

City of Kenmore



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

Planning Commission Meeting ON-SITE

Tuesday, March 5, 2024 - 7:00 PM

In addition, we try to provide access to the meeting virtually:

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/85639502837>

Or Telephone: Dial US: +1 253 215 8782
Callers please dial *9 to Raise/Lower Hand
Webinar ID: 856 3950 2837

Technical Difficulties - If the virtual component of the meeting disconnects, and we cannot resolve technical difficulties to reconnect the virtual component, the in-person meeting will continue at City Hall if there is a quorum of the body to conduct business.

If you have technical difficulties accessing the meeting virtually, please contact the Deputy City Clerk at mkang@kenmorewa.gov.

Land Acknowledgement to Honor First Peoples

We acknowledge that the City of Kenmore is situated upon the ancestral lands of the Snohomish, Snoqualmie, Sauk-Suiattle, Duwamish, Stillaguamish, Tulalip, Suquamish, Muckleshoot, and other tribes who are part of the Coast Salish Peoples. We recognize and express our deepest respect for their enduring stewardship and profound relationship with this land, which they have cherished and protected since time immemorial. We honor the First Peoples, acknowledge their vibrant cultures, and commit ourselves to learning from their wisdom in our journey to promote justice, equity, and mutual understanding. We pledge to stand alongside these communities in acknowledging past injustices and working towards a future that respects and celebrates the diverse heritage of this land.

1. **CALL TO ORDER**
2. **LAND ACKNOWLEDGEMENT**
3. **FLAG SALUTE**
4. **PUBLIC COMMENTS**

We welcome our community members to the Planning Commission meeting. In this forum, the Commission does not engage or dialogue with the public; the primary role is to listen. We will hear from our on-site guests first, followed by our pre-registered virtual guests. All guests must address comments to the Commission. 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 and city of residence for the record and keep your comments to 3 minutes. We will not split your time with others or reset your time except by express approval of the Chair. You can submit materials to the Clerk in advance. This meeting is being recorded. Thank you for taking the time to express your comments.

VIRTUAL PARTICIPATION PROCESS: To provide public comments virtually, please fill

out the

[Virtual Public Comment Request Form](#) in advance of the meeting. The form closes at 12:00 Noon on the day of the meeting. You will be confirmed by the Clerk. If you are having difficulty, please reach out to the Clerk at stippleleen@kenmorewa.gov.

5. CONSENT AGENDA

Approval of Previous Meeting Minutes

[02.06 Planning Commission Meeting Minutes](#)

[City Council Joint Special Meeting with Planning Commission Minutes from January 16, 2024](#)

Planning Commissioner Excusals

6. AGENDA ITEMS

Northshore School District Comprehensive Plan Amendment and Rezone

[Staff Memo](#)

[Attachment 1: Proposed Comprehensive Plan Land Use Map Amendment & Rezone](#)

[Attachment 2: Conceptual Site Plan - Inglemoor High School rebuild project](#)

[Attachment 3: Powerpoint Slides](#)

Review of Council Presentation

[ED element CC presentation comment - Dorrian](#)

Commission Scope and Rules - Feedback from City Attorney

7. ADJOURNMENT

UPCOMING MEETINGS:

Tuesday, March 19, 2024, 7:00 p.m.

**City of Kenmore
Planning Commission Meeting Minutes
February 6, 2024 @ 7:00 PM**

Planning Commission Members – In Attendance (the meeting was held onsite and virtually using the Zoom online platform)

Dwight Thompson, Chair
Mike Vanderlinde, Vice Chair
Tracy Banaszynski
David Dorrian
Chris Olson
Derek Wyckoff

Excused: Saad Qadri

Staff

Debbie Bent, Community Development Director
Todd Hall, Principal Planner
Shannon Tipple-Leen, Planning Commission Clerk
Michelle Kang, Co-Clerk

1. CALL TO ORDER

The meeting was called to order by Chair Thompson at 7:00 PM.

2. APPROVAL OF MINUTES

January 16, 2024 Meeting minutes were approved by unanimous consent.

3. PUBLIC COMMENTS

Public Comments were made by Dan Troyan and Kara Macias.

4. AGENDA ITEMS

Comprehensive Plan Update - Economic Development Element

The Commission discussed their speaking parts when the Economic Element goes to City Council on March 18th.

Comm. Olson will speak to clean lighting manufacturing demand – 4F-19, line 3.

Vice Chair Vanderlinde will discuss a holistic view on Economic Development where current/future world planning for economic development, climate change, ecological sustainability/recovery, affordable housing, healthcare access are addressed together.

Comm. Wyckoff, addressing EE9 & EE10 will speak to developing and maintaining a culture of support with business and residents.

Comm. Dorrian would like to speak to current existing conditions on the Element. Page 5, line 1.

5. AGENDA Cont.

Middle Housing

Todd Hall provided a brief introductory presentation on Middle Housing. The presentation highlighted recently passed State housing legislation pertaining to housing types/densities and accessory dwelling units.

Questions/Comments:

Question on reasonable use permit – would that allow ADUs? What about DADUs?

- Answer: It would be very limited.

-The ability to be able to sell individual units is limited by code so mortgage lenders are not able to give loans. We want to make sure that we are allowing people to be homeowners and not just renters.

- Answer: The consultants are very knowledgeable and will guide this in our process.

-Is there a defined minimum or maximum that a city can choose regarding parking spaces?

- Answer: When cities were talking about this originally, people were deterred because of the expense of required parking spaces so will get clarification.

- What kind of restrictions will be placed on houses in critical areas.

- Answer: Individual City code and State law will have to be consulted.

- What level is affordable housing?

- Answer: This work is focusing on housing choices rather than affordable housing.

- What is the definition of a lot?

- Answer: It is a defined piece of property. It can vary in size but will need to meet minimum lot size for the city. There will need to be a discussion on lot size and what makes sense for a lot size.

-Regarding the tiers of population for a city's requirement. We currently are at the top of tier 3 but you are recommending that we look at tier 2.

- Answer: We will be in tier 2 shortly so will be planning for that.

-Tier 2 talks about 4 units per lot if at least one unit is affordable. What is that definition? Is it below market rate or a traditional affordable model.

- In the state user guide, the definition states that affordable in this context is 60% below median income for a renter and 80% for an owner.

- It seems like this is framed to not allow the building of single-family homes.

- Answer: That is not correct, you can't preclude one type of house over another.

- On the slide, "where 2 units per lot are required.." nothing is required right?

- No, not required. It means that if a lot can have two units, you need to allow six of the nine types.

- Does two units mean two duplexes or a duplex and triplex etc.?

- Will need clarification, but it seems to mean two individual residential units.

Debbie Bent continued the presentation, summarizing activities related to Phase 1 of the Middle Housing project that concluded in 2023, as well as summarizing upcoming amendments to the Comprehensive Plan and development regulations that will be completed by the end of 2024.

Questions/Comments:

- Are there plans for our DEIA or Climate Action committees to give feedback on our recommendations?
 - We certainly can.
- Will Phase II have more public involvement?
 - Yes, but what that is yet is has not been determined.
- If we have specific questions about setbacks, permit easements or floor area ratios should we send ahead of time?
 - Yes
- Is there a plan for community involvement while in the process to tell people what we have choices on with the new regulations?
 - The consultant will recommend when and what is appropriate for public engagement.
- We do want more than a traditional Public Hearing. We want to educate whether residents know a little or a lot on this issue. We would like to get input earlier and have the process incorporated with residents.

5. AGENDA Cont.

Draft Planning Commission Scope and Rules

Comments:

- Chair Thompson will be speaking with the City Attorney about quorums outside city events.
- The Commission allows the Clerk will make any grammatical or administrative corrections.
- For Public Hearings:
 - The meetings will end by 10pm.
 - Public Comment will be limited to 3 minutes.
 - The Clerk will post the Public Hearing rules at the meeting.
 - Staff presentations will be limited to 15 minutes.
 - No motions during a Hearing on the matter being discussed.

- Change the word citizen to resident in the document.
 - The Rules of Decorum are less detailed than Council's but still firm. Want the meetings to be a safe place for people to come.
 - In section 6, the Public Hearing is moved to the top of the agenda.
 - **MOTION:** Commissioner Dorrian moved to add a Land Acknowledgement after the Call to Order. It will be the second item on the agenda. Chair Thompson seconded the motion.
VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.
 - **MOTION:** Commissioner Dorrian moved to add the flag salute to the agenda. It will be the third item on the agenda. Chair Thompson seconded the motion.
VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.
- Added language "A commissioner shall not testify or give public comments as a resident before the Commission."
- Regarding the sharing of information. If you receive information that you would like to share with the other commissioners, please share with the Clerk. They will share with the appropriate person, the group or no one.
 - **MOTION:** Commissioner Banaszynski moved to accept the Scope & Rules with changes. Commissioner Dorrian seconded the motion.
VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.
 - **MOTION:** Chair Thompson moved to excuse Commissioner Qadri from the meeting. Commissioner Banaszynski seconded the motion.
VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.

Planning Commission had a general discussion about affordable housing, multi-modal transportation, and the Planning Commission's roles.

6. ADJOURNMENT

Chair Thompson adjourned the meeting at 9:20 PM

Planning Commission
Approved by Planning Commission on: _____

City of Kenmore
City Council Joint Meeting with Planning Commission
Special Meeting Minutes
Tuesday, January 16, 2024

These minutes are created to capture Council action. This is not a verbatim transcript.
Meeting video and audio is available on the City YouTube channel.

PRESENT:

Councilmembers: Councilmember Herbig
Deputy Mayor Melanie O’Cain
Councilmember Joe Marshall – Excused
Councilmember Debra Srebnik
Councilmember Valerie Sasson
Councilmember Jon Culver – arrived at 5:47 PM
Councilmember Nathan Loutsis

Planning Commissioners:

Chair Dwight Thompson
Vice Chair Mike Vanderlinde
Commissioner Tracy Banaszynski
Commissioner Derek Wyckoff
Commissioner Saad Qadri – arrived at 6:00 PM
Commissioner David Dorrian
Commissioner Chris Olson

Staff:

City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan – Virtual
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Planning Commission Clerk Shannon Tipple-Leen
Community Development Director Debbie Bent
Principal Planner Todd Hall

Speaking Guests: Ann Macfarlane, Jurrassic Parliament Professional Registered
Parliamentarian

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 5:42 PM.

MEET & GREET

The Councilmembers and Planning Commissioners shared a light meal and introduced themselves to one another.

PRESENTATION WORKSHOP

Professional Registered Parliamentarian Ann Macfarlane presented Jurassic Parliament parliamentary procedure workshop training titled, "Great City Meetings" for the City Council and the Planning Commission.

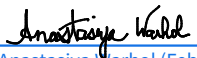
[Presentation Handout \(updated 01/16/2024\)](#)

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7:27 PM.


[Nigel G. Herbig \(Feb 16, 2024 13:01 PST\)](#)

Nigel Herbig, Mayor


[Anastasiya Warhol \(Feb 13, 2024 11:10 PST\)](#)

Anastasiya Warhol, City Clerk

City Council Joint Special Meeting with Planning Commission Minutes from January 16 2024

Final Audit Report

2024-02-16

Created:	2024-02-13
By:	Michelle Kang (mkang@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyVBo1pvYX7n-XYzaDyrEB9D26GxS5bSZ

"City Council Joint Special Meeting with Planning Commission Minutes from January 16 2024" History

-  Document created by Michelle Kang (mkang@kenmorewa.gov)
2024-02-13 - 7:00:55 PM GMT
-  Document emailed to nherbig@kenmorewa.gov for signature
2024-02-13 - 7:01:18 PM GMT
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-  Email viewed by nherbig@kenmorewa.gov
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-  Signer nherbig@kenmorewa.gov entered name at signing as Nigel G. Herbig
2024-02-16 - 9:01:51 PM GMT
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-  Agreement completed.
2024-02-16 - 9:01:53 PM GMT



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City Of Kenmore, Washington

Memorandum

Date: March 5, 2024

To: Planning Commission

From: Debbie Bent, Community Development Director
Todd Hall, Principal Planner

Regarding: Northshore School District Comprehensive Plan Amendment and Rezone

At your March 5 meeting, City staff will present for discussion a Comprehensive Plan Amendment and Rezone proposed by the Northshore School District (NSD). The proposal is a request for an Amendment to the City of Kenmore Comprehensive Land Use Map from Low Density Residential to Public/Private Facilities as well as a rezone to the City's Zoning Map from R4 Residential to Public/Semi-Public for a property recently acquired by NSD.

The subject property, a former private single-family residence, is located at 15226 Simonds Road NE. The 0.74-acre property is located immediately adjacent to Inglemoor High School and will ultimately be included in the overall future phased modernization project currently under review by the City.

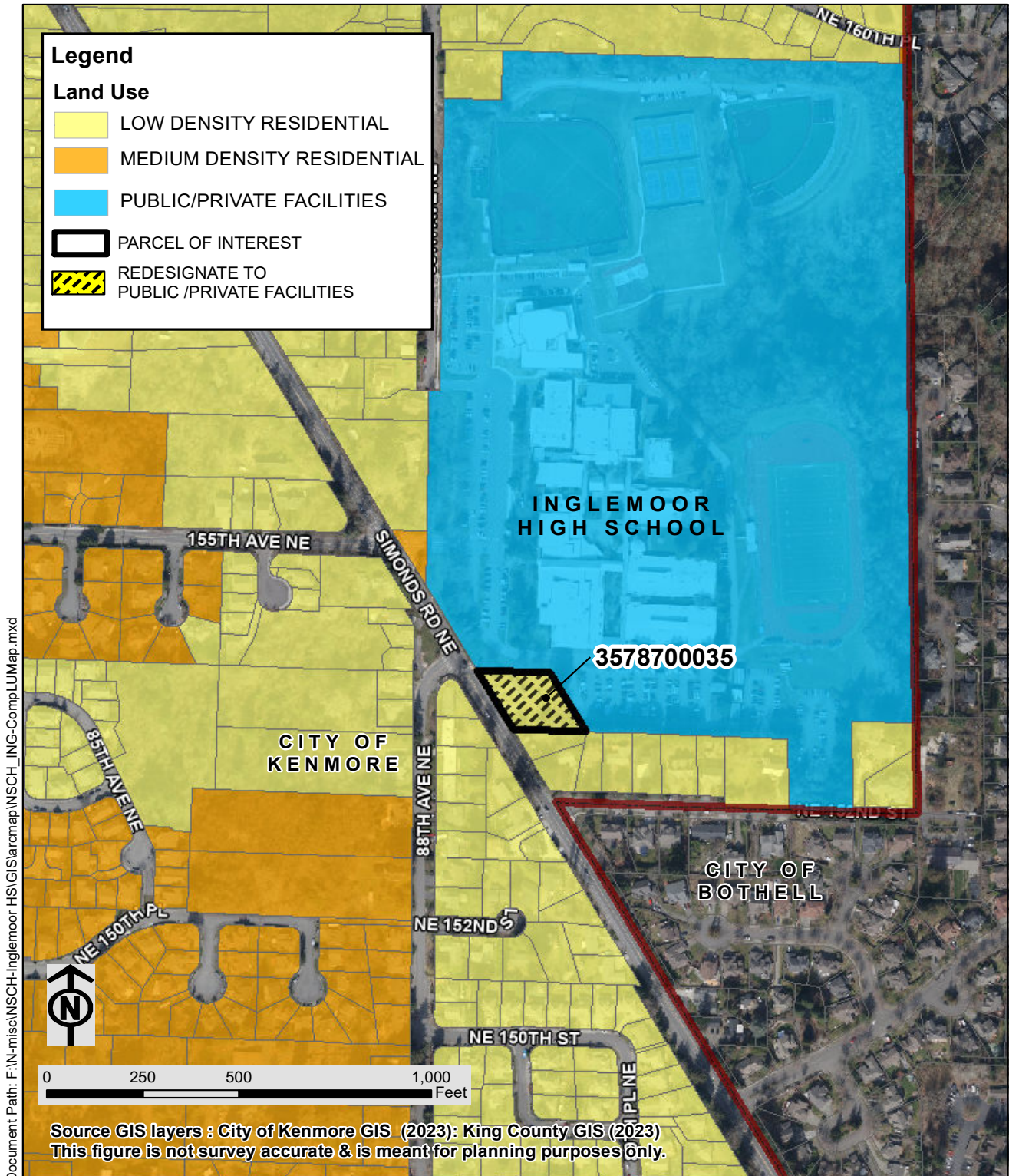
The proposal is classified as a Type 5 land use decision, which requires both a public hearing and recommendation by the Planning Commission, and a final decision of approval by the City Council. This item has been identified on the Planning Commission's 2024 Work Plan Docket.

A representative from the District's consulting firm, Shockey Planning Group, will be present at the meeting to answer any questions regarding the proposal as it relates to the overall high school rebuild project.

Attachment 1: Proposed Comprehensive Plan Land Use Map Amendment & Rezone
Attachment 2: Conceptual Site Plan - Inglemoor High School rebuild project
Attachment 3: PowerPoint Slides

18120 68th Ave NE, Kenmore, WA 98028

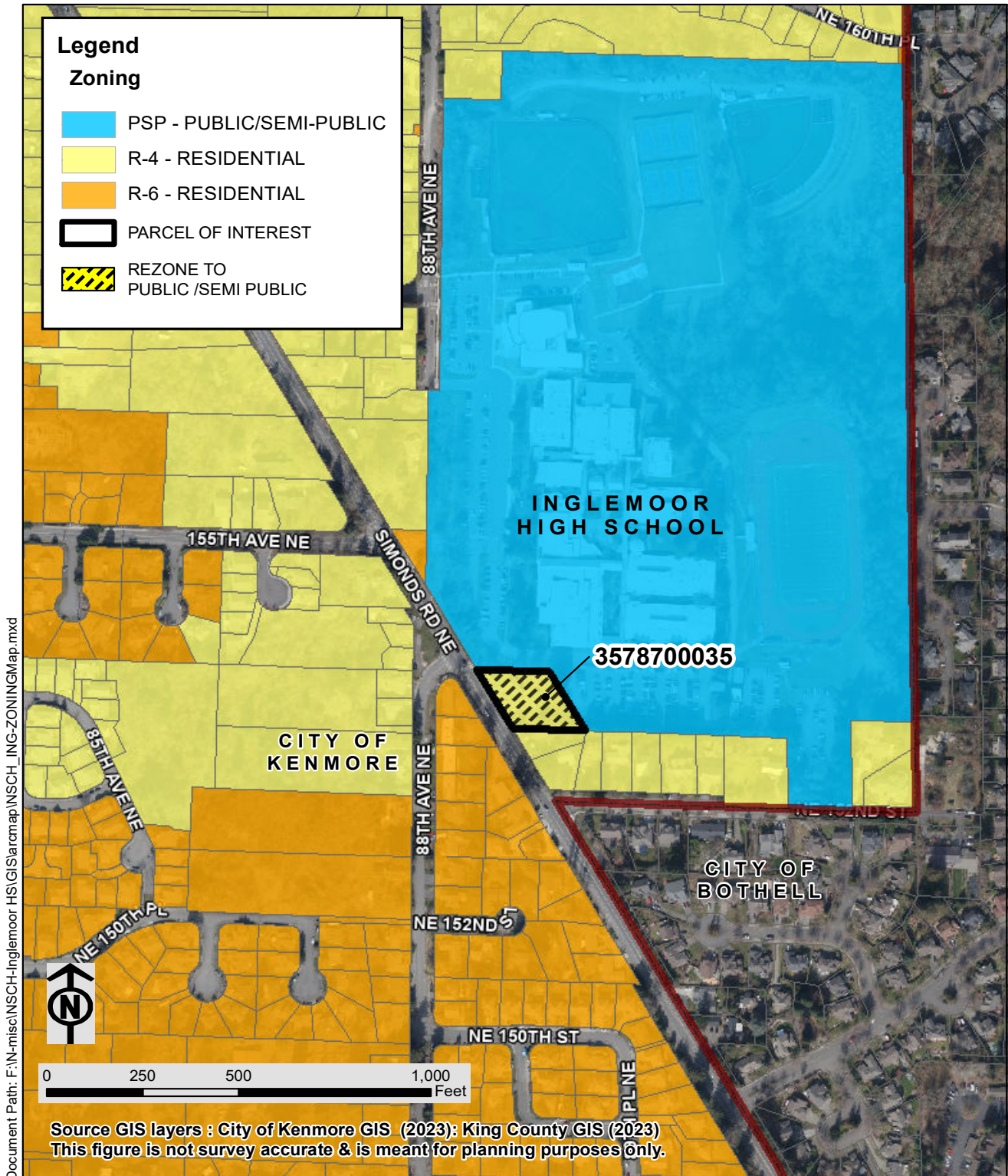
Office: (425) 398-8900 · Fax: (425) 481-3236 · cityhall@kenmorewa.gov · www.kenmorewa.gov



SHOCKEY
 PLANNING GROUP, Inc.

Proposed Comprehensive Plan
 Map Amendment

Map Date: 11/13/2023



SHOCKEY
PLANNING GROUP, Inc.

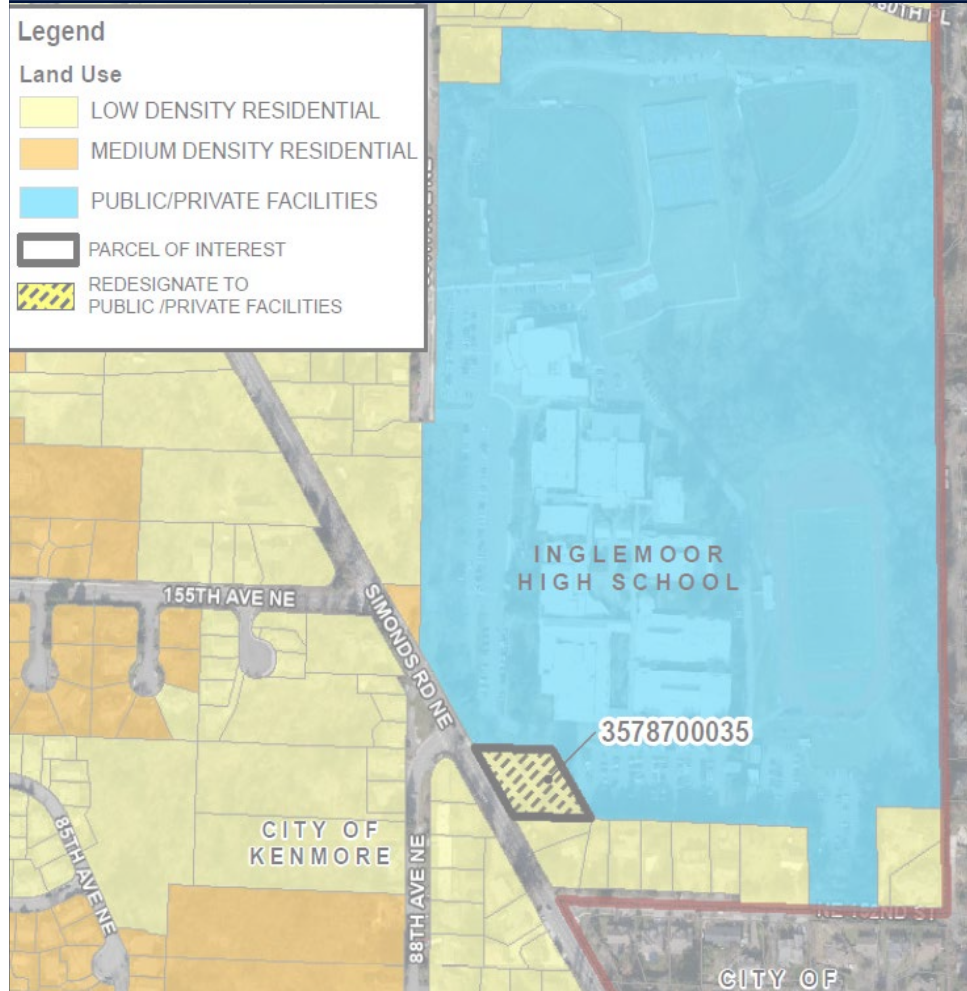
Proposed Rezone



CONCEPTUAL SITE PLAN
for Illustration Only. Subject to
change as part of official
land-use permitting.



Comprehensive Plan Map Amendment & Rezone – Northshore School District



Discussion

- Property Description
- Future High School Rebuild
- Comprehensive Plan Amendment & Rezone Process
- Decision Criteria
- Planning Commission / City Council Process
- Next Steps



Property Description

- 15226 Simonds Road NE
- Former single-family residence
- Purchased by NSD in 2023
- Accommodate future additional project area for Inglemoor HS rebuild project



SHOCKEY
PLANNING GROUP, LLC



0 500 1,000 Feet

Figure 1.
Vicinity Map

Map Date: 11/13/2023









Main entry rendering (draft as of January 2024)





Commons Plaza rendering (draft as of January 2024)



- _____





Comprehensive Plan Amendment & Rezone Process



Amendment Decision Criteria – KMC 19.20.090

1. Proposed amendment is consistent with the GMA and CPPs
2. Proposed amendment eliminates an inconsistency or does not create an inconsistency with the Comp Plan
3. Proposed amendment meets at least one of the following criteria
 - a. The proposed amendment is beneficial to the City as a whole and will not adversely affect public health, safety, and welfare; or
 - b. The proposed amendment addresses changes circumstances within the City as a whole; or
 - c. The proposed amendment accommodates new policy direction from the city council.



Additional Review Criteria for Site-Specific Amendments

1. The proposed amendment is consistent with the policies, objectives and goals of the Comp Plan, CPPs and GMA
2. The subject property is suitable for development in conformance with the standards under the classification being proposed
3. The proposed amendment is compatible with adjacent and nearby existing and permitted land uses
4. The proposed amendment is compatible with the surrounding development pattern
5. The proposed amendment meets the zoning map decision criteria of KMC 19.30.210 and 19.30.220*

*** #5 is not applicable because this is a Type 5 (Council) decision, not Hearing Examiner**



Planning Commission / City Council Process

Planning Commission

- Similar to other Comp Plan Amendments
- Review, discuss, hold public hearing, make recommendation to City Council

City Council

- Planning Commission Recommendation presented
- Additional public hearing, if necessary
- Ordinance to approve in Fall 2024 with remainder of 2024 Docket



Next Steps

Planning Commission

- Public Hearing – April 2
- Commission recommendation for City Council – April 16

City Council

- Planning Commission presents recommendation – May/June
- Final Decision by City Council – November/December 2024



ED element CC presentation comment - Dorrian

Data shows that Kenmore has a population soon to exceed 25,000 - with 24,448 residents as of Sept 2023.

Those residents form 9505 households.

This demographic data is relevant for economic development for 2 reasons.

First, because the GMA says it is. RCW 36.70A.020 detailing planning goals includes the goal to “promote economic opportunity for all residents of this state, especially for unemployed and for disadvantaged persons”

Secondly, in practice because “Housing affordability is a large factor in community success”. Households that are cost burdened struggle with personal economic success and also have less funds available to contribute to the local economy.

Therefore not just our population demographics but also the household income of Kenmore families is key contextual data to consider in economic development planning.

Data from 2021 shows the Median HH income in Kenmore was \$121,463 - but that is just part of the story. The income bands provide a more complete picture.

54% of households in Kenmore had income of over \$100k in 2021. 23% of households had income of over \$200k.

However, 46% of households had income of less than \$100k, and 21% had income less than \$50k.

Just as we have a responsibility to plan housing for all economic segments of the population, so we have a responsibility to plan by accounting for economic development that includes all economic segments of our community. In fact, the GMA language suggests we must do so equitably.

That means both enabling employment and opportunity within Kenmore - AND enabling access to employment and opportunity beyond Kenmore.

For the former aspect, RCW 36.70A.020 also includes the goal to “promote the retention and expansion of existing businesses and recruitment of new businesses”

Our largest employers are Bastyr University, The Lodge, Safeway, Kenmore Air Express and harbor, and Inglewood golf club.

There are 4583 jobs in Kenmore - but most of the people employed in those jobs (over 95%) are not residents of Kenmore. Inflow and outflow data from the census shows our dynamics.

In 2021, 2791 people from outside Kenmore reported commuting to Kenmore to work. Only 234 residents of Kenmore reported working in Kenmore

Employment by an organization is not the only path to opportunity in Kenmore though. Of the 1198 businesses in Kenmore, 66% are home-based.

The businesses that require a location outside of home face challenging economic conditions with rising real estate costs. Higher rents may displace existing businesses or discourage expansion.

All of our potential job capacity from buildable lands is in land zoned for mixed use development, with the potential of 3,381 jobs from vacant or redevelopable land zoned for mixed use. This is in the context of a target for 3200 net new jobs by 2044.

However, most of our residents find employment and opportunity outside of the city. From census data 9006 people in Kenmore reported commuting elsewhere to work. That is 3.5 times the amount who commute in and over 40 times the amount who live and work in Kenmore. The jobs they commute to outside of Kenmore are often jobs in industries that are unlikely to develop on the ground presences in Kenmore. This makes Kenmore a bedroom community with a 1:2 jobs to housing ratio.

For a bedroom community to thrive it must be an attractive place to live - with infrastructure and businesses that align with residents aspirations outside of work. But that should be for all economic segments of our community. As an example, when residents saw Copperworks would be opening in our community many were thrilled - but initially the announcement was also met with dismay by many when they thought they would lose the community focused business at 192 - that provides unique experiences that differentiate Kenmore. Thankfully both businesses could survive, and we all hope thrive, side by side.

The city of Kenmore last refreshed its Economic Development strategy in 2018. That was an impressive piece of work. However, the pandemic has disrupted some of the trends that strategy assumed, and VISION 2050 has introduced new goals not available to the framers of that strategy.

- ▶ Retention and recruitment of locally, women-, and minority-owned small businesses and start-ups
- and established and emerging industries, technologies, and services that promote environmental sustainability
- ▶ Strategies to expand access to opportunity
- ▶ Strategies to address and prevent commercial displacement
- ▶ Promotion of environmental and socially responsible business practices that address climate change and improve health outcomes

► Recognition of the contributions of the region's culturally and ethnically diverse communities, institutions, and Native Tribes

Prior to my appointment the commission has done excellent work on the economic element that expands but also may supersede components of the 2018 strategy in the context of the shifting post-pandemic landscape, the amended goals of VISION 2050 and the contextual data available about Kenmore's community and business characteristics.

I hope you will not just adopt the recommendations for the element - but also use these amended recommendations to inform in progress items pertaining to the economic growth of our city.