. Each agenda item being attended via speakerphone or video shall be introduced and acknowledged in the same manner as set forth above. In the event that the Councilmember or Councilmembers are attending the entire meeting remotely, the introduction and acknowledgment only needs to be done once for the entire meeting, instead of for each agenda item. The City Clerk's roll call at the beginning of the meeting will suffice as indication that the person can be heard and seen.
6. After all agenda items being attended via speakerphone or video have been concluded, the Presiding Officer should state for the record:
 - a. "Councilmember, _____ thank you for your attendance via speakerphone/video. The remote connection will now be terminated."

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- b. "Let the record reflect Councilmember _____'s attendance via speakerphone/video has been terminated."

Section 7. Executive Sessions

A. Topics for Executive Session Discussions

The topics that may be discussed in executive sessions are set forth in [RCW 42.30.110](#). Executive session topics include, but are not limited to, the following:

1. Acquisition of real estate when public knowledge regarding the acquisition would cause a likelihood of increased price.
2. Consideration of the minimum price for sale or lease of City property when public knowledge regarding such consideration would cause a likelihood of decreased price.
3. Review of negotiations on the performance of publicly bid contracts when public knowledge regarding such review would cause a likelihood of increased costs.
4. Receipt and evaluation of complaints or charges against a public officer or employee.
5. Evaluation of qualifications of an applicant for public employment.
6. Review of the performance of a public employee.
7. Discussion with legal counsel of litigation, potential litigation or pending litigation (legal counsel may attend via speakerphone or video).
8. Discussion of collective bargaining sessions with employee organizations.
9. Consideration of matters affecting national security.

B. Confidentiality of Executive Session Discussions

Topics discussed in executive session must not be discussed outside of the executive session with anyone outside of the proper lines of authority (Councilmembers, the City Manager, and City staff assigned to the topic or matter, designated legal counsel, and others attending the executive session at the invitation of the City Council). Councilmembers shall keep all executive session information and discussions confidential to ensure that the City's interests are not compromised.

C. Procedure

1. The Presiding Officer must announce the executive session by stating:
"The City Council is recessing into an executive session pursuant to

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RCW _____ (e.g. "RCW 42.30.110(1)(a)) regarding _____. (e.g., review of the performance of a city employee). The executive session is expected to last for _____ minutes (hours)."

2. If the executive session is the last item on the meeting agenda, the Presiding Officer shall state whether or not the City Council will take action or take no action when the meeting reconvenes.
3. If, during the executive session, the Presiding Officer believes that the executive session will extend beyond the announced deadline, the Presiding Officer shall announce in open session the number of minutes that the executive session will be extended, then return to the executive session.
4. The Presiding Officer shall announce the conclusion of the executive session in open session by stating: "The executive session is now concluded."
5. At the close of the executive session or the meeting at which the executive session occurs, the Presiding Officer shall complete a document recording the topic or reason and time of the executive session, including extensions.

D. Written Material

1. During an executive session, papers or documents may be distributed for informational purposes to the Councilmembers in attendance as part of the discussion.
2. Papers and documents that are distributed during executive sessions are to be returned to the City Manager or the Presiding Officer (if the City Manager is not in attendance), prior to the end of the executive session. No paper or document will be removed by a Councilmember from the executive session, unless the City Manager, or the Presiding Officer (if the City Manager is not in attendance), determines that the paper or document may be removed from the executive session.
3. Written notes taken by any attendee of an executive session will be treated in the same manner as a paper or document as discussed above, that is, the paper or document will be returned to the City Manager or Presiding Officer prior to the end of the executive session.
4. Councilmembers will not generate computer notes, take photos, or make recordings during an executive session.

Section 8. Public Testimony

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A. Public Comment Rules in Regular and Special non-Executive-Session Business Meetings are delineated in [Section 2.B.](#) above.

B. Public Hearings

1. The Presiding Officer shall open the public hearing and ask for a City staff presentation.
2. Members of the public will be invited to provide comments about the specific topic of the hearing, in contrast to general Public Comment ([Section 2.C](#)) which may be about any topic pertaining to City business.
3. Each person will be allowed to speak for five minutes, which is longer than the three minutes allowed for Public Comments.
4. A person who testifies shall state his or her name, city of residence, and organization (if applicable).
5. Motions will not be made during the public hearing.
6. After all members of the public wishing to speak have had an adequate opportunity to speak, and the Councilmembers have had an opportunity to ask City staff questions regarding the staff presentation and/or the public comments, the Presiding Officer shall declare the public hearing closed. The City Council may by, majority vote, continue the public hearing to a stated date, time, and place, and/or allow for certain written materials to be presented to the City Council for a period of time after the public hearing.

C. Quasi-Judicial Matters

1. Council will follow [Chapter 42.36 RCW](#) for application of the “Appearance of Fairness Doctrine,” which holds that quasi-judicial matters must not only be fair in practice but must also have the appearance of fairness.
2. Quasi-judicial actions involve policy application rather than policymaking. The action will generally have a greater impact on specific individuals than on the entire community. In a quasi-judicial action, the City Council applies law to facts and makes a decision. Examples of quasi-judicial actions are conditional uses, variances, rezoning of a specific site, planned unit developments, and discretionary zoning permits. Quasi-judicial actions are distinct from legislative actions, examples of which are adopting, amending, or revising comprehensive, community or neighborhood plans, land use planning documents, area-wide zoning ordinances, and are-wid zoning amendments.

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3. The Presiding Officer will begin a quasi-judicial hearing by asking Councilmembers to place on the record any ex parte contacts with either proponents or opponents of the action. The Presiding Officer shall ask whether any person objects to the participation of a Councilmember in the action and if so, to explain the objection. If an objection is made, the Presiding Officer shall ask for input from the City Attorney.
4. The Presiding Officer, or the City Attorney at the request of the Presiding Officer, shall explain the rules and procedures for the quasi-judicial action.
5. The Presiding Officer, with the assistance of the City Attorney, will control the taking of testimony and presentation of documents, in light of the type of quasi-judicial action and applicable City rules and regulations.

Section 9. Waiver / Effect of Waiver of Rules

- A. These rules are adopted for the sole benefit of the City Councilmembers to assist in the orderly conduct of City Council business. These rules do not grant rights or privileges to members of the public or third parties. Failure of the City Council to adhere to these rules shall not result in any liability to the City, its officers, employees, and agents, or serve as the grounds for invalidation of any City Council action or decision. The City Council may, by a majority vote, temporarily waive any of these rules, unless otherwise inconsistent with applicable law.

Subject/Topic:	For Council Meeting Agenda of: February 22, 2021	
January 8-9, 2021 City Council Retreat Report, including City Council Priorities	Department:	City Manager's Office
	Prepared by:	Rob Karlinsey, City Manager
Move to:	Approved by City Attorney:	<u>Initial & Date</u> __ N/A __
	Approved by Finance Director:	__ N/A __
Approve January 8-9, 2021 City Council Retreat Report, including City Council Priorities for 2021-2022	Approved by City Manager:	__ RGK __
	Exhibits/Attachments:	
	January 8-9, 2021 City Council Retreat Report, including City Council Priorities for 2021-2022.	
Expenditure Required N/A	Amount Budgeted N/A	Appropriation Required N/A
<u>INFORMATION/BACKGROUND:</u>		
The Kenmore City Council held its annual retreat on January 8 and 9, 2021. At the retreat, the City Council discussed updates to its priorities for 2021-2022. These priorities are found in the attached retreat report and shown as follows: Council Priorities 2021-2022 1. Increase and preserve the options for affordable housing stock. 2. Develop a Kenmore Climate Plan and promote Environmental Stewardship, including water, air, forest, and habitat restoration. 3. Develop and Implement a Diversity, Equity, and Inclusion Policy and Program. 4. Respond to the Pandemic 5. Implement the Walkways and Waterways projects. 6. Focus on and emphasize multimodal transportation in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel. - Sidewalk Plan		

- **Target Zero**
- **Bus Rapid Transit 522**
- **Passenger Ferry**

7. Enhance Public Safety

8. Continue to seek opportunities to complete a successful Lakepointe Project.

9. Implement the Economic Development Plan.

10. Foster and create fun.

11. Engage and educate the community on growth and development in Kenmore.

Introduction

The Kenmore City Council annual retreat was held on January 8th and 9th, 2021. Due to the Covid19 pandemic, the retreat was conducted over the Zoom remote meeting system. The purpose of this retreat was to discuss, in depth, key projects and policy issues identified by the participants during a pre-retreat interview to establish the agenda. In addition, this retreat focused on establishing goals for 2021 and 2022. The following agenda guided the discussions during this council retreat:

1. 2020 accomplishments
2. City Council as a team
3. Pandemic response
4. Lakepointe
5. Environment
6. Diversity, Equity, and Inclusion
7. Green New Deal
8. Aquatic Center
9. Land Use Planning
10. General City Issues
11. Council Priorities for 2021 and 2022

The following report is a summary of the discussions and outcomes of the retreat (a complete recording of this retreat was made and is retained by City officials):

2020 Accomplishments

The retreat opened with a review and listing of the accomplishments of the City during 2020. These accomplishments include:

1. West Sammamish Bridge Project to construction
2. Diversity, Equity, Inclusion Policy and Program: Roadmap of the process to develop
3. Community Engagement and City Initiative around the Asphalt Plant challenges
4. Climate Action Plan and Vision, including completion of phase 1, the greenhouse gas emissions inventory and calculations.
5. Financial Sustainability Plan

6. Updates to the ADU Ordinance
7. Community events such as curbside meals program
8. Supporting local businesses, getting people counted for census
9. Chairing the Census Committee and its subsequent successes
10. Review of the Police Use of Force Policies via the Obama Foundation Mayor's Pledge
11. Navigation Channel Dredging
12. Black History Month Proclamation
13. Walkways and Waterways Projects progress
14. Squire's Landing Project progress
15. Enhancing our access to water and parks in general
16. Decision to not pursue ballfields at St. Edward State Park
17. ST3 Bus Rapid Transit negotiations and advocacy
18. Boathouse Project
19. AWC Municipal Excellence Award for the Hangar and Town Square
20. Housing Development Consortium Municipal Champion Award
21. New Website
22. Slurry Seal work done
23. Operations: Fluid and effective operations in all departments amid pandemic challenges
24. Employee AWC Wellness Award, saving 2% on health insurance premiums
25. New Recreation Brochure
26. Economic Development progress amid virtual/pandemic environment
27. Distribution of Federal pandemic relief funding to businesses, nonprofits, and human services agencies

City Council as a Team

The participants discussed the importance of teamwork among the City Council and specifically what being a City Council team might entail. It was pointed out that “things don’t seem as healthy” as they could be on the Council. Several examples were discussed as well as the difficult context of the pandemic and loss of “in person” meetings and socializing. The importance of working well with staff, remembering all have the best interest of Kenmore in mind, and the distinction/importance Council Rules and Council Agreements were noted. The importance and value of assuming the “best intentions” of one another was noted and discussed.

Possible agreements that might help the Council included Communication Agreements, the No Surprise Rule, and other principles that are “outside” the formal rules. It was noted that the City Manager works for all Council Members and therefore it is important to strive to give all equal attention. The meaning of feeling safe during interactions and the role of the one-on-one meetings with the City Manager were discussed. The importance of understanding the Open Meetings Act and other legal requirements were discussed. Finally, it was noted that there are several “elephants in the room” that need to be openly discussed. Participants did not discuss these topics.

Role of the Mayor. The participants next discussed the role of the Mayor and the importance of supporting the Mayor in that role. Examples of not feeling supported were discussed by the participants. Participants noted the importance of the Mayor using the “gavel” to manage meetings more efficiently.

After a long discussion the participants agreed to the following:

Agreement One: Assume the “best intentions” of our colleagues

Agreement Two: Staff will schedule a work session with the City Attorney to review and discuss the Open Publics Meeting Act and the Public Records Act.

Agreement Three: Staff will draft some possible working agreements based upon the retreat discussion for further consideration. Note: All participants agreed to the importance of establishing Council Working Agreements but noted that there was not enough time during this discussion to do so. A separate dedicated session might be useful to assist both staff and council in crafting working agreements. It should also be noted that this discussion was a first and may deserve follow-up discussions to fully understand and develop the City Council Team concept. [UPDATE: Due to workload limitations, the City Manager

recommends implementing the new Council Rules and Procedures and monitoring whether additional session(s) for working agreements are necessary.]

Agreement Four: The Council members support the Mayor in his role.

Pandemic Response

The participants next had a brief update and discussion of the city response to the pandemic. Adjustments were instantly made to the city budget that has resulted in a surplus during the pandemic. While many businesses have been affected by the pandemic, the city received federal grants and quickly allocated federal monies to businesses in need. Other city operations during the pandemic were briefly reviewed including the implementation of the mandatory work from home order, the impacts on Public Works including constant changes to working protocols and staffing. Council noted their appreciation to staff for their amazing work during this difficult time.

Lakepointe

O'Connor Report. The participants next discussed the current status of the Lakepointe Project. Consultant Brian O'Connor provided a presentation of the "O'Connor Report, Option 5". The report covered a number of areas and considerations for the nature of the Lakepointe development to include the fact that lenders, developers, and equity investors are all dealing with increased risk during this challenging time. Participants discussed the importance of meeting places within the design, environmental remediation costs, and the role of retail space.

Lakepointe Vision. Participants next discussed the Long-Term Vision for the Lakepointe project. Participants shared their respect interests in such things as shoreline space, recreation areas, Aquatic Center, the use of a Metropolitan Park District for funding, etc. The importance and value of retail income generation the impact of public use set asides on tax revenue were also discussed. Finally, it was noted that funds have been set aside in the Strategic Opportunities Fund of the 2021-2022 Biennial Budget for development of a Lakepointe sub-area plan which could include visioning. Lakepointe visioning and subarea plan is not part of the 2021 docket; however, it could be added based on future Council direction, particularly if the current potential private developer does not move forward. In order to incorporate Lakepointe visioning/sub-area plan in the 2024 mandated Comp Plan update, it would need to be added this year (2021), or early 2022 at the latest.

Environment

The participants next discussed a number of key issues related to the environment and the importance of environmental protection and stewardship.

Climate Action Plan and Environmental Stewardship. It was noted that while Climate Action has a very specific focus, (reduction of carbon emissions), it is really a key element of a larger concept known as Environmental Stewardship. Staff noted the nature of a Community Report on green house emissions. It was noted that a policy on “green choices” within city government purchasing and operations plan was brought up at last year’s retreat and was possibly to be a part of the Climate Action Plan. It was noted that such a policy may have unintended consequences on city operations but that other cities have such policies and may provide insight into effective application. After a discussion the participants agreed to the following:

Agreement five: A “green choices” resolution will be brought forward in March or April 2021.

Salmon Restoration. The participants next discussed the importance of salmon protection. It was noted that now is a good time to talk with city partners along the Sammamish Slough, Forterra, and WRIA 8 about the importance of getting Kenmore on the project plan. It was noted that the Salmon Safe Certification work is also scheduled to occur during this biennium. After a discussion of the financial impacts and other considerations the participants agreed to the following:

Agreement Six: Council Member O’Cain will attend the March WRIA 8 meeting to make the case for riparian habitat restoration projects in Kenmore, specifically the restoration of the Sammamish River.

Tree Preservation. Participants next discussed the importance of tree protection and replanting. It was noted that the city is losing trees, and even though there have been past efforts to craft effective tree ordinances, the problem still exists. It was noted that other cities such as Lake Forest Park have been able to preserve trees and might provide a good example of how to do so. Past efforts to address tree preservation were discussed. It was noted and discussed that the Planning Commission might be a good avenue to address this issue. The workload of the Planning Commission was noted and discussed. After an extensive discussion the participants agreed to the following:

Agreement Seven: Staff will schedule tree preservation for an upcoming study session to review existing regulations and possible options.

Natural Gas Policy. The participants next discussed the possibility of a policy that would not allow the use of natural gas in new residential construction within the city. It was quickly noted that this policy should be a part of the Climate Action Plan. Several participants supported adding this component to the Climate Action Plan. Finally, it was noted that the City signed on to a Joint Commitment Letter with K4C that agreed to reduce the use of natural gas by 80% by 2050.

Asphalt Plant. Participant briefly discussed the report on the Microsoft Air sensors and progress in this area. It was noted that HB 1057 will be coming up soon and would impact this topic.

Comprehensive Pest Management Plan. The participants next discussed the nature and importance of the Pest Management Plan. After a brief presentation on the proposed nature of such a plan, it was agreed we need to let the Climate Action Plan process play out. The Climate Action Plan will likely produce a list or menu of potential strategies and plans to implement, and it would be best to wait and see how a pest management plan landed among list of strategies in the future Climate Action Plan.

Diversity, Equity, and Inclusion

The participants next discussed several topics under the area of Diversity, Equity, and Inclusion (DEI) within the City of Kenmore.

City Staffing Plan. Participant discussed a city staffing plan as it pertains to DEI. It was quickly noted that city staffing is a component of the larger DEI Plan. It was noted that the DEI staffing component may need to be considered when letting city contracts. It was also noted that it might be useful to do a policy review to see how current operations match with intent of a guiding DEI policy/plan. Finally, it was noted that a schedule and milestones to guide discussions along the way to develop the DEI plan was provided to the City Council in November 2020.

City's Role in Holiday Events and Cultural Activities. Participants next discussed the role of the city in holiday and cultural activities. Specifically, participants discussed the use of tax payer funds and use of city property to support holiday events that are affiliated with religious celebrations (e.g., Christmas). Participants noted the history and pros and cons of city involvement and citizen enjoyment of religiously based holiday events. The importance of the separation of church and state was noted. Various options were discussed such as participation or sponsorship of events by community groups and the city sponsorship of a Winter Lights Festival. It was noted that the staff will be bringing an "Unattended Public

Displays Policy” for Council review. After a discussion the participants agreed to the following:

Agreement Eight: Staff will report back on options of ways to separate city funds/resources from religiously-based holidays, including the possibility of a Staff will discuss and report to the City Council on the feasibility of a “Festival of Lights” event at City Hall in December and concurrent permitted displays/events sponsored by residents/nonprofits/businesses at places such as the Hangar, Town Square, or local businesses.

Green New Deal

Participants next addressed a proposal presented by a Council Member that the City adopt a Green New Deal approach to all city activities, priorities etc. Participants discussed the nature of the proposal and how it might relate to other issues particularly DEI and Climate Action Plan. It was noted that the Green New Deal or some other name to capture the City’s climate and environmental stewardship initiatives might be an organizing framework with very effective “branding” potential.

Aquatic Center

The participants next discussed the current state of planning and activity on a possible Aquatic Center. It was noted that grants will soon be available to support a siting study. Potential partners for a center were discussed. After a discussion the participants agreed to the following:

Agreement Nine: The City Manager will contact surrounding jurisdictions to let them know Kenmore is planning to do a siting study and invite them to participate.

Land Use Planning

The participants next discussed several topics under Land Use Planning.

Mixed Use Fronting 181st Street. Participants discussed the need for redevelopment and mixed use on 181st street, included the desire for the City to be more directly involved as a convener and facilitator for the property owners and potential developers.

Agreement Ten: City staff will take a more proactive and direct role in promoting and facilitating downtown redevelopment along 181st Street

(approximately from 67th Avenue to the 7100 block). Staff will report on progress back to the City Council by the end of 2021.

Rezone Intersection Properties in Residential Neighborhoods. The desire for more “corner stores” and a more walkable community were discussed, with Station 54 at the corner of NE 163rd Street and 70th Avenue NE given as an example. Providing zoning that allows residents to walk to services that meet their daily needs within their neighborhoods is recognized as a principle of Strong Towns. The importance of providing information to property owners was noted along with making efforts to include them in the city vision on this issue.

Agreement Eleven: Include rezoning of corner properties in residential neighborhoods as part of this year’s Missing Middle deliberations with the Planning Commission.

Sidewalks on 61st Avenue NE. Participants received an update on the sidewalk project on 61st. It was noted that the city has received a grant to support this project. The funds will be available in July 2021, pending State Legislature approval, which likely means feasibility and design this project will begin in September 2021. The importance of involving and informing the public on this project was underscored as important especially since it will likely require the removal of trees that are damaging sidewalks and creating unsafe conditions.

Kenmore Neighborhood Enhancement Projects. A Council Member reported on the nature and value of micro parks within the city, especially near the downtown to address equity and the need to serve lower income neighborhoods. It was suggested that this concept be expanded to include the Burke Gilman Trail. It was generally agreed that the concept be considered the next time the City updates the Parks, Recreation, and Open Space Plan.

General City Issues

The participants next discussed an array of general city issues.

Police Reform and the Police Contract. The participants next discussed recent changes in the county police based on charter amendments 5 and 6. It was noted that as a contract city would be important to get involved in the King County’s implementation of these Charter Amendments. The participants received an update on police related developments such as use of force statistics, training, independent investigation community representation team, etc. It was noted that the

Kenmore City Manager chairs the oversight committee for police contract cities which will allow the City Manager to participate in contract negotiations with the police union. Frequent updates can be expected.

Safe Place Kenmore. Participants discussed the nature of a Safe Place Program for Kenmore. This program allows businesses to volunteer to be a safe place for a victims of hate crimes to go to seek support. After a discussion the participants agreed to the following:

Agreement Twelve: Staff will move forward to implement a Safe Place Program in Kenmore.

Agreement Thirteen: Staff will prepare a Safe Place Program Proclamation for the City Council in March or April 2021.

Food Trucks. Participants discussed the importance and merits of food trucks in the city. It was noted that while people love food trucks, the pandemic has taken a toll on existing city restaurants, and inviting more food vendors to the city might hurt them even more. After a discussion the participants agreed to the following:

Agreement Fourteen: The city will help promote existing food trucks in the city within existing communication channels.

Arts and Human Services: Participants briefly discussed the importance of supporting arts and linking citizens to human services resources. After a brief discussion the participants agreed to the following:

Agreement Fifteen: Council Members Pfeil and Srebnik will do some more work on this and come back to the City Council on this topic.

Love notes on the website. Participants briefly discussed the importance of a way to place love notes on the city website. It was noted that a staff person was already working on this.

Lodge at St. Edward State Park. Participants briefly discussed the hearing examiner requirements for the Lodge.

Agreement Sixteen: By June of 2021, staff will report back on the Lodge's compliance with the Hearing Examiner requirements.

Ball Field Partnership with School District: The participants briefly discussed working with the school district on providing more athletic field capacity. It was noted that staff will move forward with improving athletic field capacity as noted in the memo that was included as a link to the retreat agenda, namely, 1)

pursue field lighting at Moorlands ballfield, as approved in the parks capital improvement plan, 2) approach Bastyr University to extend the athletic field lease beyond 2025, and 3) consider Lakepointe as a potential location for an athletic field.

Public Comment During Council Meetings: Participants next discussed the value of providing remote public comment, even after the pandemic ends. While all agreed to the value of remote public comment it was noted that when comment includes screen sharing of a document it can be disruptive. After a discussion the participants agreed to the following:

Agreement Seventeen. Screen sharing will not be allowed during remote public comment.

Agreement Eighteen. Staff will work on completing an upgrade to the AV system, get it up and running for a while in an in-person environment, and then look into the possibility of providing remote public comment for in-person meetings.

Agreement Nineteen: Staff will also add to the city website suggestions on “how and when” to communicate with the Council. Finally, the City Clerk will work with the Mayor to develop a written and oral preamble to guide public comment.

City Council Training Budget. Participants next discussed the structure and allocation process of the budgeted funds for City Council training. After a discussion the participants agreed to the following:

Agreement Twenty: Follow the current protocols and stay within the existing per-Councilmember training budget (\$1,000 per Councilmember in 2021). Councilmembers will present their training needs, including budget, during the next budget process.

Salary Commission: It was noted that this is the year for establishing a salary commission to review City Council salaries. After a discussion the participants agreed to the following:

Agreement Twenty-One: Staff will work on setting up a Salary Commission to begin work in the second half of 2021.

Safety Plan for City Government Meetings and Processes. In light of the very recent insurrection in Washington D.C. the participants discussed the need for a safety plan for public meetings and processes. After a brief discussion the participants agreed to the following:

Agreement Twenty-Two: By the end of 2021, the Chief of Police will research a possible safety plan for public meetings and report back to the City Council.

City Council Priorities

Participants discussed changing the Council Goals Title to priorities and agreed to the change. The participants next reviewed and discussed the City Council priorities established at last year's retreat. The participants then revised the priorities based upon completion and other factors. Next the participants nominated new priorities for consideration. Finally, the participants used a Paired Comparison Methodology to select their priorities for 2021-22. See the below.

The top five priorities will comprise a portion of the City Manager's annual performance review. Priorities will be addressed to generally reflect their priority; however, opportunity and/or necessity may require an emphasis on selected priorities outside the priority ranking listed in this report.

**Council Priorities
2021-2022**

- 1. Increase and preserve the options for affordable housing stock.**
- 2. Develop a Kenmore Climate Plan and promote Environmental Stewardship, including water, air, forest, and habitat restoration.**
- 3. Develop and Implement a Diversity, Equity, and Inclusion Policy and Program.**
- 4. Respond to the Pandemic**
- 5. Implement the Walkways and Waterways projects.**
6. Focus on and emphasize multimodal transportation in the City of Kenmore with a specific focus on pedestrian, bicycle, and other means of travel.
 - Sidewalk Plan
 - Target Zero
 - Bus Rapid Transit 522
 - Passenger Ferry
7. Enhance Public Safety
8. Continue to seek opportunities to complete a successful Lakepointe Project.
9. Implement the Economic Development Plan.
10. Foster and create fun.
11. Engage and educate the community on growth and development in Kenmore.

**Appendix One
Retreat Participants**

Mayor
David Baker

Deputy Mayor
Nigel Herbig

Councilmember
Angela Kugler

Councilmember
Joe Marshall

Councilmember
Melanie O'Cain

Councilmember
Corina Pfeil

Councilmember
Debra Srebnik

City Manager
Rob Karlinsey

Selected Department Directors Participated During Specific Conversations

Facilitator
Michael Pendleton



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

Subject/Topic: Ordinance 21-0521 adopting Municipal Code amendments to address special Affordable Housing Permit Review Processes Proposed Council Action/Motion: Adopt Ordinance 21-0521 amending the Municipal Code to address special Affordable Housing Permit Review Processes	For Council Meeting Agenda of: February 22, 2021 Department: Community Development Prepared by: Debbie Bent, Community Development Director Lauri Anderson, Principal Planner <table border="0"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;">DB, 02/02/21</td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;">DR, 01/28/21</td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;">NA</td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;">RGK 2-3/21</td></tr> </table> Exhibits/Attachments: Attachment 1: Ordinance 21-0521		<u>Initial & Date</u>	Approved by Department Head:	DB, 02/02/21	Approved by City Attorney:	DR, 01/28/21	Approved by Finance Director:	NA	Approved by City Manager:	RGK 2-3/21
	<u>Initial & Date</u>										
Approved by Department Head:	DB, 02/02/21										
Approved by City Attorney:	DR, 01/28/21										
Approved by Finance Director:	NA										
Approved by City Manager:	RGK 2-3/21										
<u>INFORMATION/BACKGROUND:</u> At the January 19 Joint Meeting with the Planning Commission, the City Council asked that an ordinance be brought forward to implement the changes recommended by the Commission for special affordable housing permit review processes. That ordinance is attached. The proposed Municipal Code amendments address three approaches: 1. Reduce the review process for any project including low- or very-low-income affordable housing units in multifamily or commercial zones to a lesser process. In this scenario, affordable housing projects proposed in a multifamily or commercial zone would become Type 1 rather than Type 2 land use decisions. Type 2 land use decisions have a public comment period, the Development Services Director is the decisionmaker, and an appeal to the Hearing Examiner is available. This change would be most impactful for projects requiring a Site Plan Review or proposing to use residential density incentives or the transfer of development credits. Type 1 differences from the current process include: a. No public notice of the permit application unless State Environmental Policy Act (SEPA) review is required. The current SEPA review threshold is 20 housing units. b. No local administrative appeal, although a court appeal is always available. This reduced process would not apply if a waiver of development standards—for example—a variance or critical areas modification was requested. 2. Allow a developer of any project including low- or very-low-income affordable housing units to propose an expedited review process to the City based on individual timeline needs and key dates. If staffing allows, the City could agree to expedite the project or could offer expedited review if a consultant were available to review the project at the developer's expense.											

3. For properties owned or under the control of a religious organization (as defined by State law), allow consideration through the Development Agreement permit process of a density increase in any zone for 100% affordable housing projects. This process amendment addresses a requirement in State law that the City provide an opportunity for religious organizations to request a density increase for affordable housing on properties they own or control. The State definition of a religious organization is a “federally protected practice of a recognized religious assembly, school, or institution that owns or controls real property.”
<u>FISCAL CONSIDERATION:</u> None. Staff and Planning Commission time were spent to work on this project.
<u>COUNCIL PRIORITY/BUDGET OBJECTIVE BEING ADDRESSED:</u> Priority 3: Increase and preserve the options for affordable housing stock. Housing Strategy Plan H-1.3.1: Allow flexible reuse of tax-exempt or publicly-owned sites through a special process to increase housing supply and enable more diverse forms of housing, if linked to providing some affordable housing. Consider possible opportunity at Park-and-Ride.

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 21-0521**

**AN ORDINANCE OF THE CITY OF KENMORE,
WASHINGTON, RELATING TO PERMIT REVIEW
PROCESSES FOR PROJECTS CONTAINING
AFFORDABLE HOUSING; ADDING A NEW SECTION
18.77.060 OF THE KENMORE MUNICIPAL CODE;
AMENDING SECTIONS 18.80.010, 18.80.060, 18.80.090,
18.105.030, 18.110.020, 18.110.050, AND 19.25.020 EXHIBIT
A, OF THE KENMORE MUNICIPAL CODE; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, over the past seven months, the City's Planning Commission has reviewed and recommended options to expedite permit processing for projects including low- and very-low income affordable housing, consistent with the City's Housing Strategy Plan; and

WHEREAS, the Planning Commission held a public hearing on draft Municipal Code amendments on November 17, 2020; and

WHEREAS, on January 19, 2021, the Planning Commission presented recommended amendments to the City Council related to affordable housing permit review processes; and

WHEREAS, on January 19 and February 22, 2021, the City Council reviewed the Planning Commission's recommendations; and

WHEREAS, throughout the Municipal Code amendment project, efforts have been made to generate public involvement, including advertising public meetings and the public hearing, creating a regularly-updated web page and including information in the City's newsletter; and

WHEREAS, the City's Responsible Official under the State Environmental Policy Act (SEPA) has determined that the proposal is exempt from SEPA review; and

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

WHEREAS, the City Council finds that the proposed amendments meet the criteria found in Section 19.20.090 of the Kenmore Municipal Code (KMC); and

WHEREAS, the City Council desires to adopt amendments to Chapters 18.77, 18.80, 18.105, 18.110, and 19.25 KMC to provide special permit review processes for projects including low- and very-low income affordable housing;

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

Section 1. Findings Adopted. The City Council adopts the foregoing recitals as findings in support of this Ordinance, which are incorporated herein as if set forth in full.

Section 2. Adoption of a New Kenmore Municipal Code Section. The City Council adopts new Section 18.77.060 of the Kenmore Municipal Code, as set forth in Exhibit A, attached hereto and incorporated by reference.

Section 3. Amendments to the Kenmore Municipal Code. The City Council amends Sections 18.80.010, 18.80.060, 18.80.090, 18.105.030, 18.110.020, 18.110.050, and 19.25.020 EXHIBIT A, of the Kenmore Municipal Code, as set forth in Exhibit B, attached hereto and incorporated by reference.

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.

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 F. Reitan, City Attorney

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

Exhibit A

Add the following new section to the Kenmore Municipal Code:

Chapter 18.77
Affordable Housing

18.77.060 Expedited permit processing.

A. Certain projects containing *very low-income* or *low-income affordable housing units* in the R-12, R-18, R-24, NB, CB,DR, DC, UC, WC, RB, and PSP zones that require a Type 2 Land Use Decision as described in KMC 19.25.020 may have that process reduced to a Type 1 Land Use Decision unless the proposal includes any of the following:

1. Short subdivision, including revisions and alterations;
2. Zoning variance;
3. Conditional use permit;
4. Shoreline permit; or
5. Critical area exceptions, variances or modifications under Chapter 18.55 KMC.

B. Any applicant for a project containing *very low-income* or *low-income affordable housing units* may request that review of the project be expedited. The request may be made on forms provided by the *City*. If a determination is made by the *city manager* that *City* staffing or other permit priorities do not allow expedited permit review, the *applicant* may request that the project be reviewed by a consultant working for the *City* at the *applicant's* expense.

EXHIBIT B

Amend the following sections of the Kenmore Municipal Code (amendments are highlighted in yellow):

Chapter 18.80 RESIDENTIAL DENSITY INCENTIVES AND TRANSFER OF DENSITY

- **18.80.010 Purpose.**

The purpose of this chapter is to:

A. Provide density incentives to *developers* of residential property, in exchange for public benefits to help achieve comprehensive plan goals of affordable housing, *open space* protection, and parkland acquisition by:

- I. Defining in quantified terms the public benefits that can be used to earn density incentives;
2. Providing rules and formulae for computing density incentives earned by each benefit.

B. Provide a method to realize the development potential of:

1. Sites containing *critical areas* or of unique size or shape;
2. Specific *sites* preserved in order to achieve comprehensive plan goals as identified by the *city council*.

C. Provide a review process to allow evaluation of proposed density increases, using residential density incentives and the public benefits offered to earn them, and give the public opportunities to review and comment.

- **18.80.060 Review process.**

A. All RDI proposals shall be reviewed concurrently with a primary proposal to consider the proposed site plan and methods used to earn extra density.

1. When the primary proposal requires a public hearing under this code or KMC Title [17](#), the public hearing on the primary proposal shall serve as the hearing on the RDI proposal, and the reviewing authority shall make a consolidated decision on the proposed *development* and use of RDI;

EXHIBIT B

2. When the primary proposal does not require a public hearing under this code or KMC Title [17](#), the RDI proposal shall be processed as a Type 2 land use decision, **unless otherwise authorized by KMC 18.77.060.A.**, subject to the decision criteria for *conditional use permits* outlined in Chapter [18.115](#) KMC; and

3. The notice for the RDI proposal also shall include the *development's* proposed density and a general description of the public benefits offered to earn extra density.

B. RDI applications which propose to earn bonus units by dedicating real property or public facilities shall include a letter from the receiving agency certifying that the proposed dedication qualifies for the density incentive and will be accepted by the agency or other qualifying organization.

• 18.80.090 Transfer of density credits.

In order to realize the development potential of *sites* containing *critical areas* or of unique size or shape, or *sites* preserved in order to attain comprehensive plan goals, an opportunity to transfer unused density from one *site* to another shall be provided. *Transfer of density credit* transactions shall be handled between the private parties, with documentation provided to the *City*, until such time as the *City* enters into a formalized transfer of development rights (TDR) process through King County or another agency.

A. Transfer of Density from *Sites* Constrained by *Critical Areas* or of Unique Size and Shape. A *development* proponent may apply to transfer unused density from a *site* constrained by *critical areas* or of unique size or shape to another *site* through a Type 2 land use decision, **unless otherwise authorized by KMC 18.77.060.A.**

Chapter 18.105 SITE PLAN REVIEW

• 18.105.030 Process.

A site plan review shall be processed as follows:

A. For those *sites* identified under KMC [18.105.020](#)(A)(1) and (2) and (B), the site plan review shall be processed in accordance with requirements for a Type 2 land use decision as outlined in Chapter [19.25](#) KMC, **unless otherwise authorized by KMC 18.77.060.A.**

B. For those *sites* identified under KMC [18.105.020](#)(A)(3), the site plan review shall be processed in accordance with requirements for a Type 4 land use decision as outlined in Chapter [19.25](#) KMC.

C. For those *sites* identified under KMC [18.105.020](#)(A)(4), the site plan review shall be processed in accordance with requirements for a Type 2 land use decision as outlined in Chapter [19.25](#) KMC, unless otherwise determined by the city manager.

EXHIBIT B

Chapter 18.110 DEVELOPMENT AGREEMENTS

• 18.110.020 General provisions.

A. In this chapter, the term “*development regulations*” shall have the meaning set forth in KMC [19.10.070](#).

B. A *development agreement* shall be consistent with the applicable policies and goals of the *City’s* comprehensive plan.

C. Any departure requested by the *owner* from the development standards of this code through a *development agreement* shall be offset by the *owner’s* provision of a benefit to the *City* of equal or greater value relative to the departure requested, as determined by the *City*.

1. Equivalent value need not be measured monetarily and the proposed benefit need not be of the same type as the existing development standard requirement. For example, the benefit of a public open space dedication may be considered against the benefit of a required street improvement.

2. In considering equivalency for the P-suffix and special district overlay regulations, the scope and scale of the proposed development shall be considered. The P-suffix and special district overlay regulations were applied as mitigation for a major mixed use development and they may be modified or eliminated through the development agreement process.

3. In considering a request for an increased density bonus for affordable housing located on property owned or controlled by a religious organization per RCW 36.70A.545, a density bonus for a project providing *moderate-income affordable housing units* shall not exceed the maximum density allowed by the zoning district of the subject property. To achieve a greater density bonus, the project shall provide a significant proportion of *low- or very-low income affordable housing units*.

In no case shall a departure from the development standards be granted if no equivalent benefit to the *City* is provided.

D. A *development agreement* may be proposed and approved only for [the following](#) properties:

1. [Properties](#) in the downtown commercial (DC), regional business (RB), waterfront commercial (WC), urban corridor (UC), downtown residential (DR), community business (CB), neighborhood business (NB), public and semi-public (PSP), parks (P) and golf course (GC) zones.

2. [Properties in any zone owned or controlled by a religious organization as defined in RCW 36.01.290 requesting consideration of an increased density bonus for affordable housing as](#)

EXHIBIT B

described in RCW 36.70A.545; provided, however, that the requirements of RCW 36.70A.545(1)(a)-(c) shall apply to such a request.

E. A *development agreement* does not supplant any other required land use decision per KMC [19.25.020](#), including but not limited to a rezone, a shoreline permit, a site plan review, or an environmental review under Chapter [19.35](#) KMC. Such land use decisions shall be reviewed in conjunction with the *development agreement*.

F. As applicable, the *development agreement* must specify the following:

1. Project components which define and detail the permitted *uses*, residential densities, nonresidential densities and intensities or building sizes;
2. Design standards such as architectural treatment, maximum heights, *setbacks*, *landscaping*, drainage and water quality requirements and other development features;
3. Parking;
4. Provisions for affordable housing, if applicable;
5. *Parks* and common *open space* preservation;
6. Amount and payment of impact fees imposed or agreed to in accordance with any applicable provisions of State law, any reimbursement provisions, other financial contributions by the property *owner*, inspection fees or dedications;
7. Mitigation measures, development conditions and other requirements of Chapter [43.21C](#) RCW;
8. Phasing;
9. Build-out or vesting periods for applicable standards; and
10. Other appropriate development requirements or procedures which are based upon a *City* policy, rule, regulation or standard.

G. A *development agreement* may obligate a party to dedicate land or easements, or fund or provide services, infrastructure or other facilities.

H. Subsequently adopted development standards which differ from those of an approved *development agreement* shall apply to the property subject to the *development agreement* only where necessary to address a serious threat to public health and safety. Subsequently adopted development standards which differ from those of an approved *development agreement* also shall apply following expiration of any phase or time period specified in the *development agreement* during which identified standards cannot be modified.

EXHIBIT B

• **18.110.050 Processing procedure.**

A. An application for a *development agreement* shall be filed by the *owner* of real property within the *City* on forms provided by the *department*. An application shall be accompanied by an application fee pursuant to the *City's* current fee schedule and a signed agreement on forms provided by the *department* to reimburse the *City* for fees of the city attorney pursuant to the *City's* current agreement with the city attorney. The *development agreement* may provide for assignment of a portion of the application fee to other permit fees if a *development agreement* is ultimately approved by the city council.

B. The city council shall make a threshold decision on each application for a *development agreement* at a regular meeting of the city council. If a majority of the whole council approves further review of the *development agreement*, the agreement shall be processed as described in this section. **No threshold decision is needed for *development agreement* applications for an increased density bonus for affordable housing located on property owned or controlled by a religious organization as defined in RCW36.01.290.**

C. Before voting on a proposed *development agreement*, the city council shall hold a public hearing on the *development agreement*. Consistent with KMC 18.110.030(B), two public hearings shall be held on the *development agreement* if deviations from *uses*, residential densities, *floor area ratio* limitations, or maximum *structure* height – whether required by zoning district provisions, property-specific development standards, or special district overlay requirements – are requested. The city council shall approve, disapprove or modify a *development agreement* by ordinance adopted by the vote of a majority plus one of the whole city council. The ordinance, if approving or modifying the *development agreement*, shall authorize the *city manager* to execute the *development agreement* on behalf of the *City*.

D. The *city manager* shall prepare a recommendation to the city council on a proposed *development agreement*. The *city manager* shall provide the recommendation to the city council, and make it available to the public, at least 10 calendar days prior to the public hearing on the proposed *development agreement*.

E. If a *development agreement* is associated with a Type 5 land use decision such as a comprehensive plan amendment, the *development agreement* shall be processed concurrently with the Type 5 land use decision. A recommendation of the planning commission to the city council on the Type 5 land use decision shall be issued at least 10 calendar days prior to the public hearing on the proposed *development agreement*.

F. If the *owner* files an application for a Type 2, 3 or 4 land use decision or a Type 1 land use decision subject to SEPA, the *City* shall review and process the application concurrently with the *development agreement*, and the *owner* shall sign a written waiver of the deadline for issuance of the final land use decision. A final decision of the *city manager* or *hearing examiner* on such types of land use decisions shall become effective on the date that the city council passes the ordinance for the *development agreement*. The period for appealing such final decision shall commence on the date that the city council passes such ordinance. A recommendation of the *city manager* or *hearing examiner* to the city council on such types of land use decisions shall be issued at least 10 calendar days prior to the public hearing on the proposed *development agreement*.

G. The *City* shall give notice of the meeting at which the city council considers a proposed *development agreement*, or amendment thereto, and of the public hearing(s) on the proposed *development agreement*, or amendment thereto, as follows:

EXHIBIT B

1. Not less than 10 calendar days prior to the public hearing date, a notice of the public hearing shall be sent to property owners within 1,000 feet of the property subject to the *development agreement* and to others who have submitted comments and/or requested notice.
 2. Notice of the public hearing shall be posted on the property subject to the *development agreement* not less than 10 calendar days prior to the hearing date. Notice shall be posted in the manner required by KMC [19.25.065](#).
 3. Notice of the city council meeting and public hearing shall be published in the *City's* official newspaper not less than 10 calendar days prior to the meeting or hearing date.
 4. All costs associated with the public notice shall be borne by the *owner*.
 5. All notices shall state that the *city manager's* recommendation on the proposed *development agreement* is available for review at the front desk of City Hall and on the *City's* website.
- H. Any subsequent land use decisions shall be reviewed for compliance with the terms of the *development agreement* and any associated land use decisions.

Chapter 19.25

PROCEDURES FOR LAND USE DECISIONS, PUBLIC NOTICE, HEARINGS AND APPEALS

- **19.25.020 Classifications of land use decision processes.**

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Exhibit A

LAND USE DECISION TYPES

TYPE 1 ²	Decision by <i>city manager</i> ; no administrative appeal	Building; demolition; moving; engineering; clearing and grading; sign; change of use and/or classification under KMC Title 15 ; accessory dwelling unit; home occupation; boundary line adjustment; right-of-way; street standards variance; adjustment under Chapter 13.35 KMC; shoreline exemption; temporary use; binding site plan; preliminary subdivision or short subdivision revision if not a substantial change; affordable housing project as described in KMC 18.77.060.A .
TYPE 2	Decision by <i>city manager</i> ; appealable to <i>hearing examiner</i> ; no further administrative appeal ^{1, 5}	Home industry; short subdivision; preliminary short subdivision revision; short plat alteration; zoning variance; conditional use permit; shoreline substantial development permit; shoreline variance; shoreline conditional use permit; site plan review for uses allowed by zone; wireless communication facility minor adjustment under Chapter 18.60 KMC; approval of residential density incentives under KMC 18.80.060 (A)(2) or transfer of development credits under KMC 18.80.090 (A); reuse of public schools; reasonable use exceptions under KMC 18.55.180 ; public agency and utility exceptions under KMC 18.55.160 ; other critical areas exceptions, variances and decisions to require studies or to approve, condition or deny a development proposal based on Chapter 18.55 KMC.
TYPE 3	Recommendation by <i>city manager</i> ; hearing and decision by <i>hearing examiner</i> ; appealable directly to King County superior court, pursuant to Chapter 36.70C RCW, the Land Use Petition Act, on the record	Preliminary subdivision; plat alteration; preliminary subdivision revision; special use; wireless communication facility major adjustment under Chapter 18.60 KMC.
TYPE 4	Recommendation by <i>city manager</i> ; hearing and recommendation by <i>hearing examiner</i> ; decision by city council on the record	Zone <i>reclassification</i> not related to a <i>site-specific comprehensive plan land use map amendment</i> ³ ; shoreline environment redesignation; plat vacation; short plat vacation; site plan review for uses not allowed by zone pursuant to Chapter 18.105 KMC; master plans other than those required in order to obtain a <i>comprehensive plan</i> amendment or related zoning map or text amendment.
TYPE 5	Hearing and recommendation by planning commission or other city council-appointed advisory body ⁴ ; decision by city council on the record.	<i>Comprehensive plan</i> amendment; <i>development regulation</i> amendment; zoning map amendment related to a <i>site-specific comprehensive plan land use map amendment</i> ; master plans required in order to

EXHIBIT B

	Appealable to Growth Management Hearings Board pursuant to Chapter 36.70A RCW	obtain a <i>comprehensive plan</i> amendment or related zoning map or text amendment pursuant to Chapter 18.120 KMC.
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Subject/Topic:

For Council Meeting Agenda of: February 22, 2021

Department: Engineering

Prepared by: John Vicente, PE

Approved by Department Head: Initial & Date
JFV 01/27/2021

Approved by City Attorney:

Approved by Finance Director:

Approved by City Manager:

Initial & Date

JFV 01/27/2021

NA

LS



Exhibits/Attachments:
NA

The City currently utilizes KPFF Consulting Engineers (KPFF) for on-call transportation related engineering planning, design, and construction. The transportation services needed include: design, survey, right of way acquisition, structural engineering, grant writing, geotechnical review, street standards review, permitting, environmental review, construction management services, and report preparation.

The KPFF agreement has been utilized for the following tasks:

- 68th Ave NE Ped/Bike Project Construction Management Services: \$880K
- Simonds Overlay Project Construction Management Services: \$101K
- Inglemoor HS Concert Hall Development Appraisal Review: \$4K
- 2020 Pavement Seal Project Construction Management Services: \$28K
- Juanita Ped/Bike Project Arborist Services: \$5K

- 73rd Ave Overlay Project Design and Construction Management: \$200K
- 61st Ave NE Sidewalk Replacement Design and Construction Management: \$210K
- ADA Transition Plan: \$125K
- NE 175th Wayfinding Project: \$75K

A total increase of \$610,000 is being requested. The remaining contract budget will be reserved for contingency on the above listed tasks and for any unforeseen engineering services needed.

FISCAL CONSIDERATION:

The amended contract value will be set at \$1,810,000 (original contract amount of \$1,200,000 + Amendment 1 amount of \$610,000). The funds to pay for the work in the agreement have been accounted for in the individual project budgets and the approved 2021/2022 Engineering Fund.

Prior to any work started, a “task order” is formally written and executed for any work given under this agreement. The City Engineer approves all task order assignments and task order amendments.

COUNCIL PRIORITY BEING ADDRESSED:

Council Priority 6: Multimodal Transportation (Target Zero, BRT, sidewalks, and Passenger Ferry)

Signature: Leticia Salcido
Leticia Salcido (Feb 12, 2021 14:01 PST)
Email: lsalcido@kenmorewa.gov

Signature: Rob Karlinsey
Rob Karlinsey (Feb 12, 2021 14:44 PST)
Email: rkarlinsey@kenmorewa.gov

Agenda Bill (JV): Council KPFF 19-C2098 Amendment 1_20210222

Final Audit Report

2021-02-12

Created:	2021-02-12
By:	Anastasiya Warhol (awarhol@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPrnjzQ2MU8YxQD-uL11pXDLbjnESyVPO

"Agenda Bill (JV): Council KPFF 19-C2098 Amendment 1_20210222" History

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

Subject/Topic: Agreement 19-C2012 providing engineering support for Environmental Services and Community Development on surface water and parks project. Proposed Council Action/Motion: Authorize the City Manager to execute Agreement 19-C2012 Amendment 1 to increase the budget by \$1,283,000 to accommodate upcoming work in 2021 and 2022.	For Council Meeting Agenda of: February 22, 2021 Department: Public Works Prepared by: Richard Sawyer, Env Services Manager Debbie Bent, Community Dev Director <u>Initial & Date</u> Approved by Department Head: RS, DB Approved by City Attorney: NA Approved by Finance Director: LS Approved by City Manager: _____ Exhibits/Attachments: NA
<u>INFORMATION/BACKGROUND:</u> The City goes through a competitive RFP process approximately every four years to hire an engineering and environmental consulting firm through an on-call agreement that provides assistance with tasks such as planning, environmental evaluation, engineering design, permitting, construction management, and inspection. The agreement also provides on-call access to specialized trades such as surveyors, geotechnical engineers, biologists, and hydrogeologists. The agreement covers both planned projects and support for unexpected tasks, such as landslide (or other emergency) response, investigation and analysis of surface water operations and maintenance issues that require specialized engineering, flooding analysis, and more. The duration of the agreement lasts through the 2019-2020 and 2021-2022 biennium budgets. In 2019, Council approved the agreement up to \$750,000, which covered expenditures through January 2021. During this time, Osborn Consulting provided engineering and environmental services on a variety of projects, including: • NE 190TH Fish Passage Culvert Replacement Phase 1 (capital project) • Kenmore Boathouse (capital project) • Emergency response • Landslide investigation • Surface water operations & maintenance projects This amendment, which requests Council approval to increase the budget by \$1,250,000, provides funds for Osborn Consulting to provide services on on-going projects and several new projects, including: • NE 190TH Fish Passage Culvert Replacement Phase 2 (capital project) • 66TH AVE NE Drainage Improvement design and construction management (capital project) • 61ST AVE NE Slope Stabilization design and construction management (capital project) • Blueberry Creek Fish Passage Culverts design (capital project)	

- Log Boom Park Improvements construction management (capital project funded by Walkways & Waterways Bond Measure)
- Squire's Landing Improvements construction management (capital project funded by Walkways & Waterways Bond Measure)
- Surface Water operations & maintenance projects
- Surface Water Small Works projects
- Public Works Facility site selection

FISCAL CONSIDERATION:

The Amendment request of \$1,283,000 is summarized below showing the estimated consultant cost in parentheses for each task. Each task amount is within the adopted 2021-2022 biennium budget for their respective Surface Water CIP, Parks CIP, or Surface Water operational budgets approved by Council in November 2020.

SW-8 NE 190TH ST Fish Passage Culvert Replacement (\$190,000)
 SW-20 Small Works (\$20,000)
 SW-31 66TH AVE NE & NE 196TH ST Drainage Improvement (\$60,000)
 SW-32 61ST AVE NE Slope Stabilization (\$30,000)
 SW-34 Blueberry Creek Fish Passage Culverts (\$200,000)
 P-27 Squire's Landing (\$558,000)
 P-28 Log Boom Park (\$105,000)
 Emergency Response, investigations, SW operations & maintenance (\$70,000)
 Public Works Facility site selection (\$50,000)
Total Amendment Request \$1,283,000

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Goal #10 – Protect and enhance the climate, water, air and forest environment.