

City of Kenmore



City of Kenmore - 18120 68th Avenue NE - Kenmore, WA 98028
Phone: 425-398-8900 - Fax: 425-481-3236 - E-mail: cityhall@kenmorewa.gov

City of Kenmore Planning Commission Meeting Agenda

Tuesday, October 22, 2019 @ 7:00 p.m.

**Kenmore City Hall
18120 68th Ave. NE, Kenmore, WA 98028**

If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call Bridgit Baker at 425-398-8900. You may also stop by City Hall at 18120 68th Avenue NE, Kenmore. Planning Commission agendas are also available on our website at www.kenmorewa.gov.

- 1. CALL TO ORDER**
- 2. CITIZEN COMMENTS**
- 3. APPROVAL OF MINUTES**

[August 20, 2019 Planning Commission Meeting Minutes](#)

- 4. AGENDA ITEMS**

[Planning Commission Memo](#)
[Attachment 1 - Draft ADU Code Amendments](#)
[Attachment 2 - Revised Scenarios](#)

- 5. ADJOURNMENT**
- 6. UPCOMING MEETINGS:**
November 5, 2019, 7:00 p.m.
November 19, 2019, 7:00 p.m.

**City of Kenmore
Planning Commission Meeting
August 20, 2019 @ 7:00 p.m.**

Planning Commission Members – In Attendance

Mike Mulcare, Acting Chair
Dennis Olson
Nathan Loutsis
Mike Vanderlinde
Carol Baker

Consultants & Staff

Lauri Anderson, Principal Planner
Jordan Woltjer, Planning Intern
Janina Meeks, Administrative Assistant
Maura Query, Administrative Assistant
Mike Stanger, ARCH

1. CALL TO ORDER

The meeting was called to order by Acting Chair Mulcare at 7:01 p.m.

2. CITIZEN COMMENTS

There were no citizen comments at this meeting.

3. APPROVAL OF MINUTES

- June 18, 2019 Planning Commission Meeting Minutes – Motion to approve by Mike Vanderlinde, 2nd by Carol Baker. Passed 5-0
- June 25, 2019 Planning Commission Meeting Minutes – Motion to approve by Mike Vanderlinde, 2nd by Nathan Loutsis. Passed 5-0
- July 16, 2019 Planning Commission Meeting Minutes – Motion to approve by Dennis Olson, 2nd by Carol Baker. Passed 5-0

4. AGENDA ITEMS

The meeting was a policy discussion around Accessory Dwelling Units (ADUs). The topics of the evening included Background Information, General Goals and Guidelines, Special Policy Issues, and Other Actions.

Current owner occupancy requirements were discussed. The current regulation does require owner occupancy and an affidavit is signed indicating the residence will always be owner occupied.

Data from a survey performed by Jordan Woltjer was presented and discussed. The survey was printed and mailed to ADU owners in Kenmore; it included a link to the Survey Monkey survey tool. Jordan also called ADU owners and asked the survey questions over the phone, then entered those answers into Survey Monkey. There was a comment regarding Question 10 missing from the survey results. It was likely a numbering issue and not an omission of the question in the packet. The City will research and come back with information.

There were discussions around the cost of building an ADU compared to the price of rent for the ADU. There were concerns about ADUs being affordable housing because of the high cost in development and the need to recoup the investment. Other motivations to keep the rent low are due to who the owners would be renting to (i.e. family members).

The Commissioners were asked to have a general discussion in a hope to resolve general questions before deciding the specifics of policies. Topics in the general discussion included: short term rental tensions; ADUs facilitating in-home family care; ADUs vs renovated rooms/house; short term rental definitions; different addresses for ADU and primary home; square footage limitations on ADUs; limitations to number of bedrooms; multiple ADUs per property; managed vs. unmanaged growth; promotion of ADUs aligning with Kenmore's vision; pros/cons of multi-generational living and zoning regulations (downstream impact to these decisions); parking congestion, and privacy. Key points to mention from this discussion include: an ADU has a bathroom, kitchen, living space, and bedroom – regardless of how it is used (art studio etc.), if it has these features it is considered an ADU; Kenmore doesn't currently regulate short term rentals but they can be defined if the Commissioners request it; the City can look into whether an ADU could or would have a separate address from the main residence of the property; Kenmore does not currently allow for 2 ADU's (one attached and one detached) however Seattle does allow this and Kirkland is looking into it.

Specific policy questions were discussed. There was consensus of 5-0 to retain the owner occupancy requirement but an interest in possible redefining the requirement to include immediate family members in lieu of the owner in extenuating circumstances. The City agreed to look at what other cities have done about owner occupancy hardship exemptions and come back with data. There was consensus of 5-0 to leave the parking requirements as is with no breaks for size or transit. Lot size requirement discussion was saved for later. Regarding height restrictions, there was a consensus to not have the ADU be too tall, possibly the same height as the original home. The City can come back with options. The City was asked if something can be built into the application process to have lot size reviewed to see what is appropriate. The City will review with Development Services on options and

come back with information. Regarding allowing more than one ADU on a single lot, (one attached, one detached, and no more than two total) 4 approved and 1 did not.

The City plans to have answers addressing height options, hardship exemptions, answers addressing Question 10 on the survey, and square footage ADU costs vs. multifamily home costs.

5. ADJOURNMENT

Acting Chair Mulcare adjourned the meeting at 9:02 p.m.

Planning Commission

Approved by Planning Commission on: _____



City Of Kenmore, Washington

Memorandum

Date: October 15, 2019

To: Planning Commission

From: Debbie Bent, Community Development Director *DB*
Lauri Anderson, Principal Planner *LWA*
Jordan Woltjer, Planning Intern
Mike Stanger, ARCH

Regarding: Accessory Dwelling Units (ADUs)

Based on the preliminary policy decisions finalized at your last meeting, staff has completed the first draft of potential ADU code amendments (see Attachment 1). The Planning Commission and staff may, of course, wish to reconsider these draft amendments in light of any new information presented at the developer/architect panel on October 15.

As staff drafted the amendments, we reviewed revised scenarios that included a 10' (rather than a 5') rear setback. Those scenarios--for 4,000 sq.ft., 4,500 sq.ft. and 5,400 sq.ft. lots--are included in Attachment 2. The scenarios also model the impact of restricting the footprint of an ADU on smaller lots to a maximum of 10% of the lot area. Considering the scenarios, staff recommends that detached ADUs not be permitted on lots less than 4,500 sq.ft. in size.

Development Services has provided several examples of recent construction on lots between 4,000 and 5,400 square feet (the smaller lots were permitted before incorporation). Given the large size of houses on those lots (more than the 2,500 sq.ft. modelled), it is likely that detached ADUs would not be feasible even if permitted.

Once the Planning Commission is satisfied with the preliminary amendments, a public hearing will be scheduled, tentatively at your second meeting in November.

Attachments

Attachment 1: Draft ADU code amendments
Attachment 2: Revised scenarios

18120 68th Ave NE, Kenmore, WA 98028

Office: (425) 398-8900

Fax: (425) 481-3236

cityhall@kenmorewa.gov

www.kenmorewa.gov

Draft Amendments to ADU Regulations

18.73.100 Accessory dwelling units (ADUs).

A. ~~Only one~~ A maximum of two accessory dwelling units (ADUs), including only one attached ADU and only one detached ADU, accessory dwelling is allowed are permitted per primary single detached dwelling unit.

B. No minimum lot size is required for an attached ADU. A detached ADU shall not be permitted on a lot less than 4,500 square feet in size.

BC. On lots from 4,500 square feet to 5,399 square feet in size, when both a detached and an attached accessory dwelling unit are proposed, the attached ~~An~~ accessory dwelling unit is allowed only in the same building as shall not expand the pre-existing footprint of the primary dwelling unit on a lot that is less than 10,000 square feet in area, or on a lot containing more than one primary dwelling. For new construction on a lot of this size, when both a detached and an attached ADU are proposed, the combined floor area of the primary dwelling unit, including attached garage and attached ADU, shall not exceed 2,500 square feet.

CD. The primary dwelling unit or the accessory dwelling unit shall be owner occupied.

DE. Maximum ADU sizes shall be as follows:

1. Attached ADU. If the accessory dwelling unit is attached to the primary dwelling unit, then the accessory dwelling unit shall not exceed a floor area of 1,000 square feet or 50 percent of the living area of the primary residence, whichever is greater; and, The city manager may grant an exception to this limitation for the efficient use of pre-existing floor area.

2. When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building.

32. Detached ADU. If the accessory dwelling unit is detached from the primary residence, then the accessory dwelling unit may be 10 percent of the lot size, or 50 percent of the primary dwelling unit, whichever is less following floor area limitations shall apply:

Lot size	Maximum Floor Area for a Detached ADU
Lots with an area equal to or greater than 10,000 square feet	1,000 square feet

Lots with an area of 5,400 to 9,999 square feet	800 square feet
Lots with an area between 4,500 and 5,399 square feet	Maximum building footprint is 10% of the lot area. Total floor area shall not exceed 600 square feet. Note limitations in KMC 18.73.100.C when both an attached and a detached accessory dwelling unit are proposed on a lot of this size.

2F. When the primary and accessory dwelling units are located in the same building, only one entrance may be located on each streetside of the building unless the ADU entrance is clearly secondary to the primary entrance as determined by the city manager.;

G. The maximum height for a detached ADU shall be 35'; however, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.

EH. One additional off-street parking space shall be provided for each ADU on a lot;

F. The accessory dwelling unit shall be converted to another permitted use or shall be removed if one of the dwelling units ceases to be owner occupied. The city manager may consider an exception to this rule for up to one year in cases where:

1. One of the units will be occupied by a spouse, parent or adult child of the property owner who will act in his/her stead to manage and maintain the property; or

2. There is a documented need for the owner-occupant to leave the premises due to employment, illness, or other circumstances.;

If an exception is granted, the property-owner and person responsible for the property-owner's dwelling unit shall both sign a property management agreement prepared by and submitted to the City describing management and maintenance responsibilities over the term of the property-owner's absence and providing contact information.

GJ. An applicant seeking to build an accessory dwelling unit shall file a notice approved by the department with the records and elections division/King County recorder's office which identifies the dwelling unit as accessory. The notice shall run with the land. The applicant shall submit proof that the

notice was filed before the *department* shall approve any permit for the construction of the *accessory dwelling unit*. The required contents and form of the notice shall be set forth in administrative rules;

~~HK~~. The total number of occupants in the principal *dwelling unit* and the *accessory dwelling unit* combined shall not exceed the maximum number established for a single-family dwelling as defined in KMC [18.20.1010](#).

4005 SF Lot & 1 Story DADU analysis

4005 SF Lot

2 Floor Primary Unit

Footprint – 1,170 SF

Total SF – 2,340 SF

1 Floor DADU

Footprint – 405 SF

Total SF – 405 SF

SF of Impervious Surfaces

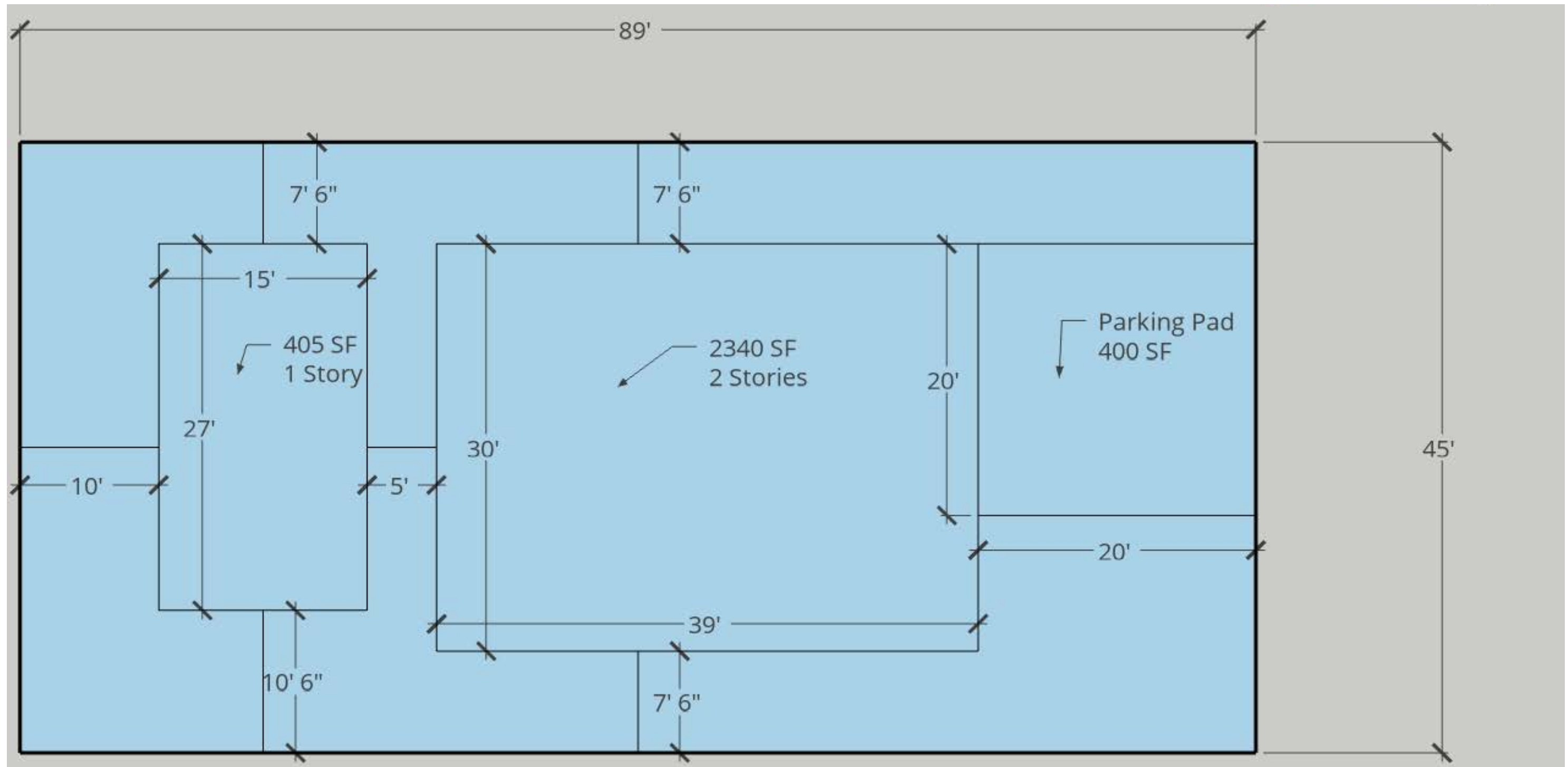
1170 (Primary Unit) + 405 (DADU) + 400 (Parking Pad)=1,975 SF

Impervious Surface Limits

R-4(55% of Lot) – 2,202.75 SF

R-6 (70% of Lot) – 2,803.5 SF

Attachment 2; Scenario 1



4005 SF Lot & 2 Story DADU analysis

4005 SF Lot

2 Floor Primary Unit

Footprint – 1,170 SF

Total SF – 2,340 SF

2 Floor DADU

Footprint – 300 SF

Total SF – 600 SF

SF of Impervious Surfaces

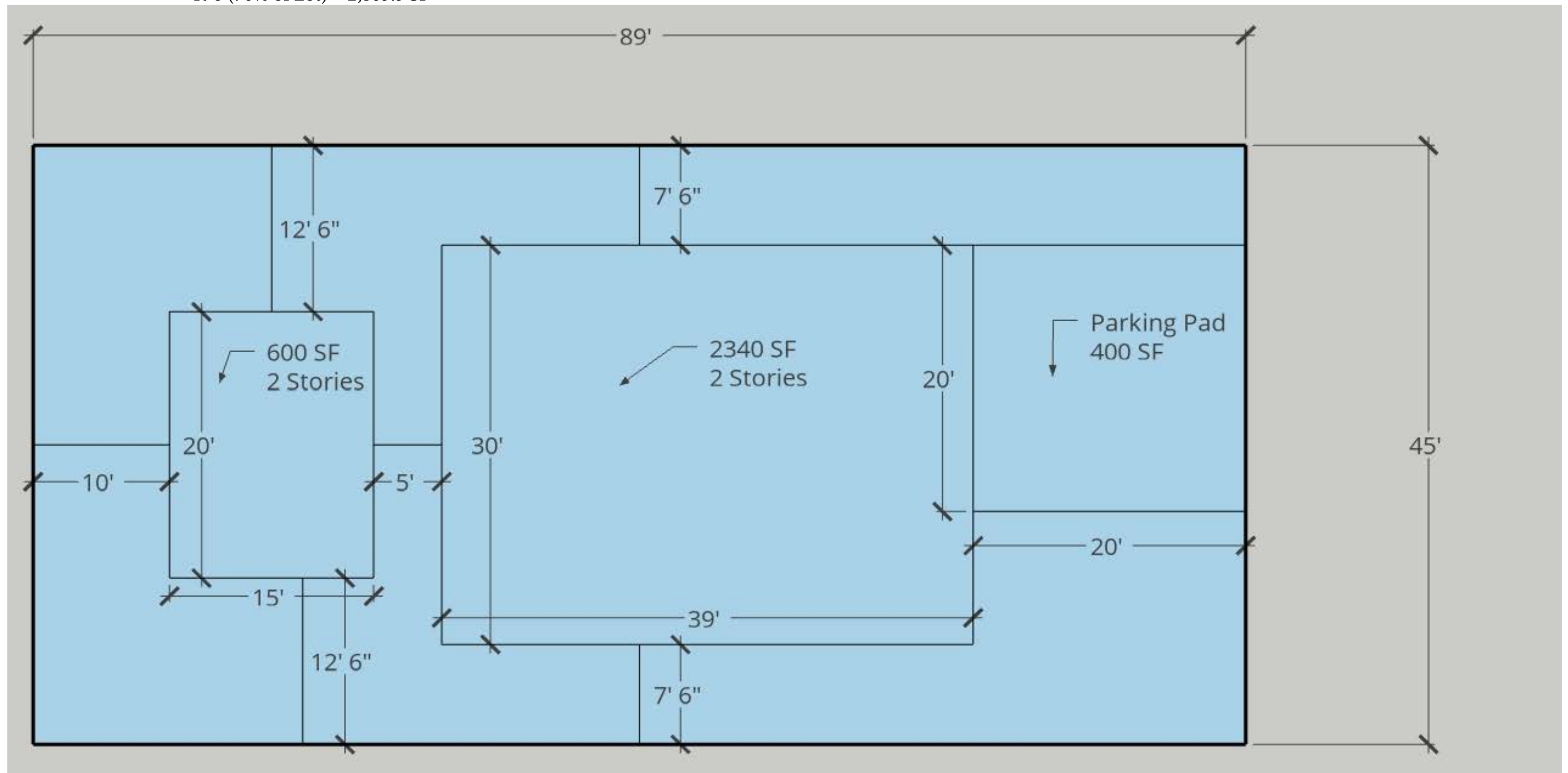
1170 (Primary Unit) + 300 (DADU) + 400 (Parking Pad) = 1,870 SF

Impervious Surface Limits

R-4(55% of Lot) – 2,202.75 SF

R-6 (70% of Lot) – 2,803.5 SF

Attachment 2; Scenario 2



4500 SF Lot & 1 Story DADU analysis

4500 SF Lot

2 Floor Primary Unit

Footprint – 1,224 SF

Total SF – 2,448 SF

1 Floor DADU

Footprint – 456 SF

Total SF – 456 SF

SF of Impervious Surfaces

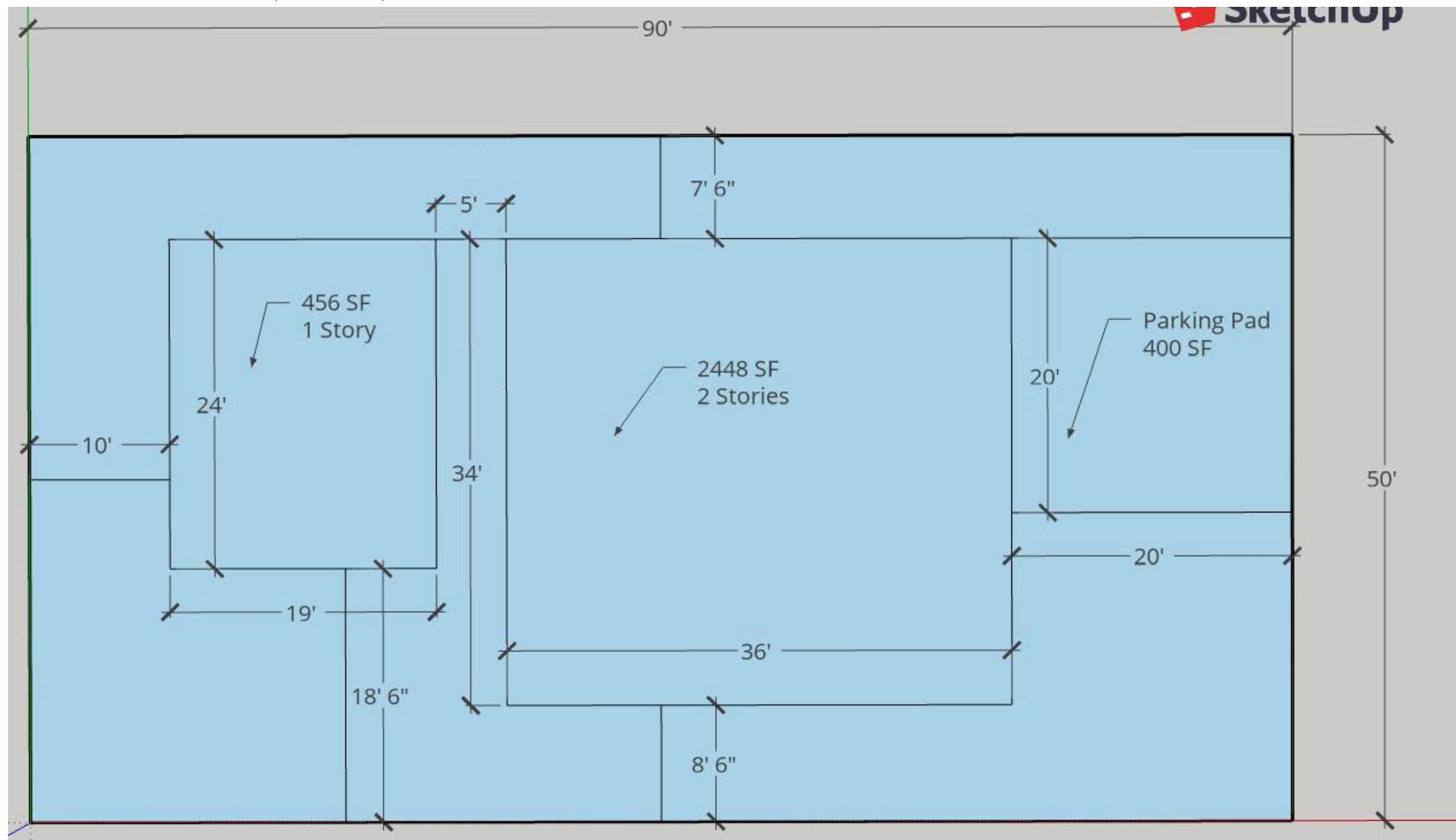
1,224 (Primary Unit) + 456 (DADU) + 400 (Parking Pad) = 2,080 SF

Impervious Surface Limits

R-4 (55% of Lot) – 2,475 SF

R-6 (70% of Lot) – 3,150 SF

Attachment 2; Scenario 3



4500 SF Lot & 2 Story DADU analysis

4500 SF Lot

2 Floor Primary Unit

Footprint – 1,224 SF

Total SF – 2,448 SF

2 Floor DADU

Footprint – 300 SF

Total SF – 600 SF

SF of Impervious Surfaces

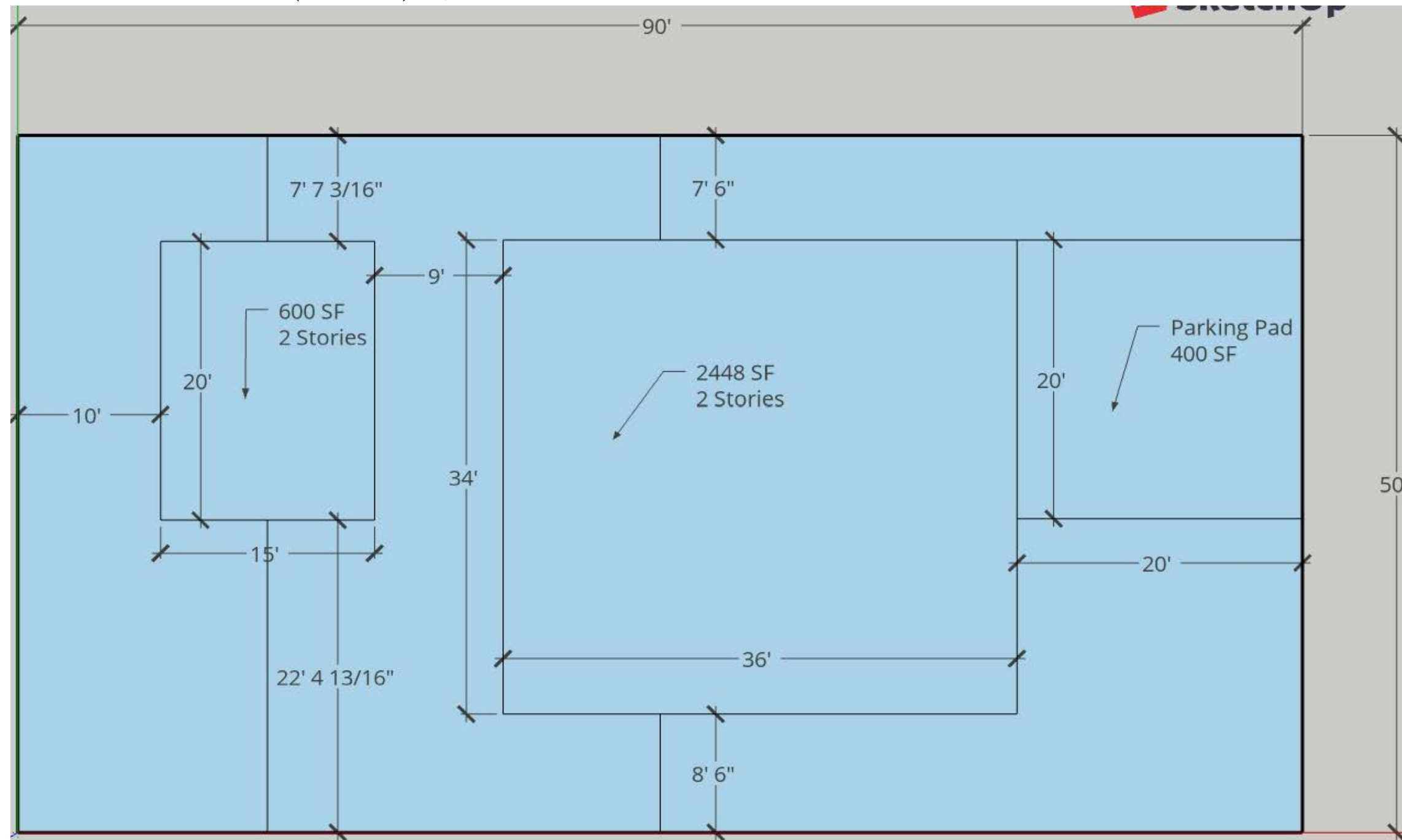
1,224 (Primary Unit) + 300 (DADU) + 400 (Parking Pad) = 1,924 SF

Impervious Surface Limits

R-4 (55% of Lot) – 2,475 SF

R-6 (70% of Lot) – 3,150 SF

Attachment 2; Scenario 4



5400 SF Lot & 1 Story DADU analysis

5400 SF Lot

2 Floor Primary Unit

Footprint – 1,248 SF

Total SF – 2,496 SF

1 Floor DADU

Footprint – 540 SF

Total SF – 540 SF

SF of Impervious Surfaces

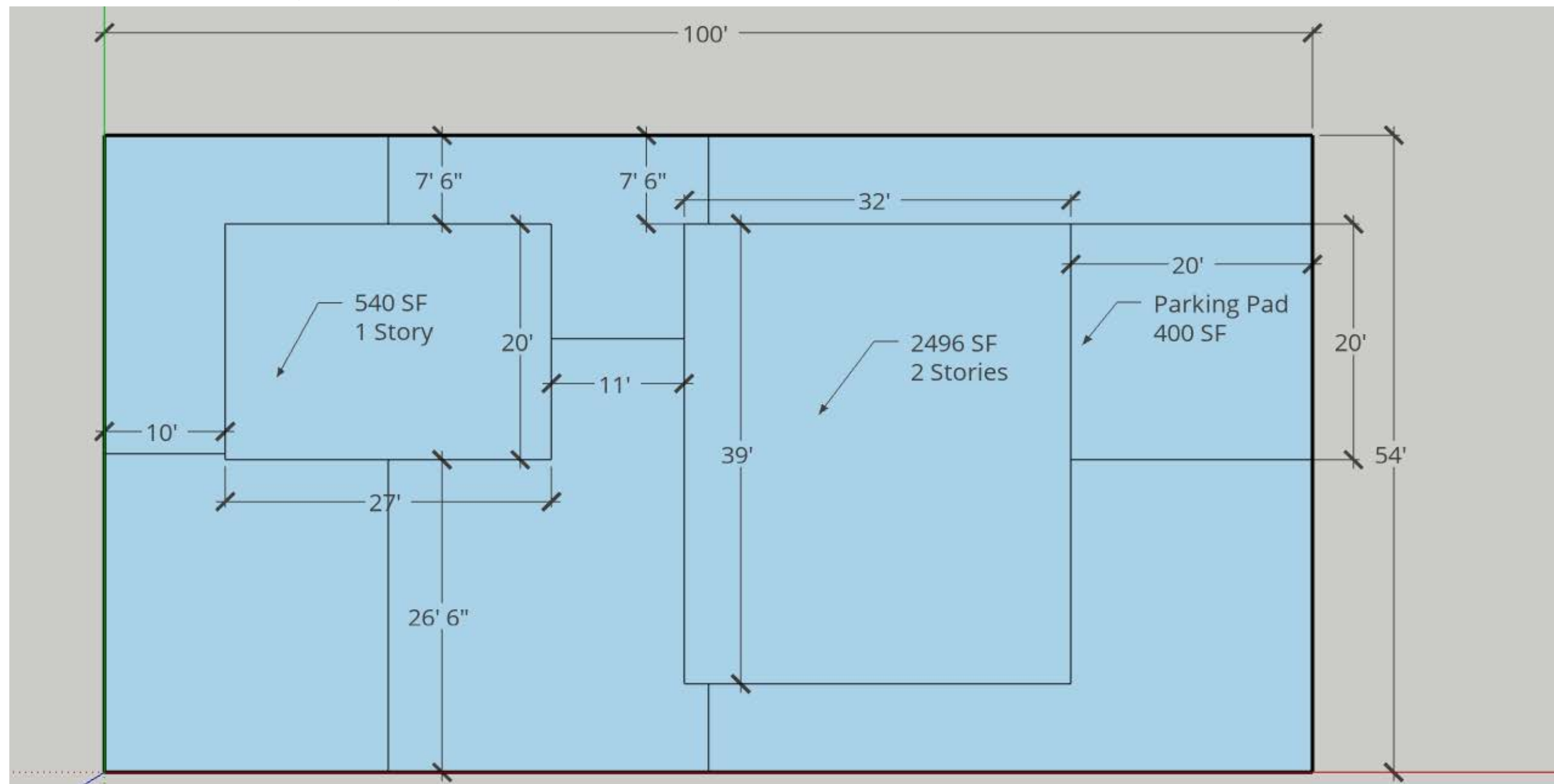
1,248 (Primary Unit) + 540 (DADU) + 400 (Parking Pad) = 2,188 SF

Impervious Surface Limits

R-4 (55% of Lot) – 2,970 SF

R-6 (70% of Lot) – 3,780 SF

Attachment 2; Scenario 5



5400 SF Lot & 1 Story DADU analysis

5400 SF Lot

2 Floor Primary Unit

Footprint – 1,248 SF

Total SF – 2,496 SF

1 Floor DADU

Footprint – 800 SF

Total SF – 800 SF

SF of Impervious Surfaces

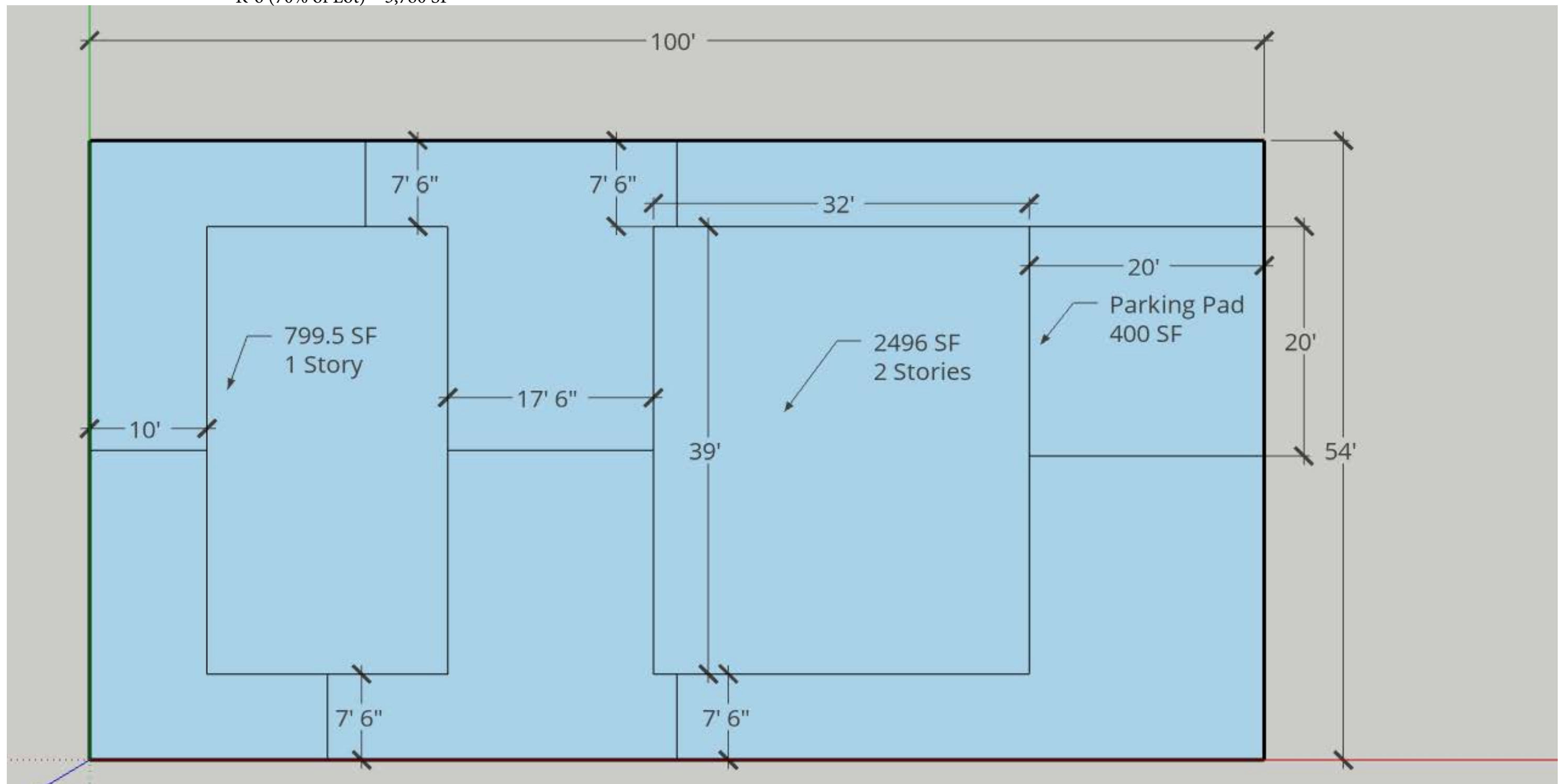
1,248 (Primary Unit) + 800 (DADU) + 400 (Parking Pad) = 2,448 SF

Impervious Surface Limits

R-4 (55% of Lot) – 2,970 SF

R-6 (70% of Lot) – 3,780 SF

Attachment 2; Scenario 6



5400 SF Lot & 2 Story DADU analysis

5400 SF Lot

2 Floor Primary Unit

Footprint – 1,248 SF

Total SF – 2,496 SF

2 Floor DADU

Footprint – 300 SF

Total SF – 600 SF

SF of Impervious Surfaces

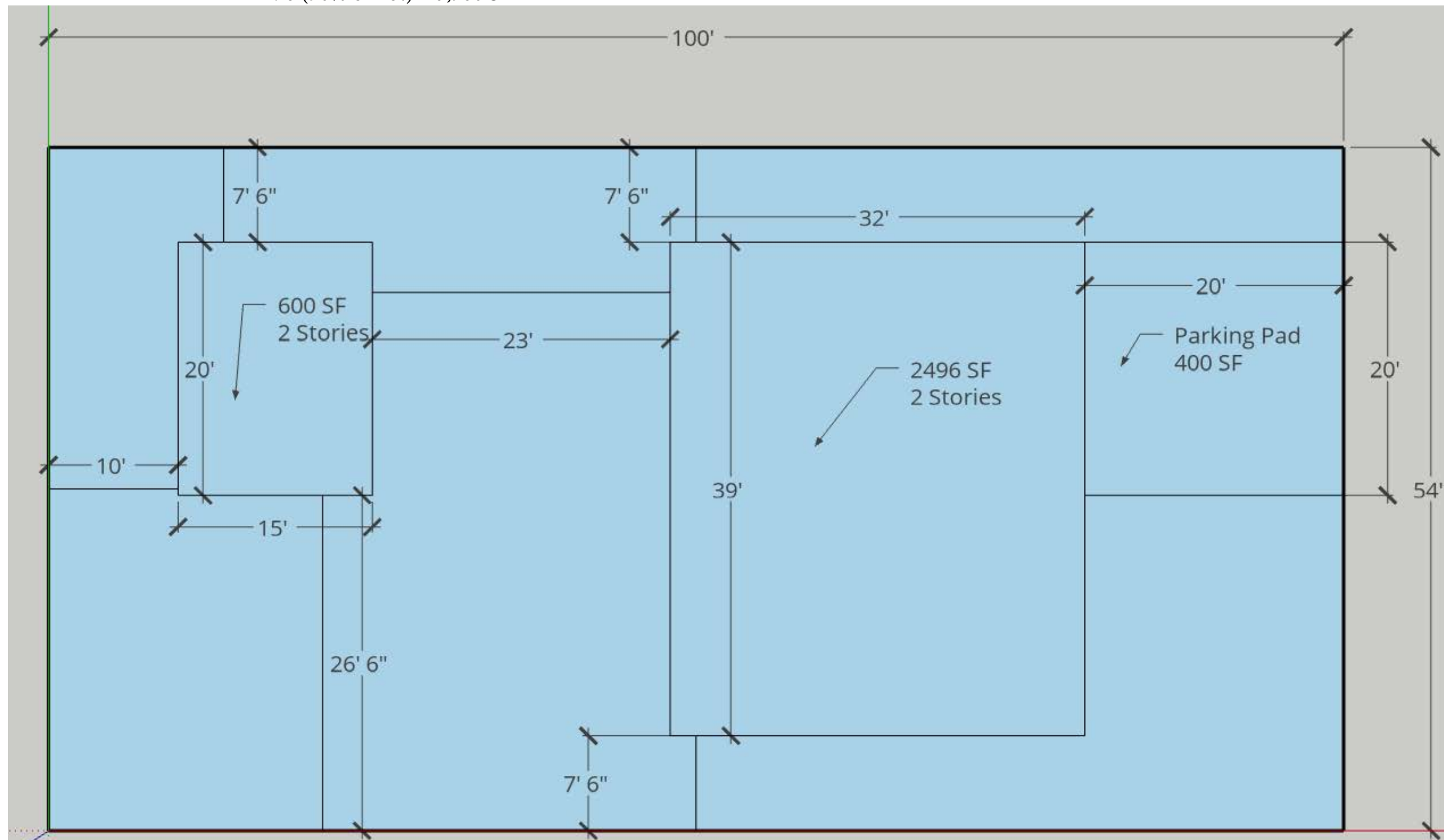
1,248 (Primary Unit) + 300 (DADU) + 400 (Parking Pad) = 1,948 SF

Impervious Surface Limits

R-4 (55% of Lot) – 2,970 SF

R-6 (70% of Lot) – 3,780 SF

Attachment 2; Scenario 7



5400 SF Lot & 2 Story DADU analysis

5400 SF Lot

2 Floor Primary Unit

Footprint – 1,248 SF

Total SF – 2,496 SF

2 Floor DADU

Footprint – 400 SF

Total SF – 800 SF

SF of Impervious Surfaces

1,248 (Primary Unit) + 400 (DADU) + 400 (Parking Pad) = 2,048 SF

Impervious Surface Limits

R-4 (55% of Lot) – 2,970 SF

R-6 (70% of Lot) – 3,780 SF

Attachment 2; Scenario 8

