



City of Kenmore  
City Council Special and Regular  
Meeting Agenda  
Monday, March 16, 2026  
6:15 PM

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**ZOOM - LINK:** <https://kenmorewa-gov.zoom.us/j/88362758213>

**Password:** 031626

Telephone: Dial US: +1 253 215 8782

Webinar ID: 883 6275 8213

SIGN UP FOR VIRTUAL PUBLIC COMMENT HERE: [kenmorewa.gov/virtualpubliccomment](https://kenmorewa.gov/virtualpubliccomment)

REQUEST AN ACCOMMODATION HERE: [kenmorewa.gov/accommodation](https://kenmorewa.gov/accommodation)

If you have technical difficulties accessing the meeting virtually, please contact [clerks@kenmorewa.gov](mailto:clerks@kenmorewa.gov).  
**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.

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**1. CALL SPECIAL MEETING TO ORDER - 6:15 PM**

**2. EXECUTIVE SESSION**

- A) Confidential Session of the Council - Pursuant to RCW 42.30.110(1)(b), the City Council will now enter an executive session to consider the acquisition of real estate. This executive session is slated to last 45 minutes until approximately 7:00 PM. No final action is expected. (added 3/13)

**3. ADJOURN SPECIAL MEETING**

**4. CALL REGULAR MEETING TO ORDER - 7:00 PM**

**5. ROLL CALL**

**6. LAND ACKNOWLEDGEMENT**

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.

7. FLAG SALUTE

8. AGENDA APPROVAL

9. WHERE'S THE FUN?

10. PUBLIC COMMENTS

Welcome to the Council's meeting. Please address your comments to the Mayor and Council. You'll have three minutes to speak. If there are more than 20 speakers, time will be reduced to two minutes per speaker. The Clerk will call your name when it's your turn. The Presiding Officer may choose to alternate between in-person and online comments. Please state your name and city of residence and keep within the allotted time. To make every person feel welcome and safe here, please refrain from booing, clapping, heckling, yelling, or other interruptions. Please note: Under Washington State law (RCW 42.17A.555), public comment time may not be used to support or oppose candidates or ballot measures. Thank you for keeping remarks focused on City business. The meeting is recorded for transparency. Thank you for being here, and for sharing your input respectfully.

- A) **VIRTUAL PUBLIC COMMENT PRE-REGISTRATION:** To provide public comments virtually, please fill out the [Virtual Public Comment Request Form](#) in advance of the meeting. The form opens Tuesdays at 12:00 Noon and closes Mondays at 12:00 Noon. You will be confirmed by the City Clerk's Office. If you are having difficulty, please reach out to the City Clerk's Office at [clerks@kenmorewa.gov](mailto:clerks@kenmorewa.gov).

11. CONSENT AGENDA

- A) Approve the following Voucher Certification and Approval:

- Total Check #s 57837 through 57909 totaling \$614,299.65
- Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 02/20/2026 in the amount totaling \$320,575.52
- Total EFT Payment #s 1952 through 1958 total \$31,937.83
- Total Wire Transfers totaling \$0

1. Voucher List

- B) Award Contract 25-C3201 to GenCap Construction Corporation for the construction of the Public Works Operations Center Administration Building construction in an amount not to exceed \$8,812,805 and authorize the City Manager to execute the contract

1. Agenda Bill - PWOC Construction Contract Award
2. Attachment 1 - Contract Award Recommendation

- C) Authorize the City Manager to execute the Real Estate Purchase and Sale Agreement (REPSA) 25-C3195 for the Swamp Creek conservation property acquisition in an amount of \$680,000 and associated closing costs, and any amendments thereto, and all related and ancillary agreements and closing documents, and to take all actions necessary to implement and complete the transaction contemplated by the REPSA. (added 3/13)

1. Agenda Bill - Swamp Creek (added 3/13)
2. Attachment 1 - Swamp Creek Property Site Map (added 3/13)

## 12. PRESENTATIONS

- A) Recreation Programs: 2025 Recap & 2026 Preview, *presented by Jennifer Gordon, Public Works Operations Director, Maurita Colburn, Recreation Program Manager, and Alison Jenkins, Events & Volunteer Coordinator*
  - 1. Agenda Bill - Recreation Programs Presentation
  - 2. Attachment 1 - Presentation
  
- B) City Events & Volunteer Programs: 2025 Recap & 2026 Preview, *presented by Jennifer Gordon, Public Works Operations Director, and Alison Jenkins, Events & Volunteer Coordinator*
  - 1. Agenda Bill - Events & Volunteer Program Presentation 2025-2026
  - 2. Attachment 1 - Presentation

## 13. BUSINESS AGENDA

- A) Stream Buffer: Critical Area Regulation Amendments to comply with Washington Department of Fish and Wildlife requirements, *continued discussion and direction, presented by Debbie Bent, Community Development Director and Todd Hall, Principal Planner*
  - 1. Agenda Bill - CAO Stream Buffers (amended 3/13)
  - 2. Attachment 1 - Stream Buffer Comparison Maps
  - 3. Attachment 2 - Presentation
  - 4. Attachment 3 - Survey Comments
  - 5. Attachment 4 - Response to questions (added 3/13)
  - 6. Attachment 4a - Stream Buffer Analysis - submitted by Councilmember Culver (added 3/13)
  - 7. Attachment 4b - Neighboring Jurisdictions - submitted by Councilmember Culver (added 3/13)
  - 8. Attachment 4c - Stream Buffers v Housing - submitted by Councilmember Culver (added 3/13)
  - 9. Attachment 4d - Stream Buffer Mailer Map (added 3/13)
  - 10. Attachment 5 - Impacts Study (added 3/16)
  - 11. Attachment 6 - Maps - submitted by Councilmember Culver (added 3/16)
  
- B) Continued Discussion and Direction on Emergency Shelter, Transitional Housing, Emergency Housing, and Permanent Supportive Housing (STEP) Housing Regulations, presented by Debbie Bent, Assistant City Manager/Community Development Director
  - 1. Agenda Bill - STEP housing (amended 3/13)
  - 2. Attachment 1 - STEP Housing Memo
  - 3. Attachment 2 - Draft STEP Regulations
  - 4. Attachment 3 - Draft Good Neighbor Template
  - 5. Attachment 4 - Draft Operator Template
  - 6. Attachment 5 - Presentation (added 3/13)
  - 7. Attachment 6 - Response to questions (added 3/13)
  - 8. Attachment 6a - Comments and responses (added 3/13)

## 14. STAFF REPORTS

- A) Climate Action Plan (CAP) and Rapid Progress+ Update, *presented by Richard Sawyer, Environmental Services Director, Nina Rasmussen, Climate Action Plan Program*

*Manager, and Andrew Silvia, SWM Capital Projects Manager*

1. Agenda Bill - CAP & Rapid Progress+
2. Attachment 1 - CAP 2025 Annual Report
3. Attachment 2 - Rapid Progress+ Memo
4. Attachment 3 - Presentation (added 3/13)

B) Other - City Manager Teri Killgore

**15. COUNCILMEMBER REPORTS & COMMENTS**

**16. ADJOURNMENT**

**UPCOMING MEETING SCHEDULE:**

- A) Saturday/Sunday, March 21-22,2026 - City Council Retreat (offsite)  
Monday, April 13, 2026 7:00 PM – City Council Regular Meeting  
Monday, April 20, 2026 6-8:00 PM - Town Hall

**NOTICE OF POTENTIAL QUORUMS**

- A) [Click here for information about Potential Quorums of the City Council](#). Now found on the City website under City Council Meetings.



# Voucher Certification & Approval

City of Kenmore

DATE RANGE: 02/14/2026 through 02/27/2026

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 that 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:

<b>Total EFT Payments: # 1952-1958</b>	<u><b>31,937.83</b></u>
<b>Total Checks: # 57837 through 57909</b>	<u><b>614,299.65</b></u>
<b>Total Payroll EFT &amp; Bank Drafts: Payroll/Taxes/FSA/HSA/Retirement: Dated 02/20/2026</b>	<u><b>320,575.52</b></u>
<b>Total Wire Transfers:</b>	<u><b>None</b></u>

*Teri Killgore* Mar 3, 2026  
Teri Killgore (Mar 3, 2026 13:45:57 PST)  
 City Manager / Date

*Melinda Merrill* Feb 27, 2026  
 Finance Director / Date

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
KBA INC.	1952	02/27/2026	Nov 2025 - Jan 2026 Professional Svcs   25-C3147	6,511.01
U.S. BANK PURCHASE CARDS	1953-1958	02/27/2026	Training & Conferences, Travel & Lodging, Memberships & Dues, Subscriptions, Supplies &	25,426.82
AWC EMPLOYEE BENEFIT TRUST/VIMLY	57837	02/19/2026	Employee Health Insurance	117,712.54
VOID	57838	02/19/2026	VOID	-
VOID	57839	02/19/2026	VOID	-
CITY OF KENMORE	57840	02/19/2026	Wages Overpayment Reimbursement	100.00
DEPARTMENT OF LABOR AND INDUSTRIES	57841	02/19/2026	City of Kenmore	7,385.28
VOID	57842	02/19/2026	VOID	-
VOID	57843	02/19/2026	VOID	-
ESD - LTC	57844	02/19/2026	Long Term Care Fund	2,543.47
VOID	57845	02/19/2026	VOID	-
ESD - PFML	57846	02/19/2026	Paid Family & Medical Leave	6,552.49
VOID	57847	02/19/2026	VOID	-
VOID	57848	02/19/2026	VOID	-
NATIONAL LIFE INSURANCE CO.	57849	02/19/2026	Life Insurance	37.50
EVERGREEN METAL WORKS LLC	57850	02/27/2026	PRESSURE TREATED DOUGLAS FIR BOLLARD	8,271.95
SITESCAPES, INC.	57851	02/27/2026	Park Furniture - Twin Springs	18,239.04
4LEAF INC	57852	02/27/2026	Jan 2026 25-C3127 4Leaf	2,975.00
ACORN CONSULTING LLC	57853	02/27/2026	Mar 2026 Ret for Fed Consulting Svcs   25-C3105	6,000.00
ANSWERING SERIVCE CARE LLC	57854	02/27/2026	Feb 2026 After Hours Answering Svc	140.00
AON RISK INSURANCE SERVICES WEST, INC	57855	02/27/2026	2026 Surety Bond for TK	200.00
ARMSTRONG SERVICES	57856	02/27/2026	Feb 2026 Janitorial Svcs   CH, Hangar, PWOC Office	9,919.17
BCN TELECOM, INC.	57857	02/27/2026	Feb-Mar 2026 Phones   CH	1,260.37

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
BOTHELL KENMORE CHAMBER OF COMMERCE	57858	02/27/2026	Support for Kenmore Oktoberfest	5,000.00
CALPORTLAND COMPANY	57859	02/27/2026	Replace Debris Cage 6620 NE 185th St	66.49
CASCADE PEST CONTROL	57860	02/27/2026	Feb 2026 Pest Control   CH, Rhododendron & Log Boom Parks	578.64
CERTAPRO PAINTERS	57861	02/27/2026	Reserved Parking Stencil Paing   CH	530.79
CHAE LAW FIRM, O.S. IOLTA	57862	02/27/2026	Cash Deposit Refund   PRJ22-0059/ENG22-0584	16,818.10
COMCAST BUSINESS	57863	02/27/2026	Feb 2026 Internet & Cable   CH, Ti'awh-ah-dees Park	233.11
CONFLUENCE ENVIRONMENTAL COMPANY	57864	02/27/2026	Jan 2026 Development Review 23-C2923	1,666.18
DAILY JOURNAL OF COMMERCE	57865	02/27/2026	Bid 25-C3201 Legal Notice Update	121.60
DTG RECYCLE	57866	02/27/2026	Mulch for Landscape & Mitigation & Contracts 25-C3100, 24-C3076, 24-C3074	6,949.06
HEIDELBERG MATERIALS	57867	02/27/2026	Materials   Debris Cage Replacement SW W014921, Asphalt Patching SR 26368	474.69
HILLIS CLARK MARTIN & PETERSON P.S.	57868	02/27/2026	Jan 2026 Lakepointe Legal Svcs	2,415.00
HORIZON DISTRIBUTORS INC	57869	02/27/2026	Materials & Irrigation   Moorlands Park & Ballfield	1,505.17
JET CITY PRINTING	57870	02/27/2026	2026 Summer Concert Flyers	144.91
JOHN VICENTE	57871	02/27/2026	Reimbursement   Engineering Retreat Lunch	242.47
KING COUNTY FINANCE	57872-57873	02/27/2026	King County Road Maint & Discretionary Svcs	9,186.79
LIGHTHOUSE CONSULTING INC	57874	02/27/2026	Jan 2026 Computer & Software Maintenance	14,431.93
MANJINDER DHALIWAL & PARMINDER BHANDAL	57875	02/27/2026	Cash Deposit Refund   PRJ16-0145/ENG18-0860	5,359.83
MELANIE O'CAIN	57876	02/27/2026	Rental Car Reimbursement   Seaside Prize	214.78
MINUTEMAN PRESS	57877	02/27/2026	Postage & Mailers	903.65
NORTHSHORE UTILITY DIST	57878-57879	02/27/2026	Jan 2026 Fleet Fuel & Maint, Water/Sewer, Irrigation	16,273.69
NORTHWEST TROPHY	57880	02/27/2026	Dias Plates & Name Tags	87.11
OSBORN CONSULTING INC.	57881	02/27/2026	Consulting Svcs   23-C2994	51,583.85
OTTO ROSENAU & ASSOCIATES, INC	57882	02/27/2026	PWOC Concrete Inspection	3,122.50
PAWS	57883	02/27/2026	Jan 2026 Animal Sheltering Services   10-C873	248.00
PROFESSIONAL SPORTS PUBLICATIONS INC	57884	02/27/2026	FindKenmore.org Marketing Campaign	2,500.00
PUGET SOUND CLEAN AIR AGENCY	57885	02/27/2026	2026 Clean Air Assessment   Full Year	25,127.00
PUGET SOUND ENERGY	57886-57888	02/27/2026	Gas & Electric, Corrected Charges	39,760.51
QUADIENT FINANCE USA INC	57889	02/27/2026	Postage	500.00
QUADIENT LEASING USA, INC.	57890	02/27/2026	Ink for Postage Machine	274.54
SCENIC 365 LLC	57891	02/27/2026	FindKenmore.org Marketing Campagne	405.00
SCORE	57892	02/27/2026	Jan 2026 Detention - Housing, Medical & Virtual Ct.	25,208.38
SENTINEL OFFENDER SERVICES, LLC	57893	02/27/2026	Jan 2026 Ankle Monitoring Svcs   23-C2982	563.34
SHERWIN WILLIAMS CO.	57894	02/27/2026	Paint   CH	36.84
SHI INTERNATIONAL CORP.	57895	02/27/2026	Power BI License for TV	118.42
STAPLES	57896	02/27/2026	Supplies   PW Stock, PW, Streets & Parks, SW, CH & Hangar, Crew PPE	2,044.74
VOID	57897	02/27/2026	VOID	-
STATE AUDITOR'S OFFICE	57898	02/27/2026	Jan 2026 Fees for 2024 Audit	1,763.75
STEWART MACNICHOLS HARMELL, INC.	57899	02/27/2026	Jan 2026 Indigent Public Defense	5,000.00
TAYLOR MADE TDS, INC	57900	02/27/2026	CDL Tuition   BB	4,027.12
TOTAL LANDSCAPE CORP	57901	02/27/2026	Landscaping   CH, Parks & Feb 2026 Landscaping   ROW 68th/Samm Brdg/ Juanita	18,674.78
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA	57902	02/27/2026	Adopt A Drain   25-C3132	1,561.62
TYLER TECHNOLOGIES, INC.	57903	02/27/2026	Software Maintenance   FLSA Assistance	435.00

Vendor Name	Payment Number	Payment Date	Description (Item)	Amount
ULINE	57904	02/27/2026	Trash Cans for Senior Center, Mirrors & Hand Dryer for Log Boo Restroom	1,712.29
VECA ELECTRIC & TECHNOLOGIES, LLC	57905	02/27/2026	Electronic Lock Repair   CH	641.67
WA STATE DEPT OF TRANSPORTATION	57906	02/27/2026	WSDOT Traffic Signal Maintenance	994.78
WAGNER ARCHITECTS	57907	02/27/2026	Dec 2025-Jan 2026 PWOC Consulting Svcs	154,512.44
WESTERN DISPLAY FIREWORKS, LTD.	57908	02/27/2026	1st Inst 2026 July 4 Fireworks Display   26-C7932	8,750.00
WESTLAKE HARDWARE WA-153	57909	02/27/2026	Supplies & Materials   PW	192.28
MISSION SQUARE / 109964	DFT0003096-3097	02/20/2026	City of Kenmore 401a, 401a Loan	33,169.61
DRS 457	DFT0003098-3100	02/20/2026	DRS 457 Deferred Comp	1,888.94
MISSION SQUARE 457 / 304745	DFT0003101-3105	02/20/2026	ICMA 457 Deferred Comp	9,314.86
NAVIA HSA	DFT0003106	02/20/2026	Employee Health Savings Contribution	382.76
LINCOLN NATIONAL LIFE INSURANCE	DFT0003107-3108	02/20/2026	Life Ins/ADD & LTD	2,631.97
PERS DEPT OF RETIREMENT SYSTEMS	DFT0003109-3116	02/20/2026	Public Employees Retirement	31,700.76
NAVIA FSA	DFT0003117	02/20/2026	Employee Flexible Spending Account	998.84
BANNER BANK 941 DEPOSIT	DFT0003118	02/20/2026	Medicare, Fed Withholding, Social Security	36,578.75
PAYROLL	Electronic Deposit	02/20/2026	Direct Deposit	203,909.03

**Grand Total:** 966,813.00

**Vendor Purchasing Report**  
For Date Range 01/01/2026 - 02/27/2026

<b>Name</b>	<b>Volume</b>
4LEAF INC	2,975.00
ACORN CONSULTING LLC	12,000.00
AFRICANS ON THE EASTSIDE	750.00
AGORA REFRESHMENTS	396.56
ALPHAGRAPHICS	154.97
AM TEST, INC	240.00
AMERICAN GENERAL LIFE GPO/400S	440.66
AMERICAN TRAFFIC SOLUTIONS INC	54,554.38
ANSWERING SERIVCE CARE LLC	305.35
ARMSTRONG SERVICES	19,838.34
ASSOCIATION OF WA CITIES	24,566.00
AURORA RENTS	310.15
AWC EMPLOYEE BENEFIT TRUST/VIMLY	234,318.76
AZTECA SYSTEMS, LLC	47,352.24
BANNER BANK 941 DEPOSIT	143,583.45
BCN TELECOM, INC.	2,331.80
BEAVERS NORTHWEST	7,930.41
BOTHELL KENMORE CHAMBER OF COMMERCE	5,000.00
BUILDERS EXCHANGE OF WASHINGTON INC	451.40
BULGER SAFE & LOCK, INC.	1,057.96
CALPORTLAND COMPANY	160.24
CANON FINANCIAL SERVICES, INC.	266.56
CASCADE PEST CONTROL	1,245.52
CENTER FOR HUMAN SERVICES	2,500.00
CERTAPRO PAINTERS	530.79
CHAE LAW FIRM, O.S. IOLTA	16,818.10
CITY OF KENMORE	300.00
CITY OF LAKE FOREST PARK	87,216.00
CODE PUBLISHING COMPANY	709.50
COMCAST	4,440.36
COMCAST BUSINESS	466.22
COMMANDLINK	4,930.32
CONFLUENCE ENVIRONMENTAL COMPANY	1,666.18
CONVERGINT TECHNOLOGIES	1,282.79
CORNERSTONE ARCHITECTUAL GROUP	6,810.00
COSTAR REALTY INFORMATION INC	948.58
DAILY JOURNAL OF COMMERCE	1,071.40
DEPARTMENT OF LABOR AND INDUSTRIES	13,637.36
DOMESTIC ABUSE WOMENS NETWORK	1,250.00
DRS 457	6,404.90
DTG RECYCLE	35,564.20
E SQUARED SYSTEMS, LLC	595.62
ELECTRONIC BUSINESS MACHINES	348.99
ELYON MAINTENANCE, INC.	23,190.57
ESD - LTC	5,084.91

<b>Name</b>	<b>Volume</b>
ESD - PFML	13,062.81
FAMILIES OF COLOR SEATTLE	1,305.00
FERGUSON WATERWORKS #3156	564.97
FLEMINGS HOLIDAY LIGHTING LLC	1,825.88
FUELCARE	2,704.39
GAMES2U	1,480.99
GORDON THOMAS HONEYWELL	4,790.00
GRAINGER	477.58
H.D. FOWLER COMPANY	402.07
HEIDELBERG MATERIALS	1,232.53
HENDEN ELECTRIC INC	32,391.00
HESTON PHOTOGRAPHY	580.70
HILLIS CLARK MARTIN & PETERSON P.S.	2,932.50
HIMA NURSERY, INC.	2,813.22
HOME DEPOT CREDIT SERVICES	2,398.68
HONEY BUCKET	787.75
HORIZON DISTRIBUTORS INC	2,196.56
HOUSING CONNECTOR	1,250.00
HRA VEBA TRUST	22,995.00
INSLEE, BEST, DOEZIE & RYDER, P.S.	19,794.47
iWORQ SYSTEMS	2,800.00
JACOBS ENGINEERING GROUP	41,458.02
JAYMARC AV	415.00
JET CITY PRINTING	627.04
JOHN VICENTE	242.47
KBA INC.	6,511.01
KENMORE ELEMENTARY PTA	1,250.00
KENMORE MIDDLE SCHOOL	2,750.00
KING COUNTY FINANCE	9,262.79
KING COUNTY SHERIFF	424,196.33
KPFF CONSULTING ENGINEERS	68,287.05
LIGHTHOUSE CONSULTING INC	30,122.11
LINCOLN NATIONAL LIFE INSURANCE	5,417.77
MANJINDER DHALIWAL & PARMINDER BHANDAL	5,359.83
MARY MILLER STEPHENS	1,250.00
MELANIE O'CAIN	435.78
MINUTEMAN PRESS	903.65
MISSION SQUARE / 109964	131,624.35
MISSION SQUARE 457 / 304745	37,848.24
MKS PROPERTIES	11,053.94
MORGAN STANLEY CAPITAL MANAGEMENT LLC	5,000.00
NAMI EASTSIDE	2,500.00
NANCY OBERG	8,500.00
NARWHAL MET, LLC	425.00
NATHAN LOUTSIS	788.40
NATIONAL LEAGUE OF CITIES	2,256.00
NATIONAL LIFE INSURANCE CO.	75.00
NAVIA FSA	18,250.36

<b>Name</b>	<b>Volume</b>
NAVIA HSA	1,531.04
NELSON ELECTRIC, INC.	5,425.66
NORTHSHORE SCHOOLS FOUNDATION	1,250.00
NORTHSHORE SENIOR CENTER	5,000.00
NORTHSHORE UTILITY DIST	24,275.94
NORTHSHORE YOUTH SOCCER ASSOC.	55.00
NORTHWEST ARBORICULTURE LLC	8,213.22
NORTHWEST TROPHY	192.23
OFFICE DEPOT	326.25
OLYMPIC ENVIRONMENTAL RESOURCES INC	4,419.18
OPEN DOORS FOR MULTICULTURAL FAMILIES	1,250.00
O'REILLY/FIRST CALL	34.68
OSBORN CONSULTING INC.	53,548.73
OTTO ROSENAU & ASSOCIATES, INC	4,665.75
PACE ENGINEERS, INC.	3,521.00
PanGEO, INC	1,967.50
PARAMETRIX INC	54,154.23
PARKROSE/McLENDONS HARDWARE	195.14
PAWS	486.00
PERS DEPT OF RETIREMENT SYSTEMS	125,451.23
PSR MECHANICAL, LLC	3,855.48
PUGET SOUND CLEAN AIR AGENCY	25,127.00
PUGET SOUND EMERGENCY RADIO NETWORK OPERATOR	1,200.81
PUGET SOUND ENERGY	78,157.63
PUGET SOUND FINANCE OFFICERS ASSOC	75.00
QUADIENT FINANCE USA INC	500.00
QUADIENT LEASING USA, INC.	274.54
REGIONAL ANIMAL SERVICES OF KC	105.00
REPUBLIC SERVICES #172	2,133.08
RRJ COMPANY, LLC	101,574.51
RYATT CONSTRUCTION LLC	554,743.69
SARABJIT MANN	2,000.00
SARAH ROBERTS	42,220.53
SCENIC 365 LLC	2,000.00
SCHINDLER ELEVATOR CORPORATION	1,153.78
SCORE	41,795.40
SEATTLE TIMES	1,288.94
SENTINEL OFFENDER SERVICES, LLC	563.34
SESAC	641.00
SHERWIN WILLIAMS CO.	43.01
SHI INTERNATIONAL CORP.	45,617.50
SHORELINE FIRE DEPT	13,432.00
SHRED IT, C/O STERICYCLE, INC>	132.16
SITESCAPES, INC.	22,272.51
SNOHOMISH COUNTY	2,348.00
STAPLES	4,661.54
STATE AUDITOR'S OFFICE	8,301.45
STEWART MACNICHOLS HARMELL, INC.	10,000.00

<b>Name</b>	<b>Volume</b>
SUNBELT RENTALS	170.92
T MOBILE USA, INC.	1,939.95
TACOMA SCREW PRODUCTS, INC.	39.69
TARA DUNFORD	512.50
TOBIN BENNETT GOLD	1,403.94
TOTAL LANDSCAPE CORP	39,610.71
TRUSTEES OF THE HAMLINE UNIVERSITY OF MINNESOTA	1,561.62
TYLER TECHNOLOGIES, INC.	435.00
U.S. BANK PURCHASE CARDS	41,022.12
ULINE	1,712.29
UTILITIES UNDERGROUND LOCATION CTR	162.00
V2WORKS	2,136.01
VECA ELECTRIC & TECHNOLOGIES, LLC	641.67
VERIZON WIRELESS	54.04
WA ASSOC OF BUILDING OFFICIALS	25.00
WA CITIES INSURANCE AUTHORITY	896,332.00
WAGNER ARCHITECTS	147,055.66
WASHINGTON AUTISM ALLIANCE	500.00
WASHINGTON RECREATION & PARK ASSOC.	1,210.00
WASHINGTON STATE TREASURER	3,009.60
WASHINGTON STATE UNIVERSITY-CONFERENCE MANAGEMENT	1,200.00
WESTERN DISPLAY FIREWORKS, LTD.	8,750.00
WESTLAKE HARDWARE WA-153	264.36
WHIRLWIND SERVICES, INC.	9,842.25
WM CORPORATE SERVICES INC.	10,678.06
XEROX CORPORATION	1,144.64
ZIPLY FIBER	843.40









# 2026-02-27 Voucher List for Approval

Final Audit Report

2026-03-03

Created:	2026-02-28
By:	Jenilee Knox (jknox@kenmorewa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAxAxvFWA-nLQeRw0Y-edZ3Z7HyzUcG3aWqE

## "2026-02-27 Voucher List for Approval" History

-  Document created by Jenilee Knox (jknox@kenmorewa.gov)  
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Subject/Topic:	Proposed Council Action/Motion:
<p>Public Works Operations Center General Building Construction Contract Award.</p> <p><b>Department:</b> Public Works Operations</p> <p><b>Prepared by:</b> Jennifer Gordon                      Public Works Operations Director</p> <p style="padding-left: 100px;">Richard Sawyer                      Environmental Services Director</p> <p><b>Attachments:</b>                      3/2/25 Memorandum Re: PWOC Administration Building General Construction Award Recommendation.</p>	<p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input checked="" type="checkbox"/> Authorize</p> <p><input type="checkbox"/> Other:</p> <p><b>Award Contract 25-C3201 to GenCap Construction Corporation for the construction of the Public Works Operations Center Administration Building construction in an amount not to exceed \$8,812,805 and authorize the City Manager to execute the contract.</b></p>

Approvals:

Department Head JG 3/3/26 City Attorney DR 3/5/26 Finance Director \_\_\_\_\_ City Manager TK 3/6/26 Optional \_\_\_\_\_

**Summary/Background:**

Construction of the Kenmore Public Works Operations Center (PWOC) is being conducted in two phases under two separate contracts. Site improvements, including foundations, are being constructed in Phase I, which is currently underway and includes the following components:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Clearing and Grubbing</li> <li>• Grading</li> <li>• Retaining Walls</li> <li>• Parking and Internal Circulation</li> <li>• Water and Sewer</li> </ul> | <ul style="list-style-type: none"> <li>• Stormwater System</li> <li>• Administration Building Foundation</li> <li>• Operations Building Foundation</li> <li>• Materials Storage Areas</li> <li>• Geothermal Wells Installation</li> </ul> |
|--|---|

Phase II includes the construction of the main administration building that will house both Public Works Operations and Environmental Services staff. Phase II PWOC Building Improvements will include the general building components and environmental features:

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• General Building Construction</li> <li>• Secure Perimeter Fencing</li> <li>• Building Systems (HVAC, Plumbing &amp; Electrical)</li> </ul> | <ul style="list-style-type: none"> <li>• Access Control</li> <li>• Site Landscape &amp; Vegetated Buffer</li> <li>• Final Asphalt Lift</li> <li>• Roof Top Solar Arrays</li> </ul> |
|---|--|

- EV Charging Stations
- Cistern for Rainwater Collection

The request for bids included the base bid that includes the main building construction and the features as mentioned above, and one add alternate. Add Alternate #1 is for a roof canopy that provides weather protection and on the north side of the building. It also improves operational use, facing what will be the active side of the site.

The request for bid proposals for Phase II construction was released on January 15, 2026. The architects estimate for the work was \$7,500,000. After two pre-bid onsite conferences and 6 (six) addendums were issued, a total of 10 (ten) bids were received on February 19, 2026.

Bids received ranged from the low bid of \$7,263,500 to the high bid of \$ 8,948,796.

The apparent low bid, submitted by GenCap Construction Corporation, a Kirkland-based contractor, was reviewed and found to be compliant with the request for bid proposal requirements and deemed a responsible bidder.

GenCap’s bid included the Base Bid of \$7157,500 with the Alternate #1 (roof canopy on the north side of the administration building) of \$106,000 for a combined total of \$7,263,500 (not including construction contingency and sales tax).

Staff recommend that Contract No. 25-C3201 be awarded to GenCap Construction Corporation to include the Base Bid and Alternate #1 amount of \$7,263,500 (not including sales tax), plus the amount necessary for sales tax and 10% contingency (shown below) for a contract amount not to exceed \$8,812,805.

The total contract amount includes the following:

PWOC General Construction Base Bid	\$7,157,500
Bid Alternate #1 – Roof Canopy	\$106,000
Bid Total	\$7,263,500
10% Contingency	\$726,350
10.3% WA State Sales Tax	\$822,955
<b>Total Contract Award</b>	<b>\$8,812,805</b>

Once the contract is finalized, staff will begin coordinating the wrap-up of Phase I work with the start of Phase II. The tentative completion date of construction for Phase II is summer of 2027.

### Previous Council Action(s):

- City Council authorized the purchase of three parcels for PWOC site on August 2, 2021.
- Ordinance 23-0599 adopted by City Council (authorize issuance of bonds) on December 4, 2023.
- City Council authorized Contract 24-C3061 with Wagner Architects and Planners on June 17, 2024.
- Ordinance 24-0614 adopted by City Council (adopt 25-30 CIP) on October 14, 2024.
- Ordinance 24-0618 adopted by City Council (adopt 25-26 Biennial Budget) on November 25, 2024.

- City Council authorized Contract 25-C3160 with Ryatt Construction on July 28, 2025.

**Fiscal Consideration:**

**Approved PWOC Project Budget**

Site Acquisition	\$6,100,000
Design, Permitting, Art & Other	\$3,356,849
Construction	\$11,869,008
<u>10% Contingency</u>	<u>\$1,186,901</u>
	\$22,512,758

**Contract 25-C3160**

Kenmore PWOC Initial Site Improvements (Phase I)	\$4,294,000
--	-------------

**Contract 25-C3201**

PWOC General Building Contract (Phase II)	\$8,813,411
---	-------------

**Funding**

WA State Low Interest Loan	\$3,325,000
Banner Bank Loan	\$6,600,000
<u>20-Yr Municipal Bond</u>	<u>\$12,580,000</u>
Total	\$22,505,000

**Additional Funding**

Commerce Grant (Awarded)	\$450,080
Community Project Funding (Awarded)	\$2,000,000

**Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:**

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

1. Leadership & Operations
3. Workplace
5. Facility Plans & Improvements

**[City Council Priorities](#) or Budget Objective Being Addressed:**

City's top priority to fulfill its core mission, which includes maintaining the City's infrastructure and complying with state and federal mandates.

2. Continue to implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.

5. Promote sustainable Economic Development Strategies that enhance downtown and attract residents, small businesses, and visitors.
6. Enhance multimodal transportation, including pedestrian and bicycle safety.
9. Explore opportunities to expand Parks and Recreation.



# City of Kenmore, Washington

## Memorandum

Date: March 2, 2026  
To: Jennifer Gordon – Director Kenmore Public Works  
Richard Sawyer – Director of Environmental Services  
From: Chuck Worek  
Regarding: PWOC Administration Building General Construction  
Contract Award Recommendation

**Purpose:** PWOC Administration Building General Construction

**Background:**

On January 15, 2026, request for proposal documents for the Public Works Operations Center Administration Building General Building Contract were released to the bidding community for preparation and submission of bids. The bid documents consisted of both a drawing plan set and specification books volumes 1-4. The architects estimated cost for the work was \$7,500,000. Over the course of the bid period 2 Prebid conferences were conducted on site, and a total of six addendums were issued. Proposals were received on February 19, 2026, at 2 PM local time. A total of 10 bids were received.

The low bid, submitted by GenCap Construction Corporation, a Kirkland-based contractor, was reviewed and found to be compliant with RFP requirements. The proposal form was properly filled out and signed. The bid was accompanied by Bid Bond in the amount of 5% along with the necessary Power of Attorney. In addition, the proposal included the requested unit costs; Sub-Contractor list; Bidders Qualification Form; Certificate Regarding Debarment, Suspension, or Ineligibility; Non-Collusion Declaration; and Certification of Compliance with Wage Payment Statutes.

The proposal, in the Base Bid Amount of \$7157,500; Alternate #1 Amount of \$106,000; and Combined Base Bid and Alternate amount of \$7,263,500 was reviewed with the contractor by Wagner Architects and Planners; the contractors qualifications verified and references checked. They did not find any reason not to award the contract for the Administration General Building Construction to GenCap Construction Corporation.

It is the recommendation of the Project Manager that a contract be awarded to GenCap Construction Corporation for the Base Bid and Alternate #1 in the amount of \$7,263,500.

Attached to this recommendation are copies of all documents referenced.

Respectfully Submitted

PWOC Project Manager

Rank	1	2	3	4	5	6	7	8	9	10
Name of Bidder	GENCAP Construction	CDK Construction	Faber Construction	Trico	Kassel & Associates	Schuchart	TJ Nisbet Construction	Western Ventures Construction	Forma Construction	Taylor's Excavators, INC.
<b>Bid Security</b>	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney	Bid Bond, Signed, Sealed w/ Power of Attorney
<b>Addendum #1</b>	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged
<b>Addendum #2</b>	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged
<b>Addendum #3</b>	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged
<b>Addendum #4</b>	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged
<b>Addendum #5</b>	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged	Acknowledged
<b>Addendum #6 Signature</b>	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes	Acknowledged Yes
<b>1 - Minor Changes</b>	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00
<b>2 - Mobilization</b>	275,000.00	150,000.00	354,000.00	360,424.50	250,000.00	2,500.00	-	400,000.00	415,000.00	429,230.00
<b>3 - Underslab Base Aggregate</b>	28,500.00	25,000.00	14,125.00	19,652.50	25,000.00	31,250.00	-	25,000.00	8,750.00	20,000.00
<b>4 - All Other Work</b>	6,654,000.00	6,861,300.00	6,726,000.00	6,763,537.00	6,962,000.00	7,842,352.00	7,989,856.00	7,600,000.00	7,678,250.00	8,181,949.00
<b>Subtotal Items 1-5</b>	7,157,500.00	7,236,300.00	7,294,125.00	7,343,614.00	7,437,000.00	8,076,102.00	8,189,856.00	8,225,000.00	8,302,000.00	8,831,179.00
<b>5 - Base Bid Amount</b>	7,157,500.00	7,236,300.00	7,294,000.00	7,343,614.00	7,437,000.00	8,075,852.00	8,189,856.00	8,225,000.00	8,302,000.00	8,831,179.00
<b>Alternate #1 - N. Entrance Canopy</b>	106,000.00	102,000.00	96,300.00	96,723.00	94,000.00	67,712.00	92,490.00	100,000.00	104,000.00	117,617.00
<b>Base Bid &amp; Alt #1 Total</b>	7,263,500.00	7,338,300.00	7,390,300.00	7,440,337.00	7,531,000.00	8,143,564.00	8,282,346.00	8,325,000.00	8,406,000.00	8,948,796.00
<b>Unit Costs</b>	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided
<b>Sub-Contractor List</b>	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided
<b>Bidders Qualification Form</b>	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided
<b>Debarment, Suspension, Ineligibility Certificate</b>	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided
<b>Wage Payment Certificate</b>	Provided	Provided	Not Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided
<b>Non-Collusion Declaration</b>	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided	Provided
<b>Notes &amp; Comments</b>							Wrong Bid Form	Wrong Bid Form		

Bid amounts shown in RED text are as written on the bid form and as read at the bid opening but the sum of the parts making up the numbers add up to a different amount. The variances are small and do not change the ranking order of the proposals.

CITY OF KENMORE

# BID PROPOSAL FORM

KENMORE PUBLIC WORKS OPERATIONS CENTER  
ADMINISTRATION BUILDING  
GENERAL CONSTRUCTION CONTRACT

Project #: F-1  
Bid #: 25-C3201



Prepared by:  
Wagner Architects  
1916 Pike Place #221  
Seattle WA 98101

BUSINESS NAME OF BIDDER GenCap Construction Corp.

Bidder Initials and Date of Signature RBW 02/19/26

**1.01 – BID**

**TO THE CITY OF KENMORE:**

A. The undersigned Bidder hereby certifies to have personally and carefully examined the Bid Documents issued for: **CITY OF KENMORE PUBLIC WORKS OPERATIONS CENTER – ADMINISTRATION BUILDING**. The Bidder has examined the site where the Work is to be performed and the conditions affecting the Work. The Bidder hereby proposes to furnish all material and labor and to perform all work which may be required, and to complete the work within the time fixed and upon the terms and conditions described in the Bid Documents.

**1. BASE BID**

FILL OUT EVERY UNIT COST AND EVERY TOTAL AMOUNT. WHERE THERE IS NO COST LIST 0. Any unit price that is left blank or does not contain numeric figures will be considered no charge for that bid item. The extension for that bid item will also be treated as no charge and reflected as such in the total contract price regardless of what has been placed in the extension column.

Do not include Washington State Sales Tax.

Bid Item	Item of Work	Bid Quantity	Units	Unit Price (dollars)	Unit Price (cents)	Total Amount (dollars and cents)
1	Minor Changes	1	LS	\$ 200,000	00	\$ 200,000.00
2	Mobilization (no more than 5% of the Contract cost)	1	LS	275,000	00	\$ 275,000.00
3	Under Slab Base Aggregate as explained in Section 01 14 00, 1.01 - B	250	Tons	\$ 114. <sup>00</sup>	00	\$ 28,500.00
4	All other Work in the Bid Amount	1	LS	\$6,654,500	00	\$ 6,654,000.00
5	<b>TOTAL BASE BID IN FIGURES</b> Items 1 - 4 without sales tax	\$ 7,158,000				
6	<b>TOTAL BASE BID WRITTEN OUT</b>	\$ Seven million one hundred fifty eight thousand and 00/100				
7	<b>BID ALTERNATE ONE</b> - without sales tax North Entrance Canopy Amount	1	LS	106,000	00	\$ 106,000.00
8	<b>BID ALTERNATE ONE WRITTEN OUT</b>	\$ One hundred and Six thousand and 00/100				
9	<b>TOTAL BID WITH ALTERNATES</b> Items 6 + 7 without sales tax	\$ 7,264,000.00				

BUSINESS NAME OF BIDDER GenCap Construction Corp.

Bidder Initials and Date of Signature RBW 02/19/26

**1.02 RECEIPT OF ADDENDA**

Bidder hereby acknowledges receipt of Addenda numbered:

1 (01/22/26), 2 (01/26/26), 3 (01/30/26), 4 (02/05/26), 5 (02/11/26), 6 (02/16/26), \_\_\_\_\_

Bidders are responsible for checking City of Kenmore link on the Builder's Exchange website for the issuance of any addenda prior to submitting a bid.

**1.03 DECLARATION**

- A. The undersigned Bidder agrees to perform the Work in compliance with the Bid Documents, for the prices stated in Section 00 41 00, Paragraph 1.01 of the Bid Form.
- B. Non-Collusion: The undersigned Bidder certifies that they have not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in the preparation and submission of this Bid to the Owner for the Project described in the Bid Documents.
- C. Responsible Bidder Requirements: The undersigned Bidder acknowledges that they are in compliance with all of the responsible bidder requirements under RCW 39.04.350, including: having a certificate of registration under RCW 18.27 prior to bidding; a UBI number; industrial insurance coverage, if required under Title 51 RCW; an employment security number under Title 50; and a state excise tax registration number under Title 82. I affirm I am not disqualified from bidding on any public works contract under RCW 39.06, or RCW 39.12.065(3).
- D. If notified of the acceptance of this proposal within sixty (60) days of the time set for the opening of bids, the undersigned Bidder agrees to execute a contract for the above work, in the form of the contract bound in these specifications, and to provide a surety bond as required by the specifications.
- E. The undersigned Bidder further agrees that the proposal guarantee accompanying this proposal be left in escrow with the Owner; that the liquidated damages which the Owner will sustain by the failure of the undersigned to execute and deliver the above named contract and surety bond, for any or all units of this proposal accepted by the Owner, will be equal to five percent (5%) of the amount bid for such unit or units, and that if the undersigned defaults in executing that contract and in furnishing the surety bond within ten (10) days of written notice of the award of the contract to them, then the bid guarantee shall become the property of the Owner. If, however, this proposal or any part thereof is not accepted within sixty (60) days of the times set for the opening of bids, or if the undersigned executes and delivers said contract and surety bond, the bid guaranty shall be returned to them.
- F. The undersigned Bidder certifies that they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.335. This requirement applies to the Bidder and all subcontractors.
- G. The undersigned Bidder further agrees that the bid item listed as "Minor Changes" with a dollar amount assigned will be in the contract total bid, but will only be used at the direction of the Owner and Project Architect. The final contract amount will be adjusted based on real expenditure on the items. Cost authorized by the Owner and Architect will be only for direct cost without overhead and profit.

BUSINESS NAME OF BIDDER GenCap Construction Corp.

Bidder Initials and Date of Signature RBW 02/19/26

**1.04 BIDDER INFORMATION AND SIGNATURE**

**BUSINESS NAME OF BIDDER:** GenCap Construction Corp.

**BUSINESS ADDRESS:** 5808 Lake Washington Blvd. NE, Ste 203, Kirkland, WA 98033  
Street or P.O. Box City State Zip Code

If the above address is not in Washington State:

**Physical Office in WA** NA  
Street or P.O. Box City Zip code

**CONTACT INFO:** Rob Warnaca (425) 577-4351 robw@gencapgc.com  
Name of Contact Telephone Number Email Address

E-mail Address of Primary Contact: robw@gencapgc.com

**CONTACT FOR AWARD:** Kirk Seely (206) 778-0159 kirks@gencapgc.com  
Name of Contact Telephone Number Email Address


E-mail Address of Contact for Award: kirks@gencapgc.com

State of WA UBI No.: 603 358 313

State of WA Contractor Registration No.: CC GENCACC867J5

Employment Security Dept. No.: 502619-00 7

**OFFICIAL AUTHORIZED TO SIGN FOR BIDDER:**

"I certify (or dedare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct":	
Location or Place Executed: (City, State) <b>Kirkland, WA</b>	Print Name and Title <b>Rob Warnaca, President</b>
	Signature: 

\*\*\* END OF SECTION 00 41 00 \*\*\*

**BUSINESS NAME OF BIDDER** GenCap Construction Corp.

**Bidder Initials and Date of Signature** RBW 02/19/26



**NON-COLLUSION AFFIDAVIT FORM**

**Failure to return this Declaration as part of the bid proposal package will make the bid nonresponsive and ineligible for award.**

**NON-COLLUSION DECLARATION**

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. That by signing the signature page of this proposal, I am deemed to have signed and to have agreed to the provisions of this declaration.

**NOTICE TO ALL BIDDERS**

To report rigging activities call:

**1-800-424-9071**

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., Eastern Time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

DOT Form 272-0361 EF  
07/2011

COMPANY NAME GenCap Construction Corp.



**THIS FORM MUST BE COMPLETED AND INCLUDED WITH THE BID PROPOSAL**

**\*\*\* END OF SECTION 00 43 00 \*\*\***

**SECTION 00 44 00  
 SUB-CONTRACTOR LISTING**

Bidder's Name: GenCap Construction Corp.

**SUBCONTRACTOR LIST**

Provide the names of the subcontractors and suppliers with whom the bidder, if awarded the contract, will subcontract for performance of the work.

- The bidder may name itself for the performance of the work.
- The bidder shall not list more than one subcontractor for each category of work identified
- If a listed category will include more than one contractor then list the component parts separately.
- Failure of the apparent low bidder to submit by the bid opening this form shall render the bidder's bid nonresponsive and, therefore, void.

BID ITEM TO BE WORKED ON	NAME OF SUBCONTRACTOR	APPROXIMATE DOLLAR VALUE OF MATERIALS PROVIDED FOR THE WORK	APPROXIMATE DOLLAR VALUE OF WORK TO BE PERFORMED
LIST SUBCONTRACTORS, SUPPLIERS & OTHERS WHO WILL RECEIVE 10% OR MORE OF THE DOLLAR VAULE OF THE CONTRACT	Attach separate sheet if necessary		
1. EARTHWORK	Submitted within 48 hours	42,500	127,500
2. UNDERGROUND UTILITIES	Submitted within 48 hours	35,360	82,497
3. ASPHALT PAVING	Submitted within 48 hours	99,041	66,027
4. CONCRETE WORK	Submitted within 48 hours	65,955	153,895
5. REBAR	--		
6. METAL FABRICATIONS	Submitted within 48 hours	55,000	30,311
7. ROUGH CARPENTRY	Submitted within 48 hours	190,000	217,000
8. FINISH CARPENTRY	Submitted within 48 hours	93,778	76,727
9. ROOFING, SIDING, AND FLASHING	Submitted within 48 hours	91,459	213,404
10. WINDOWS & DOORS	See more detail below	See more detail below	See more detail below
11. INTERIOR FINISHES	See more detail below	See more detail below	See more detail below
12. POLISHED CONCRETE FLOOR	Submitted within 48 hours	5,495	12,822
13. INSULATION	Submitted within 48 hours	9,917	23,139
14. ELEVATOR	Submitted within 48 hours	65,400	43,600

BID ITEM TO BE WORKED ON	NAME OF SUBCONTRACTOR	APPROXIMATE DOLLAR VALUE OF MATERIALS PROVIDED FOR THE WORK	APPROXIMATE DOLLAR VALUE OF WORK TO BE PERFORMED
15. FUEL SYSTEM	--		
16. HVAC	<i>Crescent Mechanical</i>	400,000	377,349
17. ELECTRICAL	<i>Ghettolite</i>	1,000,000	697,362
18. PLUMBING	<i>Streamline General Construction LLC</i>	250,000	189,054
19. FIRE PROTECTION	Submitted within 48 hours	29,121	35,592
20. GEO-THERMAL CONNECTIVE PIPE	Submitted within 48 hours	w/Plumbing	w/Plumbing
21. Window & Storefront	Submitted within 48 hours	145,069 <sup>00</sup>	98,712
22. Doors / Frame / Hardware	Submitted within 48 hours	74,177	18,860
23. Drywall	Submitted within 48 hours	26,545	110,577 <sup>00</sup>
24. Flooring	Submitted within 48 hours	16,277	24,415
25. Ceiling	Submitted within 48 hours	25,398	8,220
26. Paint	Submitted within 48 hours	12,227	48,906
27. Resinous Flooring	<i>submitted within 48 hours</i>	6,000	11,800
28.			
29.			
30.			
31.			
32.			
33.			
34.			
35.			
36.			
37.			
38.			

\* Contractor may not change subcontractors without approval of City.

\*\*\* END OF SECTION 00 44 00 \*\*\*

Year	Population	Area	Notes
1950	100,000	100 sq mi	
1955	120,000	120 sq mi	
1960	150,000	150 sq mi	
1965	180,000	180 sq mi	
1970	200,000	200 sq mi	
1975	220,000	220 sq mi	
1980	250,000	250 sq mi	
1985	280,000	280 sq mi	
1990	300,000	300 sq mi	
1995	320,000	320 sq mi	
2000	350,000	350 sq mi	
2005	380,000	380 sq mi	
2010	400,000	400 sq mi	
2015	420,000	420 sq mi	
2020	450,000	450 sq mi	

**SECTION 00 45 00  
BIDDER'S QUALIFICATIONS**

Each bidder submitting a proposal for this Project shall submit, as part of its bid, the following information:

1. Name of Bidder: GenCap Construction Corp.
2. Business Address: 5808 Lake Washington Blvd. NE, Ste 203, Kirkland, WA 98033
3. Telephone Number and Area Code: (425) 577-4351
4. IRS Federal Employer's Identification Number: 46-4386947
5. Current State Unified Business Identification Number 603 358 313
6. Washington State Contractor License Number: CC GENCACC867J5
7. Number of years engaged in the contraction business under the present firm Name: 13
8. Total value of contracts in force: \$85 million
9. **To qualify for bidding for this project the Contractor as the legal entity bidding the project must have constructed WITHIN the past (5) Five years the following:**
  - A. A minimum of two projects with a total combined value, not including Washington State Sales Tax, of \$5 million dollars or greater,

**10. List below project(s) which meet Item A as outlined above. (Attach additional project pages if required)**

1. Project Name and Owner Name: Station 31 Addition and Renovation, Snohomish Regional Fire & Rescue  
Project Value and Completion Date: \$3.3 million, 02/2025  
Reference Name, phone number and email: Ron Rasmussen, Deputy Chief of Facilities/Logistics, ron.rasmussen@srfr.org (360) 926-4053  
Project Description: 3,000 SF maintenance bay addition, and a 2,000 SF pre-engineered carport structure  
Role AS Prime Or Subcontractor: prime
2. Project Name and Owner Name: Mechanical & Operations Facility Improvements Ph. 1, City of Auburn  
Project Value and Completion Date: \$2 million, 04/2026  
Reference Name, phone number and email: Lauren E. Kirk, Project Engineer, (253) 259-5642, lkirk@auburnwa.gov  
Project Description: 67-bay vehicle shop  
Role AS Prime Or Subcontractor: prime
3. Project Name and Owner Name: Eastrail Apartments, MainStreet Property Group  
Project Value and Completion Date: \$71 million, 08/2025

**COMPANY NAME** GenCap Construction Corp.

Reference Name, phone number and email: Kim Faust, Chief Development Officer (425) 985-7734 kfaust@mspgroupllc.com

Project Description: 207-unit, mixed-use development

Role AS Prime Or Subcontractor: prime

4. Project Name and Owner Name: Siteline Apartments, MainStreet Property Group

Project Value and Completion Date: \$70 million, 12/2023

Reference Name, phone number and email: Kim Faust, Chief Development Officer (425) 985-7734 kfaust@mspgroupllc.com

Project Description: 214-unit, mixed-use development

Role AS Prime Or Subcontractor: prime

5. Project Name and Owner Name: Redondo Heights, Shelter Resources/Multi Service Center

Project Value and Completion Date: \$69 million, 09/2025

Reference Name, phone number and email: Len Brannen, President (425) 454-8205, lenb@shelterresourcesinc.com

Project Description: 334-unit affordable housing development

Role AS Prime Or Subcontractor: prime

6. Project Name and Owner Name: Birch Tree Academy TIs

Project Value and Completion Date: Redmond \$2M, 12/2025, Woodinville \$1M, 04/2024, Bothell \$2M, 11/2024

Reference Name, phone number and email: Natalie Levy, Co-President (425) 298-0240 natalie@birchtreeacademy.com

Project Description: Tenant improvements of multiple 11,000 to 13,000 SF shell spaces for the STEM-based preschool.

Role AS Prime Or Subcontractor: prime

11. Bank Reference : WaFd Bank, Anne Rosnow, VP

Email: Anne.rosnow@wafd

Phone Number: (425) 241-9431

12. Bonding Reference : Propel Insurance, Justin Price, Sales Leader

Email: justin.price@propelinsurance.com

Phone Number: (206) 676-4200

Bidder:

By: Rob Warnaca Title: President Date: 02/19/26

COMPANY NAME GenCap Construction Corp.

Additional Qualifications Questions:

- 13. Delinquent Sales Taxes. Are you delinquent on your taxes with the Department of Revenue?  
 Yes  No
- 14. If yes, a written payment plan will be required according to Special Provision 1.02.14.
- 15. State Debarment. Are you listed on the "debarred contractor list" on the Washington State Department of Labor and Industries data base (<https://secure.lni.wa.gov/verify/>)?  
 Yes  No
- 16. Federal Debarment. Are you listed on as having an "active exclusion" on the U.S. Government's System for Award Management data base (<https://www.sam.gov/>)?  
 Yes  No
- 17. Subcontractor Responsibility. Do you have responsibility criteria for each subcontractor as required per RCW 39.06.020?  
 Yes  No
- 18. Prevailing Wages. Do you have determinations by the WA Labor and Industries that prevailing wages were not paid within the last five years?  
 Yes  No  
If yes, list the dates of these determinations: \_\_\_\_\_
- 19. Claims Against Retainage and Bonds. Do you have two or more claims against retainage and/or bonds on any public works contract within the last three years from the date of bid submittal?  
 Yes  No  
If yes, a report of such claims will be required according to Special Provision 1.02.14.
- 20. Public Bidding Crime. Have you been convicted of a crime involving bidding on a public works contract in the five years prior to the bid submittal date?  
 Yes  No
- 21. Termination for Cause/Termination for Default. Have you had any public contract terminated for default or cause by a government agency within the five years from the date of bid submittal?  
 Yes  No  
If yes, a report describing the circumstances of such termination or default will be required according to Special Provision 1.02.14.
- 22. Lawsuits. Have judgments been entered against you within the last five years from the date of bid submittal relating to contract enforcement or breach?  
 Yes  No  
If yes, a report containing an explanation of the circumstances surrounding each such lawsuit will be required according to Special Provision 1.02.14.

By the signature below, Bidder confirms that all information provided is true and correct and agrees that the City shall retain the right to obtain any and all credit reports.

Signature 

Title: President

Date: February 19, 2026

Print Name: Rob Warnaca

Bidder:

By: Rob Warnaca Title: President Date: 02/19/2026

**THIS FORM MUST BE COMPLETED AND INCLUDED WITH THE BID PROPOSAL**

\*\*\* END OF SECTION 00 45 00 \*\*\*

COMPANY NAME GenCap Construction Corp.

**CERTIFICATE REGARDING  
DEMBARMENT, SUSPENSION,  
OR INELIGIBILITY**

**Statement that Bidder Has Not Been  
Disqualified**

*This statement is required by state law (RCW 39.04.350(1)(f)) to be submitted to the City before the contract can be awarded.*

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (July 2025), the bidder has not been disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).

GenCap Construction Corp.  
Bidder's Business Name

  
Signature of Authorized Official\*

Rob Warnaca  
Printed Name

President  
Title

02/19/2026  
Date

Kirkland  
City

WA  
State

*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

**THIS FORM MUST BE COMPLETED AND INCLUDED WITH THE BID PROPOSAL**

**\*\*\*END OF SECTION 00 47 00\*\*\***

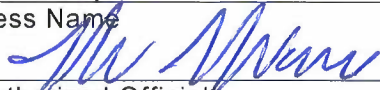
### Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date January 15<sup>th</sup>, 2026, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

**GenCap Construction Corp.**

Bidder's Business Name



Signature of Authorized Official

**Rob Warnaca**

Printed Name

**President**

Title

**02/19/26**

Date

**Kirkland**

City

**WA**

State

Check One:

Sole Proprietorship  Partnership  Joint Venture  Corporation

State of Incorporation, or if not a corporation, State where business entity was formed:

**Washington**

If a co-partnership, give firm name under which business is transacted:

*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

**THIS FORM MUST BE COMPLETED AND INCLUDED WITH THE BID PROPOSAL**

**\*\*\*END OF SECTION 00 48 00\*\*\***





KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: **Aliceon A. Keltner, Alyssa J. Lopez, Amelia G Burrill, Annelies M. Richie, Brandon K. Bush, Carley Espiritu, Charla M. Boadle, Christopher Kinyon, Donald Percell Shanklin Jr., Eric A. Zimmerman, Holli Lagerquist, Jacob T. Haddock, James B. Binder, Jamie L. Marques, Julie A. Craker, Justin Dean Price, Kari Michelle Motley, Katharine J. Snider, Lindsey Elaine Jorgensen, Lois F. Weathers, Michael S. Mansfield, Sarah Whitaker, Sharree Sutherland, Tamara A. Ringeisen, Travis J. Robles**, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **unlimited** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.


This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

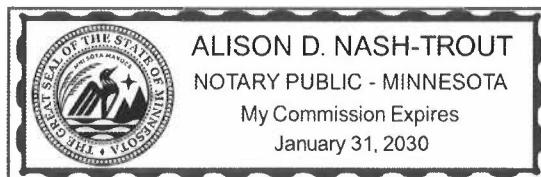
IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this first day of January, 2023.

STATE OF MINNESOTA  
HENNEPIN COUNTY



By   
Sarah A. Kolar, Vice President and General Counsel

On this first day of January, 2023, before me personally came Sarah A. Kolar, Vice President and General Counsel of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and she acknowledged the execution of the same, and being by me duly sworn, that she is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.




  
Notary Public

I, the undersigned, Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 12 day of February, 2026



  
Kara L.B. Barrow, Secretary

This Power of Attorney expires  
January 31, 2030

February 25, 2026

Charles Worek  
18120 68<sup>th</sup> Ave NE,  
Kenmore WA 98028

Subject: Review Low Bidder for Kenmore Public Works Operations Center – Administration Building,  
Project # F-1, Bid # 25-C3201

Recommendation to Award to GENCAP Construction Corp.

Mr. Worek,

This letter is in support of a recommendation to award the Kenmore Public Works Operations Center –  
Administration Building, Project # F-1, Bid # 25-C3201 to GENCAP Construction Corp.

State of Washington Contractor GENCACC867J5

From the Labor and Industries - website on February 24, 2026:

No L&I tax debts  
No license violations in the past 6 years  
No lawsuits against bond during the last 6 years  
No debarments against bidding

Bid Bond - Propel Insurance, Phone # (206) 676-4200, justine.price@propelinsurance.com

I spoke with Justin Price, Sales Leader at Propel Insurance

The bid bond is good, they are pre-qualified for a surety bond of \$75,000,000

Justin Price has personally worked with GENCAP for over 5 years, and they have Propel Insurance  
the entire time. They are a very stable company.

Banker – WaFd Bank, Phone # (425) 241-9431, anne.rosnow@wafd.com

I spoke with Anne Rosnow, VP at WaFd Bank

Ms. Rosnow confirmed that GENCAP Constructions has been a client in excellent standing for over  
three years, and maintains active checking account and a credit facility. They are considered a large  
institutional client with adequate deposits to facilitate business

References and Similar Projects: We asked the Bidder to list a minimum of two previous projects completed  
within the past 5 years. GENCAP identified 6 projects. I was able to speak with the project manager or an  
equivalent position on all 6 of those projects. All six projects were completed on time and on budget, and the  
Owners were all very happy with the Contractor and feel comfortable recommending them to others.

1. Project Name and Owner Name: Station 31 Addition and Renovation  
Snohomish Regional Fire & Rescue  
Project Value and Completion Date: \$3,300,000, completion date February, 2025

I called Ron Rasmussen, the Deputy Chief of Facilities and Logistics for the Snohomish Regional  
Fire & Rescue (360) 926-4053, ron.rasmussen@srf.org

Ron said that the project was delivered under budget and early. Change Orders were owner  
driven and felt fairly priced and the Contractor did an exceptional job. GENCAP was very good to  
work with and he would like to use them on future projects.

2. Project Name and Owner Name: Mechanical & Operations Facility Improvements, Ph. 1  
City of Auburn

Project Value and Completion Date: \$2,000,000, completion date April, 2026

I called Lauren E. Kirk, Project Engineer for the City of Auburn at (253) 259-5642,  
lkirk@auburnwa.gov

He said that GENCAP was well organized, knowledgeable, attentive, and detail-oriented. The project was on time and on budget. He said that they did a good job monitoring the work of their sub-contractors and did not tolerate unacceptable or non-conforming work. Gencap has been encourage by the City of Auburn to bid on more of their upcoming projects. A criticism was that their schedules did not do a good job showing the critical path. There are some issues with the concrete slab delaminating, but this work was not performed by Gencap. It initially looked like scale, but testing revealed deeper issues.

3. Project Name and Owner Name:           Eastrail Apartments  
MainStreet Property Group

Project Value and Completion Date:   \$71,000,000, completion date August, 2025

I called with Kim Faust, Chief Development Officer with MainStreet Property Group at (425) 985-7734, [kfaust@mispgroupllc.com](mailto:kfaust@mispgroupllc.com)

Both the Eastrail and Sitrine Apartment projects went well. Both were delivered on time and on budget. GENCAP worked well with the City inspection department and provided solutions-based responses. Change Order requests were reasonable. The punch lists were minimal & they took care of quality control prior to the Owner getting involved. They are scheduled to work with GENCAP on upcoming projects.

4. Project Name and Owner Name:           Sitrine Apartments  
MainStreet Property Group

Project Value and Completion Date:   \$70,000,000, completion date December, 2023

I called with Kim Faust, Chief Development Officer with MainStreet Property Group at (425) 985-7734, [kfaust@mispgroupllc.com](mailto:kfaust@mispgroupllc.com)

See above comments.

5. Project Name and Owner Name:           Redondo Heights  
Shelter Resources/Multi Service Center

Project Value and Completion Date:   \$69,000,000, completion date September, 2025

I talked with Len Brannen, President of Shelter Resources Inc. at (425) 454-8205, [lenb@shelterresourcesinc.com](mailto:lenb@shelterresourcesinc.com)

He described GENCAP was very cooperative to work with, and able to work through architectural difficulties. Len said he liked their personnel, that they were easy to work with, and reasonably flexible. The team was hands on, and there were no major schedule issues. There were some Change Orders related to soil export and compaction, but in general the GENCAP team was reasonable when presenting Change Orders.

6. Project Name and Owner Name:           Birch Tree Academy TI's  
Birch Tree Academy

Project Value and Completion Date:   \$5,000,000 total completion dates April 2024,  
November 2024, December 2025

I called Natalie Levy, Co-President of Birch Tree Academy at (425) 298-0240, [natalie@birchtreeacademy.com](mailto:natalie@birchtreeacademy.com)

Natalie responded via email, and stated that all 4 projects done with GENCAP were on or below budget and completed on time. They were a pleasure to work with, and their foreman are extremely response. She stated that GENCAP took responsibility for costs resulting from their own mistakes without hesitation, and that they have always done the right thing.

Thank you,



Sam Scarmardo, Architect

25 February, 2026

Charles Worek  
18120 68<sup>th</sup> Ave NE,  
Kenmore WA 98028

Subject: Kenmore Public Works Operations Center – Administration Building,  
Project # F-1, Bid # 25-C3201  
Recommendation to Award to GENCAP Construction Corp..

Mr. Worek:

This letter is to recommend awarding the Kenmore Public Works Operations Center – Administration Building, Project # F-1 to GENCAP Construction Corp.

We Received 10 bids and GENCAP Construction Corp was the low bidder.

GENCAP Construction Corp has accomplished work of similar scope for public agencies. The size of the contract is well within their capacity.

We found no record of litigation or unfiled claims.

The WA State Labor and Industries website reports no L&I tax debts, no current license violations, and no limitations on bidding public work.

GENCAP Construction Corp submitted a Bid Bond Propel Insurance Company. The bonding company is fully supportive.

We spoke with their Banker at WaFD, Washington Federal. They have the financial resources to complete the project.

We spoke with the contacts identified with previous projects and with the references they identified. They all recommended GENCAP Construction Corp.

We find no reason not to award the Kenmore Public Works Operations Center – Administration Building, Project # F-1 to GENCAP Construction Corp., and we look forward to working with them.

Yours,



Robert Wagner  
Attachment: Phone interviews of references



Subject/Topic:	Proposed Council Action/Motion:
<p>Purchase of Swamp Creek Conservation Property.</p> <p><b>Department:</b> Environmental Services</p> <p><b>Prepared by:</b> Richard Sawyer                      Environmental Services Director</p> <p><b>Attachments:</b>                      Swamp Creek Property Site Map</p>	<p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input checked="" type="checkbox"/> Authorize</p> <p><input type="checkbox"/> Other:</p> <p><b>Authorize the City Manager to execute the Real Estate Purchase and Sale Agreement (REPSA) 25-C3195 for the Swamp Creek conservation property acquisition in an amount of \$680,000 and associated closing costs, and any amendments thereto, and all related and ancillary agreements and closing documents, and to take all actions necessary to implement and complete the transaction contemplated by the REPSA.</b></p>

Approvals:

Department \_\_\_\_\_ City \_\_\_\_\_ Finance \_\_\_\_\_ City \_\_\_\_\_  
 Head RS 3/13/2026 Attorney DR 3/11/2026 Director \_\_\_\_\_ NA \_\_\_\_\_ Manager TK 3/13/2026 Optional \_\_\_\_\_ NA \_\_\_\_\_

**Summary/Background:**

City Council authorized the City Manager to execute Real Estate Purchase Sale Agreement (REPSA) 25-C3195 on December 8, 2025 to purchase the property at 19026 73<sup>RD</sup> AVE NE. The seller has requested an amendment to the closing process to allow some time to move to a new property, and this updated authorization allows the City Manager to execute that amendment to the REPSA. The amendment does not alter the original sale price.

**Previous Council Action(s):**

Provided authorization to City Manager to execute Real Estate Purchase Sale Agreement (REPSA) 25-C3195 on December 8, 2025.

**Fiscal Consideration:**

No changes to original purchase price of \$680,000.

**Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:**

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

Goal 5: Facility Plans and Improvements

**City Council Priorities or Budget Objective Being Addressed:**

Priority 1: Continue to implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.

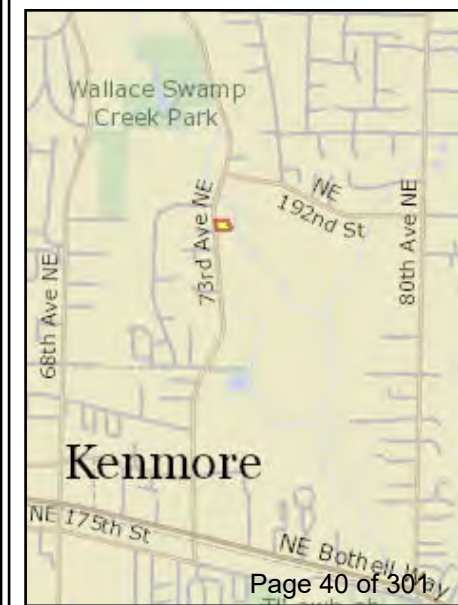
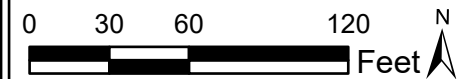
December 8, 2025  
City Council Meeting

Project Location Map

19026 73RD AVE NE  
Kenmore, WA 98028  
PIN 0114-100698

Acquisition (red outline)

Approximately:  
0.36 Acres





Subject/Topic:	Proposed Council Action/Motion:
<p>Presentation: Recreation Programs: 2025 Year in Review and 2026 Preview</p> <p><b>Department:</b> Public Works Operations</p> <p><b>Prepared by:</b> Maurita Colburn                      Recreation Program Supervisor</p> <p>Jennifer Gordon                      Public Works Operations Director</p> <p><b>Attachments:</b></p>	<p><input checked="" type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Authorize</p> <p><input type="checkbox"/> Other:</p>

Approvals:

Department Head JG 3/4/26 City Attorney n/a Finance Director n/a City Manager TK 3/5/26 Optional \_\_\_\_\_

**Summary/Background:**

Although the City does not provide direct recreational programming, the importance of recreation in the City is still a priority. The City contracts with community organizations and recreation providers to host recreation programs in Kenmore. City staff assist with marketing those recreation opportunities out to our community.

**Recreation Programs 2025 Year in Review**

**Kenmore Public Boathouse**

\*Kenmore Community Rowing Club (KCRC) – Youth and Adult Rowing Programs

Adult Programs offered year-round	Range of skill levels: Learn-to-Row, Recreational and Competitive
Teen Programs Winter Training & Summer Camps	For youth ages 13-18 with a range for skill levels offered

Northshore School District Rowing – High School Rowing Program

**Kenmore Senior Center at Rhododendron Park**

A branch of the Northshore Senior Center offers programs for Kenmore seniors, hosts the Hopelink Mobile Food Market and the Kenmore Senior Center Community Food Pantry.

**ḷaḷwadis Park**

\*Northshore Canoe and Kayak Club DBA: Kenmore Waterfront Activities Center (KWAC) – Youth and Adult Hand-Powered Watercraft Programs

- Kenmore Canoe and Kayak Club (KCKC)
- Seattle Flying Dragon Boating Club (SFDBC)
- Hui Wa’a O Puget Sound Outrigger Canoe Club (HWOPS)

**Log Boom Park Boathouse Concession**

WhatsSup – Offering a variety of water equipment rentals including kayaks and standup paddleboards.

**Recreation Partners, Events and Other**

- Northlake Little League at Moorlands Athletic Field (Spring)
- Northshore Youth Soccer Association at Moorlands Athletic Field (Summer/Fall)
- Step It Up – Offers sports camps, athletic programming, mentoring, tutoring, college prep and career education for youth.
- Skyhawks – Offers a variety of youth sports summer camps at Rhododendron Park

(16) Weeklong Summer Camp Sessions	465 Participants
------------------------------------	------------------

- Skate Like a Girl – Offers youth skateboarding summer camps at Jack V. Crawford Skate Park

(4) Weeklong Summer Camps	92 Total Participants
Free One Day Clinic	120 Participants

- Nature Walks at Wallace Swamp Creek Park – Free, led by a community volunteer.
- King County WSU Master Gardners
- Arts of Kenmore
  - Art Gallery at Kenmore City Hall
  - Art Walk
  - Monthly Creative Classes
- Argosy Cruise – Christmas Ship Viewing at Log Boom Park (one annual event)

**\*NEW\* 2025 Picnic Shelter Rentals**

The City launched picnic shelter rentals at four locations at Kenmore parks starting in 2025.

Location	Number of Rentals	2025 Revenue
Rhododendron Park	111	\$9,200
Log Boom Park	139	\$7,025
ḷaḷwadis Park	13	\$1,000
Moorlands Park	11	\$800
<b>Total</b>	<b>274</b>	<b>\$18,025</b>

### Kenmore Facility Rentals

Hangar rentals are only available to Kenmore residents and businesses for free (unless a deposit is triggered by serving food or number of attendees).

Kenmore City Hall room rentals are available for anyone. Kenmore residents, businesses, non-profits, etc. receive one free reservation per month.

Facility	Rooms Available	Number of Rentals	2025 Revenue
Hangar	Otter Room Beaver Room	993	\$0
Kenmore City Hall	Community Room Council Chambers	297	\$2,475

\*KCRC and KWAC will be presenting more detailed programming information at a City Council Meeting tentatively scheduled for May 11<sup>th</sup>.

### Recreation Program 2026 Preview

In preparation for the recreation opportunities in 2026, city staff are actively working to support and expand recreational activities with our community partners. Some of the highlights include the introduction of new recreation programs while continuing to foster our relationships with local organizations to provide more options for the community to engage in recreational activities.

Continued support for existing and ongoing programs in 2026.

YMCA Group Swim Lessons: The City is sponsoring free or reduced fee group swim lessons for qualifying Kenmore residents. Registrations opened on February 25<sup>th</sup> (\$15,000 Budgeted for 2026).

Kenmore Senior Center: The City is working with the Kenmore Senior Center to use Kenmore City Hall to expand their programming.

Kenmore Quad Event: The City has committed to a two-year pilot to take on community recreation event that takes place in August 2026 and 2027.

### Previous Council Action(s):

n/a

### Fiscal Consideration:

n/a

### Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

1. Leadership and Operations
4. Communication and Education

### [City Council Priorities](#) or Budget Objective Being Addressed:

Priority 8: Explore opportunities to expand parks & recreation.

Priority 8: Continue to implement the Diversity, Equity, Inclusion and Accessibility Strategic Plan

Priority 10: Broaden community engagement and foster fun.

# CITY OF KENMORE

## Public Works Operations

# Recreation Programs: 2025 Year in Review & 2026 Preview

Maurita Colburn  
Recreation Program Supervisor

**CITY OF KENMORE**

# **2025 Recreation Providers & Programming**

# Kenmore Senior Center at Rhododendron Park

- Programming for Seniors
  - Physical Fitness Classes
  - Social Activities
  - Educational Classes
  - Club Meetings
- Hopelink Mobile Food Market
- Kenmore Community Food Pantry
- Participation at City Events



# Kenmore Waterfront Activities Club (KWAC) at ʻāxʻadis Park

- Youth & Adult Hand-Powered Watercraft Programs
- Programs for All Skill Levels
- Year-round Programming
- Organizations Operating Under KWAC
  - Kenmore Canoe and Kayak Club (KCKC)
  - Seattle Flying Dragon Boating Club (SFDBC)
  - Hui Wa'a O Puget Sound Outrigger Canoe Club (HWOPS)



# Kenmore Community Rowing Club at Kenmore Public Boathouse

- Teen & Adult Rowing Programs (Ages 13+)
- Programming for All Skill Levels
- Year-round Programming
- Northshore School District Fall & Spring High School Rowing Program



# WhatsSup Concession at Log Boom Park Boathouse

## Onsite Hand-Powered Watercraft Rentals

- Variety of Kayaks – Single & Double
- Standup Paddleboards
- Hydrobikes



# Recreation Program Providers

- **Skyhawks** – Youth Sports Summer Camps at Rhododendron Park
- **Skate Like a Girl** – Youth Skateboarding Summer Camps at Jack V. Crawford Skate Park at Kenmore City Hall
- **Northlake Little League at Moorlands Park**
  - Spring Little League Practice & Games
- **Northshore Youth Soccer Association at Moorlands Park**
  - Fall Field Use
- **Step It Up Camp at the Hangar**



# Recreation Program Providers

## Arts of Kenmore

- Art Gallery at City Hall
- Art Walk
- Monthly Creative Classes

## Nature Walks at Wallace Swamp Creek Park

- Free Activity Led by Community Volunteer

## King County WSU Master Gardeners at Rhododendron Park & Kenmore City Hall

- Monthly Educational Classes



# Recreation Facility Use

## New in 2025 Picnic Shelter Rental Program

- City Managed Picnic Shelter Rentals at 4 Locations
  - Rhododendron Park
  - Log Boom Park
  - ŁaŃwadis Park
  - Moorland Park

Location	Number of Rentals	2025 Revenue
Rhododendron Park	111	\$9,200
Log Boom Park	139	\$7,025
ŁaŃwadis Park	13	\$1,000
Moorlands Park	11	\$800
<b>Total</b>	<b>274</b>	<b>\$18,025</b>

# Recreation Facility Use

## City Hall Room Rentals

- Council Chambers & Community Room
  - Available to All
  - Kenmore Residents & Businesses Receive 1 Free Reservation per Month.
  - Additional Reservations Are Available at a Discounted Rate

Facility	Rooms Available	Number of Rentals	2025 Revenue
Kenmore City Hall	Council Chambers Community Room	297	\$2,475

# Recreation Facility Use

## Hangar Room Rentals

- Otter Room & Beaver Room
  - Only Available to Kenmore Residents & Businesses
  - Reservations are Free (Unless Deposit is Triggered)

Facility	Rooms Available	Number of Rentals	2025 Revenue
Hangar	Otter Room Beaver Room	993	\$0

# Recreation Facility Use

## Moorlands Park Athletic Field Rental

- Moorlands Park Athletic Fields – Youth Sports for ages 12 and Under
- Northlake Little League - Spring
- Northshore Youth Soccer Association – Fall
- Total Annual Revenues Average \$14,000

# 2026 Recreation Program Preview

Existing Recreation Programs will continue in 2026

## New or Expanding Programs

- YMCA: Free/Reduced Cost Swim Lessons for Kenmore Residents Launched in February
- Kenmore Senior Center: Expanding Use of City Facilities
- King County WSU Master Gardeners: Demonstration Garden at Rhododendron Park
- Kenmore Quad Event: A 2-Year Pilot City Event & Recreation

# Comments or Questions?

**Maurita Colburn**

Recreation Program Supervisor  
Public Works Operations

[mcolburn@kenmorewa.gov](mailto:mcolburn@kenmorewa.gov)





- Dia de los Muertos
- Winterfest Market

Although the Kenmore Farmers Market is no longer run by the City, we still play an important role by providing direct and indirect support to the Northshore Farmers Market, ensuring smooth operation and ongoing success of the Kenmore Farmers Market. Thirteen markets were held last summer hosting local farmers to bring real food directly to the community. The Kenmore Farmers Market is committed to sustaining the local rural economy, promoting small businesses, and preserving the valuable farmland in the Northshore area and Sammamish Valley.

The Kenmore Farmers Market brings in about 1,000 people every week, activating our core downtown. Sales grew from \$170,000 in the 2024 season to \$207,000 in 2025.

Kenmore has always had a very strong volunteer force. In 2025, Kenmore had over 300 volunteers putting in over 1,700 hours through a variety of activities including ongoing work by Adopt-A-Park groups, large one-day cleanup events, boy scout troops and several church groups. The City also works with the Northshore School District's Adults Transitioning to Independence (ATI) program. The ATI program supports young adults with unique needs ages 18-22 as they transition to life after high school with vocational training that builds independence and work skills. We have worked with many young adults over the years providing staff support at Kenmore City Hall performing a variety of janitorial and office tasks.

### **City Events and Volunteer Programs 2026 Preview**

The City has a history of hosting fantastic, well attended events but we think we can do even better. We are very excited for the upcoming event season and have been exploring creative ways to improve and expand our events in 2026. While we are planning to continue with a very similar event line-up we are looking forward to changing things up a bit, tweaking, expanding, and improving where we can. Here is a preview of what we have planned!

#### **February**

Annual Volunteer Appreciation Event

#### **April**

Earth Day Celebration – Vendor Fair @ St. Edward State Park & Volunteer Park Cleanup @ Rhododendron Park.

#### **June**

Pride Flag Raising

\*Kenmore Farmers Market every Wednesday

Juneteenth

Pride Celebration

#### **July**

4<sup>th</sup> of July Celebration – More activities and more food trucks.

\*Kenmore Farmers Market every Wednesday

2 - Summer Concerts – New stage, more activities, more vendors.

Movies at the Square

**August**

- \*Kenmore Farmers Market every Wednesday
- National Night Out
- 2 Summer Concerts
- Movies at the Square
- Kenmore Play Day
- Kenmore Quad

**September**

- \*Oktoberfest Events

**October**

- Jack Crawford Day

**November**

- Dia de los Muertos

**December**

- Winterfest

\*City supported events.

2026 City Event Sponsorship improvements will include a wider range of opportunities by adding lower level sponsorship options to allow for more opportunities and adding "Event" level sponsor for a tabling-only option.

In 2026, we will continue with our ongoing volunteer programs, supporting all existing initiatives while expanding and enhancing our offerings. We are excited to announce our plans to revamp our approach, focusing on proactive planning to optimize our volunteer opportunities. This strategic overhaul will enable us to better engage our volunteers, maximize impact, and ensure long-term sustainability. With a renewed commitment to enhancing the volunteers' experience, we aim to foster a culture of collaboration, growth, and community impact.

- Adopt a Park
- Adopt a Street
- ATI Program
- Mitigation Site Maintenance
- City Event Volunteers
- One-time group events

**Previous Council Action(s):**

n/a

**Fiscal Consideration:**

n/a

**Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:**

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

1. Leadership and Operations
4. Communication and Education

**[City Council Priorities](#) or Budget Objective Being Addressed:**

Priority 8: Explore opportunities to expand parks & recreation.

Priority 8: Continue to implement the Diversity, Equity, Inclusion and Accessibility Strategic Plan

Priority 10: Broaden community engagement and foster fun.

# CITY OF KENMORE

## Public Works Operations

# Events and Volunteer Programs: 2025 Year in Review & 2026 Preview

Alison Jenkins  
Events and Volunteer Coordinator

# 2025 City Events

Earth Day Celebration

Pride Celebration

Juneteenth Celebration

4<sup>th</sup> of July

(4) Summer Concerts

(2) Movies @ the Square

National Night Out

Kenmore Play Day

Jack Crawford Day Volunteer Cleanup

Dia de los Muertos

Winterfest Market



# 2025 Event Highlights

- 12,000+ Attendees
- Local Vendors & Food Trucks
- Free Activities, DIY Crafts & Giveaways for All Ages
- Educational Opportunities
- Community Partnerships
- FUN!!





# 2025 Kenmore Farmers Market

- Kenmore Farmers Market Management
  - Transitioned from City to Northshore Farmers Market
  - Continued City Support
- Approximately 1,000 Attendees Every Week
- Annual Sales Continue to Increase:
  - \$170,000 in 2024
  - \$207,000 in 2025
- Coordinated City Events: Juneteenth, Pride Celebration, Movies @ the Square & National Night Out

# 2025 Volunteer Programs

300+ volunteers

1,700+ hours

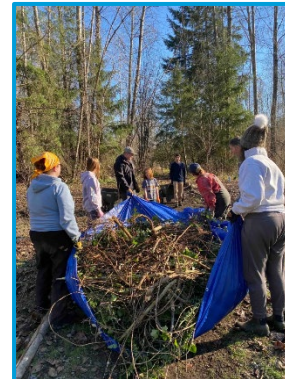
Jack Crawford Day at Log Boom Park

SnoKing Watershed Council

Catdaddy group

Boy Scouts

Church Groups



# 2026 City Event Preview

- Earth Day April 25, 2026
  - Expanded Vendor Fair @ St. Edward State Park
  - Park Cleanup @ Rhododendron Park
- 4th of July Celebration
  - More food trucks
  - More activities
- Summer Concert Series
  - New Stage
  - More Vendors & Activities
- Kenmore Quad August 22, 2026
  - Pilot City Event for 2026 & 2027
  - City Managed, Heavily Supported by Volunteers



# 2026 Volunteer Program Preview

## Revive Existing Volunteer Programs & Opportunities

- Adopt A Park
- Adopt A Street
- One Day Park Cleanups
- NSD – Adults Transitioning to Independence (ATI)
- City Event Volunteers
- City Department Volunteer Needs
- Volunteer Appreciation Event



# 2026 Volunteer Program Updates

## Transition to CivicRec Software for Volunteer Management

- Better Organization & Proactive Approach
- Defined Volunteer Roles/Positions & Online Signup
- Highlight Volunteer Opportunities for Community Organizations

VOLUNTEER EVENT					
<a href="#">Volunteer Opportunities</a>					
SESSION	LOCATION	AGE	DAYS	DATES	TIMES
<a href="#">4th of July - Arts &amp; Crafts</a>	Log Boom Park, 17415 ...	All Ages	Sat	07/04/26	6pm-10pm
<a href="#">4th of July - Games</a>	Log Boom Park, 17415 ...	All Ages	Sat	07/04/26	6pm-10pm
<a href="#">Adopt A Park Work Party</a>	Wallace Swamp Creek ...	All Ages	Daily	03/07-03/28	11am-2pm
<a href="#">Earth Day Clean Up</a>	Rhododendron Park, 69...	All Ages	Sat	04/25/26	11am-1pm
<a href="#">Jack Crawford Day 2026</a>	Log Boom Park, 17415 ...	All Ages	Sat	10/17/26	9am-12pm
<a href="#">Juneteenth - Arts &amp; Crafts</a>	The Hangar, 6728 NE 1...	All Ages	Wed	06/17/26	2:30pm-7:30pm
<a href="#">Juneteenth - Snacks</a>	The Hangar, 6728 NE 1...	All Ages	Wed	06/17/26	2:30pm-7:30pm
<a href="#">Movies @ Town Square - Arts &amp;...</a>	The Hangar, 6728 NE 1...	All Ages	Daily	07/22/26	7pm-9pm
<a href="#">Movies @ Town Square - Snacks</a>	The Hangar, 6728 NE 1...	All Ages	Daily	07/22/26	7pm-9pm



# Volunteer Appreciation Refresh

- Annual Volunteer Appreciation Event in February
- 2026 Volunteer Appreciation Event February 11th at City Hall
- About 25 Volunteers in Addition to Staff & Council
- Casual Night of Gratitude & Appreciation
- Photobooth & Interactive Art Stations
- Appetizers & Mocktail Station
- Appreciation Giveaways



# 2026 Sponsorship

- Update Special Events Sponsorship Packet
- Increase Sponsorship Opportunities
  - Additional Lower-Level Sponsorships Options
  - New “Event” Level Sponsor for Table-Only Option



# Comments or Questions?



**Alison Jenkins**

Events and Volunteer Coordinator  
Public Works Operations

[ajenkins@kenmorewa.gov](mailto:ajenkins@kenmorewa.gov)



Subject/Topic:	Proposed Council Action/Motion:
<p>Stream Buffer: Critical Area Regulation Amendments to comply with Washington Department of Fish and Wildlife requirements, <i>continued discussion and direction</i></p> <p><b>Department:</b> Community Development</p> <p><b>Prepared by:</b> Debbie Bent                      Community Development Director</p> <p style="padding-left: 40px;">Todd Hall, Principal Planner</p> <p><b>Attachments:</b></p> <ol style="list-style-type: none"> <li>1. Stream buffer comparison maps</li> <li>2. Presentation</li> <li>3. Survey comments</li> <li>4. 3/16/26 Memo Response to questions                             <ol style="list-style-type: none"> <li>a. February 2026 Stream Buffer Analysis Findings (Councilmember Culver’s research)</li> <li>b. February 2026 Neighboring Jurisdictions Stream Buffers (Councilmember Culver’s research)</li> <li>c. February 2026 Stream Buffers V Housing (Councilmember Culver’s research)</li> <li>d. Map showing properties that received a notice about the buffer increase</li> </ol> </li> </ol>	<p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input checked="" type="checkbox"/> Discuss</p> <p><input checked="" type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Authorize</p> <p><input type="checkbox"/> Other:</p>

Approvals: \_\_\_\_\_  
 Department Head DB, 3/13/26 City Attorney \_\_\_\_\_ Finance Director \_\_\_\_\_ City Manager TK, 3/6/26 Optional \_\_\_\_\_

**Summary/Background:**

**Summary:** At the March 16 City Council meeting the City Council will discuss policy issues (outlined below) and may give direction on a stream buffer approach (outlined below). Following City Council direction on a stream buffer approach, amendments to regulations will be prepared for consideration at a future Public Hearing. This agenda bill was updated 3/13/26 to add Attachment #4.

At the March 16 City Council meeting, City staff will present three updated stream buffer options (A, B, and C). Each option represents a different approach to meeting state requirements and protecting streams and nearby areas.

- **Option A: Increase stream buffer areas to 50 – 150 feet on either side** (*minimum Washington State requirement*)
- **Option B: Increase stream buffers to 50 – 200 feet on either side**
- **Option C: Increase stream buffers to 100 – 231 feet on either side**

Also in attendance will be representatives from Facet (consultant) and Washington Department of Fish and Wildlife. Attachment #1 (buffer comparison maps) provides visual representation of potential impacts to properties by buffer option.

The City’s webpage ([kenmorewa.gov/stream-buffers](http://kenmorewa.gov/stream-buffers)) detailed background information, Frequently Asked Questions (FAQs) and links to the City Council agendas regarding the stream buffer and code update project. Information about the project was recently included in the spring quarterly newsletter, on the City’s social media, and in the Top 4. A mailed letter and survey were sent to affected property owners to gather input about potential buffer options and what their reasons were for choosing the option. The survey is not intended to be statistically significant but rather serve as a way to collect perspectives from those most directly impacted by the options. The feedback will be shared with City Council in the Staff’s presentation at the meeting.

**Summary of Stream Buffer Options:** The Buffer Comparison table below summarizes the proposed buffer width options (A, B, and C) compared to existing buffer widths.

**Buffer Comparison Table (by Water Types)**

Water Type	Stream Type	Existing Buffer Width (feet)	Proposed Buffer	Difference (feet)
Type S (Shoreline)	Lower portion of Swamp Creek, Sammamish River, Lake Washington	See KMC 16.65.020	See KMC 16.65.020 (no change)	See 16.65.020 (no change)
Type F (Fish bearing-salmonid)	Other water bodies used by or containing habitat suitable for salmonid fish	150 – Little Swamp Ck. 100 – all others	Option A – 150 Option B – 200 Option C – 100 min to 231 max (RMZ)	A = +50 B = +100 C = Varies based on RMZ
Type F (Fish bearing-non-salmonid)	Other water bodies used by or containing habitat not suitable for salmonid fish	50	Option A – 150 Option B – 200 Option C – 100 min to 231 max (RMZ)	A = +50 B = +150 C = Varies based on RMZ
Type N (Np and Ns)	Perennial or seasonal non-fish bearing streams	25	Option A – 100 Option B – 100 Option C – 100 min to 231 max (RMZ)	A = +75 B = +75 C = Varies based on RMZ
Stream restored from a pipe	Streams located in pipes	25	25/50 daylight	+25

Np = Non-fish perennial stream

Ns = Non-fish seasonal stream

RMZ = Riparian Management Zone, measured from stream polyline (center) vs. ordinary high water mark (OHWM)

**Summary of Policy Issues:** There are competing and overlapping goals related to the natural and built environment. For the natural environment, which includes streams and associated buffers, the goal is to ensure protection, enhancement, and restoration. For the built environment, the goal is to

ensure sufficient land is available to accommodate growth for housing and jobs and associated infrastructure (e.g. roads, parks, utilities). The policy issue for the City Council discussion is how best to balance both goals. The options for stream buffers have pros and cons and differing implications for ecological function, land use, regulatory framework and compliance with WDFW guidance. These policy issues were discussed previously at the November 24, 2025, meeting and are summarized in the table below. Part of the policy discussion will also include options for potential exemptions and flexibility in regulations such as buffer reductions, modification/expansion of structures.

**Summary of Policy Issues (by Buffer Options)**

Stream Buffer Width Option	Ecological Benefit For Streams	Land Use Impact (Total Parcels)	Local Regulatory Framework	WDFW Standards
A	High benefit for all streams	1208	Provides base stream standards and retains stream classification.	Meets standards for urbanized areas.  Closely aligned with RMZ average approach
B	Higher benefit for all streams	1420	Provides base stream standards and retains stream classification.  Burden on applicants to demonstrate stream enhancement for buffer width reduction.	More aligned with RMZ average approach
C	Highest benefit for all streams	1744	New classification approach.  Extensive mapping and review	Fully aligned with RMZ approach

**Background:** The City is required to update its critical areas ordinance (CAO) to comply with Best Available Science (BAS). These amendments will be completed by using Washington State Department of Fish and Wildlife (WDFW) guidance documents [Riparian Ecosystems, Volume 1: Science Synthesis and Management Implications](#) and [Riparian Ecosystems, Volume 2: Management Recommendations](#) as a source for BAS developed to support local jurisdictions designate and protect riparian ecosystems as critical areas. The amendments are also required to complete the periodic update of the CAO mandated by the Washington State Department of Commerce Growth Management Services Unit (Commerce).

Staff anticipate a complete review of critical area regulations and shoreline regulations in 2027-2029. The State mandates that the Shoreline Master Program is updated every ten years, next due June 30, 2029.

**Previous Council Action(s):**

The item was first introduced to City Council at the July 28, 2025, meeting. Buffer options and key policy questions were discussed at the November 24, 2025, meeting. In December 2024, the City

Council adopted an updated [Natural Environment Element of the Comprehensive Plan](#) during the periodic update of the Plan.

**Fiscal Consideration:**

Osborne Consulting contract 23-C2294, Task Order 2, \$72,200 (4/2/25-2/28/26). The total consultant fee expenditure of \$72,200 is being covered by General Funds allocated in the Community Development Department 2025-2206 Budget.

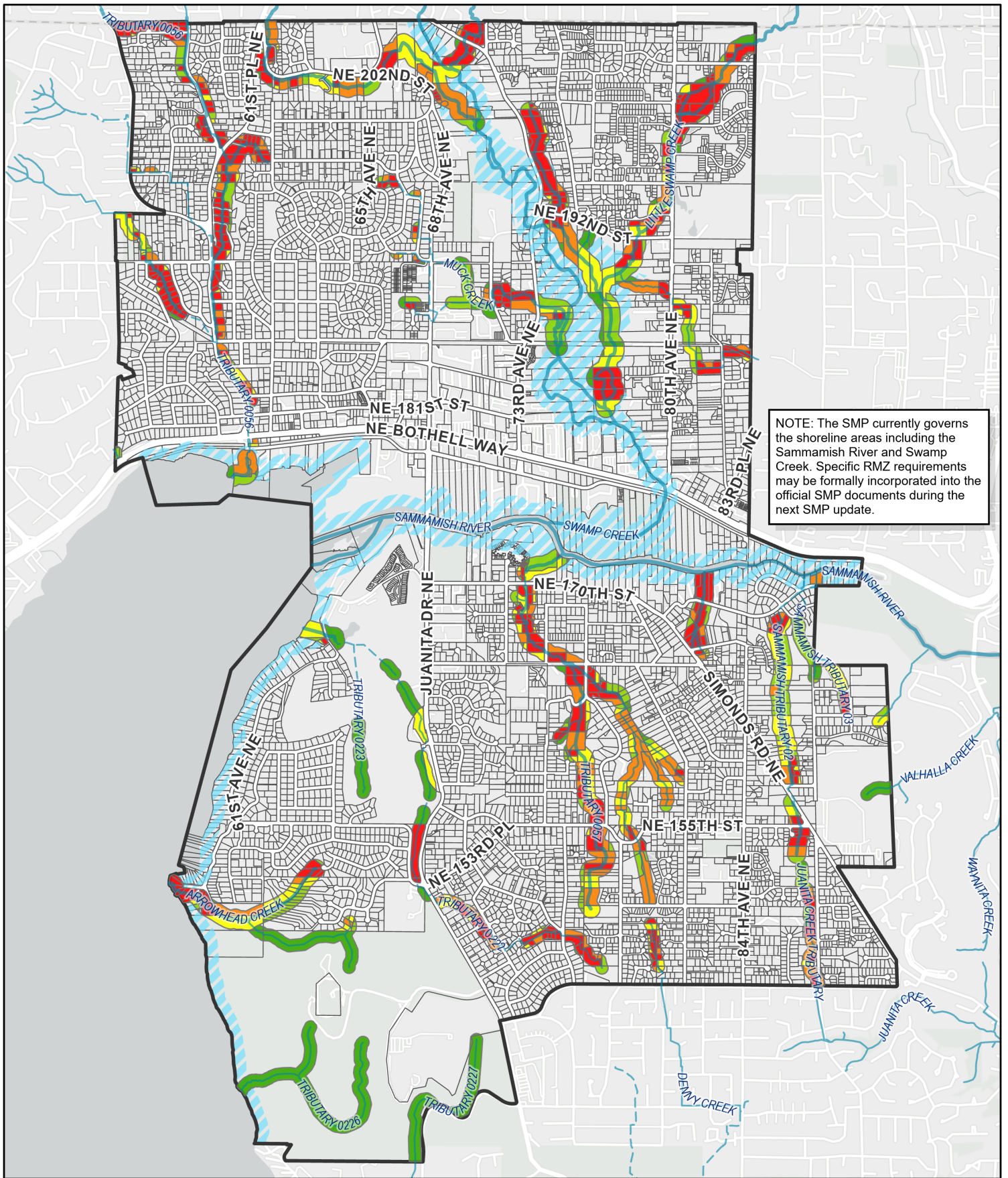
**Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:**

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

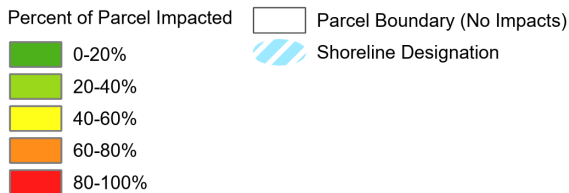
Equity Framework Toolkit: Develop a data-driven and evidence-based approach to address equity issues and design policies, programs, and services that are inclusive, fair, and equitable.

**[City Council Priorities](#) or Budget Objective Being Addressed:**

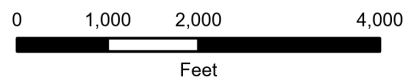
Priority 1: "Continue to Implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation."



NOTE: The SMP currently governs the shoreline areas including the Sammamish River and Swamp Creek. Specific RMZ requirements may be formally incorporated into the official SMP documents during the next SMP update.



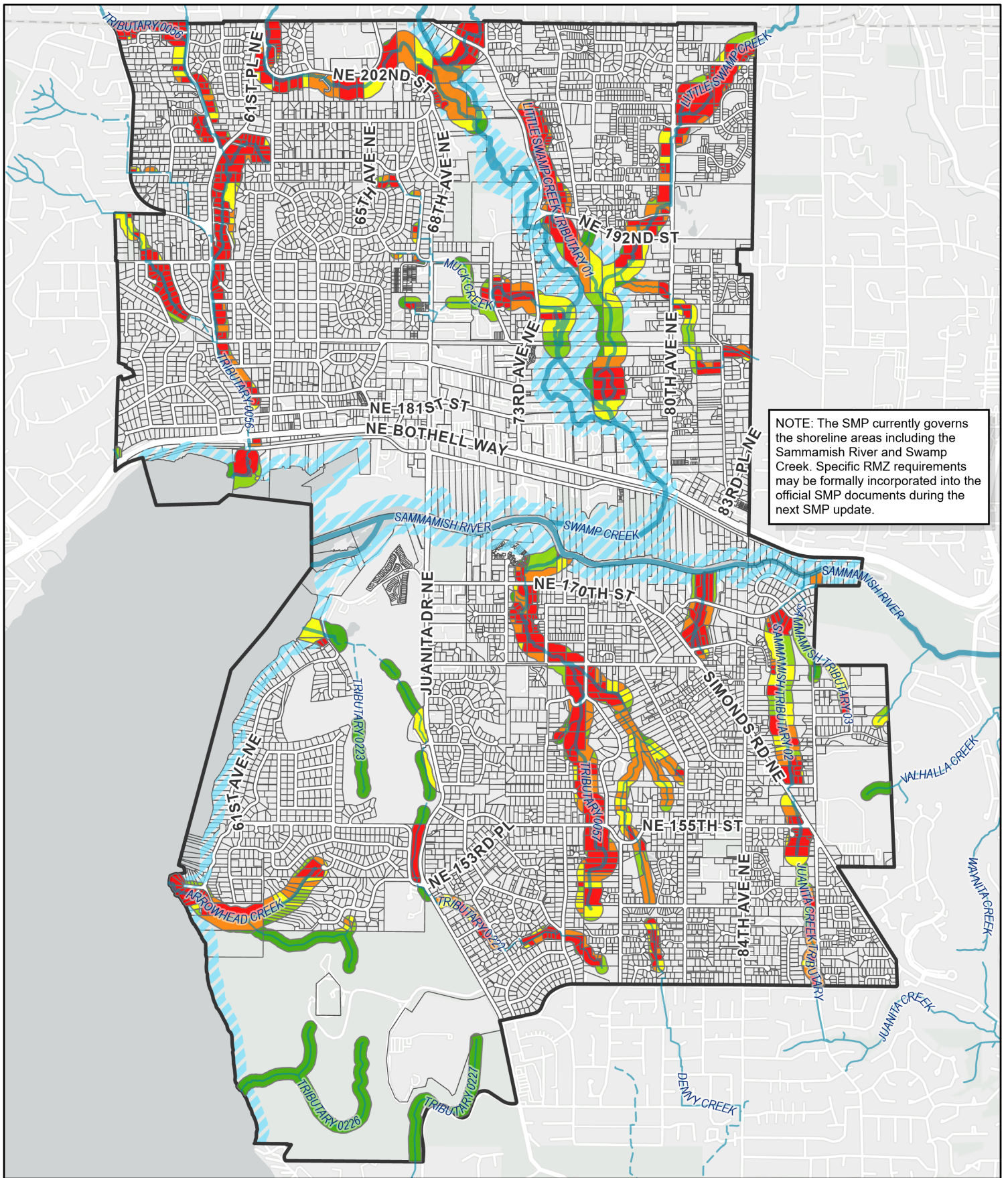
### Option A Impacts to Parcels



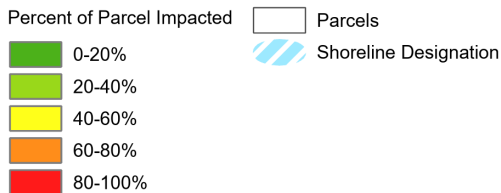
This map is intended for planning purposes only and is not guaranteed to show accurate measurements.



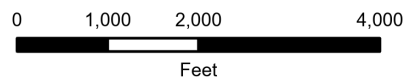
Map Date: Jan 2026



NOTE: The SMP currently governs the shoreline areas including the Sammamish River and Swamp Creek. Specific RMZ requirements may be formally incorporated into the official SMP documents during the next SMP update.



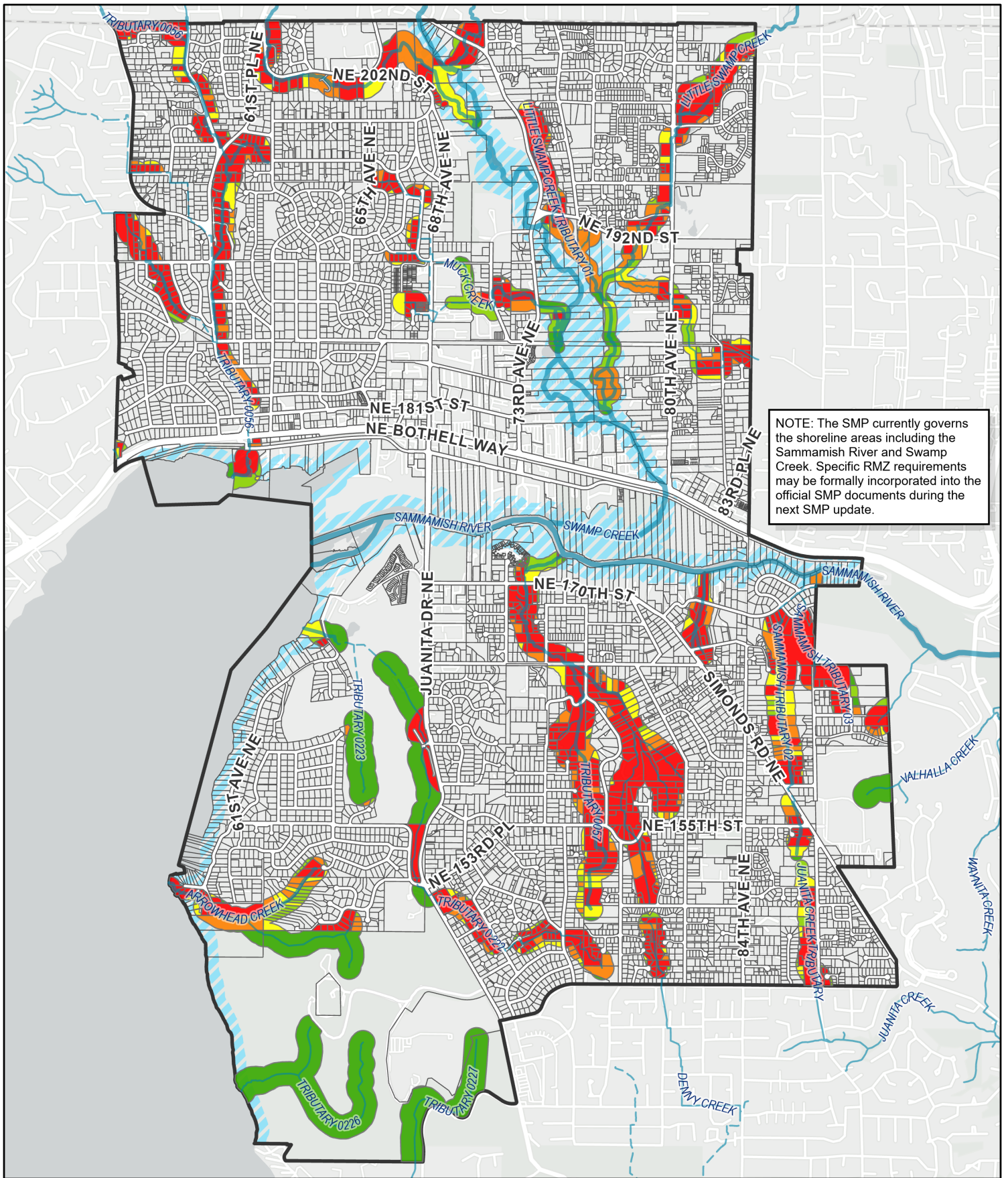
### Option B Impacts to Parcels



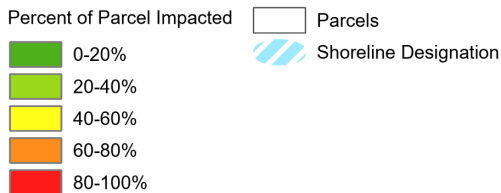
This map is intended for planning purposes only and is not guaranteed to show accurate measurements.



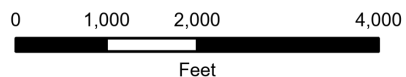
Map Date: Jan 2026



NOTE: The SMP currently governs the shoreline areas including the Sammamish River and Swamp Creek. Specific RMZ requirements may be formally incorporated into the official SMP documents during the next SMP update.



### Option C Impacts to Parcels



This map is intended for planning purposes only and is not guaranteed to show accurate measurements.



Map Date: Jan 2026

**CITY OF KENMORE**  
City Council Meeting

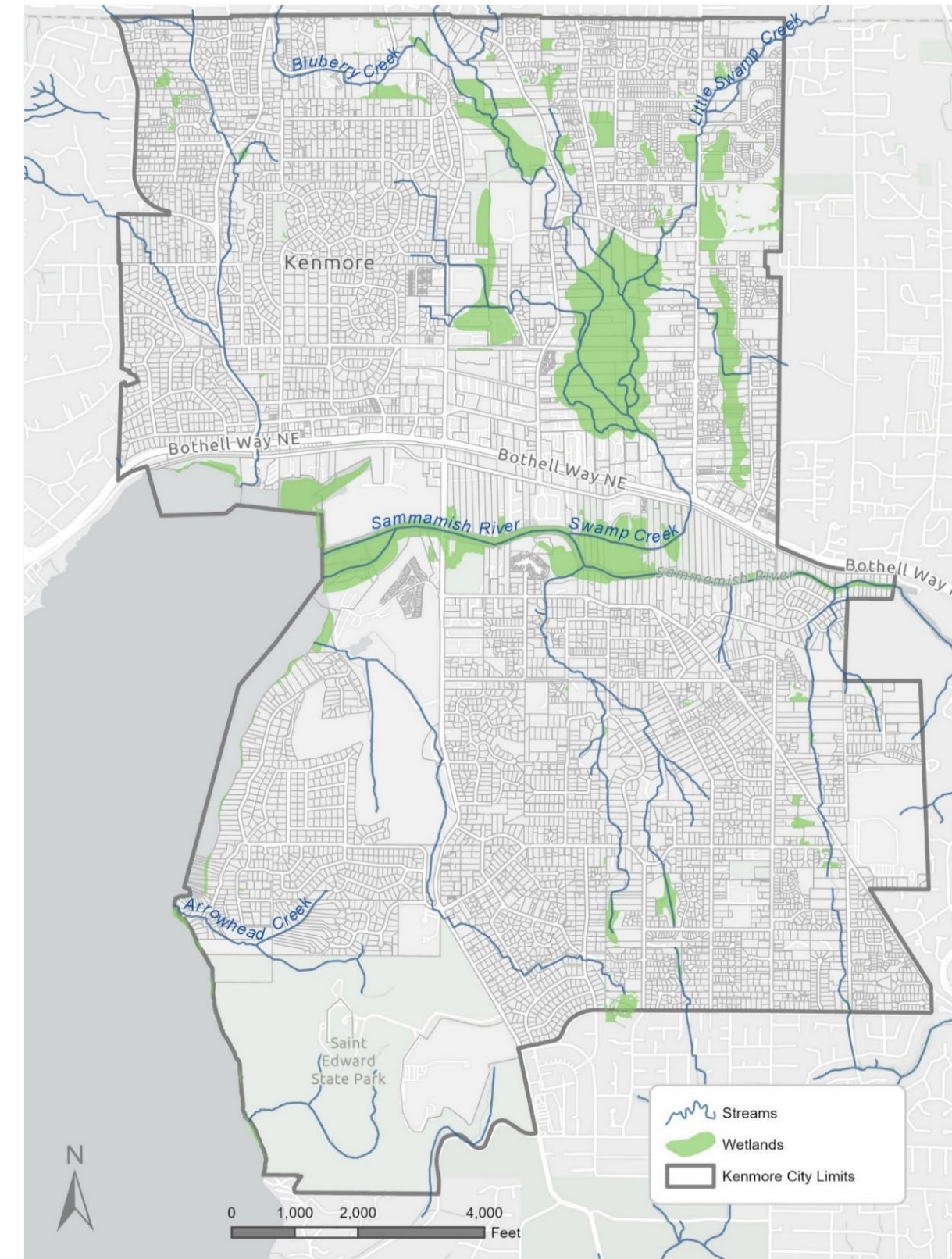
**Critical Areas Ordinance**  
**– Riparian Management Zone Options**  
**(Stream Buffers)**

March 16, 2026



# Agenda

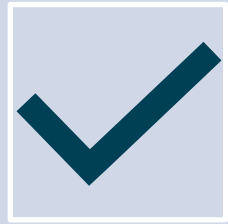
- Overall Project Purpose
- Revisit stream buffer options
- High-level summary of LEGO exercise
- Next Steps



Source: Natural Resources Element, Kenmore Comprehensive Plan



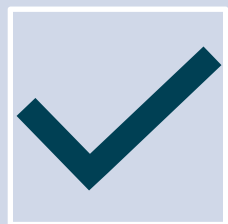
# Project Purpose



Required by Washington's Growth Management Act



Update sections of the critical areas ordinance and Kenmore Municipal Code (18.55) to comply with Washington Department of Fish and Wildlife (WDFW) requirements and Best Available Science (BAS)

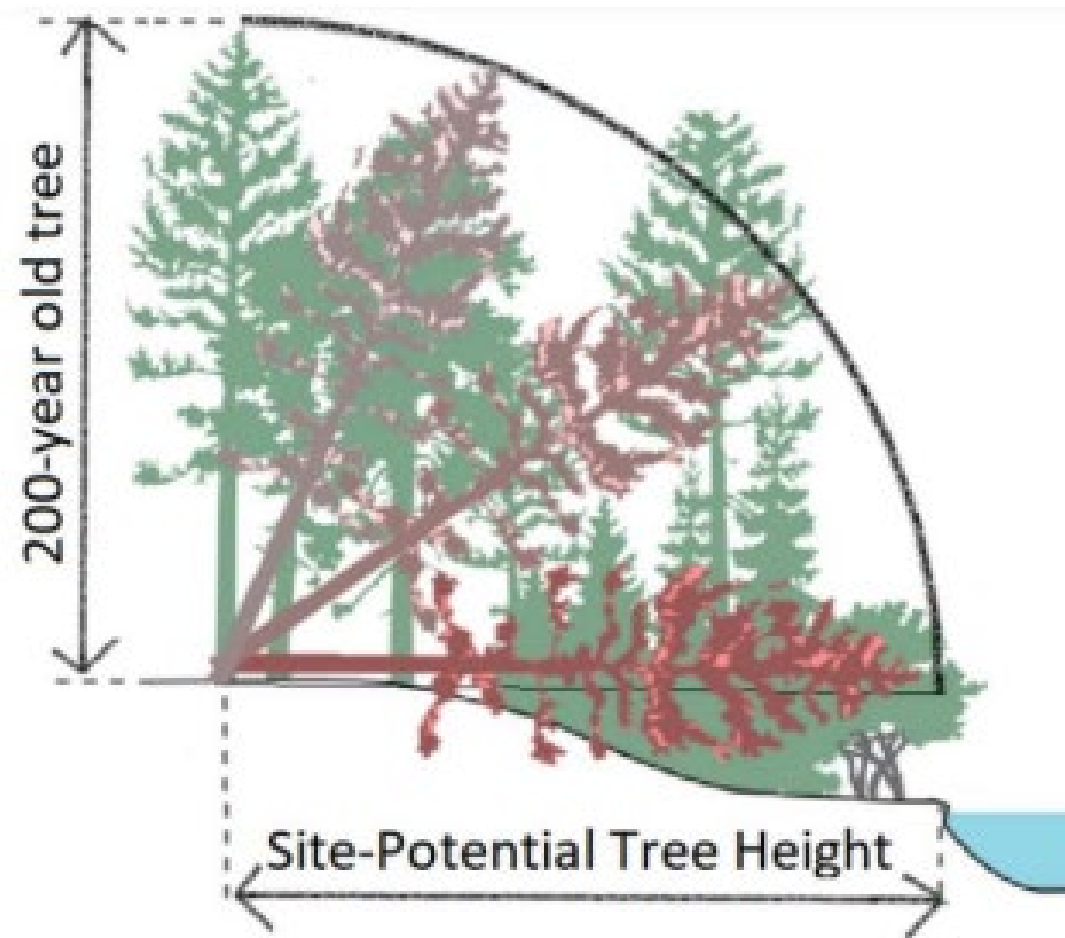


Discuss Stream Buffer Policy Options

# Terminology

- **Best Available Science** - the most reliable, valid, up-to-date, and relevant empirical knowledge Washington Department of Fish and Wildlife (WDFW) to make policy and regulatory decisions
- **Critical Areas Ordinance (CAO)** – Chapter 18.55 KMC
- **Critical Areas** – Fish and wildlife habitat areas, frequently flooded areas, geologically hazardous areas, wetlands, and **streams**
- **Riparian Management Zones (RMZs)** – Synonymous with riparian (stream) buffer, vegetation area adjacent to body of water
- **Buffer or buffer area** – Natural vegetated area surrounding critical areas required for protection of the *critical area* from adverse impacts
- **Nonconforming Structure** – structure lawfully constructed prior to the effective date of regulations but no longer conforms to the applicable regulations.

# WDFW Requirements- RMZs



Source: WDFW 2023 Riparian Science Synthesis & Management Recommendations

## Riparian Management Zones (RMZs)

- Riparian areas still considered 'buffers' in existing code
- Delineation methodology
  - *Different potential alternatives ranging in level of effort and impact*

# Current Stream Buffer Widths

Stream Type	Buffer Width (Feet)
Type F – Little Swamp Creek	150
Type F (other water bodies used by or containing habitat suitable for salmonid fish)	100
Type F (water bodies used by or containing habitat suitable for fish other than salmonids)	50
Type N (Np and Ns)	25
Any type stream restored from a pipe	25

# Current Stream Buffer Criteria

- Stream type and associated buffer widths per Kenmore Municipal Code (KMC) 18.55.400.F(1)
- Type S (Swamp Creek, Lake Washington, and Sammamish River) are not applicable to this CAO update as they are regulated by the Shoreline Management Act (RCW 90.58) and incorporate a dated version of the CAO under KMC 16.05.060.B(2).
- Buffer widths can be increased per KMC 18.55.400.F(3): *Increased Buffer Widths*. The *city manager* shall require increased *buffer* widths in accordance with the recommendations of a *qualified professional* and the *best available science* on a case-by-case basis when a larger *buffer* is necessary to protect *stream* or lake *functions and values* based on site-specific characteristics.

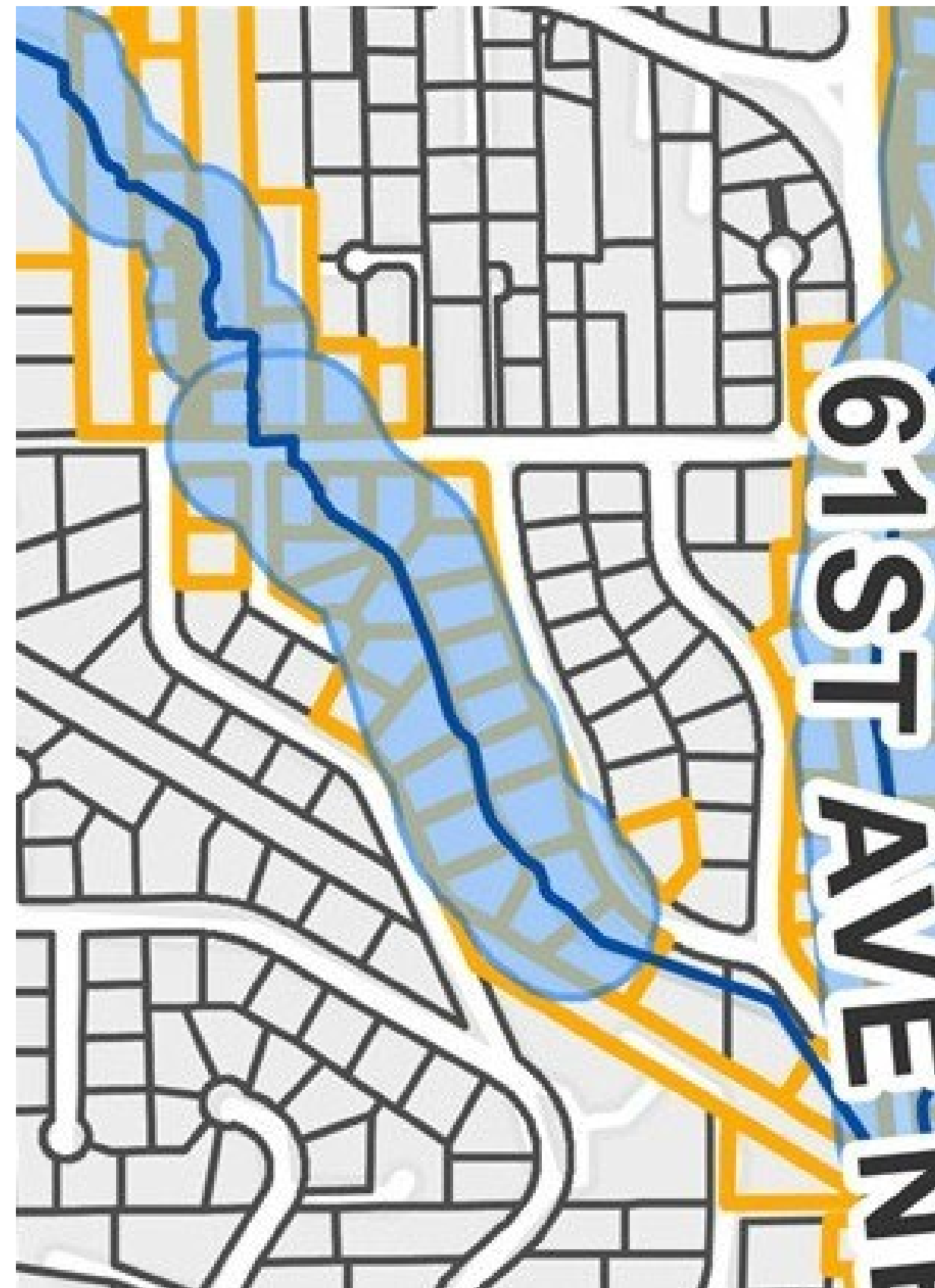
# Comparison of Stream Buffer Policy Options

Option	Description	Similar Agency	WDFW Responses
A	<ul style="list-style-type: none"> <li>-Type F Stream = 150 feet</li> <li>-Type N (Np and Ns) Stream = 100 feet</li> <li>-Any type restored from a pipe = 50 feet</li> </ul>	City of Mountlake Terrace	Minimum standard for urbanized areas (and urban streams)
B	<ul style="list-style-type: none"> <li>-Type F = 200 feet, option to reduce to 150 feet with enhancements</li> <li>-Type N (Np and Ns) = 100 feet</li> <li>-Any type restored from a pipe = 50 feet</li> </ul>	City of Woodinville	WDFW supports this approach.
C	<ul style="list-style-type: none"> <li>-Adopt SPTH<sub>200</sub> RMZ values citywide, ranging from 100 - 231 feet.</li> <li>-Any type restored from a pipe = 50 feet</li> </ul>	WDFW preference	WDFW preferred method.





# Comparison of Stream Buffer Policy Options

- All buffer options are grounded in Best Available Science
- Options vary in how they balance ecological protection with meeting state housing targets
- Larger buffers offer stronger habitat and water-quality benefits but reduce developable land capacity
- Smaller buffers increase housing and job capacity but may require additional mitigation to maintain environmental performance.

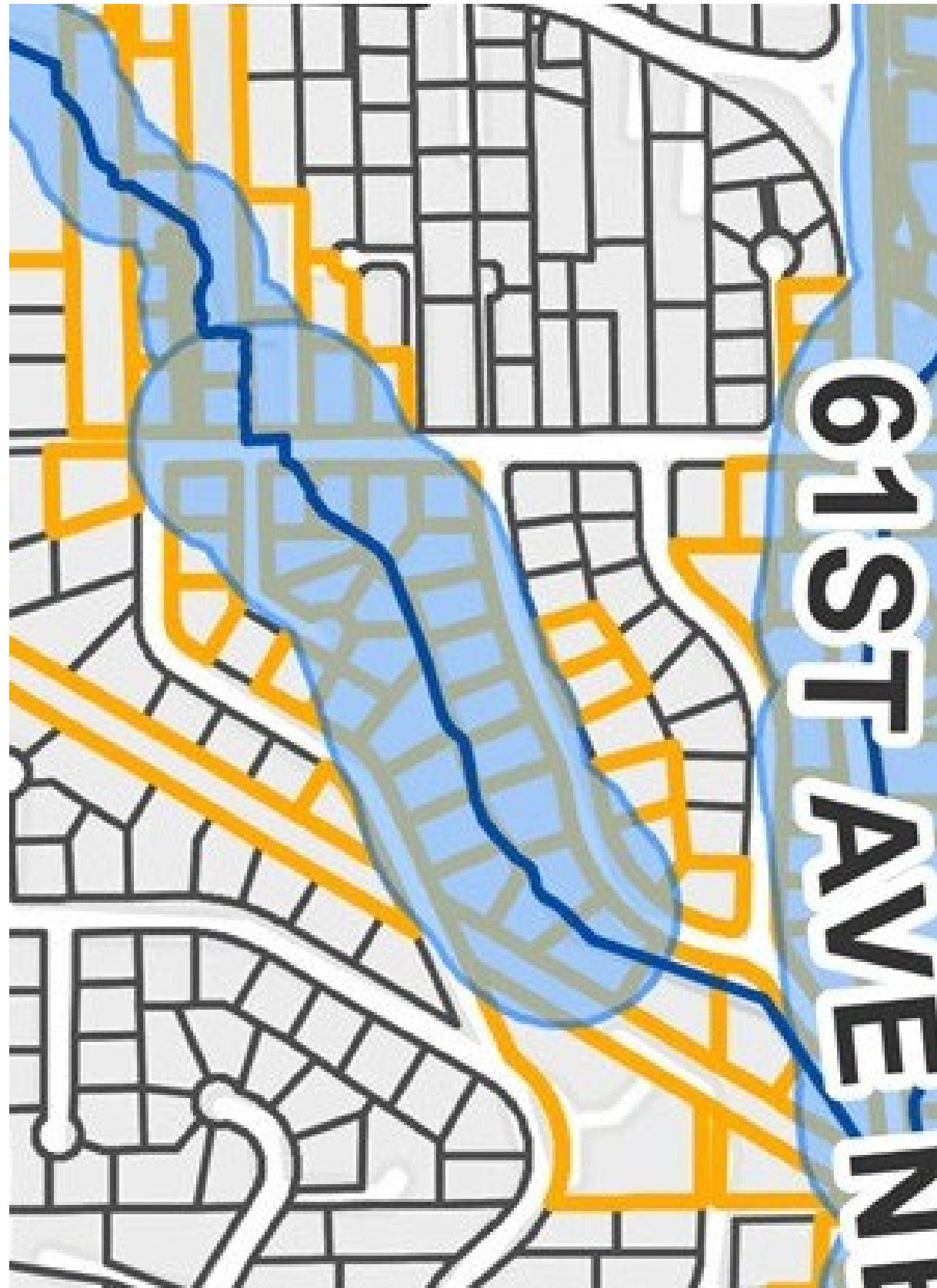
# Stream Buffer Option A



Stream Type	Standard Width
Type F	150 feet
Type N (Np and Ns)	100 feet
Any type restored from a pipe	50 feet

-  Stream
-  Low Option Stream Buffer (539 Acres Impacted)
-  Shoreline Designation\*
-  Parcel Impacted by Low Option Buffer (1,208 Parcels Impacted)

# Stream Buffer Option B

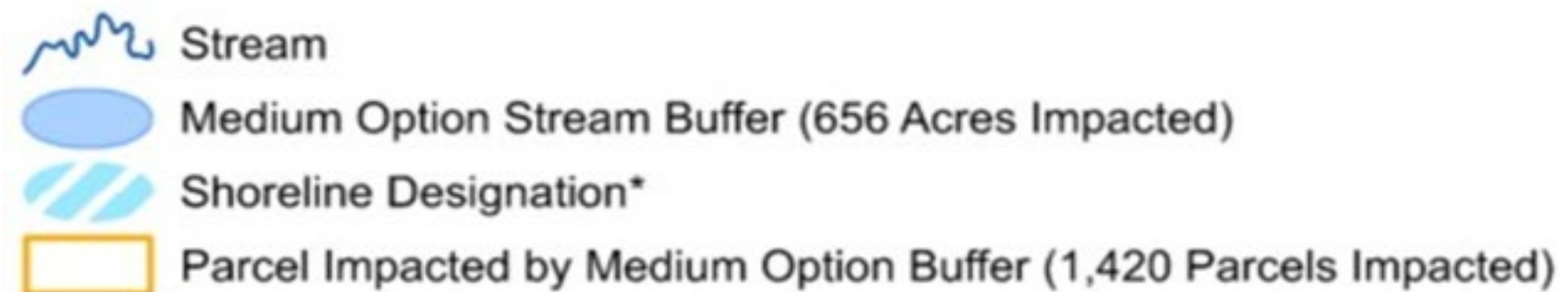


Stream Type	Standard Width
Type F	200 feet
Type N (Np and Ns)	100 feet
Any type restored from a pipe	50 feet

### Enhancement-Based Reduction (Type F Only)

To qualify for reduction (200 ft to 150 ft), the RMZ must meet all the following:

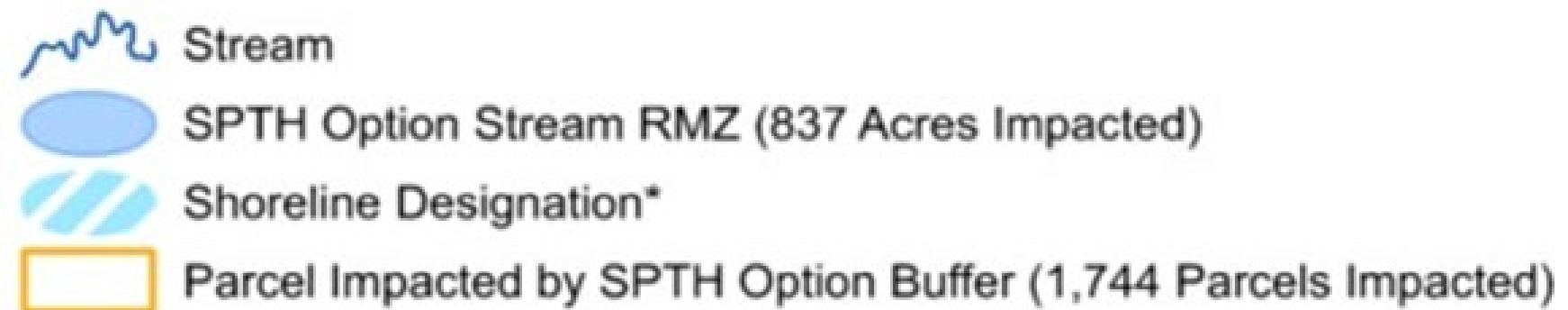
1. Contains at least an average of 80% native plant coverage over the overall area of RMZ.
2. Noxious and non-native planting coverage do not exceed 10%.
3. Native plant cover must include trees, shrubs, and groundcover to mimic native forests.



# Stream Buffer Option C

SPTH<sub>200</sub> ranges from 100 - 231 feet; 50 feet for streams restored from a pipe.

- Meets BAS, highest ecological value
- Difficult to administer because SPTH<sub>200</sub> can vary widely between neighboring parcels
- Applicant could hire a biologist or urban forester to validate or change these values.

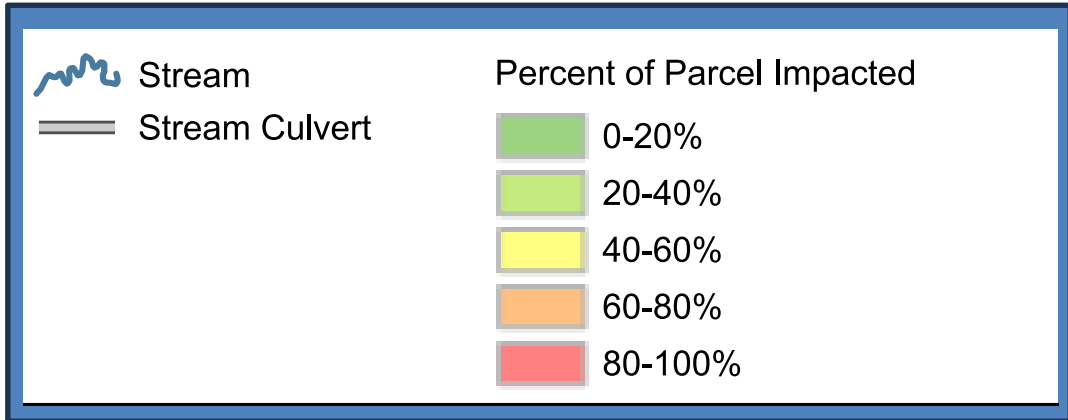
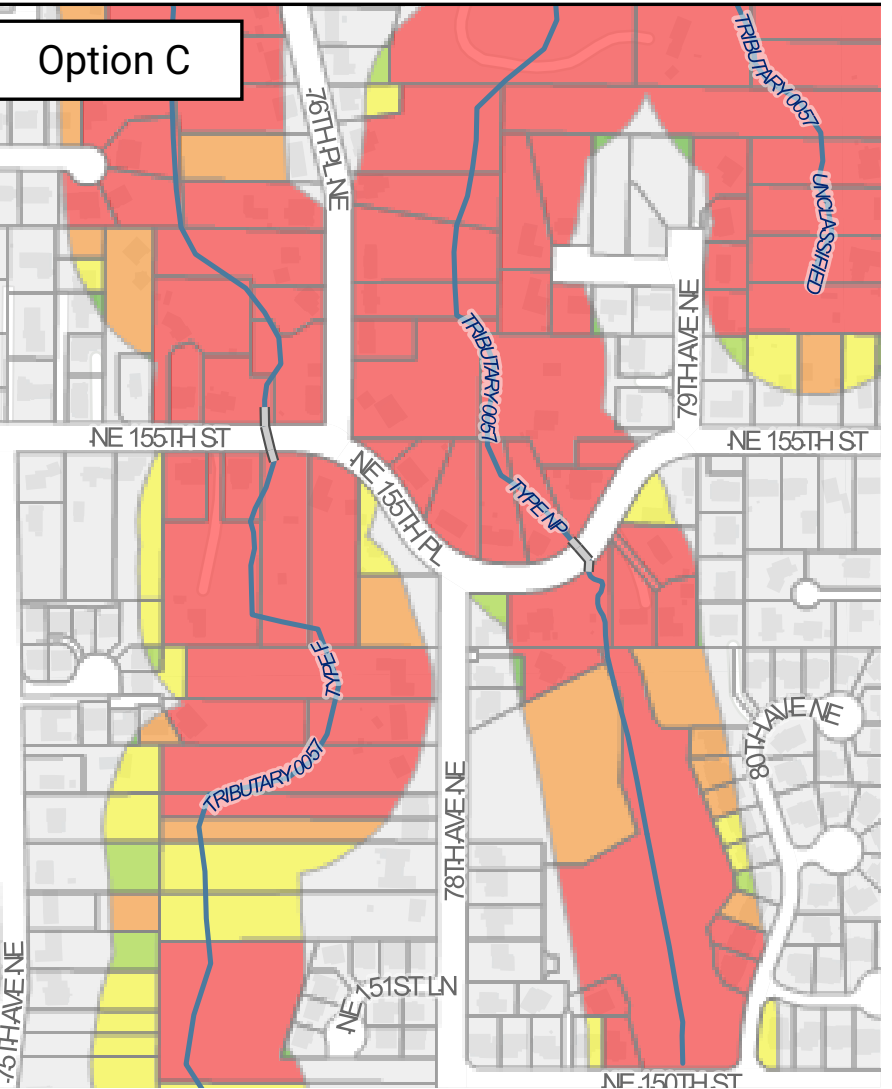
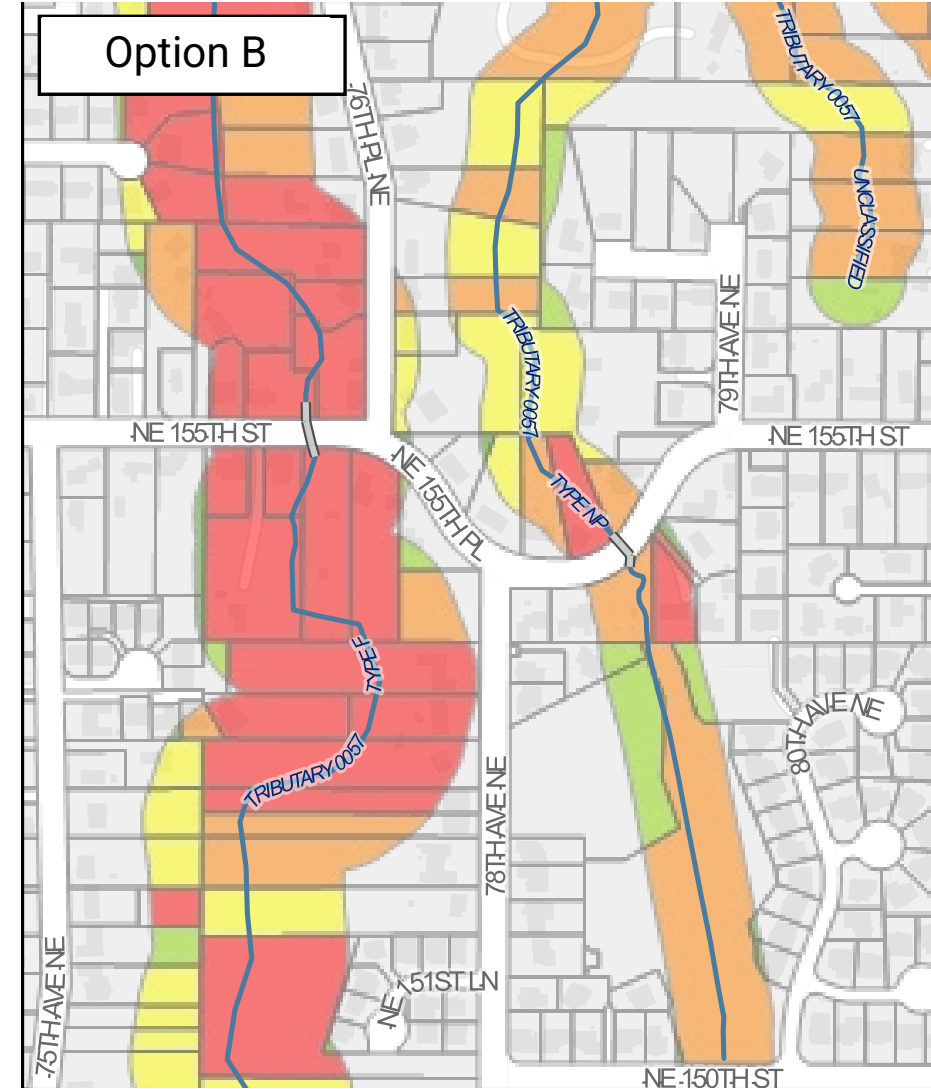
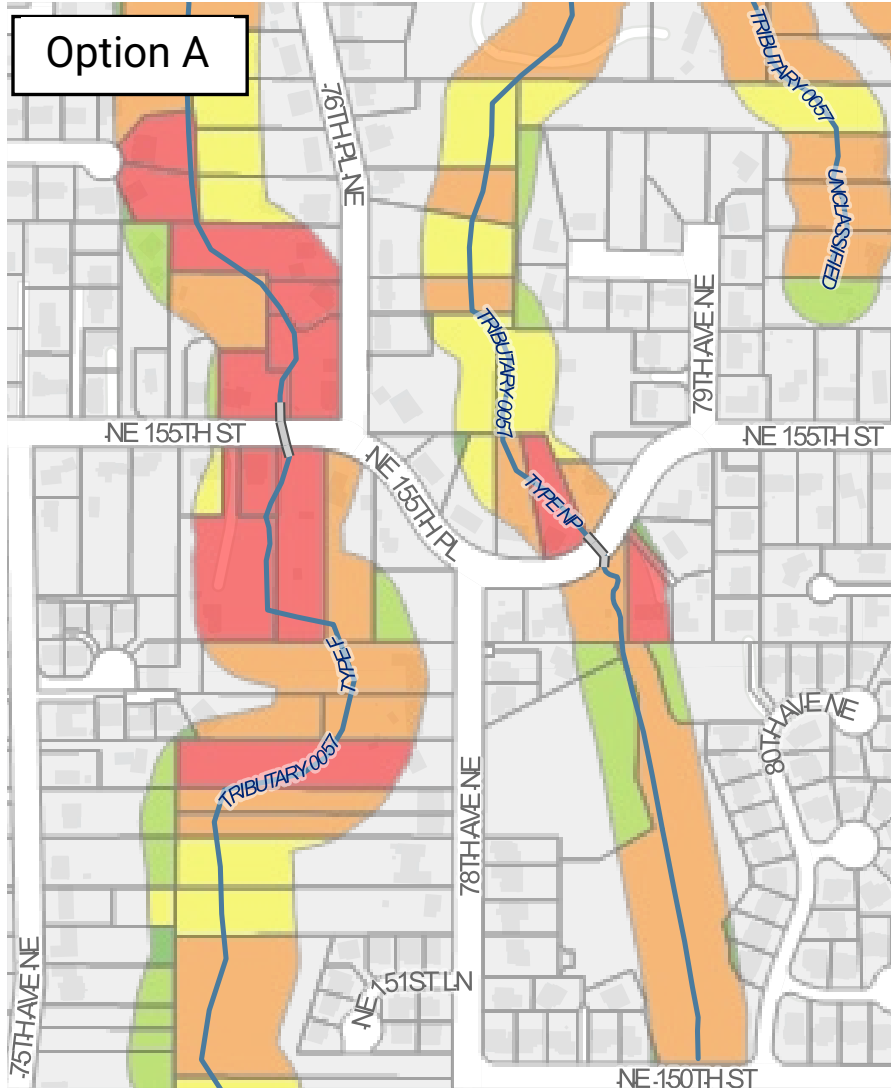
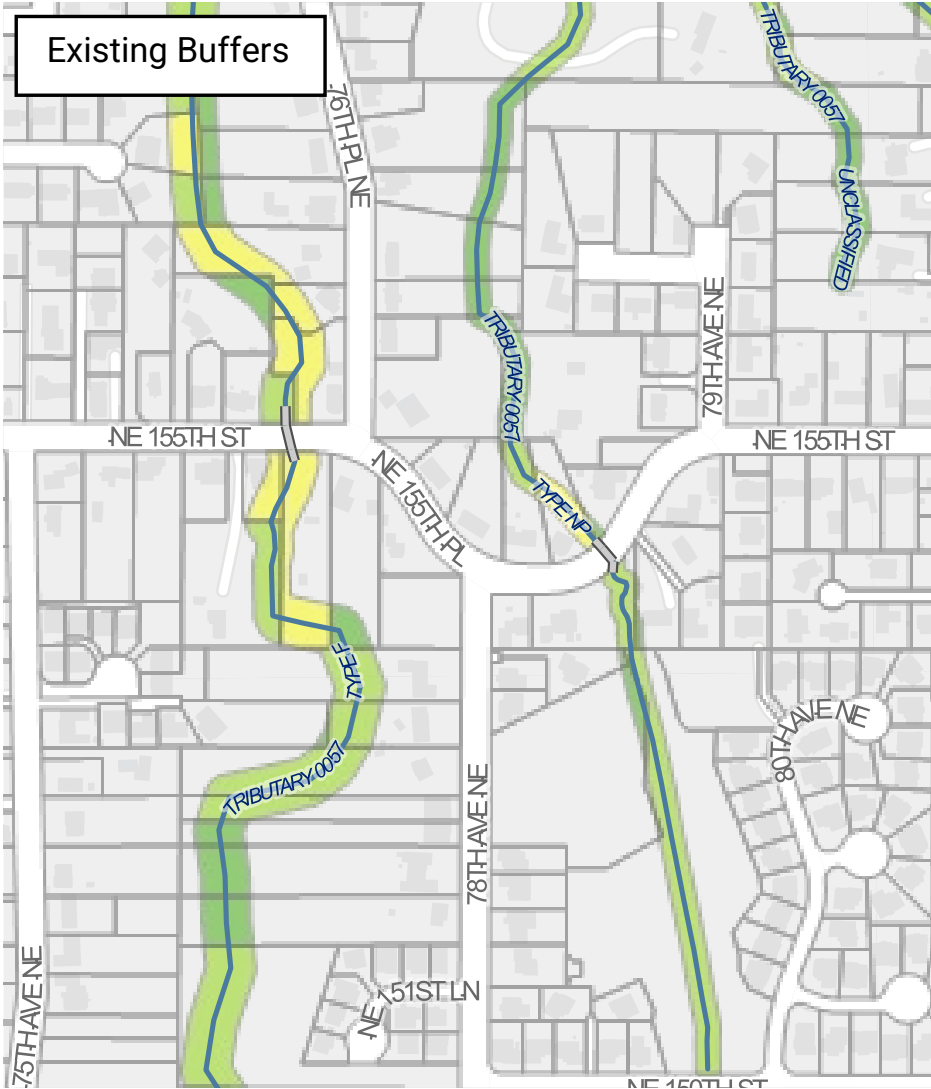


# Parcel Impacts by Stream Buffer Policy Options

Buffer Policy Option	Total Parcels (Not Including Piped)	Type F Parcels	Type N Parcels	% of Parcels in Kenmore*
Existing	792	607	203	10.04%
A	1,208	825	415	15.31%
B	1,420	1,057	409	18.00%
C	1,744	N/A	N/A	21.90%

\*Kenmore = 7,890 parcels

# Parcel Impacts by Stream Buffer Policy Option



# Current KMC Exemptions

## 18.55.150.A, Exempt activities

- Routine maintenance & repairs of public or private structures or utilities that do not expand structure and increase nonconformity

## 18.55.150.C, Modification of Existing Structures

- Pre-1990 single-family homes: May be modified or expanded or encroachment into buffers/setbacks by no more than 500 sq. ft and does not move closer to or further into the critical area
- All other structures may be modified or replaced only if there is no increase in encroachment into buffers, setbacks, or critical areas

## 18.55.180 – Reasonable Use

- The *applicant* demonstrates that the application of this chapter will deny all *reasonable use* of the subject property otherwise allowed by applicable law; minimum use is 1 SF residence

**\* Any activities must meet Best Available Science and not degrade the functions and values of the critical area and achieves no net loss.**

# Flexibility Examples – Reduced Buffer (RMZ) Widths

	<b>ACTION</b>	<b>REDUCTION</b>
<b>Shoreline</b>	Voluntary daylighting of stream	25% reduction to the standard (200 ft) RMZ (stream buffer) when there is no net loss
<b>Bothell</b>	Various vegetation buffer standards	Reduction to minimum of 100 ft width up to 25%
<b>Woodinville</b>	80% native plant coverage in RMZ (stream buffer), noxious and non-natives don't exceed 10% of total area	Reduction up to 25%
<b>Renton</b>	If the owner makes the buffer functional (noxious/non-native removal, native plantings) rather than setback only	Allow original buffers (115 ft for fish bearing, 75 ft for perennial)

# Flexibility Examples – One Time Expansion

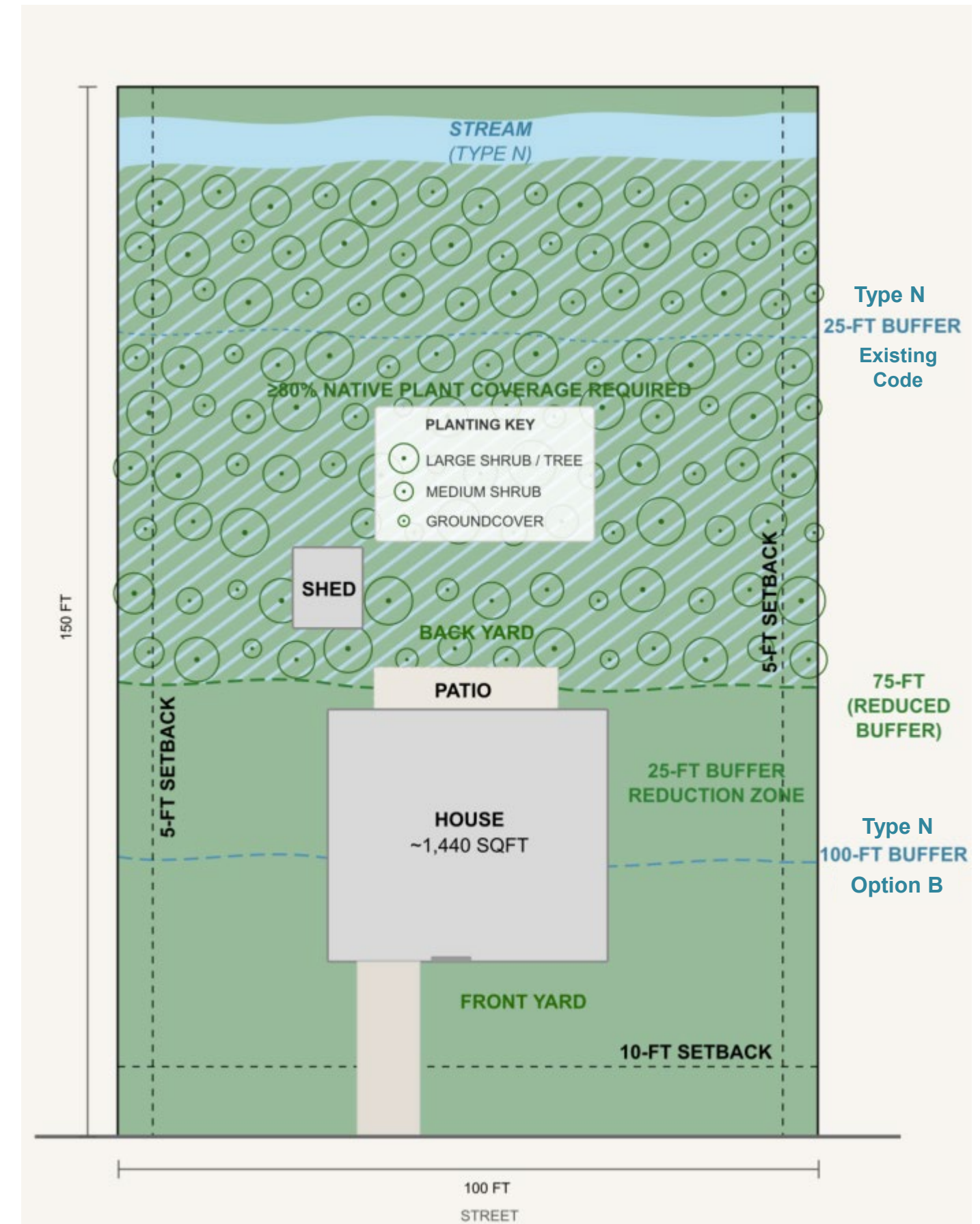
	<b>ACTION</b>	<b>REQUIREMENTS</b>
<b>Shoreline</b>	One-time hardscape expansion up to 500 sq ft within the RMZ (buffer)	Must be $\geq$ 100 feet from stream no closer than existing structures, approved mitigation plan & recorded covenant
<b>Kirkland</b>	One-time expansion up to 1,000 sq ft	Located opposite side of buffer area
<b>Sammamish</b>	One-time expansion up to 1,000 sq ft	Located opposite side of buffer area
<b>Duvall</b>	Expanded, reconstructed, or replaced	Doesn't reduce setbacks, preserves critical area functions, mitigates impacts on-site, and no hazardous tree removal within buffers

# Reduced Buffer (RMZ) Widths (Type N Stream, Option B New Construction)

If plant 80% native plant coverage  
in the RMZ (buffer) and noxious/  
non-native plants don't exceed  
10% of total area

=

**Buffer  
Reduction  
up to 25%**

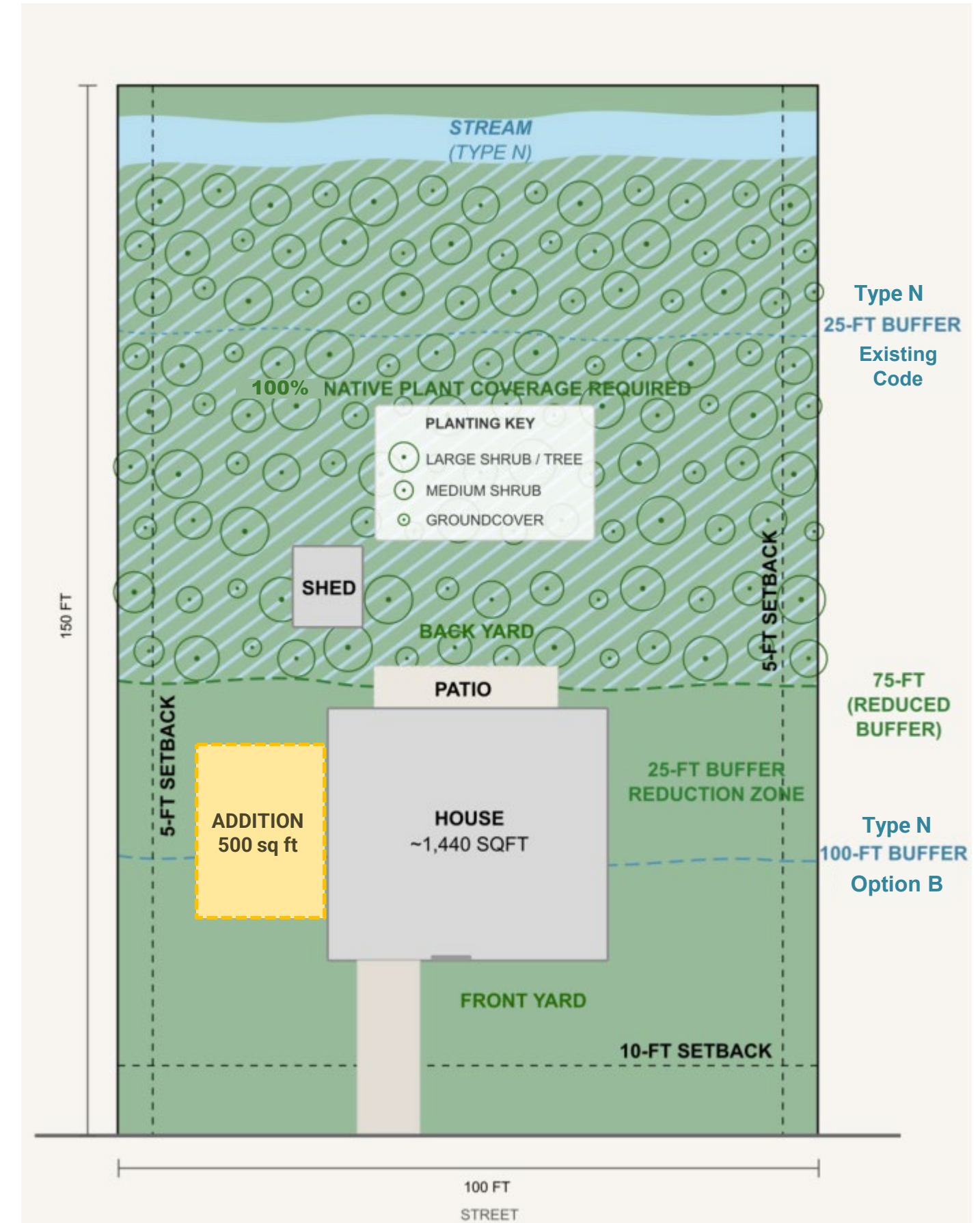


# Reduced Buffer (RMZ) Widths (Type N, Option B, Addition)

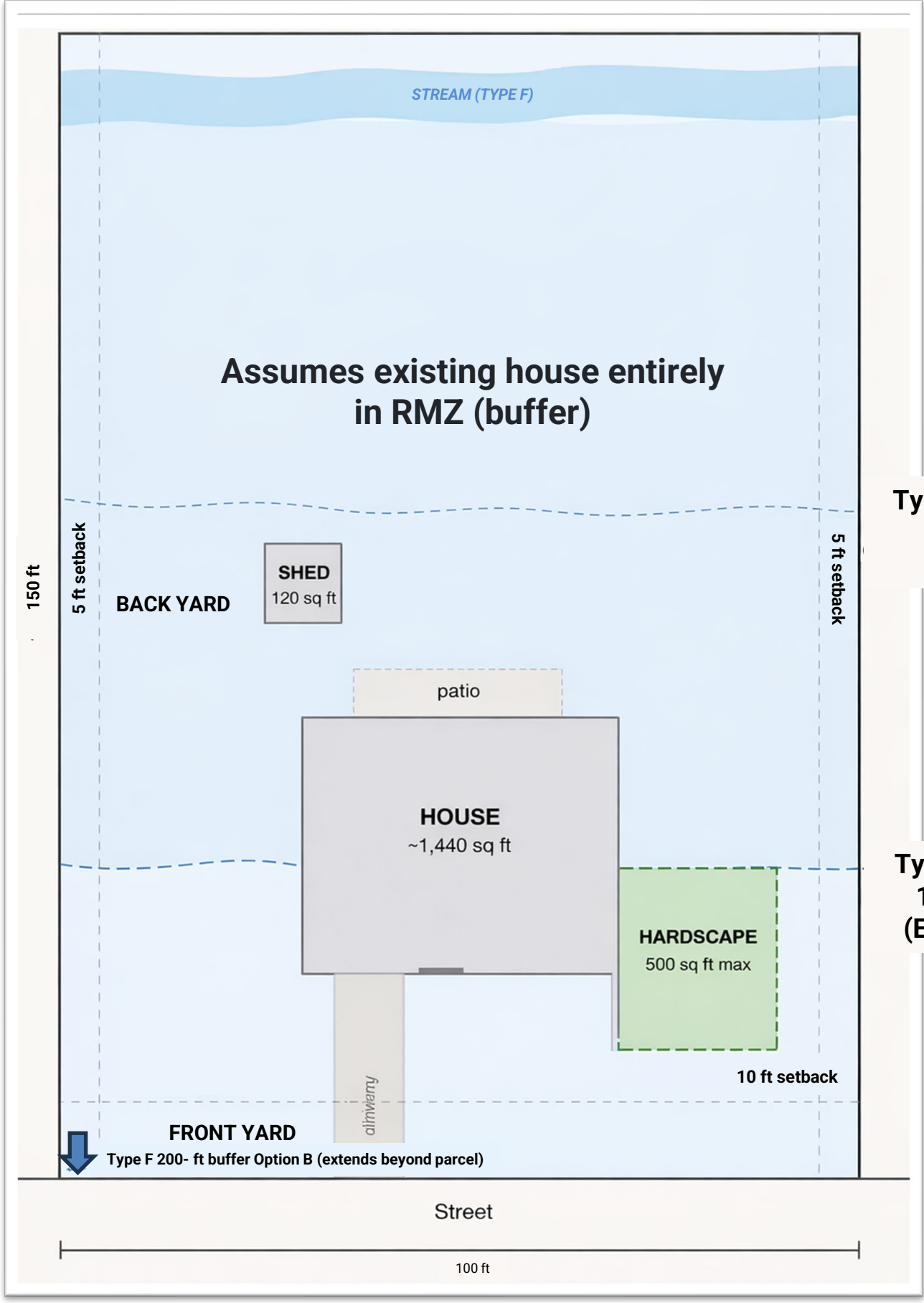
If the owner makes the buffer functional & noxious/non-native plantings are all removed

=

**Allow reduced buffers  
75-ft (Type N)**

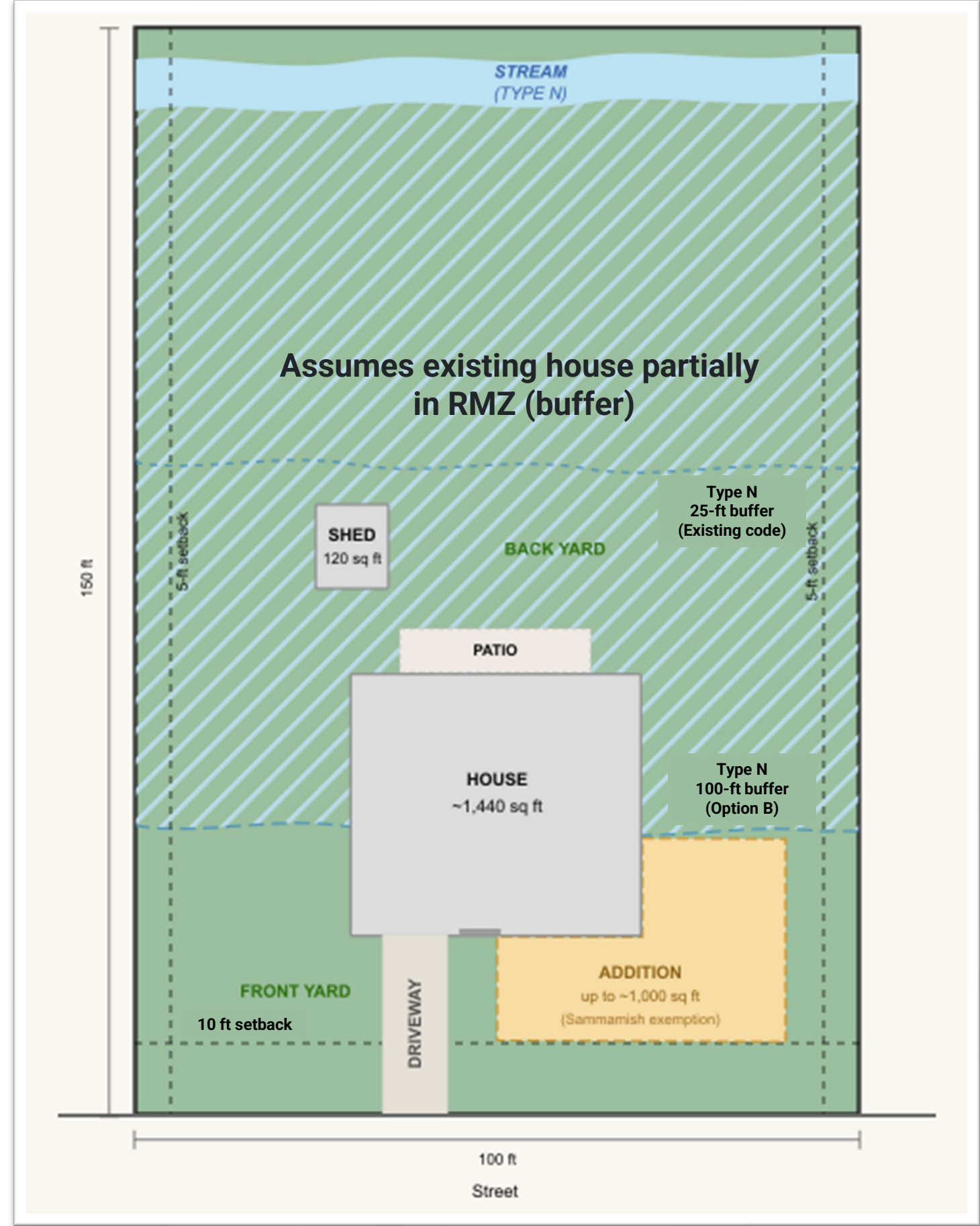


# One Time Expansions (Type F & N Streams)



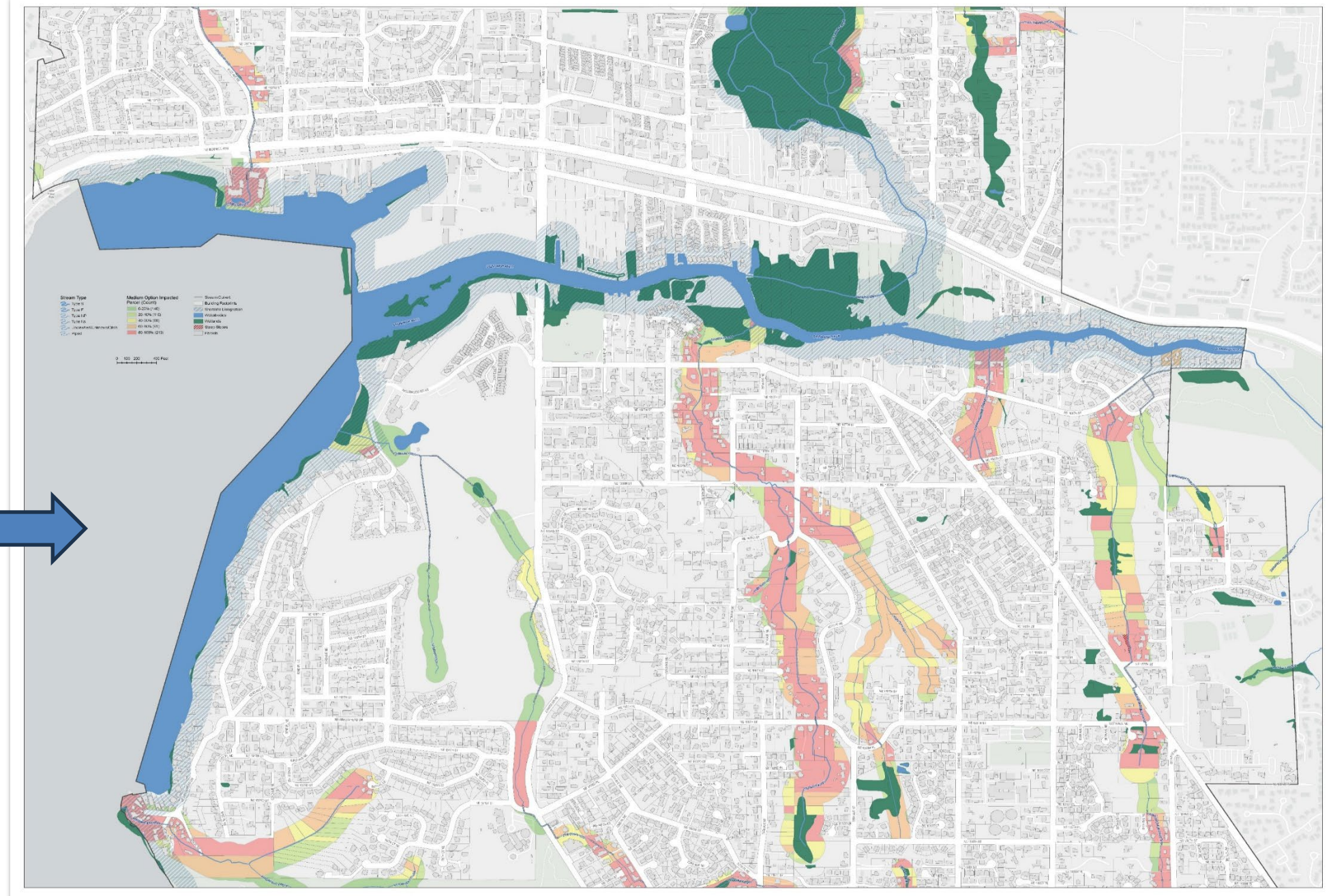
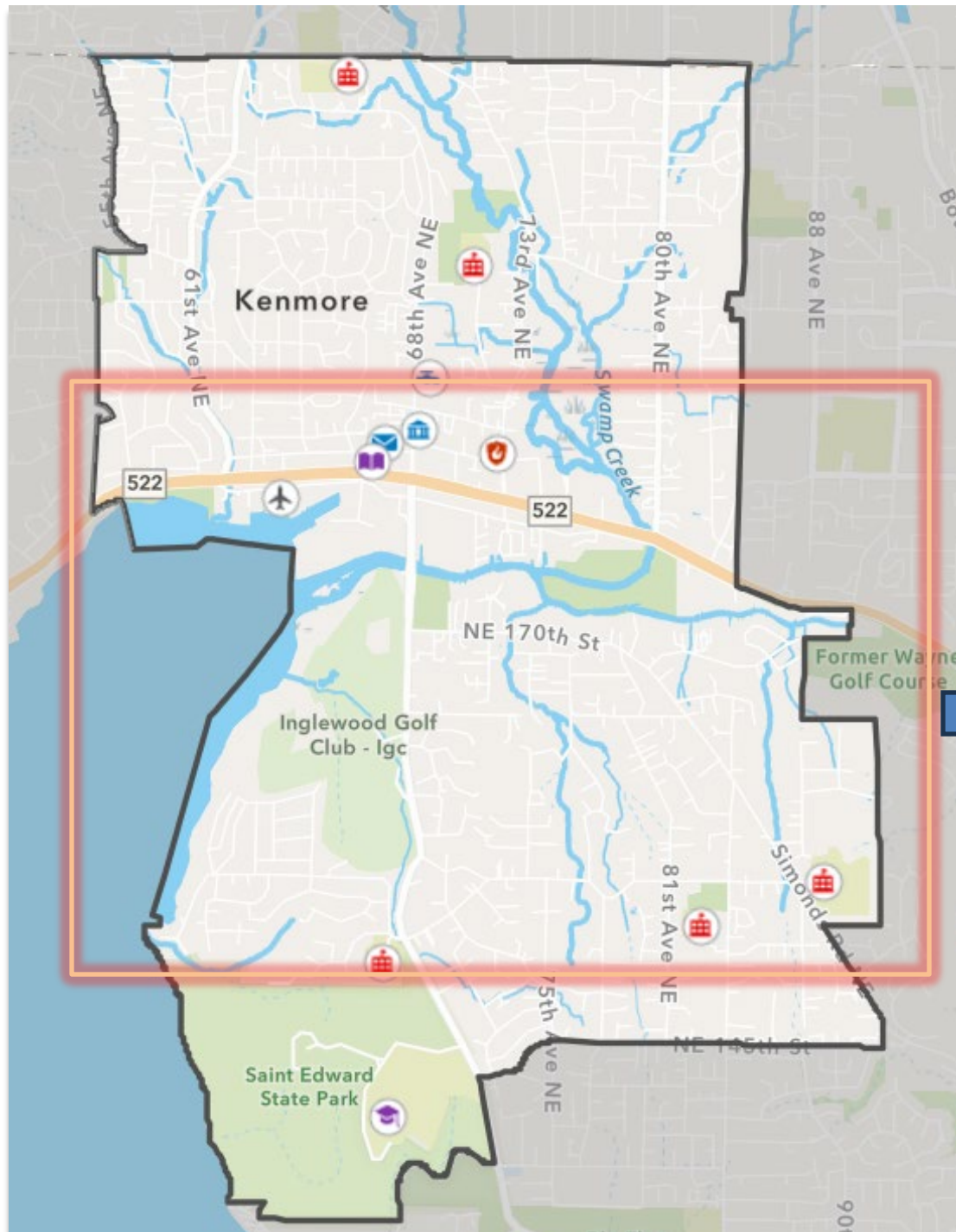
Type F non-salmonid  
50-ft buffer  
(Existing code)

Type F salmonid  
100-ft buffer  
(Existing code)



# Lego Modelling

- **Purpose:** To visualize the impact of potential loss of units for a section of Kenmore
- **Scope:** Illustrative analysis covering ~ 60% of Kenmore (not parcel-by-parcel study)



# Lego Modelling

## Key Findings (using Option B)

- **Parcels** impacted by  $\geq 80\%$  by new stream buffers lose development potential
- **Housing Impact:** 138 Parcels ( $\sim 414$  potential units lost (138 dwellings + 276 ADUs;  $\sim 3$  units per parcel)
- **Density Equivalent:** Loss =  $\sim 7$  six-story buildings (60-units each) or  $\sim 14$  six-story buildings (30-units each) along SR-522



# StreamBuffers *Survey Responses*

## **Option A:**

*Increase stream buffer areas to 50 – 150 feet on either side (minimum Washington State requirement)*

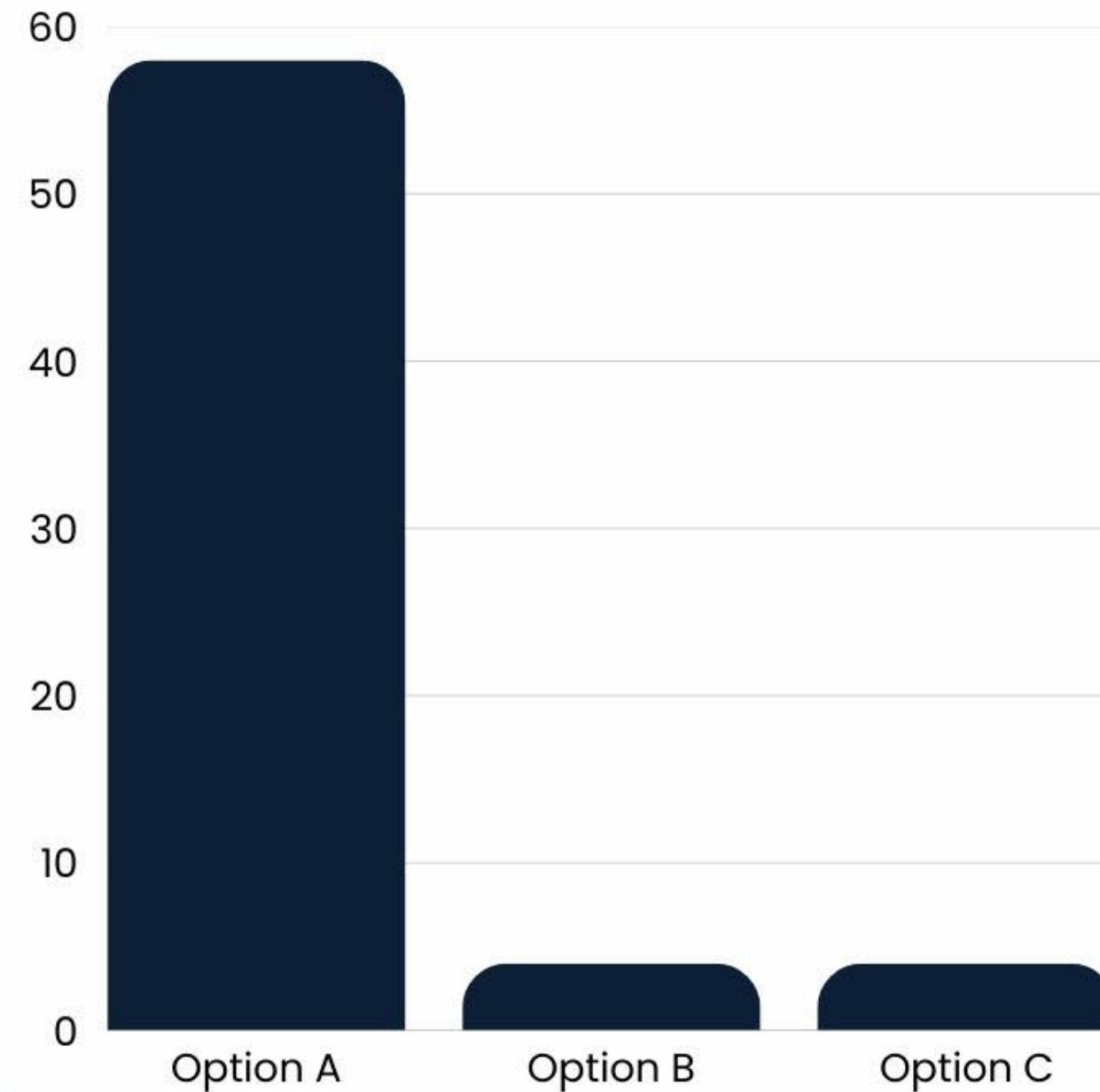
## **Option B:**

*Increase stream buffers to 50 – 200 feet on either side*

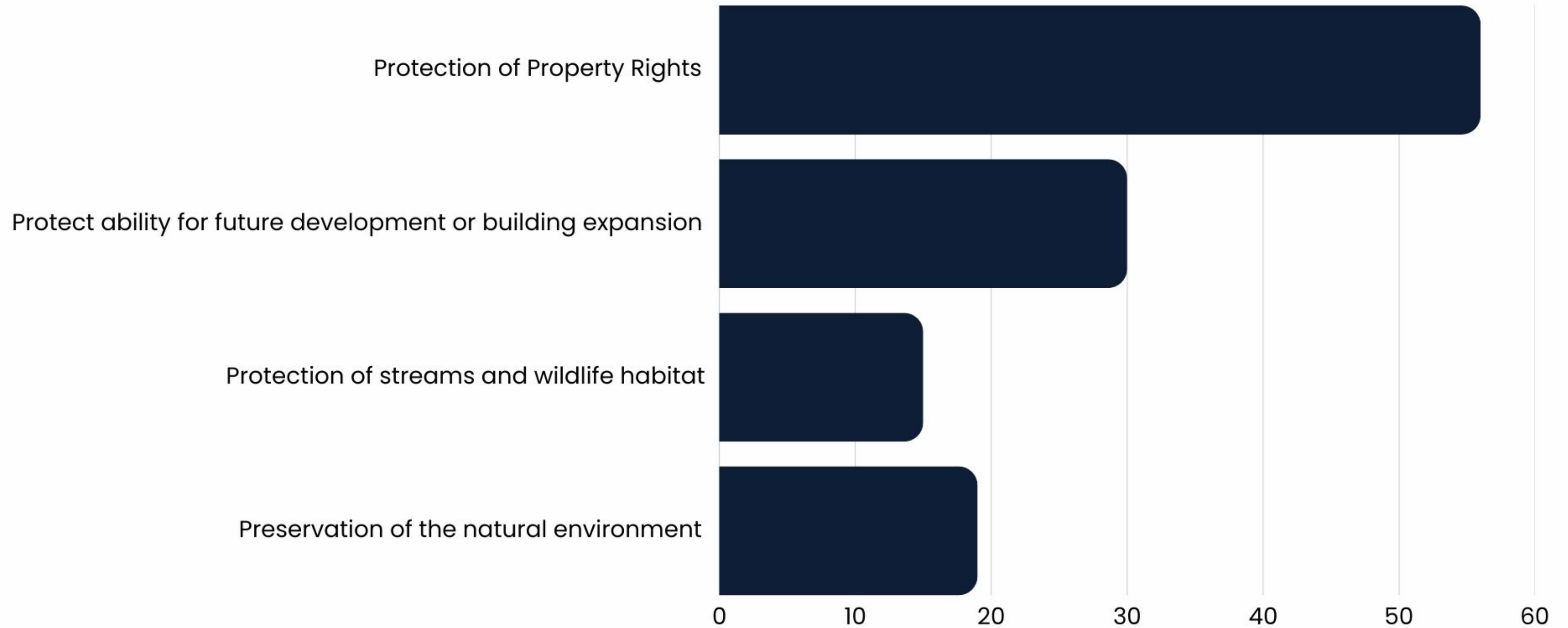
## **Option C**

*Increase stream buffers to 100 – 231 feet on either side*

*914 letters mailed 2.17.26  
67 responses as of 3.6.26*



## *Reasons per option:* Option A



## *Reasons per option:* Option B



# *Reasons per option:* Option C





# Direction Items for Council & Next Steps

## Directional Items for Council

- Discuss stream buffer policy options based on RMZs
- Provide direction on which option to advance
- Proceed with Chapter 18.55 and other relevant KMC amendments to incorporate WDFW's BAS

## Next Steps

- April/May - Draft code amendments & Public hearing
- Adoption – Late Spring/Summer 2026

## Additional Comments – Stream Buffer Survey (As of 3.6.26)

The stream in our backyard is seasonal, but is listed as Type F. When checking for seasonal streams, I suggest it be checked in the summer time.

I want to know if the city has done any studies on these streams. We have never had any fish in our stream. My parents bought the property in 1961 the stream dries up in the summer. I do not agree with the buffer it takes away over 50% of our property. 7819 NE 155th Place

Allowing a 10% increase/improvement on existing houses in the buffer is not equitable. Larger more expensive houses will be allowed more improvements. Smaller houses will only be allowed smaller improvements. These changes will incur significant costs in permitting and critical area reports in addition to the loss of property value where DADUs would no longer be buildable which affects affordable housing in our area.

Aligning to best practice from the state level makes sense. Going beyond will place additional constraints on Kenmore's ability to build or improve housing, and place further administrative burden on the permitting office to review exception requests. Based on the proposed maps, many existing homes and lots will be impacted even by the conservative proposal.

I have looked into possibly adding an ADU/DADU onto my property in Kenmore. I have 1.2 acres and here is my Parcel number 402770-1219. We are listed on a type F stream which is deemed to be salmon bearing but there are no Salmon. Given the restrictions already in place it makes building an ADU/DADU challenging. If you expand the buffer further it will almost make it impossible. This is the opposite goal of what the state is trying to do in increasing affordable housing and house density.

Feedback on Stream Buffer Options: Strong Support for Option A Dear City Council Members and Planning Staff, As a Kenmore homeowner directly impacted by the proposed Critical Areas Ordinance (CAO) update, I am writing to express my strong support for Option A regarding the new Riparian Management Zones (stream buffers). While I fully

support environmental stewardship and protecting our local streams, Options B and C would place an unfair and disproportionate burden on individual home

A small, active group of radical climate activists have taken control of our State and City. Where is the "none of the above" option? OK, the group is not so small if you consider the one party state we live under. Why did the newly remodeled Jack in the Box close? How many millions of dollars have been spent on this to date by the property owners in our city?

Hi. My wife and I recently bought our first house here in Kenmore to raise our daughter in, which would fall entirely into the stream buffer for Options B and C. I strongly support the need to protect our streams, and would have no issue with Option A. But B & C would severely limit our options with our house, and seem somewhat over-reaching, especially given the nearby stream is 100 feet down a ravine (which doesn't seem to be taken into account with the boundaries). I strongly suggest option A

I don't want limitations on expansion and renovation options on my property, and mainly lowering of house and property value as a result. The A vs. B vs. C matter greatly on my specific location (7447 NE 156th st)

Our impacted property sits at the top of a steep hillside (stream at bottom). The minimum range sits within an area that officially protects an area that is less impactful to us as owners but still makes sense. I am in favor of using the steam buffers vs. the tree height approach. I also appreciate the notice and ability to provide input.

I believe the state's requirements are sensible and founded in science and logic. I also believe that we should minimize governmental reductions in property rights. I therefore believe that following the state's requirements makes the most sense.

I agree with buffer areas and protecting stream habitats. However I think this can be accomplished with 50-150ft zone. Additional ordinances (ie tree removal) all protect habitat as well so a larger buffer zone might be too restricting to home owners/future residents who want to improve properties.

If you plan to take some of my land, I feel the current taxes should be reduced. How soon is this happening. Will it affect the sale of my home,

The section of stream on our 1/2 acre property is dry more than half the year and there are many nearby structures well within 100ft of the stream. The proposed options would make it impossible for us to add an ADU or reasonably expand our home which we were hoping to do. By quadrupling the buffer writ large without providing sufficient accommodation for individual cases, the utility and value of our land is eviscerated. I highly encourage you to allow reasonable exemptions for individual cases.

My property is already enrolled in a King County Wetlands Project which dedicates 2/3rds of my land to habitat preservation. This portion includes a stream which has a minimum of 75 feet of undeveloped land on either side of the stream. The property is already classified as a land slide hazard zone and from the edge of the ravine leading down to the stream I have a 65 foot buffer zone to any future development. Option A is already an adequate buffer. I have also installed a tight line drain syst

This stream appears to originate from a roadside drainage outlet and seems to be the result of unmanaged stormwater runoff. With proper municipal drainage planning, it could likely be redirected through an underground pipe system rather than flowing openly as a man-made channel.

I object to drainage pathways that only exist on days it rains being marked as a "stream."

I'm concerned about the ability to protect my property from additional flooding if maintenace is blocked in some way. If we can get support to maintain the stream so that it has more of a direct path to the river, that would benefit everyone.

The irony is that Plywood Supply and Kenmore Ready Mix runoff in a single year probably has more negative impact on our ecosystem than the cumulative number of residential developments near streams in the many years to come.

There should be an option for "No Change, leave it alone."

The stream by our property does not continuously flow year round. If this change is made, can I assume my property value and therefore my taxes will go down?

In the 41 years I have lived in my house and probably even longer the so called Muck Creek has been encapsulated in culverts. It only is "open" past two houses and almost totally dries up in the summer months. Why it is even considered as a "stream" today defies common sense. The state needs to focus on projects that actually can maintain fish habitat.

What was the point of Implementing the DEIA if the city takes the way our rights to our land use? Our financial future? Our family's future? This is not right without equitable compensation at the very least! Will the City of Kenmore pay for the land they want to protect? Who will compensate the losses the landowners will endure?

I've been paying a lot of property taxes on my land so that I can one day build a new home as my existing one is close to 100 years old. This would be a severe detriment to our investment, as our retirement and investment potential. This buffer expansion would harm our expanding family. Where property taxes are increasing, our land value will suffer, including resale potential. How is this equitable? Especially if the majority of our retirement is tied to our land.

Good, balanced approach.

Human development is crowding out the local wildlife and degrading the environment. We can do better to coexist and these buffers help.

Because my entire lot falls within the proposed buffer zones, these regulations would severely reduce my property value and eliminate reasonable future use. This unfairly places the burden of community environmental goals on individual homeowners. I urge the city to apply different standards to developed properties versus vacant land since buffers on existing homes provide less ecological benefit but cause greater financial harm.

Balance should be created here. If greater than State mandated buffer zones are created, while protecting the rights and financial investments of home owners. Many homes along the expanding buffer zone are from the 50s. Expanding the zone will dramatically impact the ability to develop the property as aging homes fail, impact the ability to sell the existing house, and impact home values.

Options B or C would include most of my property. I've lived here for 18 years and never anticipated something like this. While I love nature and protecting it, this is a small stream and it's mostly dry a good part of the year. Option A is more than adequate for protection.

There is so much information provided it is difficult to understand how this impacts private property. Could I receive more personal information on our property at 6531 NE 196th St.? I will gladly come to Kenmore City Hall to pick it up or make an appointment with Todd Hall to obtain this information. Please contact me at juliepra@yahoo.com or by phone. Thank you, Julie Prather 425 269 9437

The Stream Buffer options are absurd. The "best available science" tells us that population density is the best way to preserve & protect natural resources. This proposal would completely destroy the ability for Kenmore to create housing density, and over the long term the properties hamstrung by these proposed restrictions would decay into eyesores and abandonments because the economics of maintaining/improving them don't make sense. This is a gross overreach of environmental ideology.

I'm OK with an arbitrary 231ft buffer from streams as long as there is also an arbitrary 231ft buffer around Lake Washington and the Slough. Bye bye Kenmore growth.

Option C would severely restrict the property rights of many homeowners with little actual environmental impact. The cost is not worth the benefit. Kenmore already has a tree policy. If we are serious about protecting stream ecology, we need to focus on banning pollutants, eliminating invasive species and alternative means to deal with storm runoff. My entire neighborhood drains into natural waterways. No arbitrary line will prevent that, but it will restrict my rights.

I support Option A because it meets state requirements while maintaining a reasonable balance between stream protection and property owner rights.

I own and have a residence adjacent to such re-designated waterway. As the result of aWDFW new assessment, what had previously been recognized under "Best Science" as a drainage ditch on multiple building Kenmore permits, it is now a "stream". This is very consequential to owners; financially and quality of life. I am for/consistently support Fish and Wildlife habitat. But is unrealistic to expect landowners to simply absorb the consequence of subjective municipal decisions as time goes on.

I support Option A because it balances environmental protection with property rights. Protecting streams and wildlife habitat is important, but the buffer requirements should also remain reasonable for existing homeowners. Option A appears to meet the state's minimum requirements while still allowing property owners some flexibility for future improvements and responsible land use.

As a city of Kenmore property owner, please do not make development harder for people. Streams are important but they are not more important than people. People and their lives are more important than streams and all these laws do is make life harder for people. That is the opposite of what laws should do. They should make people's lives better, not worse. That is why I strongly oppose any laws that make life harder for those in our community.

I understand the need to meet State requirements, but in an urban area that is as built up as Kenmore, there is absolutely no need for buffers larger than the state requirements UNLESS the City or the State compensates property owners for the loss of property value due to diminished development ability. The stream affecting my property was evaluated several years ago and is non-fish bearing. It has been piped illegally by my neighbors and no one pays any attention to that.

While I am generally supportive of stream buffers, our property is in the option "C" zone from what's basically a drainage ditch on 67th Ave NE. I recommend reviewing the determination on the 67th Avenue ditch as being a type "n". It looks more like a stream restored from pipe. Thanks for the letter and the website.

On our property, protecting the ability for future development means that I can build a structure for our aging parents to be with in close proximity. We can be there for them. That building would then become a caregiver's dwelling for our severely disabled son's caregiver once we pass away.

If a conflict between these and existing ECA regulations, which prevails? If the house burns down or is otherwise damaged, can we rebuild? Can we expand the footprint on the non-stream side that's not in the stream buffer? How will this affect resale values?

Is there a strong reason to go beyond the minimum requirements, given that options B and C are more severe and clearly impact home owners, their property rights and future improvements?

There isn't even water flowing in my backyard, nevermind a stream.

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I want to know if the city has done any studies on these streams. We have never had any fish in our stream. My parents bought the property in 1961 the stream dries up in the summer. I do not agree with the buffer it takes away over 50% of our property. 7819 NE 155th Place

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# City of Kenmore, Washington

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## Memorandum

Date: March 16, 2026

To: Kenmore Council Members  
Teri Killgore, City Manager

From: Debbie Bent, Assistant City Manager/Community Development Director  
Todd Hall, Principal Planner

Regarding: Stream Buffer Options: Response to Questions

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### **Purpose**

The purpose of the memo is to provide additional context for the stream buffer discussion at the 3/16/26 City Council meeting and respond to questions received regarding stream buffers, including Councilmember Adman's. Attachments 1-3 are Councilmember Culver's research in response to those questions.

### **Context and Overview**

Key points for the City Council to think about when considering the policy options for stream buffers.

#### **1. Next Steps**

- The City Council must amend stream buffer regulations to comply with Best Available Science based on Washington State Department's (WDFW) guidance.
- Staff have provided three stream buffer options for City Council review that comply with Best Available Science. The options are approaches that have been adopted in other jurisdictions.
- Following Council direction on a buffer option Staff will draft code amendments for consideration at a future public hearing.

#### **2. Context**

- Stream buffers are intended to return key areas to more natural habitat. This vision aligns with Kenmore's value of the natural environment, as demonstrated in the Climate Action Plan adopted by Council.

- Additional housing production, especially affordable housing, is also a Kenmore value. This is evidenced in multiple actions taken by Council, most recently the adoption of Middle Housing in June 2025, that encourages the construction of ADUs, townhomes, duplexes as a way to diversify the types of housing available as well as do so in a cost effective manner. The alternative is to build in more dense, vertical structures like apartments or condo buildings. This is a different type of housing with a different cost structure to construct.
- In suburban-urban areas like Kenmore, where there is already established development, land use is our most powerful tool in guiding outcomes. In this instance, stream buffers and middle housing rely on the use of land in established neighborhoods
- There is not a right or wrong answer, this is about seeking the best balance for our community. It is a policy choice for how Council best achieves both goals.
- For the built environment the goal is to ensure sufficient land capacity to accommodate housing and business growth, housing choice and associated infrastructure (roads, parks, utilities). For the natural environment, the goal is to ensure protection, enhancement, and restoration of streams with a sufficient area adjacent to streams to support stream and habitat functions.
- Council adopted middle housing and accessory dwelling unit regulations last year in the R4 and R6 zones to give property owners options in housing development. The same R4 and R6 zones would be the most impacted by increased stream buffers.
- Data and community feedback helps Council evaluate options and inform decisions. There is not one set of data or maps that can give a conclusive answer as mapping and data are always based on assumptions. The community will also have diverse opinions. The decision is ultimately a policy choice.

### 3. Questions and Responses

a. **Can tools be provided that give flexibility to property owners who are potentially impacted by larger buffers and do such tools offset loss of housing?**

- No tool or combination of tools can fully offset loss of housing units, but may mitigate the numbers. Larger stream buffers will impact more parcels and therefore the ability to build between 1 and up to 4 housing

units per parcel. Smaller stream buffers would apply to fewer parcels, and therefore less potential housing units. Some communities have utilized different combinations of the following tools:

- Reasonable use designation is a tool used for vacant lots completely impacted by streams and buffers. The law allows one housing unit with conditions that minimize impact to the stream or buffer.
- A buffer reduction and/or buffer enhancement tool provides some flexibility to property owners, increasing the amount of buildable area for new housing or modifications to existing housing. This tool would provide some offset for lost housing.
- One-time modifications to stream buffers also provide some flexibility to property owners, increasing the amount of buildable area for new housing or expansion to existing housing. For example, the City of Shoreline is proposing to allow a one-time expansion of 500 feet of hardscape/building within the buffer if it is more than 100 feet away from the stream. This tool would enable the building of a small ADU or an addition to an existing home's living space.
- The King County TDR program gives incentives to conserve land and steer development away from rural and resource lands into King County's urban areas. An overview of the program is available at: [Transfer of Development Rights Program Overview - King County, Washington](#). Exploring the TDR program or a similar density-transfer tool for Kenmore could be considered following additional research. The basic premise is identifying "sending areas" i.e properties in areas impacted by critical areas and allowing density (housing units) that can't be built due to critical areas to be sold/transferred to a willing buyer in a "receiving area" where the units can be built. Based on feedback from other communities, this type of program is complex to set up and administer and would likely require additional staff support.

**b. How many parcels are impacted and number of housing units lost for each option?**

- The data is based on existing mapping, with no field verification of stream location or type, stream buffer width or condition, or location of housing or other improvements. Field verification occurs, as it currently does, during land use/permit review when something is proposed on or adjacent to the property. For mapping and data analysis, parcels with piped streams were excluded as buffers only apply when the stream is daylighted and parcels

adjacent to shorelines of the state (Swamp Creek, Sammamish River) were excluded as they are exempt from these regulations, though may be subject to other buffer requirements. Staff also assumed an average of 3.43 housing units per parcel.

- There are 7,890 parcels in Kenmore. Using mapping and data assumptions noted in the previous bullet, the following table summarizes number of parcels impacted and potential housing units lost. Different assumptions will give different results.

<b>Buffer Option</b>	<b># Parcels Impacted</b>	<b># Potential Housing Units Lost</b>
<b>Existing</b>	792	230
<b>A</b>	1,208	352
<b>B</b>	1,420	414
<b>C</b>	1,744	508

- A land capacity analysis was completed as part of the 2024 Comprehensive Plan update. The analysis estimated a housing capacity of 6,748 units. The housing target assigned growth of 3,070 housing units by the year 2044 means that Kenmore has sufficient capacity to accommodate assigned growth under existing zoning patterns, leaving a surplus capacity of 3,678 units. Whichever option is selected there is enough housing capacity. The challenge is how and where to make up the lost units.
  - Where could the lost number of housing units be accommodated? If density is increased in some multi-family high density zones, then the units produced would be apartments which are a different housing choice than single-family or middle-housing options. Similarly, if density is increased in R4 or R6 zones outside of areas impacted by stream buffers this also likely means more apartments and a different housing choice. These areas may also have additional constraints such as other critical areas or covenants that may limit additional development.
- c. **What have other jurisdictions adopted? Have jurisdictions who adopted the WDFW option (our Option C) found it difficult to administer?**
- Jurisdictions have adopted or are in the process of adopting variations of the three options (A, B, C) presented to Council. Most include some flexibility in terms of buffer width and/or limited exemptions or modifications. Some have defined specific criteria like boundaries may not cross a roadway. Some have created a hybrid where if land was previously disturbed for structures or non-native landscaping, and the

property owner returns the undisturbed to a natural state, they retain some ability to reuse the balance of their property.

- Staff reached out to the Cities of Lakewood, Anacortes and Mill Creek who did adopt the WDFW option (Option C). Anacortes staff noted some property owners have found it hard to find local consultants experienced in applying the methodology. The primary challenge for implementation communities experienced is providing flexibility and predictability for existing development. Mill Creek staff noted that the existing streams already had similar buffers, so this was not a significant change and that there are typically few permits in these areas. We have not heard back from Lakewood.

**d. Why are there gaps on the stream maps where some streams do not have a buffer on them?**

- Parcels with piped streams do not require a buffer but if a piped stream is daylighted in the future then a buffer would apply. Parcels adjacent to shorelines of the state (Swamp Creek, Sammamish River) were excluded as they are exempt from these regulations, though are subject to shoreline requirements. Keep in mind there are other critical area types and development regulations, both State and local, that may also influence how properties may be developed.
- A letter was sent to property owner who may be impacted by were provided to indicate the upper limit on properties that may be impacted by this process. If exemptions or any of the tools listed above are selected by Council, the number (and area on the map) will decrease.
- The City sent a letter to approximately 900 property owners identified as being within 231 feet of a mapped stream, the largest buffer option. These property owners would be the most affected by changes to stream buffer regulations. The letter was sent to all property owners whether the stream was piped or not piped so property owners are aware of what is happening in the neighborhood. The letter was not sent to property owners close to Swamp Creek or the Sammamish River as these properties are regulated by shoreline regulations. The letter provided information about three possible buffer options and an invitation to take a survey.
- It's important to note that the parcel data is based on existing maps only – no field verification of stream locations, buffer widths, or nearby structures has been conducted. As is current practice, on-site verification occurs during the land use or permit review process when development is

proposed on or near a property, typically through a critical areas report prepared by a licensed biologist.

**e. Does the City Council have to make a decision on 3/16?**

- No, the Council does not have to make a decision at this Council meeting, but will need to make a decision in the next few months. Any direction Council is able to give, including narrowing down the options is helpful. Ultimately, the final direction will be brought to Council for public hearing and formal adoption, added to the Code and filed with WDFW.

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**Attachments:**

- a. February 2026 Stream Buffer Analysis Findings (Councilmember Culver's research)
- b. February 2026 Neighboring Jurisdictions Stream Buffers (Councilmember Culver's research)
- c. February 2026 Stream Buffers V Housing (Councilmember Culver's research)
- d. Map showing properties that received a notice about the buffer increase

# Kenmore Stream Buffer Analysis: Preliminary GIS Findings

February 2026 — Independent analysis using publicly available data

## Purpose

Eric's letter raised several questions about Kenmore's stream buffer options. This analysis uses publicly available GIS data to provide preliminary, quantitative answers to the questions that data can address.

## Question 1: How many housing units are we losing with each option?

The city's storymap counts impacted *parcels* but not *housing units*. Using Kenmore's parcel data, zoning, stream locations, and present-use classification (to distinguish existing development from vacant/redevelopable land), we estimated housing growth capacity affected by each buffer option.

## Results

Option	Buffer Area	Parcels Hit	Addl Growth Constrained	Remaining Capacity Outside	Surplus Over GMA (3,070)
<b>Option A</b> (150/100)	481 acres (13.9%)	1,112	~1,285 units	6,280	+3,210
<b>Option B</b> (200/100)	579 acres (16.7%)	1,251	~1,519 units	6,046	+2,976
<b>Option C</b> (SPT H200)	728 acres (20.9%)	1,591	~1,904 units	5,661	+2,591

**Sanity check:** Our parcel counts are within 5-15% of the city's published numbers (1,067 / 1,225 / 1,389). Our citywide additional capacity estimate (7,565 units) is within 12% of the city's Land Capacity Analysis (6,748 additional units).

## How to read these numbers

- **"Addl Growth Constrained"** = additional housing units (beyond what's already built) whose development potential falls within the buffer zone. This is the number that matters for the housing debate — not theoretical max, but *future growth* at stake.
- **"Remaining Capacity Outside"** = additional units that can still be built on parcels outside the buffer. Even under Option C, this exceeds the GMA target by ~2,591 units.
- "Constrained" ≠ "lost" — flexibility tools (buffer averaging, reasonable use exceptions) can recover some capacity.

## Incremental impact between options

- A → B: +234 additional units constrained (modest)

- A → C: +619 additional units constrained (significant)
- B → C: +385 additional units constrained

### Where the constrained growth comes from

Source	Option A	Option B	Option C
Single-family lots (subdivisible)	~635	~704	~906
Vacant single-family lots	~218	~261	~335
Condo parcels	~178	~209	~248
Other (commercial, vacant MF, etc.)	~254	~345	~415

Most affected parcels are in **R6** (6 du/acre) and **R4** (4 du/acre) residential zones — the bread-and-butter single-family neighborhoods. Higher-density zones (R18, R24, Downtown) are less affected because they're generally not located along streams.

### Methodology note

Existing units estimated from KC Assessor present-use codes (e.g., "Single Family" = 1 existing unit, "Duplex" = 2, "Apartment" = ~20/acre). Additional capacity = theoretical zoning max minus existing units. Theoretical max = zoning density (du/acre) × lot area.

## Question 2: Is SPTH200 really "difficult to administer"?

It depends on how Kenmore implements it.

SPTH200 is fundamentally a site-varying measurement: soil type → site index → tree growth curves → height at age 200. Across rural Washington with fine-grained NRCS soil surveys, SPTH200 genuinely does vary parcel to parcel (statewide range: ~50 to 230+ ft). The "difficult to administer" concern is real in those areas.

However, **Kenmore falls within a large urban area where NRCS never surveyed soils at fine resolution.** WDFW filled this gap with an area-weighted average from surrounding non-urban soils: **202 ft (Douglas-fir) and 103 ft (Red Alder)**. The RMZ guidance uses the taller species, so the map-based value is a flat 202 ft everywhere in Kenmore.

This means there are two implementation paths:

- **Map-based (use the 202 ft value as-is):** Uniform citywide. Simple to administer. No parcel-to-parcel variation. Actually simpler than Options A/B, which require determining stream type (F vs. N) for every segment. But 202 ft is a coarse estimate — it could be too high or too low for any given parcel.
- **Allow site-specific field measurement:** Landowners could hire a forester, measure actual trees, use WDFW's SPTH calculator. This could produce values higher or lower than 202 ft. Creates the parcel-to-parcel variation the storymap warns about, plus administrative overhead to review field reports.

**Note:** The 202 ft value is an average, not a conservative upper bound. Actual site-specific values in Kenmore could exceed 202 ft on good soils near streams, or be lower on degraded urban soils.

For reference, Bothell sidestepped this entirely by adopting fixed widths (175/115 ft) rather than SPTH200-based buffers.

### Question 3: How much growth capacity is near streams vs. elsewhere?

Even under the most restrictive option, the vast majority of future housing growth capacity is away from streams.

Option	Addl Growth Constrained	Remaining Outside Buffer	Surplus Over GMA (3,070)
<b>A</b>	~1,285 (17%)	6,280 (83%)	+3,210
<b>B</b>	~1,519 (20%)	6,046 (80%)	+2,976
<b>C</b>	~1,904 (25%)	5,661 (75%)	+2,591

Even under Option C, remaining growth capacity outside the buffer (5,661 units) still exceeds the GMA target by ~2,591 units. The buffers constrain *where* growth goes, but don't threaten the city's ability to meet its housing targets.

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### What other cities are doing

See the detailed report in `neighboring_jurisdictions.md`. Summary:

#### Already adopted expanded buffers:

- **Bothell** (Dec 2024): 175ft F / 115ft N, adopted RMZ terminology, removed variance mechanism
- **Shoreline**: Proposing full 200ft RMZ
- **Sammamish**: Shifting to SPTH/RMZ framework
- **Redmond**: Updated May 2025, Sammamish River at 200ft total

#### Actively working on updates:

- **Kirkland, Mountlake Terrace**: Both targeting late 2025

#### No movement yet:

- Lynnwood (100ft F), Edmonds (75ft F), Lake Forest Park, Woodinville

Bothell is the clearest local precedent — a directly adjacent city that already adopted larger buffers (Dec 2024).

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### Data Sources

Dataset	Source
Streams (classified, with buffer distances)	<a href="#">Kenmore ArcGIS</a>
Zoning	<a href="#">Kenmore ArcGIS</a>
Parcels (with KC Assessor data)	<a href="#">Kenmore ArcGIS</a>
SPTH200 (site potential tree height)	<a href="#">WDFW ArcGIS</a>

### Maps

See the `output/` directory:

- `buffer_comparison.png` — side-by-side parcel impact by option
- `stream_types.png` — fish-bearing vs. non-fish streams
- `density_and_streams.png` — zoning density overlaid with streams

## Methodology Notes

- Stream types mapped from old WAC classification: Types 1-3 = fish-bearing (F), Types 4-5 = non-fish (N). Piped, ditched, and unknown streams excluded.
- Housing capacity estimated as: (zoning density in du/acre) × (lot area in acres). This is a theoretical maximum, not a realistic yield estimate.
- Buffer zones clipped to city boundary derived from parcel extent.
- All spatial analysis in EPSG:2926 (WA State Plane South, feet).

# Neighboring Jurisdictions: Stream Buffer / Riparian Management Zone Policies

Research compiled February 2026

## Summary Comparison Table

City	Type F Buffer	Type N Buffer	SPTH200/RMZ Adopted?	Update Status
<b>Bothell</b>	175 ft (reducible to 150)	115 ft (reducible to 100)	<b>YES — Adopted Dec 2024</b>	Complete
<b>Shoreline</b>	<b>200 ft proposed</b> (current: 45-150)	TBD	<b>YES — Draft 200-ft RMZ</b>	In progress (target Dec 2025)
<b>Mountlake Terrace</b>	100 ft current	Not confirmed	<b>In analysis</b> (median SPTH = 173 ft)	In progress (target late 2025)
<b>Kirkland</b>	Not confirmed (update in progress)	Not confirmed	<b>Under consideration</b>	In progress (target Nov 2025)
<b>Sammamish</b>	Up to 150 ft current	Down to 50 ft current	<b>YES — shifting to RMZ/SPTH</b>	In progress (2024 update)
<b>Redmond</b>	150-200 ft (shoreline streams)	Not confirmed	<b>Partial</b> (Ord. 3186, May 2025)	Recently updated
<b>Edmonds</b>	75 ft	Not confirmed	<b>No</b>	No recent update found
<b>Lynnwood</b>	100 ft	Not confirmed	<b>No</b>	No recent update found
<b>Lake Forest Park</b>	Not confirmed	Not confirmed	<b>No</b>	No recent update found
<b>Woodinville</b>	Not confirmed	Not confirmed	<b>No</b>	No recent update found

## Key Takeaways

### Cities that have already updated or are actively updating to larger WDFW-aligned buffers:

- **Bothell** — The strongest local precedent. Already adopted 175/115 ft buffers with RMZ terminology (Dec 2024). Notably **removed** variance mechanism.
- **Shoreline** — Proposing the full 200-ft RMZ, the most aggressive approach in the area.
- **Sammamish** — Explicitly adopting RMZ/SPTH framework with 100-ft minimum floor.
- **Mountlake Terrace** — Completed SPTH analysis (median 173 ft) and gap analysis; adoption in progress.
- **Kirkland** — Actively developing stream buffer protection options with BAS support; timeline targets late 2025.
- **Redmond** — Recently updated (May 2025); Sammamish River already at 200 ft total buffer.

### Cities with no evidence of SPTH200/RMZ movement:

- Lynnwood (100 ft Type F)
- Edmonds (75 ft Type F, notes "built-out" constraints)

- Lake Forest Park (not confirmed)
  - Woodinville (not confirmed)
- 

## Detailed Findings

### *Bothell*

- **Ordinance:** Adopted December 2, 2024 (BMC Chapter 14.04)
- **Type F:** 175 ft standard; reducible to 150 ft if WDFW vegetative buffer standards met
- **Type N:** 115 ft standard; reducible to 100 ft if vegetative buffer standards met
- **Renamed** "stream buffers" to "riparian management zones"
- **Flexibility:** Reasonable use exceptions, buffer averaging, buffer modification with peer review by city biologist. **Removed** variance mechanism.
- Sources: [Bothell Municipal Code Ch. 14.04](#)

### *Shoreline*

- **Current buffers:** 45-150 ft (varies by stream type)
- **Proposed:** 200 ft RMZ based on WDFW SPTH200 guidance
- **Timeline:** Planning Commission draft Sept 2025; Council action target Dec 2025
- **Impact:** 200-ft buffer would newly affect 446 additional properties
- **Flexibility:** Criteria-based reduction from 200 ft
- Sources: [City of Shoreline CAO](#)

### *Mountlake Terrace*

- **Current Type F:** 100 ft
- **SPTH analysis:** Median SPTH value = 173 ft (current buffers undersized)
- **Timeline:** Adoption expected by end of 2025
- Sources: [MLT SPTH Analysis](#), [MLT Gap Analysis](#)

### *Kirkland*

- **Status:** 2025 CAO update in progress
- **Timeline:** Planning Commission briefings May-Oct 2025; Council target Nov 2025
- Sources: [Kirkland 2025 CAO Update](#)

### *Sammamish*

- **Current buffers:** 50-150 ft depending on stream type, plus 15-ft building setback
- **Proposed:** Shifting to RMZ/SPTH framework; 100 ft minimum floor
- Sources: [Sammamish Streams Summary \(PDF\)](#), [Sammamish CAO Update](#)

### *Redmond*

- **Sammamish River buffers:** 150 ft inner + 50 ft outer (200 ft total, north); 150 ft (south)
- **Ordinance 3186** codified May 2025
- Sources: [RZC 21.64.010](#), [RZC 21.68.060](#)

### **Edmonds**

- **Type F:** 75 ft (both anadromous and non-anadromous)
- **No SPTH200 movement found**
- Notes "built-out community" constraints
- Sources: ECDC 23.90.040

### **Lynnwood**

- **Type F:** 100 ft (LMC 17.10.071)
- **Building setback:** 15 ft from buffer edge
- **No SPTH200 movement found**
- Sources: LMC Ch. 17.10

### **Lake Forest Park**

- **Buffers:** Not confirmed from available sources (Ch. 16.16 governs critical areas)
- **Recommended:** Contact planning department directly
- Sources: LFP Municipal Code Ch. 16.16

### **Woodinville**

- **Buffers:** Not fully confirmed (Ch. 21.51 governs critical areas)
- **10-ft riparian setback** from buffer edge (reducible by Director)
- Sources: WMC Ch. 21.51

## **Data Gaps / Follow-Up Needed**

- **Lake Forest Park** — Contact planning for Ch. 16.16 buffer width table
- **Woodinville** — Contact planning for Ch. 21.51 stream buffer widths
- **Kirkland** — Request "Stream Buffer Protection Options" document from staff
- **Edmonds, Lynnwood** — Confirm Type N buffer widths
- **Shoreline** — Check if Dec 2025 Council action has occurred

# Stream Buffers vs. Housing: Can Kenmore Do Both?

February 2026 — preliminary analysis using publicly available GIS data

## The question

If Kenmore goes all-in on stream protection (Option C / SPTH200 — the most protective buffer), what's the most ecologically friendly, lowest-hanging-fruit way to make up the housing capacity?

## The short answer

It's not even close. The capacity you gain from middle housing on stream-safe land dwarfs what you lose near streams.

Option C constrains about **~1,904 additional housing units** near streams. Meanwhile, there are **4,717 R6-zoned parcels on 1,161 acres** completely outside the buffer — Kenmore's single-family heartland, all stream-safe. Modest upzoning of that land overwhelms the stream buffer impact:

Scenario	Units gained	vs. Option C's ~1,904 constrained
R6 → R8 (gentle)	+2,321	1.2x offset
R6 → R12 (real upzone)	+6,965	3.7x offset
R4 → R6	+425	adds to any of the above
DC/UC/DR density bump (+12 du/ac)	+1,015	adds to any of the above

Even the gentlest move — R6 to R8 — more than compensates for the most aggressive stream protection.

## The bigger picture

Kenmore's housing capacity is concentrated away from streams. The high-density zones (Downtown Commercial, Urban Corridor, R18, R24) are mostly not along waterways. The parcels that *are* near streams are overwhelmingly single-family R6 and R4 — exactly the zones where middle housing (HB 1110) is already opening up capacity.

Under Option C:

- **75%** of additional housing capacity is on parcels outside the buffer
- Remaining capacity outside the buffer (5,661 units) still exceeds the GMA target (3,070) by **+2,591 units**
- The buffers constrain *where* growth goes, not *whether* Kenmore can grow

## What's actually at stake near streams

The ~1,904 constrained units break down as:

Source	Units
Single-family lots that could theoretically subdivide	~906
Vacant single-family lots	~335
Condo parcels	~248

Source	Units
Other (commercial, vacant MF, etc.)	~415

This is mostly R6/R4 single-family lots along creeks — not downtown, not the growth centers. And "constrained" doesn't mean "lost" — flexibility tools (buffer averaging, reasonable use exceptions) can recover some of this.

## The YIMBY-meets-ecology pitch

Adopt Option C for streams. Point to middle housing compliance (HB 1110 / Ordinance 25-0630) as the housing offset. The 4,700 stream-safe R6 parcels have more than enough room.

The "environment vs. housing" framing doesn't hold up when you look at where the capacity actually sits. Bigger buffers make it modestly harder to subdivide single-family lots along creeks — a real tradeoff for those specific property owners, and flexibility tools matter for them. But it's not a threat to Kenmore hitting its housing numbers. That capacity exists elsewhere and in abundance.

## Context: what the neighbors are doing

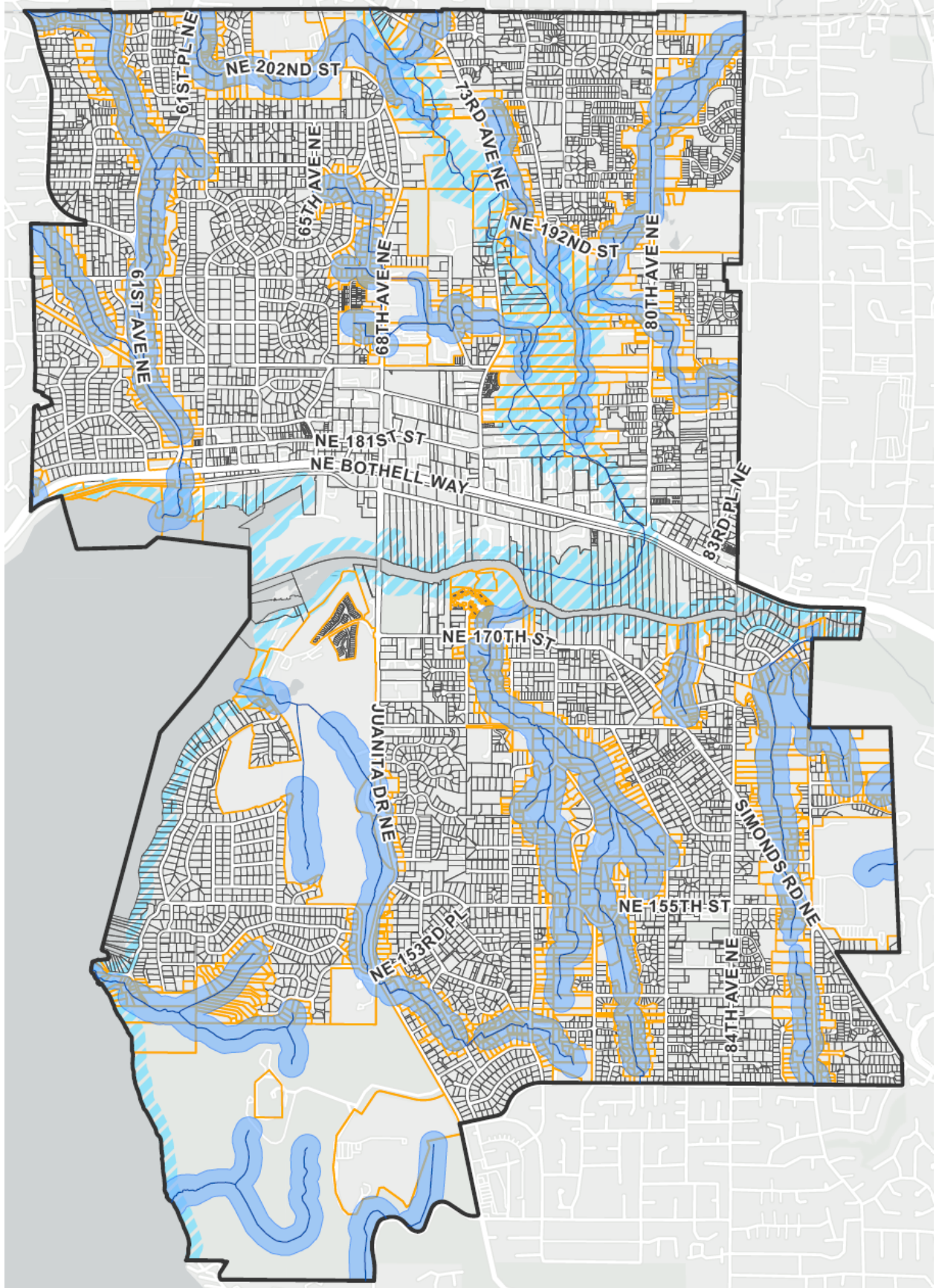
- **Bothell** (directly adjacent): adopted 175/115 ft buffers in Dec 2024, removed variance mechanism
- **Shoreline**: proposing full 200 ft RMZ
- **Sammamish, Kirkland, Mountlake Terrace**: all actively updating toward WDFW-aligned buffers
- **Redmond**: updated May 2025, Sammamish River at 200 ft total

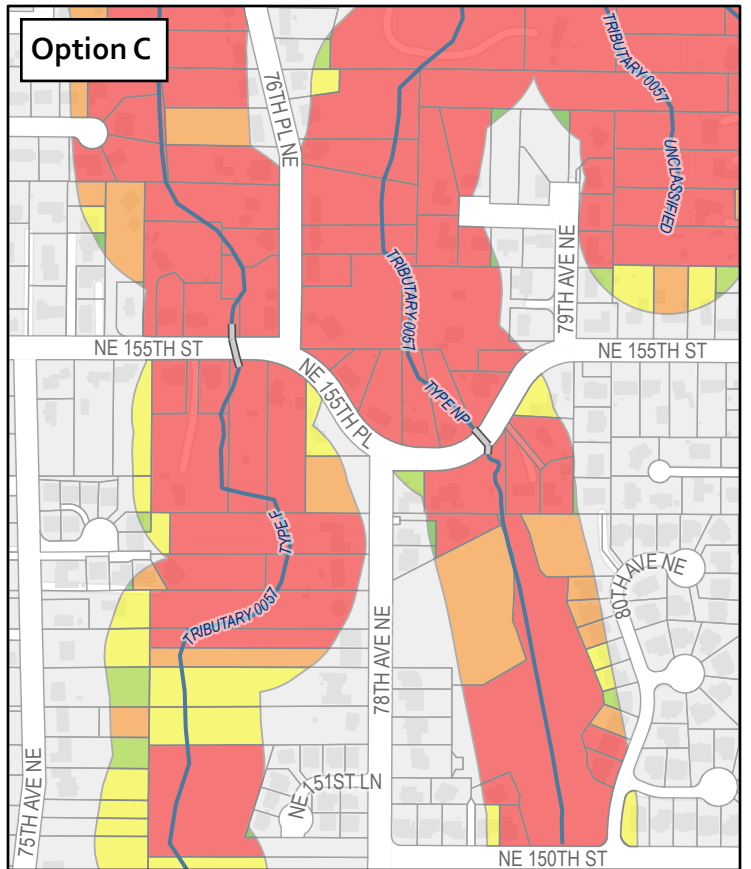
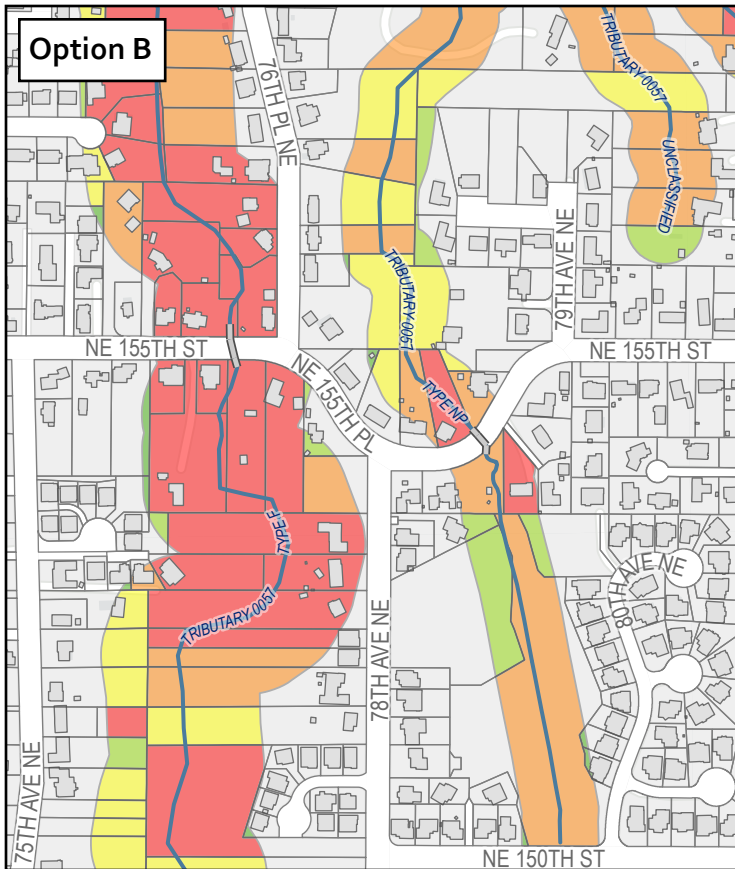
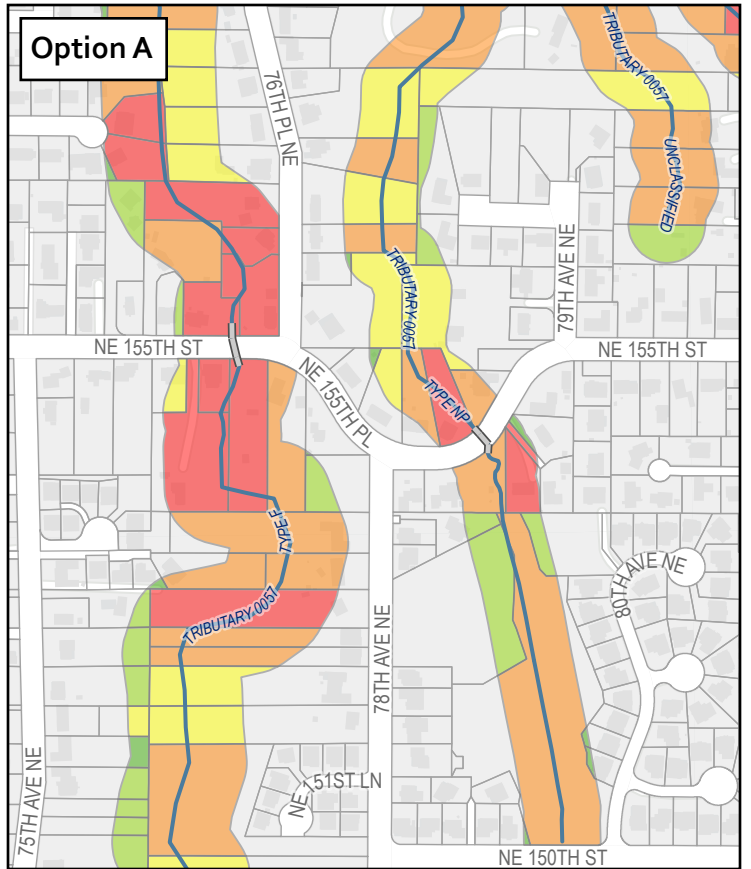
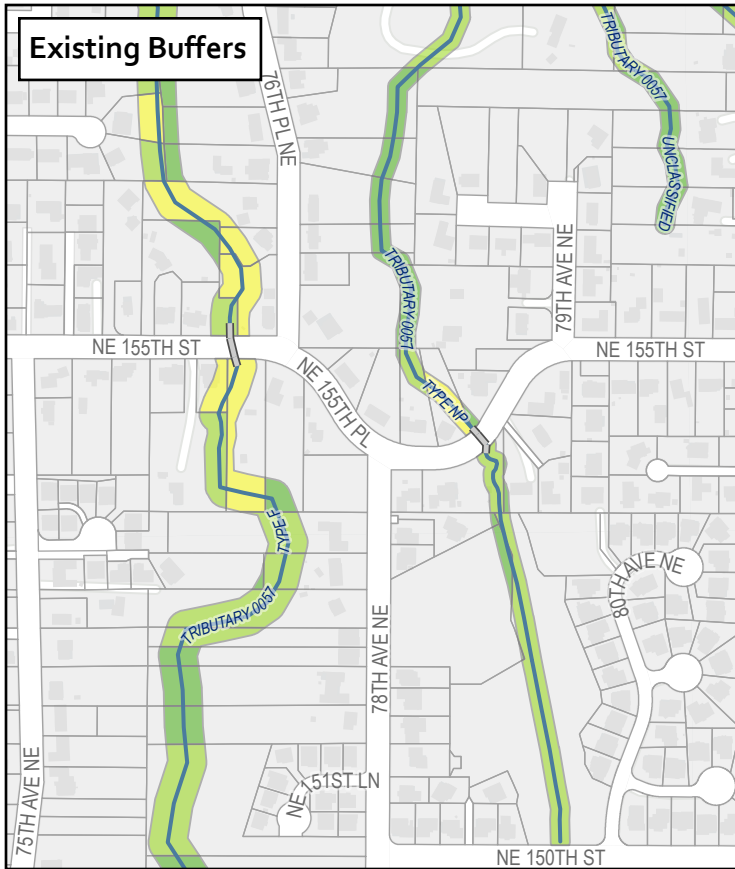
Kenmore is in the middle of the pack, not on the leading edge.

## Data sources & caveats

Analysis uses publicly available data from Kenmore's ArcGIS server (parcels, zoning, streams) and WDFW's SPTH200 mapping tool. Housing capacity estimated from KC Assessor present-use codes and zoning density. Our citywide capacity estimate (7,565 additional units) is within 12% of the city's own Land Capacity Analysis (6,748).

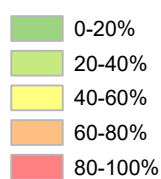
Full methodology, maps, and reproducible scripts in the parent directory — see `ANALYSIS_SUMMARY.md` for the complete analysis.



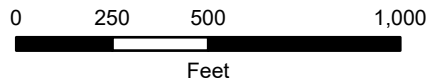


Stream  
Stream Culvert

Percent of Parcel Impacted



## Study of Potential Impacts to Properties Near Tributary 0057



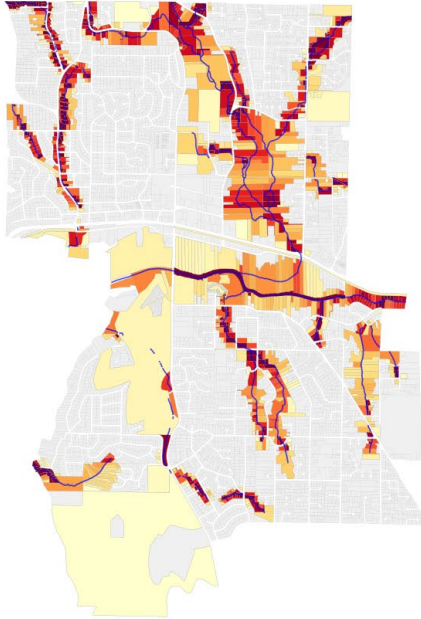
This map is intended for planning purposes only and is not guaranteed to show accurate measurements.



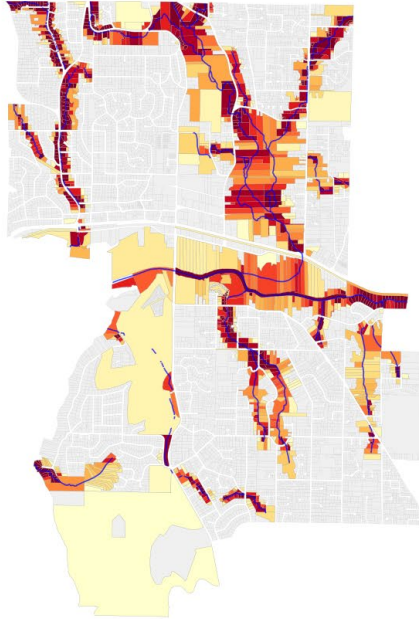
Map Date: Mar 2026

### Kenmore Stream Buffer Options: Parcel Impact

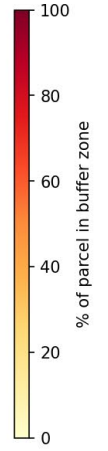
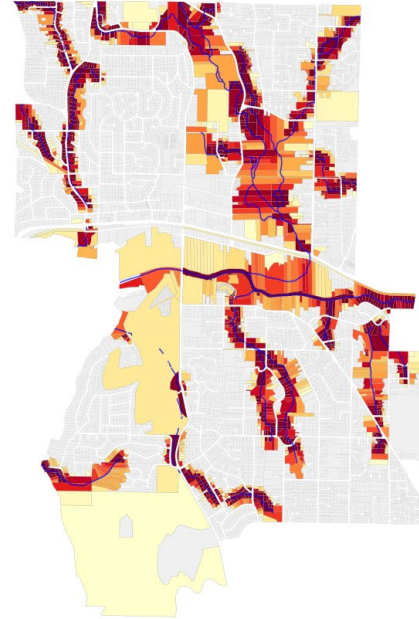
Option A (150/100)  
481 acres | 1,112 parcels  
~2,079 units in buffer



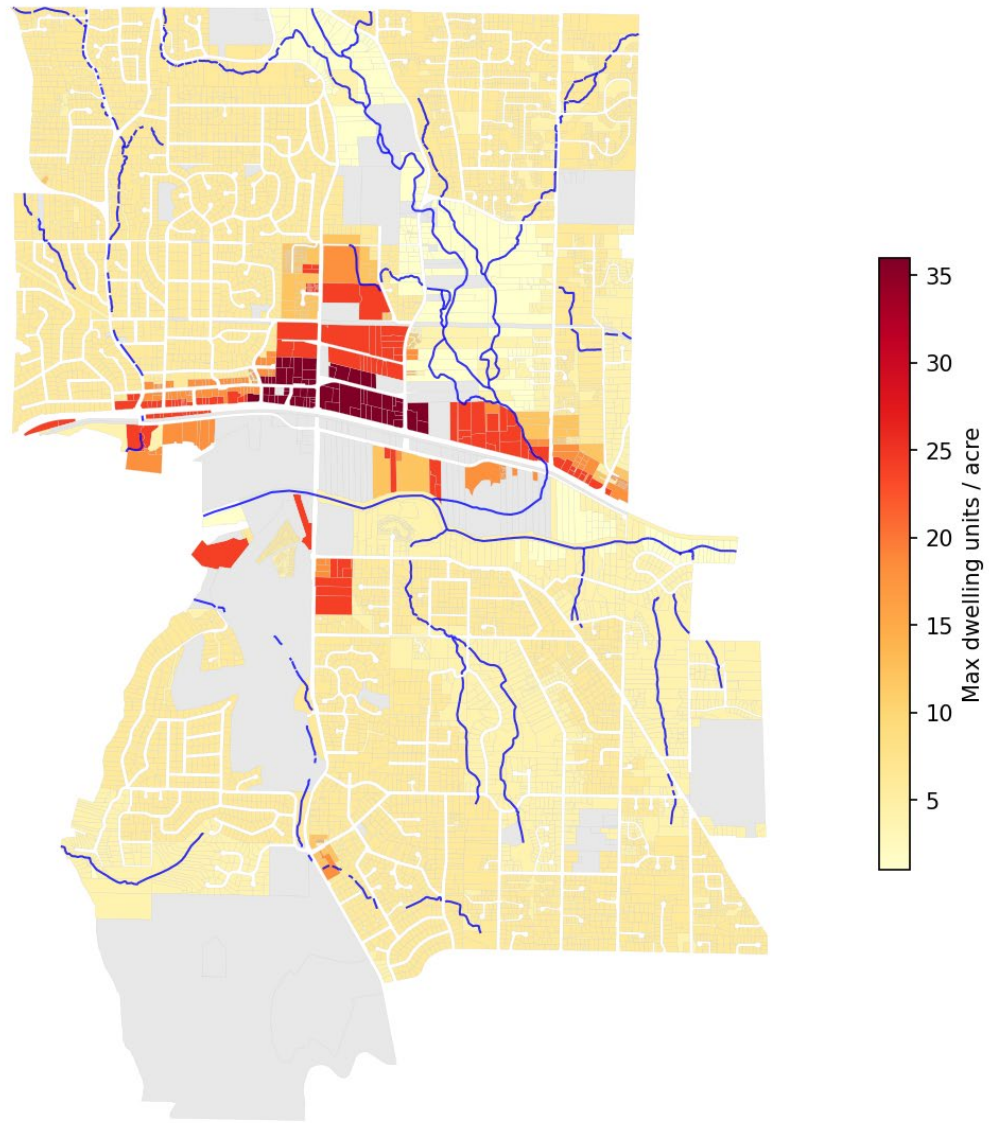
Option B (200/100)  
579 acres | 1,251 parcels  
~2,454 units in buffer



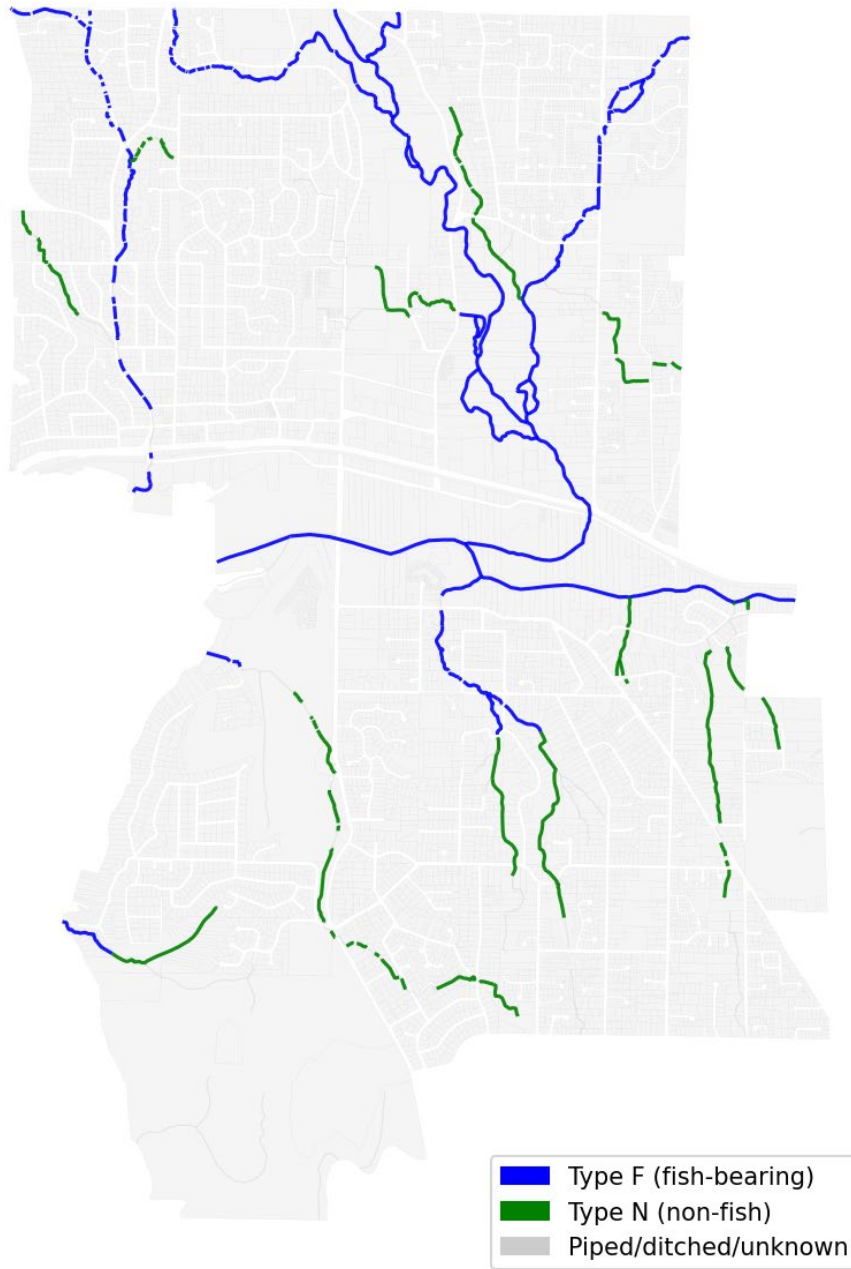
Option C (SPTH200)  
728 acres | 1,591 parcels  
~3,170 units in buffer



**Kenmore: Zoning Density & Stream Locations**  
**(higher density = more housing capacity at stake near streams)**



### Kenmore Streams by Classification (only Type F and N get buffers)





Subject/Topic:	Proposed Council Action/Motion:
<p>Continued Discussion and Direction on Emergency Shelter, Transitional Housing, Emergency Housing, and Permanent Supportive Housing (STEP) Housing Regulations</p> <p><b>Department:</b> Community Development</p> <p><b>Prepared by:</b> Debbie Bent, Assistant City Manager/Community Development Director</p> <p><b>Attachments:</b></p> <ol style="list-style-type: none"> <li>1. 3/16/26 Memo STEP Housing Regulations</li> <li>2. Draft Municipal Code Edits</li> <li>3. Draft good neighbor agreement</li> <li>4. Draft operator agreement</li> <li>5. PowerPoint Presentation (to be uploaded to the agenda by 3/12)</li> <li>6. 3/16/26 Memo Response to councilmember comments/questions               <ol style="list-style-type: none"> <li>a. E-mail comments/responses</li> </ol> </li> </ol>	<p> <input type="checkbox"/> Information Only  <input type="checkbox"/> Receive and File  <input checked="" type="checkbox"/> Discuss  <input checked="" type="checkbox"/> Provide Direction  <input type="checkbox"/> Public Hearing  <input type="checkbox"/> Adopt/Approve  <input type="checkbox"/> Authorize  <input type="checkbox"/> Other:         </p> <p>Motion to move forward with proposed recommendations for STEP housing regulations.</p>

Approvals:

Department	City	Finance	City
Head	Attorney	Director	Manager
DB 3/13/26	n/a	n/a	Initials & Date
			Optional Initials & Date

**Summary/Background:**

**Summary:** At the 3/16/26 City Council meeting, the City Council will continue discussion and provide direction on Emergency Shelter, Transitional Housing, Emergency Housing, and Permanent Supportive Housing (STEP) regulations. Attachment #1 provides a background summary and a response to City Council questions from the 11/17/25 City Council meeting. Attachment #2 provides draft municipal code amendments. Attachment #3 is a draft good neighbor agreement and Attachment #4 is a draft operator agreement.

On 3/13/26 the Agenda Bill was updated to add the Presentation (Attachment #5) and memo with response to questions (Attachment #6).

**Next Steps:** Staff are requesting that the City Council provide direction on the draft STEP regulations. Following City Council direction, staff will proceed with preparing the regulations, processing SEPA and scheduling a Public Hearing on proposed amendments. Ordinance adoption estimated second quarter 2026.

**Proposed State Legislation:** The Washington State legislature is considering STEP regulations ESHB2266 and companion bill SB6069. ESHB2266 passed the house on 2/16/26 and on 3/4/26 in the Senate Rules Committee the bill with amendments passed on the third reading. However the companion bill SB6069 may be stalled in committee in the senate.

Below is a summary of ESHB2266.

Location: A city may not prohibit indoor emergency shelters, transitional housing, indoor emergency housing, or permanent supportive housing (STEP housing) in certain zones as follows:

- A city may not prohibit transitional housing or permanent supportive housing in any zone where residential dwelling units or hotels are allowed; and
- A city may not prohibit indoor emergency shelters or indoor emergency housing in any zone where hotels are allowed, unless the city has adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit.
- A city may not require STEP housing to be located in a zone within an urban growth area zoned for industrial use.
- A city is prohibited on limiting the siting of a sufficient amount of indoor emergency shelters and indoor emergency housing to accommodate each city's projected need under its comprehensive plan.
- A city must allow indoor emergency shelters and indoor emergency housing in additional types of zones when necessary to meet projected needs under their comprehensive plan.

Permitting Requirements on Existing Buildings.

- A city is prohibited from imposing permitting requirements on the use of an existing building for residential purposes beyond those requirements applicable to all residential development within the building's zone.
- A city may generally not require any standards, conditions, or requirements for STEP housing that are more restrictive than those required for other types of lodging or development in the zone.
- A city may only apply the same development permit and environmental review processes to STEP housing that apply to other types of lodging and residential development in the same zone, unless otherwise required by state law, such as shoreline regulations and building, energy, and electrical codes.
- Only administrative design review may be required.

Local Requirements on Affordable Housing Developments.

- A city is authorized to impose and enforce requirements on affordable housing developments as conditions of loans, grants, financial support, tax benefits, subsidy funds, or sale or lease or public property. The authorization also applies to affordable housing incentive programs or any other program involving bonus density, transfer of development rights, waiver of development regulations or fees, or other development incentives.

Certification Requirements. For an indoor emergency shelter or indoor emergency housing, a city may require the sponsor or managing agency to certify in writing that it has, between the date the permit application was approved and the date the certificate of occupancy was issued:

- provided the name, if any, of the facility and the name and headquarters address of the managing entity;
- provided a description of any other programs operating in the building and copies of the applicable licenses and certifications held by the program;
- notified residents within 500 feet of the indoor emergency shelter or indoor emergency housing;
- conducted more than one community meeting;
- designated at least one point of contact authorized to make decisions and take corrective action in case of an emergency, and provided at least one telephone number to be used in emergencies; and
- provided documentation of the sponsor's or managing agency's operational policies for promoting and addressing health and safety inside the building and in areas immediately adjacent to the building, admissions, program exit or transfer, handling complaints and grievances from occupants, health, fire, safety, occupancy, and staffing to provide services and resources comparable to standard or customary practices for the particular type of housing being provided.
- A city may not require the sponsor or managing agency to provide additional certifications outside of what is allowed under the act.

#### Negotiations between Sponsors and Local Jurisdictions.

- Upon receipt of a permit application for an indoor emergency shelter or indoor emergency housing with a proposed location within 500 feet of walking distance from the physical ground of a public or private school, the city may enter into goodfaith negotiations with the sponsor to establish additional and reasonable requirements pertaining to health and safety protocols. For the purposes of this requirement, the school must exist before an indoor emergency shelter or indoor emergency housing is in operation or has submitted a permit application.
- If the parties are unable to come to an agreement within 180 days of the permit being submitted, the city may deny the permit.
- If a permit is denied as a result of being unable to come to an agreement under this process, the city must assist the sponsor in identifying suitable properties to site the indoor emergency shelter or indoor emergency housing.
- The negotiation requirements do not apply to an indoor emergency shelter or indoor emergency housing designated for individuals under the age of 18, families, or victims of domestic violence, nor do they allow a city or county to limit indoor emergency shelters or indoor emergency housing in a manner where capacity is insufficient to meet the projected needs identified in their comprehensive plans.

#### Contracts with Sponsors Proposing STEP Housing.

- A city may enter into a contract with a sponsor proposing STEP housing to establish additional and reasonable operational requirements pertaining to health and safety protocols. Legal consideration for such a contract must, at a minimum, include a donation of real property or a long-term lease of land at least 50 years in length, to be used for the STEP housing or a significant contribution from the general fund for capital or operating expenses to be mutually determined by both parties.
- A city that unilaterally withdraws from or modifies the consideration is in material breach of the contract and the operational requirements specified in the contract shall no longer apply to the STEP housing.

### Local Requirements on Affordable Housing Developments.

- Income qualification, coordinated entry, reporting, and monitoring are added to the types of requirements a city may impose and enforce on affordable housing.

### Implementation and Preemption.

- A city shall adopt and incorporate the requirements of this act within two years of the effective date of this section or its next comprehensive plan update, whichever occurs first.
- The requirements of the act supersede, preempt, and invalidate any conflicting local regulations and apply regardless of whether a city has incorporated the requirements of this act into the city's development regulations, zoning regulations, and other official controls.
- The act does not apply to the STEP housing in operation on the effective date of this section. A city may not deem STEP housing in operation on the effective date of the act unlawful or noncompliant due to the provisions of the act or due to ordinances, regulations, or controls adopted or amended due to the act.

### **Previous Council Action(s):**

At the 11/17/25 City Council meeting, link to agenda [City Council Regular Meeting of Monday, November 17, 2025 • City of Kenmore Agendas and Minutes • CivicClerk](#). The STEP Committee presented their recommendations on proposed amendments to zoning regulations for STEP Housing. Council discussion and questions following the presentation.

At the 3/24/25 City Council meeting, link to agenda [City Council Special and Regular Meeting • City of Kenmore Agendas and Minutes • CivicClerk](#), the City Council appointed members to serve on the STEP Housing Advisory Committee.

At the 2/24/25 City Council meeting, Link to agenda [City Council Special and Regular Meeting • City of Kenmore Agendas and Minutes • CivicClerk](#), the City Council approved the charter for the STEP Housing Advisory Committee.

At the 2/10/25 City Council meeting, Link to agenda [City Council Special and Regular Meeting • City of Kenmore Agendas and Minutes • CivicClerk](#), staff gave an overview of the implications of Implications of House Bill 1195 and Senate Bill 5497 for STEP Housing.

At the 1/13/25 City Council study session, Link to agenda [City Council Special Meeting • City of Kenmore Agendas and Minutes • CivicClerk](#). the City Council reviewed the proposed “draft” 2025 Planning Commission docket work program as well as work program items for proposed code amendments that would be reviewed and approved directly by the City Council. A work program item on the City Council work program included proposed amendments to the Kenmore Municipal Code to address Shelters, Transitional Housing, Emergency Housing and Permanent Supportive Housing (STEP Housing) to be consistent with HB 1220. In addition, a memo was included about the STEP housing work program regarding schedule, budget and review by a new limited term STEP Advisory Committee. Council made no changes to the proposed work program.

At the 3/25/24 City Council meeting, link to agenda [City Council Meeting • City of Kenmore Agendas and Minutes • CivicClerk](#), staff provided an update on Permanent Supportive Housing and Other Affordable Housing Topics. The memo noted that proposed amendments to the municipal code were anticipated as part of a 2025 work program item. The memo noted that several council

members were interested in forming a committee to provide advice to the City Council on permanent supportive housing and that further direction would be needed regarding a committee charter.

**Fiscal Consideration:**

- \$47,700 City of Kenmore Contract 25-C3134 with Kimley-Horn and Associates
- \$2,283.12 Windows office licenses for STEP Committee members
- \$480 STEP Committee stipend requests

**Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:**

[DEIA Strategic Plan](#) | [City's Equity Framework Toolkit](#)

Goal 7. Housing & Human Services - Provide access and referral to housing and human services to meet the basic needs of all residents

**City Council Priorities or Budget Objective Being Addressed:**

2025-2026 Priority #2: Preserve and increase availability of all types of housing at all income levels, including the needs of people experiencing homelessness

To: Kenmore City Council

From: Nick Chen, Kimley-Horn

Date: March 16, 2026

RE: STEP Housing Regulations Continued Discussion and Direction

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## 1. Background and Overview

The Emergency Shelter, Transitional Housing, Emergency Housing, and Permanent Supportive Housing (STEP) Housing Advisory Committee (the Committee) was assembled to provide Kenmore City Council with recommendations on how to accommodate the new State requirements for STEP housing within Kenmore in a way that fit the needs of the community. This memo includes the Committee's recommendations to Kenmore City Council on how to best adopt STEP housing regulations into the Kenmore Municipal Code (KMC) and what procedures, requirements, and agreements should be in place to facilitate STEP housing developments which benefit STEP residents and Kenmore community members. Committee meetings and recommendations were facilitated by the Kimley-Horn consultant team throughout the duration of the project.

### 1.1 What is STEP Housing?

STEP stands for Emergency Shelter, Transitional housing, Emergency housing, and Permanent supportive Housing. STEP housing is designed to provide a pathway toward permanent housing for those unable to afford or circumstantially unable to access traditional housing. The four types of housing under the STEP housing laws in the State of Washington (RCW 36.70A.030 & 043) are defined below:

**Emergency Shelter:** A facility providing temporary shelter, that can include day only access and warming centers that do not provide overnight accommodations.

**Transitional Housing:** A facility that provides housing and supportive services to facilitate the movement of individuals and families experiencing homelessness into permanent housing.

**Emergency Housing:** Temporary indoor accommodations to address basic health, food, clothing, and personal hygiene needs.

**Permanent Supportive Housing:** Subsidized, leased housing, utilizing admissions practices with lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing and is paired with on-site or off-site voluntary services.

As part of the recommendations, the Committee has put forward definitions for future inclusion in the Kenmore Municipal Code which closely align with these State definitions.

## 1.2 Follow Up to November 2025 City Council Meeting

City staff and the consultant, Kimley-Horn, gave a presentation at the November 17, 2025 City Council Meeting which included an overview of the STEP Housing Committee and the six-month long process of meeting to discuss and form recommendations for changes to the City of Kenmore Municipal Code as well as develop a draft Good Neighbor Agreement (GNA) and an Operator Agreement for use by future STEP Housing developments. This process also included community outreach in the form of a public focus group meeting with STEP Housing operators and subject matter experts, a Community Open House, and an online survey. A summary and full responses were included in the November 17, 2025 agenda packet.

The following questions were taken as follow up items for further discussion from the November 17, 2025 meeting. The project team has continued to research development codes from other jurisdictions, as well as new and proposed State legislation which may impact the City’s implementation of STEP housing requirements. The table below summarizes those questions and provides responses for discussion purposes.

November 2025 Question	Research/Response
<p>Discuss the ability to put restrictions on STEP housing compared to other housing types within the same zone.</p>	<p>Proposed <a href="#">ESHB 2266</a> (introduced January 6 for the 2026 Regular Session) includes several provisions that add restrictions on how a City can regulate STEP Housing types. This bill passed the State Senate on March 4<sup>th</sup> and is awaiting action by the Governor . The proposed bill is described as:</p> <p><i>AN ACT Relating to encouraging permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters; amending RCW 35.21.683, 35A.21.430, and 36.130.020; reenacting and amending RCW 35.21.990 and 35A.21.440; adding a new section to chapter 36.70A RCW; and creating new sections.</i></p> <p>In summary, the primary changes to existing RCW sections include:</p>

November 2025 Question	Research/Response
	<ul style="list-style-type: none"> <li>• Cities <u>must allow</u> transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed and indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed.</li> <li>• A city may not require transitional housing, permanent supportive housing, indoor emergency housing, and indoor emergency shelters to be located in a zone within an area zoned for industrial use.</li> <li>• A city <u>may not require through development regulations, ordinances, or legal agreements any development or operating standards, conditions, or requirements for transitional housing, permanent supportive housing, indoor emergency housing, and indoor emergency shelters that are more restrictive than those required for other types of residential development within the same zone,</u> but may apply any objective development regulations that are required for residential development including, but not limited to, setback, lot coverage, stormwater, clearing, and tree canopy and retention requirements.</li> <li>• A county or city shall only apply the same development permit and environmental review processes to transitional housing, permanent supportive housing, indoor emergency shelters, and indoor emergency housing that apply to other residential development within the same zone, unless otherwise required by state law.</li> <li>• If applying design review for transitional housing, permanent supportive housing, indoor emergency shelters, and indoor emergency housing, only administrative design review may be required.</li> </ul> <p>As presented at the November 2025 Council discussion, the Washington Department of Commerce (Commerce) views Good Neighbor Agreements as potentially restrictive and better created and implemented by operators or those implementing the project.</p>

November 2025 Question	Research/Response
	<p>Source: <a href="#">Model Ordinance, User Guide and Best Practices Report</a> (Pages 34-35)</p>
<p>Research how other jurisdictions are handling requirements on STEP housing in their zoning codes.</p>	<p><b>City of Shoreline Zoning Example:</b>  This is specific to "Enhanced Shelters" within their Mixed Business (MB) zone specifically.</p> <p>The City defines Enhanced Shelters as <i>"A 24-hour-a-day facility which is open to adults experiencing homelessness regardless of prior criminal history, addiction or mental health challenges as long as the individual is able to live safely in the community with others and abide by established program rules. The purpose is to provide safe shelter and access to resources including, but not limited to, housing, basic needs, hygiene, case management and social programs as they transition to permanent housing. (Ord. 929 § 1 (Exh. A), 2021)." <a href="#">Chapter 20.20 Definitions*</a></i> This is similar to STEP housing, although it does not encompass the full range of STEP housing types.</p> <p><a href="#">SMC 20.40.355(H)(5)</a> has a requirement for <i>"adherence to a <b>good neighbor plan</b> that addresses how the shelter operator will address litter, noise, security procedures, and other issues that may be of concern to the surrounding community."</i> as part of a "memorandum of agreement" between the operator, funding organization, and the City.</p> <p>The MB zone does allow multi-family and this does not appear to be a requirement of typical multi-family development. They also allow Permanent Supportive and Transitional Housing (two of the STEP housing types) which is governed by SMC 20.40.471 (snip below) which does not state a requirement for a "good neighbor plan".</p> <p><b>City of Bellevue Zoning Example:</b>  Bellevue requires that a Good Neighbor Agreement Advisory Committee (GNAAC) be formed per BMC 20.20.455(G).</p> <p><a href="#">This link</a> contains an example of a GNAAC status report developed for the Congregations for the Homeless development in 2021.</p>

November 2025 Question	Research/Response
	<p><b>City of Burien Zoning Example:</b> DESC has tenants sign a good neighbor agreement for their Bloomside supportive housing development, however it does not appear to be a requirement in their code.</p> <p><b>City of Seattle Zoning Example:</b> There are several projects which have a GNA or "Good Neighbor Policies", however they appear to be initiated by the STEP Housing provider. It is difficult to tell whether they were a requirement of entitlement at the time or optional and the current code does not appear to require a GNA.</p>
<p>Are there potential exceptions for church properties to have STEP housing if not within a residential zone?</p>	<p><a href="#">HB 1377</a> (2019) is an act relating to affordable housing development on religious organization property; adding a new section to chapter 35.63 RCW; adding a new section to chapter 35A.63 RCW; adding a new section to chapter 36.70A RCW; and adding a new section to chapter 44.28 RCW. The legislature is currently considering amendments to the 2019 legislation relating to density incentives which may alter the RCW language below.</p> <p><b><a href="#">RCW 35A.63.300</a></b></p> <p>1. <u>A city planning under this chapter must allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization provided that:</u></p> <ol style="list-style-type: none"> <li>a. The affordable housing development is set aside for or occupied exclusively by low-income households;</li> <li>b. The affordable housing development is part of a lease or other binding obligation that requires the development to be used exclusively for affordable housing purposes for at least fifty years, even if the religious organization no longer owns the property; and</li> <li>c. The affordable housing development does not discriminate against any person who qualifies as a member of a low-income household based on race, creed, color, national origin, sex,</li> </ol>

November 2025 Question	Research/Response
	<p>veteran or military status, sexual orientation, or mental or physical disability; or otherwise act in violation of the federal fair housing amendments act of 1988 (42 U.S.C. Sec. 3601 et seq.).</p> <p>2. A city <u>may</u> develop policies to implement this section if it receives a request from a religious organization for an increased density bonus for an affordable housing development.</p> <p>Per the definition listed in RCW, STEP Housing development would qualify as “affordable housing”.</p> <p>KMC 18.80 describes Residential Density Incentives and Transfer of Density. As currently written, it follows a similar intent to RCW 35A.63.300, however it is only applicable to residential properties and requires an exchange for public benefits to help achieve comprehensive plan goals of affordable housing, open space protection, and parkland acquisition.</p> <p>Potential changes for consistency with KMC RCW 35A.63.300:</p> <ul style="list-style-type: none"> <li>• Amend KMC 18.80.020 by adding "(C) On all real property, regardless of zoning designation, owned or controlled by a religious organization when the proposed development is used exclusively for affordable housing in which 100 percent of residential dwelling units are set aside for or are occupied by low-income households."</li> <li>• Amend KMC 18.80.040 to have an exception for religious properties since RCW requires to provide this density bonus if strict criteria are met, not in exchange for public benefits.</li> </ul>
<p>Good Neighbor Agreement is with operator who may be different to the developer, service provider also in this type of housing and it is the service provider that has the</p>	<p>Good Neighbor Agreements (GNA) are typically with the operator as they are responsible for future implementation. This discussion links to the previous around the City’s ability to require GNAs. The recommendation is to remove the requirement language from the code and recommend that operators implement a GNA.</p>

November 2025 Question	Research/Response
agreement. How is this addressed in the code?	<p>While this differs from the STEP Housing Committee’s initial recommendation, the proposed ESHB 2266 (2026) (as described above) limits the ability for the City to place additional restrictions beyond what is required for residential uses within that zone.</p>
Multiple Councilmembers supported much lower parking requirements.	<p><a href="#">ESSB 5184</a> (2025) is an act relating to minimum parking requirements; adding a new section to chapter 35.21 RCW; adding a new section to chapter 35A.21 3 RCW; adding a new section to chapter 36.01 RCW; adding a new section to chapter 19.27 RCW; creating new sections; and repealing RCW 36.70A.620.</p> <p>ESSB 5184 is only applicable to jurisdictions with a population of 30,000 or more. This is not yet applicable to Kenmore and may not be for some time based on current population projections and growth rates.</p> <p>ESSB 5184 states that “A City may not require any minimum parking requirements for a number of use types, including Affordable Housing.” If implemented, it would effectively reduce the required parking for STEP housing which meets the definition of Affordable Housing. ESSB 5184 also includes reduced parking rates for a number of other use types as well and goes beyond the scope of just STEP or Affordable Housing. It is recommended that this be a separate discussion with Planning staff.</p> <p>As an alternative, the City could put specific language in place requiring a parking study be performed and submitted in order for an applicant to lower the necessary number of parking spaces required under the applicable code sections. These studies are generally administrative with the decision made by the Planning Director. This approach is particularly effective for STEP housing as different developments and operators often design their projects to serve specific segments of the population. Depending on the population being served, they may require typical parking requirements or lowered ones if they are for portions of the population who do not typically own cars or drive frequently. This would allow the City to evaluate this on a case-by-case basis but would still</p>

November 2025 Question	Research/Response
	<p>permit the applicant to utilize the standard requirement with no additional studies needed.</p> <p>The City currently utilizes a similar approach in KMC 18.40.035, although that is to allow applicants to exceed the maximum parking requirements in specified zones.</p>
<p>Need to ensure on-site services provided.</p>	<p>As previously discussed, the proposed ESHB 2266 (2026) may limit the City’s ability to require on-site services. Additionally, this is difficult for smaller STEP Housing providers as they may only have a few residents at a time and may be in facilities more similar to single-family houses with limited space for offices or other required areas to provide these services.</p> <p>The STEP Housing Committee discussed the need for neighborhood commercial in order to create the opportunity for commercial uses which could provide these types of services in close proximity, but not directly within a STEP Housing project.</p>
<p>Certified mail requirement seems excessive, not required elsewhere.</p>	<p>We will remove the certified mail requirement as this is not a typical practice.</p>
<p>Concern about requiring funding continuity.</p>	<p>The proposed ESHB 2266 (2026) may apply here as well. Requiring proof of funding continuity is not a current requirement for developers of market rate housing. As such, it would be an additional requirement for STEP housing and considered more onerous than the requirements for residential uses within the same zone.</p>
<p>Senior care living homes and private homes in neighborhoods are regulated by DOH. Do PSH operatives have regulating body? Is it the DOH or is just a business license?</p>	<p>Senior care living facilities in Washington State are primarily regulated and licensed by the <a href="#">Washington State Department of Social and Health Services (DSHS)</a>.</p> <p>While not "licensed" at the State level in the traditional sense, operators must often adhere to local health and safety standards. Facilities that provide three or more lodging units for less than 30 days may require a Transient Accommodation license through the Department of Health (DOH).</p>
<p>Open to discussion of more density on arterials and other general policy questions.</p>	<p>This is a discussion for a Comprehensive Plan Update or broader zoning updates where potential land use changes are considered. Planning staff is aware of this comment.</p>



**Attachments:**

Attachment A: Full text Kenmore Municipal Code Update Recommendations

Attachment B: Draft Good Neighbor Agreement

Attachment C: Draft Operator and Resident Agreement

## Chapter 18.20 Technical Terms and Land Use Definitions

### Sections

...

18.20.880 Electrical substation.

18.20.885 Emergent wetland.

18.20.890 Emergency.

**18.20.891 Emergency Housing**

**18.20.892 Emergency Shelter**

18.20.900 Repealed.

18.20.910 Enhancement.

...

18.20.1210 Geologist.

18.20.1230 Repealed.

**18.20.1231 Good Neighbor Agreement**

18.20.1233 Government/business services land uses.

18.20.1235 Repealed.

...

18.20.2035 Pedestrian walkway.

18.20.2040 Permanent school facilities.

**18.20.2045 Permanent Supportive Housing**

18.20.2050 Repealed.

18.20.2055 Personal service.

...

18.20.2920 Street frontage.

18.20.2925 Street tree.

**18.20.2927 STEP Housing**

**18.20.2930 Structure.**

**18.20.2935 Structural diversity.**

...

**18.20.2980 Repealed.**

**18.20.2990 Tower.**

**18.20.2995 Transitional Housing**

**18.20.3000 Trails.**

**18.20.3010 Repealed.**

## Definitions

**18.20.880 Electrical substation.**

“Electrical substation” means a *site* containing equipment for the conversion of high voltage electrical power transported through transmission lines into lower voltages transported through distribution lines and suitable for individual users. [Ord. 11-0329 § 3 (Exh. 1).]

**18.20.885 Emergent wetland.**

“Emergent wetland” means a *wetland* with at least 30 percent of the surface area covered by erect, rooted, herbaceous *vegetation* extending above the water surface as the uppermost vegetative stratum. [Ord. 11-0329 § 3 (Exh. 1).]

**18.20.890 Emergency.**

“Emergency” means an occurrence during which there is imminent danger to the public health, safety and welfare, or which poses an imminent risk to property, as a result of a natural or manmade catastrophe as so declared by the *city manager*. [Ord. 11-0329 § 3 (Exh. 1).]

**18.20.891 Emergency Housing**

**“Emergency housing” means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that are intended to address the basic health, food, clothing and personal hygiene needs of individuals**

or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement (RCW 36.70A.030(15)).

### 18.20.892 Emergency Shelter

“Emergency shelter” means a facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodation (RCW 36.70A.030(16)).

### 18.20.900 Energy resource recovery facility.

*Repealed by Ord. 17-0438. [Ord. 11-0329 § 3 (Exh. 1).]*

### 18.20.910 Enhancement.

“Enhancement” means actions taken to improve habitat or water quality function and/or wildlife use in an existing viable wetland, stream, or habitat area or established buffers, by planting native species, removing nonnative species, installing habitat *structures*, installing environmentally compatible erosion controls, and any other measures approved by the City. Enhancement also includes actions performed to improve the quality of an existing degraded wetland, stream, or habitat area or buffer. [Ord. 24-0624 § 4 (Exh. B); Ord. 11-0329 § 3 (Exh. 1).]

...

### 18.20.1210 Geologist.

“Geologist” means a person who has earned at least a Bachelor of Science degree in the geological sciences from an accredited college or university or who has equivalent educational training and at least four years of professional experience. [Ord. 11-0329 § 3 (Exh. 1).]

### 18.20.1230 Golf course facility.

*Repealed by Ord. 17-0438. [Ord. 11-0329 § 3 (Exh. 1).]*

### 18.20.1231 Good Neighbor Agreement

“Good Neighbor Agreement” means an agreement, in the form of a signed document between the operator of the STEP housing development and all applicable parties outlined in the agreement, detailing operating procedures, communication, and policies for the STEP housing development as it relates to its residents and the surrounding community as defined in the agreement.

**18.20.1233 Government/business services land uses.**

For purposes of Chapters [18.35](#) and [18.40](#) KMC, “government/business services land uses” means *air transportation service; business service, standard; construction and trade; fire or police facility; heavy equipment and truck repair; office; private stormwater management facility; public agency archive; public agency or utility yard; standalone parking; transportation; utility facility; vehicle or equipment rental; warehousing; and wholesale trade.* [Ord. 17-0438 § 2 (Att. A); Ord. 11-0329 § 3 (Exh. 1).]

**18.20.1235 Government facilities, City.**

*Repealed by Ord. 17-0438.* [Ord. 11-0329 § 3 (Exh. 1).]

...

**18.20.2035 Pedestrian walkway.**

“Pedestrian walkway” means a public walkway that connects public *streets* to other *streets, walkways, public spaces,* or drives. Public walkways should be lit for nighttime use and be aligned for maximum nighttime visibility. [Ord. 11-0329 § 3 (Exh. 1).]

**18.20.2040 Permanent school facilities.**

“Permanent school facilities” means facilities of a *school district* with a fixed foundation which are not *relocatable facilities.* [Ord. 11-0329 § 3 (Exh. 1).]

**18.20.2045 Permanent Supportive Housing**

“Permanent Supportive Housing” is subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident’s health status, and connect the resident of the housing with community-based health care, treatment or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in Chapter 59.18 RCW (RCW 36.70A.030(33)).

18.20.2050 Personal medical supply store.

Repealed by Ord. 17-0438. [Ord. 11-0329 § 3 (Exh. 1).]

18.20.2055 Personal service.

“Personal service” means an establishment primarily engaged in providing services to individuals, such as beauty and barber shops, retail laundry and drycleaning including coin-operated, clothing alterations and repair, diaper services, carpet and upholstery cleaning services, photo studios, shoe repair, pet grooming, and repair of personal or household items. This definition excludes automotive repair and service.

May include NAICS 5322 (Consumer Goods Rental), 5323 (General Rental Center), 541921 (Photo Studios), 811211 (Consumer Electronics Repair and Maintenance), and 8114 (Personal and Household Goods Repair and Maintenance). May include 812 (Personal and Laundry Services) except the following: 8122 (Death Care Services), 812332 (Industrial Launderers), and 81293 (Parking Lots and Garages). [Ord. 14-0391 § 2 (Exh. 1).]

...

18.20.2920 Street frontage.

“Street frontage” means any portion of a lot or combination of lots which directly abut a street. [Ord. 11-0329 § 3 (Exh. 1).]

18.20.2925 Street tree.

“Street tree” means trees located within the street right-of-way, adjacent to public or private streets, including undeveloped areas. [Ord. 11-0329 § 3 (Exh. 1).]

18.20.2927 STEP Housing

“STEP Housing” refers to Emergency shelter, Transitional housing, Emergency housing, and Permanent supportive housing. See definitions for those individual terms.

18.20.2930 Structure.

“Structure” means anything permanently constructed in or on the ground, or over the water; excluding fences eight feet or less in height, decks less than 18 inches above grade, paved areas, and structural or nonstructural fill. [Ord. 11-0329 § 3 (Exh. 1).]

18.20.2935 Structural diversity.

“Structural diversity” means the relative degree of diversity or complexity of vegetation in a wildlife habitat area as indicated by the stratification or layering of different plan

communities (e.g., ground cover, shrub layer, and tree canopy), the variety of plant species, and the spacing or pattern of vegetation. [Ord. 24-0624 § 4 (Exh. B).]

...

#### 18.20.2980 Theatrical production services.

*Repealed by Ord. 17-0438. [Ord. 11-0329 § 3 (Exh. 1).]*

#### 18.20.2990 Tower.

“Tower” means any wireless communications structure that is designed and constructed primarily for the purpose of supporting one or more antennas. “Tower” includes a lattice tower or monopole. “Tower” does not include a replacement utility pole or an amateur (ham) radio facility. [Ord. 16-0426 § 4 (Att. B).]

#### 18.20.2995 Transitional Housing

“Transitional housing” means a project that provides housing and supportive services to homeless persons or families and that has as its purpose facilitating the movement of homeless persons and families into independent living, generally in less than two years (RCW 84.36.043(3)(c)). [Ord. 4393 § 1 (Exh. A), 2025].

#### 18.20.3000 Trails.

“Trails” means manmade pathways designed and intended for use by pedestrians, bicyclists, equestrians, and/or recreational users. [Ord. 11-0329 § 3 (Exh. 1).]

#### 18.20.3010 Transfer station.

*Repealed by Ord. 17-0438. [Ord. 11-0329 § 3 (Exh. 1).]*

# Kenmore Municipal Code Edits

## Primer

The format of Kenmore Municipal Code edits is as follows:

- Code Section Title
- Table Number within the section
- Table as is in the section with proposed edits written in red underlined text.
- Footnotes use the next highest number after the existing series of footnote numbers. Ex: last footnote number is “Temporary lodging<sup>37</sup>” then the first footnote used for the code edits will be “Transitional Housing<sup>38</sup>”
  - This occurs regardless of which column the edit occurs.
- Footnotes are to be added after the last existing footnote in the appropriate section

## 18.21.020 Residential Zones R-1, R-4 and R-6

Table A. R-1, R-4 and R-6 Zones Use Allowances

<b>PERMITTED</b>	<b>CONDITIONALLY PERMITTED</b>	<b>PROHIBITED</b>
<i>Air transportation service<sup>1</sup></i>	<i>Ambulatory surgery center<sup>25</sup></i>	<i>Adult entertainment business</i>
<i>Arts, entertainment, indoor<sup>2,3</sup></i>	<i>Arts, entertainment, outdoor<sup>26</sup></i>	<i>Animal kennel/shelter</i>
<i>Day care<sup>4</sup></i>	<i>Cemetery, columbarium or mausoleum<sup>27</sup></i>	<i>Auction house</i>
<i>Educational service<sup>5</sup></i>	<i>College/university<sup>25</sup></i>	<i>Automotive sales and service, marine</i>
<i>Family child-care home<sup>6</sup></i>	<i>Community residential facility<sup>28</sup></i>	<i>Automotive sales and service, non-marine</i>
<i>Fire or police facility<sup>7,8</sup></i>	<i>Eating and drinking place<sup>3,29</sup></i>	<i>Business service, intensive</i>
<i>Health care and social assistance<sup>9,10</sup></i>	<i>Hospital<sup>25</sup></i>	<i>Business service, standard</i>
<i>Multiple-family dwelling<sup>11</sup></i>	<i>Manufactured housing community<sup>30</sup></i>	<i>Cannabis business</i>
<i>Office<sup>12</sup></i>	<i>Personal service<sup>31</sup></i>	<i>Cannabis cooperative</i>

Table A. R-1, R-4 and R-6 Zones Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
Park <sup>13</sup>	Recreational facility, indoor <sup>3,16,32</sup>	Construction and trade
<u>Permanent Supportive Housing</u> <sup>38</sup>	Regional land use <sup>33,34,35</sup>	Funeral home/crematory
Recreational facility, outdoor <sup>14,15,16</sup>	Retail sales <sup>31,36</sup>	Laboratory
Religious institution <sup>17</sup>	Temporary lodging <sup>37</sup>	Manufacturing, heavy
Resource land use <sup>18</sup>		Manufacturing, light
Single detached dwelling unit <sup>19,20</sup>		Mobile food service
Standalone parking <sup>21</sup>		Retail sales, bulk
Supportive living facility <sup>22</sup>		Secure facility
<u>Transitional Housing</u> <sup>38</sup>		Transportation
Utility facility <sup>23,24</sup>		Vehicle or equipment rental
		Vehicle refueling station
		Warehousing
		Wholesale trade

<sup>38</sup> Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.

### 18.21.040 Residential Zones R-12, R-18 and R-24

Table C. R-12, R-18, and R-24 Zones Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
Air transportation service <sup>1</sup>	Ambulatory surgery center <sup>25</sup>	Adult entertainment business
Arts, entertainment, indoor <sup>2,3</sup>	Arts, entertainment, outdoor <sup>26</sup>	Animal kennel/shelter

## 18.21.040 Residential Zones R-12, R-18 and R-24

Table C. R-12, R-18, and R-24 Zones Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>College/university<sup>4,5</sup></i>	<i>Cemetery, columbarium or mausoleum<sup>27</sup></i>	<i>Auction house</i>
<i>Community residential facility</i>	<i>Eating and drinking place<sup>3,28</sup></i>	<i>Automotive sales and service, marine</i>
<i>Construction and trade<sup>6</sup></i>	<i>Hospital<sup>5</sup></i>	<i>Automotive sales and service, non-marine</i>
<i>Day care<sup>7</sup></i>	<i>Personal service<sup>29</sup></i>	<i>Business service, intensive</i>
<i>Educational service<sup>8</sup></i>	<i>Recreational facility, indoor<sup>3,30,31</sup></i>	<i>Business service, standard</i>
<i>Family child-care home<sup>9</sup></i>	<i>Regional land use<sup>32</sup></i>	<i>Cannabis business</i>
<i>Fire or police facility<sup>10,11,12</sup></i>	<i>Retail sales<sup>29,33</sup></i>	<i>Cannabis cooperative</i>
<i>Health care and social assistance<sup>4,5,13</sup></i>	<i>Temporary lodging<sup>34</sup></i>	<i>Funeral home/crematory</i>
<i>Manufactured housing community</i>	<i>Warehousing<sup>35</sup></i>	<i>Laboratory</i>
<i>Multiple-family dwelling</i>		<i>Manufacturing, heavy</i>
<i>Office<sup>14</sup></i>		<i>Manufacturing, light</i>
<i>Park<sup>15</sup></i>		<i>Mobile food service</i>
<i><u>Permanent Supportive Housing<sup>36</sup></u></i>		<i>Resource land use</i>
<i>Recreational facility, outdoor<sup>16,17</sup></i>		<i>Retail sales, bulk</i>
<i>Religious institution<sup>18</sup></i>		<i>Secure facility</i>
<i>Single detached dwelling unit<sup>19,20</sup></i>		<i>Transportation</i>
<i>Standalone parking<sup>21</sup></i>		<i>Vehicle or equipment rental</i>

## 18.21.040 Residential Zones R-12, R-18 and R-24

Table C. R-12, R-18, and R-24 Zones Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Supportive living facility</i>		<i>Vehicle refueling station</i>
<i><u>Transitional Housing</u><sup>36</sup></i>		<i>Wholesale trade</i>
<i>Utility facility<sup>22,23,24</sup></i>		

<sup>36</sup> *Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.21.045 Residential Zone MHC

Table D. MHC Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Day care<sup>1</sup></i>	<i>Community residential facility</i>	<i>Adult entertainment business</i>
<i>Family child-care home<sup>2</sup></i>	<i>Cemetery, columbarium or mausoleum</i>	<i>Air transportation service</i>
<i>Manufactured housing community<sup>8</sup></i>	<i>Educational service<sup>6</sup></i>	<i>Ambulatory surgery center</i>
<i>Park<sup>3</sup></i>	<i>Religious institution</i>	<i>Animal kennel/shelter</i>
<i><u>Permanent Supportive Housing</u><sup>8</sup></i>	<i>Supportive living facility</i>	<i>Arts, entertainment, indoor</i>
<i>Single detached dwelling unit<sup>4,5</sup></i>	<i>Temporary lodging<sup>7</sup></i>	<i>Arts, entertainment, outdoor</i>
<i><u>Transitional Housing</u><sup>8</sup></i>		<i>Auction house</i>
		<i>Automotive sales and service, marine</i>

## 18.21.045 Residential Zone MHC

Table D. MHC Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
		<i>Automotive sales and service, nonmarine</i>
		<i>Business service, intensive</i>
		<i>Business service, standard</i>
		<i>Cannabis business</i>
		<i>Cannabis cooperative</i>
		<i>College/university</i>
		<i>Construction and trade</i>
		<i>Eating and drinking place</i>
		<i>Fire or police facility</i>
		<i>Funeral home/crematory</i>
		<i>Health care and social assistance</i>
		<i>Hospital</i>
		<i>Laboratory</i>
		<i>Manufacturing, heavy</i>
		<i>Manufacturing, light</i>
		<i>Mobile food service</i>
		<i>Multiple-family dwelling</i>
		<i>Office</i>
		<i>Personal service</i>
		<i>Recreational facility, indoor</i>
		<i>Recreational facility, outdoor</i>

## 18.21.045 Residential Zone MHC

Table D. MHC Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
		<i>Regional land use</i>
		<i>Resource land use</i>
		<i>Retail sales</i>
		<i>Retail sales, bulk</i>
		<i>Secure facility</i>
		<i>Standalone parking</i>
		<i>Transportation</i>
		<i>Utility facility</i>
		<i>Vehicle or equipment rental</i>
		<i>Vehicle refueling station</i>
		<i>Warehousing</i>
		<i>Wholesale trade</i>

*<sup>8</sup> Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.24.020 Downtown Residential Zone

Table A. Downtown Residential Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Arts, entertainment, indoor<sup>1</sup></i>	<i>Eating and drinking place<sup>1</sup></i>	<i>Adult entertainment business</i>
<i>Auction house, existing<sup>2</sup></i>	<i>Educational service<sup>3</sup></i>	<i>Air transportation service</i>

Table A. Downtown Residential Zone Use Allowances

<b>PERMITTED</b>	<b>CONDITIONALLY PERMITTED</b>	<b>PROHIBITED</b>
<i>Business service, standard<sup>3</sup></i>	<i>Health care and social assistance<sup>10</sup></i>	<i>Ambulatory surgery center</i>
<i>Community residential facility</i>	<i>Religious institution</i>	<i>Animal kennel/shelter</i>
<i>Day care<sup>4</sup></i>	<i>Supportive living facility</i>	<i>Arts, entertainment, outdoor</i>
<i>Family child-care home<sup>5</sup></i>	<i>Utility facility<sup>11</sup></i>	<i>Automotive sales and service, marine</i>
<i>Manufactured housing community<sup>12</sup></i>		<i>Automotive sales and service, non-marine</i>
<i>Multiple-family dwelling<sup>6</sup></i>		<i>Business service, intensive</i>
<i>Office<sup>3</sup></i>		<i>Cemetery, columbarium or mausoleum</i>
<i>Park</i>		<i>College/university</i>
<i><u>Permanent Supportive Housing<sup>11</sup></u></i>		<i>Construction and trade</i>
<i>Personal service<sup>3</sup></i>		<i>Fire or police facility</i>
<i>Recreational facility, indoor</i>		<i>Funeral home/crematory</i>
<i>Retail sales<sup>3,7</sup></i>		<i>Hospital</i>
<i>Single detached dwelling unit, existing legal<sup>8</sup></i>		<i>Laboratory</i>
<i>Temporary lodging<sup>9</sup></i>		<i>Manufacturing, heavy</i>
<i><u>Transitional Housing<sup>11</sup></u></i>		<i>Manufacturing, light</i>
		<i>Marijuana business</i>
		<i>Marijuana cooperative</i>
		<i>Mobile food service</i>
		<i>Recreational facility, outdoor</i>
		<i>Regional land use</i>

Table A. Downtown Residential Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
		<i>Resource land use</i>
		<i>Retail sales, bulk</i>
		<i>Secure facility</i>
		<i>Standalone parking</i>
		<i>Transportation</i>
		<i>Vehicle or equipment rental</i>
		<i>Vehicle refueling station</i>
		<i>Warehousing</i>
		<i>Wholesale trade</i>

*<sup>11</sup> Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

### 18.24A.20 Urban Residential Zone

Table A. Urban Residential Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Day care</i>	<i>Arts, entertainment, indoor<sup>1</sup></i>	<i>Adult entertainment business</i>
<i>Eating and drinking place<sup>1</sup></i>	<i>Business service, standard<sup>1</sup></i>	<i>Air transportation service</i>
<i>Educational service<sup>1</sup></i>	<i>Emergency Housing</i>	<i>Ambulatory surgery center</i>
<i>Mobile food service<sup>2</sup></i>	<i>Emergency Shelter</i>	<i>Animal kennel/shelter</i>
<i>Multiple-family dwelling<sup>4</sup></i>	<i>Health care and social assistance<sup>1</sup></i>	<i>Arts, entertainment, outdoor</i>

## 18.24A.20 Urban Residential Zone

Table A. Urban Residential Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
Office <sup>1</sup>	Manufacturing, light <sup>1,3</sup>	Auction house
<u>Permanent Supportive Housing<sup>5</sup></u>	Park	Automotive sales and service, marine
<u>Transitional Housing<sup>5</sup></u>	Personal service <sup>1</sup>	Automotive sales and service, non-marine
	Recreational facility, indoor <sup>1</sup>	Business service, intensive
	Regional land use	Cannabis business
	Retail sales <sup>1,3</sup>	Cannabis cooperative
	Temporary lodging <sup>1</sup>	Cemetery, columbarium or mausoleum
		College/university
		Community residential facility
		Construction and trade
		Family child-care home
		Fire or police facility
		Funeral home/crematory
		Hospital
		Laboratory
		Manufactured housing community
		Manufacturing, heavy
		Recreational facility, outdoor
		Religious institution
		Resource land use

## 18.24A.20 Urban Residential Zone

Table A. Urban Residential Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
		<i>Retail sales, bulk</i>
		<i>Secure facility</i>
		<i>Single detached dwelling unit</i>
		<i>Standalone parking</i>
		<i>Supportive living facility</i>
		<i>Transportation</i>
		<i>Utility facility</i>
		<i>Vehicle or equipment rental</i>
		<i>Vehicle refueling station</i>
		<i>Warehousing</i>
		<i>Wholesale trade</i>

*<sup>5</sup> Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.25.020 Downtown Commercial Zone

Table A. Downtown Commercial Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Adult entertainment business<sup>1</sup></i>	<i>Air transportation service</i>	<i>Animal kennel/shelter</i>

Table A. Downtown Commercial Zone Use Allowances

<b>PERMITTED</b>	<b>CONDITIONALLY PERMITTED</b>	<b>PROHIBITED</b>
<i>Arts, entertainment, indoor</i>	<i>Ambulatory surgery center</i>	<i>Business service, intensive</i>
<i>Arts, entertainment, outdoor<sup>2</sup></i>	<i>College/university</i>	<i>Cemetery, columbarium or mausoleum</i>
<i>Auction house, existing<sup>3</sup></i>	<i>Community residential facility</i>	<i>Construction and trade</i>
<i>Automotive sales and service, marine, existing legal<sup>4</sup></i>	<i>Fire or police facility</i>	<i>Family child-care home</i>
<i>Automotive sales and service, non-marine, existing legal<sup>4</sup></i>	<i>Hospital</i>	<i>Funeral home/crematory</i>
<i>Business service, standard</i>	<i>Laboratory</i>	<i>Manufacturing, heavy</i>
<i>Day care</i>	<i>Religious institution</i>	<i>Manufacturing, light</i>
<i>Eating and drinking place</i>	<i>Utility facility<sup>16</sup></i>	<i>Cannabis business</i>
<i>Educational service<sup>5</sup></i>		<i>Cannabis cooperative</i>
<i><u>Emergency Housing<sup>16</sup></u></i>		<i>Recreational facility, outdoor</i>
<i><u>Emergency Shelter</u></i>		<i>Resource land use</i>
<i>Health care and social assistance<sup>6,7</sup></i>		<i>Retail sales, bulk</i>
<i>Manufactured housing community<sup>17</sup></i>		<i>Secure facility</i>
<i>Mobile food service<sup>8</sup></i>		<i>Single detached dwelling unit</i>

Table A. Downtown Commercial Zone Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Multiple-family dwelling<sup>9</sup></i>		<i>Supportive living facility</i>
<i>Office</i>		<i>Transportation</i>
<i>Park</i>		<i>Warehousing</i>
<i><u>Permanent Supportive Housing<sup>16</sup></u></i>		<i>Wholesale trade</i>
<i>Personal service</i>		
<i>Recreational facility, indoor</i>		
<i>Regional land use<sup>10</sup></i>		
<i>Retail sales<sup>11</sup></i>		
<i>Standalone parking<sup>12</sup></i>		
<i>Temporary lodging<sup>13</sup></i>		
<i><u>Transitional Housing<sup>16</sup></u></i>		
<i>Vehicle or equipment rental<sup>14</sup></i>		
<i>Vehicle refueling station<sup>15</sup></i>		

*<sup>16</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.25A.030 Urban Corridor Zone

Table A. Urban Corridor West Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Adult entertainment business<sup>1</sup></i> <i>Ambulatory surgery center</i> <i>Animal kennel/shelter<sup>2</sup></i> <i>Arts, entertainment, indoor</i> <i>Business service, standard</i> <i>Cannabis business</i> <i>Cemetery, columbarium or mausoleum<sup>3</sup></i> <i>Community residential facility</i> <i>Day care</i> <i>Eating and drinking place<sup>4</sup></i> <i>Educational service</i> <u><i>Emergency Housing<sup>12</sup></i></u> <u><i>Emergency Shelter</i></u> <i>Funeral home/crematory</i> <i>Health care and social assistance</i> <i>Laboratory<sup>5</sup></i> <i>Manufacturing, light</i> <i>Mobile food service<sup>6</sup></i> <i>Multiple-family dwelling<sup>7</sup></i> <i>Office</i>	<i>Arts, entertainment, outdoor<sup>11</sup></i> <i>College/university</i> <i>Fire or police facility</i> <i>Laboratory<sup>5</sup></i> <i>Recreational facility, indoor<sup>8</sup></i> <i>Recreational facility, outdoor<sup>13</sup></i>	<i>Air transportation service</i> <i>Auction house</i> <i>Automotive sales and service, marine</i> <i>Automotive sales and service, nonmarine</i> <i>Business service, intensive</i> <i>Cannabis cooperative</i> <i>Construction and trade</i> <i>Family child-care home</i> <i>Hospital</i> <i>Manufactured housing community</i> <i>Manufacturing, heavy</i> <i>Recreational facility, outdoor<sup>13</sup></i> <i>Regional land use</i> <i>Resource land use</i> <i>Retail sales, bulk</i> <i>Secure facility</i> <i>Single detached dwelling unit</i> <i>Transportation</i> <i>Utility facility</i>

Table A. Urban Corridor West Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Park</i> <u><i>Permanent Supportive Housing</i></u> <sup>12</sup> <i>Personal service</i> <i>Recreational facility, indoor</i> <sup>8</sup> <i>Religious institution</i> <i>Retail sales</i> <sup>9</sup> <i>Standalone parking</i> <sup>10</sup> <i>Supportive living facility</i> <i>Temporary lodging</i> <u><i>Transitional Housing</i></u> <sup>12</sup>		<i>Vehicle or equipment rental</i> <i>Vehicle refueling station</i> <i>Warehousing</i> <i>Wholesale trade</i>

*<sup>12</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

**18.25A.040 Urban Corridor East Subarea**

Table B. Urban Corridor East Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Adult entertainment business</i> <sup>1</sup> <i>Ambulatory surgery center</i> <i>Animal kennel/shelter</i> <sup>2</sup>	<i>College/university</i> <i>Fire or police facility</i> <i>Hospital</i> <sup>5</sup>	<i>Air transportation service</i> <i>Arts, entertainment, outdoor</i> <sup>3</sup> <i>Auction house</i>

**18.25A.040 Urban Corridor East Subarea**

Table B. Urban Corridor East Subarea Use Allowances

<b>PERMITTED</b>	<b>CONDITIONALLY PERMITTED</b>	<b>PROHIBITED</b>
<p><i>Arts, entertainment, indoor</i></p> <p><i>Arts, entertainment, outdoor<sup>3</sup></i></p> <p><i>Business service, standard</i></p> <p><i>Cannabis business</i></p> <p><i>Cemetery, columbarium or mausoleum<sup>4</sup></i></p> <p><i>Community residential facility<sup>5</sup></i></p> <p><i>Day care</i></p> <p><i>Eating and drinking place<sup>6</sup></i></p> <p><i>Educational service</i></p> <p><i><u>Emergency Housing<sup>14</sup></u></i></p> <p><i><u>Emergency Shelter</u></i></p> <p><i>Funeral home/crematory</i></p> <p><i>Health care and social assistance</i></p> <p><i>Laboratory<sup>7</sup></i></p> <p><i>Manufacturing, light</i></p> <p><i>Mobile food service<sup>8</sup></i></p> <p><i>Multiple-family dwelling<sup>13,14</sup></i></p> <p><i>Office</i></p> <p><i>Park</i></p>	<p><i>Laboratory<sup>7</sup></i></p> <p><i>Regional land use<sup>5</sup></i></p> <p><i>Retail sales, bulk<sup>5,10</sup></i></p>	<p><i>Automotive sales and service, marine</i></p> <p><i>Automotive sales and service, nonmarine</i></p> <p><i>Business service, intensive</i></p> <p><i>Cannabis cooperative</i></p> <p><i>Community residential facility<sup>5</sup></i></p> <p><i>Construction and trade</i></p> <p><i>Family child-care home</i></p> <p><i>Hospital<sup>5</sup></i></p> <p><i>Manufactured housing community</i></p> <p><i>Manufacturing, heavy</i></p> <p><i>Recreational facility, outdoor<sup>3</sup></i></p> <p><i>Regional land use<sup>5</sup></i></p> <p><i>Resource land use</i></p> <p><i>Retail sales, bulk<sup>5</sup></i></p> <p><i>Secure facility</i></p> <p><i>Single detached dwelling unit</i></p> <p><i>Standalone parking<sup>11</sup></i></p> <p><i>Transportation</i></p>

**18.25A.040 Urban Corridor East Subarea**

Table B. Urban Corridor East Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<p><i><u>Permanent Supportive Housing</u><sup>14</sup></i></p> <p><i>Personal service</i></p> <p><i>Recreational facility, indoor</i></p> <p><i>Recreational facility, outdoor</i><sup>3,9</sup></p> <p><i>Religious institution</i></p> <p><i>Retail sales</i></p> <p><i>Retail sales, bulk</i><sup>5,10</sup></p> <p><i>Standalone parking</i><sup>11</sup></p> <p><i>Supportive living facility</i></p> <p><i>Temporary lodging</i></p> <p><i><u>Transitional Housing</u><sup>14</sup></i></p> <p><i>Vehicle refueling station</i><sup>13</sup></p>		<p><i>Utility facility</i></p> <p><i>Vehicle or equipment rental</i></p> <p><i>Vehicle refueling station</i><sup>12</sup></p> <p><i>Warehousing</i></p> <p><i>Wholesale trade</i></p>

*<sup>14</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.25B.020 Waterfront Commercial

Table A. Waterfront Commercial Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Adult entertainment business<sup>1</sup></i> <i>Ambulatory surgery center</i> <i>Animal kennel/shelter<sup>2</sup></i> <i>Arts, entertainment, indoor</i> <i>Arts, entertainment, outdoor<sup>3</sup></i> <i>Automotive sales and service, marine</i> <i>Business service, standard</i> <i>Cannabis business</i> <i>Cemetery, columbarium or mausoleum<sup>4</sup></i> <i>Community residential facility (CRF)</i> <i>Day care</i> <i>Eating and drinking place<sup>5</sup></i> <i>Educational service</i> <u><i>Emergency Housing<sup>13</sup></i></u> <u><i>Emergency Shelter</i></u> <i>Funeral home/crematory</i> <i>Health care and social assistance</i> <i>Laboratory<sup>6</sup></i>	<i>Air transportation service</i> <i>College/university</i> <i>Fire or police facility</i> <i>Hospital</i> <i>Laboratory<sup>6</sup></i> <i>Regional land use</i>	<i>Auction house</i> <i>Automotive sales and service, nonmarine</i> <i>Business service, intensive</i> <i>Cannabis cooperative</i> <i>Construction and trade</i> <i>Family child-care home</i> <i>Manufactured housing community</i> <i>Manufacturing, heavy</i> <i>Resource land use</i> <i>Retail sales, bulk</i> <i>Secure facility</i> <i>Single detached dwelling unit</i> <i>Utility facility</i> <i>Warehousing</i> <i>Wholesale trade</i>

## 18.25B.020 Waterfront Commercial

Table A. Waterfront Commercial Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Manufacturing, light</i> <i>Mobile food service<sup>7</sup></i> <i>Multiple-family dwelling<sup>8</sup></i> <i>Office</i> <i>Park</i> <u><i>Permanent Supportive Housing<sup>13</sup></i></u> <i>Personal service</i> <i>Recreational facility, indoor</i> <i>Recreational facility, outdoor<sup>3,9</sup></i> <i>Religious institution</i> <i>Retail sales</i> <i>Standalone parking<sup>10</sup></i> <i>Supportive living facility</i> <i>Temporary lodging</i> <u><i>Transitional Housing<sup>13</sup></i></u>		
<i>Transportation<sup>11</sup></i> <i>Vehicle or equipment rental<sup>12</sup></i> <i>Vehicle refueling station</i>		

*<sup>13</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.26.030 Regional Business North Subarea

Table A. Regional Business North Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Adult entertainment business<sup>1</sup></i>	<i>College/university</i>	<i>Air transportation service</i>
<i>Ambulatory surgery center</i>	<i>Laboratory<sup>6</sup></i>	<i>Auction house</i>
<i>Animal kennel/shelter<sup>2</sup></i>	<i>Recreational facility, outdoor<sup>13</sup></i>	<i>Automotive sales and service, nonmarine<sup>4</sup></i>
<i>Arts, entertainment, indoor</i>	<i>Regional land use</i>	<i>Business service, intensive</i>
<i>Arts, entertainment, outdoor</i>	<i>Utility facility</i>	<i>Cannabis cooperative</i>
<i>Automotive sales and service, marine<sup>3</sup></i>		<i>Cemetery, columbarium or mausoleum</i>
<i>Automotive sales and service, nonmarine<sup>4</sup></i>		<i>Family child-care home</i>
<i>Business service, standard</i>		<i>Funeral home/crematory</i>
<i>Cannabis business</i>		<i>Hospital</i>
<i>Community residential facility</i>		<i>Manufactured housing community</i>
<i>Construction and trade</i>		<i>Manufacturing, heavy</i>
<i>Day care</i>		<i>Resource land use</i>
<i>Eating and drinking place<sup>5</sup></i>		<i>Retail sales, bulk</i>
<i>Educational service</i>		<i>Secure facility</i>
<i><u>Emergency Housing<sup>14</sup></u></i>		<i>Single detached dwelling unit</i>
<i><u>Emergency Shelter</u></i>		<i>Vehicle or equipment rental<sup>11</sup></i>
<i>Fire or police facility</i>		<i>Vehicle refueling station</i>
<i>Health care and social assistance</i>		<i>Warehousing</i>
<i>Laboratory<sup>6</sup></i>		

Table A. Regional Business North Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<p><i>Manufacturing, light</i></p> <p><i>Mobile food service<sup>7</sup></i></p> <p><i>Multiple-family dwelling<sup>8</sup></i></p> <p><i>Office</i></p> <p><i>Park</i></p> <p><i><u>Permanent Supportive Housing<sup>14</sup></u></i></p> <p><i>Personal service</i></p> <p><i>Recreational facility, indoor</i></p> <p><i>Religious institution</i></p> <p><i>Retail sales</i></p> <p><i>Standalone parking<sup>9</sup></i></p> <p><i>Supportive living facility</i></p> <p><i>Temporary lodging</i></p> <p><i><u>Transitional Housing<sup>14</sup></u></i></p> <p><i>Transportation<sup>10</sup></i></p> <p><i>Vehicle or equipment rental<sup>11</sup></i></p> <p><i>Wholesale trade</i></p>		

*<sup>14</sup>Establishment of a Good Neighbor Agreement is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## 18.26.040 Regional Business East Subarea

Table B. Regional Business East Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<i>Adult entertainment business<sup>1</sup></i>	<i>College/university</i>	<i>Air transportation service</i>
<i>Ambulatory surgery center</i>	<i>Hospital</i>	<i>Automotive sales and service, nonmarine<sup>5</sup></i>
<i>Animal kennel/shelter<sup>2</sup></i>	<i>Laboratory<sup>8</sup></i>	<i>Business service, intensive</i>
<i>Arts, entertainment, indoor</i>	<i>Regional land use</i>	<i>Cannabis cooperative</i>
<i>Arts, entertainment, outdoor<sup>3</sup></i>	<i>Secure facility<sup>17</sup></i>	<i>Family child-care home</i>
<i>Auction house<sup>4</sup></i>	<i>Utility facility</i>	<i>Manufactured housing community</i>
<i>Automotive sales and service, marine</i>		<i>Manufacturing, heavy</i>
<i>Automotive sales and service, nonmarine<sup>5</sup></i>		<i>Resource land use</i>
<i>Business service, standard</i>		<i>Retail sales, bulk</i>
<i>Cannabis business</i>		<i>Single detached dwelling unit</i>
<i>Cemetery, columbarium or mausoleum<sup>6</sup></i>		<i>Vehicle refueling s</i>
<i>Community residential facility</i>		
<i>Construction and trade</i>		
<i>Day care</i>		
<i>Eating and drinking place<sup>7</sup></i>		
<i>Educational service</i>		
<i><u>Emergency Housing<sup>18</sup></u></i>		
<i><u>Emergency Shelter</u></i>		
<i>Fire or police facility</i>		

Table B. Regional Business East Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<p><i>Funeral home/crematory</i></p> <p><i>Health care and social assistance</i></p> <p><i>Laboratory<sup>8</sup></i></p> <p><i>Manufacturing, light</i></p> <p><i>Mobile food service<sup>9</sup></i></p> <p><i>Multiple-family dwelling<sup>10</sup></i></p> <p><i>Office</i></p> <p><i>Park</i></p> <p><i><u>Permanent Supportive Housing<sup>18</sup></u></i></p> <p><i>Personal service</i></p> <p><i>Recreational facility, indoor</i></p> <p><i>Recreational facility, outdoor<sup>3,11</sup></i></p> <p><i>Religious institution</i></p> <p><i>Retail sales<sup>12</sup></i></p> <p><i>Standalone parking<sup>13</sup></i></p> <p><i>Supportive living facility</i></p> <p><i>Temporary lodging</i></p> <p><i><u>Transitional Housing<sup>18</sup></u></i></p> <p><i>Transportation<sup>14</sup></i></p> <p><i>Vehicle or equipment rental</i></p> <p><i>Warehousing<sup>15</sup></i></p>		

Table B. Regional Business East Subarea Use Allowances

<b>PERMITTED</b>	<b>CONDITIONALLY PERMITTED</b>	<b>PROHIBITED</b>
<i>Wholesale trade</i>		

*<sup>18</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

**18.26.050 Regional Business West Subarea**

Table C. Regional Business West Subarea Use Allowances

<b>PERMITTED</b>	<b>CONDITIONALLY PERMITTED</b>	<b>PROHIBITED</b>
<i>Adult entertainment business<sup>1</sup></i>	<i>College/university</i>	<i>Air transportation service</i>
<i>Ambulatory surgery center</i>	<i>Laboratory<sup>4</sup></i>	<i>Animal kennel/shelter</i>
<i>Arts, entertainment, indoor</i>	<i>Manufacturing, light</i>	<i>Auction house</i>
<i>Arts, entertainment, outdoor</i>	<i>Regional land use</i>	<i>Automotive sales and service, nonmarine</i>
<i>Automotive sales and service, marine<sup>2</sup></i>		<i>Business service, intensive</i>
<i>Business service, standard</i>		<i>Cannabis cooperative</i>
<i>Cannabis business</i>		<i>Cemetery, columbarium or mausoleum</i>
<i>Community residential facility</i>		<i>Construction and trade</i>
<i>Day care</i>		<i>Family child-care home</i>
<i>Eating and drinking place<sup>3</sup></i>		<i>Funeral home/crematory</i>
<i>Educational service</i>		<i>Hospital</i>

Table C. Regional Business West Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
<p><u>Emergency Housing</u><sup>13</sup></p> <p><u>Emergency Shelter</u></p> <p>Fire or police facility</p> <p>Health care and social assistance</p> <p>Laboratory<sup>4</sup></p> <p>Mobile food service<sup>5</sup></p> <p>Multiple-family dwelling<sup>6</sup></p> <p>Office</p>		<p>Manufactured housing community</p> <p>Manufacturing, heavy</p> <p>Resource land use</p> <p>Retail sales, bulk</p> <p>Secure facility</p>
<p>Park</p> <p><u>Permanent Supportive Housing</u><sup>13</sup></p> <p>Personal service, Recreational facility, indoor</p> <p>Recreational facility, outdoor<sup>7</sup></p> <p>Religious institution</p> <p>Retail sales<sup>8</sup></p> <p>Standalone parking<sup>9</sup></p> <p>Supportive living facility</p> <p>Temporary lodging</p> <p><u>Transitional Housing</u><sup>13</sup></p> <p>Transportation<sup>10</sup></p> <p>Vehicle or equipment rental<sup>11</sup></p>		<p>Single detached dwelling unit</p> <p>Utility facility</p> <p>Warehousing</p> <p>Wholesale trade</p>

Table C. Regional Business West Subarea Use Allowances

PERMITTED	CONDITIONALLY PERMITTED	PROHIBITED
Vehicle refueling station <sup>12</sup>		

*<sup>13</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

### 18.29.040 Transit Oriented Development Overlay

Table A – TOD District Overlay Use Allowances

Permitted	Conditionally Permitted	Prohibited
Arts, entertainment, indoor <sup>1,3</sup>	Ambulatory surgery center <sup>2</sup>	Adult entertainment business
Business service, standard <sup>1,3</sup>	Animal kennel/ shelter <sup>2,5</sup>	Air transportation service
Day care	College/ university <sup>2</sup>	Arts, entertainment, outdoor
Eating and drinking place <sup>1</sup>	Fire or police facility <sup>2</sup>	Auction house
Educational service <sup>1</sup>	Laboratory <sup>2</sup>	Automotive sales and service, marine
<i>Emergency Housing<sup>7</sup></i>	Park	Automotive sales and service, nonmarine
<i>Emergency Shelter</i>	Regional land use	Business service, intensive
Health care and social assistance <sup>1,3</sup>	Religious institution <sup>2</sup>	Cemetery, columbarium or mausoleum
Manufacturing, light <sup>1,3,5</sup>	Supportive living facility <sup>2</sup>	Community residential facility

## 18.29.040 Transit Oriented Development Overlay

Table A – TOD District Overlay Use Allowances

Permitted	Conditionally Permitted	Prohibited
Mobile food service <sup>4</sup>		Construction and trade
Multiple-family dwelling <sup>6</sup>		Family child-care home
Office <sup>1</sup>		Funeral home/ crematory
Personal service <sup>1,3</sup>		Hospital
Recreational facility, indoor <sup>1,3</sup>		Manufactured housing community
Retail sales <sup>1,3,5</sup>		Manufacturing, heavy
Temporary lodging <sup>1,3</sup>		Cannabis business
		Recreational facility, outdoor
		Resource land use
		Retail sales, bulk
		Secure facility
		Single detached dwelling unit
		Standalone parking
		Transportation
		Utility facility
		Vehicle or equipment rental
		Vehicle refueling station
		Warehousing
		Wholesale trade

***<sup>7</sup>Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive***

*Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department.*

## Development Code Process Updates

### 18.77.060 Expedited permit processing.

A. Certain projects containing *extremely low-income* or *very low-income affordable housing units* in the R-12, R-18, R-24, NB, CB, DR, DC, UC, UR, WC, RB, and PSP zones that require a Type 2 land use decision as described in KMC [19.25.020](#) or **STEP Housing (per the City's definition in KMC 18.20) comprised of less than one-hundred dwelling units in any zone where they are a permitted use** 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 *extremely low-income* or *very low-income affordable housing units* or **STEP Housing (per the City's definition in KMC 18.20) comprised of less than one-hundred dwelling units in any zone where they are a permitted use** 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. [Ord. 23-0574 § 2 (Exh. A); Ord. 21-0521 § 2 (Exh. A).]

### 19.25.020 Classifications of land use decision processes.

A. Land use decisions are classified into five types, based on the amount of discretion associated with each decision. Procedures for the five different types are distinguished according to who makes the decision, whether public notice is required, whether a public hearing is required before a decision is made and whether administrative appeals are provided. The types of land use decisions are listed in Exhibit A of this section.

1. Type 1 decisions are made by the *city manager*. Type 1 decisions are nonappealable administrative decisions that require the exercise of little or no administrative discretion. Public notice is not required for Type 1 decisions.
2. Type 2 decisions are made by the *city manager*. Type 2 decisions are discretionary decisions that are subject to administrative appeal.

3. Type 3 decisions are quasi-judicial decisions made by the *hearing examiner* following an open record hearing. Type 3 decisions may be appealed directly to King County superior court, pursuant to Chapter [36.70C](#) RCW, the Land Use Petition Act, based on the record established by the *hearing examiner*.

4. Type 4 decisions are quasi-judicial decisions made by the city council based on the record established by the *hearing examiner*.

5. Type 5 decisions are legislative decisions made by the city council.

B. Except as provided in KMC [16.75.060](#) and [19.35.160](#) or unless otherwise agreed to by the *applicant*, all Type 2, 3 and 4 decisions included in consolidated permit applications that would require more than one type of land use decision process may be processed and decided together, including any administrative appeals, using the highest-numbered land use decision type applicable to the project application. KMC [16.75.060](#) sets out the combined hearing authority for shoreline exemptions, shoreline substantial development permits, shoreline variances, and shoreline conditional use permits.

C. Certain development proposals are subject to additional procedural requirements beyond the standard procedures established in this chapter.

D. Land use permits that are categorically exempt from review under SEPA do not require a threshold determination (determination of nonsignificance (DNS) or determination of significance (DS)). For all other projects, the SEPA review procedures in Chapter [19.35](#) KMC are supplemental to the procedures in this chapter.

## Exhibit A

### LAND USE DECISION TYPES

TYPE 1 <sup>2</sup>	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 <a href="#">15</a> ; accessory dwelling unit; home occupation; boundary line adjustment; right-of-way; street standards variance; adjustment under Chapter <a href="#">13.35</a> KMC; shoreline exemption; temporary use; binding site plan; preliminary subdivision or short subdivision revision if not a substantial change; short plat alteration if not a substantial change;
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		affordable housing project <b>and STEP Housing</b> <sup>1,2</sup> as described in KMC <a href="#">18.77.060(A)</a> .
TYPE 2	Decision by <i>city manager</i> ; appealable to <i>hearing examiner</i> ; no further administrative appeal <sup>1,5</sup>	Home industry; short subdivision; unit lot 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 <a href="#">18.60</a> KMC; approval of residential density incentives under KMC <a href="#">18.80.060(A)(2)</a> or transfer of development credits under KMC <a href="#">18.80.090(A)</a> ; reuse of public schools; reasonable use exceptions under KMC <a href="#">18.55.180</a> ; public agency and utility exceptions under KMC <a href="#">18.55.160</a> ; other critical areas exceptions, variances and decisions to require studies or to approve, condition or deny a development proposal based on Chapter <a href="#">18.55</a> KMC; variances to <i>exceptional tree</i> regulations as set forth in KMC <a href="#">18.57.063</a> .
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 <a href="#">36.70C</a> 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 <a href="#">18.60</a> KMC.
TYPE 4	Recommendation by <i>city manager</i> ; hearing and recommendation by <i>hearing examiner</i> ; decision by city council on the record	<i>Zone reclassification</i> not related to a <i>site-specific comprehensive plan land use map amendment</i> <sup>3</sup> ; shoreline environment redesignation; plat vacation; short plat vacation; site plan review for uses not allowed by zone pursuant to Chapter <a href="#">18.105</a> 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 <sup>4</sup> ; decision by city council on the record. Appealable to Growth Management Hearings Board pursuant to Chapter <a href="#">36.70A</a> RCW	<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 obtain a <i>comprehensive plan</i> amendment or related zoning map or text amendment pursuant to Chapter <a href="#">18.120</a> KMC.

1. Any project which qualifies as STEP Housing under the City’s definition in KMC 18.20 is required to meet any noticing requirements that are required for permitted residential uses within that zone. A Good Neighbor Agreement between the developer and City of Kenmore is recommended. A sample Good Neighbor Agreement is available through the Planning Department.
2. It is recommended that any project which qualifies as STEP Housing under the City’s definition in KMC 18.20 and contains over 100 Units hold one community meeting within fourteen (14) days of the City’s acceptance of a completed permit application in coordination with City staff. Community meetings should be noticed in writing by to all property owners within 1,000 feet of the project (measured from each property line) and be open to the public.



## Good Neighbor Agreement

*Instructions: This Good Neighbor Agreement is between the City of Kenmore, the owner/operator of a Transitional, Permanent Supportive, or Emergency Housing or Emergency Shelter, and other related parties deemed appropriate by the City of Kenmore. This document establishes an operating agreement between the identified parties which defines roles and responsibilities for those identified, procedures for addressing concerns, and identifies primary points of contact. A completed Good Neighbor Agreement is recommended to be delivered to surrounding property owners within 1,000' of the new STEP housing development following approval of a permit for the project and prior to issuance of Certificate of Occupancy. Properties partially within the defined boundary radius should receive notice. While not included by name within the agreement, surrounding property owners are expected to engage directly with the primary point of contact for the STEP Housing Operator if concerns arise. The [highlighted areas] of this agreement are intended to be completed by the STEP Housing Operator.*

### **Emergency Shelter, Transitional, Emergency, and Permanent Supportive Housing (STEP)**

#### **Development Information**

STEP Development Name: [INSERT INFORMATION HERE]

STEP Development Address: [INSERT INFORMATION HERE]

STEP Development Primary Point of Contact (Name/Email/Phone Number): [INSERT INFORMATION HERE]

If the primary point of contact changes, a revised Good Neighbor Agreement with new contact information should be distributed to all neighboring properties within 1,000' within one week of the change in primary contact.

City of Kenmore Designated Official/Point of Contact (Name/Email/Phone Number): [INSERT INFORMATION HERE]

## I. Parties to the Agreement

The following parties agree to enforce the terms and guidelines defined within this agreement.

- [STEP Housing Operator]
- City of Kenmore
- Other entities (if necessary): [LIST APPLICABLE ENTITY or N/A]



## II. Geographic Boundaries of Agreement

This Good Neighbor Agreement is applicable to any properties within the defined area in this section.

- *[Written address and intersection]*
- *[Insert Map]*

## III. Roles and Responsibilities

The following roles and responsibilities are to be carried out by the respective parties in pursuit of a welcoming, safe, and functional community environment for all parties.

***[STEP housing developer/manager]*** will:

- Include this agreement as part of their operating and business plan.
- Maintain an ongoing positive working relationship with neighbors and residents in *[neighborhood/area]*.
- Keep the immediate sidewalks and property grounds free of litter and other debris.
- Provide on-site services only to those residing at *[STEP housing development]*, unless otherwise negotiated in this agreement.
- Provide adequate on-site security to manage access and visitation as well as protect resident and community safety.
- Provide point of contact(s) available to be reached 24/7 in case of reasonable concern or emergency.
- Prevent the buildup or disposal of unbinned trash on development premises and abutting sidewalks and public rights of way.
- Develop and enforce rules that encourage respect inside *[STEP housing development]* and in the surrounding neighborhood.
- Quickly address rule violations whether brought forth by outside parties or residents of *[STEP housing development]*.
- Work with the City of Kenmore to conduct community engagement as needed to inform residents of the on-going operations and any changes.

**The City of Kenmore will:**

- Contact appropriate personnel as defined under Section IV of this agreement with concerns regarding operation of the *[STEP housing development]* or residents deemed in violation of this agreement.
- Respect the rights of residents of *[STEP housing development]* to access services and live in the area without undue interruption or disturbance.



- Not attempt to handle disagreements or violations of the policies in this agreement without contacting the appropriate personnel or law enforcement as established in Section IV.
- Be provided with contact information from all signatories of this agreement and associated points of contact.
- Enforce all applicable City laws and regulations in a timely manner.

**[Both Parties]**

- Resolve concerns as quickly and diplomatically as possible using the outlined procedures in Section IV.
- Attend a 90-day check-in after the opening of the development, with **[City staff contact and STEP housing contact]** to review adherence to the agreement and check-in on enforcement and communication effectiveness. In addition to the 90-day check-in, both parties shall attend an annual compliance review meeting to discuss the past year of operations and any reports or incidents related to the STEP housing development.
- Educate those with questions on the **[STEP housing development]** and its operation on the terms of this agreement and purpose of STEP housing.

## IV. Procedure to Address Concerns

Should any concerns or violations occur, the following steps shall be taken:

1. Prior to registering any official complaints, all associated parties will contact the **[STEP housing primary contact/on duty staff]** directly to resolve any non-emergency issues. Violations of City or State law or emergency issues shall be reported immediately to the City of Kenmore Police Department.
2. If determined necessary, the primary point of contact for **[STEP housing development]** shall contact the designated City of Kenmore Police contact for non-emergency concerns.
3. If the issue is not resolved during the previous step, the concern will be escalated to **[STEP housing operator]** management or with the designated City of Kenmore official as established within this agreement.
4. If **[STEP housing operator]** staff or another party suspects criminal or public nuisance acts are occurring or about to occur on the premises, local law enforcement shall be contacted immediately.



## V. Failure to Operate within the Requirements of this Agreement

Failure by [STEP Housing operator] to adhere to the requirements within this agreement, as determined by the City of Kenmore, may result in the suspension or revocation of the operator's business license. The operator shall have the right to appeal any suspension or revocation decision to the City Manager (or their designee) within ten (10) business days of the decision. The City Manager's decision shall be final.

Operating the facility without a valid License to Operate shall constitute a violation of this Agreement and City code, subject to enforcement under applicable municipal ordinances, including fines and legal remedies.

## VI. Safety and Security Plan

As part of this agreement, [STEP Housing Operator] shall develop a Safety and Security Plan detailing the security measures in place to keep STEP housing residents and surrounding properties safe during operation. The plan should be developed in coordination with the City of Kenmore Police Department and must, at a minimum, address the following:

- Intake Process/Procedures
- Site Management
- Lockdown/Lockout Procedures
- Code of Conduct/Operator Agreement
- Denial of Service/Removal from Property
- Coordination and Communication with Kenmore and other Local Public Safety Staff
- Sex Offenders Compliance and Criminal Records
- Fire Prevention and Evacuation in coordination with the Northshore/Shoreline Fire Department
- Map of ADA pedestrian paths of travel and evacuation routes

## VII. Communication and Contacts

- The [STEP development operator] will provide all parties to this agreement with the names, telephone numbers, and email addresses of the owners, managers, and operators of the business so that contact may be made by the corresponding entities if necessary.

### Points of Contact

- [STEP Housing Development or Operator]
  - [Person A] - Primary



**City of Kenmore**

*DRAFT* Good Neighbor Agreement

- *[Person B] – Emergency/Management*
- City of Kenmore
  - *[Person C] – Dedicated Neighborhood Relations*
  - *[Person D] – Law Enforcement Contact*
- *[Other entity, if necessary]*

**Signatories:**

_____	_____
STEP Owner/Operator Signature	Date
_____	_____
City of Kenmore Staff	Date
_____	_____
<i>[Other entity, if necessary]</i>	Date

**[STEP Housing Development Name]**

*Instructions: This document is intended to be a template for the development of a Good Neighbor Policy between an owner/operator of a Transitional, Permanent Supportive, or Emergency Housing or Emergency Shelters. It may be modified to fit the specific characteristics of the proposed development. These instructions should be removed from the final agreement. [Highlighted] areas should be completed by the STEP Housing operator.*

## **Operator Good Neighbor Policy**

To be a good member of our new neighborhood, all **[STEP Housing Development Name]** guests agree to abide by a few simple rules as follows:

1. I will help maintain a safe and healthy environment for myself and my fellow residents.
2. I will not yell or fight on program property, sidewalks, or in the neighborhood.
3. I will not hassle neighbors, businesses, store vendors, or other people in the area.
4. I will not panhandle or openly ask for money in the neighborhood.
5. I will not purchase or sell drugs or drug paraphernalia in the neighborhood.
6. I will not bring in unauthorized guests through any entry that is not the main entrance and will notify staff if required.
7. I will not litter or loiter in the neighborhood.
8. I will not take up space on a sidewalk or other public property in the neighborhood in a way that prevents other people from walking or using that space.
9. If I have a pet, I will pick up after any animal waste and make sure that my animal is not creating a disturbance in the neighborhood.
10. I will follow applicable parking laws should I need to park a personal vehicle.

### **Geographic Area**

The **[STEP Housing Development Name]** neighborhood is defined by these parameters as shown in the exhibit below:

- To the North: **[Insert required information]**
- To the South: **[Insert required information]**
- To the East: **[Insert required information]**
- To the West: **[Insert required information]**

**[insert map]**

**[STEP Housing Development Name or Logo]**  
DRAFT Operator Good Neighbor Policy Template

I understand that this agreement is a component of my agreement as a guest in this program. Failure to cooperate with these rules may result in discharge from **[STEP Housing Development Name]**.

---

Client Signature	Date
------------------	------

---

Manager Signature	Date
-------------------	------

**CITY OF KENMORE**

# **STEP Housing Regulations**

## **City Council Discussion**

**March 16, 2026**



# Meeting Agenda

- Introduction to New and Pending Legislation
- Response to November 2025 City Council Comments
- Next Steps



# Introduction to New and Pending Legislation

---

# ESHB 2266 (2025-26)

- City must allow transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed and indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed.
- City may not require [STEP Housing] to be located in a zone within an area zoned for industrial use.
- Cities may not require development or operating standards, conditions or requirements for STEP Housing that are more restrictive than those required for other types of residential development within the same zone
- Apply the same development permit processes for STEP as other residential uses
- Only administrative design review allowed for STEP

# Response to November 2025 City Council Comments



# STEP Housing Requirements Compared to Similar Residential Uses Within the Same Zone

- As discussed, ESHB 2266 (proposed) may limit the ability of the City to place additional requirements
- In general, STEP Housing should be regulated in the same way as all other residential uses within the same zone
- Commerce views Good Neighbor Agreements as potentially restrictive and better created and implemented by operators or those implementing the project.



# Further Case Studies From Other Jurisdictions

- Shoreline has requirements for "Enhanced Shelters" within their Mixed Business (MB) zone specifically.
  - [SMC 20.40.355\(H\)\(5\)](#) has a requirement for "*adherence to a **good neighbor plan** that addresses how the shelter operator will address litter, noise, security procedures, and other issues that may be of concern to the surrounding community.*" as part of a "memorandum of agreement" between the operator, funding organization, and the City.
  - Permanent Supportive and Transitional Housing do not state requirements for a good neighbor plan.
- Bellevue requires that a Good Neighbor Agreement Advisory Committee (GNAAC) be formed.
- City of Seattle and City of Burien have projects which have utilized GNAs, but they do not appear to be requirements of the zoning code.

# STEP Housing on Church Properties

- [HB 1377](#) (2019) is an act relating to affordable housing development on religious organization property.
- KMC 18.80 follows a similar intent to RCW 35A.63.300, however it is only applicable to residential properties and requires an exchange for public benefits.
- Potential changes for consistency with KMC RCW 35A.63.300:
  - Amend KMC 18.80.020 by adding "(C) On all real property, regardless of zoning designation, owned or controlled by a religious organization when the proposed development is used exclusively for affordable housing in which 100 percent of residential dwelling units are set aside for or are occupied by low-income households."
  - Amend KMC 18.80.040 to have an exception for religious properties since RCW requires to provide this density bonus if strict criteria are met, not in exchange for public benefits.

# Good Neighbor Agreement with Operator

- Good Neighbor Agreements (GNA) are typically with the operator as they are responsible for future implementation.
- The recommendation is to remove the requirement language from the code and recommend that operators implement a GNA.
- Ties back to ESHB 2266 (proposed).



# Lower Parking Requirements

- [ESSB 5184](#) (2025) is an act relating to minimum parking requirements.
- ESSB 5184 is only applicable to jurisdictions with a population of 30,000 or more. This is not yet applicable to Kenmore and may not be for some time based on current population projections and growth rates.
- ESSB 5184 states that “A City may not require any minimum parking requirements for a number of use types, including Affordable Housing.”
- City could put specific language in place requiring a parking study be performed and reviewed at an administrative level.
  - The City currently utilizes a similar approach in KMC 18.40.035, although that is to allow applicants to exceed the maximum parking requirements in specified zones.

# Provide On-Site Services

- ESHB 2266 (proposed) may limit the City's ability to require on-site services.
- This is difficult for smaller STEP Housing providers as they may only have a few residents at a time and may be in facilities more similar to single-family houses with limited space for offices or other required areas to provide these services.
- The STEP Housing Committee discussed the need for neighborhood commercial in order to create the opportunity for commercial uses which could provide these types of services in close proximity, but not directly within a STEP Housing project.

# Senior Care Living Homes

- Senior care living facilities in Washington State are primarily regulated and licensed by the [Washington State Department of Social and Health Services \(DSHS\)](#).
- While not "licensed" at the State level in the traditional sense, operators must often adhere to local health and safety standards.



# Additional Comments

- Certified mail requirement
  - This is not typical practice and is proposed to be removed.
- Requiring funding continuity
  - Per ESHB 2266 (proposed), this is above and beyond what is required for developers of other housing types and may not be permitted.
- Focusing density on arterials and other general policy questions
  - These are conversations for the Comprehensive Plan Update or a broader zoning update

# Next Steps

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# Next Steps

- Public Hearing and Ordinance adoption of zoning code amendments (dates to be determined)



# Thank you!





# City of Kenmore, Washington

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## Memorandum

Date: March 16, 2026

To: City Councilmembers

From: Debbie Bent, Assistant City Manager/Community Development Director

Regarding: Response to Councilmember Comments/Questions on STEP Housing

---

The purpose of this memo is to share councilmember comments and questions, so all councilmembers have the same information.

Councilmember Culver e-mailed staff questions about STEP Committee October 2025 comments and the ability to add additional requirements to STEP Regulations. Staff provided a response to these questions (See Attachment a).

Attachments:

- a. Councilmember questions and staff response

City of Kenmore, Washington

Date

Page 2

**From:** [Jon Culver](#)  
**To:** [Debbie Bent](#)  
**Cc:** [Teri Killgore](#)  
**Subject:** Re: STEP: Committee Email Thread for Recommendations  
**Date:** Friday, March 13, 2026 9:34:06 AM

---

Ok ten four, thank you Debbie.

Only other flag at this point, I'd like to float to my colleagues revising the list in 18.77.060 (A). I think we could stand to open up the process for making it easier to get extremely & very low income housing developments built in Kenmore. I don't have any specific questions at this time, but I plan on broaching it with Council on Monday, potentially removing items 1 and 2; Short subdivision and zoning variances.

That might be all for now. Thank you! Best,

Jon

*Sent via mobile device*

### **Jon Culver (he/him)**

Councilmember | City of Kenmore  
18120 68th Ave NE | Kenmore, WA 98028  
Tel: (425) 398-8900 | Direct: 425-931-5116  
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---

**From:** Debbie Bent <Dbent@kenmorewa.gov>  
**Sent:** Thursday, March 12, 2026 3:47:34 PM  
**To:** Jon Culver <jculver@kenmorewa.gov>  
**Cc:** Teri Killgore <tkillgore@kenmorewa.gov>  
**Subject:** RE: STEP: Committee Email Thread for Recommendations

Hi Councilmember Culver – ESHB 2266 passed the legislature and is awaiting the governor's signature. The bill is clear that a city may not require through development regulations, ordinances, or legal agreements any development or operating standards, conditions, or requirements for STEP housing that are more restrictive than those required for other types of residential development within the same zone. The "draft"

code in the agenda packet includes language “Establishment of a Good Neighbor Agreement between the developer of the property and the City of Kenmore is recommended for all Transitional Housing, Permanent Supportive Housing, and Emergency Housing developments. A sample Good Neighbor Agreement is available through the Planning Department”.

Dawn has not yet reviewed the “draft” code language as this may change following Council direction 3/16. However, I will ask her to review the language in light of the recent legislation. We always ask Dawn to review code amendments for the public hearing version. Thanks – Debbie

**Deborah A Bent, AICP**

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---

**From:** Jon Culver <jculver@kenmorewa.gov>  
**Sent:** Thursday, March 12, 2026 11:04 AM  
**To:** Debbie Bent <Dbent@kenmorewa.gov>  
**Cc:** Teri Killgore <tkillgore@kenmorewa.gov>  
**Subject:** Re: STEP: Committee Email Thread for Recommendations

Perfect, thank you!

At least one more yes, possibly others to follow — do we have any updated legal guidance on our ability add additional requirements for STEP housing ? Or is this Council's decision to weigh for the moment, with the somewhat implicit "this might not be legal" caveat ? ( I see it on the Memo, I'm wondering if e.g. Dawn has weighed in more definitively; or perhaps she's waiting on some direction from us, first ? )

Thank you,

Jon

**Jon Culver (he/him)**

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---

**From:** Debbie Bent <[Dbent@kenmorewa.gov](mailto:Dbent@kenmorewa.gov)>  
**Sent:** Wednesday, March 11, 2026 11:58 PM  
**To:** Jon Culver <[jculver@kenmorewa.gov](mailto:jculver@kenmorewa.gov)>  
**Cc:** Teri Killgore <[tkillgore@kenmorewa.gov](mailto:tkillgore@kenmorewa.gov)>  
**Subject:** RE: STEP: Committee Email Thread for Recommendations

Hi Councilmember Culver – Here’s the link to the City’s website on STEP Housing. [STEP Housing | City of Kenmore Washington](#). The STEP Committee met 10/8/25. The Council meeting to present the Committee’s recommendation was scheduled for 11/17/25. On 10/24/25 the consultant sent out revised “draft” materials to the Committee that had incorporated comments where there was consensus from the Committee at the 10/8/25 meeting and asked if something had been missed around consensus items. Attached comments received from three Committee members and consultant response, there was no substantive changes to the areas of consensus.

Let me know if you have further questions. Thanks – Debbie

**From:** Jon Culver [jculver@kenmorewa.gov](mailto:jculver@kenmorewa.gov)  
**Sent:** Wednesday, March 11, 2026 5:23 PM  
**To:** Debbie Bent [Dbent@kenmorewa.gov](mailto:Dbent@kenmorewa.gov)  
**Cc:** Teri Killgore [tkillgore@kenmorewa.gov](mailto:tkillgore@kenmorewa.gov)  
**Subject:** STEP: Committee Email Thread for Recommendations

Debbie,

I've long been curious about this but am only just forming the question — the STEP Committee's final meeting did not appear to land on any consensus; I think the implication was that discussion and feedback would happen via email afterward, presumably as drafted by the consultants. Could you forward me those comments ? This would have been circa October 2025, before they came and presented to Council.

Thank you! Best,

Jon

**Jon Culver (he/him)**  
Councilmember | City of Kenmore  
18120 68th Ave NE | Kenmore, WA 98028

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**From:** Chen, Nick [Nick.Chen@kimley-horn.com](mailto:Nick.Chen@kimley-horn.com)  
**Sent:** Friday, October 24, 2025 2:42 PM  
**To:** STEP Committee [step@kenmorewa.gov](mailto:step@kenmorewa.gov)  
**Cc:** Debbie Bent [Dbent@kenmorewa.gov](mailto:Dbent@kenmorewa.gov); Brittany Chue [bchue@kenmorewa.gov](mailto:bchue@kenmorewa.gov); Shannon Tipple-Leen [stippleleen@kenmorewa.gov](mailto:stippleleen@kenmorewa.gov); Matterazzo, Sam [Sam.Matterazzo@kimley-horn.com](mailto:Sam.Matterazzo@kimley-horn.com)  
**Subject:** STEP Housing Committee Council Materials

This email originated from outside your organization. Be cautious of phishing attempts. Please do not click on links or open attachments unless you are confident of the source of this email and know the contents are safe.

Good afternoon STEP Housing Committee members. I hope you all had a good week.

Attached are the revised materials for the November 17<sup>th</sup> City Council presentation. If you have any comments or questions, please provide those no later than **noon on Thursday, October 30<sup>th</sup>**. In preparing these meetings, we have worked to incorporate the comments provided by committee members where there seemed to be consensus. If you believe something was missed where the group had consensus it should be included, please let us know. This is drafted as a recommendation from the Committee as a whole, not any one individual.

In regards to some of the action items from our last meeting, we wanted to provide responses to how they were considered and what changes, if any, were made. We had a long (and fruitful!) discussion, so let us know if we missed something.

- Potential support for a type 2 as the default with a need for public noticing being the primary concern.
  - Recommendation is a Type 2 with the Type 1 exception still permitted, provided STEP housing projects are required to hold one community meeting if the project is over 100 units and all properties provide one completed NGR to surrounding properties directly adjacent.
- Check to see if a business license is required for supportive services
  - Yes, provided it meets the definition of “Engaging in business”. If on site

services are provided, they will required a business license in compliance with section 5.105. The recommendations assume that a business license would be required for STEP housing projects with in-house supportive services.

- Check to see if the in-lieu fee still applies to STEP developments
  - No, affordable units are being provided so no in-lieu fee would apply.
- Draft language about putting community input in the process
  - Language added within the code about a Community Meeting requirement for STEP housing projects over 100 units so as not to overburden smaller developments. Specific information for what constitutes a community meeting and noticing was added.
  - City does not define community meetings and a definition is not proposed at this time.
- Add more detail about security plans in the Good Neighbor Agreement
  - Language regarding the requirements for a safety and security plan were added. If desired by Council, the City will need to develop more guidance around the specific requirements.
- Input tracking and enforcement language and mechanisms into Good Neighbor Agreement
  - Language added in GNA: *Failure by the STEP Housing operator to adhere to the requirements within this agreement, as determined by the City of Kenmore, may result in the suspension or revocation of the operator's business license.*
- Amend parking requirements
  - Recommendation to follow existing process for parking reduction, which allows up to 50% reduction in required parking. Expanded further in Council recommendation
- Add good neighbor agreement portion about no junk cars and trash
  - Language added in GNA: *Prevent the buildup or disposal of unbinned trash on development premises and abutting sidewalks and public rights of way.*

We appreciate all of your hard work and look forward to seeing you next month. Thank you!

NC

Nick Chen, AICP

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Direct: 425.689.5064 | Mobile: 714.588.0033

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Subject/Topic:	Proposed Council Action/Motion:
<p>CAP &amp; Rapid Progress+ Update</p> <p><b>Department:</b> Environmental Services</p> <p><b>Prepared by:</b> Richard Sawyer                      Environmental Services Director                      Nina Rasmussen                      Climate Action Plan Program Manager                      Andrew Silvia                      SWM Capital Projects Manager</p> <p><b>Attachments:</b>                      CAP 2025 Annual Staff Report                      Rapid Progress+ Report</p>	<p><input checked="" type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Authorize</p> <p><input type="checkbox"/> Other:</p>

Approvals:

Department	City	Finance	City
Head <u>RS 3/6/2026</u>	Attorney <u>NA</u>	Director <u>NA</u>	Manager <u>TK 3/6/2026</u>
			Optional <u>NA</u>

**Summary/Background:**

The city adopted its Climate Action Plan in May 2022. The attached CAP staff report provides an update of climate action implementation accomplished in 2025, including education & outreach efforts, community events, programs, and projects. The report also provides a summary of anticipated work in 2026.

The city updated its Surface Water Management (SWM) Capital Improvement Program (CIP) in 2023, titled "Rapid Progress+", resulting in increased SWM fees beginning 2024. The attached SWM Rapid Progress+ staff report provides an update on SWM CIP projects to date and summarizes anticipated work through 2027.

**Previous Council Action(s):**

N/A

**Fiscal Consideration:**

N/A

**Diversity, Equity, Inclusion, and Accessibility (DEIA) Consideration:**

N/A

**City Council Priorities or Budget Objective Being Addressed:**

Continue to implement the adopted Climate Action Plan and promote environmental stewardship, including water, air, forest, and habitat restoration and preservation.



# Climate Action Plan 2025 Annual Report

Prepared by Nina Rasmussen, Climate Action Plan Program Manager

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## EXECUTIVE SUMMARY

The City continues to implement the Climate Action Plan and take guidance from the Climate Action Element of the Comprehensive Plan through various programs, events, and initiatives. This update summarizes the efforts undertaken in 2025 and outlines proposed plans for 2026.

### 2025 Recap Highlights

- Hired a Climate & Sustainability Intern
- Completed an Urban Forestry Management Plan (UFMP)
- Completed an Electric Vehicle Infrastructure Plan (EVIP)
- Implemented second year of Solarize Kenmore
- Hosted a Green Jobs & Networking Fair
- Hosted educational seminars on waste, energy efficiency, solar, surface water
- Secured grant funds for City Hall Solar
- Installed fleet EV chargers in City Hall garage
- Co-hosted Fall Tree Planting Event
- Continued facilitation of Climate Action Advisory Committee (CAAC)
- Amplified education & outreach efforts
- Established surface water behavior change campaign

### 2026 Proposed Next Steps

- Implementation of a Heat Pump Direct Rebate Program
- Completion of solar expansion at City Hall
- Installation of utility pole EV chargers for public use
- 2025 greenhouse gas inventory update
- Begin update of 2022 Climate Action Plan
- Installation of EV chargers in the right-of-way and parks for public use
- Prioritized tree planting on public land
- Development of Street Tree Guidance document
- Expanded partnerships and collaborations

Implementation of these past, present, and future actions is critical to achieve the City's greenhouse gas emissions reduction targets (50% by 2030, 75% by 2040, and 95% + net zero by 2050). These actions are also crucial to bolster the community's resilience to climate impacts occurring now and those that will affect the community in years to come. The City's climate work spans many sectors, but a large focus is placed on reducing emissions in Buildings & Energy and Transportation & Land Use, as these two sectors make up 89% of Kenmore's emissions community-wide. A focus is also placed on

forestry initiatives, as the sequestration of carbon through the natural environment can help supplement our other emissions efforts and help provide resilience for the community. Several projects hit multiple priorities in that they also provide community resilience through education or avenues to achieve higher energy efficiency. In addition to the listed projects, community resilience is supported through partnerships with organizations like Northshore Emergency Management Coalition (NEMCo) and Puget Sound Clean Air Agency (PSCAA).

## INTRODUCTION

The City of Kenmore's Climate Action Element and Climate Action Plan (CAP) guide the continued efforts to implement effective greenhouse gas reduction strategies and community resilience plans. These strategic plans help break down the City's emissions reduction targets (50% by 2030, 75% by 2040, and 95% + net zero by 2050) into related sectors (CAP) and overarching goals (Element).

CAP sectors:

- Buildings & Energy
- Transportation & Land Use
- Consumption & Materials Management
- Natural Systems & Water Resources
- Community Resilience & Wellbeing
- Municipal Operations

Climate Action Element goals:

- Increase the City's capacity to implement climate action priorities to meet 2050 regional goals.
- Prioritize resilient and equitable city land use planning to eliminate GHG emissions from building and infrastructure development.
- Eliminate GHG emissions from the transportation sector to mitigate the impact of climate change.
- Eliminate GHG emissions from buildings through energy efficiency and electrification.
- Protect and restore the natural environment to increase carbon sequestration.
- Reduce current and eliminate future negative environmental impacts and eliminate GHG emissions associated with the consumption of goods, materials, and waste practices.
- Factor climate risks into the planning of city operations and improve infrastructure resiliency for climate change impacts.
- Reduce current and eliminate future climate change impacts on the community.
- Promote preparedness, response, and recovery activities to ensure that all Kenmore community members are prepared for climate emergencies.
- Increase outreach efforts to improve community resiliency and ensure that residents can effectively adapt to current and future climate impacts.
- Protect and preserve valued community resources at risk to climate change impacts.
- Protect, conserve, and enhance water resources in Kenmore and create more climate resilient water systems.

- Ensure that forests, wetlands, shorelines, and other ecosystems are resilient to the impacts of extreme weather, invasive species, pests, diseases, and other impacts worsened by climate change.
- Balance the need for development and growth with natural resource functions.
- Support a resilient and green local economy.

This report provides a synopsis of the work staff have completed in 2025 that builds on previous successes to make progress toward the emissions targets and the Climate Action Element goals.

### Kenmore’s Greenhouse Gas Emissions & Mitigation

A greenhouse gas (GHG) inventory was first completed to accompany the creation of the CAP. An inventory serves to account for where emissions are generated within the community. This helps to inform staff where changes can be made and how to prioritize actions. Staff completed a 2023 GHG inventory update at the end of 2024, providing the most recent snapshot of progress from the 2019 baseline. Through Cascadia Consulting, King County also recently contracted for a 2023 inventory that looked at county and city-specific numbers. Cascadia’s reported emissions for Kenmore aligned very closely with the staff-led 2023 report.

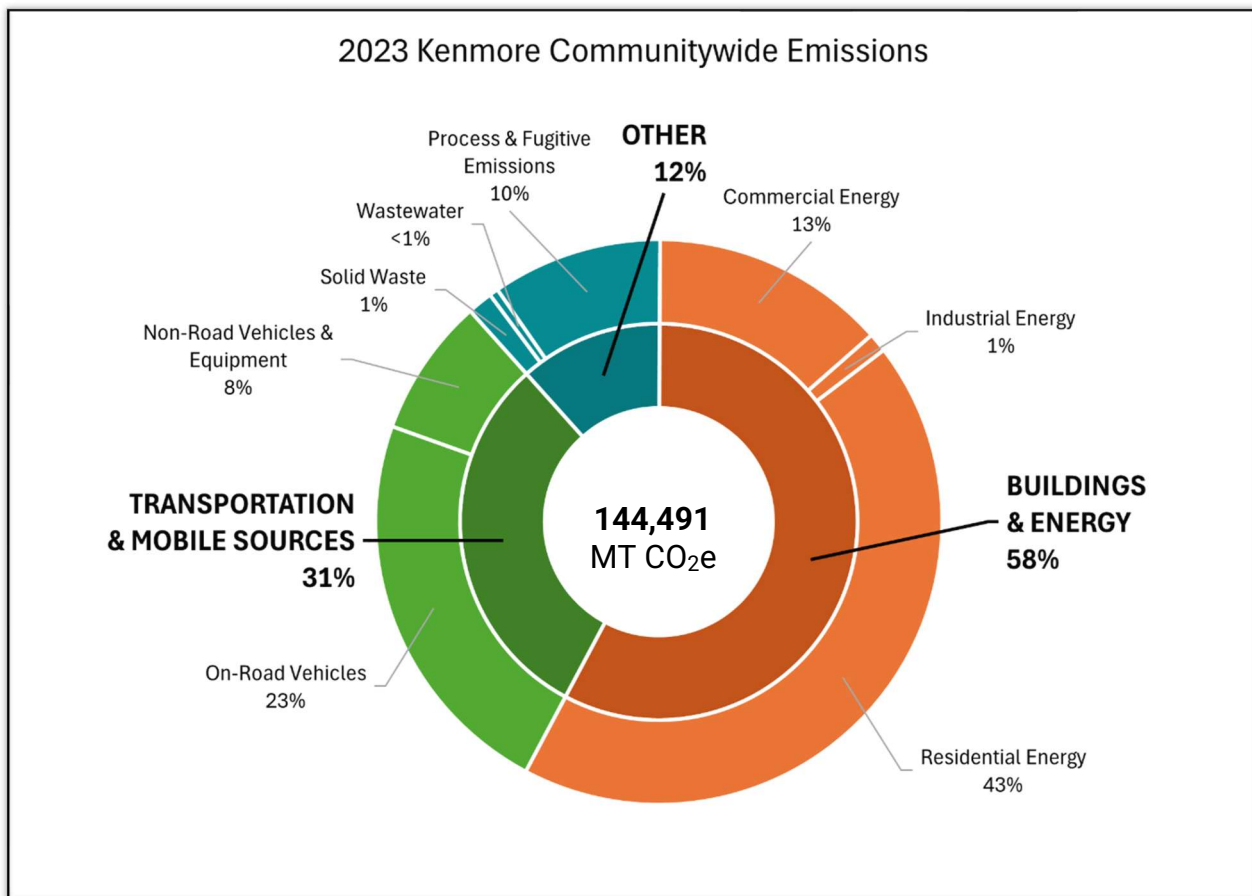
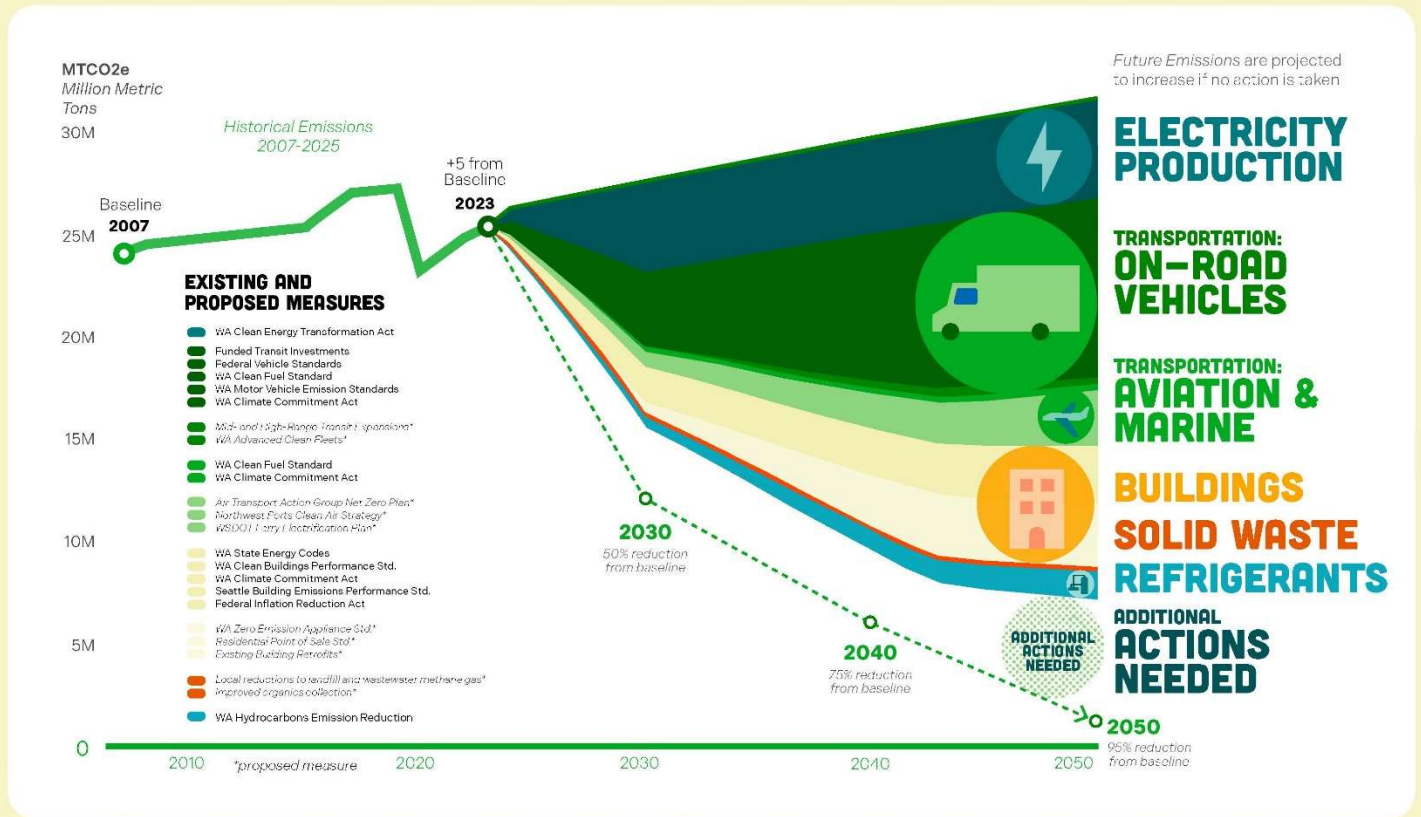


Figure 1: 2023 Kenmore Communitywide Emissions

The proportion of emissions by sector remained relatively the same between 2019 and 2023. There was a decrease in overall emissions of approximately 25,000 metric tons, or 15%. This reduction puts Kenmore on the right path to meeting our emissions goals, but continued, robust work is needed to ensure they are reached.

The City of Kenmore is also part of a regional effort to reduce emissions. King County and many of the cities within its boundaries share the same or similar emissions reduction goals. King County recently released their 2025 Strategic Climate Action Plan (SCAP) that showcases the pathways to reach countywide targets. While much work is being done at the state and county level, there is still a need for additional actions.

Figure 6. GHG Reduction Wedge – Pathways to Achieve Countywide Emissions Targets



King County 2025 Strategic Climate Action Plan

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Figure 2: King County GHG Reduction Wedge

These additional actions are where local government efforts become important. Further, it has become increasingly more crucial for local governments to lead in this sphere, due

to waning federal support and rolled back policies, and uncertain budgets for climate funding from the state.

### Community Resiliency

Reducing emissions is only one half of climate work. It is also important to ensure the community is knowledgeable about climate impacts and has access to resources to be better prepared for those impacts. It is crucial for the City to ensure the resiliency of infrastructure and to put in place measures that mitigate adverse climate impacts. This includes flood prevention, habitat preservation and restoration, resilience hub activation, emergency response for the community, and more. This work is often achieved through community partnerships and proactive planning.

## OPERATING BUDGET & GRANTS

### Climate Action Operating Budget

In the 2025-2026 biennium budget, the Climate Action Program’s operational budget remained similar to 2023-2024, which was established by City Council through a variety of ordinances and resolutions that increased the natural gas excise tax, established a waste utility tax, and increased the Transit Benefit District vehicle fee in late 2023. The Climate Action operational budget allocation provided by this new revenue is estimated to be \$325k, annually.

In addition to this, three special project funds were allocated to further support climate work. These funds are non-renewable. The following table summarizes the total budget.

<b>Fund</b>	<b>2025</b>	<b>2026</b>
General	\$308,572	\$319,337
Special Projects – CAP Incentive Programs	\$100,000	\$150,000
Special Projects – EVIP Implementation	\$50,000	\$100,000
Special Projects - UFMP	\$150,000	\$150,000
<b>Total</b>	<b>\$608,572</b>	<b>\$719,337</b>

### Climate Action Grants

Much of 2025 was spent implementing work as the result of grant awards. However, an additional grant was also awarded in 2025.

Previously awarded grants that supported 2025 work:

- Community Forestry Grant (Washington State Department of Natural Resources)
  - This funding supported the development and completion of an Urban Forestry Management Plan and a street tree inventory.
- Climate Planning Grant (Washington State Department of Commerce)
  - Kenmore used formula funds to develop and complete an Electric Vehicle Infrastructure Plan.
- Washington State Electric Vehicle Charging Program Grant (WAEVCP) (Washington State Department of Commerce, King County)
  - Pass-through funds were used to install EV chargers for City fleet vehicles in the City Hall garage. These funds originated from the Climate Commitment Act.

New award:

- Community Energy Grant (Washington State Department of Commerce)
  - Funds have been awarded to expand the solar capacity on City Hall. This project will be completed in 2026.

Staff also anticipate applying for grants in 2026 to supplement the CAP budget. These may include the following:

- Climate Planning Grant (Washington State Department of Commerce)
- Washington’s Zero-Emission Incentive Program (WAZIP) (WSDOT)
- Zero-Emission Vehicle Infrastructure Partnership Grant (ZEVIP) (WSDOT)
- Community Forestry Grant (Washington Department of Natural Resources)

## **CAP IN 2025 – INITIATIVES & ACCOMPLISHMENTS**

### **Strategic Planning**

#### Urban Forestry Management Plan (UFMP)

Work on the Urban Forestry Management Plan began in 2024 and was completed in 2025. This project involved assessing the City’s current policies and practices around trees, gathering public feedback and input, and looking into urban forestry best practices. These items were synthesized to develop a list of recommendations on how the City can better

care for and grow canopy. This strategic plan also includes canopy cover goals and a planting priority map based on heat and socio-economic factors.

### Electric Vehicle Infrastructure Plan (EVIP)

The Electric Vehicle Infrastructure Plan was also started in 2024 and completed in 2025. This project assessed public input for where chargers were needed and Puget Sound Energy's hosting capacity to determine the possibilities for installing chargers. The plan laid out goals for implementing various types of charging and potential funding sources for each. A fleet assessment was also conducted to plan out the replacement of combustion vehicles when time to replace. The plan acts as a strategic roadmap for prioritizing charging locations but immediately and longer-term.

## **Programs & Projects**

### Solarize Kenmore

Kenmore hosted a second year of Solarize Kenmore with the help of Olympia Community Solar. A City incentive of \$1,000 was added to help encourage residents to make the switch and alleviate a bit of the financial burden. However, the response to the second year was not as robust as 2024 and the program will not be repeated in 2026.

### EV Chargers installed in garage

Six new EV charging ports were installed in the City Hall garage for fleet vehicles. This project was grant funded through the Department of Commerce via King County's group application. These chargers are an effort to build out infrastructure for the fleet's EV transition.

### Business support through technical assistance and education

Staff provided information and resources related to new state composting mandates through the Kenmore Business Alliance. Technical assistance was also offered to businesses looking to apply for EV charging grants or other funding opportunities.

### Addition of Climate & Sustainability Internship

Included in the biennium budget was funding for a part-time intern to assist with outreach & education and a variety of programmatic needs. This proved to be a beneficial addition that allowed for more robust community engagement, event planning, and fresh ideas on ways to enhance climate action. This internship serves as a learning opportunity for those looking to enter the field of climate and sustainability at the local level, also benefiting the City's goal to grow the workforce in the green sector.

## **Education & Outreach**

Education and Outreach efforts continue to be one of the primary tools for implementing the change necessary to achieve the City's climate and sustainability goals.

### Farmers Market Outreach

Staff attended three Farmers Markets and engaged residents through interactive sustainability activities, including climate and home efficiency trivia, a scavenger hunt, and stormwater educations. Plant starts and seeds packets were distributed and staff promoted programs such as Solarize and Adopt-a-Drain while also answering community questions.

### Concert Series Outreach

At two summer concert events, staff provided hands-on, family-friendly activities-including the watershed simulator, salmon-themed coloring sheets, and the poop toss game to educate attendees about stormwater pollution and water quality.

### Social Media Outreach

Staff expanded digital engagement through short-form educational videos on topics such as sustainable commuting, rain gardens, Plastic Free July, the Clean Air Act, park stewardship, food waste reduction, and general sustainability practices.

In addition, staff produced flyers and infographics on yard waste management, native plants and pest prevention, stormwater maintenance, Solarize Kenmore, Adopt-a-Drain metrics, and Thanksgiving sustainability tips. A new resource hub was added to the Climate Action Plan webpage with materials on solar energy, heat pumps, food waste reduction, and sustainable commuting.

### Drain Rangers Fair

Partnered with Kenmore Library to host an educational event about stormwater maintenance and tie it in with adopt-a-drain program. Activities included a children's book reading, watershed simulator demonstrations, and a drain-themed toss game.

### Green Jobs & Networking Fair

Staff hosted a regional Green Jobs & Networking Fair at Kenmore City Hall in collaboration with 12 organizations in the green job and sustainability sectors. The event featured a complimentary professional headshot booth and discounted career coaching services. Attendees came from Kenmore and many neighboring cities, demonstrating broad community interest in green career pathways.

### Waste Seminar

Staff hosted a community seminar focused on waste reduction and responsible disposal practices. Attendees had a lot of questions regarding what items go in the recycling, compost, and trash, showcasing the need for these educational seminars.

#### Home Smarts: Energy Seminar

The Home Smarts Energy Seminar provided residents with introductory information on heat pumps and weatherization, as well as utility incentives with PSE.

#### Bike Everywhere Day

Staff tabled along the Burke-Gilman Trail for Bike Everywhere Day, offering Kenmore bike maps, bike lights, snacks, and information on sustainable commuting alternatives. This event also served as an opportunity to promote multimodal mobility options within Kenmore.

#### Streamfest

Staff participated in Streamfest to provide information on local waterways, watershed health, and community actions supporting clean water and healthy ecosystems.

#### Bike Clinic

In partnership with Seattle REconomy, staff hosted a free community bike-repair clinic during the Farmers Market. Residents received complimentary tune-ups and maintenance assistance, generating positive feedback and strong engagement.

#### Earth Day

For Earth Day, staff educated families about stormwater maintenance, distributed plant starts, and facilitated youth activities on pet waste management, environmental stewardship, and reusable alternatives.

### **Stewardship & Community Involvement**

In addition to educating the public, ensuring ongoing engagement and participation with the community is also an important part of the City's many climate initiatives. Stewardship opportunities provide a hands-on avenue for community involvement.

#### Adopt-a-Drain

The City has promoted Adopt-a-Drain since 2023, but as of 2025 is using the program as the City's surface water behavior change initiative. This program encourages residents to adopt and maintain storm drains near them to remove debris, prevent flooding, and improve water quality in our streams and lakes.

#### Fall Tree Planting Event

The City, the Climate Action Advisory Committee, and the Sno-King Watershed Council teamed up to host a fall tree planting event in Wallace Swamp Creek Park. Over 50

volunteers showed up to plant approximately 130 trees and ground cover plants for 3 hours. Staff hope to make this an annual event.

#### Urban Forestry Community Workshop

A workshop was held to gather community feedback on the direction of the Urban Forestry Management Plan and to learn about priorities and concerns. This feedback was then incorporated into the Urban Forestry Management Plan.

#### Climate Action Advisory Committee (CAAC)

Staff continued to facilitate the CAAC, an advisory group made up of 8 community members. The committee brainstormed many additional projects that they could be involved in to help bolster the City's climate work. They ultimately spearheaded the energy efficiency seminar, an energy survey for multi-family property owners, participation in Bike Everywhere Day, the Bike Clinic, and the Fall Tree Planting Event at Wallace Swamp Creek Park.

### **Advocacy**

The City regularly utilizes lobbying services to advocate for and track climate-related initiatives. In addition to this, staff and City leaders also signed letters on the following:

#### Recycling Reform Act support

The City signed on to a joint letter of support for the Recycling Reform Act (HB 1150) that proposed an extended producer responsibility program for packaging and paper products. Other signers included King County, surrounding cities, and various businesses and unions, among others.

#### Endangerment Finding Repeal opposition

City Council authorized the Mayor to sign a comment letter opposing reconsideration of the EPA's 2009 Endangerment Finding and Greenhouse Gas Vehicle Standards. The reconsideration would remove all regulations that require new motor vehicles and new motor vehicle engine manufacturers to measure, report, or comply with the standards for greenhouse gas emissions.

### **Funding**

#### Community Energy Grant award

Staff applied for a grant from the Washington State Department of Commerce to add solar panels to supplement the existing array atop City Hall. The City was awarded \$98,160 for the project which will be completed in 2026.

## Partnerships

In 2025, effective climate action in Kenmore continued to rely on strong partnerships that will advance both local and regional sustainability goals.

Some of Kenmore's partners from 2025 include:

- King County-Cities Climate Collaboration (K4C)
  - K4C is a regional partnership among local governments and the county dedicated to accelerating climate action through coordinated policy, shared resources, and collaborative initiatives.
- ICLEI
  - ICLEI supports local jurisdictions across the globe in climate planning, reporting, and implementation. Through participation in ICLEI's Sustainable & Circular Public Procurement Cohort and Climate & Sustainability Communications Cohort, staff are building skills to advance best practices in climate messaging and low-carbon purchasing.
- King County Library System – Kenmore Library
  - The City collaborated with the Kenmore Library to host the Drain Rangers Fair, an educational event focused on stormwater for kids. The partnership supported hands-on learning to help community members understand how stormwater systems protect local streams.
- Sno-King Watershed Council
  - The City collaborated with Sno-King Watershed Council for a Wallace Swamp Creek Fall Tree Planting Event. Volunteers planted native trees and shrubs to improve habitat and creek health.
- Olympia Community Solar
  - A second year of Solarize Kenmore was completed with the help of Olympia Community Solar.
- Seattle REconomy
  - Seattle REconomy's Bike Shack joined the Kenmore Farmers Market this year, offering four hours of free bike repair services to the community. This partnership promoted car-trip reduction.
- City of Seattle and Puget Sound Energy
  - The City partnered with City of Seattle and PSE to deliver a seminar on weatherization and heat pumps.
- Republic Services and Cedar Grove
  - Republic and Cedar Grove delivered an educational seminar on waste practices and upcoming policies.
- Kenmore Middle School
  - The City provided project prompts for student-client projects. A student group was given the problem "How can schools reduce food waste?". They researched, formed ideas, and presented their solutions to City staff.

## **APPENDIX A – 2026 WORK PLAN**

### **Anticipated Projects**

The following programs and projects are slated for 2026 but are subject to change based on staff capacity. Each project sheet outlines how the project aligns with City goals, the details of the project if known at this time, the total budget, which fund the budget is pulled from, and the personnel required to implement the project successfully. Due to staff capacity constraints, many projects are only achievable through the help of consultants and other contractors.

### **Project Sheets:**

CA-0296 Heat Pump Direct Rebate Program

CA-0297 City Hall Solar Expansion

CA-0298 EV Pole Charger Installs

CA-0299 Public EV Charger Installs

CA-0300 Targeted Tree Plantings

2025 GHG Emissions Inventory Update

Climate Action Plan Update

Street Tree Guidance Document

## CA-0296 Heat Pump Direct Rebate Program

### Goal/Action

CAE: CA-4.2.1 – Develop community-scale programs and policies that reduce energy use, increase the use of renewable energy, and phase out the use of fossil fuels. Programs and outreach should be prioritized in overburdened communities.

CAP: BE 1.1 – Incentivize energy efficient/load responsive appliances in buildings

### Description

Provide incentives for homeowners to switch from carbon-intensive fuels to energy efficient heat pumps. This project tackles the largest sector of emissions in Kenmore, residential energy.

A heat pump distributor will be contracted with to administer the program. They will partner with a network of heat pump installers to promote the program to eligible residents and provide direct discounts on the install cost. The distributor will also develop a marketing campaign to promote the program.

### Discount

\$2,000 will be discounted for Kenmore residents and an additional \$4,000 will be discounted for income-qualifying residents.

### Criteria

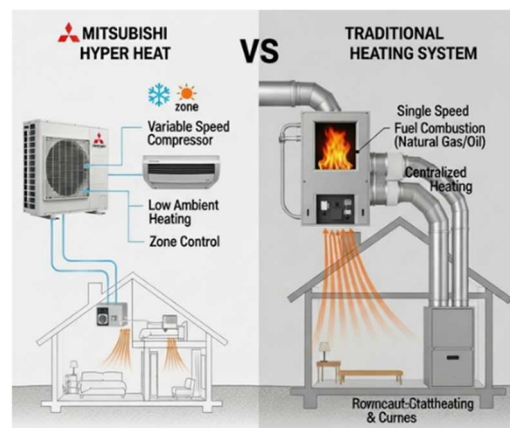
Kenmore residents switching from oil or gas heating to a heat pump are eligible for the program discount. Residents who meet 150% Area Median Income (AMI) thresholds qualify for the additional discount.

<b>Budget</b>	\$210,000
<b>Funding Source</b>	CAP Incentives Fund
<b>Responsible Parties</b>	Project Manager: CAP Manager Contractor/Partner Management: CAP Manager Contractor/Partner: Gensco

### Additional Info



Example of typical heat pump install



How a heat pump functions

## CA-0297 City Hall Solar Expansion

### CAP Goal/Action

CAE: CA-4.2.3 – Develop and implement a plan to achieve carbon neutrality for city facilities, operations, and services as soon as feasible.

CAP: MO 1.2 – Retrofit existing buildings to be more energy efficient

### Description

With the successful award of state grant funds, more solar panels will be added to the City Hall roof to maximize solar production to the greatest extent possible.

56 490-watt panels totaling 27,400 watts will be installed across three arrays. This will add clean energy generation of approximately 26,410 kWh annually, for a total of 37,323 kWh generated by City Hall annually.

The project will be completed in two parts, starting with a site design. The design will then inform the bid process for the installation work.

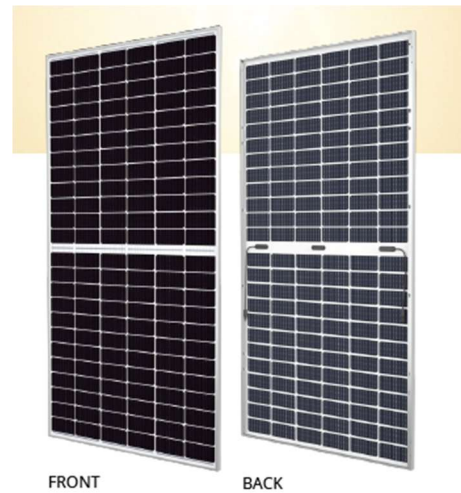
Work is expected to be completed by October, and 6 months of operational data will then be collected and reported to meet the grant requirements.

<b>Budget</b>	\$100,960
<b>Funding Source</b>	Department of Commerce grant (\$98,160) CAP General Fund (match) (\$2,800)
<b>Responsible Parties</b>	Project Manager: CAP Manager Contract Manager: Facilities Supervisor Design: GC Solar Additional Review: Public Works Facilities Installation: TBD

### Additional Info



Existing solar on City Hall



Example 490-watt panel

## CA-0298 EV Pole Charger Installs

### CAP Goal/Action

CAE: CA-3.3.2 – Install public electric car charging stations in key city-owned/operated parking facilities as soon as feasible.

CAP: TL 3.2 – Expand EV charging

### Description

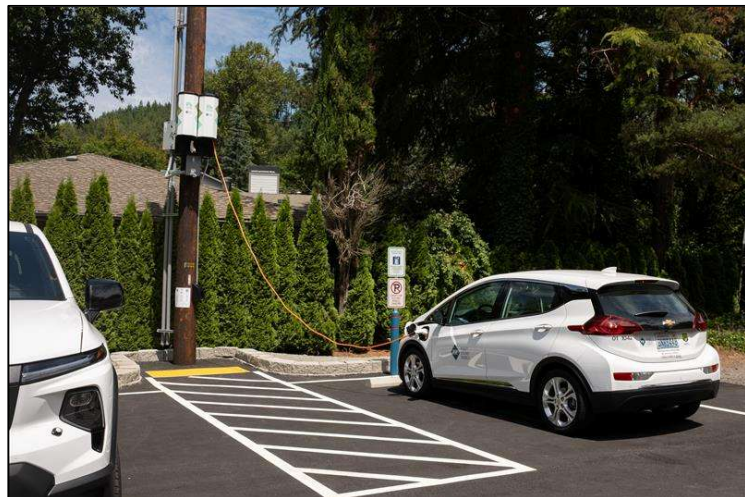
The City has partnered with PSE to install EV chargers on utility poles located on City property for public use. 2-3 sites will receive dual-port chargers.

Staff will prioritize locations that were identified in the EVIP as highly desired charging locations by the public. PSE will handle all installation, signing and striping at the sites. They will own and maintain the chargers.

Locations under consideration currently include Rhododendron Park and along 175<sup>th</sup> close to Log Boom Park.

<b>Budget</b>	\$1,500
<b>Funding Source</b>	EVIP Implementation Fund
<b>Responsible Parties</b>	Project/Contract Manager: CAP Manager Design: Puget Sound Energy Additional Review: Engineering, Public Works Ops Installation: Puget Sound Energy

### Additional Info



Examples of pole charger installations

## CA-0299 Public EV Charger Installs

### CAP Goal/Action

CAE: CA-3.3.2 – Install public electric car charging stations in key city-owned/operated parking facilities as soon as feasible.

CAP: TL 3.2 – Expand EV charging

### Description

Using the Electric Vehicle Infrastructure Plan (EVIP) as a guide, install EV chargers in the right-of-way and parks for public use.

The City will hire a consultant project manager (Accenture), chargers will be installed at prioritized locations to help the City meet its charging infrastructure goals as identified in the EVIP. The consultant project manager will aid in narrowing down site selection, contracting and overseeing installations, permitting and commissioning chargers.

<b>Budget</b>	\$100,000
<b>Funding Source</b>	EVIP Implementation Fund
<b>Responsible Parties</b>	Contract Manager: CAP Manager Consultant Project Manager/Design: Accenture Additional Review: Engineering, Public Works Ops Installation: TBD

### Additional Info



*Example curbside EV charging stations.*



*Example pull-in EV charging stations.*

# CA-0300 Targeted Tree Plantings

## CAP Goal/Action

CAE: CA-5.1.1 – Consistent with the Land Use Element, protect natural and environmentally sensitive areas, open space, trees, vegetation, and natural terrain that serve as potential carbon sinks. Avoid the conversion of carbon-rich ecosystems and prioritize increasing tree canopy cover and open space in overburdened communities.  
 CAP: Mo 4.3 – Prioritize carbon sequestration opportunities on public lands

## Description

Utilizing the Urban Forestry Management Plan (UFMP), plant trees in prioritized areas on public land to address heat, erosion and other climate risks and to bolster carbon sequestration.

The City will hire a consultant project manager to design and implement planting projects (and manage installers, if necessary), and maintain trees/plants until they are established.

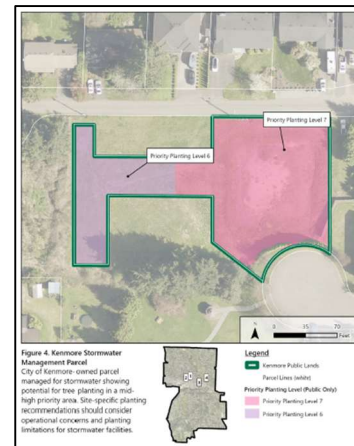
As part of the UFMP, a priority planting map was created, considering heat and socio-economic factors, and a 1-10 priority scale was developed. This map will act as a guide in the planning process for the tree plantings.

<b>Budget</b>	\$150,000
<b>Funding Source</b>	UFMP Implementation Fund
<b>Responsible Parties</b>	Contract Manager: CAP Manager Consultant Project Manager/Design: Contract TBD Additional Review: Public Works Ops Installation: Contract TBD Maintenance/Establishment: Contract TBD

## Additional Info



*Tree Planting Event in Wallace Swamp Creek Park*



*Sample site plan from UFMP*

## 2025 GHG Emissions Inventory Update

### CAP Goal/Action

CAE: CA-1.2.1 – Partner with King County to monitor, assess, and publicly report on community-scale greenhouse gas emissions, including emissions from all local sources associated with resident, business, and local government activities.

CAP: Oversight & Accountability section, Monitoring and Evaluation section, inventory schedule

### Description

Update the City’s Greenhouse Gas Inventory for 2025, providing a snapshot of emissions reduction progress from 2023 and 2019. Per City Council, GHG Emissions Inventory updates should occur every 2 years.

Staff will gather data on energy use, transportation, waste practices, refrigerant use and other useful statistics. Using ICLEI’s new inventorying software, staff will analyze the data to determine emissions for 2025 and compare to previous inventory years.

ICLEI USA will provide a quality assurance check before finalization to ensure correct calculations and adherence to the nationally accepted methodologies.

<b>Budget</b>	\$0
<b>Funding Source</b>	N/A
<b>Responsible Parties</b>	Project Manager: CAP Manager Additional Review: ICLEI USA

### Additional Info

	2019 Emissions (MT CO <sub>2</sub> e)	2023 Emissions (MT CO <sub>2</sub> e)	% Change
ENERGY	97,286	82,160	-15.5%
TRANSPORTATION	52,889	45,165	-14.6%
SOLID WASTE	1,742	2,114	21.4%
WASTEWATER	351	724	106.3%
PROCESS & FUGITIVE	14,514	14,328	-1.3%
UPSTREAM IMPACTS	3,174	N/A	N/A
<b>TOTAL</b>	<b>169,956</b>	<b>144,491</b>	<b>-15%</b>
PER CAPITA	7.29	5.96	-18.2%

*2023 Emissions Calculations and Comparison to 2019*

## Climate Action Plan Update

### CAP Goal/Action

CAE: CA-1.1.1 – Implement a Climate Action Plan... Update the CAP every three to five years, or sooner, as directed by City Council.

CAP: Monitoring and Evaluation section, CAP update schedule

### Description

Update the Climate Action Plan, adopted in 2022, to revise and add actions and maintain relevance based on current needs and best available science. This update will be started in 2026 and be completed in 2027. Per the Climate Action Element, CAP updates should occur every 3-5 years.

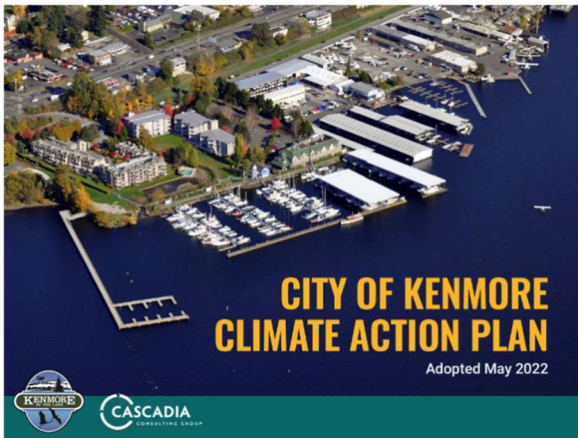
The update will include gathering feedback from the public, other City departments, the Climate Action Advisory Committee, and youth/students, if possible, to assess needed changes.

A community workshop will be held to gather input in addition to opportunities during other City events.

A contractor or intern will be utilized to provide graphic design for the final plan.

<b>Budget</b>	\$7,600
<b>Funding Source</b>	CAP General Fund
<b>Responsible Parties</b>	Project/Contract Manager: CAP Manager Final Design: Contract TBD

### Additional Info



*Kenmore's Climate Action Plan*



*Community input boards from CAP development*

**Street Tree Guidance Document**

**CAP Goal/Action**

CAE: CA-13.2.4 – Develop a comprehensive urban landscape strategy or framework (for both public and private projects) to develop additional natural areas and preserve the function of existing ones under changing climatic conditions. As part of the Urban Forest Management Plan, update the tree canopy assessment regularly and prioritize increasing tree canopy in areas subject to urban heat island effect.

CAP: NS 2.1 - Develop an urban landscape strategy or framework

**Description**

Create a guiding document to clarify department roles and responsibilities for trees depending on scenario. This will provide much needed clarification across departments.

A consultant will be contracted to interview staff, compile policies and procedures and clearly outline responsible parties by scenario for the benefit of all departments.

<b>Budget</b>	\$45,000
<b>Funding Source</b>	UFMP Implementation Fund
<b>Responsible Parties</b>	Project/Contract Manager: CAP Manager Contractor: TBD

**Additional Info**



*Example of street trees in front of City Hall.*

**Project Budget Overview**

The projects for 2026 will use funds pulled from the CAP operational budget, CAP Incentive Programs fund, EVIP Implementation fund, and UFMP Implementation Fund.

<b>Project</b>	<b>Budget</b>
Heat Pump Direct Rebate Program	\$210,000
City Hall Solar Expansion	\$100,960
EV Pole Charger Installs	\$1,500
2025 GHG Emissions Inventory Update	\$0
Climate Action Plan Update	\$7,600
Public EV Charger Installs	\$100,000
Targeted Tree Plantings	\$150,000
Street Tree Guidance Document	\$45,000
<b>Subtotal</b>	<b>\$616,060</b>
Less grants	\$98,160
<b>Total</b>	<b>\$516,900</b>



# City of Kenmore, Washington

## Memorandum

Date: March 16, 2026  
To: Teri Killgore, City Manager  
City Council  
From: Andrew Silvia, SWM Capital Project Manager  
Richard Sawyer, ESD Director  
Regarding: Rapid Progress+ Update Staff Report

**Purpose:** Provide the City Manager and City Council a brief update on the implementation of "Rapid Progress+" to date and anticipated work through 2030.

### Background:

In 2023, Council adopted an updated schedule of annual service charges for surface water management based on the "Rapid Progress+" rate revenue scenario. Rapid Progress+ is a plan for accelerated open space acquisition and delivery of capital projects to be undertaken from 2024 until 2030. With respect to capital projects, the plan assumes local funding for 100% of design and 50% of construction costs, with a goal of securing grant funding to fund remaining construction costs.

### Update:

Staff have accomplished the following since the plan was enacted in late 2023:

- 2024 Accomplishments:
  - Hired surface water capital projects manager
  - Completed procurement of multi-year, on-call Engineering Services contract
  - Advanced design of Project SW0268 (NE 175<sup>th</sup> St Culvert Replacement) to 30% complete and submitted joint application for USDOT funding with WSDOT
  - Advanced design of Project SW0254 (Muck Creek Mitigation) and SW0280 (2025 Small Works Drainage Improvements) to 90% complete
  - City was awarded King County Conservation Futures grants for two open space properties, including the shoreline of Lakepointe (acquisition still pending) and an undeveloped parcel containing Tributary 0057 (acquisition complete).
- 2025 Accomplishments:
  - Completed design and construction of Projects SW0254 and 0280. Both projects were completed under budget.

- Initiated design of three new capital improvement projects: SW0267 (NE 169<sup>th</sup> St Culvert Replacement), SW0293 (Tributary 0057 Fish Passage Barrier Removal), and SW0275 (Kenmore Lane Stormwater Facility Retrofit).
- Secured \$750K grant from King County Flood Control District supporting construction of Project SW0267.
- City was awarded King County Conservation Futures grants for acquisition of six properties, including one on Swamp Creek (73<sup>rd</sup> Ave NE) and five on Sammamish River adjacent to ŁaŁŁwadis Park.

Staff anticipate the following progress in 2026-2027:

- Complete design and construction of Projects SW0267, 0293, and 0275.
- Initiate, then complete design and construction of Project SW0283 (Blueberry Creek Culvert Removal).
- Initiate and complete design of projects SW0270 and 0271, two culvert replacement projects on/near 74<sup>th</sup> Ave NE. Construction of these projects is planned for 2028.
- Initiate design of four new capital projects: SW0272 and 0273 (Tributary 0057 culvert replacements at 76<sup>th</sup> Ave NE and NE 163<sup>rd</sup> St), SW0274 (Little Swamp Creek Relocation), and SW0294 (Stormwater Facility Retrofit).
- Continue to identify, prioritize and complete Small Works projects
- The City has submitted applications to the King County Conservation Futures grant program to acquire two properties on Tributary 0056 (61<sup>st</sup> AVE NE) and one property on Sammamish River (NE 169<sup>th</sup> ST), both associated with adjacent SWM capital projects.

**Attachments:**

SW-0254 Project Detail Sheet  
SW-0267 Project Detail Sheet  
SW-0268 Project Detail Sheet  
SW-0270 Project Detail Sheet  
SW-0271 Project Detail Sheet  
SW-0272 Project Detail Sheet  
SW-0273 Project Detail Sheet  
SW-0274 Project Detail Sheet  
SW-0275 Project Detail Sheet  
SW-0280 Project Detail Sheet  
SW-0283 Project Detail Sheet  
SW-0293 Project Detail Sheet

<b>SWM CIP ID:</b>	<b>SW-0254</b>
<b>Project:</b>	Muck Creek Restoration
<b>Location:</b>	18727 73 <sup>RD</sup> AVE NE
<b>Basin:</b>	Muck Creek (Swamp Creek)
<b>Cost Estimate:</b>	\$1,302,500
<b>Summary:</b>	Remove structures from City owned property and restore habitat.
<b>Updated:</b>	March 2026

### NARRATIVE

The city acquired, with assistance from a King County Conservation Futures grant, a property adjacent to Muck Creek on 73<sup>RD</sup> AVE NE. The property had a long history of flooding and the existing structures are located within the stream buffers and flood plain. The City removed all structures and impervious areas from the property and restored the stream and adjacent habitat back to natural conditions.

### CONCEPTUAL DESIGN

- Remove existing structures and impervious area (e.g. driveway, patios, etc.)
- Realign the stream to utilize available area and add complexity to stream
- Restore adjacent habitat

### CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.

### PROJECT LOCATION



### PROJECT COST ESTIMATE

Land acquisition was \$680,000. Conservation Futures provided \$510,000.

Design, construction, and monitoring costs incurred to date and/or forecasted through 2027 are as follows:

Cost Category	<2026	2026	2027	Subtotal Cost
Design	\$305,000	\$0	\$0	\$305,000
ROW Acquisition	\$3,500	\$0	\$0	\$3,500
Construction	\$781,000	\$20,000	\$0	\$801,000
Construction Management	\$151,000	\$0	\$0	\$151,000
Postconstruction Monitoring	\$0	\$12,000	\$30,000	\$42,000
<b>Total</b>	<b>\$1,240,500</b>	<b>\$32,000</b>	<b>\$30,000</b>	<b>\$1,302,500</b>

Revenue				
SWM Fund	\$1,240,500	\$32,000	\$30,000	\$1,302,500
Grant/Loan				
<b>Total</b>	<b>\$1,240,500</b>	<b>\$32,000</b>	<b>\$30,000</b>	<b>\$1,302,500</b>

**SCHEDULE**

2025 – Finalize design, obtain permits, advertise, and construct project  
2025-2030 – Monitor and maintain mitigation plantings

<b>SWM CIP ID:</b>	<b>SW-0261</b>
<b>Project:</b>	Swamp Creek Tributary Fish Passage Culvert Replacement
<b>Location:</b>	NE 192 <sup>ND</sup> ST & 73 <sup>RD</sup> AVE NE
<b>Basin:</b>	Unnamed Tributary (Swamp Creek)
<b>Cost Estimate:</b>	\$2,500,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	April 2024

## NARRATIVE

An unnamed tributary to Swamp Creek flows north to south under NE 192<sup>ND</sup> ST just east of 73<sup>RD</sup> AVE NE. The existing culvert is an identified fish passage barrier and is prioritized as one of the top culverts for replacement of the City's known 230+ stream culverts. The tributary provides approximately 0.11 miles of upstream habitat north of the culvert and flows approximately 0.2 miles downstream of NE 192<sup>ND</sup> ST to its confluence with Swamp Creek. There are no known fish passage barriers downstream of this culvert to Swamp Creek and Lake Washington. WDFW has documented salmon use in Swamp Creek, including chinook (*Oncorhynchus tshawytscha*), steelhead trout (*Oncorhynchus mykiss*), sea run cutthroat (*Oncorhynchus clarkii*), sockeye (*Oncorhynchus nerka*), coho (*Oncorhynchus kisutch*), and resident trout (WDFW, 2019). The tributary to Swamp Creek meets the physical use criteria for these species as well.

## CONCEPTUAL DESIGN

- Remove existing 24-inch fish passage barrier culvert.
- Install 12-foot span, 4-foot rise fish passable box culvert.
- Restore adjacent stream habitat.

## CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.

**PROJECT LOCATION**



**PROJECT COST ESTIMATE**

Cost Category	2025	2026	2027	Subtotal Cost
Design	\$75,000	\$375,000	\$50,000	\$500,000
ROW Acquisition				
Construction			\$1,900,000	\$1,900,000
Construction Management			\$100,000	\$100,000
<b>Total</b>	<b>\$75,000</b>	<b>\$375,000</b>	<b>\$2,050,000</b>	<b>\$2,500,000</b>

Revenue	2026	2027	2028	Subtotal Cost
SWM Fund			\$750,000	\$750,000
Grant KCFCFCD	\$75,000	\$375,000		\$450,000
CPF (Delbene)			\$1,300,000	\$1,300,000
<b>Total</b>	<b>\$75,000</b>	<b>\$375,000</b>	<b>\$2,050,000</b>	<b>\$2,500,000</b>

The City was awarded \$1,300,000 in Community Project Funds through Congresswoman DelBene’s office in 2024 and an additional \$450,000 in grant funds from King County Flood Control District in 2025.

**SCHEDULE**

2022: Conceptual design, secure funding.

2026: Design, permitting, acquisition.

2027: Final plans, specifications, estimates, advertise, and Construction.

<b>SWM CIP ID:</b>	<b>SW-0267</b>
<b>Project:</b>	Samm Trib Fish Passage Culvert Replacement (169 <sup>TH</sup> )
<b>Location:</b>	8122 NE 169 <sup>TH</sup> ST
<b>Basin:</b>	Sammamish River Tributary
<b>Cost Estimate:</b>	\$2,560,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	March 2026

## NARRATIVE

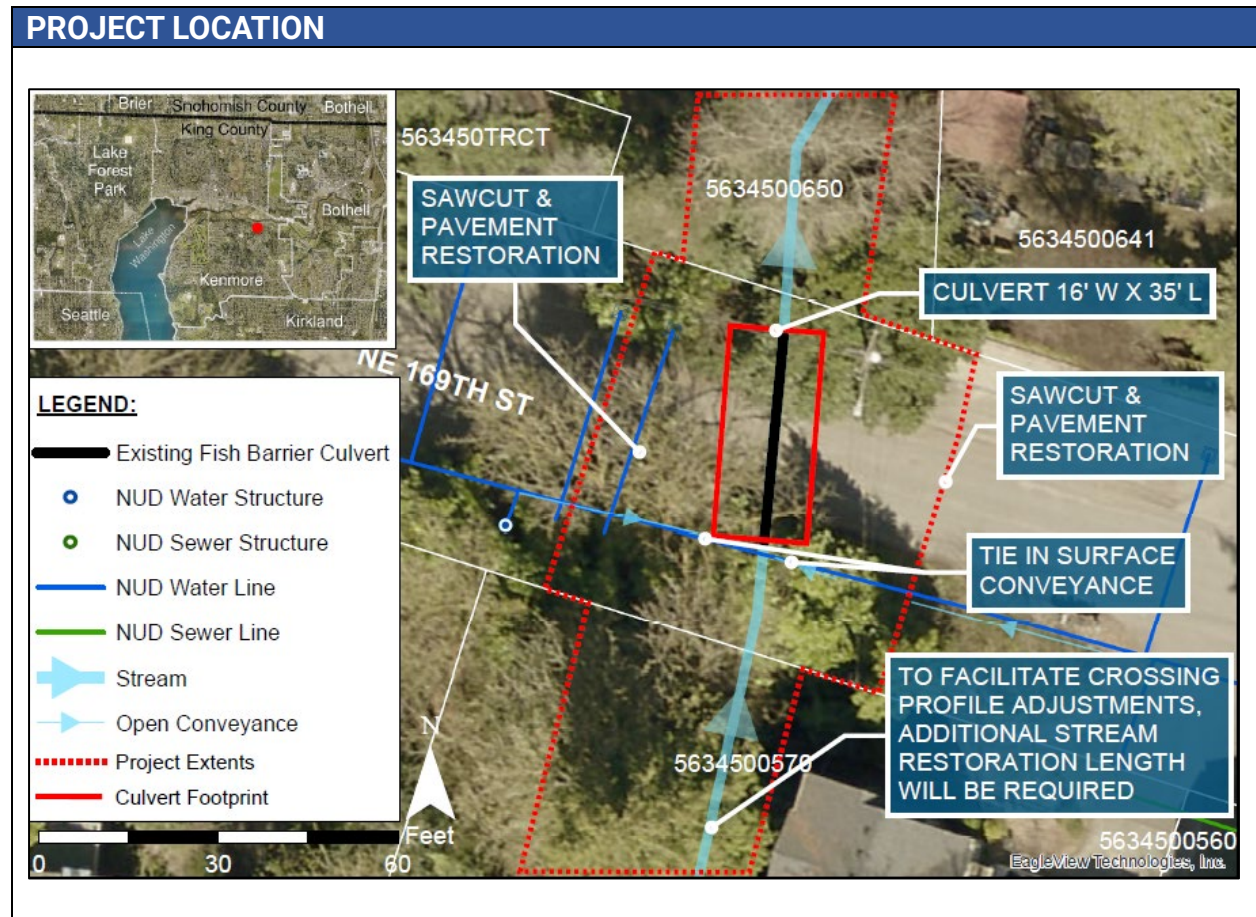
The existing culvert crossing at the intersection of Sammamish Tributary 1 and NE 169th St was identified by WDFW as a full barrier to fish passage July 26, 2021. The existing crossing is a 24-inch concrete culvert with approximately 5.0 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 7,140 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

## CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 11.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 16-foot wide by 35-foot long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. The stream thalweg elevation drops significantly downstream of the crossing, so the restoration project will need to extend further up or downstream to fully remove the fish barrier. This will require the acquisition of an easement for construction. The water utility systems near this project is expected to require standard relocation or replacement.

## CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, WDFW HPA, and USACE permit needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.



### PROJECT COST ESTIMATE

Cost Category	2025	2026	2027	Subtotal Cost
Design	\$75,000	\$350,000	\$25,000	\$450,000
ROW Acquisition			\$40,000	\$40,000
Construction			\$1,870,000	\$1,870,000
Construction Management			\$200,000	\$200,000
<b>Total</b>	<b>\$75,000</b>	<b>\$350,000</b>	<b>\$2,135,000</b>	<b>\$2,560,000</b>

Revenue				
SWM Fund			\$465,200	\$465,200
King County Flood Control District Grant			\$750,000	\$750,000
Grant/Loan TBD	\$75,000	\$350,000	\$919,800	\$1,344,800
<b>Total</b>	<b>\$75,000</b>	<b>\$350,000</b>	<b>\$2,135,000</b>	<b>\$2,560,000</b>

The preliminary design level estimate for the project is \$2,560,000.

Staff will seek additional grants with the goal of supporting at least 50% of construction costs.  
Loan total amount is consistent with 2023 Rapid Progress+ report.

## **SCHEDULE**

Schedule is contingent on what grants the city is successful in acquiring.

2025/2026 – Design, permits, easement acquisition

2027 – Final plans, specifications, estimates, advertise, construction

<b>SWM CIP ID:</b>	<b>SW-0268</b>
<b>Project:</b>	Tributary 0056 Fish Passage Culvert Replacement (175 <sup>TH</sup> )
<b>Location:</b>	NE 175 <sup>TH</sup> ST & 61 <sup>ST</sup> AVE NE
<b>Basin:</b>	Tributary 0056
<b>Cost Estimate:</b>	\$9,300,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	March 2026

## NARRATIVE

The existing culvert crossing at the intersection of Tributary 0056 and NE 175th St is connected to a privately owned culvert downstream and a King County culvert directly upstream. The crossings were evaluated by WDFW on March 29, 2006, but a barrier status was not determined. The city owned portion of the crossing consists of two 42-inch culverts. The City has identified this group of crossings as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 75,760 square feet for many potential species including resident trout, steelhead trout, and coho salmon. As of October 2025, the City has coordinated with Washington State Department of Transportation (WSDOT) to jointly apply for federal funds to pay for a significant portion of this project, but results of this grant have been significantly delayed. WSDOT is preparing to replace their upstream culvert under SR 522 and daylight the stream north through the existing Jack in the Box property located on the north side of SR 522. The city is also coordinating with King County and downstream property owners to design the project.

## CONCEPTUAL DESIGN

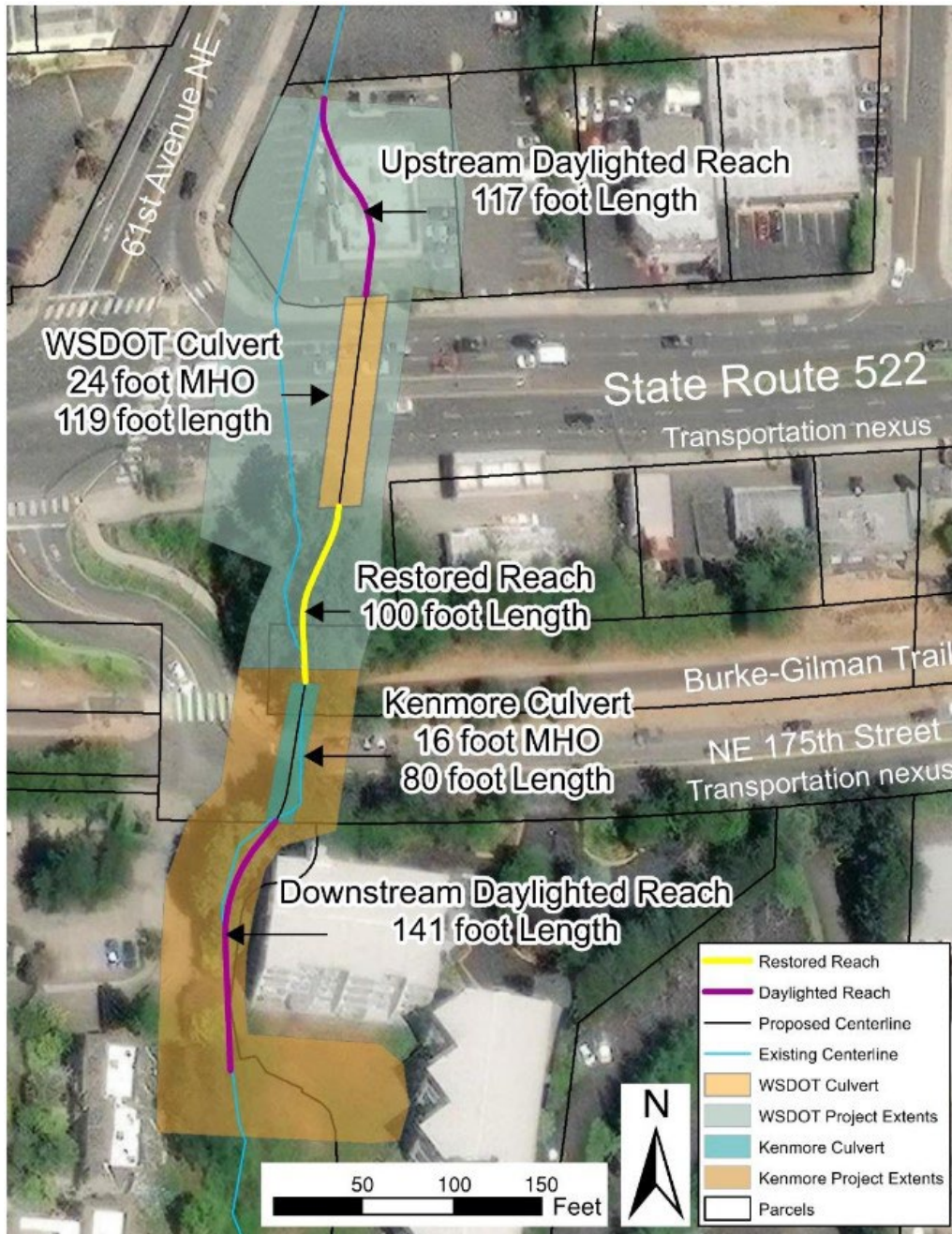
Conceptual designs for the replacement culvert are based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines. Following these guidelines, the city is proposing to install a box culvert 80 feet long with a span of 16 feet and rise of 6.8 feet under NE 175<sup>TH</sup> ST and to remove the existing downstream culvert, daylighting this reach of stream. The box culvert will tie into the upstream reach restored by WSDOT as part of their SR 522 culvert replacement project.

## CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, NEPA (federal funds), WDFW HPA and USACE
- Coordination with WSDOT, King County, private property owners
- Easements and property agreements needed

- Erosion and sediment controls needed
- Stream bypass system needed, fish window work
- Traffic control needed
- Grant funding needed

### PROJECT LOCATION



<b>PROJECT COST ESTIMATE</b>					
<b>Cost Category</b>	<b>&lt;2028</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>Subtotal Cost</b>
Design	\$105,500	\$643,000	\$662,000		\$1,405,500
ROW Acquisition			\$88,500		\$88,500
Construction				\$7,092,000	\$7,092,000
Construction Management				\$709,000	\$709,000
<b>Total</b>	<b>\$105,500</b>	<b>\$643,000</b>	<b>\$750,500</b>	<b>\$7,801,000</b>	<b>\$9,300,000</b>
<b>Revenue</b>		<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>Subtotal Cost</b>
SWM Fund	\$52,250				
WSDOT	\$52,250				
Grant TBD				\$5,000,000	\$5,000,000
Loan (RP+)		\$643,000	\$750,500	\$2,801,000	\$4,194,500
<b>Total</b>	<b>\$105,500</b>	<b>\$643,000</b>	<b>\$750,500</b>	<b>\$7,801,000</b>	<b>\$9,300,000</b>

The City jointly applied with WSDOT for a federal grant offered by the Federal Highway Administration (FHWA) in 2024, however, as of February 2026, federal funding for this program has been discontinued. The City will continue to seek grants amounting to the original \$5M sought from FHWA. If this funding is secured, it would leave approximately \$4.2M for the City to match, which was accounted for in the 2023 Rapid Progress+ report with up to \$7.6M in loans.

<b>SCHEDULE</b>
<p>Schedule is contingent on what grants the city is successful in acquiring. Anticipating a significant grant from the FHWA, the City planned to construct the project in 2027/2028 to coordinate with WSDOT's replacement of the adjacent upstream culvert. However, with funding unknown, the project is tentatively scheduled for 2030 as of March 2026.</p> <p>2024 – Preliminary design completed for grant application            2028/2029 – Design, permits, ROW, utilities, property negotiations            2030 – Advertise, construction</p>

<b>SWM CIP ID:</b>	<b>SW-0270</b>
<b>Project:</b>	Tributary 0057 Fish Passage Culvert Replacement (74 <sup>TH</sup> Downstream)
<b>Location:</b>	16527 74 <sup>TH</sup> AVE NE
<b>Basin:</b>	Tributary 0057
<b>Cost Estimate:</b>	\$2,075,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	March 2026

### NARRATIVE

The existing culvert crossing at the intersection of Tributary 0057 and a private driveway off 74th Ave NE was identified by WDFW as a partial barrier to fish passage on August 19, 2021. The existing crossing consists a 48-inch concrete culvert with approximately 2 feet of roadway fill. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 31,248 square feet for many potential species including sockeye salmon, cutthroat trout, resident trout, steelhead trout, and coho salmon and bull trout.

### CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 7.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 11-feet wide by 25-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small. The stream and crossing are located on private property, so an easement will be required.

### CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, WDFW HPA, and USACE permit needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.



### PROJECT COST ESTIMATE

Cost Category	2026	2027	2028	Subtotal Cost
Design	\$95,000	\$196,000	\$34,000	\$325,000
ROW Acquisition		\$110,000		\$110,000
Construction			\$1,420,000	\$1,420,000
Construction Management			\$220,000	\$220,000
<b>Total</b>	<b>\$95,000</b>	<b>\$306,000</b>	<b>\$1,674,000</b>	<b>\$2,075,000</b>

Revenue	2026	2027	2028	Subtotal Cost
SWM Fund		\$141,900		\$141,900
Grant TBD			\$569,600	\$569,600
Loan (RP+)	\$95,000	\$164,100	\$1,104,400	\$1,363,500
<b>Total</b>	<b>\$95,000</b>	<b>\$306,000</b>	<b>\$1,674,000</b>	<b>\$2,075,000</b>

The preliminary design level estimate for the project is \$1,870,000.

Staff will be applying for grants with the goal of supporting at least 50% of construction costs.

Loan total amount is consistent with 2023 Rapid Progress+ report.

## SCHEDULE

Schedule is contingent on what grants the city is successful in acquiring. As of October 2025, all four of the Tributary 0057 culvert projects (0270 through 0273) have been submitted to the Army Corps of Engineers Continuing Authorities Program, Section 206 (Aquatic Ecosystem Restoration) for funding. To date, staff do not anticipate that a decision will be made before late 2026 and have scheduled this project to proceed in 2026 unless a positive response is received before then.

2026/2027 – Design, permits, ROW acquisition

2028 – Final design, Advertise, Construction

<b>SWM CIP ID:</b>	<b>SW-0271</b>
<b>Project:</b>	Tributary 0057 Fish Passage Culvert Replacement (74 <sup>TH</sup> Upstream)
<b>Location:</b>	16527 74 <sup>TH</sup> AVE NE
<b>Basin:</b>	Tributary 0057
<b>Cost Estimate:</b>	\$3,025,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	March 2026

### NARRATIVE

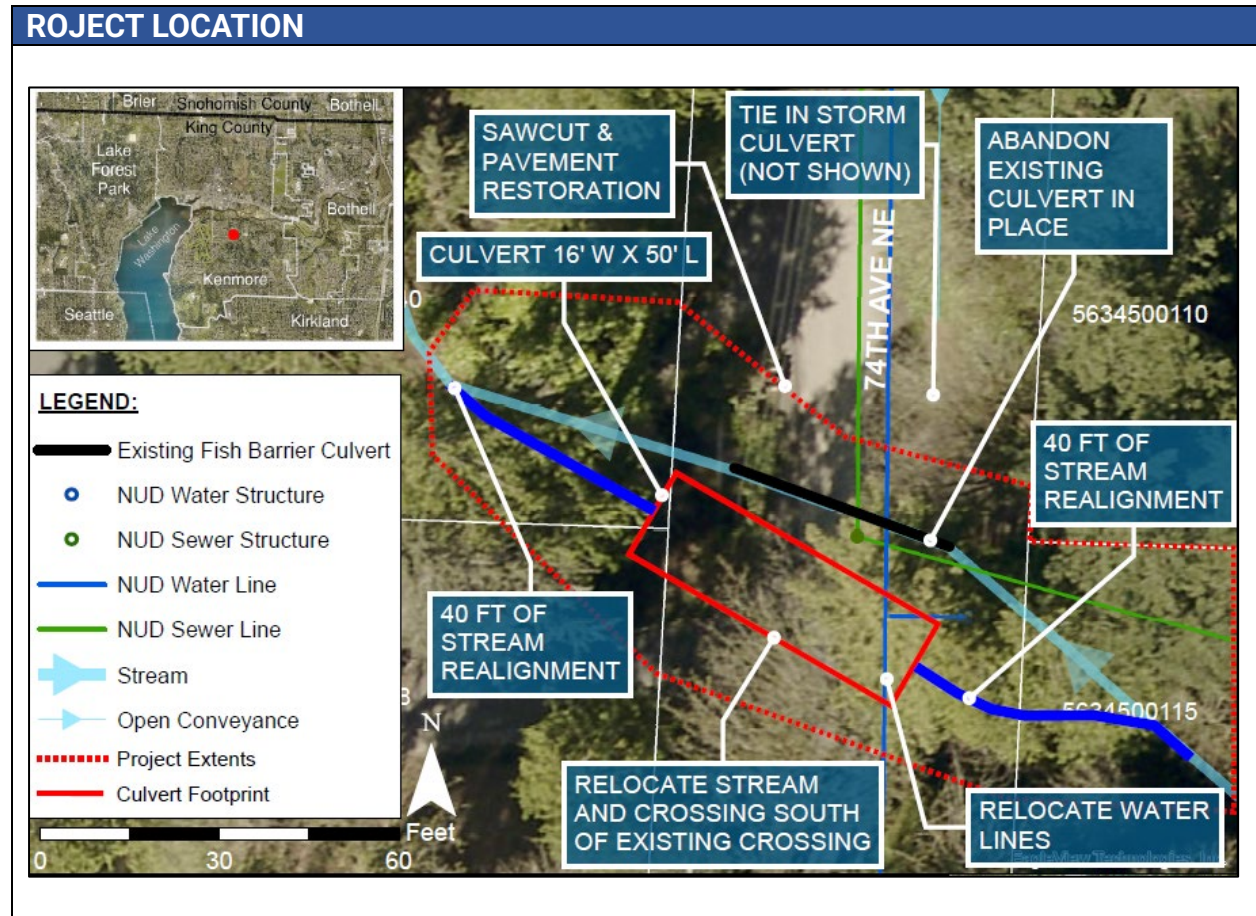
The existing culvert crossing at the intersection of Tributary 0057 and 74th Ave NE was identified by WDFW as a partial barrier to fish passage August 19, 2021. The existing crossing is a 24-inch concrete culvert with approximately 4.0 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental and community benefits. The project will result in a fish habitat gain of 29,500 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

### CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 11.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine the concept design culvert dimensions of 16-foot wide by 50-foot long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. The existing crossing is near a sewer manhole. Installing the fish passable culvert at the existing culvert location may require extensive sewer realignment and installation of additional manholes. This concept design proposes relocating the crossing to the south of the sewer line to avoid this conflict.

### CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, WDFW HPA, and USACE permit needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.



### PROJECT COST ESTIMATE

Cost Category	2026	2027	2028	Subtotal Cost
Design	\$133,000	\$274,000	\$47,000	\$454,000
ROW Acquisition		\$47,000		\$47,000
Construction			\$2,246,000	\$2,246,000
Construction Management			\$278,000	\$278,000
<b>Total</b>	<b>\$133,000</b>	<b>\$321,000</b>	<b>\$2,571,000</b>	<b>\$3,025,000</b>

Revenue	2026	2027	2028	Subtotal Cost
SWM Fund		\$74,380		\$74,380
Grant TBD			\$1,526,020	\$1,526,020
Loan (RP+)	\$133,000	\$246,620	\$1,044,980	\$1,424,600
<b>Total</b>	<b>\$133,000</b>	<b>\$321,000</b>	<b>\$2,571,100</b>	<b>\$3,025,000</b>

The preliminary design level estimate for the project is \$3,025,000. Staff will be applying for grants with the goal of supporting at least 50% of construction costs. Loan total amount is consistent with 2023 Rapid Progress+ report.

## SCHEDULE

Schedule is contingent on what grants the city is successful in acquiring. As of October 2025, all four of the Tributary 0057 culvert projects (0270 through 0273) have been submitted to the Army Corps of Engineers Continuing Authorities Program, Section 206 (Aquatic Ecosystem Restoration) for funding. To date, staff do not anticipate that a decision will be made before late 2026 and have scheduled this project to proceed in 2026 unless a positive response is received before then.

2026/2027 – Design, permits, acquisition  
2028 – Construction

<b>SWM CIP ID:</b>	<b>SW-0272</b>
<b>Project:</b>	Tributary 0057 Fish Passage Culvert Replacement (76 <sup>TH</sup> )
<b>Location:</b>	7531 NE 163 <sup>RD</sup> ST
<b>Basin:</b>	Tributary 0057
<b>Cost Estimate:</b>	\$2,561,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	March 2026

## NARRATIVE

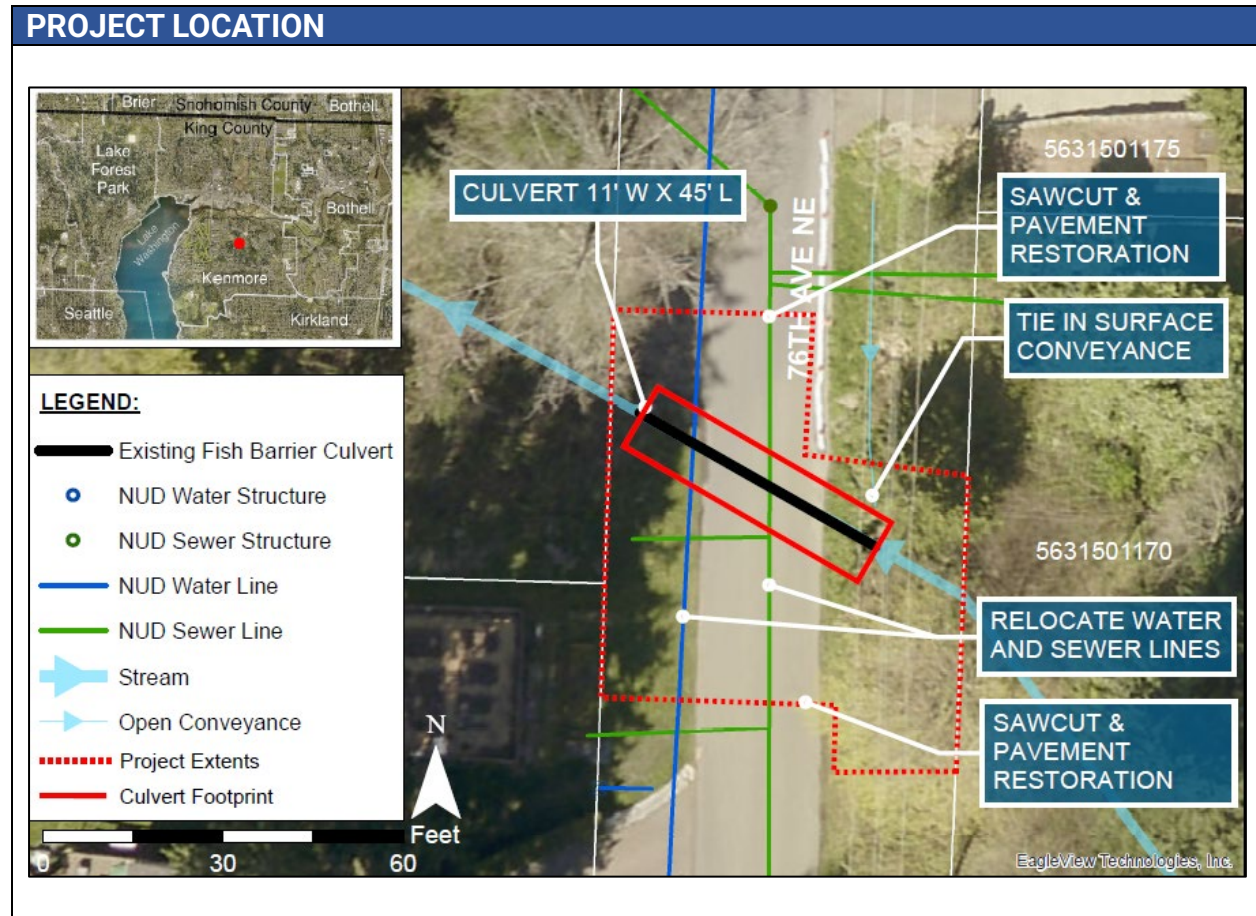
The existing culvert crossing at the intersection of Tributary 0057 and 76th Ave NE was identified by WDFW as a partial barrier to fish passage July 1, 2021. The existing crossing consists of a 24-inch concrete culvert with approximately 3.5 feet of roadway fill. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 13,480 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

## CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 7.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 11-feet wide by 45-feet long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small and ROW acquisition limited. The sewer and water utility systems near this project are expected to require standard relocation or replacement.

## CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, WDFW HPA, and USACE permit needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.



### PROJECT COST ESTIMATE

Cost Category	2027	2028	2029	Subtotal Cost
Design	\$116,000	\$239,000	\$41,000	\$396,000
ROW Acquisition		\$7,000		\$7,000
Construction			\$1,858,000	\$1,858,000
Construction Management			\$300,000	\$300,000
<b>Total</b>	<b>\$116,000</b>	<b>\$245,600</b>	<b>\$2,199,000</b>	<b>\$2,561,000</b>

Revenue				
SWM Fund				
ACOE CAP 206	\$58,000	\$119,500	\$1,423,200	\$1,600,700
Loan RP+	\$58,000	\$126,500	\$775,800	\$960,300
<b>Total</b>	<b>\$116,000</b>	<b>\$246,000</b>	<b>\$2,199,000</b>	<b>\$2,561,000</b>

The preliminary design level estimate for the project is \$2,561,000. If the Army Corps of Engineers (USACE) selects the project to receive CAP 206 support, this program provides 65% of construction costs and 50% of design costs. If

the USACE does not select the project, staff will be applying for grants to cover at least 50% of construction costs.  
The total loan amount (\$960K±) was accounted for in the 2023 Rapid Progress+ report, which indicated up to \$1.16M in loans.

## SCHEDULE

Schedule is contingent on what grants the city is successful in acquiring. As of October 2025, all four of the Tributary 0057 culvert projects (0270 through 0273) have been submitted to the Army Corps of Engineers Continuing Authorities Program, Section 206 (Aquatic Ecosystem Restoration) for funding. To date, staff do not anticipate that a decision will be made before late 2026. This project is scheduled to begin design in 2027 pending a positive response from the ACOE.

2027/2028 – Design, permits, ROW acquisition  
2029 – Final design, Advertise, Construction

<b>SWM CIP ID:</b>	<b>SW-0273</b>
<b>Project:</b>	0057 Fish Passage Culvert Replacement (163 <sup>RD</sup> )
<b>Location:</b>	7531 NE 163 <sup>RD</sup> ST
<b>Basin:</b>	Tributary 0057
<b>Cost Estimate:</b>	\$2,797,000
<b>Summary:</b>	Replace existing fish passage barrier culvert with new culvert.
<b>Updated:</b>	March 2026

### NARRATIVE

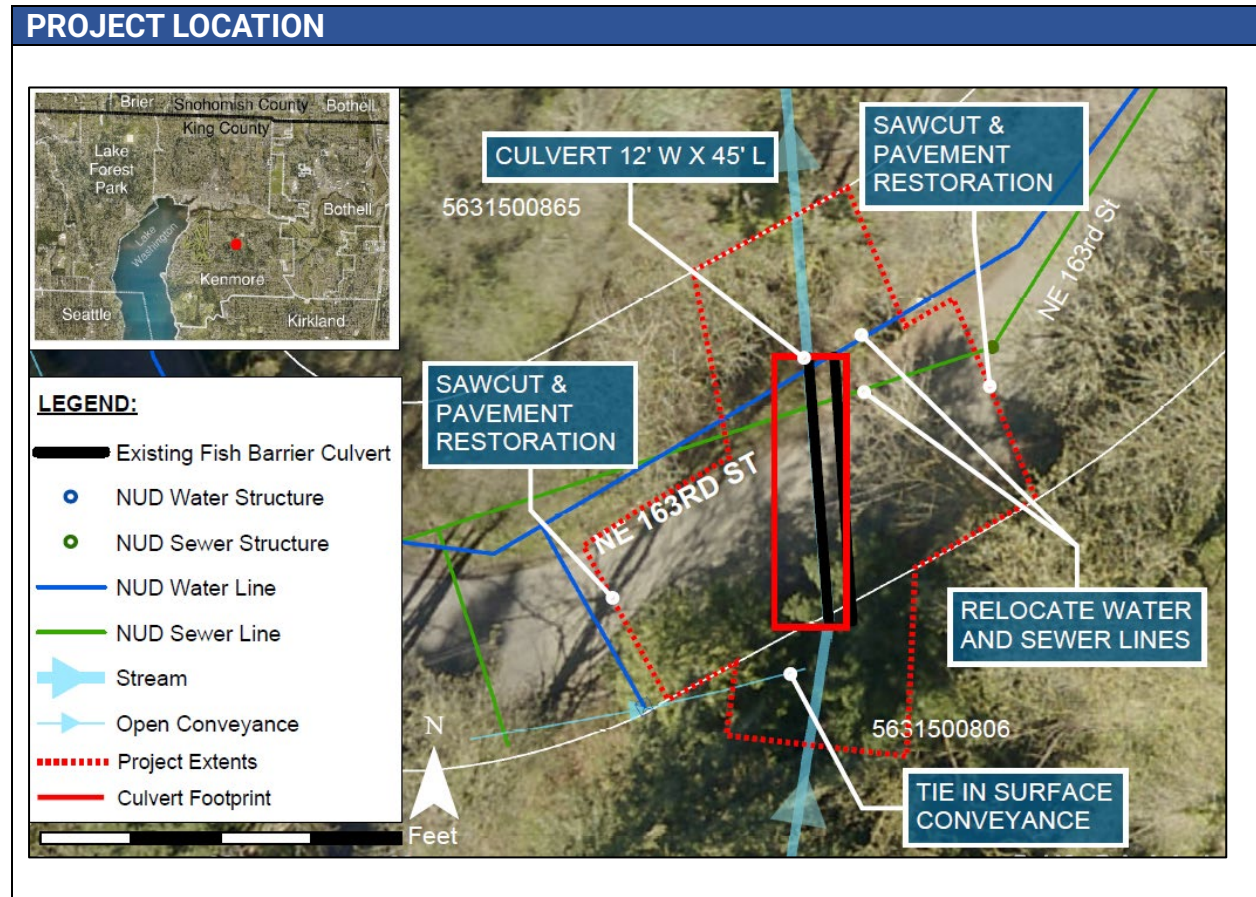
The existing culvert crossing at the intersection of Tributary 0057 and NE 163rd St was identified by WDFW as a full barrier to fish passage July 22, 2021. The existing crossing consists of two 18-inch corrugated metal pipe culverts with approximately 7.5 feet of roadway fill at the downstream end. The City has identified this crossing as a high priority for replacement using the Culvert Prioritization Spreadsheet due to its significant environmental benefits. The project will result in a fish habitat gain of 20,800 square feet for many potential species including sockeye salmon, cutthroat trout, bull trout, resident trout, steelhead trout, and coho salmon.

### CONCEPTUAL DESIGN

The concept design for the replacement culvert is based on stream simulation culvert design, as described in WDFW's Water Crossing Design Guidelines published in 2013. The concept design bankfull width for the site is 8.0 feet based on field measurements taken near the stream crossing. The bankfull width and the existing crossing length were used to determine concept design culvert dimensions of 12-foot wide by 45-foot long. The culvert depth is expected to be standard based on the stream profile relative to the roadway. For this concept level design it was assumed that the existing slope through the crossing would be adequate for flood conveyance and fish passage, which keeps the project area small. The existing crossing ends near the upstream ROW, so an easement will be required for construction. The sewer and water utility systems near this project are expected to require standard relocation or replacement.

### CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA, WDFW HPA, and USACE permit needed.
- Temporary construction easements needed.
- Erosion and sediment controls needed.
- Stream bypass system needed.
- Traffic control needed.



### PROJECT COST ESTIMATE

Cost Category	2027	2028	2029	Subtotal Cost
Design	\$131,000	\$270,000	\$46,000	\$447,000
ROW Acquisition		\$9,000		\$9,000
Construction			\$2,041,000	\$2,041,000
Construction Management			\$300,000	\$300,000
<b>Total</b>	<b>\$131,000</b>	<b>\$279,000</b>	<b>\$2,387,000</b>	<b>\$2,797,000</b>

Revenue	2027	2028	2029	Subtotal Cost
SWM Fund				
ACOE CAP 206	\$65,500	\$135,000	\$1,544,650	\$1,745,150

Grant/Loan TBD	\$65,500	\$144,000	\$842,350	\$1,051,850
<b>Total</b>	<b>\$131,000</b>	<b>\$279,000</b>	<b>\$2,387,000</b>	<b>\$2,797,000</b>

The preliminary design level estimate for the project is \$2,797,000. If the Army Corps of Engineers (USACE) selects the project to receive CAP 206 support, this program provides 65% of construction costs and 50% of design costs. If the USACE does not select the project, staff will be applying for grants to cover at least 50% of construction costs. The total loan amount (\$1.05M±) was accounted for in the 2023 Rapid Progress+ report, which indicated up to \$1.29M± in loans.

### SCHEDULE

Schedule is contingent on what grants the city is successful in acquiring. As of October 2025, all four of the Tributary 0057 culvert projects (0270 through 0273) have been submitted to the Army Corps of Engineers Continuing Authorities Program, Section 206 (Aquatic Ecosystem Restoration) for funding. To date, staff do not anticipate that a decision will be made before late 2026. This project is scheduled to begin design in 2027 pending a positive response from the ACOE.

2027/2028 – Design, permits, ROW acquisition  
2029 – Final design, Advertise, Construction

<b>SWM CIP ID:</b>	<b>SW-0274</b>
<b>Project:</b>	Little Swamp Creek Relocation
<b>Location:</b>	80 <sup>TH</sup> AVE NE & NE 195 <sup>TH</sup> ST
<b>Basin:</b>	Swamp Creek
<b>Cost Estimate:</b>	\$8,320,000
<b>Summary:</b>	Relocate Little Swamp Creek from roadside ditch to natural stream, remove/replace four culverts, install separate roadside drainage.
<b>Updated:</b>	October 2025

## NARRATIVE

Little Swamp Creek (LSC) flows north to south along 80th Ave NE before turning west on NE 192ND ST and connecting with Swamp Creek. LSC crosses from the east side of 80TH AVE NE to the west side just south of NE 198TH ST. LSC is confined to a roadside ditch from this location until just north of NE 193RD PL.

In addition to lack of proper stream function and habitat, during rainy months, LSC reaches full capacity in the roadside ditch and overflows the culvert at NE 195TH ST and floods the roadway. Culvert inlet capacity issues and debris clogging structures have been observed contributing to the flooding problems.

This project was identified by City Council in 2002 and Resolution 02-061 required developers to leave one hundred feet along the west side of 80TH AVE NE open and make it available to the City so that a project could eventually separate the stream from the roadside ditch and relocate it in a proper stream corridor.

The project requires acquisition of property and/or easements on three properties identified as hatched areas in the location photo below. No agreements on property acquisition have been secured to date.

## CONCEPTUAL DESIGN

- Restore 1,100 feet of stream corridor along the west side of 80TH AVE NE (additional floodplain, woody debris, meandering channel centered along dedicated 100-foot stream buffer)
- Eliminate sharp stream bend at NE 193RD PL
- Install fish passable culvert for the LSC at NE 195TH ST
- Upgrade the existing stormwater system along 80TH AVE NE to meet current conveyance capacity requirements.

## CONSIDERATIONS FOR IMPLEMENTATION

- Project will require environmental review, including SEPA, WDFW HPA, and possibly USACE permit.
- Kenmore Resolution 02-061 includes frontage improvement requirements funded through property owner reimbursement or Local Improvement District.
- Easement and/or ROW acquisition required. Currently, not all owners are willing sellers.
- Downstream analysis needed. Adverse impacts are not anticipated.
- Temporary stream bypass and fish exclusion shall be used during construction.
- Traffic control will be needed.
- Flow control and water quality facilities needed along the west side of 80TH AVE NE depending on scope of frontage improvements.

## PROJECT LOCATION



<b>PROJECT COST ESTIMATE</b>				
<b>Cost Category</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>Subtotal Cost</b>
Design	\$219,600	\$1,098,000	\$146,400	\$1,464,000
ROW Acquisition		\$800,000		\$800,000
Construction			\$5,856,000	\$5,856,000
Construction Management			\$200,000	\$200,000
<b>Total</b>	<b>\$219,600</b>	<b>\$1,898,000</b>	<b>\$6,202,400</b>	<b>\$8,320,000</b>

<b>Revenue</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>Subtotal Cost</b>
SWM Fund		\$431,000	\$959,400	\$1,390,400
Grant TBD			\$2,928,000	\$2,928,000
Grant CFT		\$600,000		\$600,000
Loan (RP+)	\$219,600	\$867,000	\$2,315,000	\$3,401,600
<b>Total</b>	<b>\$219,600</b>	<b>\$1,898,000</b>	<b>\$6,202,400</b>	<b>\$8,320,000</b>

Estimates are at conceptual stage only and are anticipated to be \$8,320,000 to complete both Phase I and II. Loan amounts are taken from the 2023 Rapid Progress+ report and staff anticipate acquiring a grant to cover at least 50% of construction.

<b>SCHEDULE</b>
2027/2028 – Design, permits, property/ROW acquisition
2029 – Final design, plans, specifications, estimates, advertise, construction

<b>SWM CIP ID:</b>	<b>SW-0275</b>
<b>Project:</b>	Drainage Facility P1976-01 Retrofit
<b>Location:</b>	61 <sup>ST</sup> AVE NE and NE 196 <sup>TH</sup> ST
<b>Basin:</b>	Tributary 0056
<b>Cost Estimate:</b>	\$530,000
<b>Summary:</b>	Replace aged 1970's drainage facility with modern facility.
<b>Updated:</b>	October 2025

## NARRATIVE

Kenmore Lane is a neighborhood developed in the 1970s and contains the City's oldest public drainage facility (P1976-01). The infiltration tank is in poor condition and needs complete reconstruction. Adjacent conveyance systems carry runoff from NE 197TH ST and NE 196TH ST and erosion has been observed in the open portions of those systems.

The existing drainage facility is located within an easement on private property and access from 61ST AVE NE is through a private road. Access for inspection and maintenance is difficult.

The City has designed an option to replace the system near its current location, which would make access for inspection and maintenance easier as well as enhance the performance of the facility to near current standards. The design includes moving this facility into the right-of-way and altering adjacent conveyance systems to minimize private property impacts and reduce erosion.

## CONCEPTUAL DESIGN

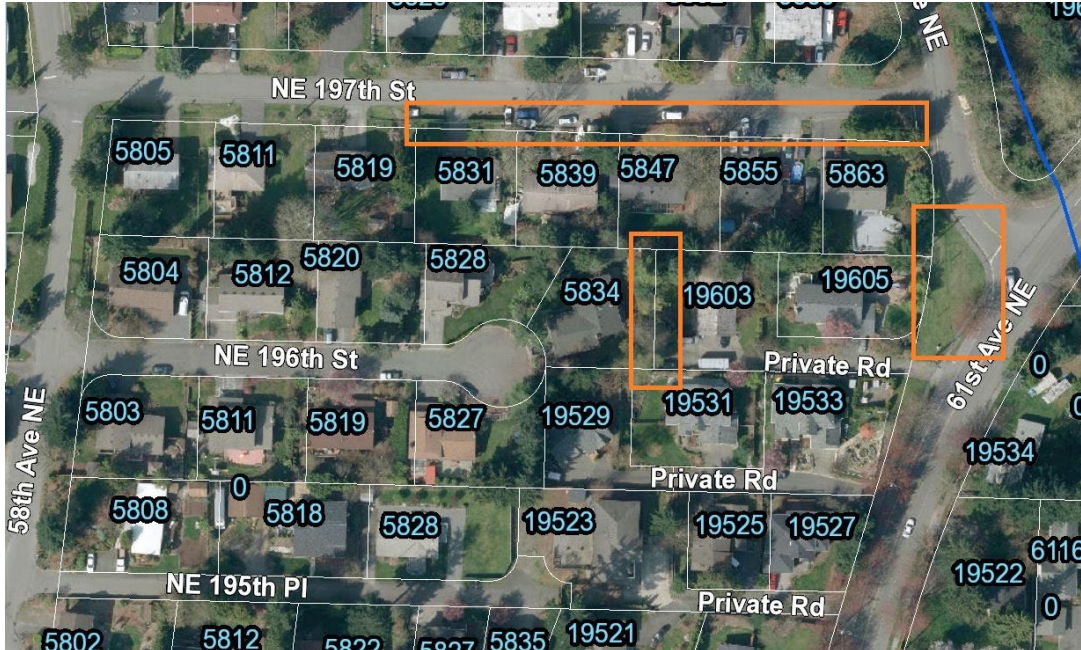
- Remove existing infiltration drainage facility located within easement on private property
- Install new facility in adjacent right-of-way location
- Modify adjacent conveyance systems to reduce private property impacts and erosion issues
- Utilize low impact development best management practices

## CONSIDERATIONS FOR IMPLEMENTATION

- No critical area permits needed.
- Temporary construction easements needed.
- Utility location considerations.
- Traffic control will be needed.
- Erosion and sediment controls needed.

### PROJECT LOCATION

61<sup>ST</sup> AVE NE and NE 196<sup>TH</sup> ST/NE 197<sup>TH</sup> ST.



### PROJECT COST ESTIMATE

Cost Category	2025	2026	2027	Subtotal Cost
Design	\$40,000	\$76,000		\$116,000
ROW Acquisition				
Construction		\$374,000		\$374,000
Construction Management		\$40,000		\$40,000
<b>Total</b>	<b>\$40,000</b>	<b>\$490,000</b>		<b>\$530,000</b>

Revenue	2025	2026	2027	Subtotal Cost
SWM Fund	\$40,000	\$490,000		\$530,000
Grant TBD				
Loan (RP+)				
<b>Total</b>	<b>\$40,000</b>	<b>\$490,000</b>		<b>\$530,000</b>

### SCHEDULE

2025 – Design, Permitting  
2026 – Finalize Design, Advertise, Construction

<b>SWM CIP ID:</b>	<b>SW-0280</b>
<b>Project:</b>	2025-2026 Surface Water Small Works Program
<b>Location:</b>	Citywide
<b>Basin:</b>	Citywide
<b>Cost Estimate:</b>	\$134,000
<b>Summary:</b>	Construct stormwater maintenance/improvement projects too large for City crews.
<b>Updated:</b>	March 2026

### NARRATIVE

The annual small works projects consist of an evolving list of projects. New problem areas will be identified each year and evaluated accordingly. Typical small works projects exceed the scope in-house maintenance capabilities but are within the range of small works as defined by RCW 39.04. During the term of this project, drainage system improvements at six separate sites were completed, including replacement of aging, damaged, and/or underperforming drainage structures, pipes, and other drainage system appurtenances.

### CONCEPTUAL DESIGN

City crews may be able to perform components of the work, but a contractor is typically required to complete these projects. Small Works projects may also require design or technical evaluation by the City's on-call engineering consultant.

### CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA typically not needed.
- Temporary construction easements may be needed.
- Erosion and sediment controls may be needed.
- Traffic control may be needed.

### PROJECT LOCATION

Citywide.

### PROJECT COST ESTIMATE

This project completed construction in 2025 at a total cost of approximately \$134,000.

## SCHEDULE

Projects are identified annually and construction typically occurs during summer months. This project was designed in 2024/2025 and constructed in 2025.

<b>SWM CIP ID:</b>	<b>SW-0283</b>
<b>Project:</b>	Blueberry Creek Culvert Mitigation
<b>Location:</b>	68 <sup>TH</sup> AVE NE and NE 202 <sup>ND</sup> ST
<b>Basin:</b>	Blueberry Creek (Swamp Creek)
<b>Cost Estimate:</b>	\$150,000
<b>Summary:</b>	Remove fish passage blocking culvert from Blueberry Creek.
<b>Updated:</b>	March 2026

### NARRATIVE

Impacts resulting from a failed culvert conveying Blueberry Creek under NE 202<sup>ND</sup> ST during construction of the 68<sup>TH</sup> AVE NE Improvement Project resulted in mitigation requirements for Blueberry Creek. As mitigation, the City is removing a fish blocking culvert from the stream and restoring the creek in that area. This fish barrier is the downstream most barrier known to exist in the creek and will open access to fish to Swamp Creek.

### CONCEPTUAL DESIGN

- Remove existing 12-inch culvert from stream. Access restrictions will likely require hand removal of the culvert in pieces.
- Restoration work surrounding culvert will likely have to be done by hand due to access issues and to minimize adverse impacts to critical area.

### CONSIDERATIONS FOR IMPLEMENTATION

- Environmental review including SEPA and WDFW HPA needed.
- Temporary construction easements needed.
- Difficult access to project location. Manual work likely required.
- Erosion and sediment controls needed.
- Stream bypass system needed.

## PROJECT LOCATION



## PROJECT COST ESTIMATE

Preliminary estimate is \$150,000.

## SCHEDULE

2025/2026 – Design, permitting, ROW acquisition  
2027 – Advertise, Construction

<b>SWM CIP ID:</b>	<b>SW-0293</b>
<b>Project:</b>	Tributary 0057 Barrier Removal
<b>Location:</b>	NE 170 <sup>TH</sup> ST
<b>Basin:</b>	Tributary 0057
<b>Cost Estimate:</b>	\$250,000
<b>Summary:</b>	Remove two small fish passage barriers that have formed within the area of stream modifications implemented under a separate City capital project completed in 2016.
<b>Updated:</b>	March 2026

## NARRATIVE

In August 2021, the WA Department of Fish & Wildlife (WDFW) determined that a fish passage barrier had formed at a channel-spanning log structure within Tributary 0057, and suggested additional barriers might be present within a concrete culvert that carries Tributary 0057 under NE 170<sup>th</sup> Street. Both the culvert and log structure were installed under the City’s “Tributary 0057 Channel Relocation” project, which was completed in 2016 (“2016 Project”). The City retained Osborn Consulting, Inc. (OCI) to assess channel conditions close to the barriers and develop conceptual design of potential barrier removal solutions in February 2024. This limited study was augmented by a site visit in March 2024 attended by staff from the City, OCI, and WDFW. Collectively, these investigations confirmed the barrier at the log structure and indicated that a second potential barrier at the culvert outlet may exist during select stream flow conditions.

Both barriers are believed to have developed due to the higher-than-anticipated erosive forces of stream flow. OCI’s report illustrated two conceptual solutions for eliminating the barriers, including coarsening the streambed material and adding channel spanning logs to the stream for additional erosion protection. A cost estimate was not developed for either option; therefore, the estimate cited herein is ESD’s planning level estimate based on analogous projects.

## CONCEPTUAL DESIGN

- A preferred design alternative will be selected from one of the following options:
  - Coarsen the streambed material at the downstream end of each barrier. This involves adding streambed material with larger average grain sizes than the existing streambed material, which has eroded under the force of existing stream flows.

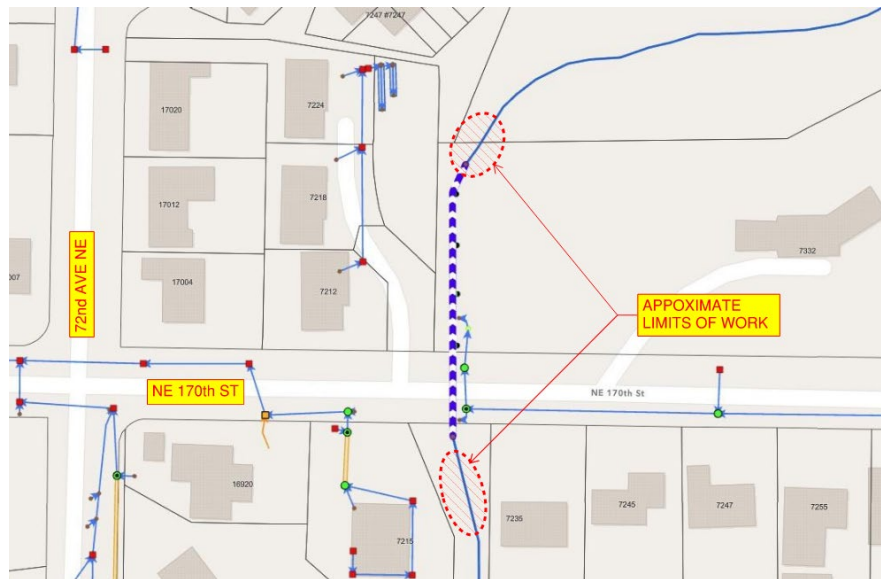
- Install approximately five new channel-spanning log structures in the stream, including two logs immediately downstream of the existing log structure and three logs immediately downstream of the culvert outlet.
- Restore any streamside areas that may be disturbed during construction, e.g. plant native wetland and riparian vegetation to replace any vegetation cleared for construction access.

### CONSIDERATIONS FOR IMPLEMENTATION

- Project will require environmental review, including SEPA, City Engineering/Critical Areas Permit, WDFW HPA, and USACE permit.
- Easement and/or ROW acquisition is not anticipated as work is expected to occur within permanent easements acquired under the 2016 project.
- Temporary stream bypass and fish exclusion shall be used during construction.

### PROJECT LOCATION

North and south sides of NE 170<sup>th</sup> St, approximately 300 feet east of the 72<sup>nd</sup> Avenue NE intersection.



### PROJECT COST ESTIMATE

Estimates are at conceptual stage only. Cost is estimated to be approximately \$250,000.

<b>SCHEDULE</b>
2025, 2026 – Design and permitting 2027 – Advertise, Construction

# CAP & Rapid Progress+ Updates

March 16, 2026



CITY OF KENMORE  
ENVIRONMENTAL SERVICES



**Richard Sawyer**  
Environmental Services Director

**Nina Rasmussen**  
Climate Action Program Manager

**Andrew Silvia**  
SWM Capital Projects Manager



**CITY OF KENMORE**  
ENVIRONMENTAL SERVICES



# AGENDA



## **Climate Action Program**

- **2025 Review**
- **2026 Work Plan**

## **Rapid Progress+**

- **Program Review**
- **6-Year Plan Update**

# Climate Action



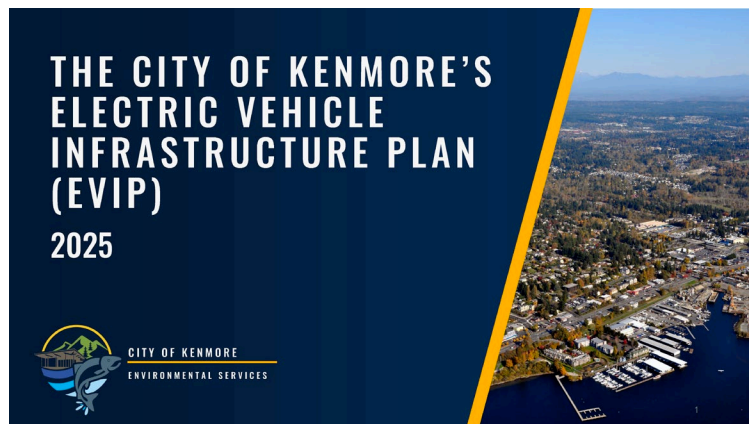
## 2025 Review - Highlights

### Completion of Electric Vehicle Infrastructure Plan (EVIP)

- Strategic plan to provide long-term vision and roadmap for charger deployment

### Completion of Urban Forestry Management Plan (UFMP)

- Strategic plan to provide long-term vision for canopy protection and growth
- Recommendations for improved practices



# Climate Action

## 2025 Review - Highlights

### Tree planting event

- Co-hosted event with Sno-King Watershed Council to provide a stewardship opportunity to the public



### Fleet chargers in garage

- Installed 3 chargers with 6 ports in City Hall garage for current and future fleet charging needs



# Climate Action

## 2025 Review - Highlights

### New internship

- Allowed ESD to participate in more summer events and bolster education & outreach efforts



### Green Jobs Fair

- Hosted our first event of this kind in an effort to support and build the green workforce



# Climate Action



## 2025 Review – Additional Projects

Second year of Solarize Kenmore

- Less of a response in 2025, will shift focus to maximize impact

Applied for and awarded funds for City Hall solar expansion

- Project to be implemented this year

Education seminars on waste, weatherization, solar, surface water

Surface water behavior change campaign

Continued Climate Action Advisory Committee facilitation



# Climate Action



## 2026 Work Plan

### Heat Pump Direct Discount Program

- Incentive program for residents to switch from oil or gas heating to electric heat pump

### City Hall solar expansion

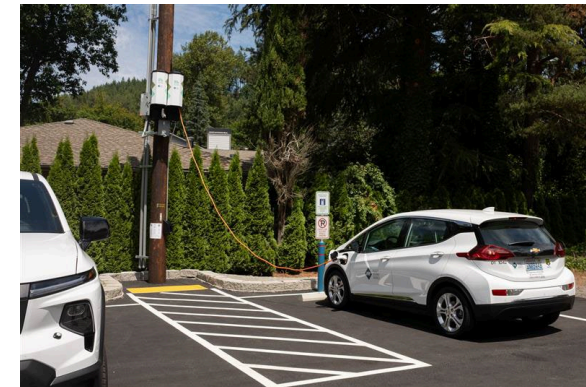
- Expands solar to maximum extent possible

### EV chargers for public

- Using EVIP as guide, Install EV chargers in right-of-way and parks for public use

### Targeted tree plantings

- Using UFMP as guide, contracted org will plan out and begin planting strategically and maintain trees during establishment period



# Climate Action

## 2026 Work Plan

### GHG inventory update

- 2025 inventory will show progress on greenhouse gas reductions

### Begin CAP update

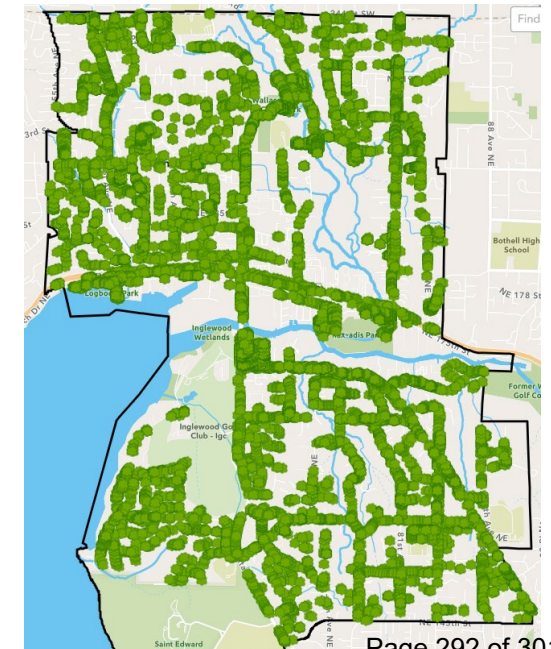
- Feedback will be collected from the community, staff, Climate Committee, and others to update the plan

### Street tree guidance doc

- Create outline of tree responsibilities based on scenario to provide needed clarity across departments

### Public tree inventory completion

- Partnering with UW Bothell for interns to complete this project

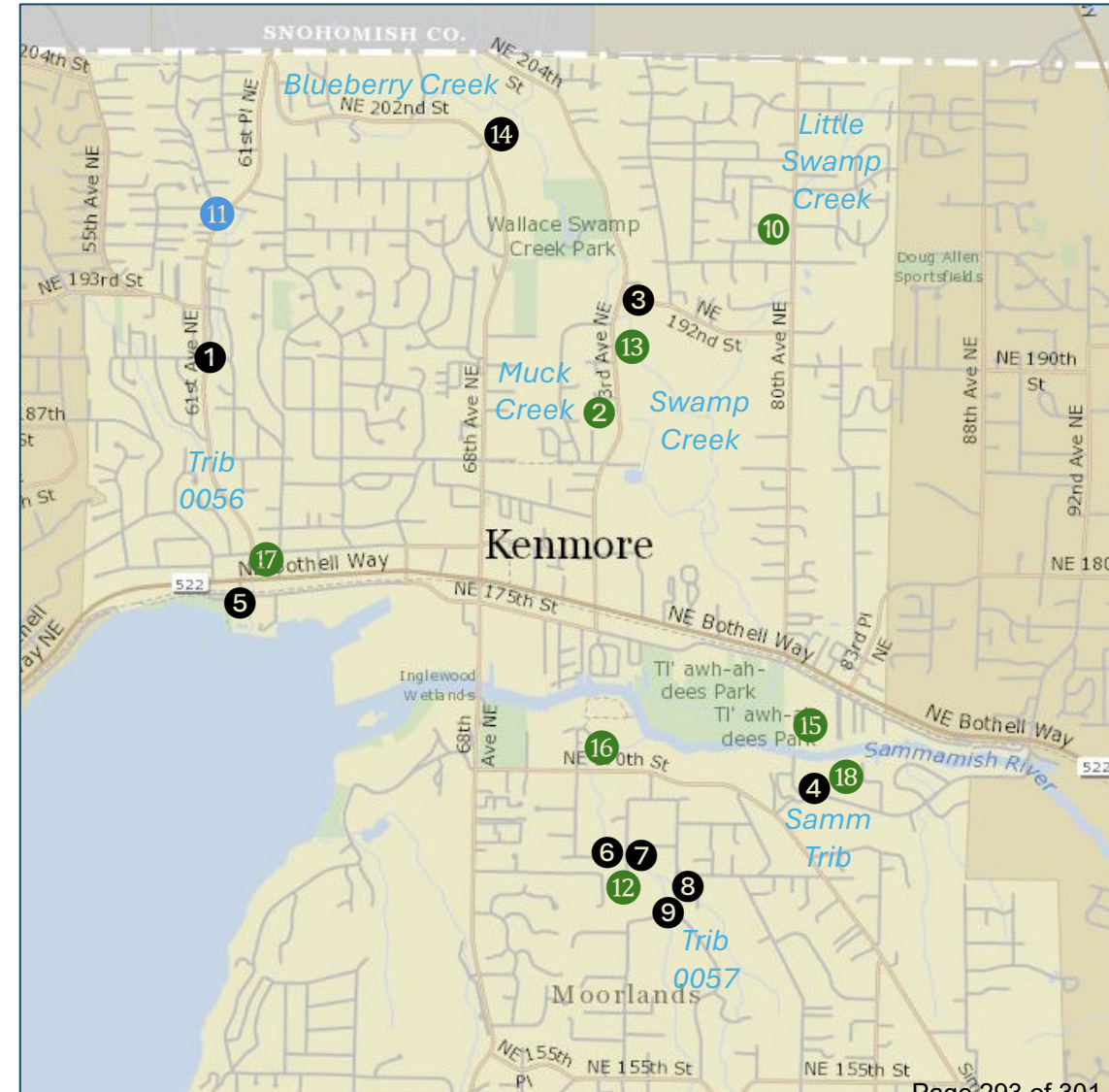


# Rapid Progress+



## Update on SWM Capital Improvement Program (RP+)

- 2023 SWM Budget and Fee
- 2024-2025 Accomplishments
- 2026-2027 Planned Projects



- Culvert Replacement
- Acquisition/Conservation/Restoration
- SWM Facility Retrofit

# Rapid Progress+

## Stream Culvert Replacement Projects

- Typical Scope of Work:
  - Install new fish-passable culvert
  - Utility relocation
  - Road and stream restoration
- Goals:
  - Restore Fish Passage
  - Reduce flooding
  - Stabilize roadways
- Average cost per project:
  - \$2-3M (local roads)
  - \$10M± (state highway/arterials)

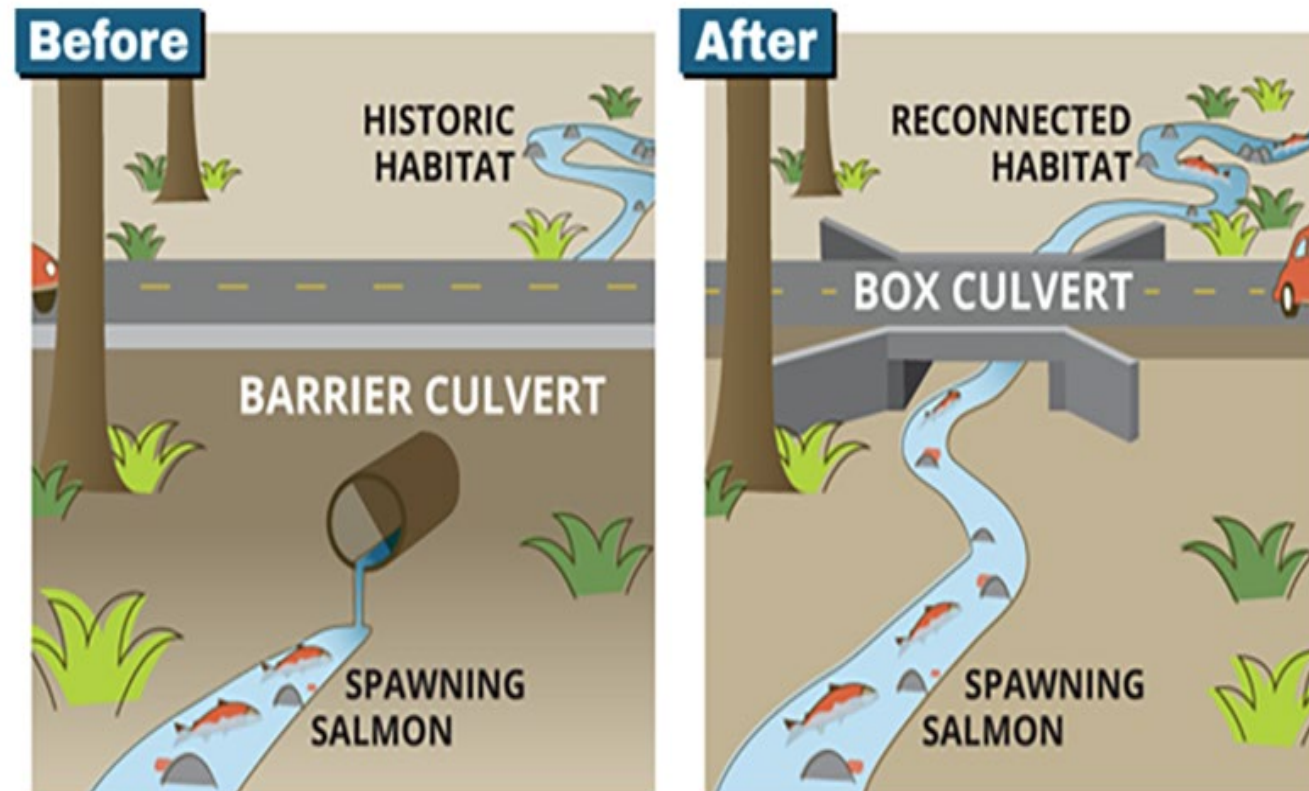


Image credit: King County Dept. of Natural Resources & Parks

# Rapid Progress+

## Stream Culvert Replacement Projects – Recent Progress



NE 190<sup>th</sup> St Preexisting (failing) Culvert



NE 190<sup>th</sup> St Culvert Replaced 2023-2024

# Rapid Progress+



## Restoration Projects

- Typical Scope of Work:
  - Stream restoration
  - Habitat enhancement
  - Small fish passage barrier removal
  - Acquisition & Preservation (Demolition, if needed)
- Goals:
  - Mitigate prior surface water impacts
  - Expand habitat accessibility and quality
- Average cost per project:
  - \$150K - \$1M±

# Rapid Progress+

## Restoration Projects – Recent Progress



Muck Creek Channel  
Preexisting Alignment



Muck Creek Channel  
Restoration Construction in Progress



Muck Creek Channel  
Restoration Completed 2025

## Stormwater Management Improvement Projects

- Typical Scope of Work:
  - Small drainage system repair, e.g. drainage structure and pipe replacement
  - Retrofit existing stormwater management facilities, e.g. expand capacity, add treatment function
- Goals
  - Address stormwater management system performance issues
  - Replace end of life assets
  - Meet NPDES Municipal Stormwater Permit requirements
- Average cost per project:
  - \$80K± annually (small drainage repairs)
  - \$500K± per each stormwater facility retrofit

# Rapid Progress+

## Stormwater Management Improvement Projects – Recent Progress



Preexisting Catch Basin



Catch Basin Replaced 2025



Preexisting Storm Drain



Storm Drain Replaced 2025

# Rapid Progress+



## 2026-2027 Active & Planned Projects

CATEGORY	PROJECT NAME	2026				2027			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
STREAM CULVERT REPLACEMENT	NE 169TH St Culvert Replacement	DESIGN				BID	BUILD		
	NE 192nd St Culvert Replacement	DESIGN				BID	BUILD		
	74th Ave NE Culvert Replacement (Downstream)					DESIGN			
	74th Ave NE Culvert Replacement (Upstream)					DESIGN			
	76th Ave NE Culvert Replacement								DESIGN
	NE 163rd St Culvert Replacement								DESIGN
RESTORATION	Tributary 0057 Fish Barrier Removal	DESIGN	BID	BUILD					
	Blueberry Creek Culvert Mitigation	DESIGN				BID	BUILD		
	Little Swamp Creek Relocation					DESIGN			
STORMWATER MANAGEMENT IMPROVEMENTS	Kenmore Lane Stormwater Facility Retrofit	DESIGN	BID	BUILD					
	2027-2028 Small Works Drainage Improvements					DESIGN	BID	BUILD	
	2027-2028 Stormwater Facility Retrofit					DESIGN			

# Questions?



CITY OF KENMORE

ENVIRONMENTAL SERVICES

