



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

City Council Special & Regular Meeting

ON-SITE

MONDAY, SEPTEMBER 25, 2023 - 6:15 PM

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

ZOOM LINK: <https://kenmorewa-gov.zoom.us/j/87885748036>

Or One tap Mobile: US: +12532050468,,87885748036#

Or Telephone Dial US: +1 253 205 0468

Callers please dial *9 to raise and lower hand

Webinar ID: 878 8574 8036

If you are having difficulty accessing the meeting virtually, please contact mkang@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.

Land Acknowledgement to Honor First Peoples

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

I. CALL SPECIAL MEETING TO ORDER - 6:15 PM

II. EXECUTIVE SESSION

EXECUTIVE SESSION HELD. NO ACTION IS TAKEN.

- A. Pursuant to RCW 42.30.110(1)(i), the City Council will now enter an executive session to discuss potential litigation. This executive session is slated to last 45 minutes, until approximately 7:00 PM. No action is expected.

III. ADJOURN SPECIAL MEETING

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

V. ROLL CALL

VI. LAND ACKNOWLEDGEMENT

VII. FLAG SALUTE

VIII. AGENDA APPROVAL

IX. PROCLAMATION
PROCLAIMED

- A. Native American Heritage Month, to be accepted by Tulalip Coast Salish Artist Ty Juvinel
[Native American Heritage Month](#)

X. PRESENTATION

- A. Proposed Ordinance No. 23-0595, Accepting Funds for the Purchase of a Hank Heron Mascot Costume, presented by Deputy City Manager Stephanie Lucash, Senior Civil Engineer Kent Vaughan, and Kenmore Heritage Society President Suzanne Greathouse
PRESENTED
[Agenda Bill - Acceptance of Funds for the Purchase of a Hank Heron Mascot Costume](#)
[Attachment 1 - Proposed Ordinance No. 23-0595, Hank Heron Mascot Costume](#)
[Attachment 2 - Hank Heron Mascot Donation Application Form, signed](#)
[Attachment 3 - Contract No. 23-C2979 Street Characters, Inc.](#)

XI. WHERE'S THE FUN?

XII. PUBLIC COMMENTS

- A. We welcome our community members to the Council's meeting. In this forum, the Council does not engage or dialogue with the public; the primary role of the Council is to listen. We will hear from our on-site guests first, followed by our virtual guests. If you're online, please use the "raise hand" feature now if you wish to speak. All guests must address comments to the Mayor and City Council. The Clerk will acknowledge your request and call your name when it is your turn. Your time will start when we confirm that we can hear you. Please state your name and city of residence for the record and keep your comments to the allotted time. We will not split your time with others or reset your time except by express approval of the Presiding Officer. Screen-sharing is not allowed; you can submit materials to the Council or Clerk in advance. Please do not comment about pending development projects on which the Council will make future decisions as those are quasi-judicial matters, and Councilmembers must limit their communications about such matters. This meeting is being recorded. Thank you for taking the time to express your comments.

XIII. CONSENT AGENDA

- A. Approve City Council Special and Regular Meeting Minutes from

September 11, 2023.

APPROVED UNANIMOUSLY

[City Council Special and Regular Meeting Minutes from September 11, 2023](#)

XIV. BUSINESS AGENDA

- A. Proposed Ordinance No. 23-0595, Accepting Funds for the Purchase of a Hank Heron Mascot Costume, presented by Deputy City Manager Stephanie Lucash and Senior Civil Engineer Kent Vaughan, *for adoption*

ORDINANCE 23-0595 ADOPTED

[Agenda Bill - Acceptance of Funds for the Purchase of a Hank Heron Mascot Costume](#)

[Attachment 1 - Proposed Ordinance No. 23-0595, Hank Heron Mascot Costume](#)

[Attachment 2 - Hank Heron Mascot Donation Application Form, signed](#)

[Attachment 3 - Contract No. 23-C2979 Street Characters, Inc.](#)

- B. Planning Commission Recommendation on the Climate Action Element of the Comprehensive Plan Update, presented by Community Development Director Debbie Bent, Climate Action Plan Program Manager Nina Rasmussen, and Planning Commissioners, *for discussion*

DISCUSSED

[Agenda Bill - Climate Action Element](#)

[Attachment 1 - Draft Climate Action Element](#)

[Attachment 2 - CAE Equity Assessment](#)

[Attachment 3 - SEPA Determination of Nonsignificance](#)

[Attachment 4 - Public Hearing Comments and Staff Responses](#)

[Attachment 5 - Washington Department of Commerce Comments](#)

[Presentation - Climate Action Element Comprehensive Plan Update](#)

- C. Designating the Arts of Kenmore (AOK) as Kenmore's Local Arts Agency and Review and Processing of City-Supported Community Projects presented by City Manager Rob Karlinsey, Community Development Director Debbie Bent, and Arts of Kenmore Director Sara Solum Hayashi, *for discussion*

DISCUSSED. RESOLUTION TO BE BROUGHT BACK FOR CONSIDERATION

[Agenda Bill - Arts of Kenmore as Kenmore's Local Arts Agency](#)

[Attachment 1 - 08/25/2023 Memo Providing Background Information](#)

[Memo Attachment 1 - Resolution designating Arts of Kenmore as a Local Arts Agency](#)

[Memo Attachment 2 - Contributions to Arts of Kenmore](#)

[Memo Attachment 3 - Seven Ways LAAs Work In Communities](#)

[Attachment 2 - Arts of Kenmore Funding Options](#)

XV. PUBLIC HEARING

- A. Proposed Ordinance No. 23-0593 Exceptional Trees, presented by Assistant to the City Manager Garrett Oppenheim, *for public hearing*
PUBLIC HEARING HELD
[Attachment 1 - Ordinance No. Proposed 23-0593, Exceptional Tree Ordinance](#)
[Attachment 2 - Exhibit A to Ordinance No. 23-0593](#)
[Attachment 3 - Exhibit B to Ordinance No. 23-0593](#)
[Attachment 4- Exhibit C to Ordinance No. 23-0593](#)
[Attachment 5 - King county Conservation District Tree Canopy Study](#)
[Attachment 6 - September 2021 Exceptional Trees Policy Report](#)
[Attachment 7 - KMC 18.55.180, Reasonable Use Exception](#)

XVI. BUSINESS AGENDA (continued)

- D. Middle Housing: Final Report and Findings, presented by Community Development Director Debbie Bent and Principal Planner Todd Hall, *for discussion*
DISCUSSED
[Agenda Bill - Middle Housing: Final Reports and Findings](#)
[Attachment 1 - PRR Summary Report](#)
[Attachment 2 - LDC Policy Review for Middle Housing and Small Scale Commercial Development](#)
[Attachment 3 - LDC Middle Housing Code Options Report](#)
[Attachment 4 - PRR Framing the Future of Housing Community Event Summary Report](#)
[Attachment 5 - PRR Small Group Meeting Summary Report](#)
[Attachment 6 - PRR Survey Result Summary](#)
[Attachment 7 - PRR Racial Equity Report](#)
[Attachment 8 - Eastside for All Community Based Organization Outreach Report](#)
[Attachment 9 - June 12, 2023 Council Agenda Bill on Middle Housing Findings](#)
[Attachment 10 - PRR June 12, 2023 Powerpoint Presentation](#)
[Presentation - Middle Housing: Final Report and Findings](#)
- E. North King County Severe Winter Weather Shelter Funding, presented by Assistant to the City Manager Garrett Oppenheim, *for approval*
\$7,000 ARPA FUNDS CONTRIBUTION APPROVED
[Agenda Bill - North King County Severe Winter Weather Shelter](#)
[Presentation - North King County Severe Winter Weather Shelter](#)

XVII. STAFF REPORTS

XVIII. COUNCILMEMBER REPORTS & COMMENTS

XIX. ADJOURNMENT

UPCOMING MEETINGS

- A. City Council Special Meeting: General Town Hall of Thursday, September 28, 2023 from 6:00 - 8:00PM
- City Council Joint Special Meeting with Shoreline City Council and Lake Forest Park City Council on Monday, October 9, 2023 at 5:45 PM, at Shoreline City Hall
- City Council Special Meeting of Monday, October 9, 2023 at 7:30 PM (earliest time), at Kenmore City Hall
- City Council Regular Meeting of Monday, October 16, 2023 at 7:00 PM

NOTICE OF POTENTIAL QUORUMS

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

City of Kenmore, Washington Proclamation

WHEREAS, Indigenous Peoples, the "First People," are culturally distinct ethnic groups who are native to North America, which was later colonized and resettled by other ethnic groups. Native Americans are descendants of the original indigenous inhabitants of what is now the United States; and

WHEREAS, 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; and

WHEREAS, during Native American Heritage Month, we celebrate the rich tapestry of Native peoples and honor their sacrifices, which we recognize as inextricably woven into the history of this country; and

WHEREAS, notable contemporary Indigenous leaders and dignitaries such as Deb Haaland, Sharice Davids, Mark Trahant, Winona LaDuke, and Rebecca Nagle continue to make significant contributions in politics, arts, law, and social justice movements; and

WHEREAS, Native Americans have moving stories of tragedy, triumph, and perseverance that need to be shared with future generations; and

WHEREAS, Native Americans have enriched our heritage and continue to add to all aspects of our society through their generosity of culture and continued practice of teaching economic, environmental, and cultural sustainability; and

WHEREAS, the City of Kenmore is committed to participating in dialogues led by tribal communities, around the opportunities in the areas of self-determination, sovereignty, and cultural preservation, to create an active government-to-government collaboration; and

WHEREAS, the City of Kenmore acknowledges the significance of land recognition as an initial step towards honoring the original stewards of the land and fostering a more inclusive community dialogue about our shared history and future; and

WHEREAS, Kenmore City Council celebrates October 9, 2023, as Indigenous Peoples' Day, recognizing the resilience and strength of indigenous people who have had an immeasurable positive impact on our community and society.

NOW THEREFORE, I, Nigel Herbig, Mayor of the City of Kenmore, on behalf of the City Council, do hereby proclaim **October 2023** to be **Native American Heritage Month** throughout the City of Kenmore. **IN WITNESS WHEREOF**, signed this 25th day of September 2023.

Signed: _____

Nigel Herbig, Mayor

Attested: _____

Anastasiya Warhol, City Clerk



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Acceptance of Funds for the Purchase of a Hank Heron Mascot Costume

Proposed Council Action/Motion: Motion to adopt Ordinance No. 23-0595, an ordinance of the City of Kenmore, Washington, accepting funds for the purchase of a Hank Heron mascot costume, accepting ownership of the costume and establishing an effective date.

For Council Meeting Agenda of: Sept. 24, 2023

Department: City Manager's Office

Prepared by: Janet Quinn, Management Analyst/ARPA and Stephanie Lucash, Deputy City Manager

	<u>Initial & Date</u>
Approved by Department Head:	SL 09-18-23
Approved by City Attorney:	DR 09-19-23
Approved by Finance Director:	MM 09-19-23
Approved by City Manager:	RK 09-18-23

Exhibits/Attachments:

- Ordinance No. 23-0595 Relating to Acceptance of Donation and Costume
- Hank Heron Mascot Donation Application
- Contract 23-C2979 Street Characters Inc.

Summary:

The proposed ordinance follows the policy and procedure established in Ordinance 19-0492, adopted by the Kenmore City Council on June 17th, 2019, which requires Council approval by way of ordinance for donations in excess of ten thousand dollars (\$10,000). The Kenmore Heritage Society (KHS), with support from donations by several local businesses and personally matched by KHS Director Suzanne Greathouse, proposes to gift funding of \$11,900 to the City for the purchase of a Hank Heron mascot costume to be owned and maintained by the City. The Hank Heron mascot will make special appearances at the businesses who contributed funding to make the purchase possible, and Hank Heron will also appear at city events throughout the year including the farmers market, concerts, movie nights and other celebrations.

Information/Background:

In 2017, Kent Vaughan, Senior Engineer for the City and creator of the Hank Heron character, researched the availability and cost of a mascot costume. He received quotes from eight companies and presented them to the City's "Where's the Fun?" committee. Some of these original eight companies are no longer in business, but Kent requested updated quotes from two other providers. Quality of the mascot costume materials, and experience, reputation, and customer service of the provider are key reasons for selecting Street Characters, Inc. as the provider, and Kenmore Heritage Society has approved the cost.

Mercer Island purchased a Leap frog mascot costume in 2008 and uses Leap for city events. In the 15 years since Mercer Island purchased the costume they have incurred one charge of \$604.19 (in 2018) for repair of the costume. City staff have cleaned and maintained the costume in house.

Two current Kenmore employees who formerly worked for Mercer Island report that Leap heightens community engagement and is a big draw and very popular at City events. It is anticipated that the same will be true of a Hank Heron mascot costume. Suzanne Greathouse, Copperworks Distilling, Bothell-Kenmore Chamber, Whatssup, Northwest Electric & Solar, Michelman Insurance Group, Hot 100 Business, Stephanie Lucash, and Rob Karlinsey, all contributed funds to the Kenmore Heritage Society (KHS) and KHS provided the balance of the funding to help bring Hank Heron the Mascot to his new home in Kenmore. By his presence, Hank will answer the question, "Where's the Fun in Kenmore?"

Fiscal Consideration:

The cost of purchase of the mascot costume is fully covered by the \$11,900 donation from the Kenmore Heritage Society. General cleaning and maintenance of the costume will primarily be done in house, and sponsorship opportunities may be offered to businesses in the future for repairs as necessary, in exchange for a special appearance by Hank. One thousand dollars (\$1,000) is the anticipated cost for one major maintenance and cleaning per budget cycle.

City Council Priority or Budget Objective Being Addressed:

Priority #9: Foster community engagement and participation

Priority #10: Foster and create fun

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0595**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, ACCEPTING
DONATED FUNDS FOR THE PURCHASE OF A HANK HERON MASCOT
COSTUME, ACCEPTANCE BY THE CITY OF OWNERSHIP OF THE
COSTUME, AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, City Council adopted Ordinance 19-0492 to establish a policy and procedure by which the City can accept donations pursuant to RCW 35A.11.040 and RCW 35.21.100; and

WHEREAS, RCW 35A.11.040 as currently written states that the legislative body of a code city shall have power to accept any gift or grant for any public purpose and may carry out any conditions of such gift or grant when not in conflict with state or federal law; and

WHEREAS, RCW 35.21.100 as currently written states that every city and town by ordinance may accept any money or property donated, devised, or bequeathed to it and carry out the terms of the donation, devise, or bequest, if within the powers granted by law, and that if no terms or conditions are attached to the donation, devise, or bequest, the city or town may expend or use it for any municipal purpose; and

WHEREAS, Ordinance 19-0492, Exhibit A, states, "If a donation exceeds ten thousand dollars (\$10,000) in value, the Council retains the authority to accept and approve donations by way of ordinance"; and

WHEREAS, the Kenmore Heritage Society has donated \$11,900, the full cost of the costume, and further bequeaths ownership of the mascot costume to the City to use as the City sees fit; and

WHEREAS, the City accepts responsibility for maintenance, repair, and cleaning of the costume; and

WHEREAS, there are no other terms or conditions attached to the donation; and

WHEREAS, the acquisition of a Hank Heron Mascot costume promotes 2023-2024 City Council Priorities #9, "Foster community engagement and participation," and #10, "Foster and create fun"; and

WHEREAS, pursuant to KMC 3.85.040, the City Council finds and determines that the acceptance of the donation of costume funding by the Kenmore Heritage Society and

City ownership of the costume is consistent with the City's adopted goals and objectives, and is in the best interests of the City, its residents, businesses, and the public;

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

Section 1. Acceptance of Funds and Ownership of the Hank Heron Mascot Costume. The City Council hereby accepts the donation of funds and City ownership of the Hank Heron Mascot Costume, including the condition that the City pay for on-going, maintenance, repair, and cleaning of the costume as necessary.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of the publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 25TH DAY OF SEPTEMBER, 2023.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.: 23-0595
DATE OF PUBLICATION:
EFFECTIVE DATE:



City of Kenmore, Washington
**DONATION APPLICATION FORM
FOR HANK HERON MASCOT COSTUME**

Date: 9/25/2023

Applicant/Donor Name: Kenmore Heritage Society

Address: P. O. Box 82027, Kenmore, WA 98028

Day Time Phone Number: 206 465-8833 Cell Phone Number: 206 465-8833

Email Address: k.h.s.archives@gmail.com

I understand that these funds are a donation for the purchase of a Hank Heron Mascot Costume and that the Costume will become the property of the City of Kenmore. The City will bear responsibility for maintenance, repair, and cleaning of the Costume. There are no other expressed or implied conditions placed on this donation.

Applicant/Donor Signature:

Suzanne Marie Greathouse

Donation made in the form of a check(s) payable to: City of Kenmore, 18120 68th Ave NE, Kenmore, WA 98028 Check No(s). # 1017 for \$6,900 and #1019 for \$4,605 from the Kenmore Heritage Society

City of Kenmore Use Only/Application Approved By Kenmore City Council by Ordinance No. 23-0595 at the _____ Council Meeting:

City of Kenmore

Michael Marco
EMAIL: info@MASCOTS.COM
PHONE: Direct - (403) 265-3866

August 23, 2023



STREET CHARACTERS MASCOT SOLUTION

Attn: Rob Karlinsey

Thank you for considering Street Characters Inc. for your mascot program. We are very excited at the opportunity to work with you on your new project. As a pioneer in our industry, Street Characters Inc has worked with more colleges and professional teams than anyone. We live and breathe our mission of creating the Absolute Best characters every day.

Rob, please review the list below and call/email us so that we may find out which services would be most fitting to satisfy the City of Kenmore mascot program. Please sign page 2, artwork and email all the following pages to the address above so we can work with you on your new project. Prices are in US funds, we ship your mascot with a 2-business day service and Street Characters Inc cannot be responsible for extended shipping times.

		Initials
Basic Solution as per artwork April 18, 2017 / Version C	\$ 10, 470	RK
Cool Solution with cooling vest	\$ (add 270)	
Complete Solution with cooling vest & "Street Smarts" program	\$ (add 400)	

ADDITIONAL SERVICES

"Street Smarts" – The guide for Mascot Management": Manual and Training Videos (annual subscription \$49.99**)	\$299-\$169= \$130	
Exclusive License Agreement (ELA) rights for the lifetime of the costume plus Original Mascot Sketch in Vector (EPS) format	\$1500-\$250= \$1250	
Outright Purchase of ALL rights	\$5,000.00	
Additional posed character sketches \$500 x (#) Indicate total	\$ _____	

COOLING OPTIONS

		Initials
Cooling vest (includes four inserts)	(\$290-\$20)= \$270	
One cooling vest with camelback	\$340.00	RK
Cooling vest replacements inserts (set of four)	\$185.00	RK
Additional reservoir and straw for camelback (limited qty)	\$35.00	RK

YOUR STREET CHARACTER INCLUDES

- Conceptual art sketches and final color art up to 3 revisions (note-license purchase required for use of Street Characters created artwork)
- Street Characters Inc Lifetime guarantee against defects in materials and
- Workmanship
- Lifetime design exclusivity for your character
- One Street Character costume based on agreed art and specifications

ITEMIZED LIST (please check what you would like to order)

- ☐ BIRD HEAD WITH VISION THROUGH MOUTH
- ☐ MUSCLE BIRD BODY WITH WINGS AND ATTACHED HANDS
- ☐ SEPARATE TAIL ATTACHED WITH HARNESS
- ☐ BIRD LEGS
- ☐ SEPARATE BIRD FEET COVERS
- ☐ BIRD FEET BASES WITH VELCRO AND SNAPS
- ☐ BODY BAG
- ☐ HEAD BAG
- ☐ SHIPPING
- ☐ PATTERN TIME SPECS AND PACKING REPAIR KIT BAG

Initials for itemized list: _____

Shipping insurance
(2% value of total order less shipping)

Shipping

Total Costume Price:

	Initials
\$ _____	_____
\$475.00 each	_____
\$11,505	_____

This quote is in US dollars and valid for 30 days from the date of issue.

**The enclosed material is proprietary to Street Characters Inc. Therefore, it must be treated as confidential and not disclosed in any manner to other than the addressee, and its employees, reproduction in whole or in part (including artwork) without consent of an authorized Street Characters Inc. representative is prohibited.*

** We accept Visa, MasterCard, Wire Transfer and Checks.*

** 3.5% process fee for credit card purchase over 1000\$.*

Please make payment payable to

Street Characters Inc.

#2, 2828 18 Street NE

Calgary, Alberta, T2E 7B1

AGREED AND ACCEPTED THIS 23rd DAY OF August, 2023



Michael Marco
Account Manager
Street Characters Inc.

Rob Karlinsey
City Manager
City of Kenmore

PROCESS

Due to custom work, we will invoice for 60% which is required prior to us ordering materials and starting production. We would then prepare specifications and fabric samples. Once approved and the deposit is received we start building your new mascot.

Current production time is a minimum 8 weeks beginning from the time we have your approval on the costume sketch and fabric samples. If you have a special event and need a faster turnaround, please let us know and we will do our best to accommodate.

DELIVERY

When your Street Character is ready to go, we will load your mascot in the custom carrying bags and ship it to the address provided. The balance of payment will be invoiced and due 30 days after leaving Street Characters.

Upon arrival, we ask that you inspect and try on your new mascot to ensure you are happy with the final product.

ONE YEAR LIMITED WARRANTY

The costume has a one-year limited warranty from the date of purchase as provided herein. The designer expressly warrants that the costume covered by this agreement will be of good material and workmanship and free from defect. However, this warranty excludes normal wear and tear to the costume or damage to the costume caused through misuse, accident or neglect.

Should designer breach this warranty, the purchaser shall so notify the designer in writing and the designer shall use reasonable diligence to remedy such breach within a period of twenty-one (21) days of receipt of returned costume. Should designer fail to remedy the breach within that time, customer's sole remedy for designer's breach of all warranties hereunder is the recovery of the purchase price of the costume. Except as provided in this paragraph, all costumes and services are delivered without warranty of any kind, including, without limitation, any warranty of title, merchantability, or fitness for a particular purpose.

THE HEAD

The head is made of lightweight, closed cell non-absorbing and extremely durable foam affixed to a hockey helmet. This foam eliminates potential odor problems and water damage.

The helmet provides a safe mobile, comfortable fit and good range of vision. Ventilation holes will be added for greater comfort. Since the base of the head does not attach to the body, there is additional air circulation for the operator through the neck.

Utilizing this type of head construction, the performer is able to maximize character animation and performance with wild head movement to the slightest character nod.

BODY

Bodies are made with your choice of the highest quality synthetic materials available, lined with durable moisture wicking Coolmax. For durability, each seam in your costume will be triple-stitched. The hands and the arms shall be one piece, eliminating the seam at the wrist and the potential loss of individual gloves. This design has a concealed access panel to allow the operator to use his/her hands outside of the costume when dressing.

THE FEET

The feet will be made of heavy-duty soling built up with lightweight non-absorbing foam. Each foot will utilize either a built-in running shoe mounted to the foot base or a 3-strap recessed based to use their own running shoes. There are generally two basic types of covering for feet.

- o The fur or antron extension, simply extends the body down to the tips of the toes and attaches to the foot with Velcro. This gives the characters the barefoot look.
- o The running shoe is comprised of a removable cover resembling an athletic shoe. It is made from a lightweight, non-absorbing foam and covered with durable nylon, can be modified to fit over hockey skates.
- o The feet bases are 2 layers of 6mm sueded crepe with webbing and straps. Straps are adjustable with Velcro and allow performers to wear their own footwear.

E-Z CARE

Each component of genuine Street Character is easily maintained. The bodies and bodyliners are machine washable (COLD water, hang to dry, usually overnight), eliminating the need for expensive dry cleaning which can actually harm material properties and may void the warranty. Each costume comes with custom made carrying bags for easy transportation and proper storage. Care and maintenance instructions are provided with each Street Character. With regular maintenance and cleaning, a highly active Street Characters Mascot will last for many performances.

**City of Kenmore
City Council Meeting
Special & Regular Meeting Minutes
Monday, September 11, 2023**

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

PRESENT:

Councilmembers: Mayor Nigel Herbig
Deputy Mayor Melanie O’Cain
Councilmember David Baker – Virtual
Councilmember Joe Marshall
Councilmember Angela Kugler
Councilmember Debra Srebnik
Councilmember Corina Pfeil

Staff: City Manager Rob Karlinsey
Deputy City Manager Stephanie Lucash
City Attorney Dawn Reitan
City Attorney Curtis Chambers
City Clerk Anastasiya Warhol
Deputy City Clerk Michelle Kang
Development Services Director Samantha Loyuk
Building Official Bryan Hampson
Community Development Director Debbie Bent
Assistant to the City Manager Garrett Oppenheim
Finance and Administration Director Melinda Merrell
Public Works Operations Director Jennifer Gordon
Public Works Engineering Director John Vicente
Housing and Human Services Manager Tambi Cork

Speaking Guests: Samuel Rodriguez, Proclamation Recipient
Beratta Gomillion, Proclamation Recipient
Margaret Sung Un Andersen, Proclamation Recipient
Chanin Kelly-Rae, DEIA Consultant
Juanita Aguiler, DEIA Advisory Committee Member
David Arthur, DEIA Advisory Committee Member
Carlos Gil, DEIA Advisory Committee Member

Public Comments Speaking Guests:

William Bernbaum, Kenmore Resident
Judy Christ, Kenmore Resident
Kathleen Cooper, Lake Forest Park Resident
Leanne Hust, Kenmore Resident
Karen Olson, Kenmore Resident
Van Sperry, Kenmore Resident
Tess Borrromeo, Kenmore Resident
James Lemcke, Kenmore Resident
Katie Rhodes, Kenmore Resident
Martha Johnson, Kenmore Resident
Noemi Aguilar, Kenmore Resident
Steven Leonard, Kenmore Resident
Byron Risch, Kenmore Resident
David Dorian, Kenmore Resident
Samuel Rodriquez, Kenmore Resident
Eric Trout, Kenmore Resident
Marilyn Knutson, Kenmore Resident
Laurie Sperry, Kenmore Resident
Tracy Banaszynski, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Stacey Valenzuela, Kenmore Resident
Carlos Gil, Kenmore Resident
Richard Lewis, Kenmore Resident
Wendy Reynolds, Kenmore Resident

Public Hearing #1 Speaking Guests:

Tracy Banaszynski, Kenmore Resident
Elizabeth Mooney, Kenmore Resident
Stacey Valenzuela, Kenmore Resident

Public Hearing #2 Speaking Guests:

Stacey Valenzuela, Kenmore Resident

CALL SPECIAL MEETING TO ORDER

Mayor Herbig called the special meeting to order at 5:30 p.m.

EXECUTIVE SESSION

Pursuant to RCW 42.30.110(1)(b) and (i), the City Council entered an executive session to 1) consider real estate acquisition and 2) to discuss pending and potential litigation. No action was taken.

ADJOURN SPECIAL MEETING

Mayor Herbig adjourned the special meeting at approximately 7 p.m.

CALL REGULAR MEETING TO ORDER

Mayor Herbig called the regular meeting to order at 7 p.m. and read the adopted Land Acknowledgement to Honor First Peoples.

FLAG SALUTE

Mayor Herbig led the Council in the flag salute.

AGENDA APPROVAL

The agenda was approved as presented.

PROCLAMATIONS

Mayor Herbig read the Hispanic and Latino Heritage Month proclamation. It was accepted by Kenmore business owner Samuel Rodriguez.

[Hispanic and Latino Heritage Month Proclamation](#)

Mayor Herbig read the National Recovery Month proclamation. It was accepted by Beratta Gomillion, Center for Human Services Executive Director.

[National Recovery Month Proclamation](#)

Mayor Herbig Suicide Prevention Awareness Month proclamation. It was accepted by Margaret Sung Un Andersen of NAMI-Eastside.

[Suicide Prevention Awareness Month Proclamation](#)

WHERE'S THE FUN?

City Manager Rob Karlinsey highlighted the recent farmer's market, Kenmore's 25th birthday party, and general summer events. He thanked all staff for putting on excellent events for the community and honored Event Specialist Nicole Suarez, and Interim Volunteer & Events Supervisor Maurita Colbern with flowers.

PUBLIC COMMENTS

The City Council took comments from the public.

Timestamped link here: [City Council Special and Regular Meetings of September 11, 2023, with audio](#)

CONSENT AGENDA

- A. Approve City Council Retreat Report and Council Priorities from the June 30 - July 1 City Council Retreat.
[Agenda Bill - Retreat Report](#)
[Attachment 1 - June 30-July 1, 2023 City Council Retreat Report, including City Council Priorities](#)
- B. Approve City Council Special Meeting Minutes from August 15, 2023.
[City Council Special Meeting Minutes from August 15, 2023](#)
- C. Approve Total Check #s 52722 through 52836 totaling \$1,612,141.24 and Total Payroll/Taxes/Flexible Spending/Retirement & Health Savings Account Electronic Deposits Dated 08/11/2023 in the amount totaling \$249,004.37.
[Voucher Certification and Approval 08/05/2023 - 08/18/2023](#)
- D. Receive and file A Regional Coalition for Housing (ARCH) Strategic Planning Process.
[Agenda Bill - ARCH Strategic Planning Process](#)
[Attachment 1 - Letter provided by ARCH](#)
- E. Authorize the City Manager to apply for and, if awarded, execute a grant award contract with the Washington State Department of Commerce.
[Agenda Bill - Washington State Department of Commerce Grant Application](#)
- F. Receive and file July 2023 Financial Report for the City of Kenmore, Washington.
[Agenda Bill - July 2023 Financial Report](#)
[Attachment 1 - July 2023 Financial Report](#)
- G. Cancel the City Council Regular Meeting of October 9, 2023. Call a City Council Special Meeting on Monday, October 9, 2023, beginning with a 5:45 PM Joint Special Meeting with Lake Forest Park and Shoreline at Shoreline City Hall, followed by a 7:30 PM (estimated start time) Special Meeting in the Council Chambers at Kenmore City Hall.

MOTION: Councilmember Srebnik moved to approve the consent agenda items A-G outlined above. Deputy Mayor O'Cain seconded the motion.

VOTE: Consent Agenda was approved by UNANIMOUS CONSENT

Business Agenda

- A. Diversity, Equity, Inclusion, and Accessibility (DEIA) Strategic Plan 2023-2028, presented by City Manager Rob Karlinsey, Assistant to the City Manager and DEIA Coordinator Garrett Oppenheim, DEIA Consultant Chanin Kelly-Rae, and DEIA Advisory Committee Members, *for adoption*.

[Agenda Bill - DEIA Strategic Plan 2023-2028](#)

[Attachment 1 - DEIA Strategic Plan 2023-2028, with changes highlighted](#)

[Attachment 2 - DEIA Strategic Plan 2023-2028, clean version](#)

[Attachment 3 - 5-Year DEIA Roadmap Spreadsheet \(Excel\), with changes highlighted](#)

[Attachment 4 - 5-Year DEIA Roadmap Spreadsheet \(Excel\), clean version](#)

[Attachment 5 - DEIA Equity Toolkit](#)

[Presentation - DEIA Strategic Plan](#)

Assistant to the City Manager Garrett Oppenheim offered a timeline of the DEIA program in Kenmore. DEIA Consultant Chanin Kelly-Rae clarified the differences between diversity, equity, inclusion, and accessibility and noted many federal and state laws supporting DEIA. The Council shared questions and comments, including the following:

- Will the City Manager bring any substantive changes to the adopted plan to City Council? City Manager Karlinsey answered yes.
- A Councilmember expressed a desire to have more public input on the topic.
- Councilmembers offered minor edits to be incorporated into the strategic plan.
- A Councilmember asked if the proposed plan was reviewed by the City's legal team; City Attorney Reitan responded affirmatively.
- Councilmembers pointed out misinformation and misunderstandings heard during the public comments related to the plan and specified that Kenmore's hiring practices will continue to focus on hiring the most qualified applicants.

DEI Task Force members David Arthur, Juanita Aguilar, and Carlos Gil expressed their support for the DEIA Strategic Plan and the development process of the plan.

MOTION: Councilmember Pfeil moved to adopt the Diversity, Equity, Inclusion, and Accessibility Strategic Plan 2023-2028. Deputy Mayor O'Cain seconded the motion.

MOTION: Councilmember Srebnik moved to amend the Diversity, Equity, Inclusion, and Accessibility Strategic Plan 2023-2028 as follows:

Section 2.1.1: Change "an" to "and"

Section 5.1.2: eliminate words "by creating inclusive parks"

Section 6.2.2: change to "ensure electronic home monitoring is financially accessible to low-income offenders"

Section 7: change to "strive to ensure" basic needs are met

Section 7.3.3: remove and replace with "Partner with health or human services providers at the Plymouth Affordable Housing Development"

Deputy Mayor O'Cain seconded the motion.

VOTE: 7 Yes; 0 No; 0 Abstain. **AMENDMENT PASSES**

MOTION: Councilmember Pfeil moved to adopt the Diversity, Equity, Inclusion, and Accessibility Strategic Plan 2023-2028 as amended (above). Deputy Mayor O’Cain seconded the motion. VOTE: 6 Yes; 1 No; 0 Abstain. **MOTION PASSES**

B. Proposed Ordinance 23-0593, Exceptional Tree Ordinance, presented by Assistant to the City Manager Garrett Oppenheim, *for discussion*.

[Agenda Bill - Proposed Exceptional Tree Ordinance No. 23-0593](#)

[Attachment 1- Proposed Exceptional Tree Ordinance No. 23-0593](#)

[Attachment 2 - Exhibit A to Ordinance No. 23-0593](#)

[Attachment 3 - Exhibit B to Ordinance No. 23-0593](#)

[Attachment 4 - Exhibit C to Ordinance No. 23-0593](#)

[Attachment 5 - King County Conservation District Tree Canopy Study](#)

[Attachment 6 - September 2021 Exceptional Trees Policy Report](#)

[Attachment 7 - KMC 18.55.180 Reasonable Use Exception](#)

[Presentation - Exceptional Tree Ordinance No. 23-0593](#)

Assistant to the City Manager, Garrett Oppenheim explained that on March 21, 2022, the City Council adopted the following “List 1” Regulations:

1. Change the definition of “significant tree” so it includes smaller diameter at breast height (DBH) trees.
2. Revise tree retention requirements so certain “nuisance species” (i.e., cottonwood and alder) do not receive credit for retention. This will encourage retention of preferred species that are expected to thrive long term.
3. Codify the tree removal application process for existing single -family residences (code clean up item).
4. Update the removal penalty language for consistency (code clean up item).
5. Have tree removal permits valid for a shorter period so replacement trees get into the ground faster.

In addition, “List” 2 items are still pending:

1. Increase the tree density requirement for new development.
2. Decrease yearly allowances for single - family tree removal.
3. Always require replacement.
4. Establish maximum floor area ratios (F.A.R.) to limit the size of single-family residences.
5. Create a tree fund for instances where replacement is infeasible (“fee in lieu”); could include tree rebate program for planting trees on single -family lots.
6. Establish an exceptional tree program.

Mr. Oppenheim previewed an Exceptional tree program which goes beyond protections in place for Significant Trees by preventing removal of certain enumerated species

when they reach specified diameters at breast height (d.b.h.) and all trees over 48" d.b.h. except for four nuisance species listed in the ordinance. The draft ordinance also highlights the following exceptions to the exceptional tree ordinance:

- Hazard Trees: Exceptional trees that have a major defect or disease and a high probability of damaging persons or property may be removed (ISA risk rating of high or extreme).
- Variances: Where special circumstances exist due to the presence of an exceptional tree that would prevent reasonable use of the property, a variance may be granted to allow removal.
- Access: Where no other alignment is feasible, exceptional trees may be removed to provide or maintain access.
- Public Facilities and Utilities: Exceptional trees may be removed when necessary for public roads, facilities, or utilities.

City Manager Rob Karlinsey proposed two public hearings on the topic, on September 25 and October 9. The Council will have an option to adopt on October 9.

PUBLIC HEARINGS

- A. Proposed Ordinance 23-0586 to amend and extend interim regulations for an additional six-months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Ave NE, presented by Community Development Director Debbie Bent and Principal Planner Todd Hall, *for public hearing.*

[Agenda Bill - Proposed Ordinance No. 23-0586](#)

[Attachment 1 - Proposed Ordinance No. 23-0586](#)

[Attachment 2 - Ordinance No. 23-0575](#)

[Attachment 3 - Ordinance No. 23-0569](#)

[Attachment 4 - Ordinance No. 22-0555](#)

[Attachment 5 - Ordinance No. 22-0543](#)

Community Development Director Debbie Bent explained that the Public Hearing is scheduled today to receive public testimony on Ordinance 23-0586 (see Attachment #1) amending and extending interim regulations for an additional six-months to apply to certain parcels close to Swamp Creek. The interim regulations prohibit townhome development, and for properties that do not choose to develop under the TOD provisions they must meet the base density of the underlying zone and include at least 25% of the total number of units as affordable units. Additional background information included in the agenda bill.

Mayor Herbig opened the Public Hearing at approximately 9:49 p.m. The City Council received testimony from the public.

Timestamped link here: https://youtu.be/VEi4Zo-v_jM?si=FvARTzAuvs8Psnt3&t=15513

Mayor Herbig closed the Public Hearing at approximately 9:55 p.m.

- B. Proposed Ordinance No. 23-0594 amending the 2023-2028 Capital Improvement Program (CIP) for Parks, Transportation, and City Facilities, presented by Finance and Administration Director Melinda Merrell and Public Works Operations Director Jennifer Gordon, *for public hearing.*

[Agenda Bill - CIP Amendments](#)

[Attachment 1 - Proposed Ordinance No. 23-0594 with Exhibit A](#)

[Attachment 2 - Park CIP](#)

[Attachment 3 - Transportation CIP](#)

[Attachment 4 - City Facilities CIP](#)

[Attachment 5 - REET Fund Projections](#)

[Attachment 6 - Park Impact Fee Fund Projections](#)

[Attachment 7 - Transportation Impact Fee Projections](#)

[Attachment 8 - King County Parks Levy projections](#)

[Attachment 9 - Adopted CIP, 2023-2024 Budget Book, pages 214-215](#)

[Presentation - Capital Improvement Program \(CIP\) Amendments](#)

Finance and Administration Director Melinda Merrell explained that the updated Capital Improvement Program, excluding Surface Water CIP, includes 24 individual projects which total \$62,079,220 over the six-year planning horizon. Projects added/substantially changed to the 2023-2028 CIP include the following:

PARKS

- P 1 Twin Springs Park Phase 1. \$137,500 from Park Impact Fees has been added to the 2023 CIP to complete the project construction.
- P 27 Alameda Park Waterfront & Natural Open Space. \$1,160,000 in unspent funds are carried forward and included in the 2023 CIP.

TRANSPORTATION

- T 27 Pedestrian Facilities Program. Project reduced by \$645,000 and funds moved to new sidewalk projects.
- T 37 West Sammamish River Bridge Replacement. \$775,603 in REET and Connecting WA funding added to the 2023 CIP.
- T 41 Juanita Dr Ped & Bike Safety Improvements. This project has been updated for current budget estimates and is funded through WA State Department of Ecology, PSE, REET, and Transportation Impact fees. Final paving and striping of Juanita Drive is happening in 2023.
- T 42 68th AVE Ped & Bike Safety Improvements. \$230,773 from Fund 300 has been added to the 2023 CIP to complete this project.
- T 44 61st AVE Sidewalk Replacement Project. This project is being split into two phases. \$3.5M has been removed from Phase 1 and has been added to Phase 2.
- T 244 Burke-Gilman Trail/NE 175th. Additional REET funds have been added to the 2023 CIP to complete this project.
- T 252 ADA Transition Program. Funding reduced by \$160,000 to better reflect budget estimates.

- T 253 NE 181st Sidewalk Project. This new project is funded by \$1.3M from Sound Transit and additional funds from Transportation Impact Fees.
- T 255 68th/Simonds Rechannelization Project. This new project adds \$450,000 over 2023 and 2024 and is funded from Transportation Impact Fees.
- T 260 80th AVE NE Sidewalk Project. This new project adds \$2.6M to the CIP and is funded by \$2.2M from WSDOT and additional funds from Transportation Impact Fees.
- T 261 NE 192nd ST Sidewalk Project. This new project is funded by \$760,900 from WSDOT and additional funds from Transportation Impact Fees.
- T 262 Arrowhead Project. This new project adds \$2.4M to the CIP and is funded by \$2.0M from WSDOT and additional funds from Transportation Impact Fees.

CITY FACILITIES

- F 1 Public Works Shop Land Acquisition & Development. This project has been updated to reflect the debt service needed to complete Phase 1 of the Public Works Operations Center (PWOC). Repayment of the debt will come from SWM Fund and REET.

Mayor Herbig opened the Public Hearing at approximately 10:04 p.m. The City Council received testimony from the public.

Timestamped link here: [City Council Special and Regular Meetings of September 11, 2023, with audio](#)

Mayor Herbig closed the Public Hearing at approximately 10:06 p.m.

BUSINESS AGENDA (continued)

- C. Proposed Ordinance 23-0586 to amend and extend interim regulations for an additional six-months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Ave NE, presented by Community Development Director Debbie Bent and Principal Planner Todd Hall, *for adoption*.

[Agenda Bill - Proposed Ordinance No. 23-0586](#)

[Attachment 1 - Proposed Ordinance No. 23-0586](#)

[Attachment 2 - Ordinance No. 23-0575](#)

[Attachment 3 - Ordinance No. 23-0569](#)

[Attachment 4 - Ordinance No. 22-0555](#)

[Attachment 5 - Ordinance No. 22-0543](#)

MOTION: Deputy Mayor O’Cain moved to adopt proposed Ordinance 23-0586 to amend and extend interim regulations for an additional six-months for certain parcels close to Swamp Creek in proximity to SR 522 and 80th Ave NE. Councilmember Srebnik seconded the motion.

VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

- D. Proposed Ordinance No. 23-0594 amending the 2023-2028 Capital Improvement Program (CIP) for Parks, Transportation, and City Facilities, presented by Finance

and Administration Director Melinda Merrell and Public Works Operations Director Jennifer Gordon, *for adoption*.

[Agenda Bill - CIP Amendments](#)

[Attachment 1 - Proposed Ordinance No. 23-0594 with Exhibit A](#)

[Attachment 2 - Park CIP](#)

[Attachment 3 - Transportation CIP](#)

[Attachment 4 - City Facilities CIP](#)

[Attachment 5 - REET Fund Projections](#)

[Attachment 6 - Park Impact Fee Fund Projections](#)

[Attachment 7 - Transportation Impact Fee Projections](#)

[Attachment 8 - King County Parks Levy projections](#)

[Attachment 9 - Adopted CIP, 2023-2024 Budget Book, pages 214-215](#)

[Presentation - Capital Improvement Program \(CIP\) Amendments](#)

MOTION: Councilmember Baker moved to Proposed Ordinance No. 23-0594 amending the 2023-2028 Capital Improvement Program (CIP) for Parks, Transportation, and City Facilities. Councilmember Pfeil seconded the motion.

VOTE: 7 Yes; 0 No; 0 Abstain. **MOTION PASSES**

E. Proposed Ordinance No. 23-0581 Compost Procurement, presented by Public Works Operations Director Jennifer Gordon, *for adoption*.

[Agenda Bill - Compost Procurement](#)

[Attachment 1 - Proposed Ordinance No. 23-0581](#)

[Presentation - Compost Procurement](#)

Public Works Operations Director Jennifer Gordon explained that the current ordinance encourages practices, many of which are already implemented by the City of Kenmore. The agenda bill provided the following summary: House Bill (HB) 1799 was signed into Washington State law in March of 2022. The primary goal of the law is to increase the diversion of organic materials going to landfills to reduce methane emissions as landfills are significant sources of methane emissions. HB 1799 as codified in the Revised Code of Washington (RCW) 49.19A.150(1) directs cities with populations of more than 25,000 residents or cities who offer organic collection services at least 26 weeks out of the year to adopt a compost procurement ordinance. Organics collection is a service offered to residents in Kenmore through Allied Waste, therefore the City must adopt Ordinance 23- 0581 to comply with state law.

MOTION: Councilmember Pfeil moved to adopt Ordinance No. 23-0581. Deputy Mayor O'Cain seconded the motion.

VOTE: 6 Yes; 0 No; 0 Abstain. **MOTION PASSES**

F. Six-Month Financial Report, presented by Finance and Administration Director Melinda Merrell, *to receive and file*.

[Agenda Bill - June 2023 Financial Report](#)
[Attachment 1 - June 2023 Financial Report](#)
[Presentation - 6-month Financial Report](#)

Finance and Administration Director Melinda Merrell explained that overall, Revenues are on pace for the biennium. Expenditures look low due to the timing of the police contract expense and other transfers. Interest revenues are exceptionally high (127% of the budgeted amount). Discussions relating to the surface water rates are scheduled for the 9/18/23 Council meeting.

STAFF REPORTS

Housing and Human Services Update - Housing and Human Services Manager Tambi Cork provided an update and mentioned both the upcoming Human Services Needs Assessment; the City is in the process of selecting a partner to do the work. Ms. Cork also mentioned the Mental Health First Aid Course (scheduled for October 9).

[Presentation - Housing and Human Services Update](#)

ADJOURNMENT

Mayor Herbig adjourned the meeting at approximately 10:41 p.m.

Nigel Herbig, Mayor

Anastasiya Warhol, City Clerk



City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Acceptance of Funds for the Purchase of a Hank Heron Mascot Costume

Proposed Council Action/Motion: Motion to adopt Ordinance No. 23-0595, an ordinance of the City of Kenmore, Washington, accepting funds for the purchase of a Hank Heron mascot costume, accepting ownership of the costume and establishing an effective date.

For Council Meeting Agenda of: Sept. 24, 2023

Department: City Manager's Office

Prepared by: Janet Quinn, Management Analyst/ARPA and Stephanie Lucash, Deputy City Manager

	<u>Initial & Date</u>
Approved by Department Head:	SL 09-18-23
Approved by City Attorney:	DR 09-19-23
Approved by Finance Director:	MM 09-19-23
Approved by City Manager:	RK 09-18-23

Exhibits/Attachments:

- Ordinance No. 23-0595 Relating to Acceptance of Donation and Costume
- Hank Heron Mascot Donation Application
- Contract 23-C2979 Street Characters Inc.

Summary:

The proposed ordinance follows the policy and procedure established in Ordinance 19-0492, adopted by the Kenmore City Council on June 17th, 2019, which requires Council approval by way of ordinance for donations in excess of ten thousand dollars (\$10,000). The Kenmore Heritage Society (KHS), with support from donations by several local businesses and personally matched by KHS Director Suzanne Greathouse, proposes to gift funding of \$11,900 to the City for the purchase of a Hank Heron mascot costume to be owned and maintained by the City. The Hank Heron mascot will make special appearances at the businesses who contributed funding to make the purchase possible, and Hank Heron will also appear at city events throughout the year including the farmers market, concerts, movie nights and other celebrations.

Information/Background:

In 2017, Kent Vaughan, Senior Engineer for the City and creator of the Hank Heron character, researched the availability and cost of a mascot costume. He received quotes from eight companies and presented them to the City's "Where's the Fun?" committee. Some of these original eight companies are no longer in business, but Kent requested updated quotes from two other providers. Quality of the mascot costume materials, and experience, reputation, and customer service of the provider are key reasons for selecting Street Characters, Inc. as the provider, and Kenmore Heritage Society has approved the cost.

Mercer Island purchased a Leap frog mascot costume in 2008 and uses Leap for city events. In the 15 years since Mercer Island purchased the costume they have incurred one charge of \$604.19 (in 2018) for repair of the costume. City staff have cleaned and maintained the costume in house.

Two current Kenmore employees who formerly worked for Mercer Island report that Leap heightens community engagement and is a big draw and very popular at City events. It is anticipated that the same will be true of a Hank Heron mascot costume. Suzanne Greathouse, Copperworks Distilling, Bothell-Kenmore Chamber, Whatssup, Northwest Electric & Solar, Michelman Insurance Group, Hot 100 Business, Stephanie Lucash, and Rob Karlinsey, all contributed funds to the Kenmore Heritage Society (KHS) and KHS provided the balance of the funding to help bring Hank Heron the Mascot to his new home in Kenmore. By his presence, Hank will answer the question, "Where's the Fun in Kenmore?"

Fiscal Consideration:

The cost of purchase of the mascot costume is fully covered by the \$11,900 donation from the Kenmore Heritage Society. General cleaning and maintenance of the costume will primarily be done in house, and sponsorship opportunities may be offered to businesses in the future for repairs as necessary, in exchange for a special appearance by Hank. One thousand dollars (\$1,000) is the anticipated cost for one major maintenance and cleaning per budget cycle.

City Council Priority or Budget Objective Being Addressed:

Priority #9: Foster community engagement and participation

Priority #10: Foster and create fun

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0595**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON, ACCEPTING
DONATED FUNDS FOR THE PURCHASE OF A HANK HERON MASCOT
COSTUME, ACCEPTANCE BY THE CITY OF OWNERSHIP OF THE
COSTUME, AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, City Council adopted Ordinance 19-0492 to establish a policy and procedure by which the City can accept donations pursuant to RCW 35A.11.040 and RCW 35.21.100; and

WHEREAS, RCW 35A.11.040 as currently written states that the legislative body of a code city shall have power to accept any gift or grant for any public purpose and may carry out any conditions of such gift or grant when not in conflict with state or federal law; and

WHEREAS, RCW 35.21.100 as currently written states that every city and town by ordinance may accept any money or property donated, devised, or bequeathed to it and carry out the terms of the donation, devise, or bequest, if within the powers granted by law, and that if no terms or conditions are attached to the donation, devise, or bequest, the city or town may expend or use it for any municipal purpose; and

WHEREAS, Ordinance 19-0492, Exhibit A, states, "If a donation exceeds ten thousand dollars (\$10,000) in value, the Council retains the authority to accept and approve donations by way of ordinance"; and

WHEREAS, the Kenmore Heritage Society has donated \$11,900, the full cost of the costume, and further bequeaths ownership of the mascot costume to the City to use as the City sees fit; and

WHEREAS, the City accepts responsibility for maintenance, repair, and cleaning of the costume; and

WHEREAS, there are no other terms or conditions attached to the donation; and

WHEREAS, the acquisition of a Hank Heron Mascot costume promotes 2023-2024 City Council Priorities #9, "Foster community engagement and participation," and #10, "Foster and create fun"; and

WHEREAS, pursuant to KMC 3.85.040, the City Council finds and determines that the acceptance of the donation of costume funding by the Kenmore Heritage Society and

City ownership of the costume is consistent with the City's adopted goals and objectives, and is in the best interests of the City, its residents, businesses, and the public;

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

Section 1. Acceptance of Funds and Ownership of the Hank Heron Mascot Costume. The City Council hereby accepts the donation of funds and City ownership of the Hank Heron Mascot Costume, including the condition that the City pay for on-going, maintenance, repair, and cleaning of the costume as necessary.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of the publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 25TH DAY OF SEPTEMBER, 2023.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.: 23-0595
DATE OF PUBLICATION:
EFFECTIVE DATE:



City of Kenmore, Washington
**DONATION APPLICATION FORM
FOR HANK HERON MASCOT COSTUME**

Date: 9/25/2023

Applicant/Donor Name: Kenmore Heritage Society

Address: P. O. Box 82027, Kenmore, WA 98028

Day Time Phone Number: 206 465-8833 Cell Phone Number: 206 465-8833

Email Address: k.h.s.archives@gmail.com

I understand that these funds are a donation for the purchase of a Hank Heron Mascot Costume and that the Costume will become the property of the City of Kenmore. The City will bear responsibility for maintenance, repair, and cleaning of the Costume. There are no other expressed or implied conditions placed on this donation.

Applicant/Donor Signature:

Suzanne Marie Greathouse

Donation made in the form of a check(s) payable to: City of Kenmore, 18120 68th Ave NE, Kenmore, WA 98028 Check No(s). # 1017 for \$6,900 and #1019 for \$4,605 from the Kenmore Heritage Society

City of Kenmore Use Only/Application Approved By Kenmore City Council by Ordinance No. 23-0595 at the _____ Council Meeting:

City of Kenmore

Michael Marco
EMAIL: info@MASCOTS.COM
PHONE: Direct - (403) 265-3866

August 23, 2023



STREET CHARACTERS MASCOT SOLUTION

Attn: Rob Karlinsey

Thank you for considering Street Characters Inc. for your mascot program. We are very excited at the opportunity to work with you on your new project. As a pioneer in our industry, Street Characters Inc has worked with more colleges and professional teams than anyone. We live and breathe our mission of creating the Absolute Best characters every day.

Rob, please review the list below and call/email us so that we may find out which services would be most fitting to satisfy the City of Kenmore mascot program. Please sign page 2, artwork and email all the following pages to the address above so we can work with you on your new project. Prices are in US funds, we ship your mascot with a 2-business day service and Street Characters Inc cannot be responsible for extended shipping times.

		Initials
Basic Solution as per artwork April 18, 2017 / Version C	\$ 10, 470	RK
Cool Solution with cooling vest	\$ (add 270)	
Complete Solution with cooling vest & "Street Smarts" program	\$ (add 400)	

ADDITIONAL SERVICES

"Street Smarts" – The guide for Mascot Management": Manual and Training Videos (annual subscription \$49.99**)	\$299-\$169= \$130	
Exclusive License Agreement (ELA) rights for the lifetime of the costume plus Original Mascot Sketch in Vector (EPS) format	\$1500-\$250= \$1250	
Outright Purchase of ALL rights	\$5,000.00	
Additional posed character sketches \$500 x (#) Indicate total	\$ _____	

COOLING OPTIONS

		Initials
Cooling vest (includes four inserts)	(\$290-\$20)= \$270	
One cooling vest with camelback	\$340.00	RK
Cooling vest replacements inserts (set of four)	\$185.00	RK
Additional reservoir and straw for camelback (limited qty)	\$35.00	RK

YOUR STREET CHARACTER INCLUDES

- Conceptual art sketches and final color art up to 3 revisions (note-license purchase required for use of Street Characters created artwork)
- Street Characters Inc Lifetime guarantee against defects in materials and
- Workmanship
- Lifetime design exclusivity for your character
- One Street Character costume based on agreed art and specifications

ITEMIZED LIST (please check what you would like to order)

- ☐ BIRD HEAD WITH VISION THROUGH MOUTH
- ☐ MUSCLE BIRD BODY WITH WINGS AND ATTACHED HANDS
- ☐ SEPARATE TAIL ATTACHED WITH HARNESS
- ☐ BIRD LEGS
- ☐ SEPARATE BIRD FEET COVERS
- ☐ BIRD FEET BASES WITH VELCRO AND SNAPS
- ☐ BODY BAG
- ☐ HEAD BAG
- ☐ SHIPPING
- ☐ PATTERN TIME SPECS AND PACKING REPAIR KIT BAG

Initials for itemized list: _____

Shipping insurance
(2% value of total order less shipping)

Shipping

Total Costume Price:

	Initials
\$ _____	_____
\$475.00 each	_____
\$11,505	_____

This quote is in US dollars and valid for 30 days from the date of issue.

**The enclosed material is proprietary to Street Characters Inc. Therefore, it must be treated as confidential and not disclosed in any manner to other than the addressee, and its employees, reproduction in whole or in part (including artwork) without consent of an authorized Street Characters Inc. representative is prohibited.*

** We accept Visa, MasterCard, Wire Transfer and Checks.*

** 3.5% process fee for credit card purchase over 1000\$.*

Please make payment payable to

Street Characters Inc.

#2, 2828 18 Street NE

Calgary, Alberta, T2E 7B1

AGREED AND ACCEPTED THIS 23rd DAY OF August, 2023



Michael Marco
Account Manager
Street Characters Inc.

Rob Karlinsey
City Manager
City of Kenmore

PROCESS

Due to custom work, we will invoice for 60% which is required prior to us ordering materials and starting production. We would then prepare specifications and fabric samples. Once approved and the deposit is received we start building your new mascot.

Current production time is a minimum 8 weeks beginning from the time we have your approval on the costume sketch and fabric samples. If you have a special event and need a faster turnaround, please let us know and we will do our best to accommodate.

DELIVERY

When your Street Character is ready to go, we will load your mascot in the custom carrying bags and ship it to the address provided. The balance of payment will be invoiced and due 30 days after leaving Street Characters.

Upon arrival, we ask that you inspect and try on your new mascot to ensure you are happy with the final product.

ONE YEAR LIMITED WARRANTY

The costume has a one-year limited warranty from the date of purchase as provided herein. The designer expressly warrants that the costume covered by this agreement will be of good material and workmanship and free from defect. However, this warranty excludes normal wear and tear to the costume or damage to the costume caused through misuse, accident or neglect.

Should designer breach this warranty, the purchaser shall so notify the designer in writing and the designer shall use reasonable diligence to remedy such breach within a period of twenty-one (21) days of receipt of returned costume. Should designer fail to remedy the breach within that time, customer's sole remedy for designer's breach of all warranties hereunder is the recovery of the purchase price of the costume. Except as provided in this paragraph, all costumes and services are delivered without warranty of any kind, including, without limitation, any warranty of title, merchantability, or fitness for a particular purpose.

THE HEAD

The head is made of lightweight, closed cell non-absorbing and extremely durable foam affixed to a hockey helmet. This foam eliminates potential odor problems and water damage.

The helmet provides a safe mobile, comfortable fit and good range of vision. Ventilation holes will be added for greater comfort. Since the base of the head does not attach to the body, there is additional air circulation for the operator through the neck.

Utilizing this type of head construction, the performer is able to maximize character animation and performance with wild head movement to the slightest character nod.

BODY

Bodies are made with your choice of the highest quality synthetic materials available, lined with durable moisture wicking Coolmax. For durability, each seam in your costume will be triple-stitched. The hands and the arms shall be one piece, eliminating the seam at the wrist and the potential loss of individual gloves. This design has a concealed access panel to allow the operator to use his/her hands outside of the costume when dressing.

THE FEET

The feet will be made of heavy-duty soling built up with lightweight non-absorbing foam. Each foot will utilize either a built-in running shoe mounted to the foot base or a 3-strap recessed based to use their own running shoes. There are generally two basic types of covering for feet.

- o The fur or antron extension, simply extends the body down to the tips of the toes and attaches to the foot with Velcro. This gives the characters the barefoot look.
- o The running shoe is comprised of a removable cover resembling an athletic shoe. It is made from a lightweight, non-absorbing foam and covered with durable nylon, can be modified to fit over hockey skates.
- o The feet bases are 2 layers of 6mm sueded crepe with webbing and straps. Straps are adjustable with Velcro and allow performers to wear their own footwear.

E-Z CARE

Each component of genuine Street Character is easily maintained. The bodies and bodyliners are machine washable (COLD water, hang to dry, usually overnight), eliminating the need for expensive dry cleaning which can actually harm material properties and may void the warranty. Each costume comes with custom made carrying bags for easy transportation and proper storage. Care and maintenance instructions are provided with each Street Character. With regular maintenance and cleaning, a highly active Street Characters Mascot will last for many performances.



City Council Agenda Bill City of Kenmore, WA

Subject/Topic:

Presentation of Planning Commission's
Recommendations on Climate Action
Element of Comprehensive Plan Update

Proposed Council Action/Motion:

No action requested; Information and
discussion about the Climate Action
Element.

For Council Meeting Agenda of: September 25,
2023

Department: Public Works, Env Services Division

Prepared by: Nina Rasmussen, Climate Action
Plan Program Manager; Debbie Bent, Community
Development Director

Initial & Date

Approved by Department Head: RS 9/14/23

Approved by City Attorney: N/A

Approved by Finance Director: N/A

Approved by City Manager: RK 9/14/23

Exhibits/Attachments:

- Attachment 1: Draft Climate Action Element
- Attachment 2: CAE Equity Assessment
- Attachment 3: SEPA Determination of
Nonsignificance
- Attachment 4: Public hearing comments
and staff responses
- Attachment 5: Washington Department of
Commerce comments

At the September 25, 2023 City Council meeting the Planning Commission will present their recommendations on the proposed Climate Action Element (CAE) of the Comprehensive Plan. The Draft Climate Action Element is presented as Attachment 1. The Equity Assessment conducted by Cascadia Consulting is presented as Attachment 2. Attachment 3 is the Determination of Nonsignificance under the State Environmental Policy Act (SEPA) review which concludes that no significant adverse environmental impacts are anticipated with the addition of the CAE to the Comprehensive Plan. Attachment 4 contains a summary of public hearing comments and staff responses, and Attachment 5 is a summary of the Department of Commerce's comments.

History of the Project

Washington's Growth Management Act was amended in 2023 requiring cities and counties to integrate climate mitigation and resilience policies into comprehensive plan updates.

In 2022 the Washington Department of Commerce began offering assistance and funding to help jurisdictions complete this work. Kenmore received a grant award in the amount of \$80,000 to draft the CAE, which was completed through a contract with Cascadia Consulting.

- January 25, 2023: The City contracted Cascadia Consulting to assist in completing the work involved with the CAE.
- February 2023: Cascadia Consulting begins researching policy and drafting the CAE.
- March 21, 2023: Commission reviewed Kenmore's Climate Action Plan in preparation for reviewing the first draft of the CAE.
- April 18, 2023: Commission reviewed and provided direction on the draft CAE through Goal 5.
- May 2023: Cascadia Consulting conducted an Equity Assessment to inform the CAE.
- May 2, 2023: Commission reviewed and provided direction on the remaining goals in the draft CAE.
- May 16, 2023: Commission reviewed the second draft of the CAE and provided additional feedback.
- May 9-15, 2023: Staff collected public feedback on the CAE through an online platform.
- June 6, 2023: Commission reviewed the final draft of the CAE. Commission held a public hearing on the CAE.
- June 20, 2023: Commission reviewed a summary of public comment, including online feedback. Commission approved their final recommendations.

Community Outreach Efforts

Throughout this project, staff and the Commission have encouraged involvement by the community. Public participation and outreach efforts included:

- Online open house to gather public feedback
- Promotion in E-news and the Kenmore Quarterly
- Promotion on City social media channels
- Information on City website in English and Spanish
- Summary materials provided in English and Spanish

Next Steps

On September 25, the City Council will be presented the draft CAE. On October 9 and October 16 the City Council will have the opportunity to give direction to staff on how the draft should move forward. Staff will provide an updated draft incorporating any Council-directed changes. If needed, a public hearing can be scheduled for the November 13, 2023 City Council meeting. Adoption of the ordinance is scheduled for November 27, 2023.

Fiscal Consideration:

\$80,000 was budgeted for development of the CAE. Staff used consultant assistance in 2023 to research policies, conduct an equity assessment, host a public hearing, conduct outreach, and help

prepare the draft CAE. The City of Kenmore was awarded a grant in the amount of \$80,000 to complete the work, resulting in a full reimbursement of consultant expenses.

City Council Priority or Budget Objective Being Addressed:

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

CLIMATE ACTION ELEMENT

INTRODUCTION

Purpose

The purpose of the Climate Action Element (CAE) is to provide strategies to reduce greenhouse gas (GHG) emissions and respond to the impacts of climate change in our community, as outlined in the Climate Action Plan (CAP). The CAE builds on the commitments made in the CAP and provides an actionable framework to guide the long-term implementation of mitigation and resilience actions. The CAE also identifies needs and opportunities for ongoing community engagement, education, and dialogue around climate action.

The CAE includes the following sections:

- Guiding Plans and Policies
- Existing Conditions
- Goals, Objectives, and Policies
- Implementation

GUIDING PLANS AND POLICIES

Kenmore Climate Action Plan

To address the effects of climate change and lay the groundwork for a sustainable future, Kenmore joined the King County - Cities Climate Collaboration (K4C) to pledge to protect, preserve, and restore our ecosystems and natural resources, reduce GHG emissions, and bolster the resiliency of our people, vital systems, fish and wildlife, and infrastructure. Focusing on mitigation and resilience, the Kenmore Climate Action Plan (CAP) leverages existing city planning efforts and actions to reduce greenhouse gas emissions by 50% by 2030, 75% by 2040, and 95% by 2050 (and achieve net zero emissions) and build community resilience. If possible, this timeline should be accelerated to achieve net zero emissions sooner, and future CAP updates will reflect any timeline adjustments. The CAP serves as a roadmap to help the City make collaborative, tangible, and impactful strides towards a sustainable, resilient, inclusive, and healthy Kenmore. The strategies and actions in the CAP are aligned with regional targets and tailored to specific Kenmore community needs and priorities. CAP actions are also rooted in the latest available climate science from the Kenmore Vulnerability Assessment, the Washington Climate Change Impacts Assessment, and other key national climate reports.

Growth Management Act

The Growth Management Act (Chapter 36.70A RCW) was amended in 2023 under Washington House Bill 1181, requiring cities and counties to integrate climate mitigation and resilience policies into comprehensive plan updates. These required policy changes will address climate emissions and impacts, while considering co-benefits and integration with other planning documents such as housing, transportation, and land use. The bill introduces specific legislation to support reduction in per capita vehicle miles traveled, foster resiliency, enhance environmental justice, and include the participation of vulnerable populations and overburdened

communities in climate planning. This is a legislative priority of King County and several cities have already begun the process of integrating climate policies into comprehensive plans. The Washington Department of encourages cities to assess their climate impacts and risks, seek input from key stakeholders and communities, and pursue pathways that modify existing or create new policies to address greenhouse gas (GHG) emissions and increase community resilience. Kenmore's CAE is consistent with the Commerce model element guidance, Kenmore's adopted 2022 Climate Action Plan, and integrates with other elements of the comprehensive plan.

VISION 2050

Puget Sound Regional Council (PSRC) is the region's metropolitan planning organization. PSRC is comprised of cities, towns, counties, ports, tribes, transit agencies, and major employers; and sets regional growth policies for King, Pierce, Snohomish, and Kitsap Counties. The CAE is consistent with the VISION 2050 priorities.

VISION 2050 identifies several key goals and actions related to climate change in the region:

- **Goal:** The region substantially reduces emissions of greenhouse gases that contribute to climate change in accordance with the goals of the Puget Sound Clean Air Agency (50% below 1990 levels by 2030 and 80% below 1990 levels by 2050) and prepares for climate change impacts.
- **CC-Action-1:** PSRC will work with local governments and other key agencies and stakeholders to advance the development and implementation of the region's Greenhouse Gas Strategy to equitably achieve meaningful reductions of emissions toward achievement of the region's greenhouse gas reduction goals.
- **CC-Action-2:** PSRC will engage in regional resilience planning and climate preparedness, including development of a regional inventory of climate hazards, assistance to member organizations, and continued research and coordination with partners such as the Puget Sound Climate Preparedness Collaborative and tribes. Climate resilience actions will focus on equitable outcomes, particularly for vulnerable communities, at greater risk and with fewer resources.
- **CC-Action-3:** Cities and counties will incorporate emissions reduction policies and actions that contribute meaningfully toward regional greenhouse gas emission goals, along with equitable climate resiliency measures, in their comprehensive planning. Strategies include land uses that reduce vehicle miles traveled and promote transit, biking, and walking consistent with the Regional Growth Strategy, developing and implementing climate friendly building codes, investments in multimodal transportation choices, and steps to encourage a transition to cleaner transportation and energy systems.
- **CC-Action-4:** Cities and counties will update land use plans for climate adaptation and resilience. Critical areas will be updated based on climate impacts from sea level rise, flooding, wildfire hazards, urban heat, and other hazards. The comprehensive plans will identify mitigation measures addressing these hazards including multimodal emergency

and evacuation routes and prioritizing mitigation of climate impacts on highly impacted communities and vulnerable populations.

Countywide Planning Policies (CPPs)

The King County Regional Growth Strategy identifies several climate impacts affecting King County and the importance of strengthening policies related to emissions reduction. The Regional Growth Strategy envisions environmental protection and restoration efforts that incorporate climate action, mitigation, and resilience into local comprehensive plans. This includes countywide coordination of sustainable land use patterns, multimodal transportation systems, and improved energy infrastructure. The plan calls for development patterns that minimize emissions and promote resiliency through energy efficiency, electrification, restoration of natural resources, and infrastructure planning for climate impacts.

EXISTING CONDITIONS

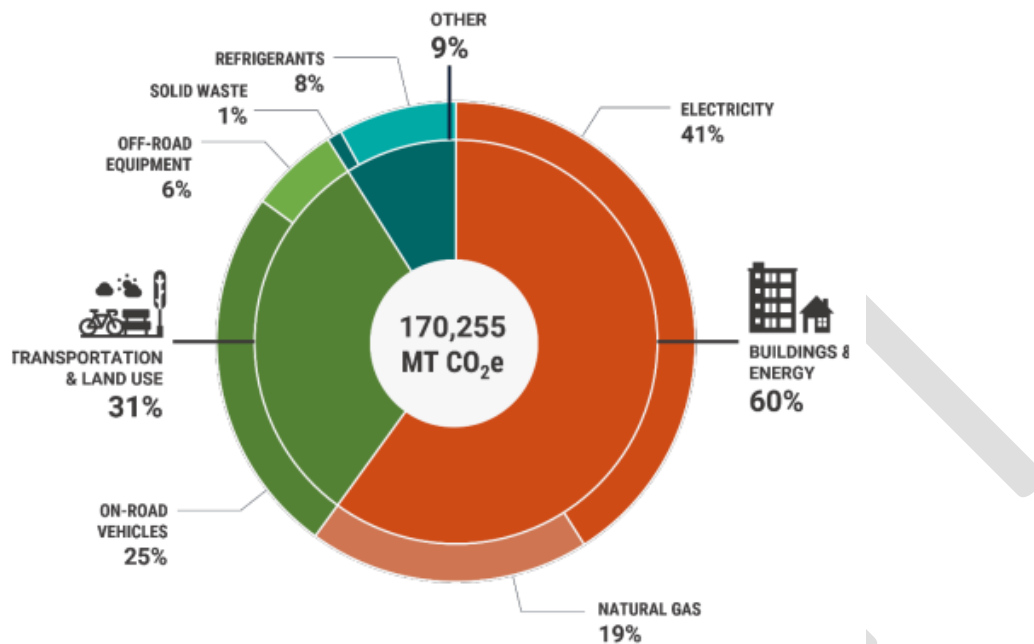
Greenhouse Gas (GHG) Emissions Inventory

The City of Kenmore completed a greenhouse gas (GHG) inventory (see Figure 1) to aid the City in setting community-wide emissions reduction targets, measure progress over time, and inform which actions will have the greatest GHG emissions reduction benefits. Kenmore's communitywide GHG emissions from 2019 totaled 170,255 MTCO₂e (metric tons of carbon dioxide equivalent) from the following sources:

- **Buildings & Energy.** Electricity and natural gas used to power and heat the City account for 60% of total emissions. Eliminating emissions from local buildings and energy requires policies that address energy use in new buildings, transition existing buildings to more efficient, clean and salmon friendly energy, and improve the City's electric grid reliability and capacity.
- **Transportation & Land Use.** On-road vehicles (cars and trucks) and off-road vehicles (boats, lawn mowers, construction equipment, etc.) account for 31% of total emissions. Addressing emissions from transportation and land use in Kenmore requires strengthening existing policies aimed at increasing transit use, reducing vehicle miles travelled (VMT), maximizing green space in urban areas, and protecting natural sequestration areas. Mitigation policies in the CAE also aim to improve electric vehicle infrastructure and encourage mixed-use, dense, and transit-oriented development.
- **Refrigerants & Solid Waste.** Refrigerants commonly used in air conditioning/refrigeration and solid waste disposal account for 9% of total emissions. Policies within this sector will support sustainable waste management and increase the City and residents' capacity to recycle and compost responsibly and effectively.

The goals, objectives, and policies included in the CAE will focus on mitigating climate change impacts through the reduction of GHG emissions within these sectors. In addition, the many economic and health benefits of emissions reduction actions are not shared equitably in Kenmore, especially among overburdened communities. Therefore, mitigation policies not only reduce GHG emissions but also provide co-benefits to promote climate equity and support

1 vulnerable communities. Benefits of mitigation policies include improving air quality, promoting
2 housing equity, and minimizing public health risks.



3
4 *Figure 1. 2019 Kenmore GHG Emissions Inventory Chart*

5 **Kenmore Vulnerability Assessment**

6 A vulnerability assessment (VA) was conducted for the City of Kenmore in 2021. A climate
7 vulnerability assessment identifies the impacts and consequences of climate change and
8 evaluates the level or risk presented to a community. Vulnerability refers to the degree to which
9 people, natural resources, infrastructure, or other things Kenmore values are susceptible to the
10 adverse impacts of climate change (Cascadia Consulting Group, 2021). Key climate
11 vulnerabilities for Kenmore include extreme heat, exacerbated flooding and landslides, and
12 wildfire smoke. Assessing climate vulnerability can help Kenmore (1) identify current exposure
13 and sensitivity, (2) anticipate areas of future risk and the potential to adapt to climate impacts,
14 and (3) assess strategies to prepare and adapt to future climate conditions. To monitor and
15 assess the city's vulnerability to future climatic conditions, a VA update should be conducted
16 periodically with a focus on the built environment, communities, and natural systems.

17 In addition, climate change amplifies existing risks and disparities like chronic health
18 conditions, social and economic circumstances, and pollution exposure, which
19 disproportionately impacts overburdened community groups¹. When comparing at-risk
20 neighborhoods and climate exposure risks, three census tracts intersecting Kenmore have

¹ Overburdened community means a geographic area where vulnerable populations face combined, multiple environmental harms and health impacts. Vulnerable populations includes, but is not limited to: (i) racial or ethnic minorities; (ii) low-income populations; and (iii) populations disproportionately impacted by environmental harms. (RCW 36.70A.030).

vulnerabilities to climate change that exceed the community median. These neighborhoods include residents who identify as people of color (39%), have low English language proficiency (4%), and live in rental housing units (44.2%). These overburdened communities face disproportionate risks of climate impacts due to compounding factors such as a lack of tree canopy, high areas of impervious surfaces, and flood risks (Headwaters Economics, 2023). In 2018, the Washington State Department of Health developed the Washington Environmental Health Disparities Map, an interactive mapping tool comparing communities across Washington for environmental health disparities (University of Washington Department of Environmental & Occupational Health Sciences and Washington State Department of Health, 2022). Kenmore shows moderate levels of environmental health disparities compared to surrounding cities in King County and Washington state. Due to environmental exposures and socioeconomic vulnerabilities, East Kenmore ranks at a higher level of environmental health disparities compared to other Washington US census tracts, as shown in Figure 2 and described in Table 1 (University of Washington Department of Environmental & Occupational Health Sciences and Washington State Department of Health, 2022).

The goals, objectives, and policies included in the CAE seek to increase climate resiliency of the built environment, natural resources, and within communities. Incorporating climate equity principles and understanding the social and racial impacts of proposed climate policies will improve the equitable distribution of benefits (e.g., improving public health and increasing access to services) and reduce disparities. It is critical to understand which areas and populations are most at risk from climate and environmental burdens, as it will inform policy focus areas and community priorities.

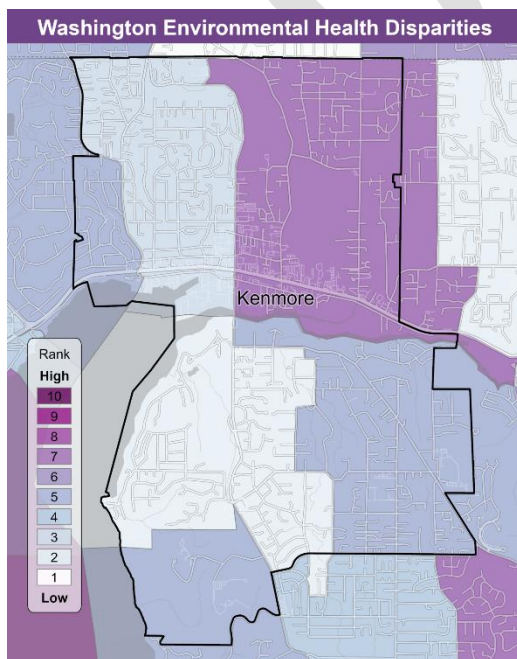


Figure 2. WA Department of Health Environmental Health Disparities in Kenmore. City of Kenmore border outlined in black (University of Washington Department of Environmental & Occupational Health Sciences and Washington State Department of Health, 2022).

Future Risks

The Puget Sound Region is already experiencing the impacts of climate change with warmer temperatures which cause heatwaves and wildfires; changing rainfall patterns with associated flooding and landslides; and less snowpack constraining the summer water supply. In recent years, our community has increasingly experienced record-breaking heatwaves, destructive flooding, and compromised air quality from wildfire smoke.

Kenmore has a critical role to play in addressing the climate change impacts already at our doorstep and preparing for those on the horizon. The following table outlines the current climate impacts on Kenmore and the future risks facing our community.

Table 1. Future Climate Risks in Kenmore.

Factor	Future Risk
Heat	<p>Kenmore is expected to experience a 244% increase in extremely hot days by 2030 (Headwaters Economics, 2023). In addition, the average high temperature in Kenmore is anticipated to increase by 7.4 degrees Fahrenheit by 2100, leading to several negative outcomes:</p> <ul style="list-style-type: none"> • Increased demand for energy services and correlating energy system stress • Risk of power outages for older, less energy efficient homes • Increased risk for heat-related illnesses, particularly for elderly people and those with underlying medical conditions • Increased risk of disease from ticks and mosquitoes
Heavy Rains, Flooding, and Landslides	<p>Kenmore is at risk of flooding and landslides from heavy storms affecting areas throughout Kenmore (Cascadia Consulting Group, 2021). Impacts of heavy precipitation include:</p> <ul style="list-style-type: none"> • Damage to homes, businesses, and critical transportation routes from flooding and landslides • Potential expansion of landslide prone area to include key municipal facilities and infrastructure as the city develops. • Increased flooding could close parks and open spaces, leading to decreased health and wellbeing. • Flooding could increase infectious disease risk, particularly for those experiencing homelessness. • Increased waterway pollution from stormwater runoff
Wildfire and Air Quality	<p>Kenmore is not currently at risk for wildfires, but residents continue to be at risk for more regional wildfire-related air quality and respiratory health impacts. The city also faces environmental health risks from PM2.5 emissions, toxic releases from facilities, and proximity to heavy traffic roadways (University of Washington Department of Environmental & Occupational Health Sciences and Washington State Department of Health, 2022). Reduced air quality and regional wildfire smoke poses respiratory health risks, particularly for those with underlying medical conditions.</p>

GOALS, OBJECTIVES, AND POLICIES

GOAL 1. INCREASE THE CITY'S CAPACITY TO IMPLEMENT CLIMATE ACTION PRIORITIES.

OBJECTIVE 1.1 Leverage Kenmore's resources and partnerships to build capacity to implement climate resilience and mitigation efforts.

Policy CA-1.1.1 Consider what resources are needed, such as partnerships (e.g., K4C), regular implementation progress reports, and City budgeting, to implement the Climate Action Element.

Policy CA-1.1.2 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.

Policy CA-1.1.3 Partner with organizations such as the Puget Sound Regional Council, Puget Sound Clean Air Agency, local jurisdictions, overburdened communities, the state, academic institutions, community leaders, and public, private, and not-for-profit groups to promote programs and policies that achieve GHG emission reduction targets.

Policy CA-1.1.4 Update the City of Kenmore's Climate Vulnerability Assessment every four years, with a focus on the built environment, communities, and natural systems. Use assessment findings to evaluate changes to Comprehensive Plan goals and policies and enhance resilience.

Policy CA-1.1.5 Support enhanced data collection for hazard events to provide a fuller understanding of the community's hazard characteristics—including identifying demographic groups/community members most vulnerable to climate impacts. Promote equitable collaboration and inclusive engagement strategies with overburdened communities during the climate vulnerability research process.

OBJECTIVE 1.2 Ensure sufficient City resources are available to support implementation of the CAP and CAE actions and policies.

Policy CA-1.2.1 The City should designate Climate Action staff to implement and monitor actions consistent with the Kenmore CAP and CAE.

Policy CA-1.2.2 The City should budget funds each biennium budget cycle to implement climate programs.

GOAL 2. PRIORITIZE RESILIENT AND EQUITABLE LAND USE PLANNING TO ELIMINATE GHG EMISSIONS FROM BUILDING AND INFRASTRUCTURE DEVELOPMENT.

OBJECTIVE 2.1 Incorporate environmental justice criteria and priorities into zoning, land use planning, permitting policies, and development of new projects to identify and address the disproportionate impacts of climate change on overburdened communities such as communities of color and lower-income communities.

Policy CA-2.1.1 Develop and implement an environmental justice audit process to conduct prior to creating new zoning designations or rezoning.

Policy CA-2.1.2 Work toward an equitable distribution of growth that reduces the potential for displacement and increases infrastructure and ecosystem resilience by combining zoning restrictions in vulnerable areas with development incentives to build in areas with less climate risk. Consider climate impacts such as extreme heat, flooding, wildfire smoke, and drought when designating zoning locations to accommodate growth.

Policy CA-2.1.3 Identify and expand community-centered anti-displacement strategies and climate-resilient infrastructure to mitigate housing insecurities exacerbated by climate-driven gentrification.

Policy CA-2.1.4 Promote equitable access for overburdened communities and those that will be disproportionately impacted by climate change, by working with utility providers to ensure affordable energy prices through utility tax rebates for low-income residents.

Policy CA-2.1.5 Promote “missing middle” housing through city policies and codes to allow for broader housing types in identified single family zones, reduce climate-related displacement, and increase access to City transit systems.

OBJECTIVE 2.2 Prioritize dense, mixed use, transit-oriented development, and affordable housing in Downtown and other areas consistent with the Land Use, Housing, and Transportation Elements.

Policy CA-2.2.1 Consistent with Kenmore’s growth strategies, promote density near high frequency transit, infill and redevelopment in nodes, and middle housing development in neighborhoods; supported by right-size parking, transportation demand management strategies, multi-modal access, park amenities, and green space.

Policy CA-2.2.2 Enhance existing neighborhoods to provide a high degree of connectivity in the street network to accommodate walking, bicycling, transit use, sufficient public spaces, and green space.

Policy CA-2.2.3 Disincentivize single occupancy vehicle (SOV) use in urban areas by reallocating existing road space to public transport infrastructure—for example, through dedicated bus lanes.

GOAL 3. ELIMINATE GHG EMISSIONS FROM THE TRANSPORTATION SECTOR TO MITIGATE THE IMPACT OF CLIMATE CHANGE.

OBJECTIVE 3.1 Reduce vehicle miles traveled (VMT) within the city.

Policy CA-3.1.1 Support transportation investments that minimize, mitigate, and respond to the effects of climate change consistent with the Transportation Element goals, objectives, and policies.

Policy CA-3.1.2 Work with Metro and other transit providers to establish a local circulator transit service that provides intra-community transit service, connecting north and south Kenmore. The local circulator service would provide connections to the Downtown, major commercial and mixed-use centers in Kenmore, park-and-ride lots, and other key destinations.

Policy CA-3.1.3 Prepare a Commute Trip Reduction (CTR) Ordinance to encourage CTR in accordance with State laws. Possible strategies could include ridesharing programs, carpool matching, telecommuting, and employer-sponsored vanpools.

OBJECTIVE 3.2 Investigate opportunities to expand and implement safe multi-modal transportation options, including bicycling, walking, transit, and a passenger ferry on Lake Washington.

Policy CA-3.2.1 Implement the Kenmore *Pedestrian Facilities Plan*, *ADA Transition Plan*, and develop the *Bicycle Priority Network*. Design accessible and safe pedestrian facilities in accordance with the *Pedestrian Priority Network*. Improve street safety and function by implementing the City's Target Zero strategy to have no pedestrian or bicycle deaths or serious injuries as the result of a collision with a motorized vehicle, as outlined in the Transportation Element.

Policy CA-3.2.2 Address mobility inequities by making a more walkable community, designing accessible pedestrian facilities, and implementing an Americans with Disabilities (ADA) Transition Plan during transportation, parks, and other city infrastructure planning activities.

Policy CA-3.2.3 Partner with transit agencies, Metro, Sound Transit, and Community Transit, to expand, maintain, and enhance multimodal transit services and related facilities, including better first-last mile access to transit.

Policy CA-3.2.4 Work with third-party programs and businesses to increase the availability, accessibility, and convenience of shared mobility options (e.g., bike share, scooter share, car share) and maintain affordability of services.

OBJECTIVE 3.3 Increase the percentage of Electric Vehicles (EV), electric equipment, and other low emission transportation modes operating within the city.

Policy CA-3.3.1 Convert public-owned fleets to zero-emission vehicles as they need to be replaced (e.g., electric or renewably produced hydrogen) and as soon as feasible.

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

Policy CA-3.3.3 Promote existing and develop new incentives to encourage purchase of EVs and EV alternatives (e.g., electric golf carts and neighborhood EVs). Include stronger incentives for low-income residents.

Policy CA-3.3.4 Collaborate with the Puget Sound Regional Council on regional efforts to support EVs and associated infrastructure issues.

Policy CA-3.3.5 Create EV and electric equipment communication and outreach programs that explain the benefits of EVs, rebates available for EV or electric equipment purchasing, EV charger locations, and other helpful information. Consider equitable communication and EV outreach programs to target low-income communities and occupations that still use gas powered equipment.

GOAL 4. ELIMINATE GHG EMISSIONS FROM BUILDINGS THROUGH ENERGY EFFICIENCY AND ELECTRIFICATION.

OBJECTIVE 4.1 Incorporate incentivizes for sustainable design within Kenmore’s building code for the development of new buildings and retrofits.

Policy CA-4.1.1 Promote and implement building and energy standards, which could include:

- Energy performance optimization that goes beyond the state standard by adopting optional state building and energy codes that further promote GHG emission reduction and/or energy efficiency;
- Use of on-site renewable energy systems or procurement of renewable energy from offsite sources for all or a portion of the building’s annual building energy use;
- Participation in demand response technologies and programs that make energy generation and distribution systems more affordable and more efficient, increase grid reliability, and reduce greenhouse gas emissions;
- Utilizing advanced metering technology;
- Reducing construction and demolition waste disposed of in landfills;
- Expanding incentives for EV charging for multi-family homes, apartment buildings, major employers, and parking garages;
- Creating equitable partnerships with organizations that serve overburdened communities to ensure education and incentive programs build capacity and reduce cost burden for all residents.

OBJECTIVE 4.2 Reduce greenhouse gas emissions by transitioning to renewable energy sources and decarbonizing buildings.

Policy CA-4.2.1 Implement and support building and energy codes and policies that reduce energy use, reduce the embodied carbon of materials, phase out fossil fuel use, and support deployment of electric vehicles, and clean energy.

Policy CA-4.2.2 Develop community-scale programs and policies to 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. These could include:

- In cooperation with King County, electrical and gas utility providers, or other agencies, promote the use of weatherization programs for existing housing;
- Residential efficiency retrofits—explore and promote low interest loan options and incentive programs to finance energy efficiency upgrades for commercial and residential buildings;
- Support fossil fuel reduction and transition incentives.

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

Policy CA-4.2.4 Where feasible, make low impact development, green building standards, and sustainable design the preferred and commonly used approach to site development (e.g., following green building guidelines outlined in certification programs such as Built Green and Leadership in Energy and Environmental Design (LEED)).

- Prioritize green building funding and incentives to directly support increased capacity in impacted communities, such as multifamily, low-income housing.
- Educate City staff on building practices that have contributed to injustice, such as land-use decisions and policy incentives for renewable energy.

GOAL 5. PROTECT AND RESTORE THE NATURAL ENVIRONMENT TO INCREASE CARBON SEQUESTRATION.

OBJECTIVE 5.1 Support regional efforts to protect and enhance land carbon sinks in order to mitigate GHG emissions.

Policy 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.

Policy CA-5.1.2 Develop and implement an Urban Forest Management Plan (UFMP) which encourages the preservation and protection of trees on public and private

properties consistent with the Land Use Element. Include carbon sequestration as a primary goal of the UFMP.

GOAL 6. REDUCE CURRENT AND ELIMINATE FUTURE NEGATIVE ENVIRONMENTAL IMPACTS AND ELIMINATE GHG EMISSIONS ASSOCIATED WITH THE CONSUMPTION OF GOODS, MATERIALS, AND WASTE PRACTICES.

OBJECTIVE 6.1 Reduce to the greatest possible extent the amount of residential and commercial waste sent to landfills by ensuring that the community can reduce, reuse, recycle, and compost waste sustainably to lessen its carbon footprint.

Policy CA-6.1.1 Actively engage in a regional strategy through the adopted 2019 King County Comprehensive Solid Waste Management Plan to reach zero waste of resources by 2030 through a combination of education, incentives, and regulatory tools aimed at single-family, multi-family residents, businesses, and construction projects in King County.

Policy CA-6.1.2 Support extended producer responsibility (EPR) related policies and actions that require companies that make consumer products fund the residential recycling system and that ensure that packaging and paper products get recycled.

Policy CA-6.1.3 Develop targeted educational campaigns for composting and recycling material with highest GHG reduction impact (paper, metal, food waste), such as business recycling education, recycling awareness campaigns, and community ambassador training programs.

Policy CA-6.1.4 Work with the Washington Utilities and Transportation Commission (UTC) to ensure waste haulers contracted with the City offer increased recycling and composting services.

- Consider mandating recycling and composting and enforce sorting by an identified year, especially for multi-family buildings and commercial properties where contamination is high. Ensure enforcement does not increase existing financial disparities for low-income households. Explore developing reimbursement or incentive programs to purchase waste containers and conduct educational outreach on recycling and composting for low-income households.
- Prepare for increased organic waste collection services, such as compost or anaerobic digestion centers.

Policy CA 6.1.5 Partner with King County and current waste hauler on food waste reduction efforts, such as the "Food: Too Good to Waste" program, which aims to reduce GHG emissions by educating people about how to plan and prepare meals to decrease the amount of wasted food.

Policy CA-6.1.6 Mandate composting in City facilities and partner with other jurisdictions to implement organic materials management policies outlined in the 2022

Organics Management Law, which aims to reduce organic waste disposal 75% by 2030 and increase the volume of edible food recovery 20% by 2025.

OBJECTIVE 6.2 Develop a program that will enable recycling of all construction and demolition debris as soon as feasible.

Policy CA-6.2.1 Develop a plan similar to King County’s Construction & Demolition waste diversion requirements. Support policies, tools, and programs to reduce construction-related emissions specific to Kenmore, including sourcing low embodied carbon materials.

Policy CA-6.2.2 Develop, implement, and enforce construction and demolition recycling and deconstruction ordinances.

GOAL 7. FACTOR CLIMATE RISKS INTO THE PLANNING OF OPERATIONS AND IMPROVE INFRASTRUCTURE RESILIENCY TO CLIMATE IMPACTS.

OBJECTIVE 7.1 Support efforts to increase the resilience of public services, utilities, and infrastructure by preparing for climate change impacts.

Policy CA-7.1.1 Integrate a climate impact risk assessment into the City’s Hazard Mitigation Plan.

Policy CA-7.1.2 Expand on WSDOT’s vulnerability assessment of state roads and improve mapping of landslide hazard areas to understand roads/routes in Kenmore that are vulnerable to climate hazards such as flooding and landslides.

Policy CA-7.1.3 Where appropriate, purchase properties located in hazard-prone areas, such as areas with persistent flooding, to protect critical habitat and to protect structures from future damage inflicted by climate change impacts. Prioritize properties with exposure to repetitive losses or where purchasing may protect a critical habitat and reduce future climate impacts.

Policy CA-7.1.4 Strengthen support for undergrounding of existing utilities when they need to be fixed or replaced. Continue requiring the undergrounding of new overhead utilities and co-location of utilities to increase their resilience and reduce power loss during severe weather events consistent with the Utilities Element.

Policy CA-7.1.5 Ensure that energy infrastructure, including generation and transmission, can accommodate efficiency opportunities and withstand and recover quickly from the impacts of extreme weather and other natural hazards worsened by climate change.

Policy CA-7.1.6 Advocate and negotiate for increased electricity grid reliability through updated regulations for utilities and legislation increases the capacity and flexibility of the electricity grid.

- Incentivize large-scale energy customers to reduce their electricity use during peak times.
- Encourage greater deployment of emerging technologies to promote distributed energy generation, demand response, energy storage, energy efficiency, and smart grid technologies.

Policy CA-7.1.7 Consistent with the Transportation Element, coordinate planning, construction, and operation of transportation facilities and programs with the State, Counties, neighboring cities, Puget Sound Regional Council, Metro, Sound Transit, and other entities to ensure critical infrastructure is in place to respond to both natural and human-caused disasters.

Policy CA-7.1.8 Ensure there are diverse multi-modal transportation options equipped to operate during extreme events, such as heat waves, snow/windstorms, and flooding events.

Policy CA-7.1.9 Ensure that development and redevelopment projects, including transportation systems and capital facilities, are resilient to the impacts of climate change during siting and design. Establish development regulations that incorporate best practices for reducing the risk of extreme heat, flooding, wildfire impacts, and other climate hazards.

Policy CA-7.1.10 Develop and implement a strategy to expedite the removal of waste (e.g., downed tree limbs and buildings blocking roads and streams) during and after a disaster incident to reduce the risks of subsequent fire, flood, injury, and disease vectors.

GOAL 8. REDUCE CURRENT AND ELIMINATE FUTURE CLIMATE CHANGE IMPACTS ON THE COMMUNITY.

OBJECTIVE 8.1 Improve and mitigate extreme heat and air quality impacts in the community that are exacerbated by climate change.

Policy CA-8.1.1 Develop and implement an urban heat resilience plan or strategy that includes heat mitigation and management actions to prepare for and respond to chronic and acute heat risk in the community. The strategy should be informed by urban heat island mapping and may include coordinated efforts such as cooling centers, early warning systems, changes to development/land use codes, energy grid resilience, and reducing the area of impervious surfaces. Utilize the King County Extreme Heat Mitigation Strategy to align with county planning efforts.

Policy CA-8.1.2 Identify communities disproportionately impacted by extreme heat events or low air quality and prioritize equitable access to emergency preparedness resources for overburdened and unsheltered communities. Develop and distribute tools and resources for the community to stay safe during extreme heat events.

Policy CA-8.1.3 Partner with Puget Sound Clean Air Agency to track and monitor air quality in the City. Ensure plans align with 100% of US EPA National Ambient Air Quality Standards and seek to reduce the potential health impacts of air pollution on residential populations and other sensitive users near corridors with high volumes of vehicle traffic, such as SR522.

OBJECTIVE 8.2 Incentivize retrofits and new buildings that are built sustainably to reduce environmental impacts and remain resilient to extreme weather and other hazards worsened by climate change.

Policy CA-8.2.1 In cooperation with King County, electrical and gas utility providers, or other agencies, promote the use of weatherization programs for existing housing, especially multifamily and affordable housing units. Prioritize incentive programs for cost burdened communities and ensure outreach is targeted towards and benefits overburdened populations.

Policy CA-8.2.2 Develop or modify design standards to integrate exterior building features (e.g., awnings, cool roofs, solar panels) that reduce the impacts of climate change.

Policy CA-8.2.3 Encourage new utility infrastructure to define alternative routes to avoid impacts to environmentally sensitive areas or areas susceptible to climate impacts (e.g., flooding and landslides) where possible.

GOAL 9. PROMOTE PREPAREDNESS, RESPONSE, AND RECOVERY ACTIVITIES TO ENSURE THAT ALL KENMORE COMMUNITY MEMBERS ARE PREPARED FOR CLIMATE EMERGENCIES.

OBJECTIVE 9.1 Anticipate and be ready to accommodate the rise in demand for emergency services due to climatic change impacts and understand community needs when preparing for emergency situations.

Policy CA-9.1.1 Work with community members on emergency procedures and coordinate between facilities, such as public libraries or other community centers, to create "resilience hubs" that are prepared to meet the challenges of weather emergencies exacerbated by climate change. Ensure that the Washington Environmental Health Disparities Map informs the location of where the resilience hubs are located.

Policy CA-9.1.2 Encourage participation in incentive-based emergency preparedness programs such as the Community Rating System (FEMA's National Flood Insurance Program), Firewise (National Fire Protection Association), and StormReady (National Weather Service).

Policy CA-9.1.3 Place special emphasis on mitigating extreme weather events that impact communities most vulnerable to experiencing homelessness.

GOAL 10. INCREASE OUTREACH EFFORTS TO IMPROVE COMMUNITY RESILIENCY AND ENSURE THAT RESIDENTS CAN EFFECTIVELY ADAPT TO CURRENT AND FUTURE CLIMATE IMPACTS.

OBJECTIVE 10.1 Provide all community members an equitable opportunity to learn about climate impacts, influence policy decisions, and take actions to enhance community well-being and resilience.

Policy CA-10.1.1 Develop messages on the impacts of climate change on health and safety, including information to help residents plan and practice actions to protect themselves from these impacts. Encourage the involvement of overburdened communities and provide outreach in multiple formats and languages.

Policy CA-10.1.2 Co-create climate communications with Kenmore's communities—especially youth organizations to ensure that the next generation has a say—on climate and health impacts and emergency resources/warnings during extreme events. To reach overburdened communities, consider offering incentives for engagement and transcreation in developing culturally relevant climate communication.

GOAL 11. PROTECT AND PRESERVE VALUED COMMUNITY RESOURCES AT RISK TO CLIMATE CHANGE IMPACTS.

OBJECTIVE 11.1 Ensure that cultural resources and practices, including historic sites and culturally important traditional foods and natural resources, are resilient to the impacts of extreme weather and other natural hazards worsened by climate change.

Policy CA-11.1.1 Protect culturally significant resources, land, and artifacts at risk to climate change impacts. Protect, enhance, and restore ecosystems to meet tribal treaty rights including habitat for salmonids, foods, and medicinal plants that could be adversely impacted by climate change.

Policy CA-11.1.2 Protect salmonid habitats by ensuring that land use and facility plans (transportation, water, sewer, electricity, gas) include riparian and stream habitat conservation measures developed by the County, cities, tribes, service providers, and/or state and federal agencies consistent with the Natural Environment Sub-Element.

Policy CA-11.1.3 Coordinate across city departments to ensure that Kenmore's plans consider all the issues, resources, and needs that make a community whole, including land use, civic, cultural, recreation, transit, health, human services, natural environment, and the provision of infrastructure and other services.

Policy CA-11.1.4 Encourage public and private efforts that support culturally appropriate food opportunities, including grocery stores, farmers' markets, food banks,

and nutrition programs, especially to meet the nutritional needs of infants, children, elders, and other overburdened communities in their neighborhoods.

GOAL 12. PROTECT, CONSERVE, AND ENHANCE WATER RESOURCES IN KENMORE AND CREATE MORE CLIMATE RESILIENT WATER SYSTEMS.

OBJECTIVE 12.1 Promote and support water conservation efforts to increase the resiliency of Kenmore’s water supply.

Policy CA-12.1.1 Conduct outreach and education on water conservation strategies, including using grey water for non-potable uses (e.g., irrigation) when possible. Incentivize greywater solutions for property owners, for example, free or subsidized rain barrels.

Policy CA-12.1.2 Utilize educational campaigns to encourage low-impact, drought-resistant landscape development and design using native plants, and stormwater drain maintenance or using drain filters. Work with landscape companies to educate and incentivize smart irrigation management and technology use.

Policy CA-12.1.3 Coordinate with the appropriate service providers to ensure water system plans include aggressive conservation and re-use measures, as well as development of new sources to support planned land uses with reliable service at minimum cost, consistent with the Utilities Element.

OBJECTIVE 12.2 Require low-impact development to manage stormwater in new/remodeled construction projects and implement flood prevention projects.

Policy CA-12.2.1 Effectively manage the city’s municipal separate storm sewer system and private surface water systems in a manner that reduces flooding, maintains water quality and protects the natural environment in accordance with the Surface Water Element.

Policy CA-12.2.2 Require the design and construction of commercial and residential buildings and their surrounding sites to reduce water consumption, re-use wastewater, and reduce stormwater runoff. Encourage low-impact development techniques that enhance climate resilience in proposals for new development.

OBJECTIVE 12.3 Consider alternative and sustainable irrigation sources to increase the resiliency of agricultural practices.

Policy CA-12.3.1 Coordinate with Northshore Utility District on water conservation methods—such as the use of ‘smart meters’—and to address the feasibility of using reclaimed water from the Brightwater plant for irrigation consistent with the Utilities Element

GOAL 13: ENSURE THAT FORESTS, WETLANDS, SHORELINES, AND OTHER ECOSYSTEMS ARE RESILIENT TO THE IMPACTS OF EXTREME WEATHER, INVASIVE SPECIES, PESTS, DISEASES, AND OTHER IMPACTS WORSENER BY CLIMATE CHANGE.

OBJECTIVE 13.1 Assess and understand the climate risks for existing ecosystems.

Policy CA-13.1.1 Use the best available climate science and adaptive management principles to identify and protect environmentally critical areas and resources including fish, trees, frequently flooded areas, unstable slopes, and associated ecosystems, in order to protect and increase the resiliency of native habitats.

Policy CA-13.1.2 Take inventory of and protect climate refugia—areas which protect and facilitate survival for species during periods of climate instability—and address habitat connectivity needs for plants and wildlife under stress from climate change.

Policy CA-13.1.3 Accommodate shifting species in revegetation, restoration, and other projects, such as through updates to development and infrastructure standards addressing landscaping, tree canopy, critical area and shoreline buffers, stormwater facilities, etc.

OBJECTIVE 13.2 Increase the resilience of habitats and species to climate impacts by restoring and preserving ecosystems.

Policy CA-13.2.1 Protect, preserve, and restore local waterways, ecosystems, and habitats by partnering with residents, local and regional environmental groups, and other jurisdictions (e.g., the Kenmore community, Conservation Corps, US Army Corp of Engineers, King County, and other cities along Sammamish River and its tributaries).

Policy CA-13.2.2 Improve the resiliency of salmon and other fish species by removing or replacing old or degrading culverts and ensuring they are adequately sized to accommodate increased winter peak flows. Engage the public in restoring native salmon populations via public outreach campaigns.

Policy CA-13.2.3 Increase resiliency to flooding events by protecting, and where possible, enhancing and restoring existing flood storage, conveyance, and ecological functions and values of floodplains, wetlands, and riparian corridors.

Policy 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.

Policy CA-13.2.5 Encourage community involvement and volunteering in stewardship activities that restore wildlife habitat, salmon populations, riparian corridors, and green spaces. Educate residents on the connection between ecosystem health and human health.

GOAL 14. BALANCE THE NEED FOR DEVELOPMENT AND GROWTH WITH NATURAL RESOURCE FUNCTIONS.

OBJECTIVE 14.1 Protect the natural environment through zoning policies and regulations.

Policy CA-14.1.1 Critical areas regulations should incorporate climate change considerations. Consider climate change in assessments of zoning and allowed uses within and adjacent to critical areas.

Policy CA-14.1.2 Protect natural and environmentally sensitive areas, open space, trees, vegetation, natural terrain, and drainage consistent with the Natural Environment Sub-Element.

Policy CA-14.1.3 Use regulations, zoning, incentives, and open space acquisition to protect floodplains, riparian corridors, high value wetlands, and unstable slopes from degradation due to climate change impacts.

Policy CA-14.1.4 Expand parks and green space in urban areas to reduce the effects of climate impacts (e.g., flooding and extreme heat) consistent with the Parks, Recreation, and Open Space Element. Provide parks, trails, and open space within walking distance of urban residents. Prioritize overburdened communities for open space improvements and investments.

Policy CA-14.1.5 Ensure No Net Loss standards are being met and establish a Net Ecological Gain regulation for public development projects. This standard should ensure ecological functions and values that support biodiversity and resiliency ecosystems are improved over current conditions at a cumulative scale that can be incrementally implemented through site-specific actions, with any short-term loss of those functions and values being more than offset by overall ecological gains.

OBJECTIVE 14.2 Ensure that the transportation system does not result in a loss of ecosystem function.

Policy CA-14.2.1 Consider natural boundaries, such as critical area boundaries, to help determine transportation routes and placement of infrastructure connections and improvements.

Policy CA-14.2.2 Where feasible, determine where improvements to the current transportation infrastructure can be implemented to improve ecological functions.

- Transportation facilities crossing 100-year floodplains should not function as dikes or levees to flood waters.

- Design roadway improvements to be in accordance with the City's Surface Water Management Plan and stormwater regulations.

Policy CA-14.2.3 Consistent with the Shoreline Sub-Element, transportation and parking facilities shall be planned, located, and designed to have the least possible adverse impact on environmentally critical areas in the shoreline.

GOAL 15: SUPPORT A RESILIENT AND GREEN LOCAL ECONOMY.

OBJECTIVE 15.1 Ensure that the local economy is resilient to climate disruptions and fosters business opportunities associated with climate mitigation and resilience.

Policy CA-15.1.1 Implement the CAP to develop a green jobs strategy in partnership with community groups and businesses that:

- Supports the low carbon transition of Kenmore's impacted industries;
- Develops pathways for youth and impacted workers to transition into green jobs;
- Provides green job training and continuing education for those facing economic vulnerability or with limited skills and work experience in this sector;
- Ensures opportunities (e.g., local hiring requirements) for these jobs.

Policy CA-15.1.2 Recognize the environment as a key economic value in the community that must be protected consistent with the Economic Development Sub-Element.

Policy CA-15.1.3 Support local businesses' efforts to reduce GHG emissions and to generate and store renewable electricity on-site, which can provide back-up power during emergencies and help ensure continuity of operations. Ensure this support reaches businesses facing economic disadvantage, such as small, women-owned, or BIPOC-owned businesses.

Policy CA-15.1.4 Promote regional eco-industrial development to support a circular economy that increases demand for recycled materials and reduces demand for new raw materials and their embodied carbon emissions.

Policy CA-15.1.5 Encourage private reinvestment in residential and commercial areas that increases building and infrastructure resiliency and efficiency consistent with the Community Design Sub-Element.

IMPLEMENTATION

The Climate Action Element policies would require new or increased commitments of City resources to prepare new regulations, review/amend existing regulations, create educational or incentive programs, and/or coordinate with agencies, service providers, or adjacent jurisdictions. This section outlines specific implementation strategies the City can take to implement the policies described in the previous section.

Monitoring and Evaluation:

- Update GHG inventory every two years;
- Update Climate Vulnerability Assessment every four to five years, with a focus on the built environment, communities, and natural systems;
- Review, and as necessary, expand the biennial budget to enable implementation of climate programs;
- Continue funding climate action staff;
- Provide annual climate action progress report to Council.

Plan Development and Updates:

- The CAP implements the policy direction outlined in this element and will be updated on a five-year cycle. The CAP implementation matrix will determine implementation emission reduction potential, increased resilience potential, timeline, costs, and department leads for a given action in addition to identifying key considerations, including but not limited to:
 - **Developing incentives** for green building design, building decarbonization, energy efficiency, EV and electric equipment purchase, water conservation, and drought resistant landscape design;
 - **Planning engagement** for a community outreach program to support and protect communities disproportionately impacted by extreme heat events and low air quality, develop and implement community stewardship activities to demonstrate connection between ecosystem and human health, and support access to culturally appropriate food opportunities by encouraging collaboration among public, non-profit, and private food purveyors;
 - **Initiating and sustaining partnerships** with local governments, tribal governments, stakeholders, and the community to ensure a transition to clean, and efficient energy use; expand transit services and EV infrastructure; ensure waste haulers contracted with the City offer recycling and composting services; protect, preserve, and restore waterways and ecosystems; co-create messages with the community on the impacts of climate change on health, safety, and emergency resources; and maintain tribal treaty rights and to protect cultural resources, practices, and historic sites from the impacts of climate change.
- Coordinate across City departments to incorporate climate considerations within appropriate Elements and/or Sub-elements, including but not limited to:
 - **Utilities, Public Services, Housing Elements:** reduce water consumption, stormwater runoff, increased water reuse in design and construction of commercial, residential buildings/properties;
 - **Transportation Element:** maintain and protect environmentally critical areas, ecosystem functions;
 - **Land Use Shoreline Sub-element:** protect environmentally critical areas and climate refugia, updates to development and infrastructure standards through best available climate science;

- **Natural Environment Sub-element:** reflect necessary restoration and capital projects that support enhancing climate resiliency;
- **Parks, Recreation, and Open Spaces Element:** prioritize enabling access to open space in overburdened communities;
- **Land Use, Housing, Transportation Elements:** climate-oriented growth strategies to promote dense, mixed-use, transit-oriented development, and affordable housing; equitable distribution of growth that reduces potential for displacement;
- **Transportation, Parks, Recreation, and Open Spaces, Public Services Elements:** prioritization of transportation systems to locations vulnerable to climate impacts; continued design of accessible facilities and infrastructure (ADA Transition Plan).
- Develop and implement the following processes, plans, or strategies identified in the CAE:
 - **Environmental justice audit process** to incorporate into Land Use Element that seeks to address the disproportionate environmental and health impacts exacerbated by climate change and ensure the equitable distribution of resources and benefits. Partner with City's Diversity, Equity, Inclusion, and Accessibility Task Force and engage city residents and community groups to thoroughly understand community needs.
 - **Construction and Demolition Waste Diversion Plan** (ensure incorporation into Utilities Element)
 - **Urban Forest Management Plan** (ensure incorporation into Land Use Element)
 - A **green jobs strategy** to support Kenmore's local economy
 - Update Economic Development and Community Design Sub-elements to reflect City priorities for a resilient local economy and fostering business opportunities to advance climate mitigation and resilience.
 - Implement the **Kenmore Pedestrian Facilities Plan**, develop a **Bicycle Priority Network Strategy**
- Review and update City's Hazard Mitigation Plan (HMP) to incorporate climate impact risk assessment findings and increase the resilience of public services, utilities, and infrastructure. This should include:
 - Strategies to mitigate heat risks in community and incorporate resilience to flooding events; identify transportation in event of natural or human disasters;
 - A disaster response component to HMP, including waste removal to reduce risk of fire, flood, injury, and disease; update Land Use, Utilities, Parks, Recreation, and Open Space Elements as necessary.

SUPPORTING DOCUMENTATION

Additional documentation which provides more detailed information regarding how Climate Action Element goals and policies were developed can be found in the following documents. City produced documents are available on the City's webpage or at City Hall.

Climate Action Plan

The City of Kenmore [Climate Action Plan](#) (adopted in 2022) includes:

- An overview of why Kenmore sought to create a climate action plan;
- An overview of the baseline analysis of greenhouse gas emissions in Kenmore;
- A set of strategies and actions for addressing climate change through mitigation and adaptation approaches;
- An implementation matrix that includes potential for emissions reductions, resilience potential, cost, and timeline.

Vulnerability Assessment

The [City of Kenmore Vulnerability Assessment](#) (2021) includes:

- A summary of the risks, exposure, sensitivity, and adaptive capacity of the Kenmore community, natural environment, and infrastructure to the effects of climate change and interacting stressors.

Climate Action Element Policy Trends, Gaps, and Opportunities Assessment Memorandum

The [Policy Trends, Gaps, and Opportunities Assessment Memorandum](#) (2023) includes:

- A description of the overarching goals for developing and adopting a CAE;
- An overview of the approach used to identify initial goals, objectives, and policies related to climate action;
- A summary of key findings from the quantitative and qualitative assessment of Kenmore's existing climate policies and goals;
- Recommendations for emissions reductions and climate resilience and adaptation goals, objectives, and policies in several identified priority sectors per identified priority sector.

Kenmore Climate Action Element Equity Assessment Memorandum

The [Kenmore CAE Equity Assessment Memorandum](#) (2023) includes:

- An equity assessment, which examined the impacts, both intended and not, on people in overburdened communities explicitly for 25 objectives from the draft Climate Action Element.

REFERENCES

- Cascadia Consulting Group. (2021). *Kenmore Vulnerability Assessment*.
- Headwaters Economics. (2023). *Neighborhoods at Risk*. (Northeast Regional Climate Center) Retrieved 2023, from <https://nar.headwaterseconomics.org/5300023515/explore/map>
- University of Washington Department of Environmental & Occupational Health Sciences and Washington State Department of Health. (2022). *Washington Environmental Health Disparities Map: Cumulative Impacts of Environmental Health Risk Factors*. Retrieved from https://doh.wa.gov/sites/default/files/2022-07/311-011-EHD-Map-Tech-Report_0.pdf?uid=62e46bbc98fad

DRAFT

MEMORANDUM

To: Richard Sawyer, City of Kenmore
Sammie Roeun, City of Kenmore

From: Celine Fujikawa, Cascadia Consulting Group, Inc.

Date: May 8, 2023

Subj: Kenmore CAE - Equity Assessment Summary

Introduction

As part of centering equity in this climate planning process, Cascadia has conducted an equity assessment, which examined the impacts, both intended and not, on people in overburdened communities¹ explicitly for 25 objectives from the draft Climate Action Element to arrive at a list of equity considerations for City's review. The assessment assigns qualitative numerical scores to each evaluated objective based on a criteria matrix to ensure consistency in scoring throughout the evaluation. This assessment will dedicate explicit time and resources to considering the following:

- **Equity in content** – The way an equity lens is applied varies depending on the type of policy. Whether the nature of a measure is regulatory, programmatic, policy, or an investment, this framing shifts the questions staff should ask in applying an equity analysis to their climate work. We will ensure that equity and justice are considered, included, and centered in the policies, with consideration of the community history and characteristics.
- **Equity in action/strategies** - Some policies may have unintended equity consequences such as widening the gap in access to mitigation or adaptation benefits or adding financial burdens on low-income communities. Thus, this assessment will be examining objectives and supporting policies holistically with an equity lens to illuminate opportunities to synergize strategies for enhanced equity co-benefits while flagging instances where strategies may lead to inequitable outcomes.
- **Equity in implementation** – This assessment will provide guidance on how equitable and inclusive engagement can be integrated into climate action policy implementation. Successful implementation of climate objectives and policies will require strong community buy-in, especially from those historically underrepresented. If poorly implemented, these policies can increase burden or costs particularly for those most vulnerable within the community. Equitable implementation of climate action policies can improve the resilience of those most vulnerable amongst us—for example, policies

¹ Minority, low-income, tribal, indigenous populations, or geographic locations in the United States that potentially experience disproportionate environmental harms and risks ([EPA 2020](#)).

supporting the electrification of commercial and multifamily buildings should have a focus on low-income and middle-income households.

This memo provides an overview of the equity assessment approach. It includes:

- An overview of the evaluation steps for the equity analysis.
- Detailed description of the evaluation criteria and definitions.
- A shortlist of objectives that need further equity considerations.

Methodology

Evaluation Steps

1. Cascadia develops qualitative score matrices to allow for a consistent and objective ranking process. We assign scores for each objective based on the criteria, definitions and professional judgement drawing from available literature, peer city case studies, our knowledge of City context, engagement results, and consultant experience. Our team also records a brief rationale for each objective to provide further substantiation. Each objective is evaluated on a 1 (low) to 5 (high) scale.
 - a. Defining questions asked throughout evaluation included:
 - i. Do the benefits of the objective and supporting policies reduce historical or current disparities among communities of color, low-income populations, and/or frontline communities²?
 - ii. Does the objective address the needs of overburdened populations?
 - iii. Does the objective reduce vulnerability proportionately for all populations/groups of people?
 - iv. Is the distribution of benefits across the community equitable, especially for vulnerable and overburdened populations?
2. Cascadia uses the scores to develop policy revisions that will strengthen **equity considerations** in the Climate Action Element. The results from the equity assessment will likely inform the final policy language.

Table 1. Equity Assessment Criteria

Score	Reduces Vulnerability?	Distribution of Benefits
1	Very low - policy DEFINITELY INCREASES existing inequities/injustices and social/economic vulnerability for ALL	Very low - ALL benefits and costs are accruing to different sectors of the community and are perpetuating historic inequities
2	Low - policy DEFINITELY INCREASES existing inequities/injustices and	Low - SOME benefits and costs are accruing to different sectors of the

² Frontline communities are those communities that often experience the earliest and most acute impacts of climate change, face historic and current inequities, and have limited resources and/or capacity to adapt ([King County 2020 SCAP](#)).

Score	Reduces Vulnerability?	Distribution of Benefits
	social/economic vulnerability for communities facing historic inequities.	community and are perpetuating historic inequities
3	Moderate/Neutral - policy DOES NOT AFFECT social/economic VULNERABILITY or perpetuate historic inequities.	Moderate/neutral - policy DOES NOT distribute benefits and costs in the community in a way that perpetuates historic inequities
4	High - policy DEFINITELY DECREASES social/economic vulnerability and DECREASES existing inequities/injustices.	High - MOST benefits are accruing to the sectors of the community that face historic inequities; other sectors of the community may accrue benefits as well
5	Very high - policy will DEFINITELY DECREASE existing inequities/injustices and social/economic vulnerability to ALL	Very high – MOST or ALL benefits are accruing to the sectors of the community that face historic inequities; other sectors of the community accrue benefits as well

Equity Assessment Findings

We report **three key findings** from equity assessment:

1. Objectives and supporting policies that **scored the lowest** had potential **unintended consequences** that would **increase vulnerability and/or burdens** for historically marginalized communities (See Finding 1).
2. Evaluated objectives and supporting policies **overall scored well (no less than a 3)**, but improvements on specific policies would strengthen the Climate Action Element (See Finding 2).
3. Objectives and supporting policies that **scored the highest** included strong emphasis and language that **prioritized historically marginalized communities** and/or included climate equity **considerations for sensitive populations** such as mobility and accessibility accommodations during extreme weather events (See Finding 3).

To see more detailed revisions for each policy, please refer to the [Kenmore CAE Equity Assessment workbook](#).

FINDING 1. OBJECTIVES AND POLICIES THAT SCORED THE LOWEST HAD POTENTIAL UNINTENDED CONSEQUENCES THAT WOULD INCREASE VULNERABILITY AND/OR BURDENS FOR HISTORICALLY MARGINALIZED COMMUNITIES.

Objective	Description	Score	Rationale
OBJECTIVE 1.2	Ensure sufficient City resources are available to support implementation of the CAP and CAE actions and policies.	2	Policy has the potential to increase existing financial disparities for cost burdened individuals. For example, if the city raises utility taxes, or fees to fund for CAP or CAE implementation, this will impose additional costs

Objective	Description	Score	Rationale
			onto low-middle income households that may be experiencing financial hardships.
OBJECTIVE 4.1	Incorporate incentivizes for sustainable design within Kenmore's building code for the development of new buildings and retrofits.	2	Policy will likely increase existing energy inequity for cost burdened households that may result in community displacement which has emerged as an unintended cost of climate resilience efforts.
OBJECTIVE 6.1	Prevent residential and commercial waste from being sent to landfills by ensuring that the community can reduce, reuse, recycle, and compost waste sustainably to lessen its carbon footprint.	2	Some policies have the potential to increase existing financial disparities for cost burdened individuals. Additional costs such as fines for contamination of recycling/composting services, will likely disproportionately impact low-income, immigrant/refugee and non-English speaking households.
OBJECTIVE 8.2	Incentivize retrofits and new buildings that are built sustainably to reduce environmental impacts and remain resilient to extreme weather and other hazards worsened by climate change.	2	Policies have a potential widening energy equity gap for cost burdened communities if weatherization incentives do not prioritize low-income housing.
OBJECTIVE 15.1	Ensure that the local economy is resilient to climate disruptions and fosters business opportunities associated with climate mitigation and resilience.	2	Policies do not have a strong focus on supporting those who are the most economically disadvantaged in the face of climate change. Economically disadvantaged and/or small businesses generally have fewer socioeconomic resources and thus less capacity to adapt to the challenges of climate change.

Equity Considerations for objectives and policies:

- **Objective 1.2:** Consider including language that the city will seek funding through federal grants and/or other funding sources to ensure no additional costs will be imposed onto the community, particularly low-income individuals; **Policy CA-1.2.1:** Expand job scope to seek out additional funding sources for CAP and CAE implementation.
- **Objective 4.1; Policy CA-4.1.1:** Consider including language that demonstrates prioritization of sustainable design incentives for new buildings/retrofits to expand to affordable housing development.
- **Objective 6.1; Policy CA-6.1.1:** Consider including language that allows incentives to target low-income households to ensure that the transition to zero waste does not impose unintended costs onto individuals experiencing financial hardship.
- **Objective 8.2; Policy CA-8.2.1:** – Expand policy existing housing to **include low-income housing**. Objective mentions incentives for weatherization, but policies do not explicitly mention this.

- **Objective 15.1; Policy CA-15.1.1:** Expand support to economically disadvantaged individuals in the transition to green jobs. Defining what "local" businesses are (e.g., small businesses? Women owned? BIPOC owned?).

FINDING 2. EVALUATED OBJECTIVES THAT OVERALL SCORED WELL BUT IMPROVEMENTS ON SPECIFIC CRITERIA WOULD STRENGTHEN THE CLIMATE ACTION ELEMENT.

Objective	Description	Score	Rationale
OBJECTIVE 1.1	Leverage Kenmore's resources and partnerships to build capacity to implement climate resilience and mitigation efforts.	4	Policies benefit/prioritizes communities that face historic inequities. Policies have strong emphasis on leveraging existing partnerships with frontline communities and its leaders, and explicitly discusses future research/data collection for climate vulnerability to focus on impacts to vulnerable groups/communities.
OBJECTIVE 3.3	Increase the percentage of Electric Vehicles (EV), electric equipment, and other low emission transportation modes operating within the city.	4	Policies will provide opportunities for cost burdened individuals to transition from gas cars to EV through provisions of stronger incentives and rebates that target low-income residents.
OBJECTIVE 8.1	Improve and mitigate extreme heat and air quality impacts in the community that are exacerbated by climate change.	5	Policies will create significant health benefits for communities most impacted by climate change. Addresses major climate risks/vulnerabilities related to flooding, extreme heat, air quality, and environmental health disparities
OBJECTIVE 10.1	Providing all community members an equitable opportunity to learn about climate impacts, influence policy decisions, and take actions to enhance community well-being and resilience.	4	Policies will mostly benefit historically marginalized groups by creating pathways of participation and access to enhance their community wellbeing and resiliency.

Equity Considerations for objectives and policies:

- **Objective 1.1; Policy CA-1.1.4:** - Include language that **emphasizes equitable partnerships** to avoid the objective sounding transactional.
- **Objective 3.3; Policy CA-3.3.4:** Consider equitable communication and outreach EV programs to **target low-income communities and occupations** that still use gas powered equipment, if coupled with **strong incentives** for purchasing EV/Electric Equipment.
- **Objective 4.1; Policy CA-4.1.1:** If objective and policy included prioritization of sustainable design incentives for new and existing **affordable multifamily housing**, this would raise the score from 3 to 4.
- **Objective 8.1:** Expand "community" to be plural and/or explicitly use language such as "frontline" communities.

- **Objective 10.1; Policy CA-10.1.2:** Consider **compensation** as part of equitable engagement with frontline communities. Consider **transcreation** as a part of developing culturally relevant climate communication.

FINDING 3. OBJECTIVES AND POLICIES THAT SCORED THE HIGHEST INCLUDED STRONG EMPHASIS AND LANGUAGE THAT PRIORITIZED HISTORICALLY MARGINALIZED COMMUNITIES AND/OR INCLUDED CLIMATE EQUITY CONSIDERATIONS FOR SENSITIVE POPULATIONS.

Objective	Description	Score	Rationale
OBJECTIVE 2.1	Incorporate environmental justice criteria and priorities into zoning, land use planning, permitting policies, and development of new projects to identify and address the disproportionate impacts of climate change on communities of color and lower-income communities.	5	Policies will definitely decrease existing inequities/injustices and social/economic vulnerability for overburdened communities. Policies have strong emphasis on building in equity principles and best practices into existing processes. Additionally, policies consider proactive strategies to mitigate unintended consequences such as transit-oriented gentrification and housing affordability.
OBJECTIVE 2.2	Prioritize dense, mixed use, transit-oriented development, and affordable housing in Downtown and other nodes consistent with the Land Use, Housing, and Transportation Elements.	5	Policies will benefit and increase access to affordable housing and community amenities (e.g., parks and open spaces) for cost burdened individuals, in particular renters.
OBJECTIVE 9.1	Anticipate and be ready to accommodate the rise in demand for emergency services due to climatic change impacts and understand community needs when preparing for emergency situations.	5	Policies will likely increase climate preparedness for communities most impacted by climate change, especially those that are most vulnerable to during extreme weather events (i.e., individuals experiencing homelessness)
OBJECTIVE 11.1	Ensure that cultural resources and practices, including historic sites and culturally important traditional foods and natural resources, are resilient to the impacts of extreme weather and other natural hazards worsened by climate change.	5	Policies will likely reduce climate vulnerabilities/risks to food insecurity and access for frontline and Indigenous communities. Additionally, the policies will directly benefit all, with emphasis on vulnerable populations such as children, elders, and frontline communities.
OBJECTIVE 14.1	Protect the natural environment through zoning policies and regulations.	5	Policies will benefit and increase access to community amenities (e.g., parks and open spaces) for frontline communities. Protection of natural systems and green spaces will provide co-benefits to public health for communities to better adapt before, during

Objective	Description	Score	Rationale
			and after extreme weather events (i.e., heat islands, flooding)

Equity Considerations for objectives and policies:

- No additional considerations and/or revisions are needed.

Conclusion

The evaluated objectives and policies overall score well (3 and above), with the exception of two objectives and supporting policies that need further equity considerations to reduce inequitable outcomes to the community. Cascadia will work with the City to determine how equity findings and recommendations can be meaningfully incorporated into the first Climate Action Element revision.



City of Kenmore, Washington

WAC 197-11-970 SEPA DETERMINATION OF NONSIGNIFICANCE (DNS)

FILE No.: SEPA23-0041

Project Name: 2023 Comprehensive Plan Update – Climate Action Element

Description of proposal: Proposed update to the Kenmore Comprehensive Plan incorporating a Climate Action Element (CAE) to the plan. The purpose of the plan is to provide strategies to reduce greenhouse gas (GHG) emissions and respond to the impacts of climate change in our community, as outlined in the Climate Action Plan (CAP). The SEPA Checklist contains the proposed comprehensive plan update (Attachment 1). The SEPA Checklist and all attachments are available at Kenmore City Hall upon request and online at www.kenmorewa.gov.

Applicant: City of Kenmore
Community Development Department
18120 68th Avenue NE
Kenmore, WA 98028

Applicant Contact: Nina Rasmussen, Climate Action Plan Program Manager
425-984-6197 NRasmussen@kenmorewa.gov

Type of Action: Non-project Action

Lead Agency: City of Kenmore – Engineering Department

SEPA Official: Samantha Loyuk, Development Services Director

DATE: August 14, 2023

As Lead Agency, the City of Kenmore has determined that the above-referenced non-project action does not have a probable significant adverse impact on the environment. The lead agency has determined that the requirements for environmental analysis, protection, and mitigation measures have been adequately addressed in the development regulations and comprehensive plan adopted under chapter 36.70A RCW, provided by RCW 43.21C.240 and WAC 197-11-158. Our agency will not require any additional mitigation measures under SEPA. An environmental impact statement (EIS)

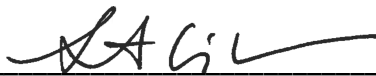
18120 68th Avenue NE Kenmore, WA 98028

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

will not be required under RCW 43.21C.030(2)(c). This decision was made after reviewing a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

This DNS is issued under WAC 197-11-340. The lead agency will not act on this proposal for 14 days from the issuance date.

August 14, 2023:



RESPONSIBLE SEPA OFFICIAL

Samantha Loyuk, Development Services Director
City of Kenmore
18120 68th Avenue NE
Kenmore, WA 98028
425-398-8900 x6162
SLoyuk@kenmorewa.gov

COMMENTS AND APPEALS:

Comments must be submitted no later than **August 28, 2023** per WAC 197-11-340(2)(a) and KMC 19.35.100. A non-project DNS is not subject to administrative appeal per Section 19.35.160 of the City's adopted Environmental Procedures.

KENMORE CLIMATE ACTION ELEMENT

PUBLIC COMMENT

Public Comment Q&A

Q1: Is the city looking at examples across the country to see how other cities are demonstrating how it is possible to move on much more ambitious climate goals?

A: Yes. The goals and policies in this Climate Action Element (CAE) reflect not only Kenmore's existing climate policies and priorities, but also climate action best practices from regional and national planning guidance. This includes but is not limited to: the newly developed WA Department of Commerce Climate Element guidance; PSRC's VISION 2050 Climate Change Resilience Guidance; EcoAdapt's Climate Change Adaptation through Local Comprehensive Planning; and the Climate Action Plans of cities at the forefront of mitigation and resilience planning. Periodic updates of the City's GHG inventory, Vulnerability Assessment, and Climate Action Plan will also incorporate changes to climate goals and policies based on evolving policy and guidance.

Q2: How is the City planning on tracking and demonstrating its progress towards entirely addressing climate change?

- Policy CA 1.2.1: "monitor actions consistent with..." makes me want a CAP progress report. How are we making sure we are actually meeting these goals we are setting, since implementation gaps in climate policies are a real challenge. However, I would also be nervous about the city giving itself a report card...perhaps a citizens climate task force?

A: Several policies within Goal 1 provide pathways for the City to monitor and report climate action progress. Policy CA-1.1.2 will guide Kenmore in partnering with King County to monitor, assess, and publicly report on community-scale greenhouse gas emissions. Policies related to climate hazard data collection and vulnerability assessment (1.1.4, 1.1.5) also give the City a framework for understanding climate impacts and tracking progress. Objective 1.2 provides actionable steps to support the implementation of the CAP and CAE actions and policies, such as hiring necessary staff and providing City funds for projects. The City has already hired a Climate Action Manager and the Implementation Section of the CAE provides further specifics on tracking progress (Monitoring & Evaluation) and sharing climate updates with the community (Plan Development and Updates).

Q3: Are you guys going to cover all of Kenmore or will the focus be only a few neighborhoods?



A: Yes, the Climate Action Element and the policies included focus on reducing GHG emissions and building resilience for *all neighborhoods* of Kenmore. The Kenmore CAP was closely referenced during CAE policy development and included equitable and accessible engagement practices. Kenmore CAP development involved a tailored engagement approach to help ensure a broad representation of Kenmore's community and shape climate actions which reflect their priorities and perspectives.

Q4: I don't see a reference to the Climate Action Plan Strategy 2: Preserving and restoring natural systems - specifically NS 2.3 Protect, preserve, and restore local waterways. Can you comment on why it is left out? This strategy specifically addresses the climate impact of warming waters in our streams and rivers and the resultant threat to salmon migration.

A: Goal 13 aims to 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. Policies within this goal specifically mention protecting local waterways, fish, and associated ecosystems (See Policy CA-13.2.1). Policies also propose partnering with local groups and jurisdictions such as the Kenmore community, Conservation Corps, US Army Corp of Engineers, King County, and other cities along Sammamish River and its tributaries. Policy CA-13.2.2 provides language to support the resiliency of salmon and other fish species and engage the public in restoring native salmon populations.

Q5: Will the city develop a street tree and tree canopy GIS inventory as part of the climate plan?

A: Policy CA-5.1.2 proposes developing and implementing an Urban Forest Management Plan. Policy 13.2.4 includes language proposing updates to the tree canopy assessment regularly and prioritizes increasing tree canopy in areas subject to urban heat island effect. The Climate Element does not discuss specific tree inventory methods or technology, but Urban Forest Management Plans typically include spatial data analysis of tree canopy coverage. Kenmore City GIS staff may be able to provide technical information on tree canopy data and analysis.

Proposed Revisions

Public Comment #1: 50% Greenhouse Gas reduction by 2030, with Net Zero by 2050 is too little, too late. Net Zero by 2050 is a global climate goal. It is the responsibility of developed nations, and the cities therein, to make that change faster. Those nations are responsible for the vast majority of the emissions already out there causing chaos; a just climate plan has them transition to net zero faster, both because they are economically able to do already, and so developing nations can have a more realistic transition timeline. Net Zero by 2030. Climate justice now!

- CA-3.3.2: 2035 feels too late with the Net Zero by 2030 goal expressed above.
- Too much "Reduce." All throughout this element, I see the goal of "Reduce GHG Emissions." We need to be bold and honest that our goal has to be "Eliminate." Global scientific consensus is absolutely clear, GHG emissions are not a part of a livable future

on this planet. Other cities, like Ithaca and Ann Arbor have made it clear they intend to Eliminate these ant-future fuels, we need to too.

- **Response #1:** The CAE GHG emissions reduction targets of 50% by 2030, 75% by 2040, and 95% by 2050 (and achieve net zero emissions) reflect the targets adopted by the Climate Action Plan. The CAE includes additional language, if possible, to accelerate this timeline to achieve net zero emissions sooner and consequently reflect this in a future CAP update. In addition, Goal 6 and Goal 8 aim to eliminate or reduce negative environmental impacts and climate impacts on the community to the greatest possible extent.

Public Comment #2: I don't feel a presence of a priority to create new ecosystem resiliency. I see a lot of protect, as in, preserve what exists, but not a lot of "prioritize ecological uses of property, when acquired, when it is ecologically significant."

- CA14.1.4 and 14.1.5 don't feel like they present this ambition, since they focus on the human element of land, and assume development, respectively.
- GOAL 5: Look into how we can promote St. Eds as a climate champion forest. Old growth and Potential old growth have so much capacity to combat the climate crisis. We should make sure we are doing everything we can to make sure that park remains healthy and untouched.
- Take ecology into account in zoning decisions. This directly addresses the real solution to offsite mitigation: build in places and in ways where it won't hurt the land, so you don't need to try and do the mental gymnastics of offsite mitigation in the first place. The "reasonable use" exception to land use should also be stricken (I know that's a bigger discussion), we no longer live in an era where that kind of domineering attitude over the land is tolerable.
- **Response #2:** Several policies speak to these concerns:
 - Policy CA-7.1.3 supports prioritizing purchasing properties with exposure to repetitive losses or where purchasing may protect a critical habitat and reduce future climate impacts.
 - Policy 13.2.1 aims to protect ecosystems and restore local waterways, ecosystems, and habitats by partnering with residents, local and regional environmental groups, and other jurisdictions.
 - Policy 13.1.3 considers ecology in development by accommodating shifting species in revegetation, restoration, and other projects, such as through updates to development and infrastructure standards addressing landscaping, tree canopy, critical area and shoreline buffers, stormwater facilities, etc.
 - Policy CA-14.1.5 was added in response to public comment with the goal of ensuring No Net Loss standards and Net Ecological Gain regulation for public development projects. The policy aims to ensure ecological functions and values, that ensures biodiversity and resiliency ecosystems are improved over current conditions at a cumulative scale that can be incrementally implemented through site-specific actions, with any short-term loss of those functions and values being more than offset by overall ecological gains.
 - Objective 14.2 and Policy CA-14.2.1 and 14.2.2 consider natural boundaries and critical to site transportation infrastructure improvements. These policies are consistent with other Kenmore plans such as the Surface Water Management

Plan, to ensure the least possible adverse impact on environmentally critical areas.

Public Comment #3: Take “the continued growth” out of Goal 15. A lust for endless capital growth on a finite planet is what got us into this mess. Reading this section, I feel that the goal is more of a transition to a different, green economy. Presenting “GROWTH” as the goal is detrimental to that message.

- **Response #3:** This specific language was suggested and approved (redlined) by Planning Commission. Staff recommend that Planning Commission may want to consider providing comment to clarify the intent of the language.

Public Comment #4: Policy CA -1.1.4: Four years feels infrequent, two feels better, given the rate at which this crisis is going to be arriving.

- **Response #4:** Updating a vulnerability assessment (VA) every four years is consistent with WA State guidance and the U.S. Department of Energy’s Vulnerability Assessment and Resilience Planning Guidance. VAs may be updated more frequently than every four years to incorporate new information such as updated climate science information and planning guidance.

Public Comment #5: CA-4.2.4: I would rather have either an edit to this element or an additional policy that prioritizes research/planning of “passive buildings.” There is a lot of greenwashing and corporate scheming going into the “sustainable building materials” issue right now, whereas passive building design takes a much more holistic approach than just looking at materials.

- **Response #5:** Policy CA-4.2.4 is intended to encompass sustainable and green building techniques and design, which encompasses the concept of “passive buildings”. However, to better reflect sustainable design considerations we have amended CA-4.2.4 to read as follows (addition underlined): “Where feasible, make low impact development, green building standards, and sustainable design the preferred and commonly used approach to site development...”

Public Comment #6: Goal 6: you changed “reduce” to “eliminate” in the Goal, but then “prevent” to “reduce” in objective 6.1? Had a brave moment then got nervous? - Consider reaching out to “Zero Waste Washington” to address Goal 6.

- **Response #6:** Objective 6.1 updated to say, “Reduce to the greatest possible extent...”. This allows the City to take meaningful action while also proposing policy targets that are feasible for the City to achieve.

Required Changes	None
Additional Suggestions	<ul style="list-style-type: none">• Consider adding at least one climate resilience focused goal within the transportation sector and the Ag/Food sector (which are in the Commerce planning climate guidance).• Add projections on how much the policies should reduce GHG emissions.• Have implementation specific dates attached to the objectives and policies.





KENMORE 2044

CLIMATE ACTION ELEMENT COMPREHENSIVE PLAN UPDATE

September 25, 2023

Climate Action Element Overview

- Introduction
- Goals, Objectives, and Policies
- Implementation Strategies
- Review of Element and Next Steps

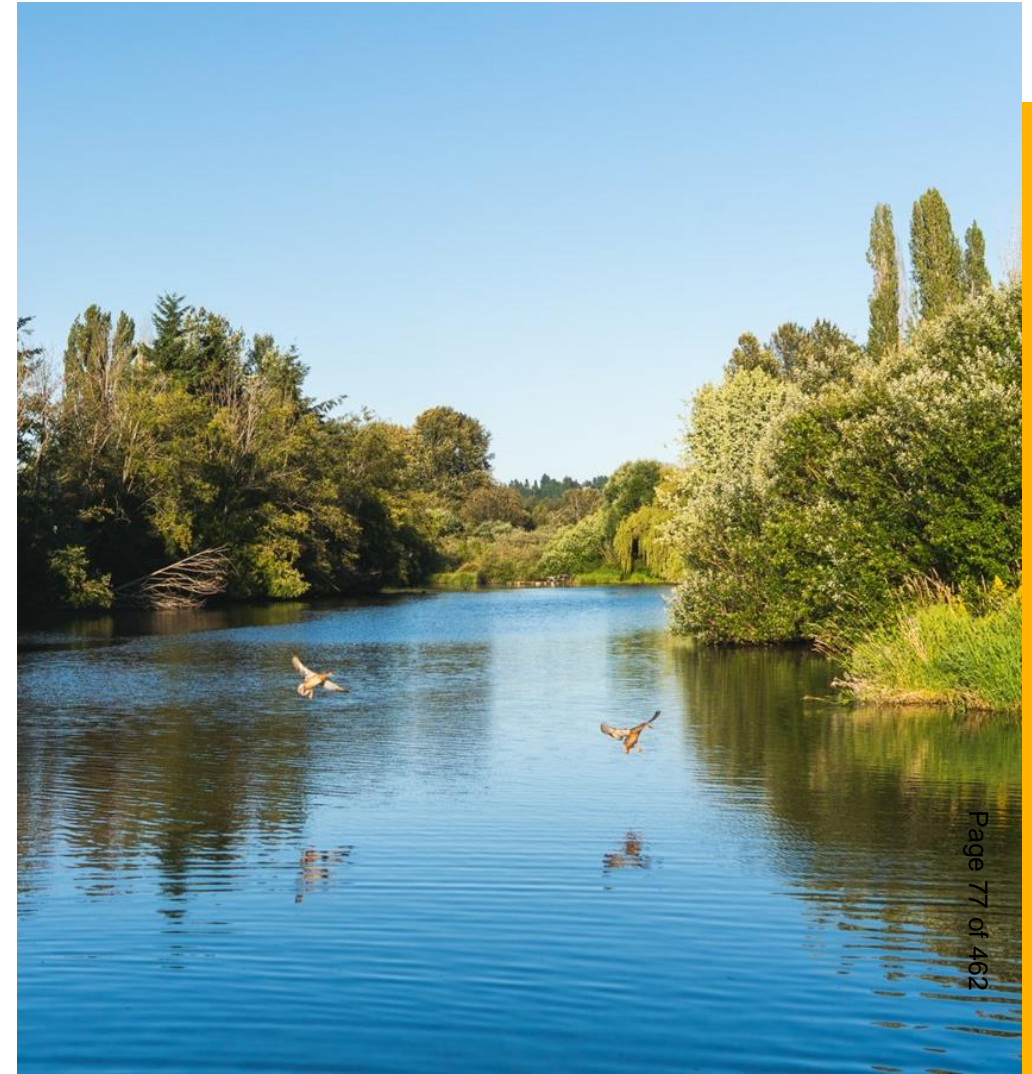


KENMORE 2044



Purpose of the Climate Action Element

- Growth Management Act now requires Climate Elements in Comprehensive Plan updates
- Solidifies climate action considerations in long-term planning
- Provides actionable framework for mitigation and resilience actions
- Consistent with Climate Action Plan (CAP)



Climate Action Element Development

STEP 1

Determine mitigation and resilience areas of focus from:

- 2019 greenhouse gas emissions inventory
- reduction targets
- 2021 Vulnerability Assessment
- Regional climate reports
- Other adaptation tools

STEP 2

Identify policy gaps, trends, opportunities in Comprehensive Plan and other policies

STEP 3

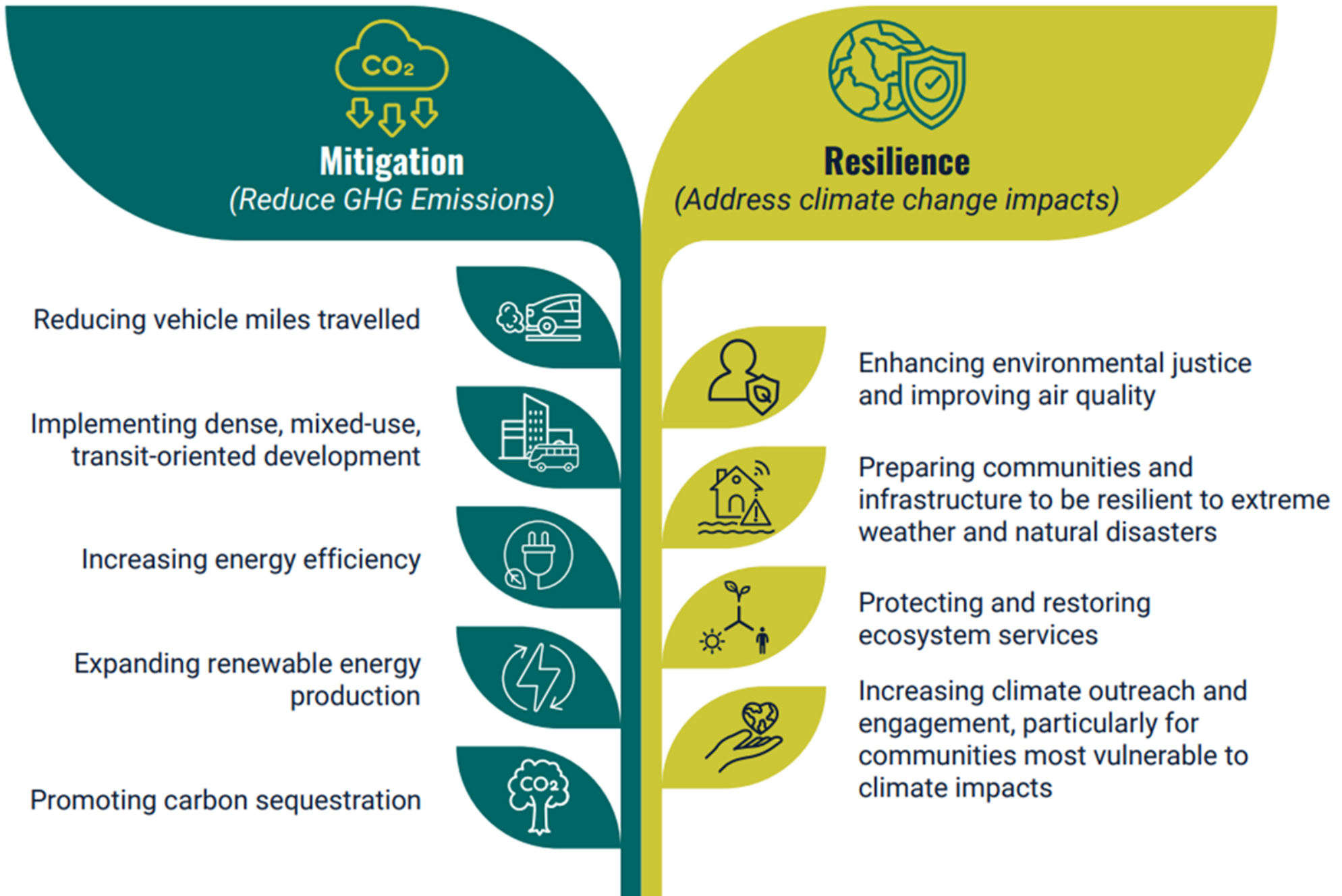
Develop goals and policies

- Identify existing climate goals/policies
- Incorporate WA Department of Commerce guidance and policies
- Develop goals/policies to fill gaps and meet requirements

STEP 4

Refine drafted goals

- City staff interviews
- Equity assessment
- Public comment
- Planning Commission feedback



Implementation Strategies

Monitoring and Evaluation

- Update greenhouse gas inventory every two years
- Update Climate Vulnerability Assessment every 4-5 years
- Provide annual climate action progress report to City Council

Plan Development and Updates

- CAP implements policy direction outlined and is updated on a 5-year cycle
- Climate considerations are incorporated into other elements
- New processes, plans, or strategies (environmental justice audit process, Urban Forest Management Plan, Bicycle Priority Network Strategy)

Review of Element

- Online Open House
- Public Hearing
- Planning Commission - **Recommendation for Council Action**
- SEPA Review - **Determination of Nonsignificance**
- WA Department of Commerce Review - **Approved**

Next Steps

- City Council review
- Ordinance adoption

Questions?

Kenmorewa.gov

Nina Rasmussen

nrasmussen@kenmorewa.gov



KENMORE 2044





City Council Agenda Bill City of Kenmore, WA

Subject/Topic: Designating the Arts of Kenmore (AOK) as Kenmore's Local Arts Agency and Review and Processing of City-Supported Community Projects

For Council Meeting Agenda of: 9/25/2023

Department: Community Development

Prepared by: Debbie Bent, Community Development and Rob Karlinsey, City Manager

Approved by Department Head:

Initial & Date

RGK

Approved by City Attorney:

DR via email

Approved by Finance Director:

n/a

Approved by City Manager:

RGK

Proposed Council Discussion:

1. Provide direction on whether to bring back a resolution designating Arts of Kenmore as a Local Arts Agency.
2. Motion: Direct staff to suspend review and processing of City-Supported Community Projects until policies and procedures are completed and adopted by the City Council.

Attachments/Exhibits:

- A. 8/25/23 memo providing background information on local arts agencies plus the following three attachments:
 1. Draft Resolution designating Arts of Kenmore as a local arts agency for the city.
 2. City contributions to Arts of Kenmore
 3. Seven ways local arts agencies work for communities.
- B. Proposal from Arts of Kenmore re: Four Options

Summary:

Local Arts Agency Resolution: At the 9/25/23 Council meeting, staff recommends that the City Council direct staff to bring back a resolution to a future City Council meeting designating Arts of Kenmore as the City's local arts agency. Attachment 1 to Exhibit A is a "draft" resolution for City Council review.

Arts of Kenmore Proposed Funding Options: Exhibit B is a four-option proposal from the Arts of Kenmore (AOK). In brief, the four options are:

1. Contract with AOK - \$40,000 to \$50,000 per year to fund three part-time positions
2. Contract with AOK to lead and manage arts and culture projects on a project-by-project basis (minimum \$10,000 per project)
3. Reduce the scope and services provided by AOK
4. Dissolve and discontinue AOK

Staff Recommendation:

In light of recent community-led projects that were not on the City's work program and as result of the strain on City staff time and resources from such projects, the City recommends developing a comprehensive policy on city-wide art and procedures relating to community-led arts and culture projects. As such, staff recommends a "moratorium" or suspension of city involvement in community-led arts and culture projects until the appropriate and necessary policies and procedures are completed and adopted by the Council.

For budget and workload management purposes, staff also recommends that requests for new funding, whether one-time, project-by-project, or ongoing, be considered as part of the biennium budget process in the summer and fall of even years.

As a result, staff recommends that the City Council consider AOK's four-option proposal:

- 1) After a city-wide arts policy is drafted and approved;
- 2) After a policy and procedure for processing and approving community-led arts and culture projects is in place; and
- 3) During the 2025-2026 biennium budget discussion in the summer and fall of next year (2024)

This fall, City staff can start drafting a city-wide arts policy as well as a policy and procedure for processing community-led arts projects. These policies can likely be brought forward for City Council consideration by the end of this year or early next year.

Additional Background

Local Arts Agency: At the 9/25/23 Council meeting staff are asking for Council direction on a whether to bring back a resolution designating Arts of Kenmore as the City's local arts agency. At the 7/17/23 Council Meeting, Council direction to staff was to explore designating Arts of Kenmore as Kenmore's Local Arts Agency. Attachment A (8/25/23 memo) provides background information about the Arts of Kenmore and role of a local arts agency and a summary of past financial contributions to Arts of Kenmore.

Arts of Kenmore's Proposed Funding Options: Options 1, 2, and 3 assumes the City would continue to contract with Arts of Kenmore for management of the rotating art gallery at City and that the City would continue to provide funding for the exhibits.

Attachment B is the proposal submitted by Arts of Kenmore providing the four funding options:

1. Request for \$40,000 to \$50,000 of annual city funding to help support three new part-time Arts of Kenmore staff positions plus health benefits.
2. The city contracts with Arts of Kenmore for an estimated \$10,000-\$15,000 plus \$1,500/day to support community driven projects. Arts of Kenmore would provide fiscal oversight and project facilitation.
3. Limit Arts of Kenmore involvement for community driven projects to oversight only and eliminate fiscal Sponsorship services.
4. Close Arts of Kenmore. The City would then have to explore other options for fiscal sponsorship and project management of the city hall art gallery and community driven projects.

Fiscal Consideration:

The City provides \$950 to Arts of Kenmore for each exhibit at the City Hall art gallery. Approximately \$5,000 per year is designated in the adopted 2023-2024 biennial budget for this purpose (City Hall art gallery).

City Council Priority or Budget Objective Being Addressed:

Priority #10: foster and create fun



Memorandum

Date: August 25, 2023

To: Rob Karlinsey, City Manager

From: Debbie Bent, Community Development Director

Regarding: Local Arts Agency (LAA) Background Information

The purpose of this memo is to provide background about the role of a Local Arts Agency (LAA). At the 7/17/23 Council Meeting, Council direction to staff was to explore designating Arts of Kenmore as Kenmore's LAA. Designating Arts of Kenmore as an LAA is tentatively scheduled as a business agenda item for Council discussion at the September 25 City Council meeting.

If City Council direction is to designate Arts of Kenmore as an LAA, staff recommends that the City Council adopts a resolution. A draft resolution is included as Attachment #1 to this memo.

Arts of Kenmore (AOK)

Arts of Kenmore is a 501(c)(3) nonprofit organization providing sustainable opportunities for artists and engaging community with accessible arts experiences that improve quality of life. City financial contributions to AOK between 2005-2022, total \$43,257.55 (see Attachment #2). Between 2005 (possibly earlier) and 2012 the City supported AOK's community art show and paid AOK \$500 to provide the City each year with a piece of artwork for City Hall.

The City has contracted with AOK from 2012 through 2023 (Contract 12-C1050 and Contract 18-C1865) for operation of the City Hall art gallery supporting the rotating exhibits. The City pays AOK \$950 per exhibit. For example, in 2022, AOK produced five exhibits for a total of \$4,750 paid to AOK (see Attachment #2).

In 2020, the City awarded Arts of Kenmore \$5,000 (Contract 20-C2263) for eligible expenses incurred during the COVID-19 pandemic. In 2023 (Contract 23-C2597) the City contracted with AOK for installation of the pride steps at City Hall. AOK received no compensation from the City for its work on the pride steps.

AOK also has managed or has served as the fiscal agent for several "love notes" including the Popup Storywalk, the St. Vincent DePaul mural, painted downtown fire hydrants, As If Theatre, and the library and pantry at Mary's place.

What is a Local Arts Agency?

According to the Americans For the Arts website ([What is a Local Arts Agency | Americans for the Arts](#)) there are 4,500 Local Arts Agencies (LAAs) nationwide who promote and provide services, support and programs for arts organizations, artists and their local communities. LAAs have a variety of names (e.g., arts commission, arts service

organization), as well as different programming and missions to serve specific community needs.

LAAs can function as part of a government agency (e.g., Art Commission), or as a private, non-profit, for-profit, or hybrid organization/partnership. No two LAAs are alike and the work they do is specific to the needs of each community. Examples of LAA work includes providing or distributing grants to local arts, managing cultural facilities or public art programs, providing services to artists/arts organizations, and advocating for arts policies and funding.

According to Americans for the Arts, there are no qualifying requirements to be a LAA, but they usually do one or more of the “7 ways LAAs work for their community” (see Attachment #3). Local government designation as an LAA can be achieved in a variety of ways including a letter from the mayor or typically by city council resolution.

Funding for LAAs is from various sources including local government allocations, grants, or donations (e.g., King County 4Culture, National Endowment for the Arts, foundations), fees for services and programs, or fundraising campaigns. To be eligible for National Endowment for the Arts (NEA) funding, an LAA needs to be designated by its local government. Some NEA grants and other grants also require matching funds.

Local Arts Agency: King County

In King County, 4Culture collaborates with 26 LAAs [Local Arts Agencies – 4Culture](#) which include arts commissions in jurisdictions (e.g., Bothell, Kirkland), and non-profit groups (e.g., Shorelake Arts, Vashon Center for the Arts). Being an LAA does not guarantee funding from 4Culture. 4Culture accepts LAAs through an application and review process. The current LAAs that receive 4Culture support do so through their Arts Sustained Support Program which is a competitive grant process [Arts Sustained Support – 4Culture](#), the next one opens in the fall of 2024.

Following are a couple of examples of how local jurisdictions use LAAs. The City of Shoreline employs a full-time Public Art Coordinator who is responsible for coordinating arts and cultural programs, events etc. for the City of Shoreline. Shoreline also contracts with Shorelake Arts (LAA) for several events, e.g., the Lantern Festival and collaborates with Shorelake Arts for other City sponsored events and programs.

The City of Bothell’s Arts Commission (also an LAA) advises the City Council about artwork in Bothell, including the allocation of one percent for public art funding, promotion of fundraising and promoting arts and culture in the Community. Bothell used to have a local non-profit arts agency but in 2017 this group disbanded, and Bothell formed the Arts Commission. Twenty percent of a full-time Tourism Manager’s salary (position established 2017) is allocated to assisting the Commission; the other eighty percent of the position is to support tourism paid through lodging tax. Pre-pandemic, 30% of the position was allocated to support the Commission.

The Tourism Manager provides staff support to monthly commission meetings, provides guidance/recommendations on projects funded by 1% for art and manages grant applications. The annual budget for the Commission is \$46k (includes \$12k for professional services to support the city hall art gallery and \$34k for the Tourism Manager’s salary).

Bothell also allocated \$50k of ARPA funds in the 2023-2024 biennium for a grant program to support arts in the community, management of this grant program is assigned to the Arts Commission and Tourism Manager. The Commission is also guided by a Cultural Plan adopted in 2020 which provides strategies and implementation measures. [Cultural Plan | Bothell WA](#). Development of the Cultural Plan was supported by a 4Culture grant.

Attachments:

1. Draft Local Arts Agency Resolution
2. Annual contributions to Arts of Kenmore
3. Americans for the Arts: "7 ways LAAs work for their community."

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 23-**

**A RESOLUTION OF THE CITY COUNCIL OF KENMORE,
WASHINGTON, DESIGNATING ARTS OF KENMORE 501(c)(3)
NONPROFIT ORGANIZATION AS A LOCAL ARTS AGENCY FOR THE
CITY OF KENMORE**

WHEREAS, the City of Kenmore encourages arts and cultural events in the community; and

WHEREAS, the mission of the Arts of Kenmore is to curate creative platforms that engage community, encourage dialogue, create a distinct sense of place and beauty, and promote arts and cultural experiences; and

WHEREAS, since 2012 the City of Kenmore has contracted with the Arts of Kenmore and provided funding for operation of the City Hall art gallery rotating exhibits; and

WHEREAS, the Arts of Kenmore may fund and produce art and cultural projects independent of the City; and vice versa is also true; and

WHEREAS, over the years, the Arts of Kenmore has served as the fiscal agent for a number of community led art programs including painted downtown fire hydrants, As If Theatre, Popup Storywalk, mural at St. Vincent de Paul, and Pride Steps at City Hall, to name a few; and

WHEREAS, funding for Local Arts Agencies can come from a variety of sources including various grants (e.g., county and state grants), donations, and fundraising; but to be eligible for federal grant funding through the National Endowment for the Arts, designation as a Local Art Agency may be required; and

WHEREAS, the City of Kenmore encourages the Arts of Kenmore to pursue a variety of funding sources to fund its operations and ongoing programs;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Arts of Kenmore 501 (c)(3) Non-Profit Organization is hereby officially designated as a Local Arts Agency for the City of Kenmore for five years commencing from the effective date of the resolution.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON AT A REGULAR MEETING THEREOF THIS [REDACTED] DAY OF [REDACTED], 2023.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

APPROVED AS TO FORM:

Dawn Reitan, City Attorney

Year/Description	Contribution
2022 Total	\$4,750.00
Poetic Expressions Exhibit	\$950.00
Calm Seas Exhibit	\$950.00
Anna Zachariah Exhibit	\$950.00
Austins Awesome Art Exhibit	\$950.00
Stalking the Wild Sparrow Exhibit	\$950.00
2021 Total	\$3,800.00
Spring Art Show	\$950.00
Summer Art Show	\$950.00
Fall Art Show	\$950.00
Winter Art Show	\$950.00
2020 Total	\$7,850.00
Connecting Art and Conservation Exhibit	\$950.00
Life on the Slough Exhibit	\$950.00
Skate Park Street Art Exhibit	\$950.00
Grant for Pandemic Expenses	\$5,000.00
2019 Total	\$3,032.54
Artwork Hanging System	\$182.54
Youth Art VI Exhibit	\$950.00
Gallery Exhibit	\$950.00
Gallery Exhibit	\$950.00
2018 Total	\$5,500.00
Collage Squared Exhibit	\$950.00
Wood Bench for City Hall	\$1,500.00
Mayors Appreciation Award	\$200.00
Gallery Exhibit	\$950.00
Hispanic and Cultural Juried Exhibition	\$950.00
Ellen Bursteed Art Exhibit	\$950.00
2017 Total	\$3,800.00
A Day in the Life of Kenmore Contest	\$950.00
Youth Art V Exhibit	\$950.00
Irina Milton Exhibit	\$950.00
SR522 Let's Beautify The Project Exhibit	\$950.00
2016 Total	\$5,294.76
Six Separate Gallery Exhibits	\$5,294.76
2015 Total	\$3,397.50
Four Separate Gallery Exhibits	\$3,397.50
2014 Total	\$992.75
Four Separate Gallery Exhibit	\$992.75
Recycling Juried Exhibit	
Colored Pencil Juried Exhibit	
Textiles Juried Exhibit	
Youth Art Show	
2013 Total	\$840.00

Four Separate Gallery Exhibits	\$840.00
Drawing Juried Exhibit	
City Art Collection	
Watercolor Juried Exhibit	
Youth Art Show	
2012 Total	\$500.00
One Gallery Exhibit	\$500.00
2005-2011 Total	\$3,500
Annual Contributions of \$500 for Art Purchase	\$3,500
2005-2022 Total Contributions	\$43,257.55

SEVEN WAYS LOCAL ARTS AGENCIES WORK IN, WITH, AND FOR THEIR COMMUNITIES



ADVOCACY & POLICY

LAAs can serve both as thought leaders and policy creators on a wide range of topics and issues.

Examples: Arts education, creative economy, economic/community development, workforce development, cultural tourism, disaster preparedness and response, research, health, inter-cultural understanding and general quality of life.

FACILITIES

LAAs can be responsible for the development and management of arts and cultural facilities and venues.

Examples: Live/work space, rehearsal and performance spaces, gallery space, hands-on art centers, or arts organization and creative entrepreneur incubators.

FUNDING & FINANCING

LAAs can provide direct investment in the arts and culture community through grants and other financial support programs for artists and arts and cultural organizations or groups.

Examples: Operating/project support grants, technical assistance/capacity building grants, non-competitive project/program sponsorships, fellowships, grants for professional development/special project stipends, public/private matches, crowdfunding initiatives, leveraging funds via bonds, facilitating collaboratives or micro-lending.

PARTNERSHIPS & PLANNING

LAAs can play a key role in uniting and connecting with local partners to address community needs and make their communities more healthy, vibrant and equitable.

Examples: Working with public schools, the Convention and Visitor Bureau, Chamber of Commerce, cultural planning, health and human service providers, colleges and universities, disaster preparedness and response and a wide range of city and state government agencies.

PROGRAMS & EVENTS

LAAs can be the organization responsible for providing free or broad public arts and cultural experiences and opportunities to their community.

Examples: After school arts education programs, public art, free concerts in the park, exhibitions, heritage and preservation efforts, festivals or special events.

SERVICES

LAAs can provide a portfolio of services to support the creative economy and arts and culture ecosystem.

Examples: Professional and creative workforce development workshops or classes, incubation and fiscal sponsor services, marketing, administrative/back office services, box office, or discipline specific workshops and trainings.

VISIBILITY

LAAs can leverage their broader network and resources to drive public goodwill and communicate the importance and value of arts and culture in healthy, equitable and vibrant communities.

Examples: Community-wide marketing campaigns, Cultural tourism, civic engagement initiatives, arts and cultural event calendars, festivals, multi-sector programs, research, convenings/focus groups or media partnerships.

AOK is happy to do everything we are doing but we need to be mindful of our volunteer bandwidth and fiscal sustainability.

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We want to be a great asset and partner with the City and need to determine what that PARTNERSHIP is if it is relevant, especially in context of the City's *For the Love of Kenmore* (FLOK) initiative inspiring citizens to create "love notes" for the community.

We are asking for City for funding and recognition as a viable 4th cultural area of economic development. We are not necessarily seeking LAA status, and that needs to be sorted out with 4Culture's guidance to find a mutual partnership with the City of Kenmore.

AOK is seeking partial funding for part-time staffing (Exec Dir, Operations, Marketing, and Development) as we have outgrown and are no longer sustainable as an all-volunteer modality. Our growth is impacted by community-driven FLOK projects. The result is AOK provides project facilitation & fiscal oversight for 1 to 3 community-driven projects (temporary installations, murals, and permanent sculpture) annually, projects that are outside the City's Arts Policy purview.

Our 3 prong plan is to reach a reasonable part-time salary(s) goal: 1/3 ask from the City, 1/3 from grants and the remaining 1/3 via Board fundraising — \$20K Director, \$10K each: Operations, Development, Marketing.

Tricia & I rebuilt AOK from the ashes (2019-present), created initiatives in direct response to City's FLOK & community's interests. Developed legal initiatives that align with industry policy and best practices. We are, however, stepping down as Director & Operations Dir by year end so best case scenario would be to post these job opportunities before year end 2023.

Assessment

- Facilitating community-driven FLOK projects is not sustainable as an entirely volunteer organization
 - too many obstacles w/o appropriate funding and City fully vested in partnership
- AOK was denied ArtsWA (state) funding for 2nd year [partly] due to our programming not being Crosscut enough, ie., specific focus on serving under-represented & DEIA — Pride Steps will help get funding!
- BUSINESS Plan moving forward to build a more viable & sustainable PARTNERSHIP with City
- BEST CASE SCENARIO for AOK's sustainability will be to hire staff: Director, Operations, Development, Marketing

Options

1. ASK for designated City funding — \$40K to 50K annually to support Part-Time staff employment:
 - \$20K Director, \$10K each: Operations, Development, Marketing
 - Business plan is 3 prong: 1/3 ask from the City, 1/3 from grants, and 1/3 via Board fundraising.
 - Salary Goal totals (\$120K): \$60K Executive Director, \$30K Operations, \$15K each: Development, Marketing
 - City funding would also enable AOK to offer health benefits through BK Chamber!
2. City contracts AOK per individual community-driven project(s)
 - AOK would provide fiscal oversight & project facilitation
 - advantages include accessing AOK liability, tax deductible contributions, controlled City communications, permit navigation, project Committee qualifies for grants under AOK Fiscal Sponsorship, industry knowledge for non-infrastructure placemaking installations, etc.
 - Estimated ASK would be \$10K-15K per project based on industry standards: plus added \$1,500/day for community engaged installations: ie., community paint days
3. Reduce Fiscal Sponsorship services
 - Remove services for community-driven urban art projects entirely
 - AOK would maintain FS Umbrella (oversight only) for As If Theatre, PopUp StoryWalk, and future organizations.
4. Close AOK and release 501c3 nonprofit status.
 - should it come to this, we will connect the City with local agencies that provide fiscal sponsorship (Shunpike) and mural project management (Urban Artworks).

CULTURAL Facility — We are also seeking to attain a multi-use brick & mortar space for arts & culture: exhibitions, theatre, events, etc.

— Five local nonprofits are interested: AOK, As If Theatre, Kenmore Heritage Soc, MOSA (Museum of Special Arts), Dandelion Drama (children's theatre), Maker's Space (Suzanne Tseng).

— An arts & culture facility would align with the City's tourism economy and qualify for Port Authority funding

— See below: 4Culture's Building for Equity: Cultural Facilities Funds, and the attached Auburn's new cultural facility: demonstrates capital project planning & budget.

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4Culture — Building for Equity: Cultural Facilities Funds

Building for Equity is part of a joint initiative between 4Culture, Executive Dow Constantine, and the King County Council that will support cultural building projects and **create a pathway to racial equity** in our facilities funding.

Building for Equity: Cultural Facilities grants provide funding for building, remodeling, and buying specialized space that houses and facilitates cultural work in King County. A total of \$1,100,000 is available in the funding pool.

This grant is a part of 4Culture and King County's **Building for Equity initiative** to support cultural building projects and create a pathway to racial equity in cultural facilities funding. To help us achieve this goal, applicants must show an ongoing commitment to a racial equity practice, fill out the Equity in Development and Construction Assessment, and projects receiving \$100,000 will be required to meet a Cultural Space Contribution Requirement.

Who is this For?

Communities that have historically faced barriers to purchasing and stewarding cultural space are at the center of this program. The goal is to create pathways toward a racially equitable cultural landscape King County.

Why Racial Equity?

With a focus on racial equity, 4Culture funds, supports, and advocates for culture to enhance the quality of life in King County. We acknowledge that systematic inequity takes many forms—racism, sexism, ableism, transphobia, heterosexism, and more. Our focus on racial equity provides us with the tools we use to dismantle all oppressions.

By centering communities that have historically faced barriers to purchasing and stewarding cultural space, Building for Equity is modeling a new facilities funding program. The goal of this program is to create pathways toward a racially equitable cultural landscape in King County.

If your organization is looking to secure, acquire, build or improve your cultural space and you need resources beyond these grants, we're here to help.

Maya Santos, Program Manager

maya.santos@4culture.org

(206) 263-0691

Lauren Miles, Support Specialist lauren.miles@4culture.org

(206) 263-3210

**CITY OF KENMORE
WASHINGTON
ORDINANCE NO. 23-0593**

**AN ORDINANCE OF THE CITY OF KENMORE, WASHINGTON,
AMENDING CHAPTERS 15.25, 18.20, 18.57, AND 19.25 OF THE
KENMORE MUNICIPAL CODE TO ESTABLISH EXCEPTIONAL TREE
REGULATIONS AND PROCEDURES WITHIN THE CITY; PROVIDING
FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Kenmore Comprehensive Plan (“Comprehensive Plan”) Policy LU-2.2.3 states that Kenmore’s regulation of land use should: a) protect public health, safety, and general welfare; b) protect environmentally sensitive areas, including wetlands, groundwater, streams, Lake Washington, the Sammamish River, and Puget Sound; and c) support tree preservation, whenever possible; and

WHEREAS, Comprehensive Plan Policy LU-1.5.2 identifies that development regulations should provide and address, among other things, tree retention standards; and

WHEREAS, consistent with the Comprehensive Plan, the City Council adopted Chapter 18.57 of the Kenmore Municipal Code (“KMC”), the “Tree Management and Protection Code” and declared that the purpose of the chapter was to establish a process and standards to:

1. Increase the livability of an area by helping to screen people and *buildings* from wind and inclement weather;
2. Create a special sense of identity, a sense of community and civic pride, and a memorable place to live and work;
3. Preserve and enhance the *City’s* physical and aesthetic character by preventing untimely and indiscriminate removal or destruction of *trees*;
4. Promote *site* planning, construction practices, and horticultural practices that are consistent with the *reasonable* use of property;
5. Implement the goals and objectives of the *City’s* comprehensive plan; and
6. Implement the goals and objectives of the *City’s* parks and recreation master plan.

WHEREAS, the City Council finds that the purposes for tree protection regulations as

articulated above remain valid today, and that protecting trees provides substantial value to the City and its residents by:

A. Reducing soil erosion and water pollution in the City's streams and creeks by providing wind breaks, slowing the surface movement of water, reducing the amount of stormwater runoff, and stabilizing soil with their roots and fallen leaves;

B. Improving air quality by removing pollutant gases and airborne particles;

C. Positively affecting energy and water conservation by providing shade, lowering temperatures, and reducing net evaporation rates;

D. Reducing noise pollution by absorbing and deadening excessive and/or unwanted noise and by screening the source of the noise from view; and

E. Providing a wide variety of habitats and ecosystems for birds, mammals, and other wildlife [KMC 18.57.015.A-E];

WHEREAS, climate scientists maintain that big exceptional trees are invaluable to the environment and those native to the Pacific Northwest like Douglas firs, western hemlocks, and western red cedars are the best in the world at storing carbon - actually getting better at doing it as they age and grow bigger. In fact, according to the US Geological Survey, some large trees seem to add "the carbon mass equivalent of an entire smaller tree each year."

WHEREAS, in May of 2022, the City Council adopted the City of Kenmore Climate Action Plan ("CAP"), which acknowledges that cities like Kenmore have a critical role to play in addressing climate change impacts, including, but not limited to protecting, preserving, and restoring environmental and natural resources; and

WHEREAS, a CAP priority, goal and strategy include the expansion of tree canopy and sequestration opportunities, protecting critical and natural areas, and protecting local water bodies; and

WHEREAS, the City Council and members of the public have voiced concerns with the scope of tree removal within the City, and the Council directed staff to bring forward proposed regulations to further preserve and protect Kenmore's urban forest canopy; and

WHEREAS, the City Council has considered tree protection regulations at its April 19, 2021, May 26, 2021, September 20, 2021, December 6, 2021, March 21, 2022, May 16, 2022, July 18, 2022, and October 24, 2022, meetings; and

WHEREAS, the City Council desires to adopt certain amendments to the Tree

Management and Protection Code to protect exceptional trees within the City ("Proposed Amendments") as they are unique in size, species, age, health, and are worthy of long-term retention, and provide substantial value to the City and community as referenced in the recitals herein; and

WHEREAS, the adoption of land use and zoning regulations is a valid exercise of the City's police powers and is specifically authorized by RCW 35A.63.100, RCW 36.70A.040, and the Washington Constitution, Article XI, Section 11; and

WHEREAS the Proposed Amendments support Council priorities to implement the adopted Kenmore CAP and promote environmental stewardship, including water, air, forest, and habitat restoration; and

WHEREAS, the City sent notice of the Proposed Amendments to the Washington State Department of Commerce pursuant to RCW 36.70A.106; and

WHEREAS, on , 2023, the City's Responsible Official issued a Determination of Non-Significance pursuant to the State Environmental Policy Act in relation to the Proposed Amendments; and

WHEREAS, the City Council held a public hearing on September 25, 2023, and October 9, 2023, and considered the comments and record relating to the Proposed Amendments; and

WHEREAS, the City Council desires to adopt the Proposed Amendments and finds that such amendments are consistent with the 2023-2024 Council Priorities, the goals, objectives, and policies of the Comprehensive Plan; and

WHEREAS, the City Council has been guided by the goals of the Growth Management Act (RCW 36.70A.020) when considering adoption of the Proposed Amendments; and

WHEREAS, the City Council finds that adoption of the Proposed Amendments is in the best interests of the residents of Kenmore and will promote the public health, safety, and welfare of the City;

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

Section 1. Findings. The City Council adopts the recitals set forth above as findings in support of this Ordinance, which are incorporated by reference as if set forth in full.

Section 2. Amendment. The City Council amends Chapter 15.25 of the Kenmore Municipal Code as set forth in Exhibit A, attached hereto and incorporated by reference as if set forth in full.

Section 3. Amendment. The City Council amends Chapter 18.20 of the Kenmore Municipal Code as set forth in Exhibit B, attached hereto and incorporated by reference

as if set forth in full.

Section 4. Amendment. The City Council amends Chapter 18.57 of the Kenmore Municipal Code as set forth in Exhibit B.

Section 5. Amendment. The City Council amends Section 19.25.020 of the Kenmore Municipal Code as set forth in Exhibit C, attached hereto and incorporated by reference as if set forth in full.

Section 6. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, the remainder of the ordinance, or the application of the provision to other persons or circumstances, shall not be affected or affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

Section 7. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE
___ DAY OF _____ 2023.

CITY OF KENMORE

Nigel Herbig, Mayor

ATTEST/AUTHENTICATED:

Anastasiya Warhol, City Clerk

Approved as to form:

Dawn Reitan, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
ORDINANCE NO.:
DATE OF PUBLICATION: EFFECTIVE
DATE:

EXHIBIT A TO ORD. 23-0593

I. Chapter 15.25 of the Kenmore Municipal Code (KMC) is amended to read as follows:

A. KMC 15.25.030 is amended to read as follows:

15.25.030 Definitions.

Certain words and phrases used in this chapter, unless otherwise clearly indicated by their context, mean as follows:

A. "Applicant" means a person who files an application for a permit under this chapter and who is either the owner of the land on which that proposed activity would be conducted, a contract purchaser, or the authorized agent of such a person.

B. "Bench" means a relatively level step excavated or constructed on the face of a graded *slope* surface for drainage and maintenance purposes.

C. "City manager" means the City of Kenmore city manager or his or her designee(s).

D. "Clearing" means the cutting or *removal* of *vegetation* or other organic plant material by physical, mechanical, chemical or any other means.

E. "Department" means the *department* designated by the *city manager* to administer this chapter.

F. "Diameter at breast height" means a *tree's* diameter in inches at four and one-half feet above the ground. On multiple stemmed or trunked *trees*, the diameter shall be the sum of diameters of all individual stems or trunks.

G. "Director" means the director of the *department* designated by the *city manager* to administer this chapter.

H. "Earth material" means any rock, natural soil or any combination thereof.

I. "Erosion" means the wearing away of the ground surface as the result of the movement of wind, water and/or ice.

J. "Excavation" means the *removal* of *earth material*.

K. "Exceptional tree" means a tree which because of its unique combination of size, species, and age is worthy of long-term retention for the purposes and values set forth in KMC 18.57.015, and that has been determined to constitute an important community resource and may not be *removed* or damaged.

1. All healthy specimens of *tree* species in Table 1 are *exceptional trees* if they have a diameter at breast height (d.b.h.) equal to or greater than that listed for the respective species. For *trees* with multiple leaders at four and one-half feet above the ground, the d.b.h. shall be the combined cumulative total of branches greater than six inches diameter at four and one-half feet above the ground. For *trees* that have been removed and whereas only the stump remains, the size of the *tree* shall be measured from the diameter of the top of the stump.
2. Any healthy *tree* with a d.b.h. of 48 inches or greater is an exceptional tree except those in Table 2 that are never considered exceptional.

Table 1. Exceptional Tree Species and Required Diameters at Breast Height

Tree Species (Common Name)	Scientific Name	Threshold d.b.h. (in inches)
Bigleaf Maple	<i>Acer macrophyllum</i>	42"
Douglas Fir	<i>Pseudotsuga menziesii</i>	30"
Grand Fir	<i>Abies grandis</i>	24"
Madrona	<i>Arbutus menziesii</i>	12"
Oregon Ash	<i>Fraxinus latifolia</i>	24"
Oregon White Oak	<i>Quercus garryana</i>	24"
Pacific Dogwood	<i>Cornus nuttallii</i>	24"
Pine (any species)	<i>Pinus</i> family	30"
Sitka Spruce	<i>Picea sitchensis</i>	24"
Western Hemlock	<i>Tsuga heterophylla</i>	24"
Western Red Cedar	<i>Thuja plicata</i>	30"
Willow (any species)	<i>Salix</i> family	24"

Table 2. Tree Species That Are Not Exceptional Trees

Tree Species (Common Name)	Scientific Name
Alder (any species)	<i>Alnus</i> family
Black Cottonwood	<i>Populus trichocarpa</i>
English Holly	<i>Ilex aquifolium</i>
Leyland Cypress	<i>Cupressus × leylandii</i>

L. "Fill" means a deposit of *earth material* placed by mechanical means.

M. "Grade" means the elevation of the ground surface.

1. "Existing grade" means the *grade* prior to *grading*.
2. "Rough grade" means the stage at which the *grade* approximately conforms to the approved plan.
3. "Finish grade" means the final *grade* of the *site* which conforms to the approved plan.

N. "Grading" means any excavating, filling, removing of the duff layer, or combination thereof.

O. "Hazard tree" means any *tree* that has a high probability of failure due to any structural defect, disease or damage or combination of defect, disease or damage. A "high probability of failure" means falling and causing damage to persons or property. A "hazard tree" includes, but is not limited to, any isolated *tree(s)* that have a high probability of failure due to low *wind-firmness* in post-construction conditions as determined by a *qualified tree protection professional*.

P. "Impervious surface" means a nonvegetated surface which either prevents or retards the entry of water into the soil mantle under natural conditions prior to development, and/or which causes water to run off the surface in greater quantities or at a rate of flow greater than the flow under natural conditions prior to development. Common *impervious surfaces* include, but are not limited to, roofs, walkways, patios, driveways, parking lots, storage areas, paved areas, gravel areas, areas of packed or oiled earthen materials or other surfaces which similarly impede the natural infiltration of surface and *stormwater*. Open uncovered flow control or water quality treatment facilities shall not be considered as *impervious surfaces* for the purposes of determining whether thresholds for the application of minimum requirements are exceeded, but shall be considered *impervious surfaces* for the purposes of runoff modeling.

Q. "Land alteration" means any alteration to the surface of the land or the surface drainage including improvements to a storm water tract. *Land alterations* include but are not limited to: *excavations, fills, clearing, grading, and tree removal* or any combination thereof; placing or removing *impervious surfaces*, including *structures* and *pavement*; compacting the earth surface; changing the existing *grade*; or changing the surface so that surface water leaves the *site* differently, including changes to flow path, flow rate, or flow volume.

R. "Removal" with regard to *trees* means the act of removing a *tree* by digging up, cutting down, or causing a *tree* to die within a period of three years from such act.

S. "Shorelines" means those lands defined as shorelines in the State Shorelines Management Act of 1971.

T. "Significant tree" means an existing healthy *tree* that is not a *hazard tree* and that is at least six inches in *diameter at breast height* (d.b.h.) as measured at four and one-half feet (54 inches) above the ground. For *trees* with multiple leaders at four and one-half feet above the ground, the d.b.h. shall be the combined cumulative total of branches greater than six inches diameter at four and one-half feet above the ground. For *trees* that have been removed and whereas only the stump remains, the size of the *tree* shall be measured from the diameter of the top of the stump. Replacement trees required as mitigation for removed exceptional trees are considered significant trees, regardless of size.

U. "Site" means any lot or parcel of land or contiguous combination thereof where projects covered by this chapter are performed or permitted.

V. "Slope" means an inclined ground surface, the inclination of which is expressed as a ratio of vertical distance to horizontal distance.

W. "Storm drain system" means a system of gutters, pipes, or ditches used to carry surface and *stormwater* from the surrounding lands to drainage facilities, critical areas, streams or lakes.

X. "Stormwater" means water originating from rainfall and other precipitation that ultimately flows into drainage facilities, rivers, streams, lakes and wetlands. As applied in this chapter, *stormwater* is synonymous with the term "surface water."

Y. "Structure" means anything permanently constructed in or on the ground, or over the water, and excluding fences eight feet or less in height, decks less than 18 inches above *grade*, paved areas, and structural or nonstructural *fill*.

Z. "Terrace" means a relatively level step excavated or constructed on the face of a graded *slope* surface for drainage and maintenance purposes.

AA. "Tree" means a self-supporting woody perennial plant characterized by one main stem or trunk of at least six inches diameter at breast height, or a multiple stemmed or trunk system with a definite crown, maturing at a height of at least 12 feet above ground level. The *department* shall determine whether any specific woody plant shall be considered a *tree*.

BB. "Vegetation" means any and all organic plant life growing at, below, or above the soil surface. [Ord. 22-0547 § 2 (Exh. A); Ord. 16-0428 § 11 (Att. G); Ord. 12-0345 § 3 (Exh. A).]

B. KMC 15.25.070 is amended to read as follows:

15.25.070 Permit required – Exception.

No *land alteration* shall be performed without first having obtained a permit therefore from the City. Exemptions from permit requirements of this chapter shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this chapter or any other laws or ordinances of the City. Even if a permit is required, best management practices must be utilized to limit *erosion* and sedimentation. Permits shall not be required for the following:

A. Grading.

1. *Excavation* for construction of a *structure* authorized by a valid building permit;
2. *Excavations* for trenches for utilities not within critical areas, shorelines or associated buffer;
3. Exploratory *excavations* performed under the direction of a registered design professional; provided, that any disturbance of the area shall be the minimum necessary to carry out the work or studies and the disturbed area shall be immediately restored; and
4. *Excavation* or *fill* less than four feet in vertical depth not involving more than 100 cubic yards of earth or other material on a single *site* and not within critical areas, shorelines or associated buffers;

B. Clearing and Tree Removal of significant trees. This section does not apply to exceptional trees.

1. *Clearing and removal* of *trees* for the construction of a *structure* authorized by a valid building permit;
2. *Removal of significant trees* requires a permit filed by the owner of real property within the City on forms provided by the department for review and approval prior to removing the *tree*. The city manager may approve, deny, or approve with conditions an application for *tree removal*. The decision shall be based on the following approval criteria:
 - a. The *tree(s)* proposed for *removal* is on a lot containing an existing single-family detached dwelling unit;

b. The *tree(s)* proposed for *removal* is not located within critical areas or associated buffers, shorelines or associated buffers, native growth protection areas, or wildlife protection zones;

c. The *tree(s)* proposed for *removal* has not been previously designated for protection (e.g., as part of a plat); and

d. The *tree(s)* proposed for *removal* complies with the yearly *tree removal* maximum allowances table shown below:

Lots up to 10,000 sq. ft.:	2 <i>trees</i> per year
Lots 10,001 sq. ft. to 20,000 sq. ft.:	4 <i>trees</i> per year
Lots 20,001 sq. ft. to 30,000 sq. ft.:	6 <i>trees</i> per year
Lots 30,000 sq. ft. and greater:	8 <i>trees</i> per year

3. *Clearing* by a public agency, franchise utility or public or private golf course for routine maintenance activities;

4. Minor stream restoration projects for fish habitat enhancement pursuant to a Washington State Joint Aquatic Resource Permit Application (JARPA);

5. Normal and routine maintenance of existing lawns and landscaping; and

6. *Removal* of noxious weeds. *Removal* of noxious weeds from critical areas, shorelines or associated buffers shall be subject to the requirements of KMC Title [16](#) and Chapter [18.55](#) KMC;

C. Engineering.

1. Less than 2,000 square feet of replaced *impervious surface* or new plus replaced *impervious surface* that is not within critical areas or associated buffers; and

2. *Land alterations* that are exempt from a *grading* permit and that do not alter the method by which the *stormwater* leaves the *site*. [Ord. 22-0547 § 2 (Exh. A); Ord. 16-0428 § 11 (Att. G); Ord. 12-0345 § 3 (Exh. A).]

EXHIBIT B TO ORD. 23-0593

I. Chapter 18.20 of the Kenmore Municipal Code is amended to read as follows:

A. KMC 18.20.2730 of the Kenmore Municipal Code (KMC) is amended to read as follows:

18.20.2730 Significant tree.

"Significant tree" means an existing healthy *tree* that is not a *hazard tree* and that is at least six inches in diameter at breast height (d.b.h.) as measured at four and one-half feet (54 inches) above the ground. For *trees* with multiple leaders at four and one-half feet above the ground, the d.b.h. shall be the combined cumulative total of branches greater than six inches diameter at four and one-half feet above the ground. For *trees* that have been removed and whereas only the stump remains, the size of the *tree* shall be measured from the diameter of the top of the stump. Replacement trees required as mitigation for removed exceptional trees are considered significant trees, regardless of size. [Ord. 22-0547 § 3 (Exh. B(I)); Ord. 11-0329 § 3 (Exh. 1).]

B. Chapter 18.20 KMC is amended by adding a new KMC 18.20.3083, "Tree, exceptional" to read as follows:

18.20.3083 Tree, exceptional.

"Exceptional tree" means a tree which because of its unique combination of size, species, and age is worthy of long-term retention for the purposes and values set forth in KMC 18.57.015, and that has been determined to constitute an important community resource and may not be *removed* or *damaged*.

1. All healthy specimens of *tree* species in Table 1 are *exceptional trees* if they have a diameter at breast height (d.b.h.) equal to or greater than that listed for the respective species. For *trees* with multiple leaders at four and one-half feet above the ground, the d.b.h. shall be the combined cumulative total of branches greater than six inches diameter at four and one-half feet above the ground. For *trees* that have been removed and whereas only the stump remains, the size of the *tree* shall be measured from the diameter of the top of the stump.
2. Any healthy *tree* with a d.b.h. of 48 inches or greater is an exceptional tree except those in Table 2 that are never considered exceptional.

Table 1. Exceptional Tree Species and Required Diameters at Breast Height

Tree Species (Common Name)	Scientific Name	Threshold d.b.h. (in inches)
Bigleaf Maple	<i>Acer macrophyllum</i>	42"
Douglas Fir	<i>Pseudotsuga menziesii</i>	30"

Grand Fir	<i>Abies grandis</i>	24"
Madrona	<i>Arbutus menziesii</i>	12"
Oregon Ash	<i>Fraxinus latifolia</i>	24"
Oregon White Oak	<i>Quercus garryana</i>	24"
Pacific Dogwood	<i>Cornus nuttallii</i>	24"
Pine (any species)	<i>Pinus</i> family	30"
Sitka Spruce	<i>Picea sitchensis</i>	24"
Western Hemlock	<i>Tsuga heterophylla</i>	24"
Western Red Cedar	<i>Thuja plicata</i>	30"
Willow (any species)	<i>Salix</i> family	24"

Table 2. Tree Species That Are Not Exceptional Trees

Tree Species (Common Name)	Scientific Name
Alder (any species)	<i>Alnus</i> family
Black Cottonwood	<i>Populus trichocarpa</i>
English Holly	<i>Ilex aquifolium</i>
Leyland Cypress	<i>Cupressus × leylandii</i>

II. Chapter 18.57 of the Kenmore Municipal Code is amended to read as follows:

Chapter 18.57 TREE MANAGEMENT AND PROTECTION

Sections:

[18.57.010 Title.](#)

[18.57.015 Findings and purpose.](#)

[18.57.030 Applicability.](#)

[18.57.035 Exemptions.](#)

[18.57.050 Tree protection plan required.](#)

[18.57.060 Tree density requirement.](#)

[18.57.063 Exceptional Tree Protections.](#)

[18.57.065 Significant tree grove retention in the urban residential zone, downtown commercial zone east of 73rd Avenue NE, public and semi-public zone abutting SR-522, and the urban corridor zone, east subarea.](#)

[18.57.070 Tree protection plan review procedure.](#)

[18.57.080 Tree protection plan review standards.](#)

[18.57.085 Tree windthrow evaluation and prevention.](#)

[18.57.090 Tree protection during construction.](#)

[18.57.100 Post-construction replacement, financial guarantee and maintenance requirements.](#)

18.57.110 Penalties, enforcement.

18.57.010 Title.

This chapter shall be known and may be cited as the Kenmore tree management and protection code. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.015 Findings and purpose.

A. Reducing soil *erosion* and water pollution in the *City's streams* and creeks by providing wind breaks, slowing the surface movement of water, reducing the amount of stormwater runoff, and stabilizing soil with their roots and fallen leaves;

B. Improving air quality by removing pollutant gases and airborne particles;

C. Positively affecting energy and water conservation by providing shade, lowering temperatures, and reducing net evaporation rates;

D. Reducing noise pollution by absorbing and deadening excessive and/or unwanted noise and by screening the source of the noise from view; and

E. Providing a wide variety of habitats and ecosystems for birds, mammals, and other wildlife;

F. Accordingly, the purpose of this chapter is to establish a process and standards to:

1. Increase the livability of an area by helping to screen people and *buildings* from wind and inclement weather;

2. Create a special sense of identity, a sense of community and civic pride, and a memorable place to live and work;

3. Preserve and enhance the *City's* physical and aesthetic character by preventing untimely and indiscriminate removal or destruction of *trees*;

4. Promote *site* planning, construction practices, and horticultural practices that are consistent with the *reasonable use* of property;

5. Implement the goals and objectives of the *City's* comprehensive plan; and

6. Implement the goals and objectives of the *City's* parks and recreation master plan. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.030 Applicability.

A. No individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, shall directly or indirectly remove or destroy any *tree* as defined in this title within the *City*, without first obtaining a clearing permit as provided in KMC Title [15](#).

B. Unless otherwise exempted in KMC [18.57.035](#), any *site* subject to *development*, including the division of a parcel of land into two or more parcels, within the *City* shall comply with the requirements of this chapter.

C. Approval of a tree protection plan pursuant to the provisions of this chapter shall not discharge the obligation of the *applicant* to otherwise comply with the applicable provisions of this chapter.

D. When any provision of any other chapter of the Kenmore Municipal Code conflicts with this chapter or when the provisions of this chapter are in conflict, that provision which provides more protection for individual *trees* and *groves* of *trees* shall apply unless specifically provided otherwise in this chapter or unless such provision conflicts with federal or State laws or regulations. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.035 Exemptions.

A. The following land *uses* are exempt from the provisions of this chapter. However, compliance with other applicable provisions of the Kenmore Municipal Code including but not limited to then-current *critical area* regulations per Chapter [18.55](#) KMC and then-current clearing regulations per Chapter [15.25](#) KMC is still required:

1. Agriculture, meaning the use of the land for the primary purpose of deriving income from growing plants or *trees* on land including, but not limited to, land used principally for fruit or timber production, but not including land used principally for another *use* and only incidentally for growing *trees* or plants for income.

2. *Commercial nursery or tree farm*, but only those *trees* which are planted and growing on the premises of a licensed retailer or wholesaler for sale to the general public. Other *trees* on such premises shall remain subject to this chapter.

3. Residential *Development*.

- a. All existing *lots* on which are to be situated new *single detached dwelling units* in residential zones based on tree removal limits established by clearing requirements.

b. All existing *lots* on which are situated existing detached *dwelling units* in residential zones based on tree removal limits established by clearing requirements.

c. Residential Development is not exempt from the provisions of Chapter 18.57.065 - *exceptional trees*.

4. Downtown Commercial and Downtown Residential Zones.

All *development* occurring within core areas designated as downtown commercial and downtown residential zones. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.050 Tree protection plan required.

A. Requirement Established. Except for the exemptions enumerated in this chapter, no individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, shall remove, transplant, or destroy, or cause to be removed, transplanted, or destroyed, on any land in the *City*, any *tree* as defined in this chapter, without first obtaining the *city manager's* approval of a tree protection plan and receiving a clearing permit from the *City*.

For *sites* proposed for land *development*, including the division of a parcel of land into two or more parcels, having *trees* below the minimum tree density, even though no *trees* are proposed to be removed, a tree protection plan is required to bring the *site* up to the minimum tree density standard herein established.

B. Submittal of Tree Protection Plan. Where the *site* proposed for *development* requires site or plat or short plat review, the tree protection plan shall be submitted concurrent with a site plan or plat or short plat application.

C. Tree Protection Plan Requirements. Attached to the *applicant* information and site plan information required for the clearing permit application, the *applicant* shall include the following tree protection plan information:

1. *Tree Survey*. For all *development proposals*, a *tree survey*, drawn to scale by a land surveyor licensed in Washington State, identifying the exact location and conditions of existing *trees* as defined in this title and containing the following information:

a. Common and botanical name of each *tree*.

b. *Trees* proposed to remain and to be removed.

c. *Groves* with indication of predominant species, number of *trees* and size of
d.b.h.

d. Any off-site *tree* with a root protection zone which could be adversely affected by the proposed activity.

e. The location and dimensions of established and proposed perimeter *landscaping*, natural *vegetation* easements, and open space areas for public, *private*, or community use.

f. *Net buildable areas*.

g. *Critical areas* and their *buffers*.

h. Stormwater tracts.

i. Limits of construction line.

j. North arrow, scale, and date of survey.

2. An assessment of *tree windthrow* potential as described in KMC [18.57.085](#), along with any proposed mitigation measures to minimize windthrow. These measures shall be incorporated into the proposed tree protection plan described in subsection (C)(5) of this section.

3. A statement describing how *trees* intended to remain will be identified, marked, and protected before the start of and during *development* as further described in KMC [18.57.090](#).

4. A statement that describes replacement tree quality as conforming to the American Standards for Nursery Stock (ANSI).

5. Proposed Tree Protection Plan. The permit *applicant* shall have a *qualified tree protection professional* prepare recommendations for the tree protection plan. The tree protection plan shall be drawn to scale using the *tree* survey as a base and containing the following information:

a. The exact location, **common name, botanical name**, and condition of protected *trees*.

b. The exact location, common name, botanical name, and *caliper* of each *tree* species to be planted.

c. The *site* minimum tree density calculation indicating the total number, size, and species of existing *trees* to be preserved and the replacement *trees* to be planted as described in KMC [18.57.060](#).

d. The *site* replacement tree calculation as described in KMC [18.57.060](#) with an explanation including the number, *caliper*, and species.

e. The location, materials, dimensions, and layout of the protective barriers.

6. Submit a **landscape** bond quantity **worksheet on forms** **provided by the department.**

7. Additional Information. Any additional or more detailed information required by the *city manager* to ensure compliance with the provisions of this chapter (i.e., aerial photograph). The *city manager* may waive the requirements for the scaled drawing and other submission data if he finds that the information presented is sufficient to determine the project's compliance with the provisions of this chapter. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 15-0409 § 1 (Att. A); Ord. 11-0329 § 3 (Exh. 1).]

18.57.060 Tree density requirement.

A. Minimum Tree Density Requirement Established. A minimum tree density is required on each *site*. The tree density may consist of existing *trees* (provided they are not cottonwood, alder, or holly trees), replacement *trees*, or a combination of existing and replacement *trees*. The *site* density of *trees* to be protected on each *site* shall be determined prior to approval of a tree protection plan or clearing permit, by the *city manager*.

B. Tree Density Calculation. The minimum tree density required for each *site* is 30 tree units per acre of *net buildable area*.

1. To calculate the density of *trees* to be protected:

a. Obtain the d.b.h. measurement in inches for each protected *tree* within the *net buildable area*.

b. Go to Table 18.57.060A and select the tree unit value that corresponds to the d.b.h. for each protected *tree*.

c. Add up the tree unit values for all protected *trees* and divide by the total acreage of the *net buildable area*. This value must equal or exceed 30 tree units per acre of *net buildable area*. If the total is less than 30 tree units per acre, more *trees* must be protected or replacement *trees* will be required.

d. If replacement *trees* are planted as *groves* within designated tracts, then *applicant* may reduce total tree units required by 10 percent.

Table 18.57.060A
Existing Trees to Remain.

(Conversion from diameter (d.b.h.) in
inches to tree units for
trees protected on-site.)

d.b.h.	Tree Units	d.b.h.	Tree Units
1 – 5	1.0	30	8.2
6 – 10	1.2	31	8.6
11	1.4	32	9.0
12	1.8	33	9.5
13	2.0	34	10.0
14	2.3	35	10.5
15	2.6	36	11.0
16	2.9	37	11.5
17	3.2	38	12.0
18	3.5	39	12.5
19	3.8	40	13.0
20	4.2	41	13.5
21	4.6	42	14.0
22	5.0	43	14.5
23	5.4	44	15.0
24	5.8	45	15.5
25	6.2	46	16.0
26	6.6	47	17.0
27	7.0	48	18.0
28	7.4	49	19.0
29	7.8	50	20.0

Table 18.57.060A
Existing Trees to Remain.

(Conversion from diameter (d.b.h.) in
inches to tree units for
trees protected on-site.)

d.b.h.	Tree Units	d.b.h.	Tree Units
For every one inch greater than 50 d.b.h., add an additional 2 tree units (i.e., 62 d.b.h. = 44 tree units).			

C. Replacement *Tree* Requirement. If the number of existing *trees* is not enough to meet the minimum of 30 tree units per acre, a sufficient number of replacement *trees* shall be planted to meet the minimum requirement. To determine the total number of replacement *trees* required:

1. Obtain the *caliper* measurement for each replacement *tree*. Replacement *trees* are measured differently than protected *trees*. Instead of measuring d.b.h. as in protected *trees*, replacement *trees* are measured by *caliper* in inches according to industry standards (ANSI). *Caliper* on replacement *trees* is measured six inches above the ground line for four-inch and smaller *trees*, and 12 inches above ground for larger replacement *trees*.
2. Go to Table 18.57.060B and select the tree unit value that corresponds to the *caliper* for each replacement *tree*.
3. Add the replacement tree unit values together to determine how many of that size *tree* will be required to achieve the minimum *site* density. See Table 18.57.060C for an example.

Table 18.57.060B Replacement Trees.

(Conversion from
caliper inches to tree units for replacement *trees.*)

Deciduous Tree Caliper in Inches	Tree Units for Deciduous Trees	Coniferous Tree Height in Feet	Tree Units for Conifers	Tree Units for Native Conifers
1.5"	0.4	4' – 6'	0.5	0.8

Table 18.57.060B Replacement Trees.

(Conversion from
caliper inches to tree units for replacement *trees*.)

Deciduous Tree Caliper in Inches	Tree Units for Deciduous Trees	Coniferous Tree Height in Feet	Tree Units for Conifers	Tree Units for Native Conifers
2"	0.5	6' – 8'	0.7	1.0
3"	0.6	8' – 10'	1.0	1.5
4"	0.7	11' – 12'	1.5	2.0
5"	0.8			
6"	1.0			
7"	1.2			
8" +	1.5			

Table 18.57.060C Sample Tree Density Calculation.

The required density factor is calculated below as follows for five acres: five acres x 30
units = 150 tree units required.

Existing density (ED):

Size	Quantity	Total Units	Size	Quantity	Total Units
24"	3	17.4	12"	5	9.0
18"	3	10.5	8"	6	7.2
10"	4	4.8	15"	8	20.8
30"	7	57.4	4"	10	10.0
				Total ED	137.1

Replacement density (RD):

Size	Units	Quantity	Total Units
2" <i>Deciduous</i>	0.5	12	6.0
4" <i>Deciduous</i>	0.7	6	4.2
4' – 6' Native Conifer	0.8	5	4.0

Size		Units	Quantity			Total Units	
			Total RD			14.2	
ED + RD =	Site Total Tree Density	>	or	=	Minimum Density Required		
137.1 + 14.2 =	151.3	>			150	Density Satisfied	

The sum of the ED and RD must be greater than or equal to the minimum density required. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.063 Exceptional Tree Protections.

A. Prohibited Activities.

The following activities are prohibited with regard to *exceptional trees*.

1. *Removal*, in whole or in part.
2. *Harming, injuring, or damaging the tree, including cutting its bark or branches with a knife, axe, hatchet, saw, or any other similar device or object.*
3. *Pouring toxic material on the tree or on the ground near enough to the tree to affect its health.*
4. *Burning the tree or causing a fire near enough to the tree to affect its health.*
5. *Topping.*
6. *Pruning beyond the standards provided by the Tree Care Industry Association at ANSI300 Part 1.*
7. *Attaching any sign, poster, notice, or other object to the tree, or fastening any guy wire, cable, rope, nails, screws, or other device to the tree, with the following exceptions:*
 - a. *To support young or broken trees;*
 - b. *For residential uses, (e.g., treehouses, tire swings, etc.);*
 - c. *The City may tie temporary signs or banners associated with street improvement, parades, seasonal lighting, or other city activities.*

B. Variance.

Exceptional trees may be removed only as allowed in this section.

1. *Variances from the exceptional tree standards of this chapter may be authorized by the city manager in accordance with the approval criteria described in this section. A variance for removal of exceptional trees is a Type 2 land use decision, pursuant to KMC 19.25.020, except as described in Section 18.57.063(B)2(a)(3).*
 - a. *Prior to commencing with the removal the owner shall obtain a permit from the City.*
 - b. *No variance is allowed in order to create additional lots.*

c. Decision Criteria.

- i. Necessary for Rights or Use. Private *Development Proposals*: Such *variance* is necessary for the preservation and enjoyment of a substantial property right or use possessed by other similarly situated properties but which because of the presence of *exceptional tree(s)* is denied to the property in question. For a variance to be granted under this section, the applicant must demonstrate compliance with the reasonable use exception approval criteria established in KMC 18.55.180.A.1.a through 18.55.180.A.1.g. The phrase *exceptional tree* shall replace the phrase *critical area* when utilizing said criteria for a variance under this section;
- ii. The granting of such *variance* will not be materially detrimental to the public welfare or injurious to the property or improvement;
- iii. The granting of the *variance* is consistent with the general purpose and intent of the *City's* comprehensive plan and adopted development regulations.

d. *City Manager* Review. The *city manager* shall review the application. The *city manager* shall approve, approve with conditions, or deny the request based on the proposal's ability to comply with all of the *variance* criteria in this section.

e. Burden of Proof. The burden of proof shall be on the *applicant* to bring forth evidence in support of the application and to provide sufficient information on which any decision has to be made on the application.

f. Time Limit.

- i. Establishment of any activity authorized pursuant to an *exceptional tree variance* shall occur within four years of the effective date of the decision for such *variance*. This period may be extended for one additional year by the *city manager* if the *applicant* has submitted the applications necessary to authorize the development activity and has provided written justification for the extension.
- ii. For the purpose of this subsection, "establishment" shall occur upon the issuance of all local permit(s) needed to begin the development activity; provided, that the improvements authorized by such permits are completed within the time frames of said permits.

g. Mitigation Requirements.

- i. To the extent feasible, *exceptional trees removed* under a *variance* shall be replaced at a ratio of three (3) replacement trees for each *exceptional tree removed* (3:1).
- ii. If on-site replacement is not feasible, off-site replanting on public property with the *City's* written permission.

- iii. Whether planted on-site or off-site, replacement *trees* shall be of a species listed in Table 1 at KMC 18.20.3083 and must remain viable for a minimum of five (5) years after planting or themselves be replaced at a 1:1 ratio.
- iv. Notwithstanding the foregoing, replacement trees under this chapter are considered *significant trees* pursuant to KMC 18.20.2730, regardless of Diameter at Breast Height (d.b.h.).
- v. Notice on title.
 - 1. In order to inform subsequent purchasers of real property of the existence of replacement *trees* and their required viability period, the owner of any property containing replacement *trees* planted as mitigation for the removal of *exceptional trees* shall file a notice with county records and elections division according to the direction of the *City*. The notice shall state the presence of the replacement *trees* on the property and the date until which they must remain viable, of the application of this chapter to the property, and the fact that limitations on actions affecting the *trees* may exist. The notice shall run with the land.
 - 2. This notice on title shall not be required for:
 - a. A development proposal by a public agency or utility;
 - b. Within a recorded easement or right-of-way;
 - c. Where the agency or utility has been adjudicated the right to an easement or right-of-way; or
 - d. On the site of a public facility.
 - 3. The applicant shall submit proof that the notice has been filed with the county records and elections division (i.e., copy of document recorded on title).

2. Hazardous Trees.

- a. The removal of hazard exceptional trees shall comply with the following:
 - i. Prior to commencing with the removal the owner shall obtain a permit from the *City*.
 - ii. The burden of proving the hazardous nature of the *tree* lies with the property owner. The property owner shall provide the *City* with a report, prepared by an International Society of Arboriculture (ISA) certified arborist with a current Tree Risk Assessment Qualification (TRAQ), documenting that the *tree(s)* has a "high" or "extreme" risk and no other mitigation measure will reduce the risk below "high."

iii. Emergency tree removal. Where tree removal is necessary to prevent or correct an immediate threat to public health, safety, property, or welfare is performed in an emergency situation, the permit application, evidence of the threat, and a tree risk rating of "high" or "extreme" prepared by a *qualified tree protection professional* shall be submitted within the next business working day to the City. Emergency tree removal, as described here within, is exempt from the Type 2 decision process.

b. Mitigation Requirements.

i. The removal of hazardous, dying, or dead *exceptional trees* shall be mitigated by planting one (1) replacement tree, unless otherwise provided in KMC 18.55.150(E)(2).

ii. Replacement trees must be of a species listed in Table 1 at KMC 18.20.3083 and must remain viable for a minimum of five (5) years after planting or themselves be replaced at a 1:1 ratio.

3. Private Access.

a. Prior to commencing with the *removal* the owner shall obtain a permit from the City.

b. *Exceptional trees* may be removed where necessary to provide for access to development sites, provided there are no feasible alternative alignments. Alternative access must be pursued to the maximum extent feasible.

4. Public Facilities.

a. The City reserves the right to *remove exceptional trees* where necessary for roads, bridges, utilities, and facilities.

b. *Exceptional tree* removal by private utilities require a tree removal permit and right-of-way use permit.

C. Modification to Standards to Protect Exceptional Trees

1. For single-family residential subdivisions and short subdivisions on sites in the R-4 zone that contain *exceptional trees*, the minimum lot size may be reduced to 5,400 square feet with no limitation on the percentage of smaller lots, regardless of KMC 18.21.030, Footnote 16. The lot area shall exclude access easements and access panhandles.

2. Unless it would be unreasonable to do so based on the use of neighboring properties, the *city manager* may reduce setbacks in residential zones regulated by Chapter 18.21 KMC to 10 feet, and setbacks in other zones to five feet, in order to maximize the protection of an *exceptional tree* and avoid exceptions or variances.

D. Penalties.

1. **Civil Penalty.** The penalty for *removal* of an *exceptional tree* or any other activity prohibited under subsection A shall be a civil penalty of up to \$2,500 per inch in d.b.h. of the *tree removed* with a maximum fine of \$150,000. In no case shall the penalty be reduced to less than \$10,000 total. For example, the monetary penalty for a 30-inch d.b.h. Douglas fir *removed* results in a maximum penalty of \$75,000. If the violation is found to have been willful or malicious, as determined by the *city manager*, the amount of the penalty may be doubled as punitive damages and the violator may be subject to criminal penalties under KMC18.57.110.B.
2. In addition, any person found to be in violation of this Section shall plant three (3) replacement *trees* for each *exceptional tree* removed. Replacement *trees* shall be a species listed in Table 1 at KMC 18.20.3083 and must remain viable for a minimum of five (5) years after planting or themselves be replaced by the offender at a 1:1 ratio. In order to inform subsequent purchasers of real property of the existence of replacement *trees* and their required viability period, a notice will be filed on the title by the same procedure outlined under (B)(1)(g)(iv) of this Chapter.

18.57.065 Significant tree grove retention in the urban residential zone, downtown commercial zone east of 73rd Avenue NE, public and semi-public zone abutting SR-522, and the urban corridor zone, east subarea.

A. Definitions.

1. **Significant Tree Grove Definition.** A “significant tree grove” shall consist of two or more trees with a minimum of five and one-half tree units total. A qualifying tree has two tree units minimum. The maximum distance measured in feet between qualifying trees shall be equal to two times the critical root zone in order to be defined as a significant tree grove. For example a 24-inch d.b.h. tree must be within 24 feet of another tree in the grove to be included in the significant tree grove. A tree of any size that is topped or considered a “hazard tree” as defined in KMC [18.20.3084](#) may not qualify as part of a significant tree grove as herein defined. For purposes of this chapter, a significant tree grove may not contain trees that are located within a critical area or critical area buffer protected under Chapter [18.55](#) KMC. A significant tree grove is not the same as a “grove,” as defined in KMC [18.20.1273](#).
2. **Tree Units.** See KMC [18.57.060](#)(A) for translation of diameter at breast height (d.b.h.) to tree units.

B. Applicability.

1. Development proposals in the urban residential zone, downtown commercial zone east of 73rd Avenue NE, public and semi-public zone abutting SR-522, and the urban corridor zone, east subarea shall be eligible to benefit from providing less parking or more dwelling units or any combination of the two if the development retains one or more significant tree grove(s) as defined in this section in perpetuity. A development may be able to benefit from both reduced parking and additional dwelling units by preserving a significant tree grove so long as the same tree credits are not counted towards both reductions in parking and additional bonus dwellings. Trees or groves retained through other provisions of this chapter may count towards the significant tree grove retention if they meet the definitions found in subsection A of this section.

2. Tree on Property Line. In instances where one or more trees that would qualify as part of a significant tree grove is located on a property line such that the tree is on more than one property, and the properties are in separate ownerships, the tree shall qualify to be counted as part of a separate tree grove by each property owner.

C. Reduced Parking. In order to retain qualifying significant tree groves, required parking may be reduced at the maximum rate of one stall per each five and one-half tree units. Parking quantities may be reduced up to a maximum of 20 percent from the parking requirement after other reductions are applied, if any.

D. Residential Bonus Units. In order to retain qualifying significant tree groves, residential units are offered at the rate of one bonus unit per each 11 tree units preserved. Grove bonus units are not included in maximum unit density calculations. Grove bonus units are not subject to the affordability requirements of KMC [18.27.020](#) and Chapter [18.77](#) KMC.

E. Significant Tree Grove Preservation Requirements.

1. Tree Protection Plan Required. A tree protection plan as identified in KMC [18.57.050](#) shall be required for any development application proposing to protect one or more significant tree groves through this section.

2. Recorded on Title. The map of significant tree groves preserved through this section, along with a covenant preventing removal, shall be recorded and shown on the property title.

3. Subject to Tree Protection Measures of Chapter [18.57](#) KMC. Significant tree groves protected under this section shall be subject to the tree protection measures during construction found in KMC [18.57.090](#), the post-construction replacement, financial guarantee, and maintenance requirements of KMC [18.57.100](#), and the penalties and enforcement of KMC [18.57.110](#).

Exception: This section, as adopted by Ordinance No. 23-0574, shall not apply to certain real properties located within the area of the transit oriented development (TOD) district overlay as identified in KMC [18.29.020](#) and Figure 18.29.020.1, and as further identified by the following tax parcel numbers (TPN): TPN 011410-0889, TPN 011410-0881, TPN 011410-0870, TPN 011410-0885, TPN 011410-0865, TPN 011410-0860, and TPN 011410-0855. [Ord. 23-0574 § 2 (Exh. A).]

18.57.070 Tree protection plan review procedure.

A. *Departmental Review.* The *city manager* shall review the tree protection plan and clearing permit application to determine whether the *applicant* has provided all required information. Completed applications shall be referred to appropriate *City departments* for review. Upon request of either the *applicant* or the *City*, the *City* may conduct field inspections or review meetings. *City departments* involved in the review and/or inspections shall submit their report(s) and recommendation(s) to the *city manager*.

B. *Evaluation for Compliance.* The *city manager* may require an evaluation by a *qualified tree protection professional*, a qualified engineer, landscape architect, soils engineer, testing lab, or other specialist at any time during the tree protection plan review process or tree removal inspection as necessary to ensure compliance with the provisions of this chapter and/or the terms of the clearing permit. Individual *applicants* will be responsible for payment to the *City* of the actual cost to the *City* of this evaluation. The actual costs of any such evaluation shall be paid to the *City* within 30 days of receipt of the *City's* invoice.

C. *Financial Guarantees.* For all projects required to have a tree protection plan, *financial guarantees* shall be required consistent with the provisions of KMC [21.20.070](#); provided, however, that to the extent that the *financial guarantee* requirements of KMC [18.57.100](#) are more protective of tree preservation, performance and maintenance, then the more protective requirements shall prevail. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.080 Tree protection plan review standards.

The following standards shall govern the approval of a tree protection plan and the granting or denial of an application for clearing permit:

A. *Design. Development* shall be designed, located, and conducted so as to minimize the loss of healthy *groves* and protected *trees* as identified by a *qualified tree protection professional*, degradation of wildlife habitat as identified through environmental review, and the potential for *erosion* and slope failure.

B. *Tree Protection Priority.* In designing a development project and in meeting the required minimum tree density, the *applicant* shall protect *trees* within the *net buildable area* as

described in KMC [18.57.060](#)(B)(1), in the following order of priority. *Trees* to be preserved and protected must be healthy and vigorous, *wind-firm*, and not in conflict with utilities.

1. *Exceptional trees*.

2. *Groves*.

3. Individual *trees* which provide wildlife habitat as identified through environmental review.

4. Individual *trees* and *groves* which occur within required *setbacks*.

5. *Trees* that protect against windthrow, including *trees* sheltering interior *trees* or *trees* on adjacent property from strong winds that could otherwise cause them to blow down.

6. *Trees* which provide a buffer and separate incompatible *uses* or reduce sound and wind levels.

C. Replacement *Tree* Planting Conditions. Replacement *trees* should be planted in areas with soil, climate, exposure, and moisture conditions appropriate to the replacement *tree* species' growing requirements as determined by a *qualified tree protection professional*, licensed landscape architect, or certified nurseryman.

D. Replacement *Tree* Planting Location Priority. On *sites* where the number of existing *trees* falls below the minimum density requirements, then replacement *tree* planting shall be required. The *applicant's* proposed location of transplanted or replacement *trees* shall be subject to review by a *qualified tree protection professional*, licensed landscape architect, or certified nurseryman, and *City* approval as part of the tree protection plan. Replacement *trees* should be planted according to the following priority:

1. On-Site.

a. Designated Tracts. *Trees* located in separate deeded *tree* tracts specifically set aside for the preservation and planting of *trees* and/or the required recreation open space area if *trees* do not interfere with recreation activities.

b. Perimeter *Landscaping*. In which case, replacement *trees* shall not count toward and shall be in addition to perimeter landscape requirements.

c. Landscaping. This may include entrance landscaping, traffic islands, and other common open space areas. *Trees* located in a public right-of-way may be credited as replacement *trees* only if *street trees* are not a requirement.

2. Off-Site. In cases where an *applicant* believes that lot size prevents installation of the required number of *trees*, the *applicant* may propose to the *City* payment of a fee in lieu for installation of *trees* in a public *park* or other *public space*. The *city manager* shall review and make the final decision on the *applicant's* proposal, based on a recommendation from a *qualified tree protection professional*.

E. Replacement Conifer Tree Types. Replacement *trees* shall be of a similar type of genus to the conifer *trees* that are removed; i.e., a western red cedar (*Thuja plicata*) may be replaced with a *tree* in the genus *Thuja*, such as an American arborvitae (*Thuja occidentalis*). [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 15-0409 § 1 (Att. A); Ord. 11-0329 § 3 (Exh. 1).]

18.57.085 Tree windthrow evaluation and prevention.

A. Increased *tree windthrow* potential as a result of impacts to *trees* on a site shall be evaluated based on the following risk factors:

1. Root system disruption that will extend within an area one to two and one-half times the radius of the canopy;
2. Topography of the site;
3. Whether the *tree* is deciduous or evergreen;
4. Height of the *tree* relative to the neighboring *trees*;
5. Whether the tree is part of a *grove*.

B. The windthrow evaluation shall be conducted as part of the preparation of the tree protection plan (see KMC [18.57.050](#)) based on the aforementioned risk factors. The assessment shall be conducted by a *qualified tree protection professional*. This assessment also shall evaluate increased windthrow potential for *trees* on neighboring lots that are within 50 feet of the closest *trees* being removed on the site, including *trees* that share a root system with *tree(s)* on the site.

C. Tree Protection Plan.

1. When significant windthrow potential is identified for *trees* that could impact neighboring properties or are on neighboring properties, the *applicant* shall identify measures to minimize windthrow as part of the tree protection plan. Measures could

include but are not limited to demonstrating that the *critical root zone (CRZ)* fencing is adequate to prevent root disruption or that the *CRZ* is expanded to provide root protection; saving *groves* when applicable; taking steps to preserve existing grades around *trees*; and/or tunneling rather than trenching for utilities. The City may deny a request to remove a *tree(s)* if mitigation measures are inadequate to minimize windthrow.

2. If potential windthrow damage is for the *site* itself, the *applicant* shall identify measures to reduce impacts to future *structures* on the *site*. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 15-0409 § 2 (Att. B).]

18.57.090 Tree protection during construction.

Prior to initiating tree removal and any *clearing* and *grading* on the *site*, *trees* to be protected and preserved shall be protected from potentially damaging activities as follows unless otherwise approved by the *City*.

A. *Critical Root Zone (CRZ)*. The *CRZ* of individual *trees*, *groves*, or otherwise designated protected tree areas shall include no less than the area of a circle with a radius that extends one foot out from the *tree* for every inch of trunk d.b.h., or the area of a circle with radius extending from a *tree's* trunk to a point no less than the end of a *tree's* longest branch, whichever is greater (see Figure 18.57.090A).

B. Tree Protection Fence (TPF). Before *development*, the *applicant*:

1. Shall place three inches of composted woodchips over the *CRZ* of all retained *trees* to retain moisture, increase organic matter, and visually establish the *CRZ*.
2. Shall erect and maintain readily visible protective tree fencing a minimum of three feet beyond the outer edge of the *CRZ* for all individual *trees*, *groves*, or other designated protected tree areas.
 - a. Fencing shall completely surround the required tree protection area. The *city manager* may allow adjustments to placement of the TPF based on an evaluation of the *tree*, soils, and proposed disturbance.
 - b. Fencing shall be a minimum of four feet high and may be higher if needed to ensure clear visual delineation. Chain-link *fence* or orange plastic *fence* fastened to steel stakes/posts driven securely into the ground shall be required in order to discourage easy movement.

c. Any deviation from the tree fencing methods listed above must be authorized in writing by the *city manager* in advance.

3. Shall keep the protective fencing in place until the *City* authorizes the removal or issues a final certificate of occupancy, whichever occurs first.

4. Shall ensure that any landscaping done within the root protection zone subsequent to the removal of the *fence* shall not disturb existing *trees* including roots within the *CRZ*.

C. Placing Materials Near *Tree*. During *development*, no individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, may conduct any activity within the TPF of any *tree* designated to remain, except as specified in this section.

D. Attachments to *Trees*. During *development*, no individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, shall attach any object to any *tree* designated for protection.

E. Grade.

1. The grade shall not be filled or cut within the *CRZ* of any *tree* designated to remain without prior review by a *qualified tree protection professional* and advance, written approval from the *city manager*.

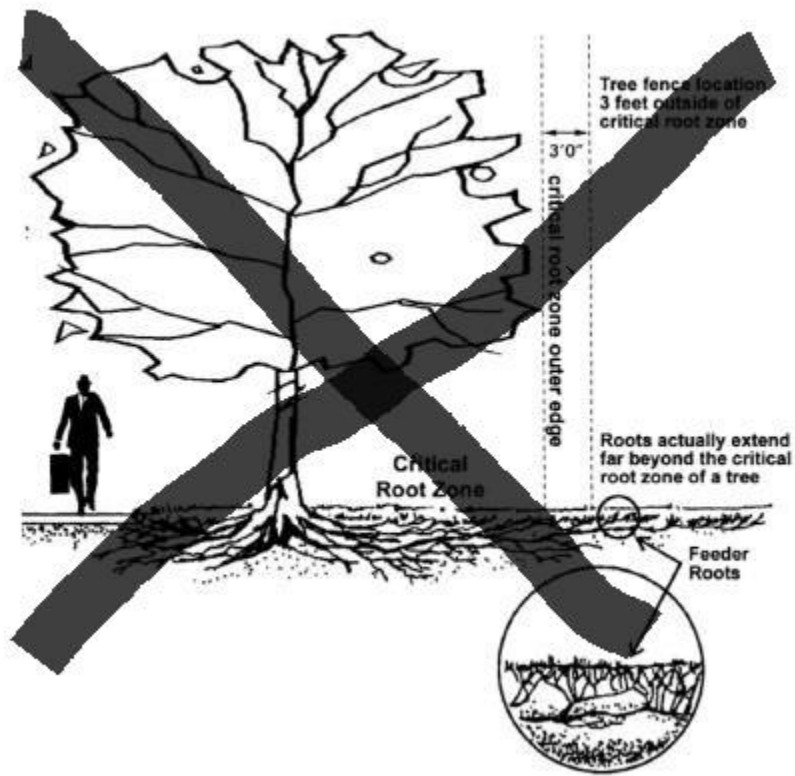
2. The *applicant* shall not install an *impervious surface* within the protective barrier of any *tree* designated to remain without the advance, written authorization of the *city manager*.

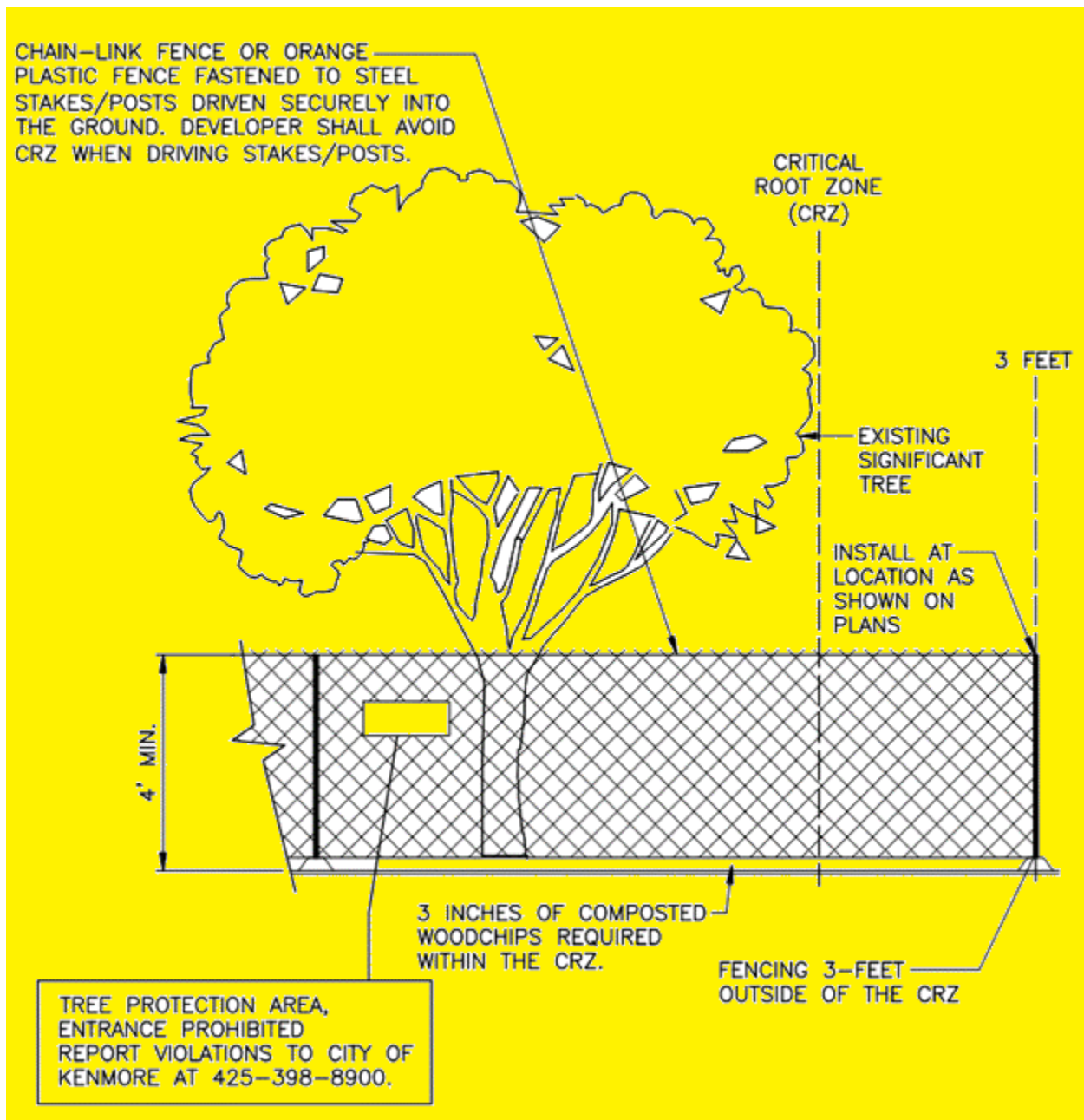
3. To the greatest extent practical, utility trenches shall be located outside of the root protection zone of *trees* to be retained. Boring or tunneling under the *CRZ* may be considered an alternative, but shall require the advance, written approval of the *city manager*.

4. *Trees* and other *vegetation* to be retained shall be protected from *erosion* and *sedimentation*.

F. Additional Requirements. The *city manager* may require additional tree protection measures which are consistent with accepted urban forestry practices.

Figure 18.57.090A Critical Root Zone.





This section shows a cross-section of the typical root zone for a *deciduous tree*. Eighty-five percent of the *tree's* roots are within the top 18 inches of the soil. Roots typically spread up to two times the height of the *tree* and sometimes more. However, the critical mass of roots is usually found within the *critical root zone*. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.100 Post-construction replacement, financial guarantee and maintenance requirements.

A. Replace Damaged, Dead, or Dying *Trees*. Replacement *trees* or *groves* that are damaged or die within a period of three years after planting or transplanting must be replaced in kind at a ratio of one-to-one within six months of the *tree's* death or the date of discovery of the damage. Existing *trees* that are damaged or die within a period of three years after completion of construction activities and as a cause of construction activities as determined by a *qualified tree protection professional* shall be replaced in kind at a ratio of two-to-one within six months of the *tree's* death or date of discovery of the damage.

B. Replacement *Tree* Quality. Replacement *trees* shall conform to the American Standards for Nursery Stock, ANSI.

C. *Tree* Maintenance. All *trees* shall be maintained in accordance with International Society of Arboriculture guidelines and standards.

D. *Financial Guarantee* Required. A *financial guarantee* as defined and regulated under KMC Title [21](#) shall be required as a mechanism to cover any potential cost associated with replacing dead or dying replacement or existing *trees* required to satisfy tree unit requirements per this section.

1. A *financial guarantee* shall be required for all plans requiring 15 or more tree units.

2. Calculation of the amount of the *financial guarantee* shall be computed based upon equivalent tree replacement value for all replacement and existing *trees* on the property as determined by a *qualified tree protection professional* using the most recent edition of the Guide for Plant Appraisal published by the International Society of Arboriculture, in collaboration with the Council of Tree and Landscape Appraisers. Fair market value shall be posted. Fair market value includes the value of the *tree(s)*, installation, and maintenance until establishment that would be required to compensate for the *trees* that could be lost.

3. The *financial guarantee* period for maintenance shall be three years, plus an additional 60 days.

4. Release of *Financial Guarantee*.

- a. Upon successful tree replacement and establishment as determined by the written approval of the *City* and consistent with Chapter [21.15](#) KMC, the *financial guarantee* required by this section shall be released.

- b. The *City*, in its discretion, may release a *financial guarantee* under this section when fee simple title is transferred. The *City* may condition the release of the existing *financial guarantee* upon establishment of a new *financial guarantee* by

the new owner in fee simple. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

18.57.110 Penalties, enforcement.

A. Civil Penalty. Any violation of any provision of this chapter constitutes a civil violation under Chapter [1.15](#) KMC, and is subject to the enforcement procedures of Chapter [1.20](#) KMC; provided, however, that an individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, who removes any *tree* in violation of this chapter shall be assessed the following civil penalty:

An individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, removing a *tree* in violation of this chapter shall be assessed a monetary penalty of up to \$2,000 per inch in *diameter at breast height* (d.b.h.) of the *tree* removed. For example, the monetary penalty for a 20-inch d.b.h. *tree* removed results in a maximum penalty of \$40,000. In no case shall the penalty be reduced to an amount less than \$500.00 for each violation found committed. The extent of the penalty shall be determined by the *city manager* in consideration of reasonable factors. Monetary penalties shall increase with each violation. The *city manager* is authorized to adopt policies setting forth the reasonable factors for consideration under this subsection. **This section shall not apply to the removal of exceptional trees, which penalties are set forth in KMC 18.57.063.**

B. Criminal Penalty. In addition to or as an alternative to incurring civil liability under this section, an individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, who violates any provisions of this chapter shall be guilty of a misdemeanor and subject to the criminal penalties set forth in Chapter [1.15](#) KMC, and shall be subject to the procedures of the *City's* criminal code, KMC Title [9](#).

C. Separate Offense. Every individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated, violating any provision of this chapter is guilty of a separate offense for each and every day during any portion of which the violation is committed, continued or permitted by any such individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, or agency of any governmental unit, however designated. [Ord. 22-0547 § 4 (Exh. B(II)); Ord. 11-0329 § 3 (Exh. 1).]

EXHIBIT C TO ORD. 23-0593

I. Section 19.25.020 of the Kenmore Municipal Code is amended to read as follows:

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 ²	Decision by <i>city manager</i> ; no administrative appeal	Building; demolition; moving; engineering; clearing and grading; sign; change of use and/or classification under KMC Title 15 ; accessory dwelling unit; home occupation; boundary line adjustment; right-of-way; street standards variance; adjustment under Chapter 13.35 KMC; shoreline exemption; temporary use; binding site plan; preliminary subdivision or short subdivision revision if not a substantial change; short plat alteration if not a substantial change; affordable housing project as described in KMC 18.77.060 (A).
TYPE 2	Decision by <i>city manager</i> ; appealable to <i>hearing examiner</i> ; no further administrative appeal ^{1, 5}	Home industry; short subdivision; preliminary short subdivision revision; short plat alteration; zoning variance; conditional use permit; shoreline substantial development permit; shoreline variance; shoreline conditional use permit; site plan review for uses allowed by zone; wireless communication facility minor adjustment under Chapter 18.60 KMC; approval of residential density incentives under KMC 18.80.060 (A)(2) or transfer of development credits under KMC 18.80.090 (A); reuse of public schools; reasonable use exceptions under KMC 18.55.180 ; public agency and utility exceptions under KMC 18.55.160 ; other critical areas exceptions, variances and decisions to require studies or to approve, condition or deny a development proposal based on Chapter 18.55 KMC; <u>variances to exceptional tree regulations as set forth in KMC 18.57.063.</u>

TYPE 3	Recommendation by <i>city manager</i> ; hearing and decision by <i>hearing examiner</i> ; appealable directly to King County superior court, pursuant to Chapter 36.70C RCW, the Land Use Petition Act, on the record	Preliminary subdivision; plat alteration; preliminary subdivision revision; special use; wireless communication facility major adjustment under Chapter 18.60 KMC.
TYPE 4	Recommendation by <i>city manager</i> ; hearing and recommendation by <i>hearing examiner</i> ; decision by city council on the record	Zone <i>reclassification</i> not related to a <i>site-specific comprehensive plan land use map amendment</i> ³ ; shoreline environment redesignation; plat vacation; short plat vacation; site plan review for uses not allowed by zone pursuant to Chapter 18.105 KMC; master plans other than those required in order to obtain a <i>comprehensive plan</i> amendment or related zoning map or text amendment.
TYPE 5	Hearing and recommendation by planning commission or other city council-appointed advisory body ⁴ ; decision by city council on the record. Appealable to Growth Management Hearings Board pursuant to Chapter 36.70A 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 18.120 KMC.

¹ All shoreline permits, including shoreline variances and conditional uses, are appealable to the State Shorelines Hearings Board and not to the *hearing examiner*.

² Type 1 land use decisions that are not categorically exempt from environmental review under Chapter [43.21C](#) RCW (State Environmental Policy Act) shall provide a notice of application per KMC [19.25.060](#) and a notice of decision per KMC [19.25.090](#). The notice of decision may be a copy of the permit.

³ Approvals that are consistent with the *comprehensive plan* may be considered by the city council at any time. Zone *reclassifications* that are not consistent with the *comprehensive plan* land use map require a *site-specific comprehensive plan land use map amendment* and the city council's hearing, and consideration shall be considered a Type 5 land use decision and scheduled with the amendment to the *comprehensive plan* under Chapter [19.20](#) KMC.

⁴ If the proposal is being considered as part of the annual *docket* work program as described in Chapter [19.20](#) KMC. If the proposal is not part of the annual *docket*, the city council conducts the public participation process and makes the decision on the record.

⁵ Decisions on shoreline variance and shoreline conditional use permits require approval by the Department of Ecology.

[Ord. 21-0521 § 3 (Exh. B); Ord. 19-0481 § 2 (Exh. A); Ord. 16-0426 § 8 (Att. F); Ord. 12-0334 § 18; Ord. 11-0329 § 3 (Exh. 1).]

Local Food | Healthy Forests | Clean Water | Better Ground

Funded by King Conservation District, PlanIT Geo used high-resolution aerial imagery from the USDA's National Agriculture Imagery Program (NAIP) to map and measure current tree canopy and possible planting areas and to quantify changes in canopy in Kenmore. The results and metrics were then analyzed by watershed, zoning, and census block. This information will be used to aid the City's decision-making around land use planning, community development, and urban forest management.

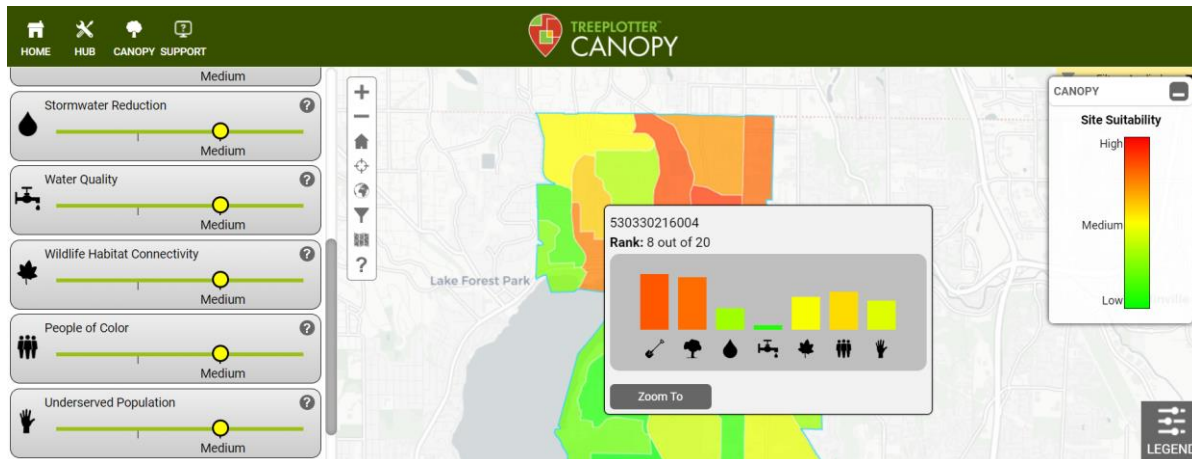
In particular, Kenmore wanted to explore how their tree canopy had changed since their first assessment was done in 2017. Results show that the City has gained 204 acres of tree canopy, representing a positive change of 5%.

UTC Change Metrics by City Boundary

Kenmore	Total Area (Acres)	Land Area (Acres)	UTC 2017 (Acres)	UTC 2017 (%)	UTC 2021 (Acres)	UTC 2021 (%)	UTC Change 2017-2021 (Acres)	Raw Change (%)	Relative Change (%)
	4,017	3,900	1,586	41%	1,790	46%	204	5%	13%

Increases were noted across all zoning categories – with the exception of neighborhood business. The analysis also revealed that there is still room to plant more trees in Kenmore. The study estimates that 22% of Kenmore is potential planting area – while 33% is unsuitable. Recommended zoning to concentrate on are R-1 residential, golf course, R-6 residential and R-4 residential.

With the data provided by PlanIT Geo, tree canopy and planting opportunities can also be analyzed by census block prioritized by factors such as income, habitat connectivity, or stormwater reduction. GIS layers were provided to the City of Kenmore but a visualization of Kenmore's tree canopy and possible planting areas is also available online at: <https://pg-cloud.com/KingCD-Cities/>





Date: September 10, 2021
To: Kenmore City Council
From: Garrett Oppenheim, Policy Analysis Intern
Re: Exceptional Tree Protections

I. Introduction

A. Context

At the City Council meeting on April 19, 2021, Bryan Hampson and Samantha Loyuk presented a summary of Kenmore's tree regulations including potential code amendments to further protect, preserve, and enhance Kenmore's urban forest. The presentation included a list of short-term and long-term action items, labelled List 1 and List 2.

List 1 was composed of five recommendations that could be accomplished this year, including changing the definition of "significant tree" so it includes smaller diameter at breast height (DBH) trees, revising tree retention requirements so certain "nuisance species" (i.e., cottonwood and alder) do not receive credit for retention, codifying the tree removal application process for existing single-family residences, updating the removal penalty language for consistency, and shortening the validity period for tree removal permits so replacement trees get into the ground faster.

List 2 was composed of more long-term items and consisted of increasing the tree density requirement for new development, decreasing yearly allowances for single-family tree removal, always requiring replacement of removed trees, establishing maximum floor area ratios to limit the size of single-family residences, creating a tree fund for instances where replacement is infeasible that would potentially include a tree rebate program for planting trees on single-family lots, and establishing an exceptional tree program. I was hired as an intern to research the final two items, exceptional tree ordinances and tree rebate programs, and draft policy papers on each.

B. Background

Big trees are invaluable to the environment. The big trees native to the Pacific Northwest like Douglas firs, western hemlocks, and western red cedars are the best in the world at storing carbon and they actually get better at doing it as they age and grow bigger.ⁱ In fact, some large trees seem to add "the carbon mass equivalent of an entire smaller tree each year."ⁱⁱ

Beyond helping fight climate change by removing greenhouse gases from the atmosphere and storing them, trees provide myriad benefits to our health, the environment, and society. Large trees increase property values, lower energy costs by regulating microclimates, clean local water, and even lead to better health outcomes for people.ⁱⁱⁱ And yet, despite the benefits trees, and in particular big trees, provide, the United States lost about 175,000 acres of tree cover, about 36

million trees, per year from urban and community areas between 2009 and 2014.^{iv} In that same period, Washington State lost 3,350 acres per year of urban and community tree cover.^v

To combat the decline in large trees, eleven Washington cities – Bainbridge Island, Bonney Lake, DuPont, Duvall, Lake Forest Park, Mercer Island, North Bend, Redmond, Seattle, Tacoma, and Woodway - have implemented protections for large trees, codified in exceptional tree ordinances. This report will explore, among other aspects, how these ordinances work, their commonalities and differences, and their effectiveness in preserving large trees.

While most cities refer to their protected trees as “exceptional trees,” Bainbridge Island, DuPont, and Redmond call their protected trees “landmark trees.” For the sake of simplicity, except in the Definitions section in this report, I will refer to all protected trees as “exceptional trees” irrespective of what individual cities call them.

Some cities list out species they protect when they reach a certain size while others give their city officials discretion whether to protect trees or not. Some cities apply their ordinances across the board to protect all exceptional trees in their jurisdiction while others apply only to new developments. All cities have carved out exceptions that allow for the removal of exceptional trees under certain circumstances. And some other cities rely on protection schemes called heritage tree programs that are voluntary on the part of property owners and require their consent to protect and preserve large trees.

The acronym DBH will appear multiple times within this report. It means diameter at breast height and refers to a tree’s width at four and one-half feet above the ground and is generally the place at which trees are measured to determine if their size meets the criteria for protection. The term caliper is synonymous with DBH.

C. Recommendation

It is recommended that the establishment of an exceptional tree ordinance be considered in the context of the recommendations that will come out of 1) the Climate Action Plan (CAP), which will likely produce a long list of potential new programs, and 2) the code amendment work plan dockets for future years, as discussed at the City Council’s annual retreat.

Several cities in Washington State have successfully implemented unique versions of an exceptional tree ordinance which have proven effective at preserving large trees. If Kenmore is to join these cities and enact its own exceptional tree ordinance, there are several issues that must be considered beforehand and it will take considerable staff time in the short term to do the research for and draft an exceptional tree ordinance appropriate for Kenmore.

First and foremost among those considerations is to decide what trees Kenmore wants to preserve. That can mean making a list of protected species like Seattle, DuPont, Duvall, Lake Forest Park, Mercer Island, and North Bend have done. Such a list will also require determining at what threshold sizes to protect each species. As Appendix B makes clear, different cities have chosen a variety of sizes at which to begin protections; for example, in Seattle and Mercer Island, an Oregon white oak with a six-inch DBH is an exceptional tree but in DuPont its DBH must be 24 inches to be protected and in no other city does it even warrant exceptional status. If Kenmore

wants to protect all large trees it can emulate Bonney Lake and Redmond where all trees with a DBH greater than 30 inches are exceptional, but that protection might miss some species whose specimens never reach that size and other cities protect at much smaller diameters, such as the Madrone and Pacific yew. Kenmore could also choose to follow the model set by Woodway and leave it to the discretion of city staff whether or not a particular tree is deserving of exceptional status but that of course leaves to fate whether the staff are tree-loving conservationists, heavily in favor of development, or somewhere else on the spectrum.

Once it has been established what trees to protect, the City must determine what protection means. The protection may simply prioritize exceptional trees for retention on development sites or it may bar their removal entirely. It can go even farther than that, emulating Bonney Lake's prevention of any harm at all that might injure or deface an exceptional tree.

The Council will have to decide further what exceptions will apply. Current regulations allow Kenmore residents to remove two or more large trees from their property, based on its size, and can either remain in place or be modified so that only significant trees that are not also exceptional trees may be removed. The ordinance could be applicable only to new developments to prohibit clear-cutting. Other common exceptions allow for removal of hazardous, dead, and dying exceptional trees and reasonable economic use of property, though they vary in the details. Where it provides for exceptions, the Council will further have to determine whether to require the planting of replacement trees, and if so, how many.

Suitable penalties must be established for violations of the ordinance. These can range from forcing the violator to plant replacement trees to fines that can be either consistent per violation or equal the appraised value of the removed tree.

Finally, the Council must acknowledge that the local context may result in unintended consequences that could force it to reevaluate the ordinance, its effectiveness, and its impact on both development and local livelihoods.

It is important to understand that an exceptional tree ordinance is not a panacea that, once implemented, prevents any big trees from coming down. Cities that have such ordinances in place already still see the removal of large trees. It is one tool in the regulatory toolbox but it is not a perfect one. Other tools in the toolbox include the actions on List 1 that will be implemented this Fall and they may well prove effective on their own and forego the need for an exceptional tree ordinance.

II. Current Kenmore Tree Protections

Kenmore's current tree regulations do not grant extra protection to large trees. The Code defines "significant trees" at KMC 18.20.2730 as "an existing healthy tree that is not a hazard tree (i.e., a tree that does not have a high probability of imminently falling due to a debilitating disease or structural defect) and that, when measured four and one-half feet above grade, has a minimum diameter of:

- A. Eight inches for evergreen trees; or
- B. Twelve inches for deciduous trees."

KMC 15.25.070 permits Kenmore property owners to remove significant trees from property containing a single family residence based on the size of the property so long as the trees to be removed are not located in a critical area, shoreline, buffer, native growth area, or wildlife protection zone and have not been previously designated for protection. The owner of a typical single family lot, up to 10,000 square feet, can remove two significant trees per year without a permit.

Table 1

Single Family Residence Lot Size	Number of Significant Trees That Can Be Removed Each Year Without a Permit
Up to 10,000 sq. ft.	2
10,001 – 20,000 sq. ft.	4
20,001 – 30,000 sq. ft.	6
More than 30,000 sq. ft.	8

Source: Kenmore Municipal Code 15.25.070(B)(2)

In terms of development, KMC 18.57.060 requires a minimum tree density of 30 tree units per acre of buildable area, to be made up of either existing trees already present on the land, replacement trees, or a combination of the two. Tree units are not equivalent to trees but are determined based on conversions found in KMC Table 18.57.060A. The City works with developers through all stages of development and construction to ensure the retention and protection of sufficient trees, but for a number of reasons, many, and in some cases, all trees are removed from development sites. Trees may be removed because the space they occupy is needed for roadways, sidewalks, drainage areas, fire access, utilities, or building setbacks. They may be removed because they are not viable. They may be removed because the size or shape of the lot would prevent construction if they remained. Oftentimes, even after replacement trees have been planted, developed sites look like there are no trees present because the replacement trees are often much smaller or are located in backyards, hidden from public view.

III. Defining Exceptional Trees

Eleven cities in Washington do grant additional protection to certain trees, usually based on their size. Most of the ten protect only specific species that have reached threshold sizes while others do not differentiate and protect all trees of a certain size. One city provides for subjective protection at the discretion of its Director of Public Works and a final city limits its protection to trees in specific environmentally important areas.

A. Specific Species Protected

Bainbridge Island, DuPont, Duvall, Lake Forest Park, Mercer Island, North Bend, and Seattle all have lists of tree species that become exceptional when they reach a specified size, noted as a diameter at breast height (DBH), 4.5 feet above the ground. For a list of all protected species and the threshold sizes required for protection, see Section XVI.

1. Bainbridge Island

Bainbridge Island calls the trees it protects “landmark trees,” defined at Bainbridge Island Municipal Code 16.32.010(C) as “trees, located on Bainbridge Island, that are unique because of their age, size, species, historical significance, or aesthetic quality and meet the criteria.” Those

criteria are found at BIMC 16.32.020 in a table listing protected tree species and the threshold sizes for protection. So long as a tree meets the size requirements, the city considers them landmark trees, whether they meet any of the more subjective criteria or not.

2. DuPont

DuPont protects what it terms “landmark trees,” defined at Section 25.10.120.005 of the DuPont Municipal Code as healthy, well-formed specimens of seven tree species – Oregon white oak, Pacific yew, madrona, Douglas fir, western red cedar, western hemlock, and big leaf maple – that have reached specified threshold sizes.

3. Duvall, Lake Forest Park, and North Bend

Duvall, Lake Forest Park, and North Bend use identical language to define exceptional trees: viable trees worthy of long-term retention due to a “unique combination of size and species, age, location, and health.” (The respective definitions are found at DMC 14.40.120, LFPMC 16.14.030, and NBMC 19.10.020). The criteria trees must meet are also identical, but for the language directing the reader to the location in the Code where protected species are found.

The tree must exhibit healthful vigor, not be a significant risk to utilities and structures, have no visual structural defects that cannot be mitigated, and “be expected to remain viable with reasonable and prudent management and care.”

Duvall protects 21 native western Washington species, selected by a committee of tree experts based on what other jurisdictions had protected and the best available science (DMC Table 14.40.120.1). Lake Forest Park protects seven species at LFPMC 16.14.030 Table 1.

Based on consultation with an arborist, North Bend protects nine species (NBMC 19.10.020(22)) and has an added provision that protects homestead trees planted many years ago that the city arborist determines to be unique in character, size, or form (NBMC 19.10.020(22)(f)).

4. Mercer Island

Mercer Island’s definition of exceptional trees is found at MIMC 19.16.010: “A tree or group of trees that because of its unique historical, ecological, or aesthetic value constitutes an important community resource. An exceptional tree is a tree that is rare or exceptional by virtue of its size, species, condition, cultural/historic importance, age, and/or contribution as part of a tree grove. Trees with a diameter of more than 36 inches, or with a diameter that is equal to or greater than the diameter listed in the Exceptional Tree Table, are considered exceptional trees[.]” The table lists 23 protected native species of trees and 45 non-native species with threshold diameters at breast height ranging from 6 inches to 30 inches depending on species (MIMC 19.16.010).

5. Seattle

Director’s Rule 16-2008 clarified the definition of exceptional trees found at **Seattle** Municipal Code 25.11.020, “a tree or group of trees that because of its unique historical, ecological, or aesthetic value constitutes an important community resource, and is deemed as such by the Director according to standards promulgated by the Seattle Department of Construction and Inspections.” The Rule contains a table of dozens of native and non-native tree species and their

associated threshold sizes required to be classified as exceptional, ranging from as small as six inches to as large as two and a half feet

B. All Large Trees Protected

1. Bonney Lake

The **Bonney Lake** Municipal Code defines exceptional trees located at Section 16.60.030(F)(10) as any tree with a DBH of 30 inches or greater, although it specifically excludes fast-growing and easily replaceable cottonwoods and alders unless they are found in a critical area. While the ordinance does not name them, its intent is to protect large specimens of three species of slow-growing, difficult to replace trees that predominate in undeveloped areas: Douglas firs, big leaf maples, and red leaf cedars.

2. Redmond

Redmond does not protect any specific species, choosing to define what its Code calls “landmark trees” at RMC 20A.20.120 as healthy trees with DBH over thirty inches or any particularly impressive or unusual tree in terms of “size, shape, age, historical significance or any other trait that epitomizes the character of the species.”

C. Discretion of City Officials

1. Woodway

Woodway defines an exceptional tree at WMC 16.12.020 as one that the Director of Public Works has determined worthy of long-term retention because it has a “unique combination of size, species, age, location, and health.” Under the Woodway definition, no specific species are protected, but rather the Director has discretion to deem any tree exceptional except for five enumerated species: red alders, laurel trees, English holly, Leyland cypress, and non-native cultivated fruit trees (WMC 16.12.050(A)).

Woodway decided not to protect specific species at threshold sizes like some cities do in order to save staff time. The discretion granted to the Director prevents the three staff members – the Director and two other Public Works employees – from having to go into the field to measure every single potential exceptional tree to determine what must be preserved; instead, the Director need only look at them and decide in his or her discretion whether they are exceptional trees or not.

D. Exceptional Trees Protected in Biodiversity Areas Only

1. Tacoma

Generally speaking, **Tacoma** does not protect exceptional trees, but in the Critical Areas Preservation section of its Code, implemented on June 26, 2018, the city does protect them in biodiversity areas and corridors. For the purposes of Tacoma’s municipal code, a biodiversity area, defined at TMC 13.01.110.B, is one containing diverse native vegetation composed of a “mosaic of habitats and microhabitats” and “areas with rare or uncommon plant species and associations designated by the City or identified by Federal and State agencies such as the Department of Natural Resources Heritage Program.” Biodiversity corridors, defined in the same chapter, are “relatively undisturbed and unbroken tracts of vegetation that connect Biodiversity Areas, other Priority Habitat and Critical Areas, including shorelines and serve to protect those areas and allow movement of common urban species.” TMC 13.11.510(B)(1)(b) requires a

minimum size of two acres for a biodiversity area and states that the only areas that cannot be classified as such are those “already developed with legally established, pre-existing uses which serve to eliminate or greatly reduce the propensity of wildlife to use the area as habitat or a corridor.” As such, a biodiversity area can include residential properties.

TMC 13.11.550(E)(1)(c) specifically protects exceptional trees within or affecting biodiversity areas and corridors with an explicit command to “retain exceptional trees,” noting that all “Conifers and Madrone are considered exceptional trees.” TMC 13.11.550(E)(1)(c)(2) further defines exceptional trees as those constituting an important community resource due to unique historical, ecological, or aesthetic value, allowing for trees other than conifers and madrone to be designated exceptional.

IV. Protection Granted

In many cities, the protection granted prohibits removal of exceptional trees, although exceptions, which will be detailed later in Section VI, are always provided for. **Bainbridge Island** bars the removal of exceptional trees by any “person, corporation, or other legal entity” without approval from the planning director, which will be explored in Section VI below (BIMC 16.32.030(A)). **Duvall** Municipal Code 14.40.025 and **North Bend** Municipal Code 19.10.093(E) state that “removal of exceptional trees shall not be allowed, except in [limited] circumstances.” **Lake Forest Park** Municipal Code 16.14.060(B) says that “Removal of viable exceptional trees [...] is prohibited.” **Redmond** Municipal Code 20D.80.20-070(3)(c) proclaims that “[Exceptional]¹ trees shall not be removed unless an exception has been applied for and granted.” **Seattle** Municipal Code 25.11.040(A)(2-3) prohibits, subject to exceptions in the preceding chapter, removal of exceptional trees on undeveloped lots and lots in areas with specific zoning requirements.

The protections granted to trees by these ordinances can extend beyond merely preventing removal. In **Bonney Lake**, BLMC 16.64.020(A) prevents anything that destroys, injures, or defaces exceptional trees, including pouring toxic material near them, posting signs on them, burning near their bases, and cutting their bark or branches.

Not all cities’ exceptional tree ordinances offer such strongly-worded protections. **Mercer Island** prioritizes exceptional trees for protection (MIMC 19.10.010(C)(2), 19.10.060(A)(2)(b)(ii)(a)). The protection provisions in **Woodway** do not allow removal of exceptional trees for routine property maintenance (WMC 16.12.150(E)(4)) or for development (WMC 16.12.170(I)(2)(e)) without a resolution by agreement or a tree management plan, both of which will be discussed in Section VI under Permits. The protection granted to exceptional trees in **Tacoma**, found at TMC 13.11.550(E)(1)(c), applies only to trees located in biodiversity areas and merely reads “Retain exceptional trees.”

V. Application

Cities differ with regard to whether their exceptional tree ordinances are applicable to everyone in the municipality or only to new developments. Most cities apply the ordinance to homeowners and developers but some cities allow homeowners to remove exceptional trees from their property,

¹ Redmond calls such trees “landmark trees” in its Code.

A. Universal Application

Bainbridge Island applies its ordinance to all property owners but also has regulations similar to Kenmore's that allow for homeowners with properties up to an acre in size to remove up to three significant trees each year without a permit. Exceptional trees cannot be removed but the city is aware that homeowners may inadvertently remove an exceptional tree under these provisions.

Bonney Lake makes its ordinance applicable to both homeowners and developers but provides an exception for homeowners to remove an exceptional tree that has become a hazard without a permit if a certified arborist provides a report that the tree is of "high" or "extreme high" risk and no mitigation methods will alleviate that risk.

By the letter of the law, the exceptional tree ordinance in **DuPont** applies only to new development projects (DMC 25.120.020) but, according to the city's community development director who administers the ordinance, it is also applicable to homeowners because they must go through the permitting process to remove trees and are held to the standards of the ordinance.

Lake Forest Park requires a Major Trees Permit to remove any tree with a DBH greater than 24 inches. Upon application for the permit, city staff visit the site to inspect the tree and, if it is an exceptional tree, the city denies the permit. It is also possible in Lake Forest Park for one resident to report another to the city for illegal cutting, instigating an immediate investigation and potential penalties.

Redmond, Seattle, and Woodway protect exceptional trees across the board from removal by both homeowners and developers. **Tacoma** likewise protects against removal so long as the tree is located in a biodiversity area or corridor.

B. Different Standards for Homeowners and Developers

There has not yet been an instance of an exceptional tree removal in **Duvall** since implementation of the ordinance but the city would hold developers and homeowners to different standards. A developer found removing an exceptional tree would face a fine but only mitigation would be required of a homeowner.

Mercer Island requires homeowners to get permits to remove trees with a DBH greater than ten inches and allows homeowners to remove exceptional trees from their property. While there is no limit to the number a homeowner may remove, there are mitigation requirements that can make removal prohibitive; each exceptional tree must either be replaced by six new trees or, if there is insufficient room on the property to meet replacement requirements, the property owner must make a payment in lieu under MIMC 19.10.070(C). In critical areas, exceptional trees can only be removed if they are hazardous.

Developers in Mercer Island, on the other hand, must preserve all exceptional trees with a DBH greater than 24 inches under MIMC 19.10.060(3) and commission an arborist's report to verify that the root system is not negatively impacted. Further protection of trees is granted by means of the development permit application review looking at the preceding five years for tree removal and the permit preventing it for five years after development.

Homeowners in **North Bend** have a categorical exemption in NBMC 19.10.040(B)(5) to remove up to ten trees per year from their property without a permit with only two limitations, trees in a designated native growth easement or within 150 feet of a critical area cannot be removed. As such, the exceptional tree ordinance there is applicable only to developers.

VI. Exceptions and Mitigation

No jurisdiction has a complete ban on the removal of exceptional trees. The various exceptions provided for include reasonable use of property, hazardous trees, access, subdivisions, protection of other exceptional trees, and permit systems. In most instances for which exceptions are made, mitigation is required in the form of planting replacement trees.

This section will not explore cities that do not apply their ordinances to homeowners because those were detailed in Section V above.

A. Exceptions

1. Reasonable Use

When a State eliminates all economically valuable use of land it engages in a “taking” of property and must compensate the land’s owner.^{vi} As such, cities provide exceptions to their bans on removing exceptional trees when preservation would deny any reasonable use of the property.

The first exception for which the **Bainbridge Island** planning director shall approve a request to remove an exceptional tree is that “removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible” (BIMC 16.32.030(D)(1)).

Duvall at DMC 14.40.025(A)(4) and **North Bend** at NBMC 19.10.093(E)(1)(d) use the exact same language to say that exceptional trees can be removed in instances where the property owner can show the infeasibility of all on-site alternative designs that would result in less impact to the exceptional trees, including reduction in “size, scope, configuration, or density.”

In cases where “application of [the exceptional tree ordinance] will prevent any reasonable economic use of the owner’s property” **Lake Forest Park**, LFPMC 16.14.100(A) allows the property owner to apply to the planning department to be exempted from the ordinance’s requirements. LFPMC 16.14.100(C) lays out the criteria for receiving an exemption: following the ordinance would “deny all reasonable economic use of the property,” no other reasonable use exists that would have less impact, and the proposed development “is the minimum necessary to allow for reasonable economic use of the property.”

Tacoma grants a reasonable use exception at TMC 13.11.240(B) when application of the code’s preservation standards would “deny all reasonable economic use of the property.” Even under circumstances where no other reasonable economic use exists, subsection (3) requires the development “will be mitigated to the maximum practical extent and result in minimum feasible alteration or impairment of functional characteristics of the site.” In practice, this means the first goal is to avoid impact in critical areas, but where that is impossible, the goal becomes to minimize damage and mitigate what’s done through tree replacement.

Mercer Island, at MIMC 19.10.060(A)(3)(b) is less explicit about the reasoning behind the exception but allows removal of exceptional trees when retaining them would limit the constructable area to less than 85% of the maximum, as defined elsewhere in the Code. **Seattle** utilizes a similar mechanism to allow for the removal of exceptional trees from residential small lots at SMC 25.11.060(A)(1)(a) where the maximum allowable lot coverage cannot be achieved without extending into the tree's protected area and SMC 25.11.060(A)(1)(b) where retention of an exceptional tree would result in part of a house being less than fifteen feet wide, and in lowrise zones at SMC 25.11.070(A)(2) if retention would prevent reaching a certain floor area.

At RMC 20D.80.20-090, **Redmond** lays out the criteria that must be addressed in a property owner's application in order to be allowed to remove exceptional trees. Those criteria, found in subsections (1)(a)(i-ii), are that either special circumstances exist with regard "to the size, shape, topography, location, or surroundings of the subject property" or strict adherence to the ordinance would "jeopardize reasonable use of property."

2. Hazardous, Dead, and Dying Trees

Every city, with one possible exception, allows for exceptional trees to be removed if they are hazardous, dead, or dying.² There is some variation between cities with regard to how the exception is written, whether as part of the definition of an exceptional tree or as a distinct provision, the process for hazardous tree removal, the definition of the term "hazard," and what must be left behind.

At BIMC 16.32.030(D)(3), **Bainbridge Island's** planning director may allow for removal of exceptional trees that are "diseased, or otherwise determined to be a hazardous tree as determined by a qualified professional."

Part of the definition of an exceptional tree in **Duvall**, **Lake Forest Park**, and **North Bend** (see DMC 14.40.120, LFPMC 16.14.030, NBMC 19.10.020(22)(c)) is that the tree must be viable and "not be considered a significant risk in regard to existing utilities and structures as evaluated per the tree risk assessment[.]"

Most cities require that before removing a potentially hazardous tree, the city must provide written authorization (see, for instance, **Bonney Lake** Municipal Code 16.64.040(A); **DuPont** Municipal Code 25.120.030(8); **Duvall** Municipal Code 14.40.025(A)(1) referring to 14.40.110(A); **Seattle** Director's Rule 16-2008; and **Tacoma** Municipal Code 13.11.210(B)(11)) while others like **Woodway** allow immediate removal but require an application for a removal permit after the fact with proof that failure of the tree was likely imminent (Woodway Municipal Code 16.12.130(A) and 16.12.130(D)).

Cities take different approaches to defining what makes a tree hazardous. **Mercer Island** defines the term "hazardous tree" at MIMC 19.16.010 by referring to the rating system of the

² At RMC 20D.80.20-030(1) Redmond provides for the removal of significant trees that are "an immediate threat to public health, safety, or welfare" but at 20D.80.20-070(3)(c) clearly states that "Landmark trees shall not be removed unless an exception has been applied for and granted." None of the exceptions enumerated in RMC 20D.80.20 relate to trees being hazardous.

International Society of Arboricultural Hazard Tree Analysis for Urban Areas. **North Bend**, on the other hand, defines a “hazard tree” at NBMC 19.10.020(26) as a tree with a disease or defect that gives it “a high probability of failure.” **Seattle’s** Director’s Rule talks of allowing qualified professionals to make the determination. **Dupont** does not define the term at all.

In critical areas, **Bonney Lake** at BLMC 16.64.040 and **Tacoma** at TMC 13.11.210(B)(11) require that the cut pieces of the removed hazardous tree be left on site as wildlife habitat.

3. Access

Bainbridge Island will allow for an exceptional tree to be removed upon application under BIMC 16.32.030(D)/(2) if “removal is necessary to fulfill the terms of an easement or covenant recorded prior to the adoption of the” exceptional tree ordinance. The city would not allow for the creation of an easement today that contained exceptional trees, but would instead require finding a reasonable alternative.

Duvall and **North Bend** both grant an exception to remove exceptional trees where necessary to access developments. The provisions, found at DMC 14.40.025(3) and NBMC 19.10.093(E)(c) share language with regard to this exception. Both provide that where there are no other feasible alternatives, exceptional trees can be removed to provide access to private development sites. They both require that alternatives “shall be pursued to the maximum extent feasible.”

Duvall provides for an additional access-related exception at DMC 14.40.025(A)(2) where it is necessary to remove exceptional trees “necessary for public roads and bridges within existing public right of ways and other essential public facilities.” **DuPont**, likewise allows up to 30% of Oregon white oaks and up to 50% of all other exceptional trees to be removed to install a street right of way that is “integral to a neighborhood and cannot reasonably be moved,” at DMC 25.120.030(2).

4. Residential Lot Subdivisions

Bonney Lake at BLMC 16.64.070(D)(2) and **Mercer Island** at MIMC 19.10.060(A)(3)(c) provide for an exception to allow for removing an exceptional tree if retaining it would prevent creating a lot via subdivision, provided that the subdivision is otherwise allowed for in the Code.

5. Permits

Woodway has devised a unique permit system to allow property owners limited control over removing exceptional trees. WMC 16.12.150(E)(4) defines how many trees may be removed from a property each year depending on zoning and also states that exceptional trees can only be removed under an approved Resolution by Agreement or Tree Management Plan, two programs explained in greater detail in WMC 16.12.180 and 16.12.190.

First, the Resolution by Agreement, as described in WMC 16.12.180(A)(3), allows a property owner to enter into an agreement with the Director of Public Works to remove one exceptional tree every five years. While the Director has no discretion whether to enter a Resolution by Agreement with a property owner, in order to remove a single exceptional tree, the property owner must replace it with five trees similar in growth rate and canopy cover that must remain healthy and viable for a period of five years.

The limit of one such tree in a five-year period can only be exceeded by the second exception, the much more burdensome Tree Management Plan, explained at WMC 16.12.190(B). A Tree Management Plan is more burdensome to the property owner because the Director has more discretion to make additional demands on him or her such as requiring more replacement trees that remain healthy and viable for a longer period or altering construction plans to build on a less sensitive area of a lot. Additionally, the Director has the discretion whether to permit the Tree Management Plan at all. In general, most property owners considering a Tree Management Plan as an option to remove more than one exceptional tree rethink it and stick to a Resolution by Agreement that allows one removal per five years.

6. Protecting Other Exceptional Trees

DMC 25.120.040(8) in **DuPont** requires that Douglas firs be removed in some instances to ensure the survival of oaks, to which the ordinance grants special protections.

B. Mitigation

In general, when cities provide exceptions that allow for the removal of exceptional trees, they require replacement and oftentimes the replacement requirements are significant.

Bonney Lake imposes a draconian 9:1 replacement ratio on those who remove exceptional trees, under BLMC 16.64.080(A). BLMC 16.64.040(G) allows for a reduced 4.5:1 replacement ratio if the removed tree was a hazard tree.

Under MIMC 19.10.070, **Mercer Island** requires replacement at a burdensome rate of six new trees for every exceptional tree that is removed.

As detailed above in the discussion about permits, **Woodway** requires five replacement trees that must remain viable for five years under a Resolution by Agreement for removing a single exceptional tree and the Director of Public Works has discretion to demand more replacement trees and a longer viability period under a Tree Management Plan.

Lake Forest Park, at LFCMC 16.14.100(D), and **Duvall**, at DMC 14.40.025(B), both require replacement at a rate of three trees for every exceptional tree removed.

Redmond at RMC 20D.80.20-090(1)(c) requires replacement in accordance with the Tree Replacement provisions found at RMC 20D.80.20-080(1) and (5), namely that all significant trees removed must be replaced at a 1:1 ratio by two-and-one-half-inch caliper deciduous trees or evergreen trees six to eight feet tall.³ If the reasonable use exception grants the property owner the right to retain less than 35% of the standard, RMC 20D.80.20-090(b) requires replanting three replacement trees per exceptional tree removed.

³ Based on the definitions present in the Redmond Municipal Code, all exceptional trees are significant trees. RMC 20A.20.190 defines significant trees as healthy trees with a DBH of six inches or more. RMC 20A.20.120 defines exceptional trees (“landmark trees” in their terms) as a “healthy tree over thirty inches in diameter” or any particularly impressive or unusual tree in terms of “size, shape, age, historical significance or any other trait that epitomizes the character of the species.” As such, exceptional trees are significant trees with greater protections.

Seattle requires at SMC 25.11.090 that every exceptional tree with a DBH over two feet that is removed be replaced by at least one new tree whose size and species must be approved by the City with the expectation that when the tree is mature the canopy will be at least equal to what existed before.

Bainbridge Island requires mitigation at BIMC 16.32.030(E) only when exceptional trees are removed to enable reasonable use of the property. The replanting requirements, found at BIMC 16.32.030(E)(1-2), provide for multiplying the DBH of the removed trees by one-half and planting sufficient replacement trees such that the sum of their combined calipers equals or exceeds that figure. Alternatively, BIMC 16.32.030(F) allows for planting three replacement trees and paying into the Bainbridge Island tree fund \$500 per inch of replacement inch unaccounted for by the replacement trees.

Only a removed street tree must be replaced in **DuPont**, according to DMC 25.120.030(8).

When the removed exceptional trees are hazardous, the replacement requirements differ. Some cities require replacement of hazardous trees (see, for instance, **Duvall** Municipal Code 14.40.110(A)), whereas others may waive the replacement requirement entirely or in specific areas (see, for instance, **Seattle** Municipal Code 25.11.090(B) for an example of the former and **Woodway** Municipal Code 16.12.130(E) for the latter).

VII. Administration

A. Inventories of Exceptional Trees

Very few of the cities who have implemented exceptional tree ordinances maintain inventories or lists of all of the trees in their jurisdictions that meet the criteria for that designation. Most cities only learn about the existence of such trees upon the submission of development plans or tree removal permit applications which require property owners to disclose the trees that would be affected by development or removal. In North Bend, where the exceptional tree ordinance has been on the books since 2018, not a single exceptional tree has been discovered in the submission for property to be developed. Mercer Island keeps track of exceptional trees found in development applications, but there is no formal inventory. Bainbridge Island does not currently maintain an inventory of its exceptional trees but has plans to perhaps create one in the future.

The only cities that do maintain complete inventories of the exceptional trees in their municipalities are Dupont and Seattle.

1. **DuPont** made its initial inventory of exceptional trees about twenty years ago when Weyerhaeuser started its development there but it only tracks exceptional trees on public property and finds out about those on public property like other cities, when residents apply for tree removal permits.

2. **Seattle's** Department of Construction and Inspections includes a team of GIS Analysts who use ARCPro GIS to track all trees on private property in the city with a DBH of six inches or greater. Seattle tracks internally all trees that have been preserved, removed, and planted as part of mitigation and expects to make that information available to the public in the near future.

B. Staff Time

Staff resources are required to administer exceptional tree ordinances in every city that has implemented them. There is a large cost in staff time up front in researching and writing the ordinances. Administrators talked about having to spend time consulting with arborists to determine what tree species to protect and what the appropriate sizes would be. They spent significant amounts of time researching the ordinances other cities had passed before them to determine what would work for them and what would not. The administrator of **Ridgefield's** heritage tree ordinance estimated that it took at least 40 hours of staff time to set up and draft their ordinance, one that, as will be described below in Section XII, has not even been as effective as the drafters had hoped. In **Woodway**, it took three months of full time work to develop and craft the ordinance before taking it to their City Council.

Once the ordinance is up and running, the amount of time can vary. If the ordinance does not change the regulations very much then it will not take much time to administer, but if it does not change the Code much one must wonder why it was enacted. Where the ordinance does change the regulations significantly it can add an hour or more to the duties of staff each week in reviewing development proposals and permit applications.

VIII. Effectiveness

Every city that has implemented an exceptional tree ordinance has done so with similar goals in mind, namely, maintaining and increasing the tree canopy and preserving large trees. Subsidiary goals include preventing clearcutting by developers, increasing home values, and preserving the sylvan northwest characteristics of the region.

As many cities have implemented their exceptional tree ordinances in the last five years it remains too soon to say whether they have been effective in protecting more trees than they were beforehand and it will take further tree canopy analysis to make that determination. Such is the case in **Bonney Lake** and **North Bend**. **Duvall**, likewise, enacted their ordinance too recently to be certain of its success but typical five-acre development sites always turn up exceptional trees and the development plans that have been submitted since it took effect have shown that more trees are being preserved that would not have been previously.

Bainbridge Island is already looking at revisions to its exceptional tree ordinance only three years after implementation so it is likely falling short of the standard of effectiveness for which its original drafters had hoped.

Those cities who maintain that the exceptional tree ordinance has been an effective tool to preserve large trees and increase canopy include **DuPont**, **Lake Forest Park**, **Tacoma**, and **Woodway**.

IX. Development

A. Impact

Most cities report that the exceptional tree ordinances have had little to no negative impacts on development.

Duvall and **Woodway** have seen no negative impact on development. In **Lake Forest Park**, the decision to increase the size threshold for a tree to be protected compared to those used in Seattle prevented the ordinance from having a negative impact on development in the city.⁴ A city arborist in **North Bend** verifies all developers' tree plans to ensure no exceptional trees go unreported but none have yet been recorded on development sites there since its ordinance was implemented in 2018. It is possible that no exceptional trees have appeared on development sites in North Bend because in the wake of the ordinance being implemented developers have begun examining land more closely in advance to build only where there are no protected trees that they must retain.

Mercer Island saw a short-term negative impact on development in the wake of the ordinance's implementation but once developers figured out how to work with the new ordinance, they returned and development has increased over where it was prior to the enactment late in 2017.

Bainbridge Island has not had any slowdown in the submissions of building applications since implementing its exceptional tree ordinance and is unaware of any negative impacts the ordinance could have had on development.

Other cities such as **Redmond** and **Seattle** have not tracked whether the ordinance has impacted the development rate. Development in Redmond has remained strong. Too many other factors influence development in Seattle to say whether the exceptional tree protections have any impact on development, but many developers avoid lots with exceptional trees in low-density zones because they may require the investment of substantial amounts of money only to find out whether they can develop the site as they have planned, suggesting that there may be fewer development sites available than would be without the ordinance.

In **Bonney Lake**, where the exceptional tree ordinance was implemented in 2020, most of the development projects the city is working on were already submitted before enactment so it is too soon to say whether there will be any impacts from the exceptional tree ordinance.

Tacoma acknowledges that exceptional tree protection in biodiversity areas has made development more difficult in some instances such as when subdivisions of existing properties can be prevented when the new lot would not be developable due to the presence of biodiversity areas. Despite the impact on development, this was an intended consequence of the ordinance as the city intended to preserve biodiversity at the expense of some development.

B. Credits

A second aspect to development is that two cities, Bonney Lake and North Bend, give developers extra credit toward the minimum required tree credits for retaining exceptional trees. In **Bonney Lake**, BLMC 16.64.080(C) equates a single retained exceptional tree with four tree replacement credits. **North Bend** bases the credit for retained trees on their DBH and all retained exceptional trees count for 150% of a non-exceptional tree of the same size (NBMC Table 19.10.092-2).

⁴ See Appendix B, Section XVI, to compare size thresholds for protected trees.

X. Penalties

The penalties for illegally removing exceptional trees include replanting requirements and fines with some cities punishing malicious or willful violations more harshly than accidental violations.

A. Mitigation

In **Bonney Lake** the penalty for cutting down an exceptional tree, found in BLMC 16.64.080(A) is to plant nine replacement trees, each with a minimum two-inch caliper. BLMC 16.64.080(J) provides for an in lieu mechanism whereby a violator can pay money to the city's tree fund if they do not have room to plant all of the required replacement trees.

DuPont works with violators to mitigate the harm done by removing a tree but does not have any codified mitigation scheme.

In **Tacoma**, the penalty for removal of exceptional trees in biodiversity areas is mitigation in the form of planting replacement trees.

In **Duvall**, a homeowner who illegally removed an exceptional tree would face only mitigation requirements such as replanting replacement trees.

B. Fines

Unlike homeowners who must only mitigate the harm caused, a developer who removes exceptional trees in **Duvall** is subject to a fine based on an appraisal of the removed tree that is done after the removal.

The penalty for illegally removing an exceptional tree in **Lake Forest Park** is a fine in the amount of the tree's appraised value.

Woodway imposes a \$1,000 fine for illegally removing an exceptional tree, and, if the violation is done knowingly and willfully, it adds a fine not to exceed the appraised value of the tree.

Mercer Island and **North Bend**, as stated above in Section V.B, apply their ordinances primarily to developers only, but both provide stiff penalties to developers who violate the Code. At MIMC 19.10.160(B), Mercer Island provides for up to triple the value of a damaged or removed tree. North Bend has instituted a \$10,000 per violation penalty for removing exceptional trees found on development sites based on NBMC 19.10.140(B) which gives the city arborist discretion to charge for removal of protected trees.

Bainbridge Island imposes a fine of \$25,000 in addition to standard civil penalties for each exceptional tree removed without approval (BIMC 16.32.060(B)).

C. Both Mitigation and a Fine

Redmond penalizes those who illegally remove exceptional trees with both a fine up to \$3,000 and a requirement to replace the removed tree with three new trees (RMC 20D.80.20-130(2)).

SMC 15.11.100(I-J) provide for civil penalties for violations of **Seattle's** Tree Protection Code. SMC 15.11.100(I)(1) sets the fine for removing an exceptional tree at the tree's appraised value and allows for triple damages if the violation is willful or malicious. SMC 15.11.100(J) requires, in addition to the aforementioned fine, restoration of the damaged area to its pre-violation state.

XI. Unintended Consequences

Cities reported a handful of unintended consequences that have arisen related to their exceptional tree ordinances. Some unintended consequences arose from local context and others the way their particular ordinance was written.

In September 2020, wildfires forced parts of **Bonney Lake** to evacuate to safety.^{vii} The city's close proximity to wildfire danger means that protecting trees very close to houses can leave them vulnerable to fire so the ordinance is likely to be reconsidered in the near future with regard to this aspect.

In **Duvall** there may be unintended consequences in the form of

- unnecessary economic harm to developers,
- issues with meeting minimum density requirements, and
- conflicts with critical root zone ordinance requirements.

According to my source at Duvall, developers have been harmed economically in instances when poorly done arborist evaluations have resulted in preservation of trees that should not be classified as exceptional and they consequently lost useable land.

My source at Duvall believes that with regard to density requirements, Duvall's exceptional tree ordinance has pushed developers of subdivision projects to meet only the minimum required, thus preventing achievement of maximum densities allowed by zone.

Finally, exceptional trees can have massive critical root zones and depending on whether Code requirements allow for any activity in that area, it may limit how much land can be developed.

XII. Heritage Tree Protections

Another common protection scheme for large trees is heritage tree protection. Seattle defines a heritage tree as one that it is an exceptional specimen in terms of size, rarity, or beauty, has an association with a significant historical person or event, or is a community landmark.^{viii}

Vancouver utilizes similar criteria for deciding if nominated trees should be designated as heritage trees, as found in Vancouver Municipal Code 20.770.120(B)(2).

Several cities have, or have had, heritage tree programs but they are not as effective for tree preservation as exceptional tree ordinances because the property owners must give consent for the trees on their private property to be designated as heritage trees. This is the case in all of the heritage tree programs examined for this report: Seattle, Bonney Lake, Lake Forest Park, Mercer Island, Ridgefield, and Vancouver. Trees designated as heritage trees acquire protection from removal but the voluntary nature of the programs allows property owners to refuse to add an extra burden and commitment to their land.

Bonney Lake has only a single heritage tree in the entire city and even that is in a public park. Were it not for that one tree, the ordinance would have been eliminated when the Code was revised in 2020. Lake Forest Park no longer administers its heritage tree program because it did not provide any additional protection for trees. Mercer Island abandoned its heritage tree program because no property owners were taking part out of fear that it would have a negative impact on the value of their property.

Of the cities examined for this report who have had heritage tree programs, only Seattle and Vancouver maintain actively growing heritage tree inventories. Seattle has about 250 on private property and grants exceptional tree status to all of its heritage trees so that with the owner's consent they receive the exact same protections that those that qualify as exceptional trees based on the Code get automatically. Each year about a dozen nominations of heritage trees on private property in Seattle fail because the owner refuses to give consent. Vancouver has about 40 heritage trees across the entire city, each nominated by the property owner and now unable to be removed from the inventory. In both cities, heritage tree status adheres to a tree even if ownership of the underlying property changes.

The Heritage Tree program in Ridgefield, enacted in October 2018, provides an example of the weak protections these programs offer.

Ridgefield defines heritage trees in its code at Section 18.840.030 as having one of the following characteristics: a DBH greater than 36 inches; a distinctive size, shape, or location; a distinctive species, age, or exceptional beauty that warrants heritage status; a functional or aesthetic relationship to a natural resource like a stream bank that conveys distinctiveness; or a documented association with a historical figure, property, or significant historical event. RMC 18.840.020 requires the city to maintain an inventory of its exceptional trees and to update the inventory annually.

Anyone can nominate trees to City Council for designation, including the Public Works Department, which nominates trees from sites where development has been proposed, but RMC 18.840.020(C) grants property owners the right to object to the designation. The City Council interprets the ordinance as though it is entirely voluntary on the part of the property owners, and has so far refused to override any of their objections, despite no language in the ordinance giving property owners an absolute right to block trees on their property from being protected. The Council has relied on the subjective nature of many of the criteria, which is different from most of the exceptional tree ordinances that protect trees of a certain size, to reject nominations.

While the initial inventory was a success with 90% of the 40-50 nominated trees receiving heritage status, the City Council did not grant the status to any of the nominated trees at the first annual update because of owner objections.

The program also provides weak protection against developers because rather than providing *per se* protection of large trees, it relies on the City Council to vote on whether to protect trees nominated to it. This creates a loophole that would allow a developer to remove trees that have been nominated for designation as heritage trees before the Council has had a chance to vote on their nomination.

In conclusion, heritage tree programs do not protect trees as well as exceptional tree ordinances because property owners can block the designation. The heritage tree ordinance in Ridgefield was meant to provide strong protection for large trees but nonetheless demonstrates the weakness of this type of program because the City Council there has deferred to property owners rather than tree preservation.

XIII. Enactment

Enactment in Kenmore of an exceptional tree ordinance to protect more big trees will require a City Council vote on an ordinance to make changes to the tree regulations in the Land Use Code found at Title 18 of the Kenmore Municipal Code. The process for such changes would involve a process of approximately six months and require staff resources from the Planning Department, Development Services Department, and the City Attorney. The process would entail a SEPA environmental determination by the Development Services Director, a 60-day notice to the Department of Commerce providing a draft of the new regulations and showing which department is responsible for carrying it out, a public hearing before the Council with a draft of the new regulations available to the public, and finally, the adoption of the ordinance with review by the City Attorney.

XIV. Appendix A: City Facts

City	County	Population (2021) ^{ix}	Date Ordinance Implemented	Specific Species Protected	Inventory of All Exceptional Trees Maintained
Bainbridge Island	Kitsap	26,254	2018	Yes	No
Bonney Lake	Pierce	21,354	2020	No	No
DuPont	Pierce	9,556	unknown	Yes	Yes
Duvall	King	8,267	2018	Yes	No
Kenmore	King	23,281	N/A	N/A	N/A
Lake Forest Park	King	12,638	2017	Yes	No
Mercer Island	King	25,918	2017	Yes	No
North Bend	King	8,039	2018	Yes	No
Redmond	King	80,915	1998	No	No
Ridgefield	Clark	10,807	2017	No	Yes
Seattle	King	776,555	2001/2009 ⁵	Yes	Yes
Tacoma	Pierce	221,259	2018	No	No
Woodway	Snohomish	1,393	2006	No	No

⁵ The ordinance took effect in 2001. The Director's Rule defining which trees are protected took effect in 2009.

XV. Appendix B: Species and Size Threshold Protections by City

Species ⁶	Seattle ⁷	Bainbridge Island ⁸	DuPont ⁹	Duvall ¹⁰	Lake Forest Park ¹¹	Mercer Island ¹²	North Bend ¹³
Sitka Alder	6"						
Oregon Ash	24"					24"	
Quaking Aspen	12"					12"	
Paper Birch	20"	30"				20"	
Cascara	8"					8"	
Western Red Cedar	30"	30"	30" (45")	30"	42"	30"	30"
Pacific Crabapple	12"			12"		12"	
Pacific Dogwood	6"			6"		6"	12"
Douglas Fir	30"	40"	30" (45")	30"	42"	30"	30"
Grand Fir	24"	40"		24"	33"	24"	24"
Black Hawthorn	6"			6"		6"	
Western Hemlock	24"	30"	30" (45")	24"	36"	24"	24"
Madrona	6"	24"	24" (30")		12"	6"	
Bigleaf Maple	30"	36"	30" (45")	30"	42"	30"	30"
Dwarf or Rocky Mountain Maple	6"					6"	
Vine Maple	8"					8"	
Oregon White or Garry Oak	6"	30"	24" (30")			6"	
Lodgepole Pine	6"					6"	
Shore Pine	12"			12"		12"	12"

⁶ Trees only protected when in a grove are not included. Non-native species are in italics.

⁷ Protected species found at Director's Rule 16-2008 Table 1.

⁸ Protected species found at Bainbridge Island Municipal Code 16.32.020.

⁹ Protected species found at DuPont Municipal Code 25.10.120.005. The first number is for trees with a single trunk first, the number in parentheses is for multi-trunk trees.

¹⁰ Protected species found at Duvall Municipal Code Table 14.40.120.1.

¹¹ Protected species found at Lake Forest Park Municipal Code 16.14.030 Table 1.

¹² Protected species found at Mercer Island Municipal Code 19.16.010 Exceptional Tree Table.

¹³ Protected species found at North Bend Municipal Code 19.10.020(22) Exceptional Tree Species and Their Threshold Diameters.

Species	Seattle	Bainbridge Island	DuPont	Duvall	Lake Forest Park	Mercer Island	North Bend
Western White Pine	24"				36"	24"	
Western Serviceberry	6"					6"	
Silver Maple		36"					
Sitka Spruce	6"	36"		30"		6"	30"
Willow (all native species)	8"					8"	
Pacific Yew	6"		24" (30")	6"		6"	
<i>Orchard Apple</i>	20"			20"		20"	
<i>European Ash</i>	22"					22"	
<i>Green Ash</i>	30"					30"	
<i>Raywood Ash</i>	24"					24"	
<i>European Beech</i>	30"					30"	
<i>European White Birch</i>	24"			24"		24"	
<i>Atlas Cedar</i>	30"					30"	
<i>Deodor Cedar</i>	30"					30"	
<i>Incense Cedar</i>	30"			30"		30"	
<i>Flowering Cherry</i>	23"			24"		23"	
<i>Lawson Cypress</i>	30"					30"	
<i>Kousa Dogwood</i>	12"			12"		12"	
<i>Eastern Dogwood</i>	12"					12"	
<i>American Elm</i>	30"	30"		30"		30"	
<i>English Elm</i>	30"			30"		30"	
<i>Gingko</i>	24"			24"		24"	
<i>Common Hawthorn</i>	16"					16"	
<i>Washington Hawthorn</i>	9"					9"	
<i>European Hornbeam</i>	16"					16"	
<i>Common Horse Chestnut</i>	30"	40"					
<i>Red Horse Chestnut</i>	30"						
<i>Katsura</i>	30"					30"	
<i>Littleleaf Linden</i>	30"					30"	
<i>Honey Locust</i>	20"					20"	

Species	Seattle	Bainbridge Island	DuPont	Duvall	Lake Forest Park	Mercer Island	North Bend
<i>Southern Magnolia</i>	16"					16"	
<i>Paperbark Maple</i>	12"					12"	
<i>Japanese Maple</i>	12"	12"				12"	
<i>Norway Maple</i>	30"						
<i>Red Maple</i>	25"					25"	
<i>Sugar Maple</i>	30"					30"	
<i>Sycamore Maple</i>	24"					24"	
<i>Monkey Puzzle Tree</i>	22"	36"				22"	
<i>Mountain-Ash</i>	29"					29"	
<i>Pin Oak</i>	30"	30"				30"	
<i>Red Oak</i>	30"	38"				30"	
<i>Callery Pear</i>	13"					13"	
<i>Austrian Black Pine</i>	24"					24"	
<i>Ponderosa Pine</i>	30"	30"				30"	
<i>Scot's Pine</i>	24"					24"	
<i>London Plane</i>	30"					30"	
<i>Flowering Plum</i>	21"					21"	
<i>Coastal Redwood</i>	30"	30"				30"	
<i>Giant Sequoia</i>	30"			30"		30"	30"
<i>Japanese Snowbell</i>	12"					12"	
<i>American Sweetgum</i>	27"					27"	
<i>Tulip Tree</i>	30"					30"	
<i>Willow (all non-native species)</i>	24"					24"	
<i>Beech (Fagus grandifolia)</i>		36"					
<i>Catalpa</i>		36"					
<i>Lombardy Poplar</i>		38"					
<i>Black Locust</i>		30"					
<i>Monterey Pine</i>		30"					
<i>Sycamore</i>		36"					

Species	Seattle	Bainbridge Island	DuPont	Duvall	Lake Forest Park	Mercer Island	North Bend
<i>English Walnut</i>		30"					
<i>Eastern Black Walnut</i>				30"			

Cities in the Report but Not in the Chart Because They Do Not Protect Exceptional Trees by Species:

- Bonney Lake defines exceptional trees as those “30 inches or greater at DBH, excluding cottonwood trees (*Populus trichocarpa*), white alder (*Alnus rhombifolia*), and red alder (*Alnus rubra*).” (BLMC 16.60.030(F)(10))
- Redmond defines Landmark Trees as “Any healthy tree over thirty inches in diameter or any tree that is particularly impressive or unusual due to its size, shape, age, historical significance or any other trait that epitomizes the character of the species.” (RMC 20A.20.120)
- Tacoma defines an exceptional tree as “a tree or group of trees that because of its unique historical, ecological, or aesthetic value constitutes an important community resource, and is determined as such by the Director according to standards and procedures promulgated by the Department of Planning and Development.” (TMC 13.11.550(E)(1)(c)(2)) Its Code also says “Conifers and Madrone are considered exceptional trees.” (TMC 13.11.550(E)(1)(c))
- Woodway defines exceptional trees as “a tree that has been determined by the Director to be worthy of long-term retention because of its unique combination of size, species, age, location, and health. All trees, except red alder or species listed as exempt in Section 16.12.050, with a diameter of thirty inches or greater are exceptional trees.” (WMC 16.12.020) The excluded tree species are English laurel, English holly, Leyland cypress, and non-native cultivated fruit trees. (WMC 16.12.050)

XVI. Thanks

Thank you to the people listed below for their assistance in better understanding the exceptional tree ordinances and heritage tree programs they administer. Anything in this report that was not cited to an ordinance came from my discussions with the following people.

- Ashley Adams, City Arborist, Lake Forest Park
- Cathy Beam, Principal Planner, Redmond
- Steve Bennett, Planning Director, Lake Forest Park
- Terry Bryant, Public Works Director, Woodway
- Jamie Burrell, Senior Planner, North Bend
- Troy Davis, Senior Planner, Duvall
- Chanda Emery, Senior Planner, Seattle
- Bryan Kast, Public Works Director, Ridgefield
- John Kenney, City Arborist, Mercer Island
- Barbara Kincaid, Community Development Director, DuPont
- Dylan Marcus, Planner, Bainbridge Island
- Charles Ray, Urban Forester, Vancouver
- Nolan Rundquist, City Arborist, Seattle Department of Transportation
- Lisa Spadoni, Natural Resources Program Supervisor, Tacoma Planning and Development Services
- Jason Sullivan, Planning and Building Supervisor, Bonney Lake

ⁱ Garmon, J. (2014, February 24). *Mature trees are biocarbon heavyweights*.

<https://www.climatesolutions.org/article/1590119179-mature-trees-are-biocarbon-heavyweights>.

ⁱⁱ United States Geological Survey. (2014, January 15). *Large Old Trees Grow Fastest, Storing More Carbon*.

<https://www.usgs.gov/news/large-old-trees-grow-fastest-storing-more-carbon>.

ⁱⁱⁱ Armour, T., Job, M., & Canavan, R. (2012). In *The benefits of large species trees in urban landscapes: A costing, design and management guide* (pp. v-vi). CIRIA.

^{iv} Nowak, D. J., & Greenfield, E. J. (2018). Declining urban and Community tree cover in the United States. *Urban Forestry & Urban Greening*, 32, 32–55. <https://doi.org/10.1016/j.ufug.2018.03.006>

^v Id at 36.

^{vi} Lucas v. South Carolina Coastal Council, 505 US 1003, 1027 (1992)

^{vii} Crowe, M. (2020, September 8). *'Please leave now:' Level 3 fire evacuations for parts of Bonney Lake*.

KING5.com. <https://www.king5.com/article/news/local/wildfire/level-3-fire-evacuations-for-parts-of-bonney-lake-officials-say-please-leave-now/281-abb0e8c0-cb77-4b8c-8160-e554463be09a>.

^{viii} Seattle Department of Transportation. *Heritage Tree Program*. (n.d.).

<http://www.seattle.gov/transportation/projects-and-programs/programs/trees-and-landscaping-program/heritage-tree-program>.

^{ix} *Top 500 Cities in Washington by Population*. Cities in Washington by Population (2021). (n.d.).

<https://worldpopulationreview.com/states/cities/washington>.

18.55.180 Exception – Reasonable use.

A. If the application of this chapter pertaining to *critical areas* will prevent the *applicant* from making any *reasonable use* of the subject property, the *applicant* may apply for an exception pursuant to this section unless the project is located on lands regulated under the Kenmore Shoreline Master Program. Projects on lands regulated under the Kenmore Shoreline Master Program are regulated under the procedures of Chapter [16.75](#) KMC. An application for a reasonable use exception must accompany a *development permit* application through the City's review and decision process.

1. Criteria for Granting. The *city manager* shall grant a *reasonable use* allowance only when all of the following criteria are met:

a. Reasonable Use.

(1) Private Proposals: The *applicant* demonstrates that the application of this chapter will deny all *reasonable use* of the subject property otherwise allowed by applicable law;

(2) New *Public Agency Development Proposals*: The *applicant* demonstrates that the application of this chapter would interfere with a *public agency* proposal to fulfill a duty to serve per federal, State, or local laws; or to provide an essential public facility; or to address a public need or demand for service consistent with an adopted capital facilities plan, system plan, or other *master plan* that has been subject to an alternative *site* evaluation and public review process;

b. The development activities involve the least intrusion into and disruption of the *critical area* necessary to allow a *reasonable use* of the subject property by a private *applicant* or to achieve a *public agency* responsibility consistent with adopted laws, rules, and plans per subsection (A)(1)(a) of this section;

c. The development activities will not cause or result in damage to properties other than the subject property and will not endanger the public health, safety or welfare;

d. The *applicant's* inability to make *reasonable use* of the subject property has not resulted from any of the following:

(1) Prior subdivision or segregation of the subject property, or changes to the boundaries of the subject property through a boundary line adjustment or otherwise; or

(2) Prior actions taken in violation of this chapter or any local, State, or federal law or regulation;

- e. No other *reasonable use* of the property has less impact on the *critical area*;
- f. The inability of the *applicant* to derive *reasonable use* of the property is not the result of actions by the *applicant* after the effective date of the ordinance codified in this chapter, or its predecessor; and
- g. *Mitigation* proposed by the *applicant* is sufficient to protect the *functions and values* of the *critical area* and public health, safety, and welfare concerns consistent with the goals, purposes, objectives, and requirements of this chapter.

2. Appeals. The *applicant* may appeal a decision of the *city manager* on a *reasonable use* allowance application to the *hearing examiner* pursuant to the provisions of the Kenmore Municipal Code.

B. Exception Request and Review Process. An application for a *reasonable use* exception shall be made to the *City* and shall include a *critical areas* report, including *mitigation* plan, if necessary; and any other related project documents, such as permit applications to other agencies, special studies, and environmental documents prepared pursuant to the State Environmental Policy Act (Chapter [19.35](#) KMC).

C. *City Manager* Review. The *city manager* shall review the application. The *city manager* shall approve, approve with conditions, or deny the request based on the proposal's ability to comply with all of the criteria in subsection A of this section.

D. Burden of Proof. The burden of proof shall be on the *applicant* to bring forth evidence in support of the application and to provide sufficient information on which any decision has to be made on the application.

E. Time Limit.

1. Establishment of any development activity authorized pursuant to a *reasonable use* exception shall occur within four years of the effective date of the decision for such *reasonable use* exception. This period may be extended for one additional year by the *city manager* if the *applicant* has submitted the applications necessary to authorize the development activity and has provided written justification for the extension.

2. For the purpose of this subsection, "establishment" shall occur upon the issuance of all local permit(s) needed to begin the development activity; provided, that the improvements authorized by such permits are completed within the time frames of said permits. [Ord. 19-0488 § 2 (Exh. 1); Ord. 12-0334 § 12; Ord. 11-0329 § 3 (Exh. 1).]

**City Council Agenda Bill
City of Kenmore, WA****Subject/Topic:** Middle Housing –
Final Reports and Findings**For Council Meeting Agenda of:** 9/25/23**Department:** Community Development**Prepared by:** Debbie Bent, Community Development
Director, Todd Hall, Principal Planner**Initial & Date**

Approved by Department Head:	DB
Approved by City Attorney:	n/a
Approved by Finance Director:	n/a
Approved by City Manager:	RK

Proposed Council Action/Motion:
No action**Exhibits/Attachments:**

Attachment #1 PRR Summary Report
Attachment #2 LDC Policy Review for Middle Housing and
Small Scall Commercial Development
Attachment #3 LDC Middle Housing Code Options Report
Attachment #4 PRR Framing the Future of Housing
Community Event Summary Report
Attachment #5 PRR Small Group Meeting Summary Report
Attachment #6 PRR Survey Result Summary
Attachment #7 PRR Racial Equity Report
Attachment #8 Eastside for All Community Based
Organization Outreach Report
Attachment #9 6/12/23 Council Agenda Bill on Middle
Housing Findings
Attachment #10 PRR 6/12/23 PowerPoint Presentation

Summary:

At the 9/25/23 Council meeting, staff will give a PowerPoint presentation summarizing key points from the middle housing engagement work completed earlier this year by consultants PRR and Eastside for All (see Attachments #1 through #8). No Council action is required.

Background:

At the 6/12/23 Council meeting PRR presented the results of their work on middle housing including policy and regulation analysis, racial equity analysis and public engagement (see Attachment #10). Eastside for All completed community-based organization engagement on middle housing. Final reports from PRR and Eastside for All were not available at the time of the 6/12/23 Council meeting.

The 6/12/23 agenda bill also provided background on the 2022 Planning Commission and Council action on middle housing. The City will have to amend both the Housing Element and Land Use Element of the Comprehensive Plan (adopted in 2022) to be consistent with recent state law passed on middle housing and accessory dwelling units (ADUs). The City must also develop and implement new zoning regulations for middle housing and ADUs by June 2025. Staff intends to recommend completing both comprehensive plan

amendments and implementing zoning regulations as 2024 docket work program items. The Council approves the 2024 docket in January.

The Department of Commerce has prepared is preparing guidance on implementation of middle housing over the next few months and is offering a competitive grant program for the 2023-2025 biennium to assist with implementation of middle housing requirements. A 9/11/25 consent agenda is requesting council authorization to pursue a grant application.

Fiscal Consideration:

Contract 23-63326-012 with the Department of Commerce for a \$170,000 grant for missing middle housing, of which \$20,000 was used for work with community-based organizations through a Memorandum of Agreement with other ARCH cities (Contract 22- C2869). On 11/28/22 Council authorized up to \$150,000 for Contract 22-C2845 with PRR, Inc for scope related to middle housing analysis, public engagement, and racial equity report. On 4/10/23 Council authorized Amendment #1 to Contract 22-C2845 with PRR, Inc to increase the contract by \$17,000 for a total contract of \$167,000. The \$17,000 for Amendment #1 was funded from City funds. \$20,000 of City funds was identified in the Community Development Department budget for Comprehensive Plan implementation.

Applying for a \$40,000 Department of Commerce grant in 2023 to assist with development of missing middle housing regulations consistent with state law.

City Council Priority or Budget Objective Being Addressed:

Council 2023-2024 priorities to be addressed include: (2) Increase and preserve the options for affordable housing stock; (3) Develop and implement a diversity, equity, and inclusion policy and program; and (11) Engage and educate the community on growth and development in Kenmore.



KENMORE 2044



KENMORE 2044

Project Summary

City of Kenmore – Missing Middle Housing

DRAFT June 16, 2023

Background and introduction

In 2022, the City of Kenmore updated its Comprehensive Plan's 20-year Vision Statement featuring Land Use and Housing Elements—the foundations of future planning. The adopted policies support providing a range of housing options. In 2022, the City developed draft zoning regulations to allow duplexes and triplexes in R-6 zoned areas within a quarter mile of the major transit routes. These regulations were not adopted. Starting in 2019, the City engaged the community to collect information about interests, priorities, and concerns related to comprehensive planning and Missing Middle housing.

As part of the 2024 Comprehensive Plan update, the City received a grant from the Washington State Department of Commerce to evaluate the authorization of middle housing types. The grant included funding for community engagement, a report on middle housing code options in Kenmore, and a Racial Equity Analysis to help the City establish anti-displacement policies for the plan's housing element.

In late 2022, the City contracted with firms PRR, Inc, and LDC to analyze current conditions and recommend Missing Middle housing types and locations within its geographic limits. This work included gathering additional community input and doing a racial equity analysis of the comprehensive plan and potential Missing Middle housing options.

Zoning review and recommendations

LDC reviewed the Comprehensive Plan policy direction and made general recommendations for policy changes to support Missing Middle housing. They found that The City's Comprehensive Plan includes some policies supportive of middle housing.

They concluded that Kenmore may need to reconsider some policies that deal with single-family neighborhoods and low densities. They further identified some policy changes to broaden existing policies to incorporate Missing Middle housing types.

Review of bulk standards related to Missing Middle housing types

LDC reviewed bulk regulations, design standards, incentives, environmental regulations, and permit processes in the R-1, R-4, and R-6 zones. They also compared the 2022 draft regulations for duplexes and triplexes with existing code. They concluded that the following potential changes to the code would support the City's stated objective to incorporate more Missing Middle housing.

- In R-1, consider increasing the base density, combining with R-4, or allowing density increases for certain middle housing types, and other incentives, like area bonuses for duplexes.
- In R-4, consider increasing the base density, reducing the minimum lot size for certain development types, and change density incentives to up to 8 dwelling units per acre.
- In R-6, increase the base density, have just one set of bulk standards for all attached housing types, and adopt the density incentives outlined in the draft duplex and triplex code to this zone.

Opportunities and Actions

The project team evaluated four options:

- Permit duplexes and triplexes within ¼ mile of High Capacity Transit
- Permit duplexes and triplexes on corner lots in R-1, R-4, and R-6
- Permit duplexes and triplexes within R-6 zone
- Permit other middle housing types

As the project proceeded and bills were proposed in the Legislature, the project team worked with the city to refine these options to include implementing House Bill 1110 and House Bill 1337.

Small-scale commercial analysis

The project team prepared an analysis of and mapped areas where the City could encourage small-scale commercial development through the zoning code to improve neighborhood walkability and support Missing Middle housing, including:

- Developing a methodology for evaluating what locations might be good candidates for small-scale neighborhood commercial zoning
- Mapping these potential locations in the City
- Reviewing potential use and development standards based on comparable existing codes in other cities and recommend a regulatory approach that could work in Kenmore

Process and Focus for Code Amendment Report

Based on the passage of HB 1337 and HB 1110, LDC worked with the City to narrow the focus for the Code Options Report to code and associated policy recommendations for implementation of these two new state laws. They provided summaries of both laws containing the following:

- Introduction
- Implementation strategy
- Law summary
- Maps of where implementation is required

- Implementation considerations
- Evaluation of actions re: project requirements
- Code tables outlining specific changes to individual chapters, sections, and sub-sections of code based on what is required to comply with the law and additional changes the City might consider to better implement the goals of the law

Public engagement

To inform the engagement approach, PRR audited prior engagement and comments from the community. The audit showed that the City had been very responsive to community comments, providing thorough, technical information.

The audit identified common themes in public comments about Missing Middle housing, key considerations for further engagement, and a list of community groups to consider engaging. Many of these comments demonstrated concern from a coalition of community members in 2022, in response to the proposed zoning regulation changes. Strong opposition to Missing Middle housing stood out as a theme in the prior community input, in contrast to the support that showed up in later engagement.

Based on findings of the audit, PRR recommended values-based messaging for future engagement. To support this approach and future engagement efforts, PRR educated City staff on the Tipping Point framework.

Tipping Point framework

Tipping Point framework, popularized by Malcolm Gladwell in his book *The Tipping Point*, refers to thresholds – the point during change when the forces of change outweigh the forces working to maintain the status quo. Tipping Point framework does not drive change, rather it cultivates and leverages community members' abilities to adapt and grow as change takes place.

Tipping Point framework:

- Incorporates competing demands
- Works within limited budgets
- Is flexible enough to shift as needed
- Creates contagious commitment
- Promotes long-term sustainable engagement

Tipping Point framework applies to community engagement because it encourages relationship building and support rather than performing one-off outreach efforts, focused on a specific project, for a defined timeframe, to achieve specific input, resulting in a series of disconnected efforts.

Messaging and approach

PRR delivered a series of key messages in English and Spanish based on commonalities in public comment and sentiment. These key messages focused on three major areas: housing attainability, health and wellness, and family.

As PRR began the community engagement planning process, City staff identified specific audiences they wanted to prioritize engaging.

- Youth, including students, and young adults
- People who rent their homes
- Older adults
- Prospective Kenmore residents
- People who use Spanish

Through this planning, PRR recommended an approach to include a series of virtual small group meetings, a large, community-wide in-person event, *Framing the Future of Housing*, and discrete engagement with people in Kenmore who use Spanish. These supported the City's commitment to furthering the conversation around Missing Middle housing and in strengthening relationships with community members. All three tactics used a values-based approach to community engagement.

Small group meetings

PRR designed and led a series of one-hour virtual small group meetings between April 15 and 24, 2023. The small groups were limited to 15 attendees and were scheduled on different days and times during the week to allow for diverse scheduling needs to increase participation options.

Outreach and advertising for these meetings relied heavily on the informational flyer PRR created which included text in English and Spanish and a link to the online registration form in English and Spanish. The City used text from the informational flyer messaging for other, including a weekly newsletter, general listserv, social



KEEP THE CONVERSATION GOING

The City of Kenmore is hosting **small group meetings** to hear your thoughts on **Missing Middle Housing** in our community.

As we prepare to review our Zoning Code, the City of Kenmore hopes to build more attainable housing and ultimately create a more inclusive community. **And we need to hear from you.**

JOIN US VIRTUALLY!

You have several meetings to choose from. **The meetings will have no more than 15 people each**—first come, first served. All meetings will be held on Zoom. Don't miss your chance to take part in the conversation on Kenmore's housing future!

¡Hablamos español! Este volante está anunciando la oportunidad de hablar con los miembros de la comunidad de la ciudad de Kenmore sobre las Viviendas Adosadas. Para programar una reunión en español, inscribise a continuación.

Zoom meeting options

Saturday, April 15 , from 10 to 11 AM
Tuesday, April 18 , from 5 to 6 PM
Wednesday, April 19 , from 8 to 9 AM
Thursday, April 20 , from 4 to 5 PM
Monday, April 24 , from noon to 1 PM

 **Register / Inscribirse**
<https://bit.ly/MMHmeetings>

www.KenmoreWA.gov  The City of Kenmore

media, and leaving flyers in physical locations. PRR also drafted an outreach email and phone call script for use in one-to-one communication.

To support reaching the priority audiences, PRR focused outreach on community groups and individuals that with at least one of the identities. Of those who self-identified or who were identifiable by the meeting facilitators, around half of all small group meeting participants were members of the priority audiences.

A total of 35 community members participated in the small group meetings, including

- 6 youth, including students, and young adults
- 4 people who rent their homes
- 9 older adults
- 1 prospective Kenmore resident

The small group meetings had three goals:

1. Engage a targeted constituency
2. Build and grow positive relationships with community members
3. Bring the community along in preparing them for Missing Middle housing

Throughout the five small group meetings, participants showed overall support for including more Missing Middle housing in Kenmore. While supportive, participants did raise concerns about the future of housing in Kenmore. The most common themes were about green space, supportive infrastructure, and variety in home offerings and affordability.

Framing the Future of Housing event

This in-person event was held on June 3, 2023, in the outdoor plaza of the Hangar community center. PRR designed three unique and creative activities for this event, using the same values-based approach as was consistent with all engagement during this effort. PRR staff for the event were multi-lingual, with capacity to engage community members in English, Spanish, and Tagalog.



PRR created a notification plan to support the City in outreach and advertisement for this event. This plan provided ready-made content in English and Spanish for use in the City's main communication channels, including a weekly newsletter, the website, and social media. It also included template emails the City could send on a one-to-one basis to frequent collaborators such as community-based organizations and local businesses. PRR created a unique poster to advertise for this event in English and Spanish and social media graphics.



Over 50 community members attended this event. Attendees expressed support and concerns regarding Missing Middle housing in Kenmore. While many people saw it as a step in the right direction, some raised concerns about parking, traffic impacts, and various forms of impact on existing neighborhoods such as “character”. Community members expressed excitement about the

possibility of having more housing options and emphasized the importance of the City being responsive to community values.

Spanish language engagement

Spanish language engagement specialist, Daniel Ruiz, reached out to community members who use Spanish to schedule one small group meeting in Spanish. The intention was to cover the same topics and questions, and to customize the conversation to be culturally responsive to communicate most effectively with the Spanish-speaking community. Daniel led Spanish language engagement for earlier comprehensive planning, building on existing connections and using a relationship-focused approach. The team also adapted the timeline of deliverables to allow more time for Spanish language engagement.

Daniel delivered the poster for the small group meetings to multiple businesses serving the Latinx community in Kenmore and its surrounding areas. Through this in-person outreach, Daniel spoke to business owners to encourage them to attend the event, taking this opportunity to talk to them about the small group meetings. Daniel visited the following businesses:

- La Mexicana Grocery Store
- Isabela's Beauty Salon
- El Barrio Tienda Mexicana
- Ambakity Cocina Mexicana
- Acapulco Fresh Mexican Grill
- Taqueria La Raza
- Delicias del Rey Food Truck

Of these, Acapulco Fresh Mexican Grill is within Kenmore city limits. The rest are all outside of Kenmore.



After an initial round of outreach for the small group meetings, Daniel shared an additional unique flyer (shown above) which included direct contact information and customized imagery that would resonate with this community.

Despite our unique strategies and significant effort to collaborate with this community the team was not able to schedule and hold a small group meeting in Spanish. The City has not consistently engaged the Kenmore's Spanish speaking community and therefore does not hold the required meaningful and trusting relationships needed for further engagement. The City should continue efforts to engage priority audiences, like the Spanish speaking community, in a way that is relationship focused. This means understanding the communication needs, adjusting to access requests such as longer timelines, relying additionally on word of mouth, meeting people in physical spaces that are established by the target community as welcoming and familiar, and utilizing influential trusted voices in the community.

Continued engagement recommendations

On this project, PRR made every effort to center all the outreach and engagement that the City has already done on housing and other related topics. This is not the end of the conversation. PRR recommends that the City continue in the vein of engaging the community in a values-based approach which prepares the community for the change it will inevitably see, while at the same time, prioritizes what people hold dear. There are several tools to support this approach.

1. Messaging

PRR provided a series of key messages in English and Spanish that focus on three major areas of concern for community members: family, health and wellness, and housing attainability. The City can build off of these messages and incorporate more of the

feedback that PRR gathered in the small group meetings and the event. These additional themes centered as well around what people value in a neighborhood or community. Participants shared their valuing of access to green space and the ability to recreate near to home, infrastructure that provides safety on the streets such as sidewalks, protected cycling lanes, and speed calming measures, and the capability to live in Kenmore at any and every phase of life.

2. Demystify housing policy and code

During this project, Washington State legislators passed new legislation that will directly impact the housing future of Kenmore. This impacted the questions to the community, but the timing was very quick. The housing policy and code will likely see changes in the coming years as Kenmore grows in population and adapts to new requirements. PRR recommends the City provides materials or informational sessions to make clear to the community what they can expect from the new legislation.

3. Engage in new places

PRR received feedback while at the Framing the Future of Housing event that attendees were grateful to join in a public space, as opposed to a government building like City Hall. And throughout the small group meetings, many participants shared their love of Kenmore's public spaces such as the Hangar, the library, and its many beautiful parks and trails. If future engagement efforts are moved out of City Hall and into public spaces like these, it is likely the City will see engagement from more people who are part of the priority audiences. The City already has tools in place that can be easily adjusted to fit this recommendation, such as holding an audience-specific Coffee with Council or hosting it at a new venue like Kenmore Elementary School. PRR recommends that the City continue this trend of meeting people where they are and where they love to be, and of modifying existing channels of engagement to be more friendly and accessible to people of all backgrounds.

4. Identify the landscape

As the City of Kenmore engages and interacts with various communities, it will be important to identify the socio-political landscape in which engagement will take place. There must be an awareness of how smaller communities are situated differently within Kenmore. The City must account for additional support and resources that these populations may need. Communities most impacted take pride in the character and creativity of their diverse communities. If Kenmore supports and promotes the efforts of impacted communities, it can bring greater social cohesion and economic opportunity for the city as a whole.

5. Engagement Analysis Tool

As a separate deliverable, PRR created a document that provides a structure to assist in evaluating the equity components of an engagement process. This tool will provide ways to

approach future engagement efforts equitably and considerations and tips for adapting them to different contexts and situations.

6. Customized engagement for priority audiences

PRR recommends continuing efforts to engage priority audiences in a way that is relationship focused. This means adjusting to longer timelines, relying more on word of mouth, meeting people in physical spaces or at events that are welcoming and familiar, and utilizing influential voices in the community. Sometimes, these priority audiences need a little extra reason to engage given their additional barriers to participation.

PRR recommends the City offer incentives for participation such as gift cards for people who are members of demographics that have not historically participated in civic life in Kenmore.

PRR recommends the City invest in one-on-one Spanish language engagement for future efforts to build relationships and learn more about what will work best for this group.

Racial equity analysis

PRR did a racial equity analysis that provides Kenmore the opportunity to frame City growth as part of a regional strategy that serves the future of the Kenmore community. As Kenmore updates the Comprehensive Plan, this analysis helps integrate new requirements related to racially disparate impacts, displacement, exclusion, and displacement risks in housing into its housing element updates.

Methodology

PRR combined a Foundational Framework, historical context, the Community Health and Thriving model, the Growth Management Act authority, and the following additional tools for the analysis in this report.

- Social Determinants of Health
- King County
- Port of Seattle Opportunity Index and mapping
- Targeted Universalism
- Intersectionality

Key findings

Historical narrative. Our modern-day lives are the result of our historical terrain. So, our institutions, particularly government institutions, reflect the values, beliefs, and norms of the historical dominant privileged class.

Identity and demographic impacts. People live complex lives that are shaped by multiple layers that correlate to a long history of legal and social practices of investment or divestment and inclusion and exclusion. This affects current displacement risks. The households hit hardest by the pandemic include marginalized populations.

Equity impacts of zoning and housing types. Equity and inequity in zoning laws and practices can further exacerbate disparities in transportation, health, environment, and housing. Zoning laws and practices have historically been used to enforce housing segregation which has resulted in distribution of different populations in different neighborhoods with varying access to resources, amenities, and opportunities. This has resulted in disparities in housing affordability, quality, and access to transportation, healthcare, and environmental resources, further exacerbating existing inequities.

Understand the public health impact to urban planning. Urban planning derives its history from a public health purpose. The original purpose of planning was to ensure the built environment can protect the community from infectious disease and support the public. While over time, public health and planning roles diverged, with planners' attention focusing more on land use and transportation, while public health professionals focused on health and safety concerns, these two disciplines are still deeply interconnected.

Regional designation. Kenmore's regional designation change from "Larger city" to "High-Capacity Transit city" shifts the planning expectations and outcomes for the City, including how it plans for households across income levels.

Recommendations

The recommendations are organized into four categories.

Historical context

1. Develop a more complete and accurate accounting of Kenmore's City history.
2. Incorporate an understanding of historical zoning practices on today's housing affordability.
3. Establish an equitable approach to population growth. Understand the history that developed displacement risks as it relates to today's housing considerations. Incorporate considerations for historical impacts on today and how that has shaped marginal populations' access to opportunities.

Larger geographical considerations

1. Continue working with regional support networks such as housing alliances.
2. Develop a plan that more thoroughly considers how City of Kenmore is situated within the larger geographical considerations for population growth planning in King County, the Puget Sound region, and Washington state.
3. Consider the goals for transportation planning in Kenmore connected to housing in the context of the larger geographical considerations in recommendation 3.

4. Understand the combinations of risks associated with displacement: While factors such as population size, demographics, employment sectors, education levels, and local policies shape the characteristics and dynamics of a city, combinations of displacement factors in a single area can contribute to risks associated with displacement. More than simply engaging with the Puget Sound Regional Council's (PSRC) interactive map that identifies current areas of displacement risk, the City of Kenmore should become familiar with how the individual and layered risks threaten the stability of their individual neighborhoods and collective community.
5. Support community-led organizations that are combating displacement and helping small local and BIPOC businesses respond to economic disruptions such as the COVID-19 pandemic.

Public health

1. Center health as a factor of equitable sustainability.
2. Apply neighborhood level public health practices, including spreading out community resources across neighborhoods. This includes incorporating neighborhood level services in addition to community level services, such as adding corner stores in addition to grocery stores. This spreads the number of people accessing or gathering at primary resource locations and supports health considerations during events such as COVID-19.

Community engagement

1. Deepen equity considerations within community engagement using the equitable engagement assessment framework tool that PRR provided.

TO: Debbie Bent, Community Development Director, City of Kenmore
Lauri Anderson, Principal Planner, City of Kenmore

FROM: Clay White, Director of Planning, LDC Inc.
Matt Covert, Senior Planner, LDC Inc.

DATE: March 31, 2023

RE: Middle Housing/Small scale commercial development code and policy review

The purpose of the discovery report is to review existing information as it relates to future development of middle housing and small-scale commercial opportunities in the City of Kenmore. The findings of the report will inform the overall approach and recommendations for future project tasks, including the development of middle housing code amendments.

The report is broken up into five sections. Each section includes references to additional background research and maps, which are appended as attachments to the report. Links are provided for easy navigation to these additional materials.

Areas covered within the report include:

- ✓ [Middle Housing – Comprehensive Plan policy direction](#)
- ✓ [Middle Housing – Bulk standards review](#)
- ✓ [Middle Housing – Consideration of various types](#)
- ✓ [Middle Housing – Opportunities and options](#)
- ✓ [Small-Scale Commercial Development – Analysis and options](#)

Middle Housing –Comprehensive Plan Policy Direction

Review recently adopted Vision Statement, Land Use Element, and Housing Element for current policy direction.

In November 2022, the City of Kenmore completed a major update of several elements of its Comprehensive Plan. The update included major revisions to the Kenmore 20-year Vision Statement and both the Land Use and Housing Elements. [Attachment A](#) provides tables that highlight Vision Statement and Land Use and Housing Element policies focused on housing, including middle housing.

Recent changes to Housing Element requirements through [HB 1220](#) and new and modified housing policies in [Vision 2050](#) and the [King County Countywide Planning Policies](#) require cities to more actively plan for a wide variety of housing types. As an example, new Housing Element language requires a comprehensive plan and implementing regulations include “a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including...moderate density housing options including, but not limited to, duplexes, triplexes, and townhomes.”

The work recently completed by the City of Kenmore implements these new requirements and includes a Vision Statement and policies that support providing a variety of middle housing options. While [Attachment A](#) identifies a broader set of language and policies focused on housing, the following stand out as Vision Statement and policy guidance focused on support for moderate-density housing options.

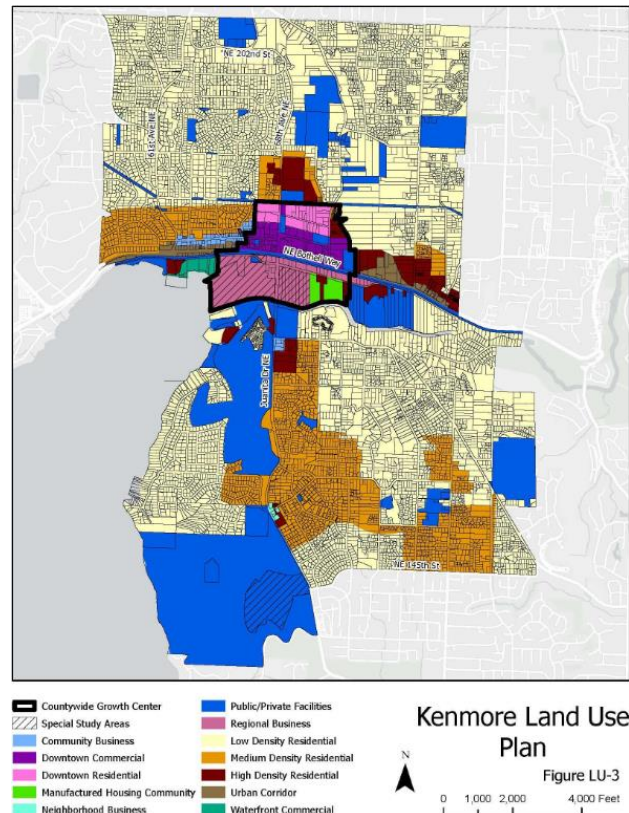
Vision Statement (excerpts)

- As we look into the future, we see Kenmore as a place that residents, businesses, and visitors find welcoming, with courteous people, offering a high quality of life to live, raise children, shop, work, recreate, and socialize. In 2044, we see Kenmore as a fun, vibrant community centered on the waterfront but including a variety of unique neighborhoods.
- Encourages a diversity of well-maintained, complementary housing types to provide living accommodations affordable to all residents.
- Is friendly and inclusive, welcoming all types of families, supporting diversity, and fostering a sense of belonging and pride in all residents.

Land Use Element

- Policy LU-1.5.1 Ensure that zoning regulations provide for a range of housing types and densities, such as lower density single-family neighborhoods, medium density neighborhoods that combine single-family housing with duplexes, triplexes and cottage housing, and neighborhoods with larger-scale multifamily developments.
- Policy LU-3.1.6 Plan for a variety of housing types including affordable housing.

The adopted land use map implements these policies, including the provision for medium density housing along the City's two main transit corridors (NE Bothell Way and Juanita Drive NE)



Housing Element

- GOAL H-1. Promote and maintain strong, diverse, equitable, and inclusive neighborhoods.
- Policy H-3.1.1 Ensure zoning regulations accommodate a range of housing styles and types in appropriate locations, such as single-family detached dwellings, size-limited

houses on smaller lots, duplexes, triplexes, cottage housing, townhouses, apartments, accessory dwellings, manufactured homes, and other types. Consider neighborhood compatibility as well as housing needs and surrounding environmental conditions when applying zones, land use, and development standards.

- Policy H-3.1.2 Take an incremental approach to expanding medium density housing opportunities in the City.
- OBJECTIVE H-4.2 Adopt programs and regulations that support housing affordable to extremely low-, very low-, low-, and moderate-income households, comparable to the countywide need.
- OBJECTIVE H-4.3 Provide zoning and development standards that integrate affordable housing compatibly into the community.
- Policy H-4.1.3 Allow existing legally created duplexes, triplexes, and other medium-density housing types in the low and medium density residential classifications to continue without “nonconformance” limitations related to density, setbacks, height, or lot size.

One policy area where further consideration may be appropriate are policies focused on housing types appropriate for the lower density R-1 and R-4 zones. Currently, Policy LU-2.1.2 and 1.5.1 focus on the R-1 and R-4 zones being primarily reserved for single-family detached housing.

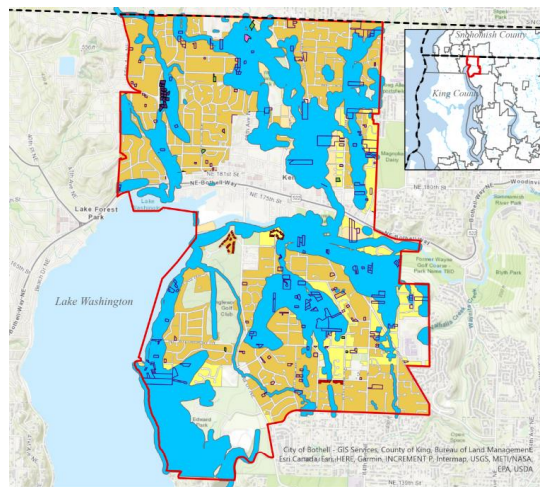
- Policy LU-2.1.2 Low Density Residential: In this classification, land uses are predominantly single detached dwelling units on lot sizes that vary according to district but with an overall base density of one to six dwelling units per acre. In the R-1 and R-4 districts, uses are clustered as appropriate in relation to environmental constraints.
- Policy LU-1.5.1 Ensure that zoning regulations provide for a range of housing types and densities, such as lower density single-family neighborhoods, medium density neighborhoods that combine single-family housing with duplexes, triplexes and cottage housing, and neighborhoods with larger-scale multifamily developments.

Given that multiple-family dwellings (townhouses) are currently allowed in the R-1 and R-4 zones and that H-4.1.3 supports treating existing middle housing types as legally conforming units, some modification of the above policies may be warranted. The extent of policy language changes depend on the extent and type of middle housing code changes in the future and the types of middle housing permitted in each of the two zones. Policies should be modified to reflect the housing types ultimately allowed in each of the residential zones.

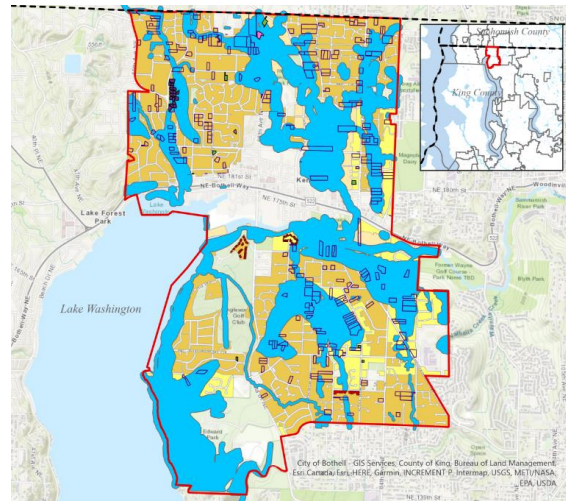
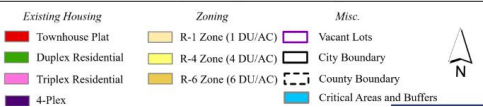
Options could include broadening Policy LU-2.1.2 to mention other middle housing types, such as duplexes, triplexes, or townhomes (currently permitted in all residential zones). Policy LU-1.5.1 could also be expanded so that the housing types associated with medium density zones also apply to lower density zones, where appropriate.

This is important because LU-2.1.2 encourages clustering of housing to avoid environmental constraints. Middle housing provides one option to be able to meet the density goals for the underlying zone while also meeting critical area regulations.

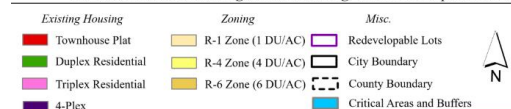
The maps below (also found in [Attachment C](#) and [Attachment D](#)) highlight that much of the residential land with development or redevelopment possibilities is constrained by critical areas. Providing for more housing types while encouraging clustering, could provide more housing opportunities.



City of Kenmore - Middle Housing
Residential Zones, Existing Middle Housing, and Vacant Lots



City of Kenmore - Middle Housing
Residential Zones, Existing Middle Housing, and Redevelopable Lots



Middle Housing – Bulk Standards Review

Review bulk standard requirements, design standards, incentives, environmental regulations, fees, infrastructure, and permit processes in the R-1, R-4, and R-6 single-family zoning districts, including draft regulations for duplexes and triplexes.

A review of the City of Kenmore bulk standards, design standards, incentives, environmental regulations, fees, and permit processes in the R-1, R-4, and R-6 zones has been completed. [Attachment B](#) provides a table that compares key sections of last year's draft regulations for duplexes and triplexes with existing code. The comparison table is focused on key code sections, which typically impact the ability to build housing, including middle housing. This includes allowed uses, bulk standard tables, and parking, on-site recreation, and landscaping requirements. A table with links to other key code sections has also been provided.

The following analysis provides a high level overview of how the current bulk standards impact the ability to construct middle housing types in the R-1 and R-4 zones and how the current bulk standards impact the R-6 zone. This includes development of duplexes, triplexes, fourplexes,

fiveplexes, sixplexes, townhomes, courtyard apartments, cottage housing, and stacked flats. This analysis couples with the discovery report code options provided later in the report.

R-1 zone

The base density for the R-1 zone is one dwelling unit per acre. Much of the zone is constrained by critical areas and the code requires clustering when critical areas are present. Given the low density of the zone, it is unlikely that much middle housing will be built in the R-1 zone. If someone has two acres, for example, they will most likely build two single family detached homes. However, given the focus on clustering, providing for attached housing types could be one way to more effectively meet environmental goals, while also providing housing options.

To encourage lower density middle housing types, such as duplexes or triplexes, the city would need to consider increasing the base density, combining this zone with the R-4 zone, or providing density increases for certain middle housing types. Critical area regulations would still limit development in many areas and encourage clustering of housing. The city could look at incentives for providing middle housing types, such as counting a duplex as one unit towards density or providing a density bonus for middle housing that meets environmental goals. Under the current base density limitations, it is unlikely that fourplexes, fiveplexes, sixplexes, courtyard apartments, cottage housing, and stacked flats will be built in this zone.

The city should also look at increasing the 30% impervious surface maximum for lots. The current requirement does not encourage clustering homes on very small lots. While the minimum lot size is 2,500 square feet, that would mean only allowing 833 square feet of impervious surface. Given the overall density of the zone is one dwelling unit per acre, the impervious surface maximum could be raised substantially while still maintaining a very low overall impervious surface area.

R-4 zone

The base density for the R-4 zone is four dwelling units per acre. Six dwelling units per acre may be achieved when applying the residential density incentives in KMC 18.80. Currently, the incentives are not focused on middle housing.

Like the R-1 zone, the city would need to consider increasing the base density or provide strong incentives to encourage middle housing. If someone has one acre, for example, they will most likely build four single family detached homes rather than two duplexes. Single family detached housing is typically built until densities exceed 9-11 dwelling units per acre (depending on the bulk standards and zoning).

The bulk standards, such as minimum lot sizes, currently support single family detached housing being built vs. middle housing. In lieu of increasing the base density, the following are a couple of options to consider.

- Minimum lot size - Currently, the minimum lot size for the zone is 7,200 sq. ft., except as allowed in KMC 18.21.030 - Footnote 16. To encourage middle housing, consider reducing the minimum lot size for middle housing types, especially where critical areas are present. It is possible, that two duplexes or a triplex would be built (instead of single family detached housing) in instances where a lot is heavily constrained by critical areas, if the minimum lot size was reduced to 2,500 sq. ft, for example. Maximum impervious surface standards and setbacks should also be reviewed depending on the minimum lot size established.
- Residential density incentives - the city could consider amending KMC 18.80 to provide for residential density incentives for middle housing such as duplexes, triplexes, fourplexes, cottage housing, or stacked flats. If densities were increased to 8 dwelling units per acre for middle housing coupled with modified bulk standards for lot dimensions, maximum impervious, minimum lot sizes, it could provide the right incentive for middle housing to be built (rather than single family detached housing).

Under the current base density limitations, it is unlikely that fourplexes, fiveplexes, sixplexes, courtyard apartments, cottage housing, and stacked flats will be built in this zone, if permitted, unless critical areas restrict the developable area.

R-6 zone

The base density for the R-6 zone is six dwelling units per acre. Nine dwelling units per acre may be achieved when applying the residential density incentives in KMC 18.80. Currently, the incentives are not focused on middle housing.

Like the R-1 and R-4 zones, the R-6 bulk standard regulations are focused on single family detached housing. At six dwelling units per acre, single family detached housing is typically going to be developed vs. middle housing types, unless critical areas restrict the building envelope and attached housing becomes advantageous.

The current minimum lot size of 5,400 sq. ft., setbacks, and minimum lot widths would be associated with detached housing types. Modifications to bulk standards coupled with middle housing incentives, like those outlined for the R-4 zone, could provide additional opportunities for lower density middle housing types. Under the current base density limitations, it is unlikely that many fourplexes, fiveplexes, sixplexes, courtyard apartments, cottage housing, and stacked flats will be built in this zone, if permitted, unless critical areas restrict the developable area.

The draft "Missing Middle" code proposed increasing allowable densities, eliminating minimum lot sizes, reducing setbacks, and modifying lot dimensions and standards. While the draft code amendments were focused on duplexes and triplexes, the densities provided for in the draft code would be conducive to fourplexes, fiveplexes, sixplexes, townhomes, courtyard apartments, cottage housing, and stacked flats. If the "Missing Middle" code is considered in the future (for some or all or some of the R-6 zoned land), the city could consider

allowing a wider variety of middle housing types. In addition, instead of having bulk standards for each housing type, consider having one set of bulk standards for all attached housing types. Another alternative would be to apply R-12 and/or R-18 zoning to some areas given the base densities called for in the draft “Missing Middle” ordinance more align with the densities in those zones. Additional middle housing types could be added as permitted in addition to Multiple-Family Dwellings, which are already permitted.

The draft “Missing Middle” ordinance proposed densities of 22-29 units per acre for duplexes and triplexes. These densities would provide a strong incentive for development and redevelopment. It is suggested that if future options are considered in the R-6 zone, that bulk standards such as minimum lots sizes, building setbacks, landscaping buffers, and impervious maximums be reviewed, to true up how allowed densities sync up with bulk standard requirements that may impact actual development densities. This should be reviewed for both development and redevelopment options.

The draft code could also be applied to other middle housing types, including cottage housing. If a cottage housing code is developed, there are a few items to consider. It would be important to provide some type of incentives. With the current price of land, building a 1,200 sq. ft. home vs. 2,400 sq. ft. home, for example, may not make sense unless incentives, such as density increases are provided. The other issue is that KMC 18.40.030 currently requires 2 parking spaces for each dwelling unit. If built, this could result in large parking areas. Consider allowing and incentivizing cottage development near transportation options so parking requirements can be reduced or eliminated. The largest hurdle with cottage housing is that the housing type typically still requires all the elements of a single family development. Smaller homes still require setbacks, landscape buffers, parking, stormwater detention, etc. The goal is to find ways that is can pencil. vs. an alternative type of development.

One important area to focus on moving forward will be where middle housing may be permitted vs. where there is existing land that is vacant or redevelopable. [Attachment C](#) defines where there are vacant parcels in the R-1, R-4, and R-6 zones that could be developed in the future. [Attachment D](#) provides the same information but focuses on parcels that could be redeveloped.

Critical areas and associated buffers have been overlayed on both maps. Many of the parcels that could be developable or redevelopable have critical area encumbrances. This does not mean they could not be developed, but it does present additional challenges. Very few vacant parcels remain in the R-1, R-4, and R-6 zones that do not have critical area challenges. There are a greater number of parcels that may be redevelopable in the R-6 zone and appear to be outside of designated critical areas and buffers. However, many of these are also encumbered.

As revised code changes for duplexes and triplexes are developed and considered and other housing regulations are prepared, understanding where development or redevelopment could occur is important. This will not only help frame up where development of middle housing might occur, if permitted, but also help guide the development of new codes. The draft duplex and

triplex code, for example, provides strong density incentives to build duplexes and triplexes in the current R-6 zone. Providing these types of incentives will be important, given that most new middle housing would be in the form of redevelopment of lots with existing single-family homes. Existing homes on parcels will typically not be redeveloped unless there is a strong incentive to do so. The draft duplex and triplex code provides incentives that could work.

There is one other use change that may be important to consider. Under the current code, multiple-family dwelling units (townhouses) are permitted within the R-1, R-4, and R-6 zones. These are defined as a one-family dwelling attached to one or more one-family dwellings by common roofs, walls, or floors. A footnote in the use table explains that in the single-family zones currently, only multiple-family dwellings in the form of subdivided townhomes are permitted (other townhomes are conditional uses, and all other multifamily units are prohibited). In the proposed duplex and triplex code, multiple-family dwelling units would remain permitted in the R-1 and R-4 zones, but duplexes and triplexes would only be permitted in the R-6 (proposed RM) zone.

One option would be to remove multiple-family dwelling units as being permitted in the R-1 and R-4 zones but allow duplexes in the two zones on corner lots or only under certain circumstances. If the code was modified this way, it would focus middle housing in the R-6 zone (or in certain areas within the R-6 zones), where there are the most redevelopment options. It would also lessen impacts to the R-1 and R-4 zones from what is currently permitted. This may assist as draft codes are brought back to the public and city council.

Middle Housing – Consideration of Various Housing Types

Consider duplexes, triplexes, fourplexes, sixplexes, townhomes, courtyard apartments, cottage housing, and stacked flats.

Under the current code, townhouses are permitted within the R-1, R-4, and R-6 zones. Each of the zones has guidelines for townhouses to ensure these middle housing types are appropriate for the zone.

The City is considering how to permit duplexes and triplexes in the R-6 zone. This residential zone is where most residential capacity exists for middle housing. The City of Kenmore has and is considering options to provide a variety of middle housing options within the city.

The analysis on pages 4-7 provides high level insights about all middle housing types within the R-1, R-4, and R-6 residential zones. This includes the following findings:

- Additional middle housing in the R-1 and R-4 zones will be difficult given they are both low density zones (one and four dwelling units per acre respectively) where single family detached homes will typically be built. Bulk standards would need to be modified to align with what is needed for middle housing and residential density incentives should be provided for attached housing types. If the bulk standards are properly modified, middle

housing, such as duplexes and triplexes may be built, especially where there are environmental constraints limiting the development area of a property.

- The R-6 zone is also a relatively low density zone (six dwelling units per acre). The current minimum lot size of 5,400 sq. ft., setbacks, and minimum lot widths are focused on building detached single family housing. Modifications to bulk standards coupled with middle housing incentives, such as a density bonus for certain middle housing types, could provide additional opportunities for middle housing types. Under the current base density limitations, it is unlikely that many fourplexes, fiveplexes, sixplexes, courtyard apartments, cottage housing, and stacked flats will be built in this zone, if permitted, unless critical areas restrict the developable area.
- The draft "Missing Middle" ordinance proposed increasing allowable densities, eliminating minimum lot sizes, reducing setbacks, and modifying lot dimensions and standards. While the draft code amendments were focused on duplexes and triplexes, the densities provided for in the draft code would be conducive to fourplexes, fiveplexes, sixplexes, townhomes, courtyard apartments, cottage housing, and stacked flats. If the "Missing Middle" code is considered in the future (for some or all or some of the R-6 zoned land), the city could consider allowing a wider variety of middle housing types. In addition, instead of having bulk standards for each housing type, consider having one set of bulk standards for all attached housing types.
- The draft "Missing Middle" ordinance proposed densities of 22-29 units per acre for duplexes and triplexes. These densities would provide a strong incentive for development and redevelopment. It is suggested that if future options are considered in the R-6 zone, that bulk standards such as minimum lots sizes, building setbacks, landscaping buffers, and impervious maximums be reviewed, to true up how allowed densities sync up with bulk standard requirements that may impact actual development densities. This should be reviewed for both development and redevelopment options. The draft code could also be applied to other middle housing types, including cottage housing.

Middle Housing – Opportunities and Options

Outline policy or code alternative that could provide middle housing opportunities on at least 30% of the lots or land in the City primarily zoned for single-family development, including pro/cons of making code or policy changes and other jurisdictions who have taken similar actions.

The City of Kenmore currently permits middle housing in each of the single-family zones and therefore exceeds the 30% threshold. The R-1, R-4, and R-6 zones each allow townhouses as a permitted use. However, while use is permitted, it is subject to underlying density limitations and bulk standard restrictions, which impact the overall ability to build townhouses, especially in the R-1 and R-4 zones. There is also no incentive to build this type of housing versus single-family detached housing unless a site is constrained and building attached housing is the only way to achieve higher densities.

Four preliminary use change options have been developed, to help compare alternatives that are available and could be considered by the city. They include:

- Option #1 – Permit duplexes and triplexes in all single-family residential zones (R-1, R-4, R-6) within ¼ mile of High Capacity Transit.
- Option #2 – Permit duplexes and triplexes on corner lots in R-1, R-4, and R-6 zones.
- Option #3 – Permit duplexes and triplexes in the R-6 zone (mirrors latest version of draft duplex/triplex code).
- Option #4 – Permit other middle housing types.

For each option, we have identified if:

- It would provide middle housing opportunities on at least 30% of the lots or land in the city primarily zoned for single-family development.
- If policy changes would be necessary to support this option.
- Possible advantages and disadvantages of taking the action.

Given that the options presented may not perfectly align with actions taken by other cities, the following list and links are for cities that permit middle housing in a variety of residential zones. Most cities at least have moderate density zones that permit middle housing types.

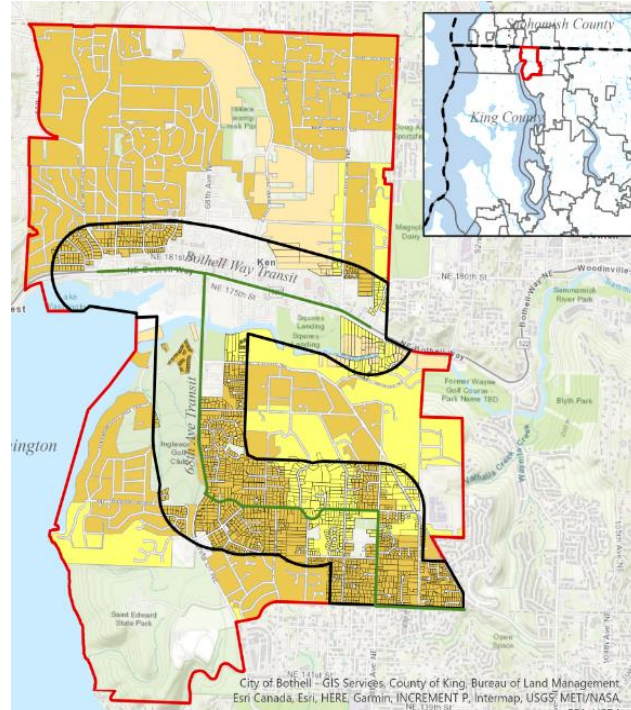
Duplexes on corner lots	Middle Housing Codes:
<ul style="list-style-type: none"> • Bothell • Snohomish County 	<ul style="list-style-type: none"> • Issaquah • Port Orchard • Port Townsend • Mill Creek

Note that each of these are preliminary discovery options put together to assist in assessing what code changes might be advantageous for the City of Kenmore. It is expected that additional study and research will be completed and additional options considered.

Option #1 – Permit duplexes and triplexes within ¼ mile of High Capacity Transit

This option focuses on allowing duplexes and triplexes on lots within the R-1, R-4, and R-6 zones which are within ¼ mile of High Capacity Transit services. Those corridors include NE Bothell Way (HWY 522) and Juanita Drive. Most of the area within this corridor is located within the R-6 zone.

This option applied only to the R-6 zone is supported by the Comprehensive Plan Land Use Map. Other than applicability language, most of the draft duplex/triplex code could be used to implement this option. Density incentives and bulk standard requirements will need to be amended to work for these attached housing types in the R-1 and R-4 zones, along with changes to the Comprehensive Plan Land Use Map.



A full version of the Option #1 map is included as [Attachment E](#).

<p>Code options provide middle housing opportunities on at least 30% of the lots or land in the city primarily zoned for single-family development?</p>	<p>Yes. This option would provide for duplexes and triplexes on 30.2% of lots zoned R-1, R-4, and R-6. This percentage would be reduced if only applied to the R-6 zone.</p> <p>This option presumes that this change would be in parallel with removing multi-family dwelling units (townhomes) as being permitted in all three zones. If this use remains as permitted, then middle housing would remain permitted in 100% of the single-family residential zones.</p>
<p>Would policy changes be necessary to support this option?</p>	<p>Slight modification to Policy LU-2.1.2 and 1.5.1 could be warranted if this option is applied to the R-1 and R-4 zones. Currently, those policies are focused on single-family detached residential housing for those zones. Changes to the Comprehensive Plan Land Use Map also would be required.</p>

Advantages	<ul style="list-style-type: none"> • Would provide moderate density housing closer to transportation choices. • Could assist if reduced parking requirements are considered. • Allowing duplexes and triplexes in the R-1 and R-4 zones would not reduce any environmental regulations or protections. These housing types, just like single family detached homes, would have to comply with all environmental regulations to be approved.
Disadvantages	<ul style="list-style-type: none"> • Would reduce opportunities for middle housing given many of the parcels with development or redevelopment opportunities are located outside of ¼ mile radius. • Unless density incentives are provided, many parcels in the R-1 and R-4 zones would not be allowed to build a duplex or triplex given the maximum density allowance of each zone.

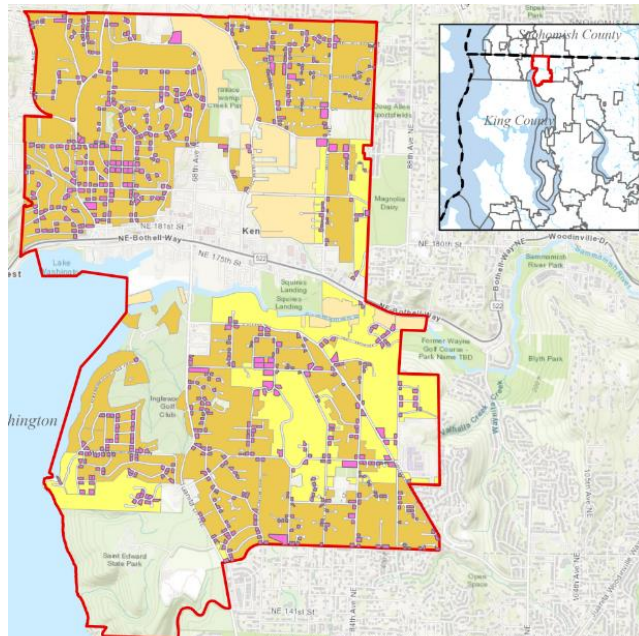
Option #2 – Permit duplexes and triplexes on corner lots in R-1, R-4, and R-6 zones

This option focuses on permitting duplexes on corner lots within the R-1, R-4, and R-6 zones.

This option could be adjusted to only apply to the R-4 and R-6 zones or to the R-6 zone only. Most of the corner lot parcels are located within the R-6 zone. Other than applicability language, most of the draft duplex/triplex code could be used to implement this option.

Suggested high level edits to the draft “Middle Housing” code language is provided for in the discovery report. If this option is pursued, a full set of draft code changes will be prepared.

A full version of the Option #2 map is included as [Attachment F](#).



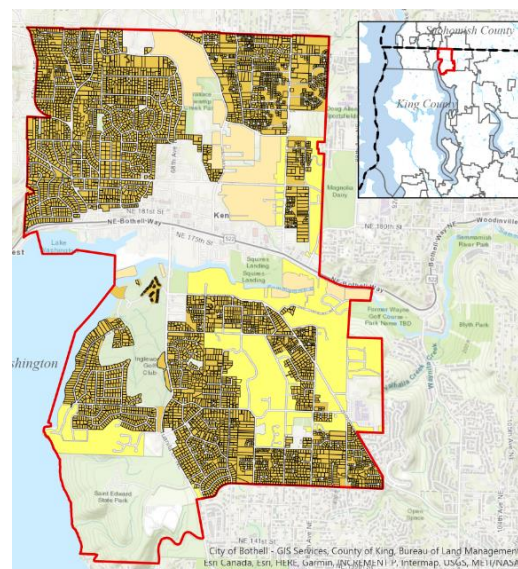
<p>Code options provide middle housing opportunities on at least 30% of the lots or land in the city primarily zoned for single-family development?</p>	<p>No. This option would provide options for duplexes on 11.4% of lots zoned R-1, R-4, and R-6. This percentage would be reduced if only applied to the R-6 zone.</p> <p>Option presumes that this change would be in parallel with removing multi-family dwelling units as being permitted in all three zones. If this use remains as permitted, then middle housing would remain permitted in 100% of the single-family residential zones.</p>
<p>Would policy changes be necessary to support this option?</p>	<p>Slight modification to Policy LU-2.1.2 and 1.5.1 could be warranted if this option is applied to the R-1 and R-4 zones. Currently, those policies are focused on single-family detached residential housing for those zones.</p>
<p>Advantages</p>	<ul style="list-style-type: none"> • Would have less of an impact to existing neighborhood than allowing duplexes and triplexes on all lots. • Duplexes can be designed, especially on corner lots, to better fit in with the character of existing neighborhoods.
<p>Disadvantages</p>	<ul style="list-style-type: none"> • Would limit the potential areas for permitting duplexes and triplexes in the residential zones.

Option #3 – Permit duplexes and triplexes within R-6 zone

This option focuses on permitting duplexes and triplexes within the R6 zone only. This option is synonymous with the latest version of the draft “Missing Middle” code.

This option could be paired with the option of removing multi-family dwelling units as being permitted in all three zones. This could provide a balance between the lower density R-1 and R-4 zones and the moderate density R-6 zone.

This option provides significantly more opportunities for middle housing to be built in the city then focusing on corner lots or requiring duplexes and triplexes to be within ¼ mile to High Capacity Transit. This is because many of



lots where development or redevelopment is likely to take place fall outside of corner lots or the ¼ mile area.

Suggested high level edits to the draft “Middle Housing” code language is provided for in the discovery report. If this option is pursued, a full set of draft code changes will be prepared.

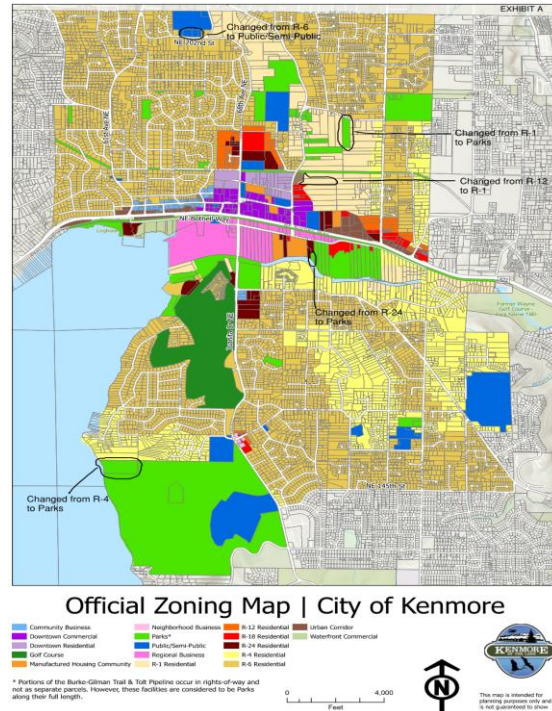
A full version of the Option #3 map is included as [Attachment G](#).

Code options provide middle housing opportunities on at least 30% of the lots or land in the city primarily zoned for single-family development?	<p>Yes. This option would provide for duplexes and triplexes on 80.6% of lots zoned for single-family residential even though it is proposed to only apply in the R-6 zone.</p> <p>Option presumes that this change would be in parallel with removing multi-family dwelling units as being permitted in all three zones. If this use remains as permitted, then middle housing would remain permitted in 100% of the single-family residential zones.</p>
Would policy changes be necessary to support this option?	No policy changes would be required. The Comprehensive Plan Land Use Map would need revision.
Advantages	<ul style="list-style-type: none"> • Would provide options for duplexes and triplexes within a larger area in the city than other options. • Could provide an opportunity for more attainable housing types in the city. • Would provide more options where lots are available that are outside of critical areas and have development or redevelopment potential.
Disadvantages	<ul style="list-style-type: none"> • Some development could be perceived as being incompatible with existing single-family detached neighborhoods.

Option #4 – Permit other middle housing types

This option focuses on providing options for more middle housing in the R-1, R-4, and R-6 zones. This includes options that could work under the current zoning format with minimal code changes. The city could decide to only take elements of this option to provide additional middle housing options.

- 1) Allow for duplexes and triplexes in the R-1 and R-4 zones. These housing types would be the least impact on zones which are primarily single family detached housing and less intense than multiple-family dwellings (townhouses) which are currently permitted. Density incentives and bulk standard changes would be proposed to facilitate development. This would also allow the city to focus on clustering homes adjacent to critical areas, given most developable or redevelopable sites are adjacent to critical areas.
- 2) Within the R-6 zone, utilize the densities prescribed in the draft “Missing Middle” code but modify the proposal to allow for more middle housing types, such as fourplexes, fiveplexes, sixplexes, courtyard apartments, and stacked flats. Consider limiting densities within a ¼ mile of NE Bothell Way and Juanita Drive NE—a walkable distance from the main transit corridors. This option would require some bulk standard changes from those outlined in the “draft “Missing Middle” ordinance.
- 3) Within the R-6 zone, permit cottage housing. Consider reduced or no off street parking requirements within a ¼ mile of NE Bothell Way and Juanita Drive NE and incentives to promote this housing type over other types that could be built in the R-6 zone.



Code options provide middle housing opportunities on at least 30% of the lots or land in the city primarily zoned for single-family development?

Yes. This option would provide for middle housing in all residential zones, depending on the options or options chosen.

Would policy changes be necessary to support this option?	Slight modification to Policy LU-2.1.2 and 1.5.1 could be warranted options are applied to the R-1 and R-4 zones. Currently, those policies are focused on single-family detached residential housing for those zones. It is likely that some modifications to the Comprehensive Plan Land Use Map would be required.
Advantages	<ul style="list-style-type: none"> • Would provide options for duplexes and triplexes within a larger area in the city than other options. • Could provide an opportunity for more attainable housing types in the city. • Would provide more options where lots are available that are outside of critical areas and have development or redevelopment potential. • Could provide for the full range of middle housing types but limit higher density options in areas which are further for transit options or primarily single family.
Disadvantages	<ul style="list-style-type: none"> • Some development types could be perceived as being incompatible with existing single-family detached neighborhoods.

Middle Housing – Small Scale Commercial Development Analysis

Prepare analysis and map areas which could provide options for small-scale commercial development to improve neighborhood walkability and support middle housing. The analysis includes development of a methodology to be utilized in the analysis and mapping of identified areas.

The City of Kenmore is interested in identifying potential locations for small-scale commercial development embedded within existing residential areas.

Kenmore’s zoning code already contains a Neighborhood Business zoning district, which is currently only implemented on its zoning map in two locations: on 55th Ave NE on the border with Lake Forest Park, currently an office building, and several properties at the intersection of Juanita Dr NE and NE 153rd Pl, including a restaurant, auto shop, coffee shop, and convenience store. However, the City is looking at **alternatives** to the Neighborhood Business zone that would better promote walkability, be more integrated in residential areas, and support the implementation of middle housing.

Methodology

1. To that effect, sites where zoning could be changed to allow such uses were selected with the following base criteria:

- Within the R-1, R-4, or R-6 zones;
- Located at an intersection involving streets classified in the comprehensive plan as collector streets or higher (public streets only);
- Corner lot (visually identified using geospatial data and including lots with frontage on more than one street); and
- Not explicitly designated as a critical areas, open space, or drainage tract in a plat (visual check using aerial imagery and Google Street View).

Using King County parcel data and Kenmore streets and zoning data, an analysis by this first set of criteria resulted in the identification of **175 lots** that meet these criteria.

2. Doubling up HCT - **91** of these 175 lots are also located within a quarter-mile of high-capacity transit corridors, so implementation of a new zoning district or new use standards for these purposes should be closely examined if pursued in concert with Middle Housing option #1 as described on pages 6-7 of this report.

In prioritizing or anticipating development potential, these corner lots were also analyzed on two additional metrics: number of homes within a quarter-mile walkshed, and redevelopment capacity.

3. Redevelopment Capacity - Of the 175 total corner lots identified above, only **10** were listed as redevelopable in the King County Buildable Lands Report data. However, if these lots were to allow commercial uses and be evaluated for development capacity in the same way as other non-residential properties in King County's land supply methodology, using a threshold of an improvement to land value ratio of less than 0.5, **15 lots** would be considered redevelopable (9 percent). Three additional parcels are identified in assessor data as vacant, and a closer investigation would be warranted as to whether there is capacity on these sites or whether they are otherwise encumbered. Those are not included in the map.

A map showing the lots meeting the above base and additional criteria is shown in [Attachment H](#).

4. Walkshed – In order to better home in on likely developability, lots meeting the base criteria described in #1 on the previous page were analyzed by number of residential units within a quarter mile of each lot. [Attachment I](#) shows these lots symbolized by the number of units in each lot's walkshed.

The walksheds of each identified corner lot that could meet the criteria for small-scale neighborhood commercial development range from 60 single-family and middle housing units to 231 units. As Attachment I shows, the locations with the largest potential walksheds include:

- 60th Ave NE and 61st PI NE
- 61st Ave NE and NE 193rd St
- 61st Ave NE and NE 190th St
- Simonds Rd NE and NE 166th St

- 84th Ave NE and NE 155th St
- 84th Ave NE and NE 150th St
- 84th Ave NE and NE 148th PI

Uses and Development Standards – Examples and Considerations

Olympia

The City of Olympia has a Neighborhood Retail district whose intent is as follows:

- "a. Permit small retail establishments which offer a limited range of goods within a residential neighborhood.
- b. Protect existing neighborhood retail districts and permit new establishments where local economic demand and appropriate design can assure compatibility with the neighborhood.
- c. Be located not less than one-half (1/2) mile from another neighborhood retail district or any other commercial district providing similar services or facilities.
- d. Have a maximum size for a Neighborhood Retail district of not more than one (1) acre.
- e. Limit the size, scale and expansion of such establishments in order to minimize traffic volumes and congestion, and other adverse impacts on the neighborhoods in which said establishments are located.
- f. Ensure that development in this district is characterized by small buildings, low traffic generation, considerable walk-in trade, quiet operations and little or no night activity."

Several features of this resonate with Kenmore's stated purpose for small-scale commercial development, including the emphasis on a limited range of uses *within* a residential neighborhood, having a maximum lot size, and an intent to emphasize relatively low-impact and walkable development.

Permitted uses in the NR zone include:

- Restaurants without drive-throughs
- Art galleries
- Fitness clubs and dance studios
- Parks
- Apartments above ground-floor commercial in mixed-use development
- Building materials, garden, and farm supplies
- Food stores
- Gas stations (with conditions)
- Pharmacies
- Specialty stores
- Laundromats
- Personal services

The NR district's dimensional regulations include:

- Maximum building height of 35 feet
- Setbacks of 15 feet

- Minimum lot size of 7,200 square feet
- Max building size of 3,000 square feet for a single use, 6,000 square feet for mixed-use

The city also limits operating hours to 6am to 11pm, limits the size of gas stations, and requires adherence to the city's commercial design guidelines. These regulations include a requirement that buildings must abut at least 50 percent of the street frontage ([OMC 18.110](#)). The approach taken by Olympia has taken may be helpful for Kenmore.

Bellingham

Bellingham has small-scale neighborhood commercial uses mixed into residential areas in several neighborhoods. For example, in the Happy Valley neighborhood, Area 14 is zoned neighborhood commercial and is subject to the following development and use regulations ([BMC 20.00.090](#)):

Area	Zoning	Use Qualifier	Density	Special Conditions	Prerequisite Considerations	Special Regulations
14	Commercial	Neighborhood, administered through the planned development process; limited permitted uses*	<p>Max. 2,000 square feet of floor area per use except for eating establishments.</p> <p>Max. of 50 percent of the gross commercial floor area may be used for offices as a primary use.</p> <p>Min. ratio of 0.8 sq. ft. of residential floor space to 1 sq. ft. of commercial floor space.</p>	Neighborhood commercial and mixed-use design criteria; maximum 25-foot height limit above Harris Ave. centerline; limited vehicular access; street improvements	None	<p>See Attachment 1 – Neighborhood Commercial and Mixed-Use Design Criteria.</p> <p>*Permitted uses are limited to the following:</p> <ol style="list-style-type: none"> 1. Retail establishments of all types except those selling the following products (see also numbers 12 and 13 below): <ol style="list-style-type: none"> a. Automobiles and trucks. b. Heavy farm and construction equipment. c. Feed, grain and farm supplies. d. House trailers, mobile homes and boats. 2. Personal service facilities such as: <ol style="list-style-type: none"> a. Barber and beauty shops. b. Tailor shops. c. Repair shops for small items. 3. Business and professional offices limited to 50 percent of the gross commercial floor area in this zone. 4. Laundry and dry cleaning establishments. 5. Florist shops. 6. Publicly owned parks and playgrounds. 7. Eating establishments. 8. Public utilities, if located within a public right-of-way. 9. Single-family dwelling unit. 10. Duplex and multifamily dwelling units, when within a structure housing other principal uses. 11. Uses similar to the above. <p>Prohibited Uses:</p> <ol style="list-style-type: none"> 1. Auto-oriented services and sales such as gas stations, auto repair shops, drive-through establishments and similar uses. 2. Adult entertainment uses, drinking establishments, liquor stores, card rooms, and tattoo/body piercing establishments.

The use criteria for neighborhood commercial in that zoning district can be found in attachment 1 of [BMC 20.00.090](#). Key regulations in that zone include:

- Buildings and public spaces should be located immediately adjacent to the public sidewalk

- The maximum street frontage for any one commercial use is 60 feet. For street corner uses, only one street frontage may exceed 50 feet.
- Residential uses shall be provided in conjunction with commercial uses at a minimum ratio of 0.8 square feet of residential floor space to 1 square foot of commercial floor space.
- Commercial development of the site shall be pedestrian in scale with windows and entries adjacent to the street or pedestrian corridor.
- Drive-through establishments are prohibited.
- In order to encourage transit related and affordable housing in mixed-use (commercial-residential) developments, shared parking may be approved if required parking for the greater of either all residential or all commercial uses is met.
- Improved on-street parking adjacent to the property may be counted toward on-site parking requirements, provided all required parking for residential uses is improved on site.

While not all of these provisions may be relevant for Kenmore as it sets out to define regulations for small-scale neighborhood commercial development, others are. Kenmore should consider the following categories of regulations:

1. Limit permitted and conditional uses to those that mesh well with the goals of walkability, supporting middle housing, and integrating within existing residential areas. This can include prohibiting drive-throughs and other vehicle-oriented businesses.
2. Limit building size and/or lot size.
3. Require that uses front the street.
4. Allow parking flexibility with shared parking for different uses and the ability to count on-street parking toward parking requirements.

Attachment A – Vision Statement Language and Land Use and Housing Element Policies

CITY OF KENMORE COMPREHENSIVE PLAN – REVIEW OF 20-YEAR VISION, LAND USE, AND HOUSING ELEMENTS.
The comprehensive plan tables highlight language and policies which are focused on housing, including middle housing.

<div>City of Kenmore Comprehensive Plan</div> <div>Kenmore 20-year Vision (Page 2-1)</div>
<div>This table provides the full Kenmore 20-year Vision. Statements focused on housing are in bold text.</div>
<div><div>KENMORE 20-YEAR VISION</div><div>As we look into the future, we see Kenmore as a place that residents, businesses and visitors find welcoming, with courteous people, offering a high quality of life to live, raise children, shop, work, recreate, and socialize. In 2044, we see Kenmore as a fun, vibrant community centered on the waterfront but including a variety of unique neighborhoods that</div><div><div>a) encourages a diversity of well-maintained, complementary housing types to provide living accommodations affordable to all residents</div><div>b) protects natural and environmentally sensitive areas, significant open space, trees, air and water quality, and healthy wildlife habitat, knowing that a healthy environment is critical to human health</div><div>c) leads and actively participates in regional efforts to promote environmental stewardship, sustainability, restoration, and conservation while continuing to act boldly and wisely to slow climate change and address its impacts</div><div>d) is friendly and inclusive, welcoming all types of families, supporting diversity, and fostering a sense of belonging and pride in all residents</div><div>e) is connected both visually and physically to its waterfront, recognizing it as a significant local and regional asset</div><div>f) supports recreation and health through well-maintained parks, community centers, trails, and open spaces</div><div>g) is a walkable and bikeable community that provides a safe, reliable and effective system of streets, sidewalks, bike-ways, and trails, linking significant local and regional destinations</div><div>h) embraces its role as a high-capacity transit community, supporting bus rapid transit and other transit options as part of the regional network</div><div>i) provides convenient access to goods and services essential to residents’ daily needs seeks to enhance the quality of life in its residential neighborhoods</div><div>j) seeks to enhance the quality of life in its residential neighborhoods</div><div>k) has its own sense of place and a pedestrian-friendly downtown offering commercial, civic, cultural and park spaces, integrated with housing</div><div>l) has an economic base that provides a range of goods and services, offers quality employment opportunities, and supports local businesses</div><div>m) has clear design standards creating attractive, functional, and enduring buildings and places</div><div>n) encourages volunteerism and public involvement and works as a good partner with residents and governments throughout the region</div><div>o) supports the safety, physical and mental health, and welfare of all of its residents</div><div>p) supports and encourages education and quality schools</div><div>q) supports local arts, culture and history</div></div></div>

Kenmore 20-year Vision (Page 2-1)

This table provides the full Kenmore 20-year Vision. Statements focused on housing are in bold text.

To achieve this vision, responsible and financially sustainable commitments in planning and resources will be made. We share and support this vision for Kenmore.

Land Use Element (Page 4A-1)

This table highlights language and policies in the Land Use Element which are focused on housing, including middle housing

From Future Land Use section which describes current conditions vs. future conditions:

- Neighborhoods offering a variety of residential housing types and densities ranging from low-density single-family areas to multi-family development in Downtown. A key concept of the Vision Statement is to support a diversity of housing types to provide accommodations affordable to all residents.
- OBJECTIVE 1.1 Provide a community atmosphere that is friendly and inclusive, supporting diversity and fostering a sense of belonging and pride in all residents.
- Policy LU-1.1.4 Evaluate planning approaches for potential residential and commercial displacement and use a range of strategies to mitigate displacement impacts.
- Policy LU-1.1.5 Make Kenmore a community where all people love where they live.
- Policy LU-1.2.1 Create healthy, viable, and safe neighborhoods where all people can live, work and play, regardless of color, age, income, or ability.
- Policy LU-1.2.2 Through land use policies and development regulations that are consistent with state and federal laws, limit land uses and activities that may result in harmful secondary effects to the community, such as crime, vandalism, or
- Policy LU-1.2.7 Continue to support projects that improve the quality of both the built and natural environments to support a thriving community and reduce disparate health and environmental impacts, especially to low-income and disadvantaged communities. Clean air, water and soil, and a healthy ecosystem are critical for human health.
- OBJECTIVE 1.3 Endeavor to provide a complete community, compatible in character and design, containing housing, shops, work places, schools, parks, civic facilities, and community services.
- Policy LU-1.3.1 Ensure that Kenmore’s plans consider all the issues, resources and needs that make a community whole, including land use, civic, cultural, recreation, transit, health, human services, natural environment, and the provision of infrastructure and other services.
- Policy LU-1.3.2 Provide adequate land capacity for residential growth, and for a full range of commercial uses in Kenmore. This land capacity should include both redevelopment opportunities as well as opportunities for development on vacant lands.

City of Kenmore Comprehensive Plan
Land Use Element (Page 4A-1)

This table highlights language and policies in the Land Use Element which are focused on housing, including middle housing

- Policy LU-1.5.1 Ensure that zoning regulations provide for a range of housing types and densities, such as lower density single-family neighborhoods, medium density neighborhoods that combine single-family housing with duplexes, triplexes and cottage housing, and neighborhoods with larger-scale multifamily developments.
- Policy LU-1.5.2 Provide development standards that create a consistent and compatible pattern of development within residential neighborhoods. Development standards should address housing densities, lot dimensions, building setbacks and height, impervious surface limitations, management of surface water with an emphasis on low impact development, tree retention, access, parking and other standards. Regulations addressing building size and design also may be appropriate in some locations.
- Policy LU-1.7.1 During the 20-year planning period, identify community needs and site the following facilities or uses in accordance with the Downtown Sub-Capital Facilities Element, the Housing Element, and the Parks, Recreation and Open Space Element:
 - Public Works Facility
 - Affordable Housing
 - Parkland, particularly on the waterfront or in under-served areas
 - Open space to preserve environmentally sensitive areas, including those areas that protect and enhance the City’s wetlands and receiving waterbodies, where regulatory measures alone are insufficient.
- Policy LU-2.1.2 Implement a range of residential, commercial, and public land use classifications:
 - Table of Land Use Classifications and Implementing Districts. Utilize the following table to establish land use districts in the City.
 - Land Use Classification Descriptions. Utilize the following purpose statements to distinguish the land use classifications.
 - Residential: The purposes of the Residential land use classifications are to implement Comprehensive Plan policies for housing quality, diversity, and affordability, and to efficiently use land, public services (including high-capacity transit), and energy while ensuring environmental protection
 - Low Density Residential: In this classification, land uses are predominantly single detached dwelling units on lot sizes that vary according to district but with an overall base density of one to six dwelling units per acre. In the R-1 and R-4 districts, uses are clustered as appropriate in relation to environmental constraints.
 - Medium Density Residential: In this classification, a diversity of compatible housing types is expected at base densities generally between six and 18 dwelling units per acre. Higher densities may be permitted to allow particular “Missing Middle” housing types. Housing may include single detached dwelling units, duplexes, triplexes, cottage housing, and small-scale apartment buildings, depending on district.
- OBJECTIVE 2.3 Establish a system of densities and development standards that allows for efficient infrastructure and service delivery while protecting environmental resources, and compatibility between different building types.
- Policy LU-2.3.1 Through future planning efforts over the next twenty years, seek to achieve a mix of residential densities and housing types, appropriately located. Higher density classifications should be applied primarily in and around the Downtown and in the transit-oriented development area near the Metro/Sound Transit Park and Ride. Medium density classifications should be applied within a walkable and/or bikeable distance to transit and services. Lower density classifications, generally no less than four dwelling units per acre, should be applied to established single-family neighborhoods without easy access to transit and services. A lower density zone may be used to recognize significant environmentally sensitive areas.
- Policy LU-2.3.2 When considering density increases or reduced lot sizes, use tools such as building size and form regulations and design standards to address issues of neighborhood compatibility.
- Policy LU-2.3.6 Use regulations, incentives, open space acquisition, or, where these measures are not adequate, use low density zoning to protect floodplains, riparian corridors, high value wetlands, and unstable slopes from degradation, and to encourage linking these environmental features into a network of open space, fish and wildlife habitat. In sensitive areas, some density may be transferred onsite to less constrained areas, or density may be transferred off-site to specified receiving areas, such as the Downtown.

LAND USE CLASSIFICATION	IMPLEMENTING ZONING DISTRICT
Low Density Residential	R-1, R-4, R-6
Medium Density Residential	R-18, R-24, R-48, UR
Manufactured Housing Community	MHC
Downtown Residential	DR
Neighborhood Business	NB
Community Business	CB
Waterfront Commercial	WC
Urban Corridor	UC
Regional Business	RB
Downtown Commercial	DC
Public and Private Facilities	PSP
Special Study Area	n/a

<div>City of Kenmore Comprehensive Plan</div> <div>Land Use Element (Page 4A-1)</div>	
This table highlights language and policies in the Land Use Element which are focused on housing, including middle housing	
<ul style="list-style-type: none">Policy LU-2.3.7 In some areas, use density incentives, to encourage development of affordable housing, or significant open space, public parks and public trails. Where provided, encourage public parks and public trails to be part of a network consistent with the Parks, Recreation, and Open Space Element goals, objectives, and policies. Additionally, in the Downtown, density incentives or other incentives should be provided for shared and structured parking, or consolidation of lots. Consider performance-based measures to achieve this policy. Ensure benefits, for example, significant open space, are in proximity to the development site.Policy LU-2.6.1 Review and amend zoning and subdivision regulations to ensure adequate setbacks, landscaping, and buffering are required where land use conflicts may occur.Policy LU-2.6.3 Locate zoning districts and prepare development regulations that result in gradual transitions between different building intensities.OBJECTIVE 3.1 Take action to support Downtown Kenmore’s candidacy as a King County Countywide Growth Center--a place to equitably concentrate jobs, housing, shopping, and recreational opportunities.Policy LU-3.1.6 Plan for a variety of housing types including affordable housing.	

<div>City of Kenmore Comprehensive Plan</div> <div>Housing Element (Page 5-1)</div>	
This table highlights language and policies in the Housing Element which are focused on housing, including middle housing	
<ul style="list-style-type: none">GOAL H-1. PROMOTE AND MAINTAIN STRONG, DIVERSE, EQUITABLE, AND INCLUSIVE RESIDENTIAL NEIGHBORHOODS.OBJECTIVE H-1.3 Prioritize and plan for the retention of existing residents when considering zoning changes or capital projects. In particular consider impacts on marginalized people, with a particular focus on Black, Indigenous, and People of Color communities. (5-22)Policy H-1.3.1 Support policies, practices, and programming that promote and retain diversity, and ensure equity and inclusion in Kenmore.OBJECTIVE H-1.4 Promote safe, physically accessible, well maintained, and well-designed residential environments with associated open spaces.Policy H-1.4.4 Prepare and implement development and design standards that further the community vision consistent with Land Use and Community Design Element goals and policies.Policy H-1.4.6 Ensure adequate setbacks, landscaping, and buffering are required between housing developments of significantly differing densities and between housing and commercial areas.Policy H-1.4.8 Encourage cluster residential development along with open space, to protect and preserve environmentally-sensitive areas.Policy H-1.4.9 Plan for residential neighborhoods that promote the health and well-being of all residents by supporting active living and by reducing exposure to harmful conditions.OBJECTIVE H-3.1 Plan for an adequate supply of land to accommodate projected household growth.Policy H-3.1.1 Ensure zoning regulations accommodate a range of housing styles and types in appropriate locations, such as single-family detached dwellings, size-limited houses on smaller lots, duplexes, triplexes, cottage housing, townhouses, apartments, accessory dwellings, manufactured homes, and other types. Consider neighborhood compatibility as well as housing needs and surrounding environmental conditions when applying zones, land use, and development standards.	

<div>City of Kenmore Comprehensive Plan</div> <div>Housing Element (Page 5-1)</div>	
This table highlights language and policies in the Housing Element which are focused on housing, including middle housing	
<div><div><div><div><div><div>•</div><div>Policy H-3.1.2 Take an incremental approach to expanding medium density housing opportunities in the City.</div></div></div><div><div><div>•</div><div>GOAL H-4 MAKE ADEQUATE PROVISIONS FOR A PROPORTIONATE AMOUNT OF THE EXISTING AND PROJECTED COUNTYWIDE NEED FOR HOUSING AT ALL INCOME LEVELS.</div></div></div><div><div><div>•</div><div>Policy H-4.1.3 Allow existing legally created duplexes, triplexes, and other medium-density housing types in the low and medium density residential classifications to continue without “nonconformance” limitations related to density, setbacks, height, or lot size.</div></div></div><div><div><div>•</div><div>Policy H-4.1.5 When displacement is unavoidable, encourage determine who is most likely to be harmed and ensure that the brunt of the impact is not carried by the same communities in Kenmore. Support relocation assistance and development of replacement housing to be developed, where feasible, to help very low- and low- income households. For mobile home parks in particular, consider a funding pool to assist low- and moderate-income residents in deteriorating and obsolete mobile homes to find alternative housing in the community, or help to establish preferences in nearby housing for persons giving up their homes.</div></div></div><div><div><div>•</div><div>OBJECTIVE H-4.2 Adopt programs and regulations that support housing affordable to extremely low-, very low-, low-, and moderate-income households, comparable to the countywide need.</div></div></div><div><div><div>•</div><div>Policy H-4.2.1 Support efforts of private developers, both for-profit and not-for-profit, to preserve or develop affordable housing, including housing with on-site services, for extremely low-, very low-, low- and moderate-income families. Consider the following roles for the City’s active participation:<div><div>◦ Whenever possible, integrate affordable housing plans into proposals for development of publicly owned properties.</div></div></div></div></div><div><div><div>•</div><div>Policy H-4.2.5 Use density bonuses, inclusionary programs, and other methods with mixed-use and multi-family developments to provide housing affordable to extremely low-to moderate-income households.</div></div></div><div><div><div>•</div><div>Policy H-4.2.6 As part of any rezone that increases residential capacity, consider requiring that a portion of the new units be affordable to extremely low-, very low- or low-income households.</div></div></div><div><div><div>•</div><div>Policy H-4.2.7 Before implementing a new policy or regulation, consider how it will impact the cost to build a home.</div></div></div><div><div><div>•</div><div>Policy H-4.2.8 Focus on projects that promote access to opportunity, anti-displacement, and wealth building for Black, Indigenous, and People of Color communities.</div></div></div><div><div><div>•</div><div>Policy H-4.2.11 Ensure that affordable housing achieved through public incentives or assistance remains affordable for the longest possible term.</div></div></div><div><div><div>•</div><div>Policy H-4.2.12 Collaborate with other local governments directly and through membership associations (e.g., Puget Sound Regional Council) on regional housing strategies, especially related to providing extremely low- and very low-income housing.</div></div></div><div><div><div>•</div><div>OBJECTIVE H-4.3 Provide zoning and development standards that integrate affordable housing compatibly into the community.</div></div></div><div><div><div>•</div><div>Policy H-4.3.2 Allow and accommodate accessory dwelling units in low and medium density residential districts.</div></div></div><div><div><div>•</div><div>Policy H-4.3.3 Pursue land use policies and regulations that:<div><div>◦ Result in lower development costs without loss of adequate public review, environmental quality, or public safety; and,</div><div>◦ Do not reduce design quality, inhibit infrastructure financing strategies, or increase maintenance costs for public facilities.</div></div></div></div></div><div><div><div>•</div><div>GOAL H-5 ACKNOWLEDGE THE HISTORICAL INEQUITIES THAT LIMITED THE ABILITY OF ALL RESIDENTS TO LIVE IN THE NEIGHBORHOOD OF THEIR CHOICE AND WORK TO REDUCE DISPARITIES IN ACCESS TO NEIGHBORHOODS WITH GOOD SCHOOLS, PARKS, AND OTHER AMENITIES.</div></div></div></div></div></div>	

<div>City of Kenmore Comprehensive Plan</div> <div>Housing Element (Page 5-1)</div>	
This table highlights language and policies in the Housing Element which are focused on housing, including middle housing	
<div><div></div><div><div></div><div></div></div><div><div></div><div></div></div></div> <ul style="list-style-type: none">OBJECTIVE H-5.1 Promote fair housing for all persons regardless of race, gender identity, sexual identity, ability, use of a service animal, age, immigration status, national origin, familial status, religion, source of income, military status, or membership in any other relevant category of protected people.Policy H-5.1.1 Utilize the City’s Diversity, Equity and Inclusion (DEI) program to ensure that city housing policies, programs, regulations, or decisions do not result in housing discrimination.	

Attachment B – Draft Regulations for Duplexes and Triplexes Compared to Existing Code

BULK STANDARD REQUIREMENTS FOR MIDDLE HOUSING IN R-1, R-4, and R-6 ZONES

PROVIDES COMPARISON BETWEEN CURRENT CODE AND DRAFT “MISSING MIDDLE” DUPLEX/TRIPLEX CODE. TABLES FOCUS ON DEVELOPMENT REGULATION SECTIONS WHICH TYPICALLY IMPACT THE ABILITY TO BUILD MIDDLE HOUSING. IMPORTANT CODE LINKS FOR OTHER BULK STANDARD REGULATIONS ARE ALSO PROVIDED.

LINKS TO IMPORTANT BULK STANDARD REGUALTIONS	
Link to City of Kenmore Code	Kenmore Municipal Code
Permit fees	2022 Fee schedule
Complete Streets Policy	KMC 12.45 - Complete Streets Policy
Road Standards	KMC 12.50 - Road Standards
Subdivisions - focus on Zero-lot-line development	KMC 17.20.125 Lot segregations - Zero-lot-line development.
Permit criteria	KMC 18.115 Variance, Conditional Use, Special Use, and Zone Reclassification Permits and Modifications
Definitions	KMC 18.20 Technical Terms and Land Use Definitions
Development standards	KMC 18.50 Development Standards - Design requirements for specific uses
Critical Areas	KMC 18.55 Critical Areas
Tree Management and Protections	KMC 18.57 Tree Management and Protection
Permit process	KMC 19.25 Procedures for Land Use Decisions, Public Notice, Hearings and Appeals

DEFINITIONS			
Important housing definitions	Current code	Important housing definitions	Draft “Missing Middle Code”
Dwelling, multiple family	18.20.835 “Multiple-family dwelling” means a one-family dwelling attached to one or more one-family dwellings by common roofs, walls, or floors. Also includes one or more dwellings attached to nonresidential uses. This definition does not include accessory dwelling units, community residential facilities, supportive living facilities, or nursing and personal care facilities.	Dwelling, multiple family	“Multiple-family dwelling” means a one-family one dwelling unit attached to one or more one-family dwellings units by common roofs, walls, or floors. Also includes one or more dwellings units attached to nonresidential uses . This definition does not include <i>accessory dwelling units, community residential facilities, supportive living facilities, or nursing and personal care facilities.</i> <u>Subsets of “multiple-family dwelling” include:</u>
Apartment	18.20.835.A Apartment. A residential building containing two or more dwelling units or a single dwelling unit and a nonresidential use, which are attached at one or more common roofs, walls, or floors. Typically, the unit’s habitable area is provided on a single level. Unit entrances may or	Apartment	A. Apartment. A residential building containing two or more dwelling units or a single dwelling unit and a nonresidential use, which are attached at one or more common roofs, walls, or floors. Typically, the unit’s habitable area is

	may not be provided from a common corridor. Microhousing dwelling units are considered apartments.		provided on a single level. Unit entrances may or may not be provided from a common corridor. Microhousing dwelling units are considered apartments.
Townhouse	18.20.835.B Townhouse. A one-family, ground-related dwelling attached to one or more such units or to a nonresidential use in which each unit has its own exterior, ground-level access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common walls. Typically the units are multi-story.	Duplex	A. Duplex. A multiple-family dwelling on a single <i>lot</i> designed to look like a <i>single detached dwelling unit</i> and containing two <i>dwelling units</i> . The two units share a common roof, wall, or floor, although floorplans may vary. Individual units may be side-by-side or stacked one on top of the other. The <i>two dwelling units</i> and the <i>lot</i> are under a single ownership or may be owned through a condominium. A duplex is not a <i>townhouse</i> .
Dwelling Unit	18.20.810 Dwelling unit. “Dwelling unit” means one or more rooms designed for occupancy by a person or family for living and sleeping purposes, containing kitchen facilities and rooms with internal accessibility, for use solely by the dwelling’s occupants. Microhousing dwelling units may share kitchen facilities with other dwelling units in place of providing kitchen facilities within each unit.	Triplex	B. Triplex. A multiple-family dwelling on a single lot designed to look like a <i>single detached dwelling unit</i> and containing three <i>dwelling units</i> . The three units share a common roof, wall, or floor, although floorplans may vary. Individual units may be side-by-side, stacked on top of one another or a combination of side-by-side and stacked. The three <i>dwelling units</i> and the <i>lot</i> are under a single ownership or may be owned through a condominium. A triplex is not a <i>townhouse</i> .
Dwelling Unit, Microhousing	18.20.830 Dwelling unit, microhousing. “Microhousing dwelling unit” means an apartment with a total square footage of less than 320 square feet and a habitable space, as defined in the International Building Code as adopted in the Kenmore Municipal Code, of at least 220 square feet. The room(s) are intended for use solely by the dwelling’s occupant(s), although common kitchen or bath facilities may be provided.	Townhouse	Townhouse. A row of two or more similar or identical one-family, attached ground-related dwelling units attached to one or more such units or to a nonresidential use in which each unit has its own exterior, ground-level access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common walls. Most Typically the townhouse units are multi-story. Each dwelling unit is independently owned.
Dwelling unit, Accessory	18.20.820 Dwelling unit, accessory “Accessory dwelling unit” or “ADU” means a separate, complete dwelling unit attached to or contained within the structure of the primary dwelling; or contained within a separate structure that is accessory to the primary dwelling unit on the premises	Dwelling Unit	No change proposed
Zero-lot line development	18.20.3340 Zero-lot-line development. “Zero-lot-line development” means a development that sites a building so that a wall is on the property boundary. Lot segregations for zero-lot-line development are discussed in KMC 17.20.125.	Dwelling Unit, Microhousing	No change proposed
	NOTE: Duplex and Triplex would fall under the definitions above. Cottage Housing is not defined.	Dwelling unit, Accessory	No change proposed
		Zero-lot line development	No change proposed
			NOTE: Duplex and Triplex would fall under the definitions above. Cottage Housing is not defined.
DEFINITION OF ZONES			
Definition of zones	Current Code	Definition of zones	Draft “Missing Middle Code”
R-1 through R-6 zones defined	18.15.040 Residential zones. A. The purpose of the residential zones (R and MHC) is to implement comprehensive plan goals and policies for housing quality, diversity and affordability, and to efficiently use residential land, public services and energy. These purposes are accomplished by: 1. Providing, in the R-1 through R-6 zones, for a mix of predominantly single detached dwelling units, with a variety of densities and sizes in locations appropriate for residential use;	R-1 through R-6 zones defined	18.15.040 Residential zones. A. The purpose of the residential zones (R and MHC) is to implement comprehensive plan goals and policies for housing quality, diversity and affordability, and to efficiently use residential land, public services and energy. These purposes are accomplished by: 1. Providing, in the R-1 through R-6 R-4 zones, for a mix of predominantly <i>single detached dwelling units</i> , with a variety of at lower densities, and sizes in locations appropriate for residential use to protect and preserve environmentally sensitive areas;

					2. Providing, in the R-6M zone, for a mix of <i>single detached dwelling units</i> and, in areas near higher capacity transit, <u>smaller-scale multiple-family uses such as <i>duplexes</i> and <i>triplexes</i></u> ;				
ALLOWED USES IN ZONES									
		Current code - Allowed residential uses in R-1/R-4/R/6 zones					Allowed residential uses in R-1/R-4/R/6 zones - Draft “Missing Middle Code”		
18.21 Residential Uses		<p>Permitted - Multiple-family dwelling (permitted in all three zones) Subject to footnote 11 - Townhouse units only permitted and only on lots in a subdivision or short subdivision designed for townhouse units. Other townhouse units require a conditional use permit. Apartments are prohibited.</p> <p>Permitted - Single detached dwelling unit (permitted in all three zones) Subject to footnote 19. More than one single detached dwelling unit may be allowed on an individual lot through the conditional use permit process. A conditional use permit is not required for lots in subdivisions, short subdivisions or binding site plans approved as multiple unit lots or for accessory dwelling units.</p> <p>Subject to footnote 20. Manufactured homes and mobile homes are allowed only in manufactured housing communities. Designated manufactured homes are not restricted to manufactured housing communities.</p>					<p>18.21 Residential Uses</p> <p>Two changes to allowed uses tables</p> <p>1) R-6 modified to reflect RM designation 2) Footnote ii modified to allow duplexes and triplexes</p> <p>11. Townhouse units only permitted and only on lots in a subdivision or short subdivision designed for <i>townhouse</i> units <u>or through a</u>. Other townhouse units require a conditional use permit with a binding site plan.</p> <p>Duplexes and triplexes permitted only in the R-6M zone, generally within ¼ mile of higher capacity transit service. See KMC 18.21.025 for a map of possible locations. Duplexes and triplexes are allowed on a lot only if the entire parcel is within the ¼-mile area and if the lot dimensions are adequate as described in KMC 18.21.030, See also KMC 18.21.035 for design standards for <i>duplexes</i> and <i>triplexes</i>.</p> <p>Apartments <u>Other types of multiple-family dwellings</u> are prohibited.</p>		
BULK STANDARDS AND FOOTNOTES									
18.21.030 Residential zones R-1, R-4 and R-6 - Development Standards - Current Code					Table B. R-1, R-4 and R-6M Residential Zones Development Standards - Draft “Missing Middle” Code				
		ZONES							
STANDARDS			R-1 ¹	R-4	R-6				
Base Density: <i>Dwelling Unit/Acre</i> ²			1 du/ac	4 du/ac ³	6 du/ac				
Maximum Density: <i>Dwelling Unit/Acre</i> ⁴				6 du/ac	9 du/ac				
Minimum Density									
Minimum Lot Width ⁶			35 ft. ⁷	30 ft.	30 ft.				
Minimum <i>Street Setback</i>			20 ft. ⁷	15 ft. ^{8,9}	15 ft. ^{8,9}				

Minimum Side <i>Setback</i> ^{5,10}	5 ft. ⁷	15 ft. total ¹¹	15 ft. total ¹¹
Minimum Rear <i>Setback</i> ^{5,10}	5 ft. ⁷	20 ft.	20 ft.
Maximum Height ¹²	35 ft.	35 ft.	35 ft. 45 ft. ¹³
Base <i>Impervious Surface</i> : Percentage	30%	45%	60%
Maximum <i>Impervious Surface</i> : Percentage ¹⁴	30% ¹⁵	55%	70%
Minimum Lot Size	2,500 sq. ft.	7,200 sq. ft. ^{16,17}	5,400 sq. ft. ^{16,17}

18.21.030 – Footnotes:

1 a. All subdivisions and short subdivisions in the R-1 zone shall be required to be clustered when the property is located within or contains:

(1) A floodplain;

(2) A regionally or locally significant resource area;

(3) Existing or planned public parks or trails, or connections to such facilities;

(4) A Category I or II wetland or Type S or F stream;

(5) A “greenbelt/urban separator” or “wildlife corridor” area designated by the comprehensive plan.

b. The development shall be clustered away from critical areas or corridors such as urban separators or the wildlife habitat network to the extent possible and the open space shall be placed in a separate tract that includes at least 50 percent of the site. Open space tracts shall be permanent and meet the provisions of KMC 17.20.130.

2 Density applies only to dwelling units and not to sleeping units.

3 Manufactured housing communities shall be allowed a base density of six dwelling units per acre.

4 This maximum density may be achieved only through the application of residential density incentives pursuant to Chapter 18.80 KMC or transfers of density credits, or any combination of density incentive or density transfer. Maximum density may only be exceeded pursuant to KMC 18.80.040(E)(1)(f).

5 These standards may be modified under the provisions for zero-lot-line developments.

6 The building envelope is determined through meeting minimum lot size and minimum lot width measurement requirements (KMC 18.30.110).

7 The standards of the R-4 zone shall apply if a lot is less than 15,000 square feet in area.

8 If development provides alleys or consists of townhouses, then the street setback may equal 10 feet.

9 At least 20 linear feet of driveway shall be provided between any garage, carport or other fenced parking area and the street property line. The linear distance shall be measured along the centerline of the driveway from the access point to such garage, carport or fenced area to the street property line.

10 Vehicle access points from garages, carports or fenced parking areas shall be set back from the property line on which a joint use driveway is located to provide a straight line length of at least 26 feet as measured from the centerline of the garage, carport or fenced parking area, from the access point to the opposite side of the joint use driveway.

11 Any side yard shall equal a minimum of five feet but the two side yards combined must equal a minimum of 15 feet.

12 Reserved.

13 The maximum height of 45 feet to be used only for projects as follows:

a. In R-6 zones, a building with a footprint built on slopes exceeding a 15 percent finished grade.

14 Applies to each individual lot. Impervious surface area standards for:

a. Regional uses shall be established at the time of permit review;

<i>Triplex</i> Maximum Density: <i>Dwelling Unit/Acre</i> ⁴	--	--	29 du/ac
Minimum Density	<u>None</u>	<u>None</u>	<u>None</u>
Minimum Lot Width (other than <i>Duplex</i> or <i>Triplex</i>) ⁶	35 ft. ⁷	30 ft.	30 ft.
Side-by-side <i>Duplex</i> Minimum Lot Dimensions ¹⁸	--	--	50’ wide 100’ deep
Stacked <i>Duplex</i> Minimum Lot Dimensions ¹⁸	--	--	40’ wide 100’ deep
<i>Triplex</i> Minimum Lot Dimensions ¹⁸	--	--	50’ wide 100’ deep
Minimum <i>Street Setback</i>	20 ft. ⁷	15 ft. ^{8,9}	15 ft. ^{8,9}
Minimum Side <i>Setback</i> ^{5,10}	5 ft. ⁷	15 ft. total ¹¹	15 ft. total ¹¹
Minimum Rear <i>Setback</i> ^{5,10}	5 ft. ⁷	20 ft.	20 ft.
Maximum Height (Other than <i>Duplex</i> or <i>Triplex</i>) ¹²	35 ft.	35 ft.	35 ft. 45 ft. ¹³
<i>Duplex/Triplex</i> Maximum Height			30 ft. (2 ½ stories), but no more than 24’ to the eaves (not including the eaves on dormers)
Base <i>Impervious Surface</i> : Percentage	30%	45%	60%
Maximum <i>Impervious Surface</i> : Percentage ¹⁴	30% ¹⁵	55%	70%
Minimum Lot Size (does not apply to <i>Duplex</i> or <i>Triplex</i>)	2,500 sq. ft.	7,200 sq. ft. ^{16,17}	5,400 sq. ft. ^{16,17}

² Density applies only to *dwelling units* and not to sleeping units.

⁴ This maximum density may be achieved only through the application of residential density incentives pursuant to Chapter [18.80](#) KMC or *transfers of density credits*, or any combination of density incentive or density transfer. Maximum density may only be exceeded pursuant to KMC [18.80.040](#)(E)(1)(f). Bonus density for *duplexes* or *triplexes* shall only be permitted in the form of a *single detached dwelling unit*, a *duplex* or a *triplex*.

⁵ These standards may be modified under the provisions for *zero-lot-line developments*.

⁸ If *development* provides *alleys* or consists of *townhouses*, then the *street setback* may equal be reduced to 10 feet.

⁹ At least 20 linear feet of driveway shall be provided between any garage, carport or other fenced parking area and the *street* property line. The linear distance shall be measured along the centerline of the driveway from the access point to such garage, carport or fenced area to the *street* property line.Driveways providing ingress and

<p>b. Nonresidential uses in residential zones shall comply with KMC 18.21.060 and 18.30.170;</p> <p>c. Individual lots in the R-4 through R-6 zones which are less than 9,076 square feet in area shall be subject to the applicable provisions of the nearest comparable R-6 zone;</p> <p>d. Lots may be increased beyond the total amount permitted in this chapter subject to approval of a conditional use permit;</p> <p>e. The base impervious surface percentage may be exceeded, up to the maximum impervious surface percentage, provided low impact development strategies are implemented subject to approval by the city manager.</p> <p>15 Lots smaller than one-half acre in area shall comply with standards of the nearest comparable R-4 through R-6 zone. For lots that are one-half acre in area or larger, the maximum impervious surface area allowed shall be at least 10,000 square feet. On any lot over one acre in area, an additional five percent of the lot area may be used for buildings related to agricultural or forestry practices. For lots smaller than two acres but larger than one-half acre, an additional 10 percent of the lot area may be used for structures which are determined to be medically necessary, provided the applicant submits with the permit application a notarized affidavit, conforming with the requirements of KMC 18.100.170(A)(2).</p> <p>16 For properties with critical areas or topographic constraints, up to 20 percent of the number of lots in a subdivision or a short subdivision of more than four lots, and one of the lots in a short plat of four lots or less, may contain an area less than the prescribed minimum for this zoning district. In no case shall any lots be created which contain an area more than 10 percent less than the prescribed minimum for this zoning district. These smaller lots shall be located so as to have the least impact on surrounding properties in terms of consistency of street frontages and privacy of abutting properties.</p> <p>17 This excludes any area required for public or private streets, access easements, access tracts, and access panhandles.</p>	<p><u>egress between off-street parking areas and abutting streets shall be designed, located and constructed in accordance with the provisions of Chapter 12.50 KMC, Road Standards.</u></p> <p>¹⁰ Vehicle access points from garages, carports or fenced parking areas shall be set back from the property line on which a <i>joint use driveway</i> is located to provide a straight line length of at least 26 feet as measured from the centerline of the garage, carport or fenced parking area, from the access point to the opposite side of the <i>joint use driveway</i>.</p> <p>¹¹ Any side yard shall equal a minimum of five feet but the two side yards combined must equal a minimum of 15 feet.</p> <p>¹⁴ Applies to each individual <i>lot</i>. <i>Impervious surface</i> area standards for:</p> <p>a. Regional uses shall be established at the time of permit review;</p> <p>b. Nonresidential uses in residential zones shall comply with KMC 18.21.060 and 18.30.170;</p> <p>c. Individual lots in the R-4 through R-6 zones which are less than 9,076 square feet in area shall be subject to the applicable provisions of the nearest comparable R-6M zone;</p> <p>d. Lots may be increased beyond the total amount permitted in this chapter subject to approval of a conditional use permit;</p> <p>e. The base impervious surface percentage may be exceeded, up to the maximum impervious surface percentage, provided low impact development strategies are implemented subject to approval by the city manager.</p>																		
BULK STANDARDS AND FOOTNOTES - “MISSING MIDDLE CODE ONLY”																			
	<p><u>18.21.035 Additional duplex and triplex development standards - NEW - only included in Draft “Missing Middle” code</u></p> <p><u>A. Building dimensions</u></p> <p>1. Maximum <i>building</i> dimensions for a <i>duplex</i> apply as follows:</p> <table><tr><th><u>LOT WIDTH:</u></th><th><u>40-49’</u></th><th><u>50’-59’</u></th><th><u>60’-69’</u></th><th><u>70’-79’</u></th><th><u>>80’</u></th></tr><tr><td><u>Side-by-side duplex:</u> <u>Maximum building width along street frontage</u></td><td><u>Not permitted</u></td><td><u>32’</u></td><td><u>42’</u></td><td><u>50’</u></td><td><u>42’ if building is sited to allow future development with at least a 40’ street frontage</u></td></tr><tr><td><u>Stacked duplex:</u> <u>Maximum building width along street frontage</u></td><td><u>22’</u></td><td><u>32’</u></td><td><u>42’</u></td><td><u>50’</u></td><td><u>32’ if building is sited to allow future development with at least a</u></td></tr></table>	<u>LOT WIDTH:</u>	<u>40-49’</u>	<u>50’-59’</u>	<u>60’-69’</u>	<u>70’-79’</u>	<u>>80’</u>	<u>Side-by-side duplex:</u> <u>Maximum building width along street frontage</u>	<u>Not permitted</u>	<u>32’</u>	<u>42’</u>	<u>50’</u>	<u>42’ if building is sited to allow future development with at least a 40’ street frontage</u>	<u>Stacked duplex:</u> <u>Maximum building width along street frontage</u>	<u>22’</u>	<u>32’</u>	<u>42’</u>	<u>50’</u>	<u>32’ if building is sited to allow future development with at least a</u>
<u>LOT WIDTH:</u>	<u>40-49’</u>	<u>50’-59’</u>	<u>60’-69’</u>	<u>70’-79’</u>	<u>>80’</u>														
<u>Side-by-side duplex:</u> <u>Maximum building width along street frontage</u>	<u>Not permitted</u>	<u>32’</u>	<u>42’</u>	<u>50’</u>	<u>42’ if building is sited to allow future development with at least a 40’ street frontage</u>														
<u>Stacked duplex:</u> <u>Maximum building width along street frontage</u>	<u>22’</u>	<u>32’</u>	<u>42’</u>	<u>50’</u>	<u>32’ if building is sited to allow future development with at least a</u>														

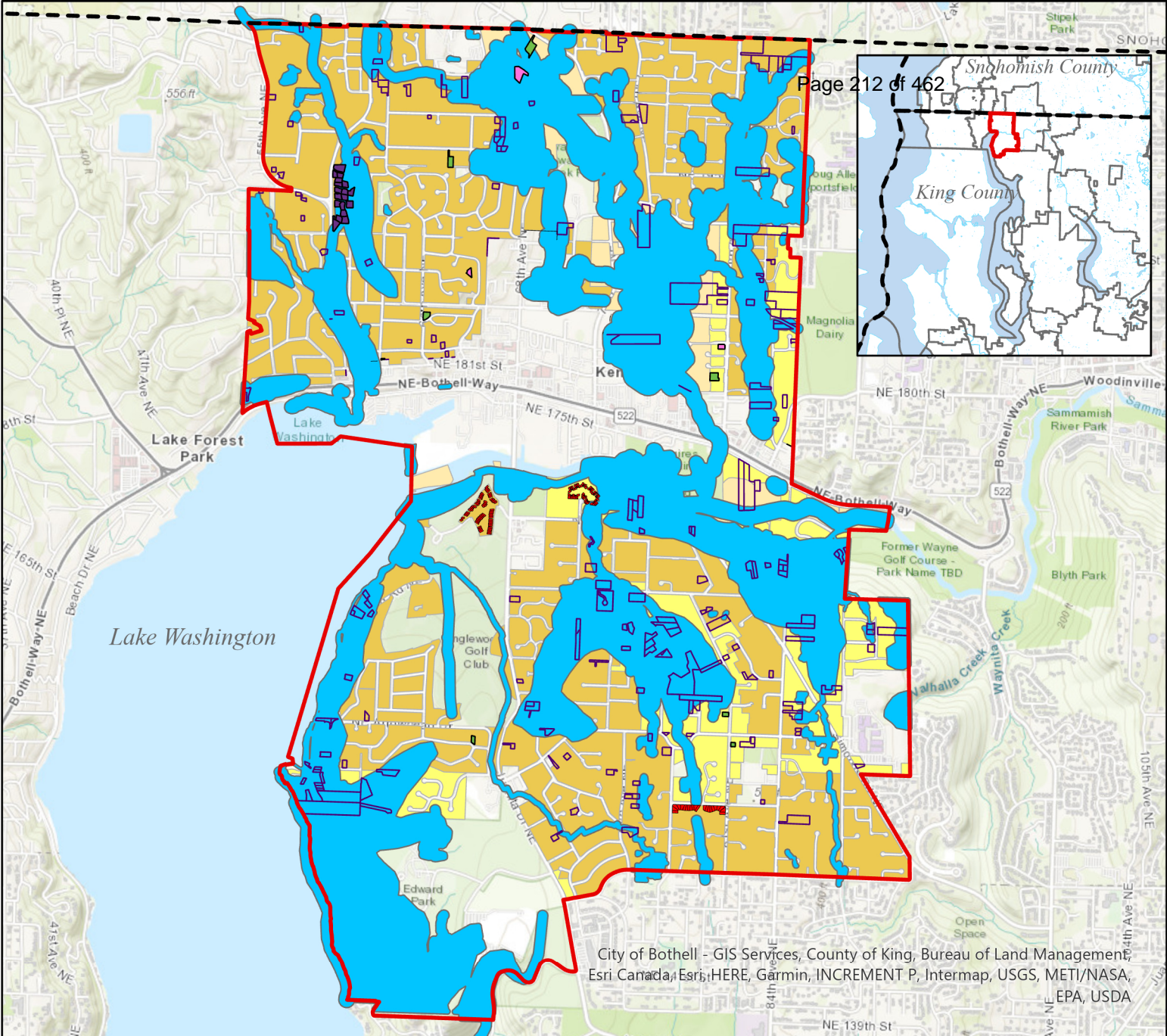
					40' street frontage
<u>LOT DEPTH:</u>	<100'	100-124'	125-149'	150-199'	>200'
Side-by-side duplex: Maximum building depth perpendicular to the building's street facade	Not permitted	40'	50'	50'	60' for 1 story structure 50' for 2 story structure
Stacked duplex: Maximum building depth perpendicular to the building's street facade	Not permitted	40'	50'	50'	50'
2. Maximum building dimensions for a triplex building apply as follows:					
<u>LOT WIDTH:</u>	40-49'	50-59'	60-69'	70-79'	>80'
Maximum building width along street frontage	Not permitted	32'	42'	50'	50'
<u>LOT DEPTH:</u>	<100'	100-124'	125-149'	150-199'	>200'
Maximum building depth perpendicular to the building's street facade	Not permitted	40'	40'	50'	60' for 1 story structure 50' for 2 story structure
3. In rare cases, the city manager may adjust maximum building widths and depths by up to 20% to make more efficient use of land or to address unique circumstances.					
B. Design standards. To ensure that new buildings are of similar size and scale to neighboring single detached dwelling units, the following design standards apply to duplex and triplex buildings:					
1. Building orientation.					
a. A duplex or triplex building shall be oriented with the front of the building parallel to the street.					
2. Dwelling Unit Entrances.					
a. Each duplex or triplex building shall have its primary building entrance oriented toward the street, located on the front facade and/or along the sides(s) of the building via an entry porch visible from and connected to the street by a walkway.					
b. Access to second floor dwelling units may be by an external stair, which may be open or enclosed, but shall not be located between the building and the street. If enclosed, the stair shall be within the building's overall massing and roof.					
3. Garage and carport size and location.					

		<p>a. On lots narrower in width than 60’, a garage or carport shall be located at the rear of the lot.</p> <p>b. Garages and carports shall be located a minimum of 20’ behind the street façade of the <i>duplex</i> or <i>triplex</i> and have a maximum width of 20’ as measured parallel to the <i>street</i>. The equivalent of no more than 2 single-car garage doors may be visible on the street facade.</p> <p>c. Garages may be entered from the side of the <i>building</i> (parallel to the <i>street</i>). If entered from the side, any garage wall facing the <i>street</i> shall incorporate windows so that the garage appears to contain habitable space.</p> <p>d. A <i>porte cochere</i> up to 12 feet wide overall is allowed at the same front setback as the street façade of the <i>duplex</i> or <i>triplex</i> and must allow access to the rear of the <i>lot</i>. A <i>porte cochere</i> is not included in the maximum <i>building</i> width. The <i>porte cochere</i> shall be designed in the same style and level of detail as the <i>duplex</i> or <i>triplex</i>.</p> <p>3. Surface Parking</p> <p>a. Surface parking for a <i>duplex</i> or <i>triplex</i> shall be limited to groups of no more than 3 spaces.</p> <p>b. Parking areas with more than two spaces shall be located to the rear of the <i>building</i>, shall be visually separated by at least a distance of 5’ from perimeter property lines, and shall be screened from neighboring properties through site plan design and/or landscaping.</p>	
OFF-STREET PARKING			
<div>18.40.030 Off-street parking</div>	<div>Off-street parking - Current Code</div> <div>Single detached dwelling unit - 2.0 per dwelling unit</div> <div>Townhouse - 2.0 per dwelling unit + 1 space for every 5 units/guest parking</div> <div>Multiple Family Dwelling - no parking standards in chapter</div>	<div>18.40.030 Off-street parking</div>	<div>Off-street parking - Draft “Missing Middle” Code</div> <div>Single detached dwelling unit - 2.0 per dwelling unit</div> <div>Townhouse - 2.0 per dwelling unit + 1 space for every 5 units/guest parking</div> <div>Duplex - Within ¼ mile of SR-522 or the Juanita Drive NE/NE 153rd Place/NE 155th Street/84th Avenue NE transit corridor: 0.75 per <i>dwelling unit</i>. Otherwise: 1.0 per <i>dwelling unit</i></div> <div>Triplex - Within ¼ mile of SR-522 or the Juanita Drive NE/NE 153rd Place/NE 155th Street/84th Avenue NE transit corridor: 0.75 per <i>dwelling unit</i>. Otherwise: 1.0 per <i>dwelling unit</i></div> <div>NOTE: PER 18.40.110, Duplex/Triplex parking shall be on the same lot as the dwelling unit.</div>
ON-SITE RECREATION			
<div>18.30.130 Recreation space - onsite areas</div>	<div>Onsite recreation space R-1/R-4/R/6 zones - Current Code (NOTE: Standards do not change in Draft “Missing Middle” Code.)</div> <div>None required for subdivisions in R-1 zone</div> <div>Subdivisions in R-4 and R-6 zones must provide at least 45 square feet per dwelling unit, with a minimum size of 450 square feet. Project can be exempt from requirements when facilities are available to the public that meet all of the following requirements:</div> <div>1. Are developed as a county, municipal or regional park;</div>		

	2. Are located within one-quarter mile walking distance; and 3. Are accessible without crossing any arterial street. Please note that this only applies to subdivisions – would not apply to building a single family home, townhome, or multiple family dwelling unit on an existing lot.				
LANDSCAPING					
	Landscaping R-1/R-4/R/6 zones - Current code with changes in Draft “Missing Middle” Code shown and explained				
18.35.030 Land Use grouping	<p>“Residential <i>development</i>” refers to <i>residential land uses</i>. “Attached/group residences” refers to:</p> <p>1. <i>Multiple-family dwellings</i>, except duplexes and triplexes, as provided in subsection (C)(1) of this section;</p> <p>C. “Single-family <i>development</i>” refers to:</p> <p>1. Residential subdivisions and short subdivisions, including attached and detached <i>dwelling units</i> on individually platted or short platted <i>lots</i></p> <p>NOTE: Changes to this section were minimal in the Draft “Missing Middle” Code. The terms duplexes and triplexes were added as shown above.</p>				
18.35.45 Landscaping - General requirement §	Street frontage perimeter landscaping (average width) ⁹	Interior lot line perimeter landscaping (average width) ¹⁴	Surface parking lots of 10 or more stalls		
	Residential development ¹	10' Type III ⁸	5' Type II ⁸ 10' Type II ¹¹	20 sq. ft. per stall in common parking areas.	
	Commercial development ²	10' Type III	20' Type I ¹⁰	20 sq. ft. per stall if 10 – 30 stalls provided; 25 sq. ft. per stall if 31 or more stalls provided.	
	Industrial development ³	10' Type II	10' Type II ¹² 20' Type I ¹⁰	20 sq. ft. per stall if 10 – 30 stalls provided; 25 sq. ft. per stall if 31 or more stalls provided.	

	Institutional development ⁴	20' Type II ⁶	10' Type II	20 sq. ft. per stall if 10 – 30 stalls provided; 25 sq. ft. per stall if 31 or more stalls provided.		
	Utility development ⁵	10' Type II ⁷	10' Type II ¹³	20 sq. ft. per stall if 10 – 30 stalls provided; 25 sq. ft. per stall if 31 or more stalls provided		

Attachment C – Vacant Parcels in the R zones



City of Kenmore - Middle Housing

Residential Zones, Existing Middle Housing, and Vacant Lots

Existing Housing

- Townhouse Plat
- Duplex Residential
- Triplex Residential
- 4-Plex

Zoning

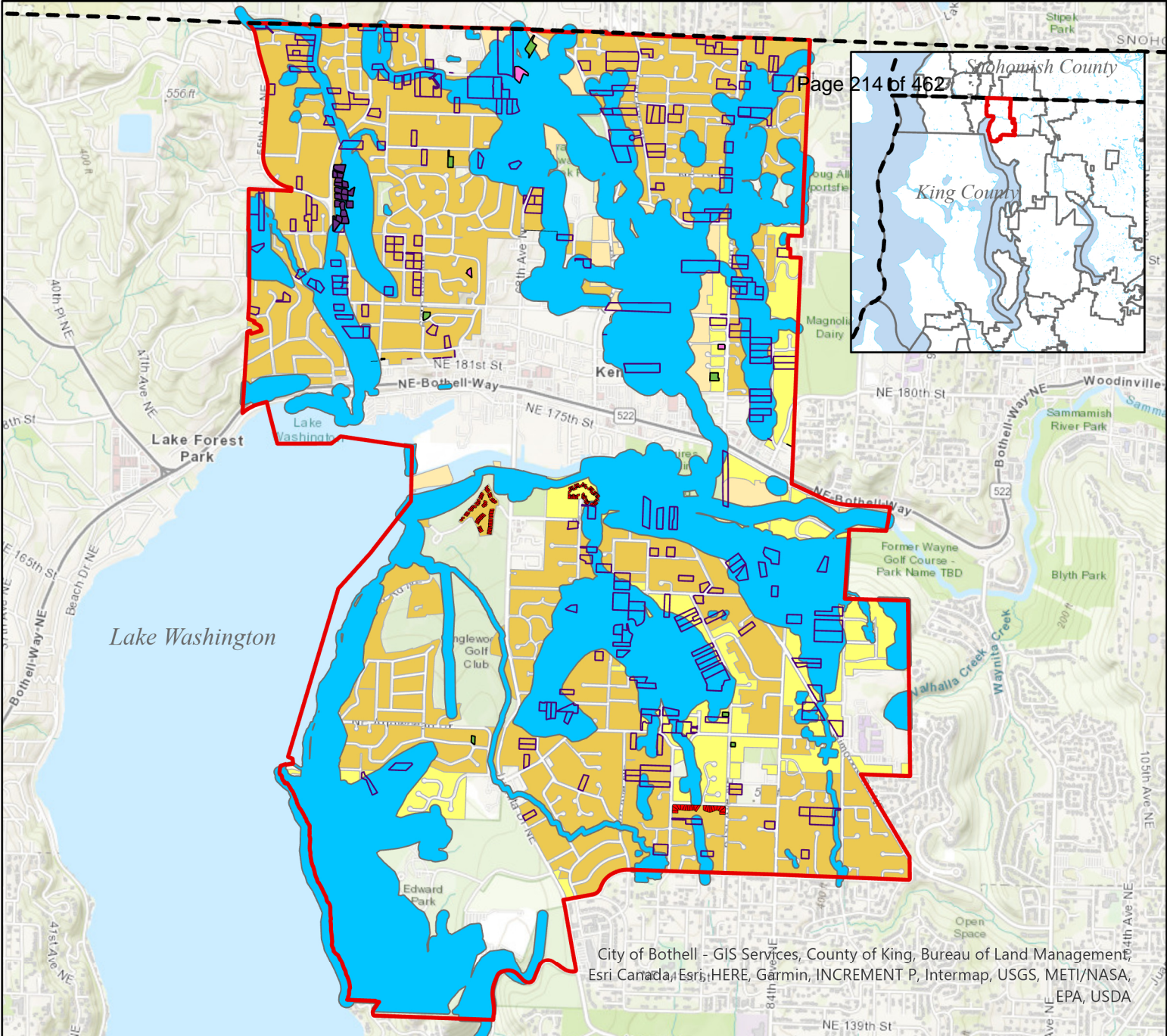
- R-1 Zone (1 DU/AC)
- R-4 Zone (4 DU/AC)
- R-6 Zone (6 DU/AC)

Misc.

- Vacant Lots
- City Boundary
- County Boundary
- Critical Areas and Buffers



Attachment D – Redevelopable Parcels in the R Zones



City of Kenmore - Middle Housing

Residential Zones, Existing Middle Housing, and Redevelopable Lots

Existing Housing

- Townhouse Plat
- Duplex Residential
- Triplex Residential
- 4-Plex

Zoning

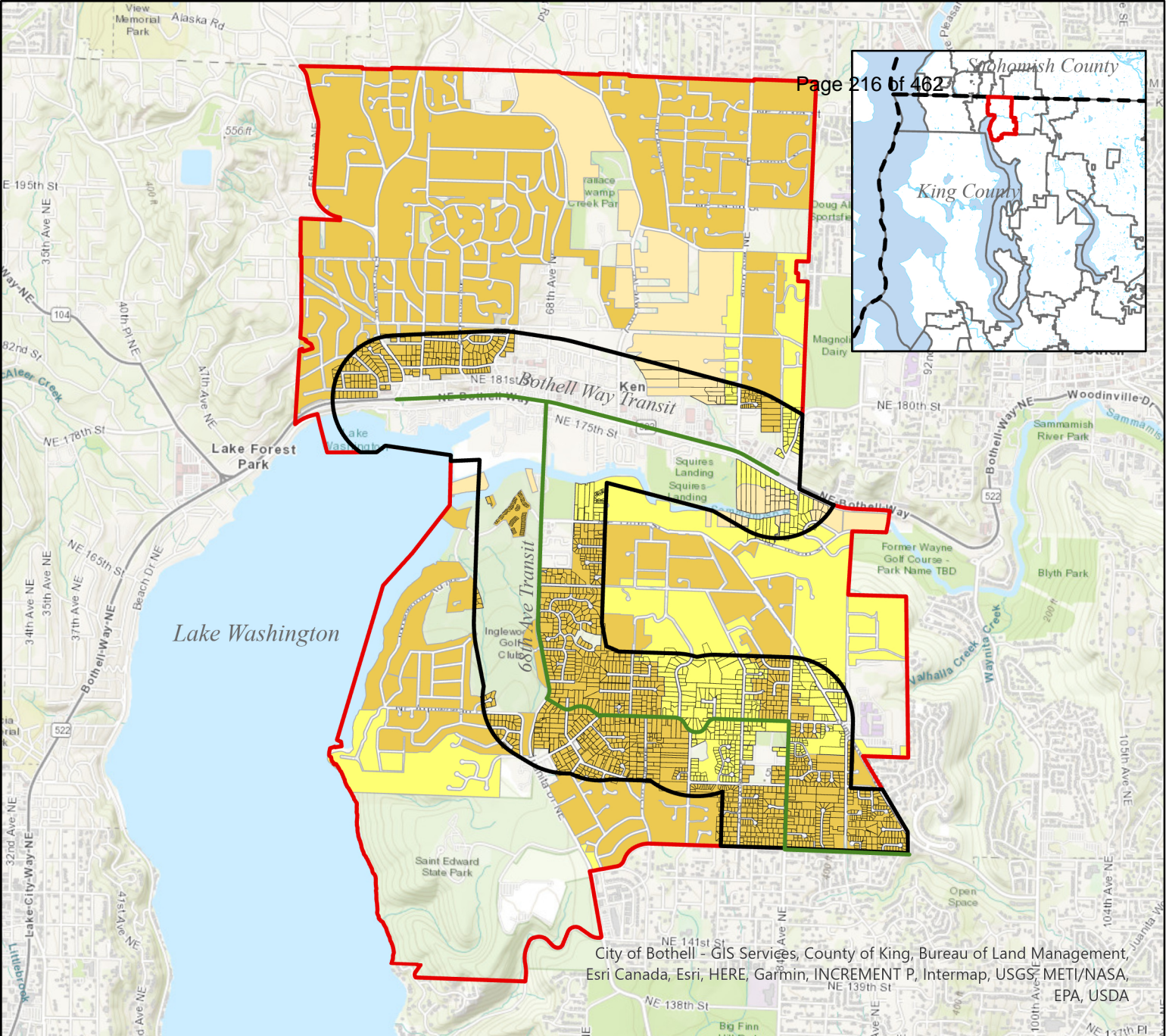
- R-1 Zone (1 DU/AC)
- R-4 Zone (4 DU/AC)
- R-6 Zone (6 DU/AC)

Misc.

- Redevelopable Lots
- City Boundary
- County Boundary
- Critical Areas and Buffers






Attachment E – Middle Housing Option #1 Map






City of Kenmore

Duplexes and Triplexes Option within 1/4 Miles of High Capacity Transit (HCT)



Elements

-  Area within 1/4 Mi of HCT
-  Lots in R-1, R-4, and R-6 Zones and 1/4 Mi of HCT
-  High Capacity Transit Routes

Zoning

-  R-1 Zone (1 DU/AC)
-  R-4 Zone (4 DU/AC)
-  R-6 Zone (6 DU/AC)

Misc.

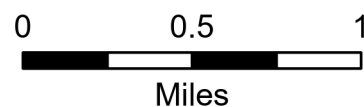
-  City Boundary
-  County Boundary

This map is intended to show the percentage of residential lots in the R-1, R-4, and R-6 Zones within a 1/4 Mile of a High Capacity Transit Route.

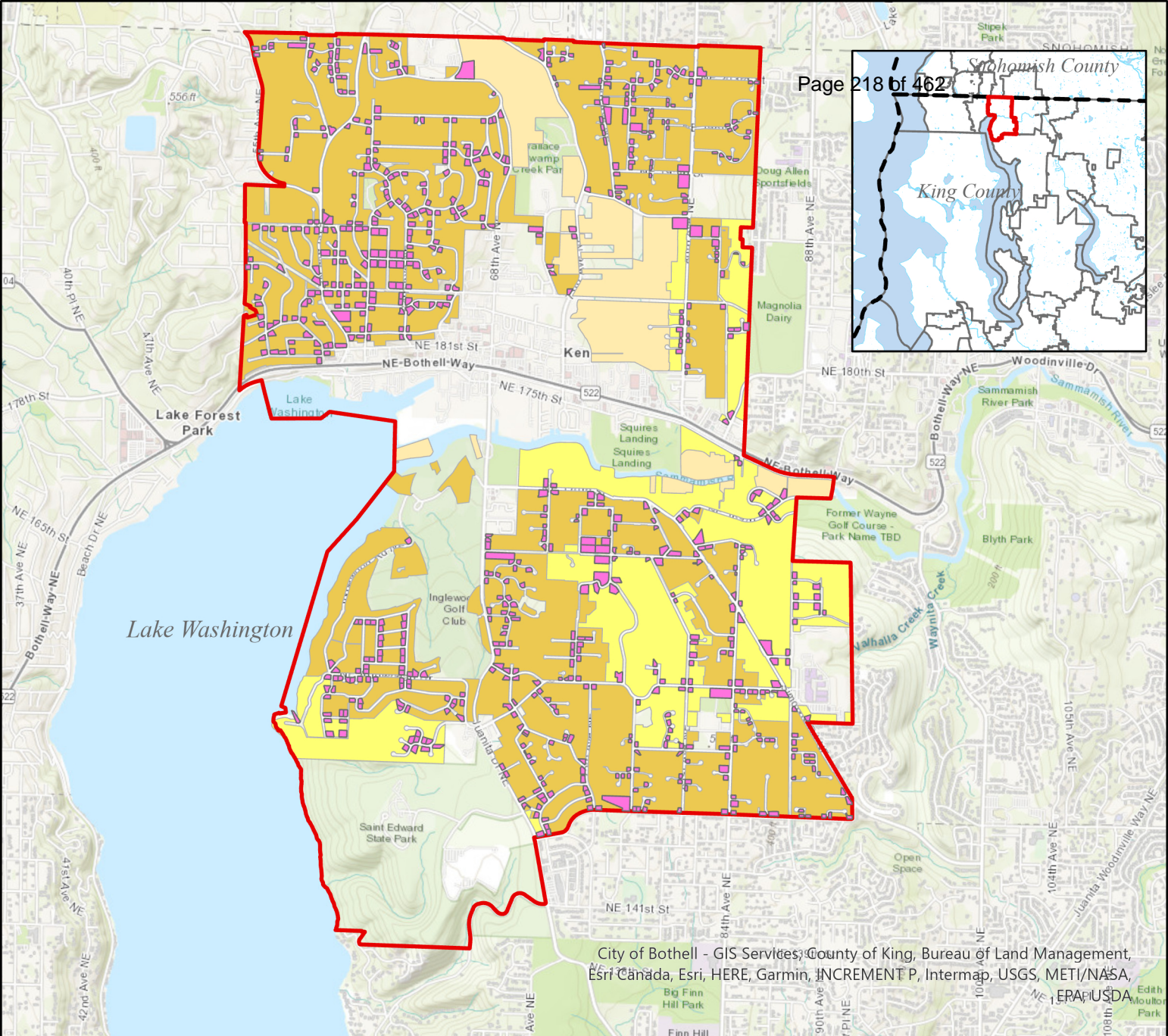
Total Residential lots within 0.25 Mi of HCT (R1,4,6): 2,003

Total Residential lots in R1, R4, and R6: 6,630

Percentage of lots that could allow duplexes and triplexes if option implemented: 30.2%



Attachment F – Middle Housing Option #2 Map




City of Kenmore


Duplexes and Triplexes Option on Corner Residential Lots

Elements

 Corner Lots in R-1, 4, and 6

Zoning


 R-1 Zone (1 DU/AC)

 R-4 Zone (4 DU/AC)

 R-6 Zone (6 DU/AC)

Misc.

 City Boundary

 County Boundary



This map is intended to show the percentage of corner residential lots in the R-1, R-4, and R-6 Zones.

Total Corner Residential lots (R1,4,6): 755

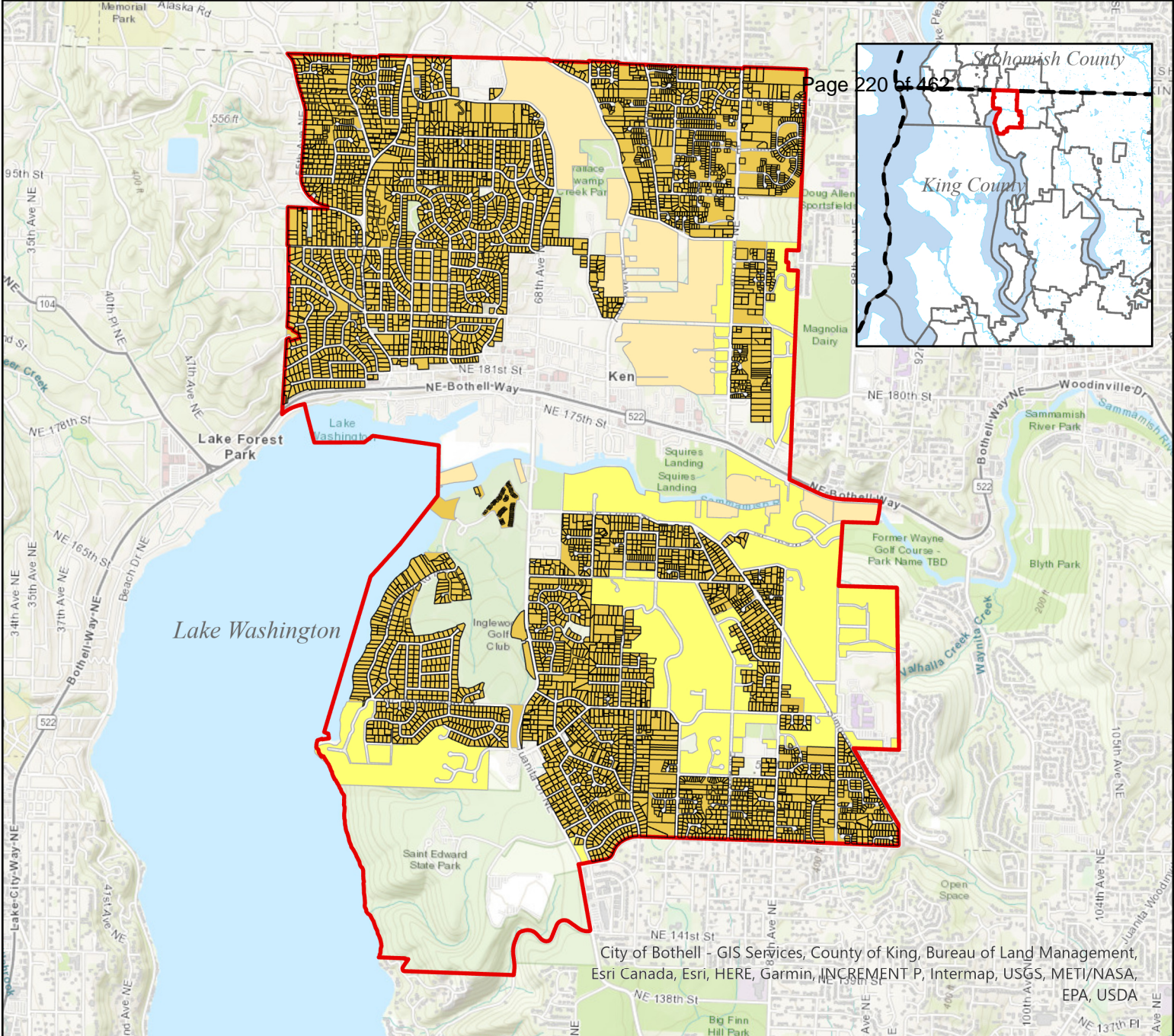
Total Residential lots in R1, R4, and R6: 6,630

Percentage of lots that could allow duplexes and triplexes if option implemented: 11.4%

XVII. B. Middle Housing: Final Report and Findings, presented by Community...

0 0.5 1 Miles

Attachment G – Middle Housing Option #3 Map




City of Kenmore

Duplexes and Triplexes Option in the R-6 Zone

Elements

 Residential Lots in R-6


Zoning


 R-1 Zone (1 DU/AC)

 R-4 Zone (4 DU/AC)

 R-6 Zone (6 DU/AC)

Misc.

 City Boundary

 County Boundary



This map is intended to show the percentage of residential lots in the R-6 Zone.

Total Residential lots within R-6 Zone: 5,341 (1,425 Acres)

Total Residential lots in R1, R4, and R6: 6,630 (2081 Acres)

Percentage of lots that could allow duplexes and triplexes if option implemented: 50.6%

Percentage of land that could allow duplexes and triplexes: 68.5%

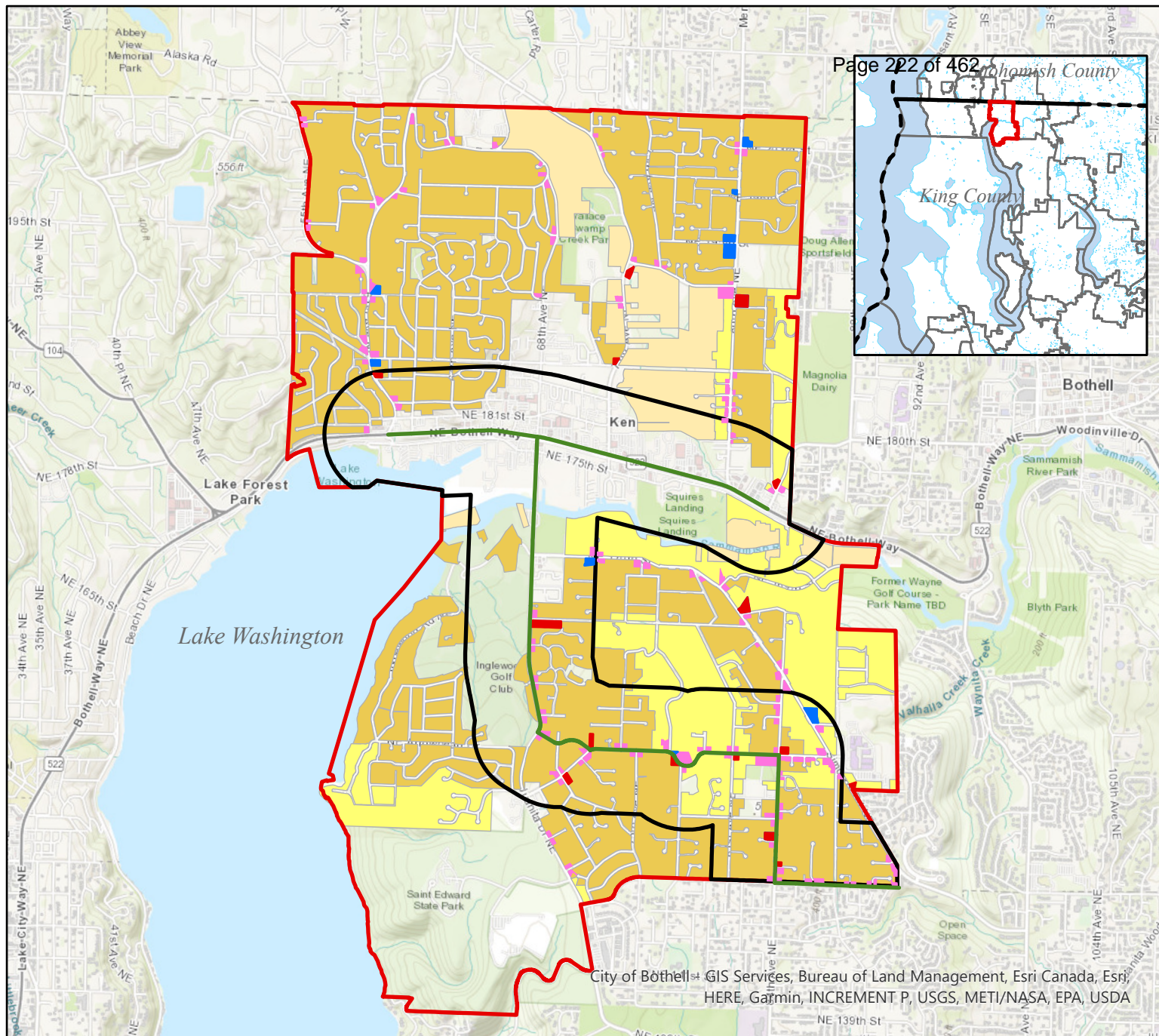
XXV. D Middle Housing: Final Report and Findings, presented by Community...

0.5

1

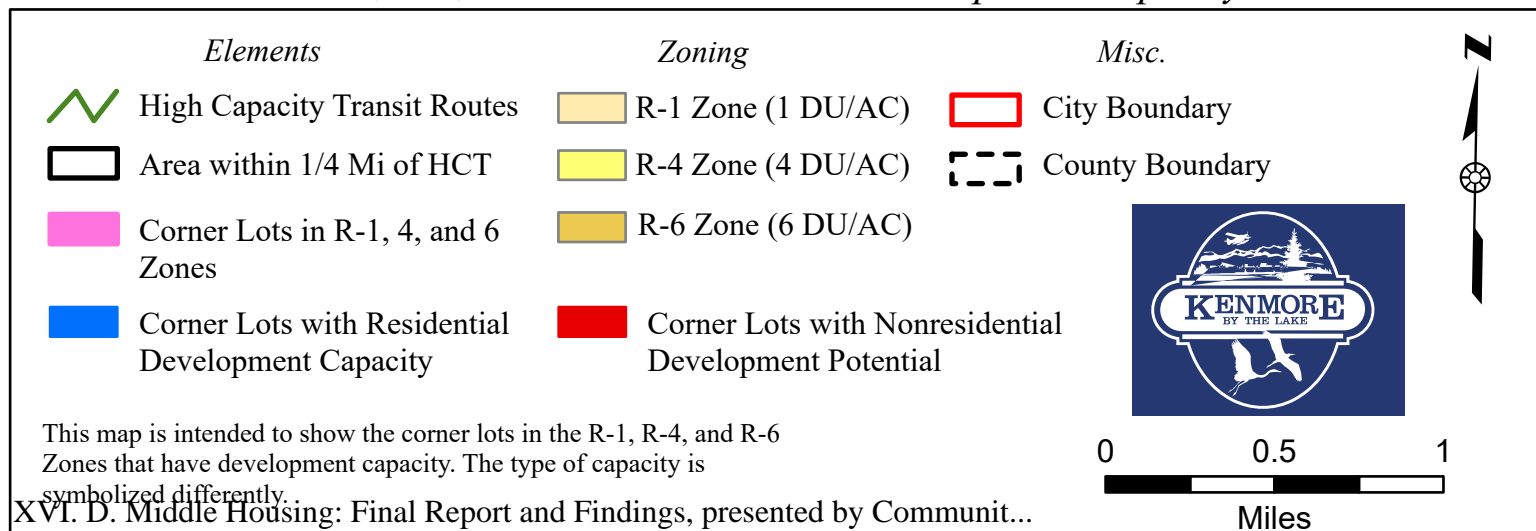
Miles

Attachment H –R-1, R-4, R-6 Corner Lots with Small-Scale Commercial Development Capacity

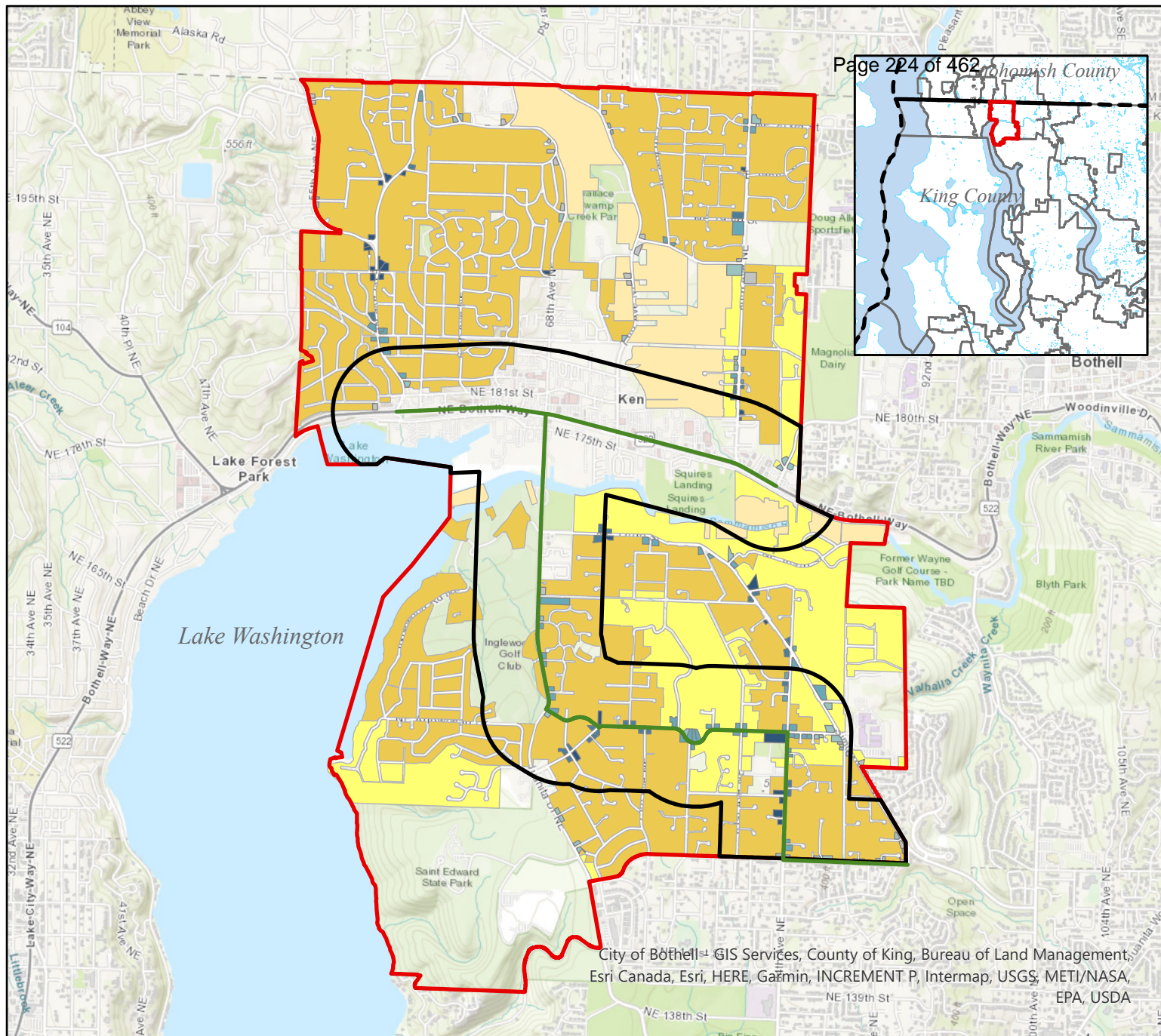


City of Kenmore

R-1, R-4, R-6 Corner Lots with Development Capacity

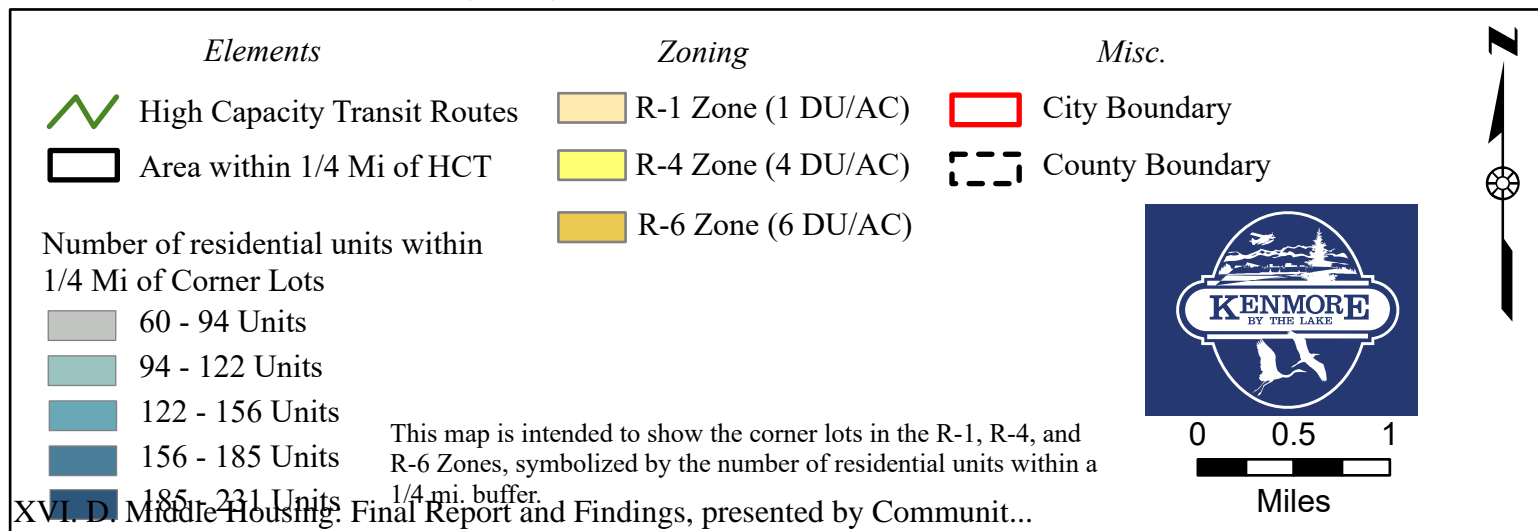


Attachment I – R-1, R-4, R-6 Corner Lot Local Walksheds



City of Kenmore

R-1, R-4, R-6 Corner Lots Local Walksheds



Kenmore Middle Housing Code Options Report



Prepared by LDC Inc.

June 20th, 2023

MIDDLE HOUSING PROJECT OVERVIEW AND PURPOSE

In 2022, the City of Kenmore received a Middle Housing grant from the Washington State Department of Commerce. The [grant program](#) was authorized by the 2022 supplemental state operating budget and enabled jurisdictions to study “actions relating to adopting ordinances that authorize middle housing types on at least 30% of lots currently zoned as single family residential. ‘Middle housing types’ include duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, courtyard apartments, cottage housing and stacked flats.” Grantee cities also must conduct a racial equity analysis and develop antidisplacement policies as required under [RCW 36.70A.070](#)(2)(e) through (h).

The City’s contract with the Department of Commerce included the following phases:

- Discovery (included a Discovery Report focused on code and policy and an audit of previous findings focused on public engagement)
- Engagement Plan development
- Public engagement
- Racial Equity Report
- Middle housing code development (this Middle Housing Code Options Report)

MIDDLE HOUSING DELIVERABLES BACKGROUND

Initial policy and code review resulted in a Discovery Report, which included the following:

- Review of existing comprehensive plan policies
- Review of zoning code
- Range of opportunities and options the City could consider to implement middle housing
- Methodology for consideration of small-scale commercial development regulations that would support middle housing development

During the development of the Discovery Report, the project team worked with City staff to lay out a range of options to consider along a gradient of impact/intensity (see image below). Because the discovery portion of this project took place during the legislative session, the project team set the upper limit of the city’s study by focusing on the two bills relevant to middle housing implementation (House Bill 1110 and 1337). Less intense options included a tweaked version of duplexes and triplexes regulations the city had previously considered.



Option 1

Permit Duplexes and
Triplexes in R-6 zone
within 1/4 mile of High-
Capacity Transit



Option 2

Expand Middle Housing
Options for R-1, R-4, and
R-6 zones



Option 3

House Bill 1110 and
House Bill 1337
implementation

Both HB 1110 (middle housing) and HB 1337 (Accessory Dwelling Units) passed and were signed into law by Governor Inslee in May 2023. As a result, the purpose of this report is to analyze the Kenmore Municipal Code to develop a menu of code actions the City could take to implement HB 1337 and HB 1110. This includes recommendations for changes to current policies, regulations

and zoning as well as an evaluation of whether the option provides middle housing availability on at least 30 percent of the single-family lots in the city. Considering these options with policy recommendations outlined in previous reports would also have the benefit of addressing housing exclusion.

After the discovery phase of the project, PRR and the City developed an engagement plan and conducted extensive public engagement. The Middle Housing Code Options Report combined the fact-finding in the Discovery Report, the results of the public engagement work, and changes in state law to outline the code options and considerations in the following report.

Concurrent with the development of the Middle Housing Code Options Report, the project team has also produced a Racial Equity Report. This report seeks to prepare the City to incorporate required changes to the Land Use and Housing Elements of the comprehensive plan and provide analysis for mitigating factors that increase displacement risks related to housing strategies and market influence. The Racial Equity Report focuses on the following:

- Analysis of Kenmore Comprehensive Plan Elements requiring updates
- Connection between people and place
- Identification of community access, opportunities, and needs

The City of Kenmore is not obligated to take any of the actions proposed in the Middle Housing Code Options Report. However, this report should provide the City with useful ideas and tools it can consider as part of the 2024 Comprehensive Plan periodic update.

The Middle Housing Code Options Report contains the following elements:

[Implementing HB 1337](#)

- [Introduction](#)
- [Implementation Strategy](#)
- [Law Summary](#)
- [Map of Where Implementation is Required](#) (general applicability)
- [Implementation Considerations](#)
- [Map of HB 1337 Implementation](#)
- [Evaluation of Action RE: Project Requirements](#)
- [Appendix A: Code Options for Implementing HB 1337](#)

[Implementing HB 1110](#)

- [Introduction](#)
- [Implementation Strategy](#)
- [Law Summary](#)
- [Maps of Where Implementation is Required](#) (general applicability)
- [Implementation Considerations](#)
- [Map of Implementation Required](#) (under 25,000)
- [Map of Implementation Required](#) (25,000+, major transit stop)
- [Evaluation of Action RE: Project Requirements](#)
- [Appendix B: Code Options for Implementing HB 1110](#)

[Appendix A: Code Options for Implementing HB 1337](#)

[Appendix B: Code Options for Implementing HB 1110](#)

[Appendix C: Survey Results](#)

House Bill 1337 – Accessory Dwelling Units

INTRODUCTION

House Bill 1337 was passed during the 2023 legislative session. It is an act relating to expanding housing options by easing barriers to the construction and use of accessory dwelling units. The Department of Commerce has prepared Draft Guidance, which may also be helpful as implementation of the bill takes place. The provisions of this bill must be implemented by the City no later than June 30, 2025. The bill states that if a city or county does not amend their rules to be consistent with the law, the provisions of the law “supersede, preempt and invalidate any conflicting local development regulations.” (Session law adopting HB 1337, p. 5, lines 14-15)

IMPLEMENTATION STRATEGY

It may be advantageous to consider implementing these requirements as part of the 2024 Comprehensive Plan update. Completing this concurrently with the update would allow the city to assess these new requirements in tandem with the processes used to plan for growth out to 2044. This includes the impact HB 1337 may have on meeting housing targets, impacts to capital facilities, and policies and regulations needed to support the actions required to implement HB 1337. Combining the processes would also create efficiencies, such as consolidating SEPA review into one process (instead of separate processes).

LAW SUMMARY

The following summarizes the bill requirements as they pertain to the City of Kenmore. Please see the final bill report from the Legislature.

- ✓ Impact fees may not exceed 50% of those that would be levied on a single-family home.
- ✓ The owner of a lot on which there is an ADU is not required to reside in or occupy the ADU or another housing unit on the same lot.
- ✓ Must allow at least two ADUs on all lots that allow for single-family homes in the following configurations:
 - one attached ADU and one detached ADU
 - two attached ADUs
 - two detached ADUs
- ✓ Must allow an ADU on any lot that meets the minimum lot size required for the principal unit.
- ✓ May not establish a maximum gross floor area requirement for ADUs that is less than 1,000 square feet or roof height limits of less than 24 feet, unless the height limit on the principal unit is less than 24 feet.
- ✓ Setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for ADUs cannot be more restrictive than those for principal units.
- ✓ Must allow detached ADUs to be sited at a lot line if the lot line abuts a public alley, unless the city or county routinely plows snow on the public alley.

- ✓ Must allow ADUs to be converted from existing structures, including detached garages.
- ✓ May not prohibit the sale of a condominium unit independently of a principal unit solely on the grounds that the condominium unit was originally built as an ADU.
- ✓ May not require public street improvements as a condition of permitting ADUs.
- ✓ May restrict the use of ADUs for short term rentals.

Implementation of these requirements is exempt from both State Environmental Policy Act (SEPA) and Growth Management Act (GMA) appeals. In addition, the bill limits new parking for ADUs, provides exemptions for lots with critical areas, and outlines additional circumstances where the City could limit applicability of the legislation.

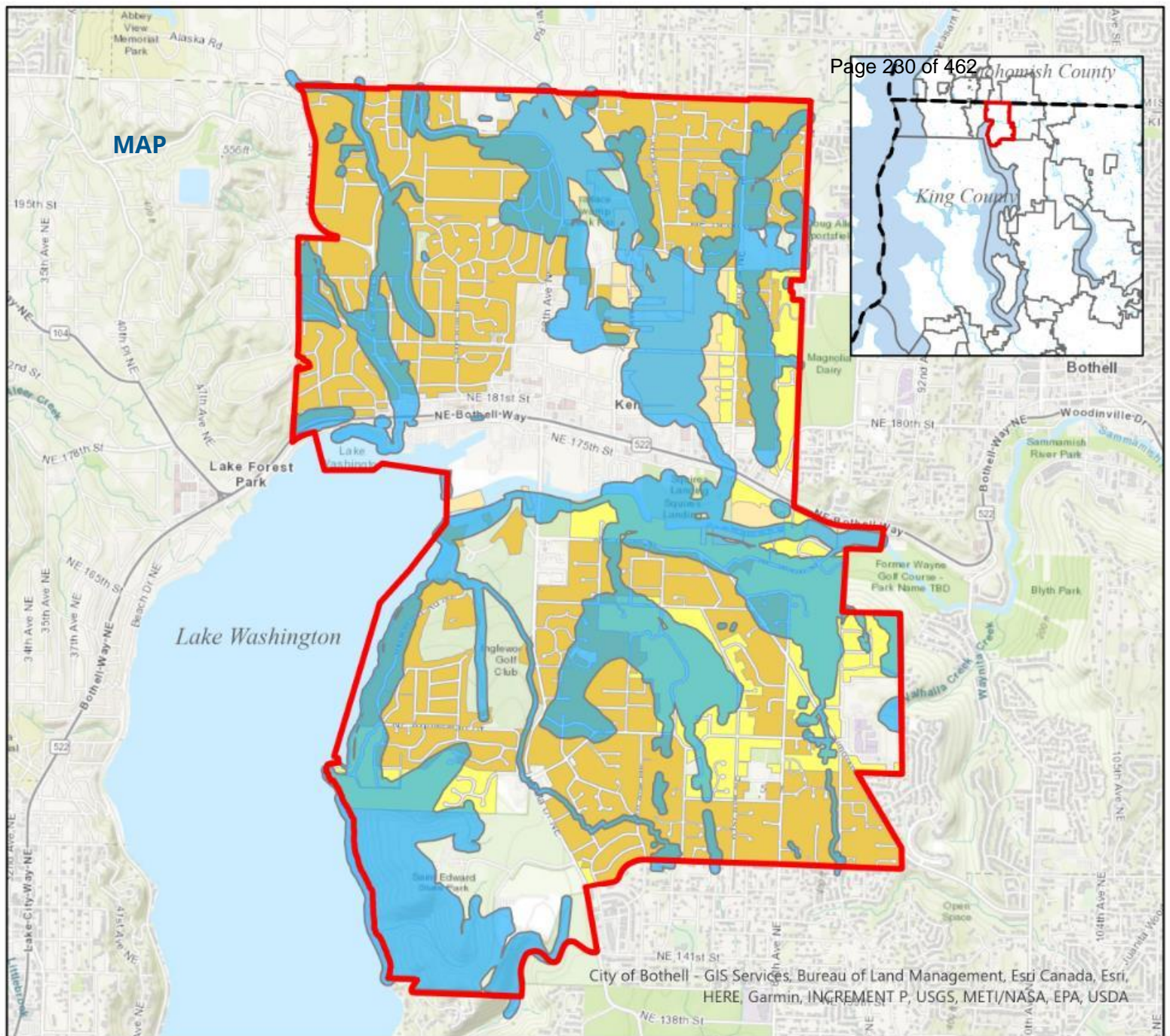
MAP OF WHERE IMPLEMENTATION IS REQUIRED

The following page shows a map of where HB 1337 implementation is required in the City of Kenmore: all lots in the R-1, R-4, and R-6 zones that do not contain critical areas or their buffers and meet or exceed the minimum lot size for each zone. Please note that this map also contains information on the total number of lots affected and whether this meets the grant requirements of allowing middle housing on 30 percent of lots that are predominately single-family detached.

IMPLEMENTATION CONSIDERATIONS

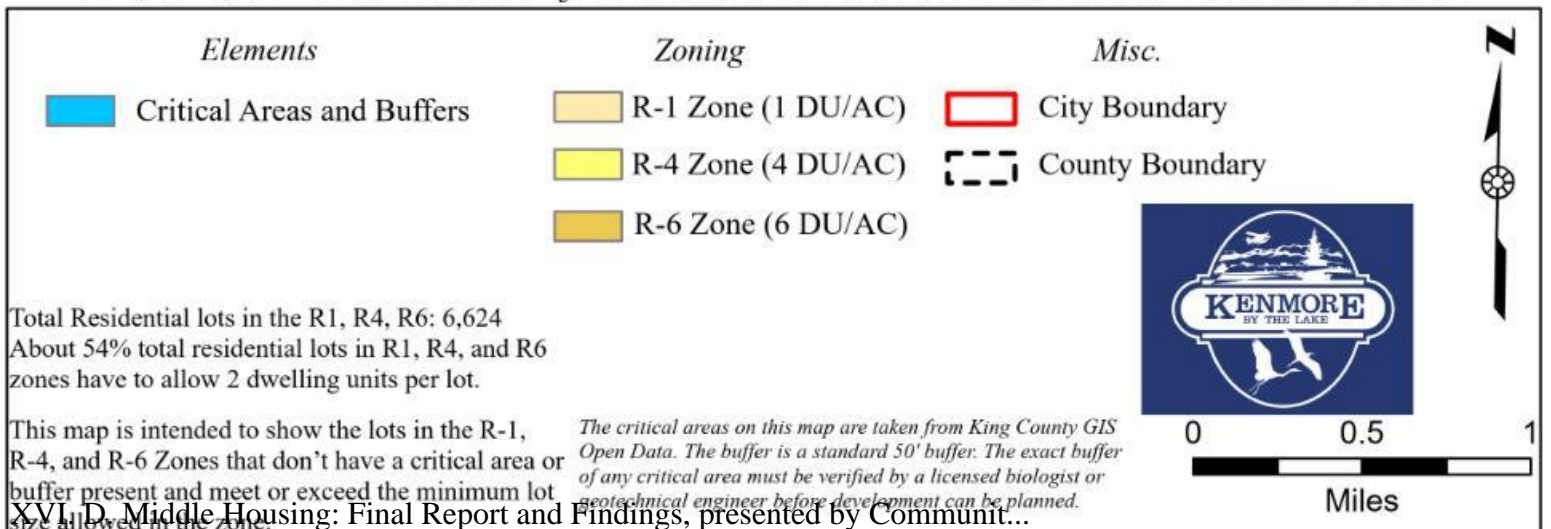
The City has decisions to make regarding how this law is implemented. The code options table in Appendix A is separated into two sections: sets of changes across various titles of Kenmore's Municipal Code that will likely be required to comply with the law and sets of changes the City could consider if policy makers want to remove additional barriers to ADU development. Some high-level considerations of the provisions of HB 1337 and how they would be implemented by a jurisdiction include:

- ✓ Whether changes to setbacks for ADUs should be considered to encourage detached ADUs;
- ✓ Whether to consider additional reforms like a permit-ready ADU program to make permitting and design easier for homeowners;
- ✓ Whether the City should encourage different combinations of two ADUs in different circumstances or areas;
- ✓ How to assign housing capacity to ADUs based on implementation of this law.



City of Kenmore

R-1, R-4, R-6 Lots Outside of Critical Areas that meet or exceed minimum lot size



EVALUATION OF ACTION RE: PROJECT REQUIREMENTS

<p>Existing policy or policies that support action</p>	<ul style="list-style-type: none"> ✓ GOAL H-1. Promote and maintain strong, diverse, equitable, and inclusive neighborhoods. ✓ Policy H-3.1.1 Ensure zoning regulations accommodate a range of housing styles and types in appropriate locations, such as single-family detached dwellings, size-limited houses on smaller lots, duplexes, triplexes, cottage housing, townhouses, apartments, accessory dwellings, manufactured homes, and other types. Consider neighborhood compatibility as well as housing needs and surrounding environmental conditions when applying zones, land use, and development standards. ✓ OBJECTIVE H-4.2 Adopt programs and regulations that support housing affordable to extremely low-, very low-, low-, and moderate-income households, comparable to the countywide need. ✓ Policy H-4.3.2 Allow and accommodate accessory dwelling units in low and medium density residential districts.
<p>Policy changes that may be needed</p>	<ul style="list-style-type: none"> ✓ Potentially change Policy H-4.3.2 to “allow and ENCOURAGE” instead of “allow and accommodate” if the City is choosing to take a closer look at some of the code choices that might help better implement ADUs in the context of HB 1337 (see Appendix A).
<p>Could this action provide an option to assist with meeting the new Housing Element requirements associated with the 2024 Comprehensive Plan update?</p>	<p>Yes. The City might be able to assign some portion of the anticipated ADU capacity to under 80 percent AMI. The current Fair Market Rent (FMR) for a one-bedroom apartment in King County is \$2,100 per month. This would be considered affordable to a 2-person household with an income of at least \$84,000 per month, which is very close to the line for 80 percent of AMI for a 2-person household (\$80,750 per year). The City could potentially assume that some percentage of ADUs constructed would be used for older family members on fixed incomes who would likely meet low-income thresholds, and that some percentage would also be rented out at or below fair market rent and might thus be affordable to low-income households.</p>

<p>Does this option result in 30 percent or more of lots designated for single-family within the city allowing middle housing?</p>	<p>Yes. Although ADUs are not considered middle housing per HB 1110 and Department of Commerce guidance, for the purposes of this analysis (and considering ADUs can be used to meet the unit count per lot requirements under HB 1110), ADUs help meet this requirement. 54 percent of the predominately single-family lots would be required to implement HB 1337.</p>
<p>Code actions that could be taken to implement law</p>	<p>See code table in Appendix A.</p>
<p>Could this action provide an option to assist with meeting any new housing targets associated with the 2024 Comprehensive Plan?</p>	<p>Yes. The city could allocate some housing capacity to ADUs. It would be important to develop a methodology to help support the number of ADU units the city expects during the planning period. A methodology could look like:</p> <ul style="list-style-type: none"> ✓ Calculating the total number of lots these provisions would apply to. ✓ Remove lots with critical areas. ✓ Remove a certain percentage of lots where there may be Codes, Covenants, and Restrictions (CCR), which would limit ADUs from being built, small lots where attached or detached may not be possible, and other limitations that may apply based on the regulations in place. ✓ Consider how the city will apply these new requirements. As an example, if a zone has a 20-foot rear setback for homes, and most homes are built close to the setback line, you would see fewer ADUs (internal ADUs could still be built). If you amend the zoning to allow ADUs at 5 feet, for example, you will see more. Chose a reasonable deduction when applying for this. It doesn't have to be perfect, and over time you will have more data to apply. ✓ This will then give you a reduced number of lots where one or two ADUs could be built. You could then apply a reasonable standard like one ADU will be built per five lots (given 10 ADUs would theoretically be allowed, but certainly not all 10 would be built) during the planning period. ✓ The last step would be applying the ADU capacity to one or more income bands (see comments under Housing Element on the previous page).

<p>Survey results relating to these actions</p>	<p>Please note that according to the Department of Commerce and House Bill 1110 (now part of RCW 36.70A, the Growth Management Act), ADUs are not considered middle housing, even though they can be used to meet the unit density per lot elements of the latter. The project survey focused on middle housing, but individual respondents voluntarily offered the following comments on ADUs (organized under the relevant questions) via the “other” comment box on those questions.</p> <p><i>Which areas in Kenmore do you think would be suitable for middle housing?</i></p> <ul style="list-style-type: none"> ✓ “Cottages or ADU condos should be allowed in all residential neighborhoods.” <p><i>What sorts of middle housing do you think Kenmore should consider allowing in residential neighborhoods?</i></p> <ul style="list-style-type: none"> ✓ “Love to see more ADUs too :)” ✓ “Easier variances to allow detached ADU, and short plats;” ✓ “Cottage housing; ADU condos;”
<p>Cities that have taken the same or similar actions and additional resources to consider</p>	<p>Given this is a new set of requirements, all jurisdictions will be working to implement it over the next several years. However, some jurisdictions have current regulations which are like those required under HB 1337.</p> <p>Two ADUs on one lot:</p> <ul style="list-style-type: none"> ✓ Black Diamond Municipal Code Sec. 18.56.030 – Allows two ADUs in conjunction with the primary unit provided adequate provisions for water and sewer are met. ✓ Burien Municipal Code Sec. 19.17.070 – Permits a maximum of two ADUs (one attached and one detached) per detached house. ✓ Langley Municipal Code Sec. 18.08.095 – Allows one attached and one detached ADU on a lot with a single-family dwelling connected to sewer. <p>Allowance for ADUs on small lots:</p> <ul style="list-style-type: none"> ✓ Enumclaw Municipal Code Sec. 19.34.050 – Allows ADUs on lots of any size.

	<ul style="list-style-type: none">✓ Kenmore Municipal Code Sec. 18.73.100 – Does not require a minimum lot size for ADUs.✓ Renton Municipal Code Sec. 4-2-110C – Permits ADUs on lots 3,000 square feet or less.
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Housing Bill 1110 – Middle Housing

INTRODUCTION

House Bill 1110 was passed during the 2023 legislative session. It is an act relating to increasing middle housing in areas traditionally dedicated to single-family detached housing. Middle Housing, also commonly referred to as “Missing Middle Housing”, is defined as duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, courtyard apartments, cottage housing, and stacked flats. It is referred to as “missing middle” because demand for this type of housing has strongly outpaced supply in most communities. Middle Housing is typically more affordable than single family detached or mid/high rise housing.



The Department of Washington Department of Commerce has developed a Fact Sheet, which may aid the City of Kenmore during implementation. It is expected that additional guidance will be provided by the state over the coming months. This includes any funding that might be available to implement these new requirements.

IMPLEMENTATION STRATEGY

HB 1110 has different requirements for cities with a population over and under 25,000. The Office of Financial Management (OFM) estimates the 2022 population for the City of Kenmore at 24,090. Based on current population trends, Kenmore may exceed the 25,000-resident population threshold in 2025 or 2026. Therefore, it is important for the city to weigh what to implement now and what can wait until the City crosses the 25,000-person threshold. There are advantages and disadvantages to both approaches. For example, having the conversation about whether to take advantage of the 75 percent/25 percent split described below, where the City can choose to apply the middle housing requirements to 75 percent of the affected lots with requirements for what it can include in both categories, might yield analysis that is useful in deciding how best to comply with the law and how to craft development regulations that successfully implement the law.

LAW SUMMARY

The provisions of this bill must be implemented by the City no later than June 30, 2025. The following summarizes the bill requirements as they pertain to the City of Kenmore. See the final bill report for more information.

Provisions that apply to a city with a population less than 25,000 must include authorization for at least:

- ✓ two units per lot.

Provisions that apply a city with a population of at least 25,000 but less than 75,000 must include authorization for at least:

- ✓ two units per lot;
- ✓ four units per lot within 0.25 miles walking distance of a major transit stop; and
- ✓ four units per lot if at least one unit is affordable housing.

A major transit stop includes a stop on a high-capacity transportation system, commuter rail stops, stops on rail or fixed guideway systems, and stops on bus rapid transit routes. To qualify as affordable housing, the unit must be maintained as affordable for at least 50 years and record a covenant or deed restriction that ensures continued affordability. The affordable units also must be comparable in size and number of bedrooms as other units and be generally distributed throughout the development. A city with an affordable housing incentive program may vary from these affordable housing requirements and require any development to provide affordable housing, either onsite or through an in-lieu payment.

Provisions that apply to both options:

- ✓ Requirements do not apply to lots designated as critical areas (including buffers), watershed serving a reservoir for potable water if that watershed is listed as impaired or threatened under the federal Clean Water Act, or lots that have been designated urban separators by countywide planning policies.
- ✓ An alternative implementation process allows the City to implement the density requirements on 75 percent of lots dedicated to single-family detached housing units when certain conditions are met. However, the City would be required to allow additional housing units in areas for which the exclusion would further racially disparate impacts or result in zoning with a discriminatory effect; within 0.5 miles walking distance of a major transit stop; or historically covered by a covenant or deed restriction excluding racial minorities from owning property or living in the area.
- ✓ If the alternative implementation process is utilized, the 25 percent of lots dedicated to single-family housing for which middle housing requirements are not in place are required to include areas for which Commerce has certified an extension due to the risk of displacement or lack of infrastructure capacity; any lots designated with critical areas or their buffers; any portion of a city within a 1-mile radius of a commercial airport with at least 9 million annual enplanements that is exempt from the parking requirements; and any areas subject to sea level rise, increased flooding, susceptible to wildfires, or geological hazards over the next 100 years.
- ✓ The bill also provides options for extensions to implement the bill requirements when certain conditions are met.
- ✓ A city must allow at least six of the nine types of middle housing and may allow ADUs to achieve the minimum density requirements. **Note that implementation of HB 1337 would assist in meeting this requirement.**

In addition, the middle housing requirements:

- ✓ May only apply administrative design review for middle housing.
- ✓ May not require standards for middle housing that are more restrictive than those required for detached single-family residences.
- ✓ Must apply to middle housing the same development permit and environmental review processes that apply to detached single-family residences, unless otherwise required by state law.
- ✓ Are not required to be applied to lots less than 1,000 square feet in size.
- ✓ Must also allow zero lot line short subdivisions where the number of lots created is equal to the unit density required.
- ✓ May not require off-street parking as a condition of permitting development of middle housing within 0.5 miles walking distance of a major transit stop.
- ✓ May not require more than one off-street parking space per unit as a condition of permitting development of middle housing on lots smaller than 6,000 square feet (before subdividing)
- ✓ May not require more than two off-street parking spaces per unit as a condition of permitting development of middle housing on lots greater than 6,000 square feet (before subdividing).

MAPS OF WHERE IMPLEMENTATION IS REQUIRED

The following pages contain two maps:

- For compliance for cities with a population under 25,000, lots in the R-1, R-4, and R-6 zones where 2 dwelling units per lot would be required (does not include lots with critical areas or buffers)
- For compliance for cities with a population over 25,000 but under 75,000, the same 2 units per lot plus 4 units per lot within a quarter-mile walking distance to a major transit stop

Please note that under Sections 10 through 13 of [HB 1110](#), condominium declarations, governing documents of homeowners' associations, and common interest community declarations and governing documents created after the effective date of the law cannot actively or effectively prohibit the construction, development, or use of additional housing units required under the law. However, **existing** condo and homeowner's association covenants, conditions, and restrictions are not overruled by HB 1110. This analysis does **not** attempt to map where these declarations and governing documents are in place, but the City should be aware that the actual number of lots affected will be somewhat smaller than mapped as a result.

IMPLEMENTATION CONSIDERATIONS

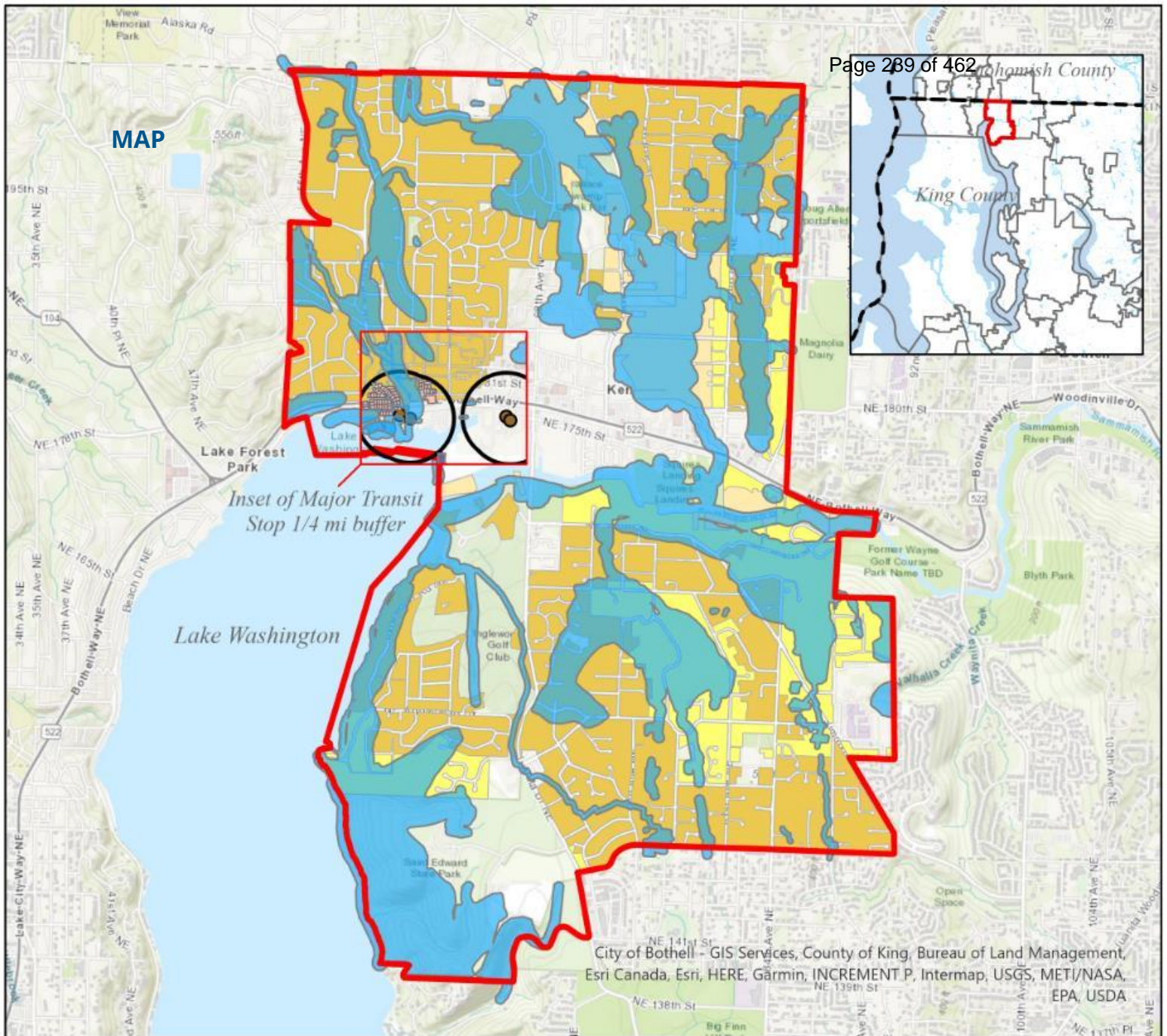
There are several important considerations policy makers will need to be cognizant of as the City contends with implementation of HB 1110.

First and foremost, as discussed in the code options table (Appendix B), in the R-1, R-4, and R-6 zones, density as currently defined in code and the comprehensive plan will likely need to be re-imagined. The requirement to allow a certain number of units per lot applies regardless of lot size. One option the City could consider to implement this include potentially keeping the current

density provisions for single-family uses for now but indicating in the code that for up to 2 (or 4) units per lot, the density provisions do not apply. It may be important regardless of when the City adopts these regulations or whether it chooses to meet the 25,000-person+ requirements now to include policy support in the comprehensive plan for an alternative or additional conception of density based on units per lot rather than units per acre for at least some development types.

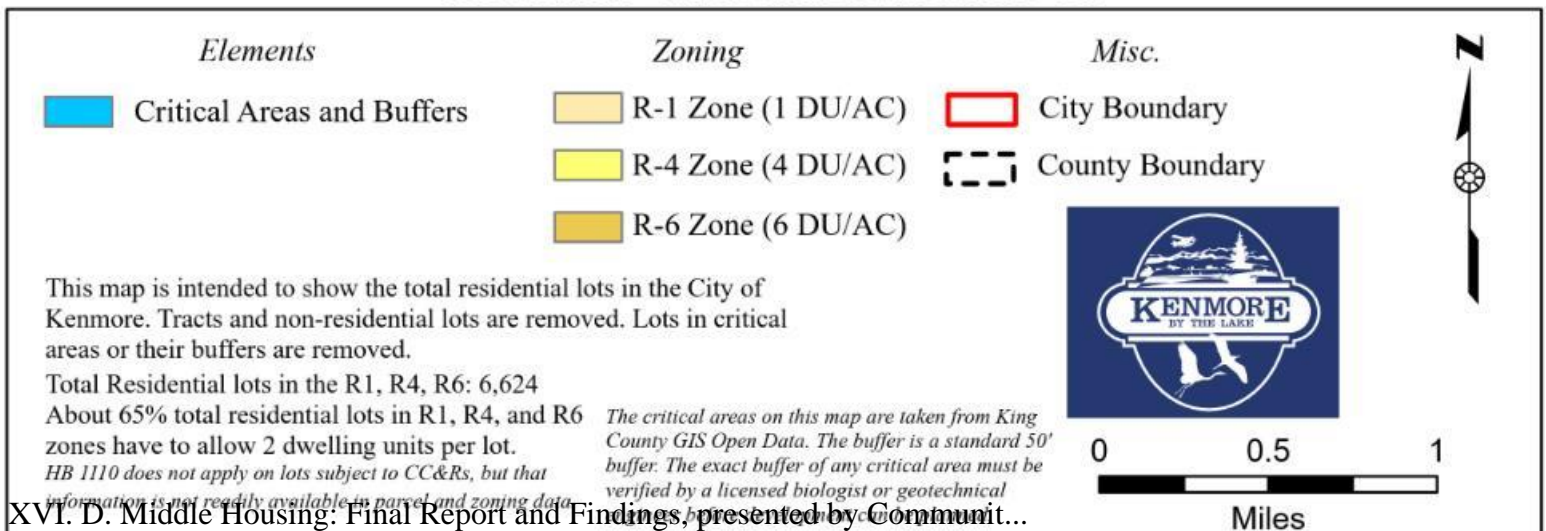
There are a number of other specific considerations for the City to weigh, including:

- ✓ Accessory Dwelling Units (see writeup on HB 1337) can be counted toward the units per lot requirement of HB 1110. Any methodology the City devises or uses to calculate the likely yield of ADUs over the planning period should be applied to HB 1110 compliance where applicable. However, ADUs on their own are not considered a middle housing type, so this does not remove the requirement for the City to allow six of the nine named middle housing types in areas where the law applies (see next item).
- ✓ For areas within cities where only 2 units per lot are now required, the city will be required to “allow” six of the nine middle housing types. The City currently permits subdivided townhouses in these zones outright (and other townhouse units as conditional uses). Depending on the configuration of townhouse units per building, they can in effect meet the definitions of duplexes, triplexes, fourplexes, sixplexes, and courtyard apartments. Similarly, a duplex or a triplex could be stacked vertically (as in the case of an older multi-family single-family home converted to rental units on different floors), thus also counting as stacked flats. Public feedback during the previous attempt at developing middle housing code in Kenmore indicated that the public is not necessarily supportive of further encouragement of townhouses but is more supportive of duplexes and triplexes. This is something policy makers will have to grapple with as HB 1110 is implemented. If the city were to allow duplexes, triplexes, cottage housing and townhouses in the R-1 through R-6 zones, that could potentially count for five out of the nine, leaving additional discussion needed on fourplexes and courtyard apartments, for example. Further guidance from the state and case law will help clarify this as the city moves forward.
- ✓ The City will need to implement regulations requiring certain steps for middle housing with affordable units to get to four units per lot to be approved. However, policy makers will need to address what “generally distributed throughout the development” means, especially in small infill settings where this would likely occur.

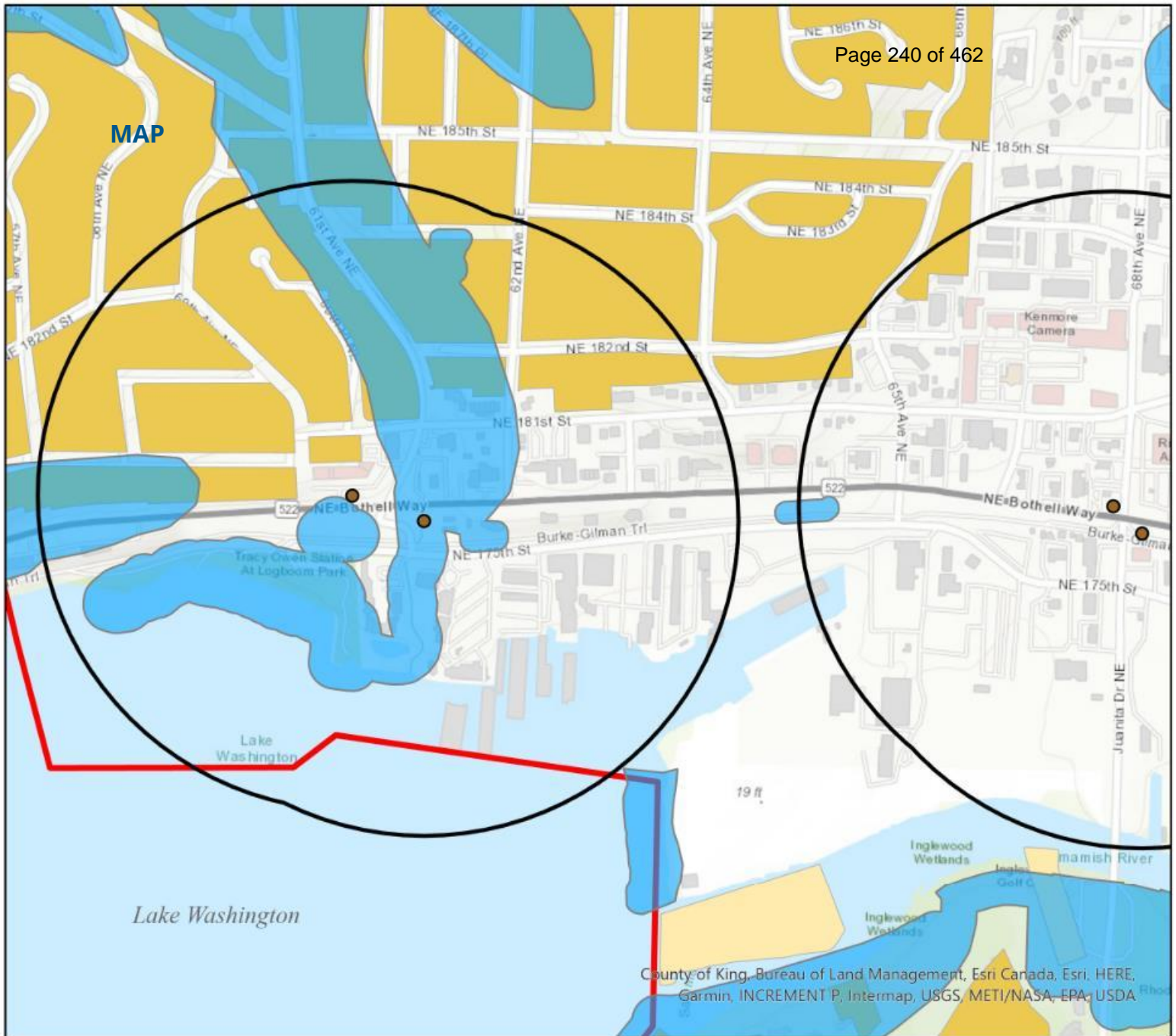


City of Kenmore

Residential Zones and Residential Lots

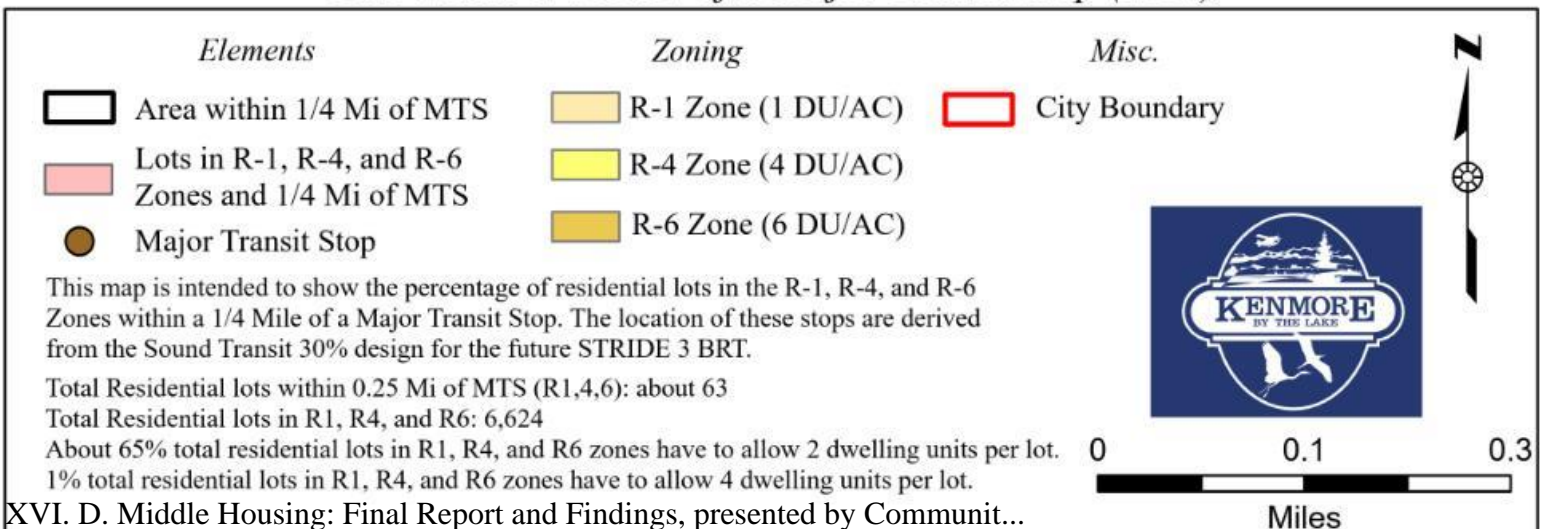


MAP



City of Kenmore

Lots within 1/4 Miles of a Major Transit Stop (MTS)



EVALUATION OF ACTION RE: PROJECT REQUIREMENTS

<p>Existing policy or policies that support action</p>	<ul style="list-style-type: none"> ✓ Policy LU-3.1.6 Plan for a variety of housing types including affordable housing. ✓ OBJECTIVE H-1.3 Prioritize and plan for the retention of existing residents when considering zoning changes or capital projects. In particular consider impacts on marginalized people, with a particular focus on Black, Indigenous, and People of Color communities. ✓ Policy H-1.4.4 Prepare and implement development and design standards that further the community vision consistent with Land Use and Community Design Element goals and policies. ✓ Policy H-3.1.1 Ensure zoning regulations accommodate a range of housing styles and types in appropriate locations, such as single-family detached dwellings, size-limited houses on smaller lots, duplexes, triplexes, cottage housing, townhouses, apartments, accessory dwellings, manufactured homes, and other types. Consider neighborhood compatibility as well as housing needs and surrounding environmental conditions when applying zones, land use, and development standards. ✓ OBJECTIVE H-4.2 Adopt programs and regulations that support housing affordable to extremely low-, very low-, low-, and moderate-income households, comparable to the countywide need. ✓ Policy H-4.2.6 As part of any rezone that increases residential capacity, consider requiring that a portion of the new units be affordable to extremely low-, very low- or low-income households. ✓ OBJECTIVE H-4.3 Provide zoning and development standards that integrate affordable housing compatibly into the community.
<p>Suggested policy to consider to support action</p>	<ul style="list-style-type: none"> ✓ Policy LU-1.5.1 will need to be revised to reflect that the lower density single-family neighborhoods are no longer “single-family” neighborhoods. Perhaps could consider calling them simply “lower density residential neighborhoods.” ✓ Policy LU-1.5.2 could be improved by adding housing unit counts or unit densities to the list of standards that should be addressed in development regulations to

	<p>support the use of this new “density” measure created by this law.</p> <ul style="list-style-type: none"> ✓ The Low Density Residential bullet under Policy LU-2.1.2 should be modified to reflect that these zones will be “predominately one to two dwelling units per lot” and remove the base density clause as this is no longer relevant. ✓ Policy LU-2.3.1 should be revised to remove the reference to four dwelling units per acre and established single-family neighborhoods. ✓ HB 1110 requires up to four units per lot for cities over 25,000 within a quarter-mile of major transit stops. The definition of major transit stops is distinct from previous guidance in that it precludes frequent regular bus service. The current Comprehensive Plan identifies medium density residential uses within a quarter-mile of a King County Metro route that bisects the city from north to south. Since the new law doesn’t require this, the City will have to make a policy decision about whether to preserve this provision going forward.
Code changes needed to implement HB 1110	See code table in Appendix B .
Could this action provide an option to assist with meeting the new Housing Element requirements associated with the 2024 Comprehensive Plan update?	While this will increase housing capacity, it may not result in housing types that the City is not already planning for.
Could this action provide an option to assist with meeting any new housing targets associated with the 2024 Comprehensive Plan?	Yes. The city could allocate some housing capacity to the allowance of additional housing units on lots. It would be important to develop a methodology to help support the number of units the city expects during the planning period. A methodology for ADUs in the above action could be utilized for this as well.
Does this option result in 30 percent or more of lots designated for single-family within the city allowing middle housing?	Yes. 4,331 out of 6.624 (65 percent) lots are in the R-1, R-4, and R-6 zones and do not have critical areas or their buffers and thus would be subject to the requirements of HB 1110. (As noted in the writeup above, lots subject to existing CC&Rs would not have to comply, so this number is likely smaller.) 63 of these 4,331 lots are within a quarter mile walking distance of a major transit stop (see maps).

<p>Survey results supporting these changes</p>	<p>The Middle Housing project included a short project survey. The following feedback reflects high-level findings related to middle housing provision in Kenmore.</p> <ul style="list-style-type: none"> ✓ Out of 131 respondents, 12 (9 percent) reported that they rent their home. 110 (84 percent) own their home. 7 (5 percent) reported they have a different living situation, and 2 did not respond to the question. ✓ 45 percent of respondents indicated they do not think Kenmore has enough available homes they could afford if they were looking to purchase a home. Three-quarters of renter respondents (75 percent) indicated this, while only 42 percent of owner respondents did so. ✓ 75 percent support some level of middle housing being allowed in Kenmore’s residential neighborhoods. This includes 10 out of 12 respondents who report renting their home (83 percent of renters) and 75 percent of respondents who own their home. ✓ 21 percent of respondents indicated that they do not support middle housing in Kenmore. Of these 27 respondents, an equivalent percentage of owners and renters felt this way. ✓ 36 percent of respondents indicated they think all residential areas should allow the middle housing types they support, 38 percent support it near transit, 6 percent support it in some residential areas only, and 13 percent do not support it anywhere.
<p>Cities that have taken the same or similar actions and additional resources to consider</p>	<p>Given this is a new set of requirements, all jurisdictions will be working to implement it over the next several years.</p>

Appendix A. Code Options for Addressing HB 1337									
Note: Each provision of HB 1337 that imposes a new requirement on Kenmore is listed in the rows below. Columns represent the chapters or sections of code that will need to be changed. Additional rows later in the table list other issues that the City could consider changing to improve implementation of these requirements.	18.15.040 Residential Zones	18.20 Technical Terms and Land Use Definitions	18.73 Accessory dwelling units, home occupation, home industry	18.21.020 Residential zones R-1, R-4 and R-6 – use allowances	18.21.030 Residential zones R-1, R-4 and R-6 – development standards	18.21.073 Accessory uses (residential zones)	20.47.040 Exemptions (Impact Fees)	18.30 Development standards - general	Other
Required changes to comply with requirements of HB 1337									
Impact fees cannot exceed 50 percent of fee for principal unit							ADUs currently exempted from all impact fees. Unclear whether provision requiring assessment of impact fees if the ADU is converted to another land use or dwelling unit would run afoul of this.		
Not requiring owner occupancy			18.73.100 (C) will need to be removed to comply with this provision.						
Allow at least 2 ADUs on all lots that allow single-family homes in the following configurations: one attached ADU and one detached ADU, two attached ADUs, or two detached ADUs			18.73.100 (A) will need to be revised to reflect that two ADUs are allowed on all lots where single-family homes are allowed in the configurations noted in HB 1337.			18.21.073 states that accessory uses consistent with the definition of accessory uses in Chapter 18.20 are allowed as determined by the city manager. This could be revised to include a reference to updated 18.73.100 (A) since ADUs would technically be covered by this definition.			
Permit detached ADUs		Detached ADUs defined in 18.20.705 . No changes needed.							
Allow an ADU on any lot that meets the minimum			18.73.100 (B) specifies that there						

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lot size requirements for the zone			is no minimum lot size for an ADU. No changes needed.						
Have a maximum floor area of at least 1,000 square feet			18.73.100 (D) will need to be modified so that lots >= 6,000 square feet AND lots < 6,000 square feet have a maximum floor area of 1,000 square feet for detached ADUs.						
Have a height limit of at least 24 feet unless the primary structure’s height limit is under 24 feet			18.73.100 (E) establishes a 35-foot height limit for ADUs, no changes needed.						
Have setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, and requirements for design review for ADUs that are equally or less restrictive than those for principal units								18.30.230 (R) allows an ADU within the primary home’s rear setback down to 10 feet for the R-4 and R-6 zones.	
Allow detached ADUs to be sited at a lot line if the lot line abuts a public alley, unless the city or county routinely plows snow on the public alley;								18.30.210 allows structures to be built to a property line abutting an alley, except that a garage, carport, or fenced parking area must be 26 feet minimum from the opposite edge of the alley. No changes needed.	
Allow ADUs to be converted from existing			The city should consider adding a provision in 18.73			The city should consider adding a provision in 18.73			

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structures, including detached garages			and 18.21.073 allowing conversion of existing structures, including detached garages, to ADUs.			and 18.21.073 allowing conversion of existing structures, including detached garages, to ADUs.			
Not prohibit the sale of a condominium unit independently of a principal unit solely on the grounds that the condominium unit was originally built as an ADU			The city may need to add to 18.73 to clarify that condominium conversion pursuant to 15.35 KMC is permitted.						15.35 Condominium conversion does not appear to contravene this.
Not require public street improvements as a condition of permitting ADUs									18.45 Development standards – adequacy of public facilities may need to be modified, since currently ADU construction would be considered development that would need to meet city standards for sewer, water, vehicular access, and transportation system. This might need to be modified to reflect that ADUs do not constitute development that would require public street improvements.
Not require off-street parking as a condition of permitting development of ADUs within 0.5 miles walking distance of a major transit stop;			18.73.100 (F) stipulates that no off-street parking is required for an ADU regardless of location. No changes needed.						
Require more than one off-street parking space			18.73.100 (F) stipulates that no off-						

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per unit as a condition of permitting development of ADUs on lots smaller than 6,000 square feet before any zero lot line subdivisions or lot splits			street parking is required for an ADU regardless of lot size. No changes needed.						
Require more than two off-street parking spaces per unit as a condition of permitting development of ADUs on lots greater than 6,000 square feet before any zero lot line subdivisions or lot splits			18.73.100(F) stipulates that no off-street parking is required for an ADU regardless of lot size. No changes needed.						
Additional changes Kenmore could consider to encourage ADUs									
Family definition		In 18.20.1010 , family is defined in part as “[...] two or more persons related by blood or marriage; a group of two or more disabled residents protected under the Federal Housing Act Amendments, who are not related by blood or marriage, living together as a single housekeeping unit; a group of eight or fewer residents, who are not related by blood or marriage, living together as a single housekeeping unit [...].” Consider removing or adjusting the provision for unrelated residents and/or replacing the	18.73.100(H) limits the total number of occupants across the ADU and primary unit to the maximum number for a single-family dwelling. Consider removing this provision (see comments under 18.20). Since the number of unrelated people as defined there is linked to a single housekeeping unit, which would not be applicable to ADUs.						

Kenmore Middle Housing Code Options Report
June 20, 2023

Note: Each provision of HB 1337 that imposes a new requirement on Kenmore is listed in the rows below. Columns represent the chapters or sections of code that will need to be changed. Additional rows later in the table list other issues that the City could consider changing to improve implementation of these requirements.	18.15.040 Residential Zones	18.20 Technical Terms and Land Use Definitions	18.73 Accessory dwelling units, home occupation, home industry	18.21.020 Residential zones R-1, R-4 and R-6 – use allowances	18.21.030 Residential zones R-1, R-4 and R-6 – development standards	18.21.073 Accessory uses (residential zones)	20.47.040 Exemptions (Impact Fees)	18.30 Development standards - general	Other
		definition of “family” with a definition for “household” that complies with fair housing law and is more permissive when it comes to ADUs.							
Setbacks					The minimum rear setback for the R-4 and R-6 zones is 20 feet. According to 18.20.705 , a detached ADU must be separated from the primary dwelling by a minimum of 5 feet. If the minimum rear setback for an ADU (per 18.30.230(R)) is 10 feet absent an alley, this leaves only 5 feet of lot depth for a detached ADU, which is obviously insufficient. Additionally, in line with allowing conversion of existing structures, the city should then also add a footnote to the development standards allowing ADUs to be within the required setbacks if the existing structure does not conform to these standards.			Consider allowing the same reduced setback (10 feet, or less if desired) in the R-1 zone as in the R-4 and R-6 zones. Critical areas regulations should provide the same protection to sensitive areas regardless of what the setback is, and the lots in the R-1 zone tend to be really large so the impact of this would be really minimal but might help a few people on the margins.	
Base and maximum impervious					Currently, the base and max impervious for single-family				

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					<div>zones are 30 and 30 percent (R-1), 45 and 55 percent (R-4), and 60 and 70 percent (R-6). Consider increasing the maximum and/or base impervious threshold especially for R-4 and R-6, as on tight lots even if a detached ADU was possible setback-wise, impervious coverage could still be a deterrent.</div>				
<div>Fees</div>							<div>Consider removing or altering provision that an ADU that is converted to another dwelling unit pays full impact fees upon conversion. If the material condition of the ADU (occupancy, size, etc) has not changed, if it is converted to a condominium or short platted in the future this should not change the “impact” of the unit, which already exists and already has residents that have “impacted” the city that the City decided should be</div>		

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							encouraged by not requiring them to pay impact fees.		
Zone definitions	Consider adding ADUs to the purpose of the R-1 through R- 6 zones in 18.15.040 (A)(1).			Could consider allowing ADUs as a specific use. Currently, 18.21.073 says that accessory uses are consistent with chapter 18.20 are allowed subject to the approval of the city manager.					

Appendix B. Code Options for Addressing HB 1110							
Note: Each provision of HB 1110 that imposes a new requirement on Kenmore is listed in the rows below. Columns represent the chapters or sections of code that will need to be changed.	17.20 Subdivisions and short subdivisions	18.15.040 Residential Zones	18.20 Technical Terms and Land Use Definitions	18.21.020 Residential zones R-1, R-4 and R-6 – use allowances	18.21.030 Residential zones R-1, R-4 and R-6 – development standards	18.40 Development standards – parking and circulation	18.52 Design standards
Required changes to comply with requirements of HB 1110							
<p>A fully planning city with a population less than 25,000, within a contiguous UGA with the largest city in a county with a population of more than 275,000, must include authorization for the development of at least two units per lot.</p> <p>A fully planning city with a population of at least 25,000 but less than 75,000 must include authorization for at least:</p> <ul style="list-style-type: none">two units per lot;four units per lot within 0.25 miles walking distance of a major transit stop; andfour units per lot if at least one unit is affordable housing.		Will need to revise 18.15.040(A)(1) to reflect that the R1 through R6 zones allow a minimum of two units per lot.	18.20 will need to be modified to define the housing types that the city will be permitting within the residential zones to comply with the “six of the nine” provision of HB 1110. This could be done by changing 18.20.835 dwelling, multiple-family to define gradations of multifamily (A, B, C, etc would be middle housing types up through large multifamily, which could be more than 4 or 6 units in a structure not including townhomes). Alternatively, the city could add separate definitions for duplex, triplex, etc directly into this chapter using the definitions authored in RCW 36.70A.030 by way of HB 1110 if desired.	<p>Footnote 11 will need to be modified to reflect the middle housing types that are allowed (six of the nine middle housing types) in these zones. This relates to the notes for 18.20 (left). Footnote 19 in this code section already allows “more than one detached dwelling unit” on an individual lot through the conditional use permit process. This will likely need to be stricken as part of updating allowed uses.</p> <p>Note that the law allows cities to count ADUs toward the unit count per lot requirements, so if Kenmore fully implements HB 1337 as described in the other table in this report that technically takes care of the unit count per lot requirement for cities under 25,000.</p> <p>However, the City still must “allow” six of the 9 middle housing types, and they cannot have a more stringent process than a single-family detached house.</p> <p>If the City is desiring to take on the over 25,000 requirements of HB</p>	Density ranges will need to be reworked or removed (see section on additional steps the city could take to encourage middle housing in this table).		

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				<p>1110 at this time, it will also need to add provisions related to four units per lot being allowed within a quarter-mile walking distance of major transit stops and provisions to implement the four units per lot if at least one is affordable.</p> <p>To qualify as affordable housing, the unit must be maintained as affordable for at least 50 years and record a covenant or deed restriction that ensures continued affordability. The affordable units also must be comparable in size and number of bedrooms as other units and be generally distributed throughout the development. A city with an affordable housing incentive program may vary from these affordable housing requirements and require any development to provide affordable housing, either onsite or through an in-lieu payment.</p>			
<p>Alternative density requirement – may choose to implement the density requirements for at least 75 percent of lots in the city that are primarily dedicated to single-family detached housing units. Unless identified as at higher risk of displacement, the 75 percent of lots allowing the minimum density requirements must include any areas:</p> <ul style="list-style-type: none">for which the exclusion would further racially disparate impacts or result in zoning with a discriminatory effect;within 0.5 miles walking distance of a major transit stop; or				<p>If the City chooses to implement this density requirement instead of the previous, there are several important things to consider. This includes verifying UW data on historically discriminatory covenants, additional major transit stop analysis, and critical</p>			

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<ul style="list-style-type: none">historically covered by a covenant or deed restriction excluding racial minorities from owning property or living in the area. <p>The 25 percent of lots for which the minimum density requirements are not authorized must include:</p> <ul style="list-style-type: none">any areas for which Commerce has certified an extension due to the risk of displacement or lack of infrastructure capacity;any lots designated with critical areas or their buffers;any portion of a city within a 1-mile radius of a commercial airport with at least 9 million annual enplanements that is exempt from the parking requirements; andany areas subject to sea level rise, increased flooding, susceptible to wildfires, or geological hazards over the next 100 years.				areas analysis to determine whether this option is possible for Kenmore.			
A city must allow at least six of the nine types of middle housing and may allow ADUs to achieve the minimum density requirements. Middle housing is defined as buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing. A city is not required to allow ADUs or middle housing types beyond the density requirements.				This section will need to be updated in concert with 18.20 definitions. ADUs can be counted toward the unit count per lot, but the city is still required to “allow” at least six of the nine middle housing types.			
May only apply administrative design review for middle housing							Per 18.52.070 , Applicability, design standards are applicable to any new construction, remodels, parking reconfigurations, and building expansions (with some limited exemptions) within three different design review areas. These areas do not apply to the single-family zones in question, so no changes needed.
Except as allowed for administrative design review above, may not require standards for middle housing that are more restrictive than those required for detached single-family residences					Relevant development standards are the same throughout each zone. The City will need to ensure as it modifies the use tables and development standards that no footnotes result in		

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					setback, lot coverage, impervious, building height, clearing, tree canopy and retention, or other regulations are more stringent for middle housing types than for single-family detached.		
Must apply to middle housing the same development permit and environmental review processes that apply to detached single-family residences, unless otherwise required by state law				This means middle housing types must be permitted, not conditional, wherever single-family homes are permitted and not conditional.			
Not required to achieve the per-unit density on lots after subdivision below 1,000 square feet unless the city chooses to enact smaller allowable lot sizes					When addressing zero lot line subdivisions where lots might be as small as 1,000 square feet, should include a footnote that lots created via zero lot line subdivision that are smaller than 1,000 square feet are not subject to the requirement for 2 or 4 units allowed per lot.		
Must also allow zero lot line short subdivisions where the number of lots created is equal to the unit density required	A couple of modifications may be needed here. 17.20.125 allows zero-lot-line development, but general layout standards in 17.20.120 require that no portion of a lot shall be narrower than 25 feet, which would seem to frustrate the aims of allowing townhouses.				18.21.030 Table B should be modified to ensure that lot widths can be narrower than 30 or 35 feet and lot sizes smaller than the minimum for zero lot line short subdivisions. This could be as simple as applying table footnote 5 (which already applies to side setbacks) also applies to lots in zero lot line subdivisions or short subdivisions. The City may choose to address the issue of density by changing base density and max density in Table B to base units and max		

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					units per lot and add a footnote stating that a zero lot line short subdivision meeting the requirements of Titles 17 and 18 is allowed as many zero lot line lots as the base or maximum units per lot as applicable.		
May not require off-street parking as a condition of permitting development of middle housing within 0.5 miles walking distance of a major transit stop						18.40.030 (A) will need additional middle housing types added, perhaps in a footnote, to reflect that certain forms of attached single-family and small multifamily are not required to provide off-street parking within a half-mile walking distance of a major transit stop. HB 1110 contains a definition for major transit stop. This could also be accomplished in 18.40.090 , transit and rideshare provisions, wherein the City could consider adding a subsection establishing this relief from off-street parking requirements for the middle housing types the city has chosen to allow (see 18.21.020 changes and related).	
May not require more than one off-street parking space per unit as a condition of permitting development of middle housing on lots smaller than 6,000 square feet before any zero lot line subdivisions or lot splits						City does not currently have any provisions for off-street parking for residential uses based on lot size, so this is not applicable. The city could, however, choose to proactively address this by establishing a standard of one off-street parking space	

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						per unit for middle housing types on lots smaller than 6,000 square feet.	
May not require more than two off-street parking spaces per unit as a condition of permitting development of middle housing on lots greater than 6,000 square feet before any zero lot line subdivisions or lot splits						City does not currently require more than 2 off-street parking spaces for any residential unit, so no changes needed.	
A SEPA categorical exemption is established for development regulations that remove parking requirements for infill development.						The City adopts categorical exemptions by reference to the WACs in 19.35.060 so no changes needed.	

Appendix C. Survey Results

ID	Completion time	Do you live in the City of Kenmore?	Do you currently rent or own your home?	If you wanted to purchase a home in Kenmore, do you feel there are enough homes available that you could afford?	Q3 Other	What sorts of middle housing should Kenmore consider allowing in residential neighborhoods? Check all that apply.	Q4 Other	Which areas in Kenmore do you think would be suitable for middle housing? Choose all that apply.	Q5 Other
1	5/12/23 11:01:32	No	I own my home	No;		Cottage housing;		Areas only near public transit options;All residential neighborhoods;	
2	5/12/23 15:00:55	Yes	I own my home	No;		Cottage housing;ADU condos;			Cottages or ADU condos should be allowed in all residential neighborhoods. ;
3	5/16/23 12:17:44	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
4	5/16/23 12:33:14	Yes	I rent my home	No;	There is nothing available for that 40-50% level or workforce housing. I would want to but for my family. there are just no options;	Four to six unit buildings;Cottage housing;Duplexes;Triplexes;All types of middle housing;	It's clear that fourplexes and 6plex housing is when it becomes affordable ;	Areas only near public transit options;Some residential neighborhoods - please describe where below;;	Neighborhoods closer to the downtown core and neighborhoods within walking distances of schools.;
5	5/16/23 12:41:14	Yes	I own my home	No;		Duplexes;Cottage housing;		Areas only near public transit options;Some residential neighborhoods - please describe where below;;	
6	5/16/23 12:52:43	Yes	I own my home	No;		Duplexes;		Areas only near public transit options;	
7	5/16/23 13:16:24	Yes	I own my home	Yes;		Cottage housing;		Areas only near public transit options;	
8	5/16/23 17:31:32	Yes	Other - I have a different living situation				NONE OF THE ABOVE!!!;		NONE OF THE ABOVE!!!;
9	5/16/23 20:13:33	Yes	I own my home	Yes;		Duplexes;		Some residential neighborhoods - please describe where below;;	Neighborhoods with sidewalks, parks and transit. ;
10	5/16/23 20:27:22	Yes	I rent my home	No;		All types of middle housing;		All residential neighborhoods;	
11	5/16/23 23:25:33	Yes	I own my home	Yes;			We already said no changes to single family zoning;		Only areas zoned other than single family;
12	5/17/23 8:57:56	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
13	5/17/23 11:28:42	Yes	I own my home	Yes;		Four to six unit buildings;		Areas only near public transit options;	Not in single residential neighborhoods such as areas around Northshore Summit. ;
14	5/17/23 11:35:47	No	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
15	5/17/23 20:35:58	Yes	I own my home			All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;		All residential neighborhoods;	
16	5/18/23 13:59:49	Yes	I own my home	No;		All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;		Some residential neighborhoods - please describe where below;;	
17	5/19/23 5:55:07	Yes	I own my home	No;		All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;		All residential neighborhoods;	
18	5/19/23 10:00:28	Yes	I own my home	Yes;		All types of middle housing;		Areas only near public transit options;	
19	5/19/23 10:01:04	Yes	I own my home	Yes;		Duplexes;Cottage housing;		Areas only near public transit options;Some residential neighborhoods - please describe where below;;	R6 and above;
20	5/19/23 10:02:45	Yes	I own my home			Duplexes;		Areas only near public transit options;	
21	5/19/23 10:03:13	Other	I rent my home	No;		All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;		All residential neighborhoods;Areas only near public transit options;	
22	5/19/23 10:07:37	Yes	I own my home	Yes;			None of the above. We need our council to focus on bringing business, retail and restaurants to our community. Not low income housing.;	Areas only near public transit options;	Not on board with this plan but if it moves forward close the trailer parks which are a source of crime generation and there are many registered sexual offenders that reside there. Remove the trailers and build on that property.;
23	5/19/23 10:07:59	Yes	I own my home	Yes;		Cottage housing;Duplexes;		Areas only near public transit options;	
24	5/19/23 11:11:39	No	I rent my home		I don't know;	All types of middle housing;		Areas only near public transit options;	
25	5/19/23 11:21:18	Yes	I own my home	No;			single family;	Areas only near public transit options;	
26	5/19/23 12:17:54	Yes	I rent my home	No;		All types of middle housing;		All residential neighborhoods;	
27	5/19/23 13:08:22	Yes	I own my home	Yes;			Do not support this in our residential neighborhoods;	Areas only near public transit options;	
28	5/19/23 14:34:15	Yes	I own my home	Yes;		Cottage housing;Duplexes;		Areas only near public transit options;Some residential neighborhoods - please describe where below;;	Areas where houses are: thinly spaced on larger ground, older, where parking space is included off the street;
29	5/19/23 14:57:07	Yes	I own my home	Yes;		ADU's;Cottage housing;Duplexes;		Areas only near public transit options;	
30	5/19/23 15:01:13	Yes	I own my home	No;		Cottage housing;Duplexes;Triplexes;		All residential neighborhoods;	
31	5/19/23 15:02:43	Yes	I own my home	No;		All types of middle housing;		Areas only near public transit options;	
32	5/19/23 16:22:50	Yes	I own my home	No;		Duplexes;		Areas only near public transit options;	
33	5/19/23 17:26:06	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
34	5/20/23 2:52:48	Yes	I own my home	No;		Duplexes;Triplexes;		Areas only near public transit options;	

35	5/20/23 8:11:38	Yes	I own my home	No;		Duplexes;Triplexes;Four to six unit buildings;	If you are going to condense housing you need to provide more neighborhood parks or other types of green spaces. Building large complexes with postage stamp size playset is not adequate. Small parks within walking distance is needed through out the Kenmore. These green spaces could include a benches gardens a place to walk a dog or just meet with others in the community. ;	Some residential neighborhoods - please describe where below;;	Large complexes should be required to build a walk way surrounding the perimeter of the whole complex. This would provide residents to have a nice walking space, children could ride their trikes, a space to walk a dog. ;
36	5/21/23 5:33:27	Yes	I own my home	Yes;			Allow middle housing in neighborhoods with sidewalks. ;	Areas only near public transit options;	Middle housing should be within quarter mile of 522. Not anywhere else in Kenmore. Let's not turn into Seattle! Seattle is building 2 single family homes on 5,000 sq foot lots with storage sheds. Not a single tree left on these lots. Please don't do this to Kenmore's neighborhoods. I am not nimble. I am a tree hugger. ;
37	5/21/23 9:46:04	Other	I own my home	No;		All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;		All residential neighborhoods;Downtown corridor;	
38	5/21/23 10:30:36	Yes	I own my home	Yes;		Duplexes;		All residential neighborhoods;	
39	5/21/23 10:55:01	Yes	I own my home	Yes;		All types of middle housing;		All residential neighborhoods;	
40	5/21/23 11:12:43	Yes	Other - I have a different living situation	No;		All types of middle housing;		Areas only near public transit options;	
41	5/21/23 11:51:04	Yes	I own my home	Yes;			This is a leading question ;		1/4 mile;
42	5/21/23 11:56:45	Yes	I own my home	No;		Duplexes;			You need to do more environmental services if you want to put in this middle housing. Focus on protecting the environment first;
43	5/21/23 12:04:43	Yes	I own my home	Yes;		Duplexes;		Areas only near public transit options;	
44	5/21/23 13:12:15	Yes	I own my home	Yes;		Duplexes;		All residential neighborhoods;	
45	5/22/23 5:02:26	Yes	I own my home	No;		Cottage housing;Duplexes;		All residential neighborhoods;	
46	5/22/23 8:27:25	Yes	I own my home	Yes;		Duplexes;		Some residential neighborhoods - please describe where below;;	A limit to the number of duplexes ;
47	5/22/23 12:44:20	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
48	5/22/23 15:15:22	Yes	I own my home	No;	There should be more missing middle housing, and affordable housing. ;	All types of middle housing;		All residential neighborhoods;	
49	5/22/23 15:32:03	Yes	I rent my home	No;		All types of middle housing;	Zero lot line row homes, with doors facing the street and garages or parking behind the building using an alley or driveway to limit sidewalk curb cuts (181st and 65th is an example);	Some residential neighborhoods - please describe where below;;	All residential neighborhoods;I think all areas could accommodate missing middle housing however I think higher densities of MMH would be best located near transit and other areas with more amenities within a 10-15 minutes walk shed, furthermore developments need to add additional connections to make route choices more direct to key destinations like the downtown core, parks, trails, and grocery stores. While not missing middle larger multi family developments should have a max size of 300' on any side like the Bothell standard with public through connections to increase access to amenities by rolling or walking. ; Not R1 and not R4. Not along the Sammamish River, not along Swamp Creek or tributaries. Not near wetlands or steep slopes. Not on the lake.;
50	5/22/23 20:41:07	Yes	I own my home	No;		All types of middle housing;		Some residential neighborhoods - please describe where below;;	
51	5/23/23 8:47:05	Yes	I own my home	Yes;		Duplexes;Cottage housing;		Areas only near public transit options;	
52	5/23/23 12:59:11	Yes		No;		All types of middle housing;		All residential neighborhoods;	
53	5/23/23 13:27:37	Yes	I own my home	Yes;		Duplexes;Cottage housing;		Areas only near public transit options;	
54	5/23/23 13:35:07	Other	Other - I have a different living situation	Yes;	No;USB;	All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;	24/7;	All residential neighborhoods;Areas only near public transit options;Some residential neighborhoods - please describe where below;;	navigate;
55	5/23/23 13:35:25								
56	5/23/23 14:00:34	Yes	I own my home	No;		Cottage housing;All types of middle housing;	Depends on the amount of lot sq. Footage. ;	All residential neighborhoods;	
57	5/23/23 15:57:31	Yes	I own my home	No;		Cottage housing;Tiny houses;		Areas only near public transit options;	

					You keep raising taxes to pay for affordable homes for other people we can't afford anything more than we already have. I would love to live in a duplex with a small yard but won't be able to any time soon. The ones that are being built aren't affordable either. Packing more homes into Kenmore won't make them affordable either. ;				
58	5/23/23 16:58:46	Yes	I own my home	No;		Cottage housing;Duplexes;Triplexes;Four to six unit buildings;	Just make the builders use a design that fits the neighborhood. I'm so tired of seeing the same designs with cedar on the front. ;	Areas only near public transit options;	No need to ruin neighborhoods with cheaply designed cookie cutter buildings, keep it closer to transportation. ;
59	5/23/23 17:18:41	Yes	Other - I have a different living situation			None;		None;	
60	5/23/23 19:25:49	Yes	I own my home	Yes;		None;		None;	
61	5/23/23 21:34:33	Yes	I own my home		Unsure;	All types of middle housing;		All residential neighborhoods;	
						All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;			
62	5/23/23 22:54:45	Yes	I own my home	No;			Love to see more ADUs too! ;);	All residential neighborhoods;	
63	5/23/23 22:56:10	Yes	I own my home	No;		Duplexes;Cottage housing;	Town Homes (are those duplexes?);	All residential neighborhoods;	a well designed duplex could be anywhere!;
64	5/24/23 8:38:53	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
						All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;			
65	5/24/23 9:22:55	Yes	I own my home	No;		Four to six unit buildings;Triplexes;Duplexes;Cottage housing;		All residential neighborhoods;	
66	5/24/23 15:39:22	No	I rent my home	No;		All types of middle housing;		All residential neighborhoods;	
67	5/25/23 14:39:30	Yes	I own my home	No;		Duplexes;Cottage housing;Tiny Houses;		All residential neighborhoods;	
68	5/27/23 12:36:02	Yes	I own my home	Yes;		Duplexes;Cottage housing;		Areas only near public transit options;	
69	5/27/23 13:04:24	Yes	I own my home	Yes;		Cottage housing;		Areas only near public transit options;	
70	5/27/23 13:39:15	Yes	I rent my home	No;		Duplexes;Four to six unit buildings;Cottage housing;		Areas only near public transit options;	
71	5/27/23 13:50:55	Yes	I own my home	Yes;		None;			A few blocks adjacent to the SR522;
72	5/27/23 14:25:56	Yes	I own my home	Yes;		Cottage housing;			
73	5/27/23 14:51:18	Yes	I own my home	No;			You and the state have already destroyed single-family housing zoned areas.;	None;	Kenmore is only six miles square--there are no areas suitable for this.;
74	5/27/23 16:44:12	Yes	I own my home	Yes;		None;	SINGLE HOUSING;	NONE;	
75	5/27/23 16:49:18	Yes	I own my home	Yes;					
76	5/27/23 16:50:26	Yes	I own my home	Yes;					
							I'm not sure about missing middle housing;	Areas only near public transit options;	I feel like this needs to be carefully thought through so as not to turn into Pottersville;
77	5/27/23 17:08:35	Yes	I own my home	Yes;		No;		No;	
78	5/27/23 18:03:30	Yes	I own my home	Yes;			In new development areas build various types but not agree to changed zones. Also infrastructure is needed before adding density;	Areas only near public transit options;	If new housing does not have adequate parking the. It needs to be in the transit cooridor;
79	5/27/23 18:06:37	Yes	I own my home	Yes;		None;		None;	
80	5/27/23 18:19:50	Yes	I rent my home	No;		Cottage housing;		Areas only near public transit options;	
81	5/27/23 18:34:35	Yes	I own my home	No;					Just don't let the developers ruin the neighborhoods with that cheesy design that looks like shipping containers stacked with some wood planks unless you want this quaint town to look like a cookie cutter suburbia with zero taste. Doubt you will but it's worth a shot. ;
82	5/27/23 19:29:30	Yes	I own my home	No;	Single family home? Absolutely not! ;	Cottage housing;Duplexes;Triplexes;		All residential neighborhoods;	
83	5/27/23 19:37:47	Yes	I own my home	No;		Cottage housing;Four to six unit buildings;Triplexes;Duplexes;	Townhouses;	All residential neighborhoods;	
84	5/27/23 20:02:15	Yes	Other - I have a different living situation	No;		All types of middle housing;		All residential neighborhoods;	
85	5/27/23 20:57:24	Yes	Other - I have a different living situation	Yes;			NONE!;		NONE!;
86	5/27/23 21:49:00	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	
87	5/27/23 21:59:27	Yes	I own my home		Houses are quite expensive, we purchased a condo;	All types of middle housing;		All residential neighborhoods;	
					Houses are expensive, we could only afford a condo;				
88	5/27/23 22:00:16	Yes	I own my home			All types of middle housing;		All residential neighborhoods;	
89	5/27/23 22:58:19	Yes	I own my home	Yes;		Single family. ;			None;
90	5/28/23 8:33:08	Yes	I own my home	Yes;		Cottage housing;		Areas only near public transit options;	
91	5/28/23 9:05:04	Yes	I own my home			Duplexes;			in town centers, walking distance to amenities;
92	5/28/23 9:15:11	No	I own my home			All types of middle housing;		All residential neighborhoods;	
						All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;			
93	5/28/23 10:11:00	Yes	I own my home		I'm not sure;			All residential neighborhoods;	

							None in single-family neighborhoods. We should also cap the number of rental units and multi-family housing units to keep our traffic from growing. Large complexes should be forbidden as we already have too much traffic here, and the projects are poorly planned for allowing better traffic flow..example: that ridiculous and expensive road project on the Lake Wa hill next to Inglewood. Rather than allow for better flow, the city constricted the flow down to 68th and Kenmore center. Remove the islands and have busses pull out of traffic on their stops. ;			We are not where there is a shortage of housing;?Do not permit greater density; traffic is already too heavy getting to the thoroughfares. ;
94	5/28/23 10:24:29	Yes	I own my home	Yes;				Areas only near public transit options;		
95	5/28/23 10:44:28	Yes	I own my home		Kenmore is a nice neighborhood; no one wants to move out. That's why it is so hard to find or purchase a new home in Kenmore.;	All types of middle housing;		Areas only near public transit options;		
96	5/28/23 11:12:16	Yes	I rent my home	Yes;		Duplexes;		Some residential neighborhoods - please describe where below;;		Neighborhood on the hill directly north of Lake Washington;
97	5/28/23 13:31:58	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;		
98	5/28/23 18:08:34	Yes	I own my home	No;		Cottage housing;	Easier variances to allow detached ADU, and short plats;	All residential neighborhoods;		
99	5/29/23 9:35:03	Yes	I own my home	No;		Duplexes;Cottage housing;		Areas only near public transit options;		
100	5/29/23 9:48:48	Yes	I own my home	Yes;		None;		Areas only near public transit options;		
101	5/29/23 10:16:41	Yes	I own my home	Yes;			None, they shouldn't allow any. Leave single family housing zones alone;			Leave single family housing zones alone. Also stop with the political wordsmithing by calling it "missing middle." It's not missing, it's elsewhere where other people should look to buy;
102	5/29/23 11:05:08	Yes	I own my home	Yes;				Areas only near public transit options;		
103	5/29/23 14:21:25	Yes	I own my home	Yes;		All types of middle housing;		All residential neighborhoods;		
104	5/29/23 14:52:54	Yes	I own my home	Yes;			No changes in Uplake area. get real;;			Do not mess with single housing In Uplake area.;
105	5/29/23 16:29:09	Yes	I own my home		Not sure;	All types of middle housing;		All residential neighborhoods;		
106	5/29/23 17:35:05	Yes	I own my home	Yes;			single Family homes;	If single family home all areas;		
107	5/29/23 18:21:55	Yes	I own my home	Yes;						
108	5/29/23 18:23:28	Yes	I rent my home	Yes;		None of the above ;				Only the central downtown core should have middle housing;
109	5/29/23 18:26:57	Yes	I own my home	Yes;		Cottage housing;		Areas only near public transit options;		
110	5/29/23 20:49:18	Yes	I own my home	Yes;						Depends on what type of middle housing you are talking about. I think duplexes and cottage housing would be fine in residential neighborhoods, but larger options I would not want in residential neighborhoods and would prefer those options near public transit only.;
111	5/30/23 8:31:27	Yes	I own my home	No;		Duplexes;		Some residential neighborhoods - please describe where below;;		
112	5/30/23 9:12:23	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;		
113	5/30/23 11:45:38	Yes	I own my home	Yes;		Cottage housing;		Areas only near public transit options;		
114	5/30/23 18:32:44	Yes	Other - I have a different living situation	No;		All types of middle housing;		All residential neighborhoods;		
115	5/30/23 18:36:54	Yes	I own my home			Duplexes;Triplexes;		Areas only near public transit options;		
116	5/30/23 19:33:06	Yes	I own my home		Not looking to purchase another home in Kenmore;	Duplexes;Triplexes;Cottage housing;		Areas only near public transit options;		
117	5/30/23 20:01:20	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;		
118	5/30/23 20:24:49	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;		
119	5/30/23 20:25:36	Yes	I own my home	Yes;		All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;		Areas only near public transit options;		
120	5/30/23 21:51:31	Yes	I own my home	Yes;		None;				Only in areas without established neighborhoods ;
121	5/30/23 21:53:36	Yes	I own my home	Yes;		All types of middle housing;Duplexes;Triplexes;Four to six unit buildings;Cottage housing;		Areas only near public transit options;All residential neighborhoods;		
122	5/30/23 22:33:49	Yes	I own my home	No;		Duplexes;		Areas only near public transit options;		
123	5/30/23 22:34:59	Yes	I own my home	Yes;						
124	5/31/23 0:05:24	Yes	I own my home	Yes;		Cottage housing;				Have you driven through Kenmore lately?? There are MANY "Middle Housing" Options. It's here. Enough already.;

						Duplexes;Triplexes;Four to six unit buildings;Cottage housing;All types of middle housing;			
125	5/31/23 6:36:16	Yes	I rent my home	No;				All residential neighborhoods;	
126	5/31/23 6:54:55	Yes	I own my home	Yes;				Areas only near public transit options;	
127	5/31/23 9:33:46	Yes	I own my home	Yes;		Duplexes;		Areas only near public transit options;	
128	5/31/23 10:43:09	Yes	I own my home	No;				Areas only near public transit options;	
								Areas only near public transit options;All	
129	5/31/23 11:01:15	Yes	I own my home	No;		Duplexes;		residential neighborhoods;	
130	5/31/23 12:43:05	Yes	I own my home	Yes;		None;		Areas only near public transit options;	
131	5/31/23 14:18:47	Yes	I own my home	No;		All types of middle housing;		All residential neighborhoods;	



KENMORE 2044



KENMORE 2044

Framing the Future of Housing - Event Summary

City of Kenmore – Missing Middle Housing

June 20, 2023

EVENT OVERVIEW AND BACKGROUND

On June 3, 2023, the City of Kenmore engaged the community at an in-person event, called "Framing the Future of Housing," on the topic of housing choice. The event aimed to gather both creative and practical input from the community, while sharing information about updates to Kenmore's policy. Its purpose was to receive input from the community about the types of Missing Middle housing they would like to see more of in Kenmore, and where they would prefer it be located. All event activities were designed based on input received from community members at previous events on Missing Middle housing and housing choice in general.

EVENT FORMAT AND DETAILS

The project team hosted the "Framing the Future of Housing" event at the outdoor public space of The Hangar at Town Square. Community members were invited to drop by the event between 10 AM and 2 PM, without the need for prior registration or tickets. The project team set up three stations with simple and engaging activities, each stationed under a pop-up tent. Additionally, PRR provided a bilingual staff member who welcomed and engaged with Spanish-speaking participants, catering to their needs and facilitating communication in Spanish.



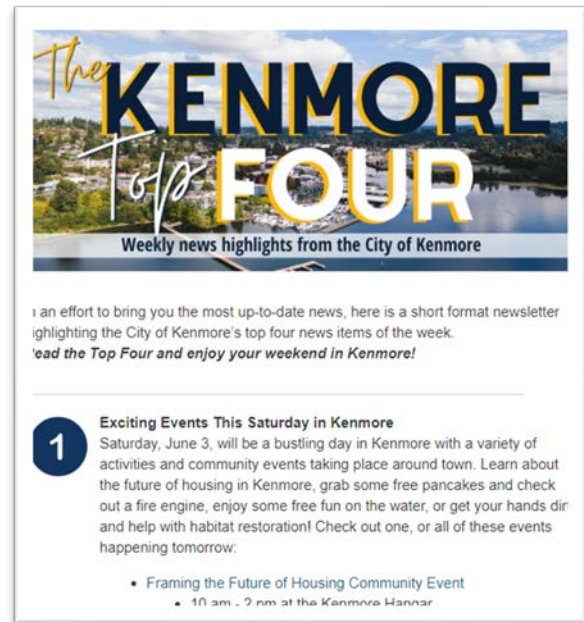
OUTREACH

PRR created a thorough notification plan to support the City in outreach and advertisement for this event. This plan provided ready-made content in English and Spanish for use in the City's main communication channels, including a weekly newsletter, the website, and social media. Also included were template emails that the City could send on a one to one basis to other frequent collaborators such as community-based organizations and local businesses. The City used this notification plan to include information about the event in the May edition of the City e-newsletter and featured the event in two publications of the Kenmore Top Four e-newsletter.

To reach a wider audience, the City used its social media platforms including Facebook, Instagram, and Twitter to post about the event. A total of three posts were created on Facebook, three in English (May 16, May 27, and June 2) and two in Spanish (May 16 and June 2). Three were posted on Instagram in English (May 16, May 27, and June 2) and one in Spanish (June 2). And one Twitter post on June 2 in English. PRR recommended that the City publish content in both English and Spanish as separate posts. This approach is intended to enhance the visibility of the content in algorithms and improve its reach to a wider audience. By posting separate content in each language, the City can ensure that its messages are more effectively delivered and understood by users who primarily speak either English or Spanish.

Additionally, the City posted event posters at significant community gathering spaces and updated the project webpage with information regarding the event, using the image of the event poster for the Spanish content. The final piece of the puzzle was a postcard that the City developed separately and mailed to every household in Kenmore on May 26 (English only). The City provided PDF posters in Spanish and English to the following community based organizations to display or distribute to the individuals they serve:

- A Regional Coalition for Housing (ARCH) (via email with request to display)
- Kenmore City Hall
- Kenmore Community Club (via email with request to display)
- Kenmore Library
- Kenmore Plaza
- Kenmore Senior Center
- Kenmore Town Square, The Hangar
- Kenmore Safeway
- Kenmore park kiosks (Rhododendron Park Log Boom Park, Wallace Swamp Creek Park)



DESCRIPTION OF ACTIVITIES

Activity 1: Draw Your Place

At the event, a table with chairs was available for children and parents or guardians to sit and participate. The table had 11x17 sheets of paper, along with crayons and markers for drawing. A sign on the table provided instructions, suggesting participants draw their home, their route to school, or design a welcome mat. Facilitators engaged with the adults, encouraging them to reflect on their desired neighborhood characteristics, while keeping children occupied.

Attendees talked about topics such as sidewalks, cycling paths, trees, and housing styles in their neighborhoods. Staff asked participants about the presence of green spaces, nearby parks, playgrounds, and community connections. The facilitators encouraged participants to take their drawings home. Staff displayed drawings left behind by hanging them from the edge of the pop-up tent roof.



Activity 2: Dots for Dwellings

Next to the information table, an easel was set up with a large poster clipped to a foam core board. The poster included the event name, City logo, Framing the Future logo, and the header, "Which type of Missing Middle housing would you like Kenmore to include in residential neighborhoods?" It featured six options, each accompanied by an image and title, including duplexes, triplexes, builds with four to nine units, cottage housing, ADUs (Accessory Dwelling Units), and DADUs (Detached Accessory Dwelling Units). The facilitator explained the activity to participants and provided them with a strip of three sticky dots. Additionally, the facilitator took notes of participants' verbal comments, answered questions, and engaged in conversation.



Activity 3: Design Kenmore

The activity centered around a large poster lying flat on a table. Participants were prompted with the question, "Where should Kenmore include Missing Middle housing?" Facilitators invited participants to use tiny plastic houses to indicate their preferred locations for Missing Middle housing on a simplified city map displayed on the poster. The map included key geographic features such as the river, major roads and streets, the downtown area, and public parks.



A project team member facilitated the activity, taking notes of participants' verbal comments and addressing any questions. Additionally, the facilitator provided participants with 8.5x11 versions of the map to mark up with a pencil.

KEY TAKEAWAYS

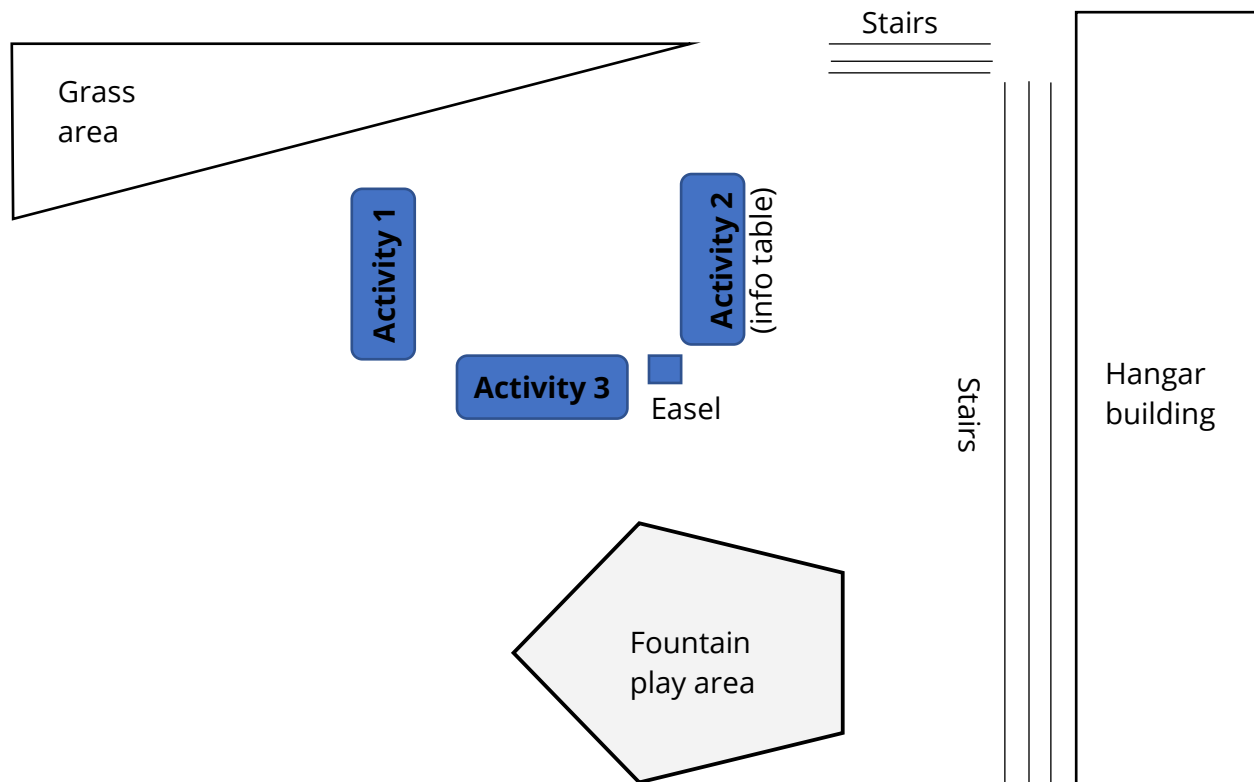
Over 50 people attended the event and actively participated in the activities; 28 people left written comments. Community members who visited the event engaged in conversations with team members, sharing their concerns, providing feedback, and asking questions. The project team provided relevant information that helped the general public in understanding the policies and options related to Missing Middle housing.

Key takeaways from community member comments included:

- Many people expressed Missing Middle housing was a step in the right direction.
- There was widespread support for the potential benefits of duplex-style housing. Most people chose cottage housing as a housing option they would like to see in the city.
- Some attendees raised concerns about parking availability and lot sizes.
- Some community members expressed worries about how the distribution of housing options would impact rentals in the area, though it was unclear from the written comment whether that concern was surrounding the availability of rentals, the number of renters, or something else.
- Some attendees emphasized their desire to include and maintain green spaces and community areas alongside new developments, and retain access to them.
- Some community members expressed concern about increased traffic, prompting the suggestion to explore transportation options like transit.
- The potential impact on the tranquility of existing neighborhoods was a worry, as attendees think these changes would make neighborhoods busier with more people.

- Some participants called on the City to minimize regulations and bureaucracy to facilitate permitting and construction of new units, including converting single-family homes with ADUs or DADUs.
- Community members suggested the City provide pre-approved plans for the new housing types.
- Some proposed the City subsidize costs for first-time homeowners and ensure that, upon sale, the unit remains affordable for future first-time homebuyers.

EVENT LAYOUT



Small Group Meetings Summary

City of Kenmore – Missing Middle Housing

May 8, 2023

BACKGROUND AND PURPOSE

While Kenmore has been a community since the beginning of the 20th century, it is a relatively new city in King County (incorporated in August of 1998), with a population of just over 24,000. Most of the residences in the city are single-family homes, with multi-family and commercial uses located mostly along State Route 522 (SR-522) which bisects the city from west to east.

In 2022, the City updated the Land Use and Housing Elements of its Comprehensive Plan — the foundations of future planning. A significant focus of the update was consideration of Missing Middle housing.

In 2022, the City heard community members' thoughts on Missing Middle housing. Most comments showed opposition to adding Missing Middle housing to Kenmore. Many of the commenters had misperceptions of Missing Middle housing and the City's goals for adding it. In response, the City initiated a process to collaborate with community members to develop proposals that address the need for growth and additional housing that consider the community's concerns.

The City hired PRR to design, schedule, and facilitate five small group meetings to learn more about this opposition, answer questions, and engage in dialogue to support that collaboration. Held over a two-week period, these meetings were one hour or less and held virtually on Zoom. The small groups were limited to 15 attendees and were scheduled on different days and times during the week to allow for diverse scheduling needs to increase participation options. The small group meetings had three goals:

1. Engage a targeted constituency
2. Build and grow positive relationships with community members
3. Bring the community along in preparing them for Missing Middle housing

KEY FINDINGS

Throughout the five small group meetings, participants showed overall support for including more Missing Middle housing in Kenmore. While supportive, participants did raise concerns regarding the future of housing in Kenmore. The most common themes

were about green space, supportive infrastructure, and variety in home offerings and affordability.

.Green space.

Multiple participants expressed a desire for Kenmore to create and preserve accessible green spaces near housing. Community members present in these meetings consistently shared appreciation for Kenmore's parks and recreational offerings and prioritized them being accessible to everyone. They shared concern that increasing housing would remove available green spaces, such as parks, large yards, and the existing tree canopy.

.Supportive infrastructure.

Participants across meetings stressed the need for the city to build infrastructure to support increased density. Many participants believe Kenmore is currently not walkable outside of the downtown core, contributing to it remaining a car-oriented city. They shared interest in improvements to neighborhoods to support new housing, such as preserving or improving sidewalks, introducing traffic calming measures, adding bike lanes, and preserving parking. There was disagreement as to whether that parking should be visible from the road or hidden in the back.

.Variety in home offerings and affordability.

Although participants often noted that Missing Middle housing is not affordable to people with the lowest incomes, the majority of participants believe more housing options are needed to be able to meet a wide range of prices, suitable for residents at different phases in life. They also agreed that this is currently lacking. They shared interest in housing, built to accommodate residents of all ages and backgrounds.

Participants showed support for all housing types presented, including duplexes, triplexes, and cottage housing. Enthusiasm for particular housing type varied from meeting to meeting. One home type that was not shown that participants raised themselves, is small homes on small lots. This, along with cottage housing, was seen as a good way for current residents and families of all incomes to afford a home in Kenmore.

Across most meetings, participants expressed concern for older community members' ability to age in place. Residents are seeing many older community members feeling unable to leave the large homes they no longer need because, they do not believe they can afford a small home in Kenmore. Additionally, older community members are leaving Kenmore as they can no longer afford the taxes on the homes they own. In every meeting, participants expressed the desire to see lower priced homes in Kenmore as the market is currently too expensive for many families with young children and older adults.

OUTREACH AND REGISTRATION

In a meeting on February 15, 2023, City staff identified the following groups of people as priorities for small group meeting participation: youth and/or students, renters, People of Color, and seniors or older community members. PRR was successful in having participants from at least one of these priority audiences present in every small group meeting, though they did not make up the majority of attendees in each. To identify priority audiences, participants were asked to self-identify in online registration. The meeting facilitator also noted when attendees self-identified during the meeting.

PRR developed an invitational flyer to advertise about the small group meetings. The City used this flyer to develop messaging for its reliable messaging platforms: the Kenmore Top Four weekly Friday bulletin (digital), the public meetings listserv, the City of Kenmore website, and the City of Kenmore Facebook and Twitter accounts. The City posted a digital version of this flyer or a shortened form of it alongside online messaging to provide an eye-catching visual aid. The City also shared this flyer as a printed version on local parks bulletin boards, at City Hall, the Hangar, and the Kenmore Library. The flyer included Spanish content in addition to the English content to aid in outreach to Kenmore's Spanish-speaking community.



A social media post advertising the small group meetings and how to register

PRR reached out to local realtors, rental housing managers, local community-based organizations, and other individuals by email and phone calls.

The invitational flyer directed viewers to register for the small group meetings online and provided a link and QR code to reach the registration form. This form asked the registrant's name, email, preferred meeting date, and if they were a part of any of the priority audiences. PRR staff emailed individuals who submitted a response the form with the Zoom link and other details for the meeting. PRR staff also emailed all registered participants a reminder 24 hours before their small group meeting. In all, the small group meetings had 53 registrants and 35 participants. Many registrants who could not attend the meetings reached out to ask about other ways to participate and give feedback on Kenmore's housing future.

APPENDIX I: MEETING QUESTIONS

1. Who here has heard the term “Missing Middle housing” before today and already understands what it is?
2. Can anyone share one positive aspect to having more Missing Middle housing in a neighborhood? And one negative aspect?
3. [Participants will view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?
4. If these types of homes were proposed to be built next to yours, what would make it something that you’d be happy to have in your neighborhood?
5. What do you feel is missing from Kenmore’s current housing options?
6. If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?
7. How should Kenmore think about deciding between one kind of Missing Middle housing and another?
8. What do you love most about your community and/or neighborhood?
9. Finish this sentence: “When I dream about my community, I see ...” You may speak this answer out loud, share your thoughts in the chat, or even share an image.

APPENDIX II: SLIDE DECK

APPENDIX III: INDIVIDUAL MEETING SUMMARIES

APPENDIX IV: MEETING PLAN

APPENDIX V: OUTREACH COPY

Phone call script:

Hello [name],

My name is _____ and I am calling you on behalf of the City of Kenmore.

Take a breath.

The Kenmore City Council is going to consider some changes to the City’s Zoning Code in the next few months. One of these is to allow Missing Middle housing types like duplexes and triplexes in the City’s single-family residential neighborhoods. Folks have been weighing in already, so the City is looking to convene additional small groups of community members for feedback on this type of housing.

To make sure community values and priorities inform this proposed housing future, we are holding several virtual small group meetings and would love to have you *[or a representative from your organization/group/neighborhood]* join us. Can we count on you to participate?

Wait for their response. If they ask about timing, say:

We have several meetings scheduled already in mid to late April. Are you available to attend a short virtual meeting, about 45 minutes? I can share the exact dates and times with you now if you'd like or follow up over email with more details for you to confirm your attendance.

Wait for their response/request.

What is a good email address to get that information to you?

Thank you! I hope you can make it! Please call or email me back with any additional questions.

If they have further questions, don't be afraid of saying "I don't know but I will get back to you on that." Do your best to answer and use the small group meeting plan to help.

Voicemail script:

Hello [name],

My name is _____ and I am calling you on behalf of the City of Kenmore. I was calling to see if you *[or a representative from your organization/group/neighborhood]* would be interested in joining a virtual small group meeting in mid to late April. The Kenmore City Council is going to consider some changes in the next few months to allow Missing Middle housing types like duplexes and triplexes in single-family residential neighborhoods. Folks have been weighing in already, so the City is looking to convene additional small groups of community members for feedback on this type of housing.

If you are interested in attending one of these virtual meetings, please get back in touch with me. I would be happy to share more details with you and specific dates and times. Again, my name is _____ and you can reach me at *[your phone number]* or *[your email]*. Thank you and I hope to hear back from you soon.

Email script:

Subject: The City of Kenmore wants to hear from *[you OR name of organization/group/neighborhood]*

Please let me know if you would prefer to receive this email in Spanish.

Hello [name],

The Kenmore City Council is going to consider some changes to the City's Zoning Code in the next few months. One of these is to allow [Missing Middle housing](#) types like duplexes and triplexes in the City's single-family residential neighborhoods. Folks have been weighing in already, so the City is looking to convene additional small groups of community members for feedback on this type of housing.

To make sure community values inform this proposed housing future, we are holding several virtual small group meetings and would love to have you *[or a representative from your organization/group/neighborhood]* join us. **Can we count on you to participate?**

Some details:

- This conversation will last around **45 minutes**, include **no more than 15 people**, and will **take place on Zoom**.
- The meeting dates available to choose from are:
 - Saturday, **April 15** from 10 - 11 a.m.
 - Tuesday, **April 18** from 5 - 6 p.m.
 - Wednesday, **April 19** from 8 - 9 a.m.
 - Thursday, **April 20** from 4 -5 p.m.
 - Monday, **April 24** from Noon - 1 p.m.

Please let me know which meeting you'd like to join! If you are unavailable to attend any of these, not to worry! There are other ways that I can still help you share your thoughts with the City. I hope to hear from you soon and look forward to our conversation.

With gratitude,

YOUR NAME

City of Kenmore community outreach team

Curious about my role? The City of Kenmore has chosen to partner with [PRR](#) to expand the reach of their community engagement approach.



KENMORE 2044

Welcome!



KENMORE 2044

City of Kenmore – Missing Middle Housing

Small group meeting discussions



Meeting Format



KENMORE 2044



City of Kenmore Comprehensive Plan



January, 2021



Project Background and Missing Middle housing

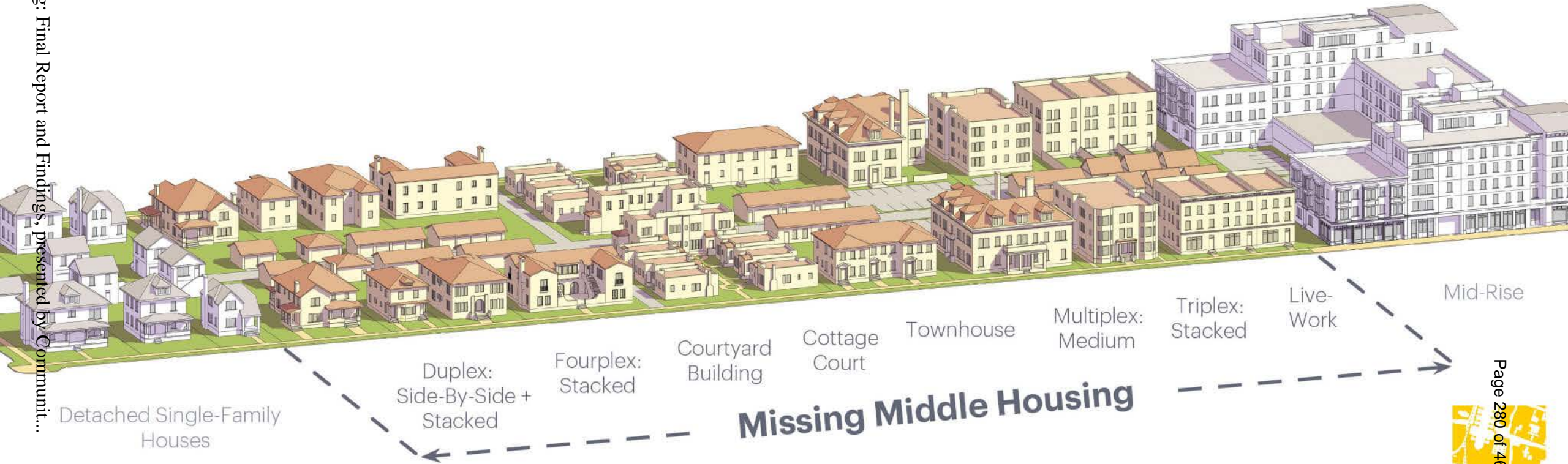


KENMORE 2044





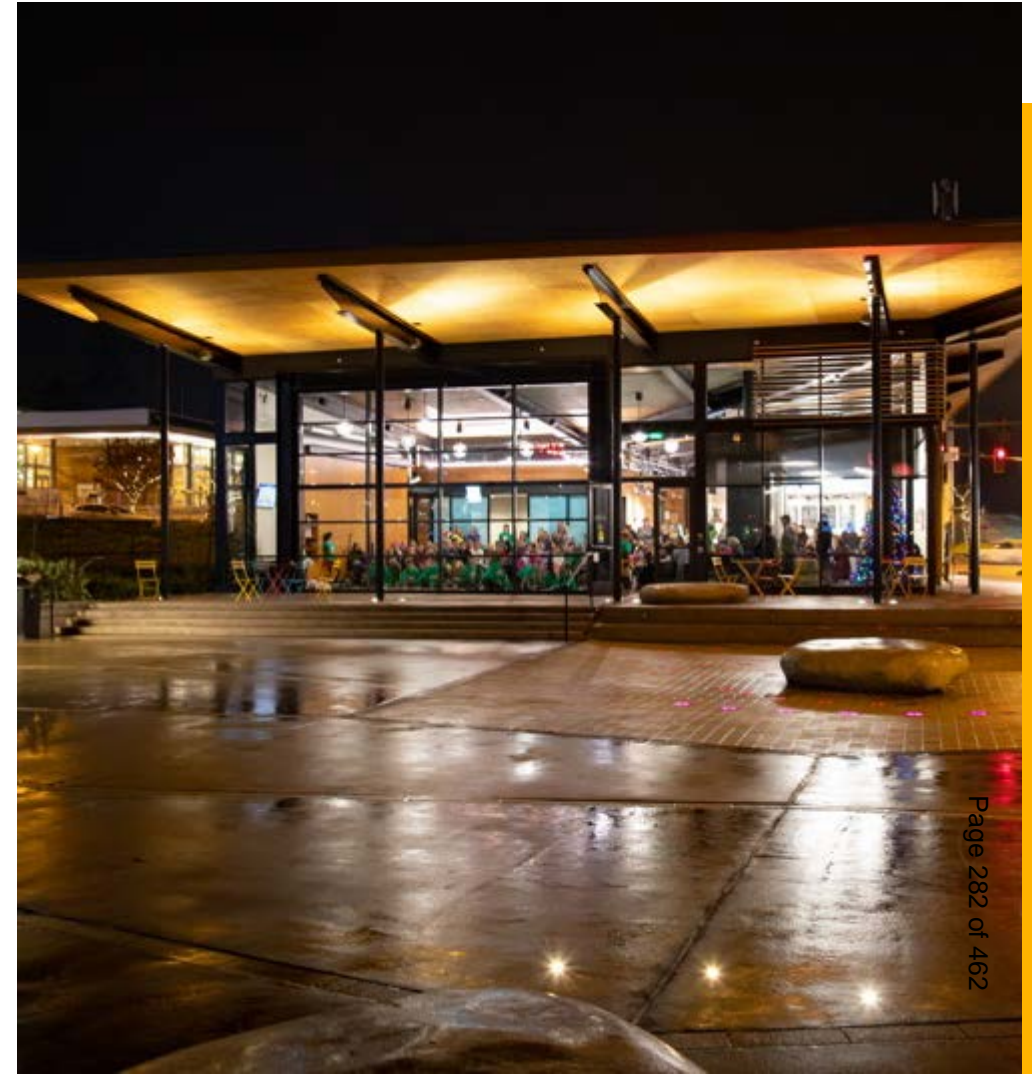
Who here has heard the term “Missing Middle Housing” before today and already understood what it is?





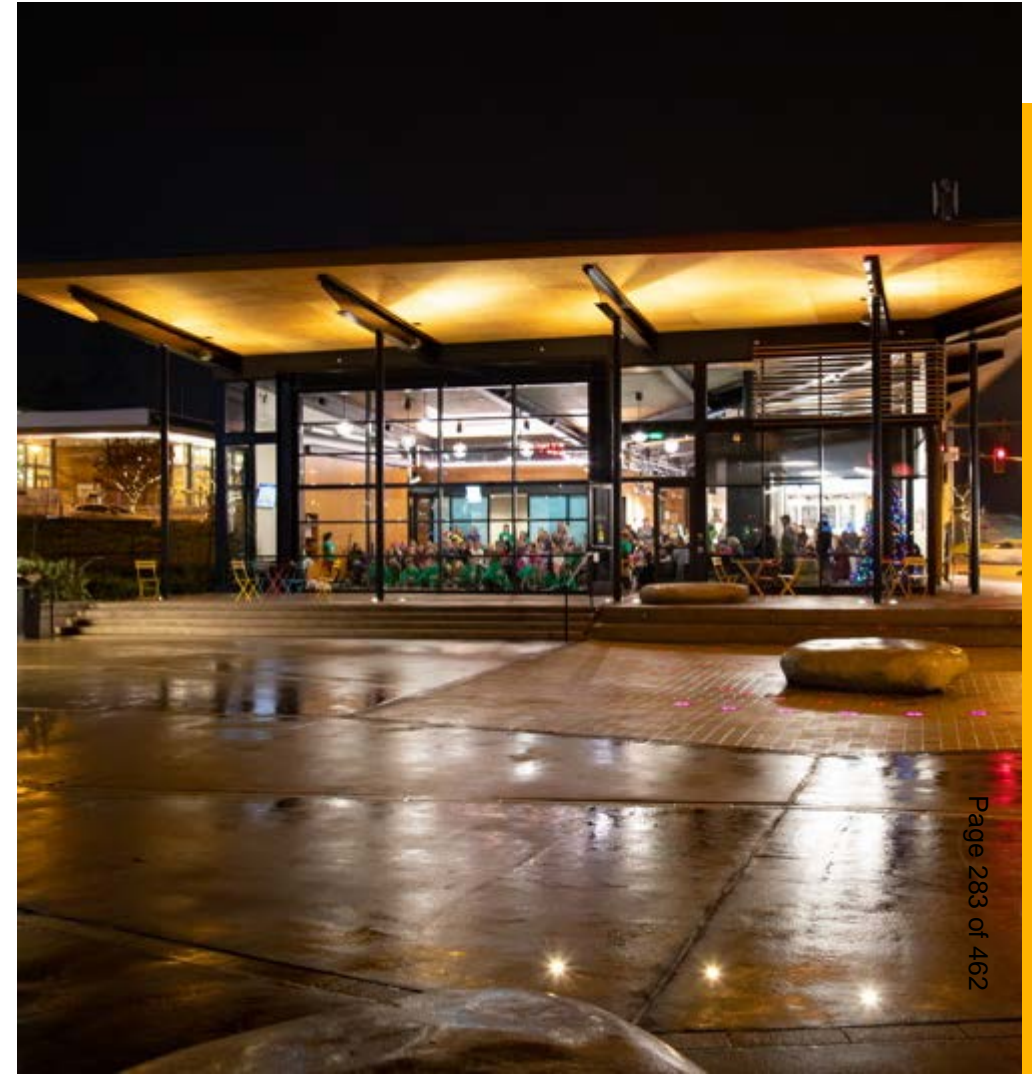
In a word or two - can anyone share their thoughts on what one positive aspect to having more Missing Middle housing in a neighborhood would be? And to be fair, one negative aspect?

What do you feel is missing from Kenmore's current housing options?

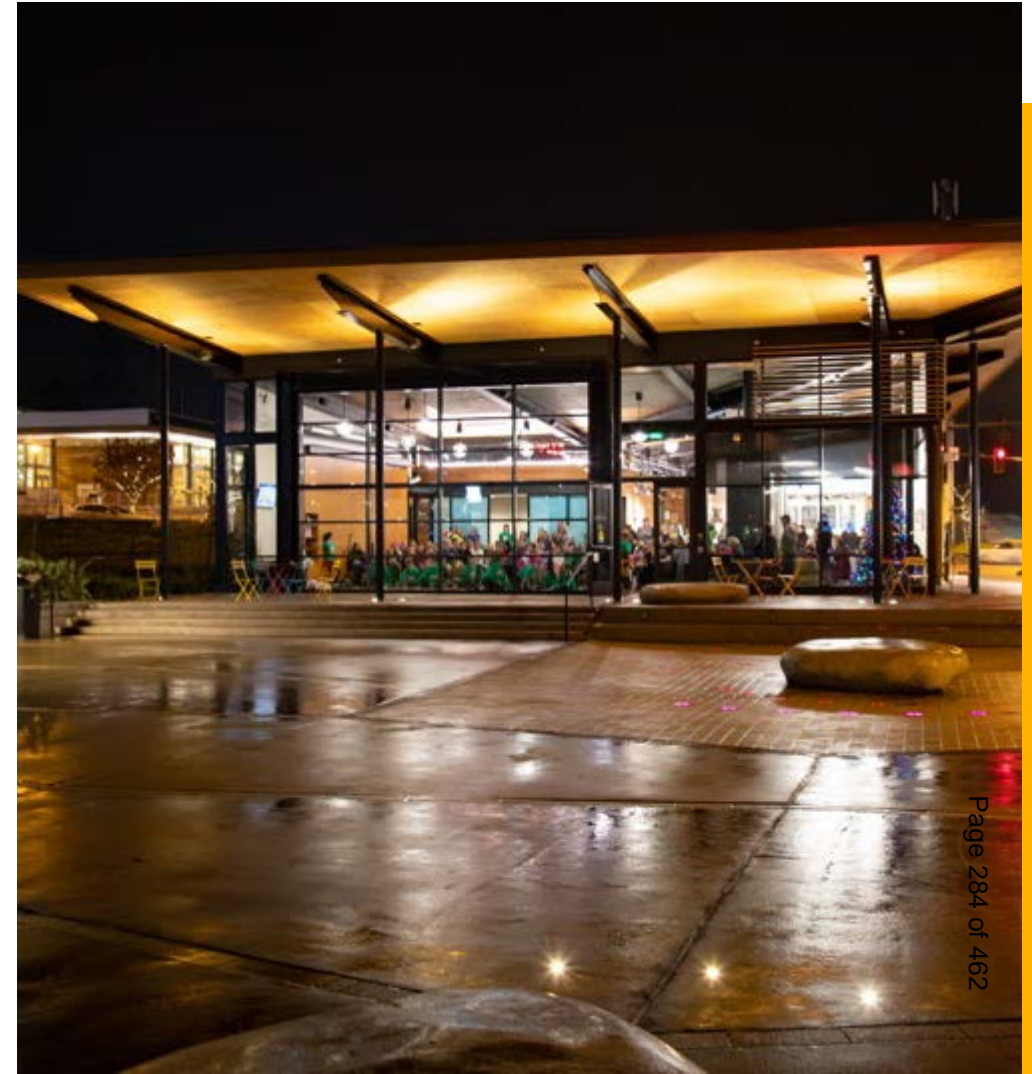


If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character.

How else should Kenmore think about prioritizing what is allowed to be built?



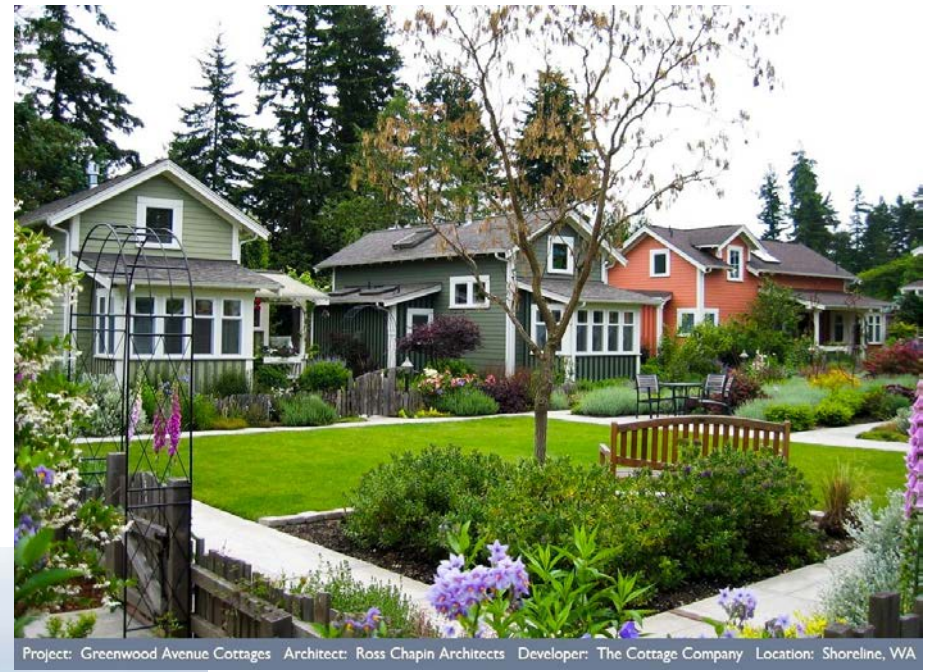
How should Kenmore think about deciding between one kind of “Missing Middle” housing and another?





Duplex

Triplex



Project: Greenwood Avenue Cottages Architect: Ross Chapin Architects Developer: The Cottage Company Location: Shoreline, WA

Cottage housing





What do you love most about your community and/or neighborhood?



Finish this sentence: “When I dream about my community, I see...” You may speak this answer out loud, share your thoughts in the chat, or even share an image.

Thanks!

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KENMORE 2044



Small Group Meeting 1 Summary

City of Kenmore – Missing Middle Housing

Saturday, April 15, 2023, 10 AM

MEETING ATTENDEES

Tracy Banaszynski
Elise Harris
Cassie Hays
John Hendrickson

Josh Kurcinka
Christopher Olson
Juliana Pooley
Dakota Rash

PROJECT TEAM MEMBERS PRESENT

Michelle Auster, PRR

Debbie Bent, City of Kenmore

GENERAL SUMMARY

Eight well-informed members of the Kenmore community attended this first community conversation. All participants identified themselves as deeply caring about housing, equity, environmentalism, and growth management.

This group contained several people who are from the priority audiences that the City identified at an earlier stage: two renters, three youth, and one older community member.

Overall, participants were in favor of building more Missing Middle housing. They showed enthusiasm for cottage housing and smaller lot sizes, with general support for duplexes and accessory dwelling units (ADUs). Although participants noted that Missing Middle housing is not necessarily *affordable* housing, there was consensus that more housing options are needed to be able to meet a wide range of prices, suitable for residents at different phases in life, that are currently lacking in the market.

The common theme in responses to all questions was concern about feasibility. Some feasibility concerns included suspicion that Missing Middle housing developments would not follow environmental review and standards, disbelief that middle housing will be affordable for purchasing and renting, and concern that Missing Middle housing would not provide a good option for multi-generational living.

Participants expressed appreciation for Kenmore's community gathering spaces and public amenities such as the library, the Hangar, and the public parks.

QUESTIONS

Who here has heard the term “Missing Middle housing” before today and already understands what it is?

- Everyone is familiar with the term.
- Participants asked what specific middle housing the city focusing on, specially asking if the city is limiting itself to duplex, triplex, and cottage housing.

Can anyone share one positive aspect to having more Missing Middle housing in a neighborhood? And one negative aspect?

Positive

- Missing Middle housing provides social cohesion and walkability, and it makes community stronger.
- It is a good way to introduce more affordable and attainable housing to help accommodate the growth in Seattle and the surrounding area.
- Aging parents, disabled family members, and different types of families need more options, like cottages. Want families to stay close together and have available options where they live; now there are limited options.
- Missing Middle housing offers adaptable housing for changing life and family situations, allowing families to age in place and providing something for everyone.
- Different housing types could accommodate people with different housing needs.
- Adding housing options makes housing more attainable.
- Missing Middle housing offers more options in a tight housing market.
- Missing Middle housing offers more affordable options for families.
- Conversations that Missing Middle housing is for “other” people is divisive.

Negative

- Higher density and not enough allowance for parking.
- With smaller lots, back yards aren’t large enough, and there is less privacy with homes closer together.
- Many people moved to Kenmore because of the current zoning which supports yards and space.
- One participant held a belief that Missing Middle housing destroys social cohesion. Multiple participants pushed back on this belief, stating research they had read demonstrating the opposite.
- One participant asked about the relationship between Missing Middle housing and crime, adding they currently experience Kenmore as safe and secure, and believing Kenmore has no money to combat crime. Some other participants expressed a belief that Missing Middle housing leads to higher crime rates.

- There is racial diversity and a variety of housing prices already, Missing Middle housing will alter single-family neighborhoods.
- Depends on where it is added. Could lead to strain on schools and parking. Some schools are very low numbers and more middle housing would be a great benefit.
- Missing Middle housing might distract from things like housing affordable for people with very low incomes.
- Participants wondered how we might guarantee that Missing Middle housing is going to be affordable. Relatedly, they wondered how to prevent developers or investors from buying affordable options just to rent them out three times higher than they should be.
- Missing Middle housing will not necessarily be affordable. It feels like we need to solve that problem from multiple directions.
- Missing Middle housing may have negative environmental impacts.
- It will be irresponsible of the City to allow for Missing Middle housing that is not subject to the State Environmental Protection Act (SEPA) and the Growth Management Act (GMA).
- We need more robust critical areas protections. We do have some, but not enough.

Is anyone familiar, broadly, with how land use planning decisions affect how and where we live? Would anyone care to share or give us an example?

Skipped

[Participants will view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?

- "Honestly, I don't really like the triplex because it feels like the big boxy single family homes we build now, and I'm not a huge fan of that pattern of development. The duplex feels different, I think, in part because the garages are not forward."
- Multiple participants disliked homes where the garages face the road and would prefer parking to be in the back or hidden.
- Participants expressed support of cottage housing based on perceived affordability, curb appeal, and size. Participants stated the cottage housing options presented were especially good for families with differing cultural backgrounds. One participant who works with immigrant and refugee communities shared how separate walls gives much needed privacy to people who are immigrants and refugees who sometimes face complaints regarding

noise and cooking smells when they live in homes that share walls with other homes.

If these types of homes were proposed to be built next to yours, what would make it something that you'd be happy to have in your neighborhood?

Skipped

What do you feel is missing from Kenmore's current housing options?

- Cottage housing.
- Mixed-use buildings, which create a more livable and walkable downtown with easily accessible shops and gathering places.
- Development in the old lumberyard, which is a prime location for high density housing.

If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?

- This is not possible, because including Missing Middle housing fundamentally alters neighborhood character. New housing in Kenmore already doesn't fit with neighborhoods, so new development should be designed to fit in and preserve environmental protections.
- One participant expressed an interest in Kenmore prioritizing open space, both public and private, in land use decisions that increase density.
- One participant expressed dislike at the idea of homes without ample yards.
- Kenmore already allows ADUs. The City should further support these by waiving permit fees. We should double the number of ADUs we already have.
- Climate change will impact all lives. Kenmore should look to the future for how to change so communities are whole and resilient in face of this crisis. People will need to be housed and have access to water and food. Increasing density where there is already some density would have a smaller impact. Look through a lens of ecology as well as human needs.
- Council should commit to not increasing property taxes if Missing Middle housing is implemented. Taxes are already high. Seniors cannot afford taxes now.

How should Kenmore think about deciding between one kind of Missing Middle housing and another?

- Housing and zoning should help create walkable neighborhoods. Prioritize people over parking. Invest in green space and sidewalk design so driveways do not interrupt sidewalks.
- Participants expressed support for cottage housing, feeling they foster a greater sense of community through shared green space.
- Participants also favored cottage housing because they provide unit separation but are still small. Participants feel cottages preserve privacy and green space and are also charming to look at.
- Participants expressed concerns about cottage housing's feasibility. There are challenges in finding the correct lot size currently. If units are off to the side or back, they may be comparable in price to single-family homes.
- One participant advised the City to look at existing neighborhoods and recent development patterns, asking how Missing Middle housing would work, where it is going to fit into Kenmore, and how will it look on average lots in Kenmore.
- Participants expressed that Kenmore needs a practical approach, believing people will have cars.
- The City should look at parking requirements, with the understanding that people currently need cars.

What do you love most about your community and/or neighborhood?

- A small community feel with easy proximity to Seattle and great community gathering places.
- Love the Hangar and plaza. Good trail access and access to the waterfront. Love that neighbors watch out for each other. Walkability is good, and amenities like the farmers market, library, and parks were well loved by participants.
- Opportunity to participate in community and community events.
- Small population size, community voices are incorporated in a meaningful way in local government.
- Natural space and wildlife.

Finish this sentence: "When I dream about my community, I see..." You may speak this answer out loud, share your thoughts in the chat, or even share an image.

Skipped

Small Group Meeting 2 Summary

City of Kenmore – Missing Middle Housing

Tuesday, April 18, 2023, 5 PM

MEETING ATTENDEES

David Dorrian

John Hendrickson

Rachael Hogan

Danielle Olson

Derek Scheips

PROJECT TEAM MEMBERS PRESENT

Michelle Auster, PRR

Michelle Kang, City of Kenmore

GENERAL SUMMARY

This second small group meeting included five well-informed community members, including one repeat attendee from the prior meeting. This group contained three people who are from audiences the City is prioritizing to hear from on this subject: one prospective Kenmore resident, one renter, and one older community member.

The group was generally supportive of Missing Middle housing. Themes in the conversation included a desire to see more housing options at more price levels and a concern that there are too many barriers to provide these options.

Related to wanting to see more housing options, the group expressed interest in multi-generational living and aging in place. Several participants expressed desire for their aging or extended family members to live in Kenmore or in their home and shared they find few affordable options in the current market. Participants mentioned concern for Kenmore's aging residents who feel they can't afford to leave their current homes, believing the money they would make from selling their home would not be enough to find a smaller home in Kenmore. Participants shared that providing more housing options, like Missing Middle housing, is an excellent way to create opportunities for multi-generational living and the ability to age in place.

One resident, an elementary school teacher in Kenmore, shared concern at seeing the significant loss of students at the local school and feels this is due to their families not being able to afford to live in Kenmore anymore.

When asked about types of Missing Middle housing, participants generally liked all options, feeling Kenmore is lacking small homes on small lots. These participants did not prioritize large yards. They believe having small homes on small lots would be a healthier approach environmentally.

Parking and home design were common themes related to preserving community character. A couple of participants liked home designs with no visible parking in the front of the home, the door facing the street, and parking preserved on the lot through the back. A couple other participants shared their belief that the community's character is already lost from families leaving from lack of affordability. And in another show of support for smaller homes, one participant shared that very large homes on large lots are altering neighborhood character in a negative way.

All participants expressed appreciation for Kenmore's access to nearby parks, trails, community diversity, and community gathering spaces. Most participants shared appreciation for the sidewalks and walkability of the city, with one participant expressing desire to see that supported in safety interventions, like traffic calming measures.

QUESTIONS

Who here has heard the term “Missing Middle housing” before today and already understands what it is?

- Everyone is familiar with the term.

Can anyone share one positive aspect to having more Missing Middle housing in a neighborhood? And one negative aspect?

Positives

- Missing Middle housing is more affordable than the current options.
- Missing Middle housing supports environmental safety.
- It offers choice and options, specifically with what individual homeowners can do with their own property.
- It provides more options for people at different phases of their lives.
- It supports a gentle density approach.

Negative

- Missing Middle housing typically doesn't allow for yard space connected to individual homes.
- One participant believed that Kenmore's proposal is not subject to administrative or judicial review under SEPA or the GMA, which gave them concern over the potential detrimental environmental impact of Missing Middle housing.
- Missing Middle housing creates lots of impervious surfaces.

- The City should consider ways to ease regulations, especially for Accessory Dwelling Units (ADUs).
- Missing Middle housing is not affordable housing for those who need it most, those with incomes at or below 30% of area median.
- It may increase traffic and congestion.

Is anyone familiar, broadly, with how land use planning decisions affect how and where we live? Would anyone care to share or give us an example?

Skipped

[Participants will view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?

- Doors facing the front in the public pathway and keeping parking hidden, such as in the alley, are attractive.
- One participant stated they would feel happy if the height of new Missing Middle housing matches that of the neighborhood, a maximum of three stories.
- Most participants favored cottage housing, saying it is aesthetically pleasing. They believed it would be the most attainable option in terms of price for home buyers with less purchasing power.
- Duplexes were favored because they are consistent in character in most neighborhoods.
- One participant shared a concern that cottage homes might have environmental problems similar to larger single-family homes.

If these types of homes were proposed to be built next to yours, what would make it something that you'd be happy to have in your neighborhood?

Skipped

What do you feel is missing from Kenmore's current housing options?

- Something small and affordable for one- or two-person families.
- Homes with small yards.
- Easier process for homeowners in terms of regulations.
- Housing that is attainable for home buyers with less purchasing power.
- One participant, who is an elementary school teacher, shared that the school is losing a significant portion of the student body because families with young children can no longer afford living in Kenmore and are choosing to move somewhere cheaper.

If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?

- Small housing on large plots of land is not affordable, so prioritize small homes on small lots.
- Two participants shared that parking is important to them and expressed concern that state law would drop parking below what they want. They asserted that Kenmore is automobile oriented and Missing Middle housing in the city should provide at least one parking space per housing unit.
- Prioritize environmentally safe and favorable home building styles.
- One participant felt that not having “slot housing” style townhomes was important to them, feeling they do not add to the character of Kenmore, a preferring home with front doors facing the road.
- Single family homes can feel disconnected from their neighborhoods, spaces should be shared in part to encourage community building.

How should Kenmore think about deciding between one kind of Missing Middle housing and another?

- Most participants agreed that small homes on small lots is how Kenmore should prioritize types of Missing Middle housing, no matter the exact style.
- Participants shared desire to start with ADUs and cottage housing, while building towards more dense housing, like duplexes and triplexes.

What do you love most about your community and/or neighborhood?

- Trails, easy access to parks, easy nature access.
- Stability in the neighborhood; longevity of neighbors; family-friendly atmosphere.
- Walkability; accessible on foot and bicycle.
- Relative proximity to Burke-Gilman Trail; nice sidewalks; friendly neighbors and mostly very accepting of all people from all backgrounds and abilities.
- All participants love Kenmore’s downtown area, especially the Hangar and the water play area.
- Sense of community.
- Diversity in a lot of different ways, including economic and cultural.

Finish this sentence: “When I dream about my community, I see ...”

- ... having an infrastructure where our streets are safe for kids to ride bikes and sidewalks to walk.
- ... a sports park.
- ... a neighborhood that is safe for children to be on their own.
- ... more community events at the Hangar or at the school.
- ... the option to easily live without a car.
- ... a range of people from different backgrounds welcomed into the community.
- ... easy access to community areas, like parks, trails, and community centers.
- ... protected bicycle lanes.
- ... easier methods to get across SR 522 as pedestrians and cyclists.
- ... a variety of housing options, mainly so people can age in place.
- ... denser housing that reduces our impact on climate change.
- ... homes with doors in the front of pathways that build a sense of community.
- ... retention of character; serene place with the option for people from different walks of life and incomes.

Small Group Meeting 3 Summary

City of Kenmore – Missing Middle Housing

Wednesday, April 19, 2023, 8 AM

MEETING ATTENDEES

Jennifer Anderson LaRue
Chris Byler

Bryan Hampson
Briana Smith

PROJECT TEAM MEMBERS PRESENT

Michelle Auster, PRR

Shannon Tipple-Lean, City of Kenmore

GENERAL SUMMARY

The third small group meeting welcomed four well-informed community members. Of the City's priority audiences, there was one, a renter.

This group had consistent preferences and little disagreement. All support Missing Middle housing in Kenmore, seeing it as an urgent need to prevent family flight from the city. Participants expressed positive feelings about having more people in Kenmore and about the look and feel of the examples of Missing Middle housing. They found the question about how Missing Middle housing might alter neighborhood character disagreeable. Their concern about altered neighborhood character is related to developers buying and combining multiple lots to create large single-family homes, believing this is already happening, causing families to leave Kenmore in search of more affordable areas to live.

In addition to families leaving, this group expressed concern about the inability of community members to age in place. Some older community members own their home outright, but they cannot afford to downsize due to a lack of options in their price range still in Kenmore. Participants believed adding more housing variety would allow more community members to age in place.

Participants expressed desire to see more variety in housing options, especially homes under \$600,000 with lower homeowner association fees. They were particularly in favor of cottage housing, and small homes in general. One participant expressed wanting to see a variety of zoning codes within single-family neighborhoods, allowing for things like small businesses to open and Missing Middle housing.

All participants shared a belief that Missing Middle housing increases feelings of neighborhood safety and community connection, arguing explicitly against those who claim that introducing Missing Middle housing would increase crime, and calling on the City to better educate the community on this. They all expressed a desire to see positive change in their communities. They prioritized Kenmore adding options for Accessory Dwelling Units (ADUs), cottage housing, and duplexes.

Several participants shared that they prefer owner occupied units in the city, particularly disliking homes being owned by corporations. Several participants expressed that public transportation is necessary to consider when adding density.

Participants love that in Kenmore they can safely recreate, noting their love of accessible parks, beaches, trails, and cycling lanes.

QUESTIONS

Who here has heard the term “Missing Middle housing” before today and already understands what it is?

- Everyone was already familiar with the term.

Can anyone share one positive aspect to having more Missing Middle housing in a neighborhood? And one negative aspect?

Positives

- Missing Middle housing is more affordable than the current options available.
- Missing Middle housing supports greater population density.
- It offers a diversity of housing options.
- It supports the building of smaller homes.
- Residents are leaving their neighborhoods due to unaffordability.
- Schools are getting smaller with less children living in the area.

[Participants will view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?

- Good marketing would sell these homes quickly due to location and access to various services.
- These homes look well maintained and fit into the style of newer Kenmore homes.
- One participant shared that they see these options just as regular homes.

If these types of homes were proposed to be built next to yours, what would make it something that you’d be happy to have in your neighborhood?

- Positive reactions from the group.

What do you feel is missing from Kenmore's current housing options?

- Small family homes near community and outdoor spaces.
- Homes under 600,000 without huge HOA fees.
- More mixed-use options.
- Walkability to a variety of services.
- children can no longer afford living in Kenmore and are choosing to move somewhere cheaper.

If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?

- We need places where people can sell their home when it becomes too big for their family, and not have to move from their community.
- To say that Missing Middle housing wouldn't change the look of a neighborhood is not realistic.
- Sharing space creates community and allows folks to look out for each other, which is just as important as the character of neighborhoods.
- Single family homes can already feel disconnected from their neighborhoods when they have different sizes or designs.

How should Kenmore think about deciding between one kind of Missing Middle housing and another?

- Most participants believed that homes should be owner-occupied and not owned by corporations.
- Participants shared the desire to start with ADUs and cottage housing, while building out neighborhoods much like the image produced by Opticos Design, pictured on slide 6 of the presentation.

What do you love most about your community and/or neighborhood?

- Easy and safe ways to bike and walk and the access to parks.
- Feels small, and you can do everything you need to within a 20-minute bike ride.

Finish this sentence: "When I dream about my community, I see ..." You may speak this answer out loud, share your thoughts in the chat, or even share an image.

- ... the water.
- ... very accessible and bikeable.
- ... Kenmore air.
- ... connection.
- ... vibrancy.

Small Group Meeting 4 Summary

City of Kenmore – Missing Middle Housing

Thursday, April 20, 2023, 4 PM

MEETING ATTENDEES

Corey Hansen

Sara Solum Hayashi

Jim Howard

Nathan MacDonald

Katrina Rose

PROJECT TEAM MEMBERS PRESENT

Keanna Dandridge, PRR

Michelle Kang, City of Kenmore

GENERAL SUMMARY

Five well-informed community members attended this fourth small group meeting. Of the City's priority audiences, there was one young person under the age of 35 and two older community members.

The group was generally supportive of Missing Middle housing. Themes in the conversation included a desire to see infrastructure in Kenmore built to accommodate increase in housing options and density and to keep green spaces accessible to residents.

Related to wanting to see infrastructure built to meet changes in density, the group stressed they experience sidewalks in Kenmore as generally unsafe. They asserted that many residents do not feel comfortable walking Kenmore due to topographic concerns and grades and distances between residential areas and services. Several participants expressed the desire for better road conditions.

To the point of keeping green spaces accessible, many participants shared that they wanted no changes to the City of Kenmore code related to removing and planting trees. Rather they'd prefer Missing Middle housing include green spaces nearby or as part of upgrades to keeping character of the neighborhood.

Participants generally liked all options of Missing Middle housing presented. One participant shared that Kenmore is lacking in infrastructure to be a "15-minute city." Participants shared that providing more housing options, like Missing Middle housing, is an excellent way to create opportunities for affordable housing for families of all sizes. Some

participants believe having small homes on small lots would be a more cost effective and environmentally sound approach.

Parking and driveway access were common topics related to preserving community character. A couple of participants did not like home designs with no visible parking in the front of the home or on the street. One participant shared that they felt it was disingenuous and did not show the reality of adding density.

All participants expressed appreciation for Kenmore's access to nearby parks, waterways, trails, community diversity, and community gathering spaces. Most participants shared the desire for Missing Middle housing if traffic calming measures and upgraded sidewalks were included.

QUESTIONS

Who here has heard the term "Missing Middle housing" before today and already understands what it is?

- Everyone is familiar with the term.

Can anyone share one positive aspect to having more Missing Middle housing in a neighborhood? And one negative aspect?

Positives

- It provides more options for people who have different needs.
- Missing Middle housing supplies inventory for the housing shortage.
- It costs the same amount to run a sewer line in my neighborhood if there is a single-family house or a duplex on the lot.

Negative

- Kenmore is challenging topographically; many people would not find the city walkable because of grades and distances.
- It will increase traffic and congestion that Kenmore infrastructure cannot handle.
- Kenmore doesn't have the infrastructure to have Missing Middle housing to have a 15-minute community, including safe sidewalks, green areas, and stores.
- The character of the neighborhoods has not stayed the same with the ADUs; likely won't stay the same with Missing Middle housing.

Is anyone familiar, broadly, with how land use planning decisions affect how and where we live? Would anyone care to share or give us an example?

Skipped

[Participants will view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?

- Participants preferred duplexes as they blend into single-family neighborhoods if you don't look closely, keeping in character with most existing neighborhoods.
- One participant stated that the photo was beautiful but felt like "visual swindle" as new Missing Middle homes were unlikely to look that nice.
- Most participants believed that triplexes did not make sense in most single-family neighborhoods due to size.
- Photos need to include cars to show a realistic image of what is to come once density is increased.

If these types of homes were proposed to be built next to yours, what would make it something that you'd be happy to have in your neighborhood?

Skipped

What do you feel is missing from Kenmore's current housing options?

- Small and affordable homes; not everyone needs 2,000 to 3,000 square feet.
- All of the "Missing Middle housing," higher density adjacent housing.
- One participant shared they feel there is nothing missing, and the city has grown organically.
- Split level housing that could be switched to a duplex, using the same footprint and shared costs.

If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?

- Limits should be placed on the number of mature trees that would be affected by new builds.
- All participants shared that parking for homes is important to them. They agreed that Kenmore is automobile oriented, and roads need to be upgraded to meet capacity.
- Prioritize environmentally safe and favorable home building styles.
- One participant felt that not having places for community building would be detrimental to Missing Middle housing and would not benefit the quality of life of residents.

How should Kenmore think about deciding between one kind of Missing Middle housing and another?

- Most participants agreed that the look of the Missing Middle housing should depend on the neighborhood it is built in. There should be continuity while offering a variety of styles.
- Participants wanted considerations made for flooding.

What do you love most about your community and/or neighborhood?

- Small town feel with a big town only moments away.
- Access to green spaces.
- The people; friendly neighbors from all backgrounds and abilities.
- Relative proximity to Seattle and the cohesive aspect of the location.
- The waterways and sidewalks; great parks.

Finish this sentence: "When I dream about my community, I see ..."

- ... green
- ... more public art!
- ... access to community areas, like parks and playgrounds.

Small Group Meeting 5 Summary

City of Kenmore – Missing Middle Housing

Thursday, April 24, 2023, 12 PM

MEETING ATTENDEES

Heidi Braund
Kit Damian
Terra Droney
Steven Gersman
Richard Huling
Ethan Karlinsley
Peter Lance

Jane Lewis
Richard Lewis
Ian MacDonald
Diane Rhodes
Tiff Stoner
Stacy Valenzuela

PROJECT TEAM MEMBERS PRESENT

Keanna Dandridge, PRR

Shannon Tipple-Lean, City of Kenmore

GENERAL SUMMARY

This fifth and final small group meeting included 13 well-informed community members. Of the City's priority audiences, there were two young people under the age of 35 and five older community members.

The entire group was generally supportive of Missing Middle housing. Three themes from the conversation were:

- A desire to see affordable Missing Middle housing built to accommodate prospective residents of all ages and backgrounds.
- A desire for the City to create accessible green spaces, and interest in aging in place for older community members.

Along with aging in place, the group expressed interest in multi-generational living. One participant shared the desire for their aging relative to live in Kenmore but not finding affordable options in the current market. This participant strongly advocated for small, affordable housing options for people of all ages. Another participant expressed a belief that Kenmore youth would eventually be priced out of the area where they have lived and grown up and shared the desire to prevent this.

Participants noted the City will need to build infrastructure to support increased density. Group members experience the sidewalks in Kenmore as generally unsafe, attributing this to lack of parking and road conditions.

To the point of keeping and expanding green spaces, many participants shared desire for the City to develop and support community garden spaces. Participants advocated for Missing Middle housing including green spaces near housing or as part of upgrades to match the current character of Kenmore neighborhoods. Residents shared that Kenmore is known for its large, healthy trees and tree canopy, and that this should not change by the addition of new building.

When asked about types of Missing Middle housing, participants generally liked all the presented options, but shared concerns that prospective builders would not be held to the commitment of keeping the current character of Kenmore neighborhoods. Participants shared that increasing housing types is an excellent way to create opportunities for affordable housing. Participants stressed that any affordable housing must be affordable to people at or above 50% AMI, not market pricing, which is beyond what many community members with incomes below the area median could afford.

Parking and useable sidewalk were common themes regarding preserving community character. Participants shared feelings of concern that car-oriented density makes parking less available. One participant shared that residents in their neighborhood have begun parking on sidewalks as there is not enough parking, which in turn affects the ability to safely use sidewalks which are now being damaged by cars. Participants did not like the home designs where there was no visible parking as it does not show an understanding of Kenmore's community. They shared that Kenmore is not a walkable or transit-oriented community, and an increase in residents would increase the number of cars in the city. All participants shared the desire for Missing Middle housing if community member perspective was included, if the housing were to be kept partially affordable, and if infrastructure was improved to meet a higher density population.

QUESTIONS

Who here has heard the term “Missing Middle Housing” before today and already understands what it is?

- Everyone is familiar with the term.

Can anyone share one positive aspect to having more Missing Middle housing in a neighborhood? And one negative aspect?

Positives

- It provides more options for people to live and work in Kenmore.

- It creates more housing for those in need of housing.
- Higher density housing would provide greater tax revenue for the City.
- It allows for aging in place, older residents will be able to stay in the area.
- Would increase diversity in homeownership and community of Kenmore.

Negative

- It will increase the number of cars, resulting in traffic and congestion on the road.
- Clear cutting of trees in the area will affect quality of air and life for residents.
- Kenmore doesn't have the infrastructure to have Missing Middle housing, which supports 15-minute communities, including safe sidewalks, green areas, and stores.

Is anyone familiar, broadly, with how land use planning decisions affect how and where we live? Would anyone care to share or give us an example?

Skipped

[Participants will view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?

- Participants stated that the pictured homes were nice but felt builders would be build different styles of housing.
- Multiple participants disliked homes in the image without parking and would prefer parking to be in the back or hidden to avoid more cars on the street as many areas in Kenmore do not have sidewalks.

If these types of homes were proposed to be built next to yours, what would make it something that you'd be happy to have in your neighborhood?

Skipped

What do you feel is missing from Kenmore's current housing options?

- Participants emphasized smaller homes, between 800 and 1000 square feet, and affordable for people making 50% AMI.
- All of the Missing Middle housing, especially cottages, are great for the area.
- Rambler style homes using smaller lots.
- Mixed-use development with space for small businesses.

If Kenmore allows Missing Middle housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?

- Participants encouraged the City to have conversations with local school districts to discuss growth and prevent overload.
- Prioritize environmentally conscientious home building styles.
- Walking trails between neighborhoods, so walking is more streamlined and practical to downtown shops.
- Participants suggested a robust process for community members to provide input Missing Middle housing in their neighborhoods prior to build.
- Participants want Kenmore to upgrade roads and sidewalks.
- Participants would like to see Kenmore adopt policies allowing community gardens and more green spaces.

How should Kenmore think about deciding between one kind of Missing Middle housing and another?

- The City should consider designing and patenting multiple options to make acquisition and permitting easier for potential builders or buyers.
- One participant noted that “smaller is better.”

What do you love most about your community and/or neighborhood?

Skipped

Finish this sentence: “When I dream about my community, I see ...”

Skipped

Small Group Meeting Workplan

City of Kenmore – Missing Middle Housing

Draft – March 10, 2023

PURPOSE

While Kenmore has been a community since the beginning of the 20th century, it is a relatively new city in King County (incorporated in August of 1998), with a population of just over 24,000. Most of the residences in the city are single-family homes, with multi-family and commercial uses located mostly along State Route 522 (SR-522) which bisects the city from west to east.

In 2022, the City updated the Land Use and Housing Elements of its Comprehensive Plan —the foundations of future planning. A significant focus of the update was consideration of Missing Middle housing.

In 2022, the City heard from a range of community members in a variety of contexts about their thoughts on Missing Middle housing. A majority of comments showed opposition to adding Missing Middle housing to Kenmore. However, many of the commenters had perceptions of Missing Middle housing and the City's goals for adding it that are inconsistent with the expected outcomes or the goals of the City's proposals.

After hearing this from the community, the City wants to collaborate with community members to develop proposals that address the need for growth and additional housing, and consider the community's concerns. PRR will schedule up to six small group meetings to learn more about this opposition, answer questions, and engage in dialogue to develop shared understanding and a path that meets everyone's needs. Some of these meetings will engage populations that have not been a part of the conversation to date. While the City reached out to people who use Spanish and organizations who serve them, that is one population in Kenmore who has not weighed in on this issue and the City will prioritize working with them.

GOALS AND OBJECTIVES

Goal 1: Engage a targeted constituency

- Objectives:
 - Prioritize including populations who have not been often heard from in Kenmore housing engagement efforts so far, such as youth, renters, People of Color, and seniors, to learn more about the shared values in housing that Kenmore community members hold.
 - Conduct and document intentional, inclusive, and equitable stakeholder engagement.

Goal 2: Build and grow positive relationships with community members

- Objectives:
 - Conduct engagement in a reciprocal manner so that participants may begin to see themselves as “ambassadors” for Kenmore in its long-running engagement efforts.
 - Demonstrate the City’s value of listening to the community by following up with community members on their comments to understand them more deeply.
 - Imbue collaboration and transparency into engagement efforts so community members feel valued in co-designing Kenmore’s vision for its housing future.

Goal 3: Bring the community along in preparing them for Missing Middle housing

- Objectives:
 - Consider and understand community feedback as Kenmore assesses its capacity for Missing Middle housing and their tolerance for it.
 - Communicate in more personal settings so City staff and community members can understand each other’s perspectives and find common ground.

KEY MESSAGES

Housing attainability

- It is critically important to meet the housing needs of our community as we see more families discover the charm that Kenmore holds and decide to move here.
- People need different housing at different times in their life. For example, a community needs housing options for young people just starting out, growing families, and older folks looking to downsize or age in place.
- There is so much to love about Kenmore, so it’s no surprise that families of all kinds are looking to set roots here. Every family has different capacities for home ownership, which is why attainable housing, like the kind that Missing Middle housing creates, is about providing a home for people and families in *all* income groups.

Family

- Kenmore prides itself on being a family-friendly city. We value playfulness, environmental stewardship, and the spirit of community in general. We want all families looking to contribute to this welcoming place to have a place to grow in and call home.
- Folks who have called Kenmore “home” their whole lives feel like they’ve hit the jackpot. For people wanting to downsize in retirement and stay close to extended family, they will not want to leave the community to find something attainable. Missing Middle housing provides varied and accessible opportunities for generational living.

Health and wellness



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- Missing Middle housing preserves and enhances everything we love about welcoming neighborhoods. In particular, sidewalks are improved through the construction of Missing Middle housing, creating more walkable neighborhoods throughout the city.
- Kenmore is nestled up to many outstanding parks and recreational opportunities. The neighbors in closest proximity to these facilities are the most likely to use and support them, which fosters a sense of stewardship for where we call home. Having attainable housing supports a healthy and active community for all.
- Due to Kenmore's generally outdoorsy community, one of the primary things families look for when buying a home is nearby recreation and a safe place to walk and play outside. Having diverse housing opportunities which grant these amenities supports kids' health and development, helps communities come together, and altogether creates a more thriving place to call home.

SMALL GROUP MEETINGS PLAN OF ACTION

Action	Lead	Timeframe	Notes
Approve email and phone call outreach script	Kenmore	By 3/10/2023	These are in separate documents
Submit key messages to language services for translating	PRR	By 3/10/2023	
Approve plan for small group meetings (pre-set meeting times, possibility of 1:1 interviews, plan for outreach, etc.)	Kenmore	By 3/10/2023	Follow up information from meetings to include the Kenmore MMH webpage for the existing FAQ.
Approve outreach flyer draft	Kenmore	By 3/17/2023	
Set up Zoom meetings and create response link	PRR	By 3/14/2023	Meetings will be at least 3 people. If there are fewer than 3 signed up to attend, PRR will request they join a different meeting or share other opportunities to submit feedback. Registration will be cut off when 15 people have



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Action	Lead	Timeframe	Notes
			signed up for a meeting. Additionally, PRR recommends conducting the Spanish meeting in-person, over the phone, or as a 1:1 style.
Provide any email addresses or phone numbers retained from prior public outreach efforts	Kenmore	By 3/14/2023	
Outreach	PRR	3/15/2023 to 3/31/2023	
Share final summary	PRR	By 5/5/2023	

SMALL GROUP MEETINGS TIMES AND DATES

Timeline		
Date and time	Audience	Status/Notes
Saturday, April 15 from 10 - 11 a.m.	General Kenmore community	
Tuesday, April 18 from 5 - 6 p.m.	General Kenmore community	
Wednesday, April 19 from 8 - 9 a.m.	General Kenmore community	
Thursday, April 20 from 4 - 5 p.m.	General Kenmore community	
Monday, April 24 from Noon - 1 p.m.	General Kenmore community	
TBD - Spanish engagement	Spanish-using community	Could be more than one meeting

SMALL GROUP MEETING TARGET AUDIENCE DESCRIPTIONS

- Youth and students



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- Ages 14 to 25, roughly
- Recent high school graduates or near graduates
- Bastyr University
- Planning Commission member high school student union
- City Manager's son and office
- Step it Up leader (local organization)
- Kenmore Neighbors Facebook
- Renters
 - Renters already living in Kenmore
 - Names and outreach information of renters who have spoken at public hearings
 - Rental housing lobbies or property managers
 - Kenmore Neighbors Facebook
- Seniors
 - Those looking to downsize
 - Kenmore Senior Center
 - Individuals who have reached out and self-identified
 - Kenmore Neighbors Facebook
- Kenmore resident prospects
 - Renters or homeowners not living in Kenmore
 - Public hearing speakers
 - Outreach to realtors for Kenmore
 - NextDoor or other online sources

INTERVIEW SCRIPT

Thank you for meeting with us about the City of Kenmore's hopes to build more attainable housing and ultimately create a more inclusive community. We appreciate your time today. I am a community engagement consultant with the City. I am not an expert on housing policy, zoning, or other technical aspects of Missing Middle Housing, but I have some familiarity with Kenmore's efforts. If there is anything I can't answer in this meeting, I will be sure to get your questions to the people who can answer and coordinate that response.

We understand that some of you have already been involved in other Kenmore planning efforts. Thank you for your civic engagement and for your willingness to be in deeper conversation.

We anticipate this discussion will take about 45 minutes. You are welcome to leave early if need be.

Project background

I'll just give you a quick background so we're all on the same page. The City is updating its Comprehensive Plan which forms the foundations of how Kenmore will develop over the next 20



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years. A significant focus of the update is consideration of Missing Middle housing in the City's single-family residential areas.

"Missing Middle" housing consists of buildings containing more than one housing unit that are compatible with single-family neighborhoods. "Missing Middle" housing refers to duplexes, triplexes, cottage housing, or more that offer options for housing that are less dense than mid-rise apartments and denser than detached single-family homes. This type of housing is compatible in scale and character with detached single-family homes while still increasing the number of homes in residential neighborhoods.

Purpose of meeting

In today's meeting, we want to hear about what you value most in community. The City wants to understand the community's attitude toward Missing Middle housing and ultimately inform how Kenmore shapes its next 20 years.

Format

I'm going to ask some questions to generate a conversation about housing in general and your values in community. I hope that all of you will participate. Please feel free to build on someone else's response, or to point out – respectfully- how your view may differ from that of your peers in this virtual space. If you have a comment or a question that you would like to address to me privately, please let me know through the chat. In the chat you have the option to address your comment to me, or to everyone.

QUESTIONS

Questions to measure participants' understanding of Missing Middle Housing:

- Who here has heard the term "Missing Middle Housing" before today and already understood what it is?
- Can anyone share their thoughts on what one positive aspect to having more Missing Middle housing in a neighborhood would be? And to be fair, one negative aspect?

Is anyone familiar, broadly, with how Land Use Planning decisions affect how and where we live? Would anyone care to share or give us an example?

Questions to get at participants' priorities for how they would like zoning decisions to be made:

- [Have participants view and react to images of duplexes, fourplexes, and cottage housing.] If these were your neighbors, how would you feel?
- If these types of homes were proposed to be built next to yours, what would make it something that you'd be happy to have in your neighborhood?
- What do you feel is missing from Kenmore's current housing options?



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- If Kenmore allows “Missing Middle” housing for single-family residential neighborhoods, they will require it to be designed so it will *not* alter the neighborhood character. How else should Kenmore think about prioritizing what is allowed to be built?
- How should Kenmore think about deciding between one kind of “Missing Middle” housing and another?

Questions to get at participants’ shared values:

- What do you love most about your community and/or neighborhood?
- Finish this sentence: “When I dream about my community, I see...” You may speak this answer out loud, share your thoughts in the chat, or even share an image.
- React to this statement: “the strength and future of our city resides in our ability to build an inclusive community where all people are acknowledged, welcomed, and respected.”

Wrap up and next steps:

Okay, that’s it for today. Thank you again for your time. We’ll send you a copy of the summary from today’s meeting to review and provide comments on in the next week or so. If you feel so inclined, please comment on the summary once you see it. At the end of our meetings, we will be doing light analysis of all the conversations and providing that to the City in a separate summary. At the end of the project, we would like to follow up with you when we have zoning recommendations.

In the meantime, if you have any questions or any follow up thoughts, please reach out to (name and contact information.)



KENMORE 2044

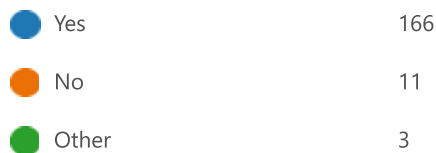
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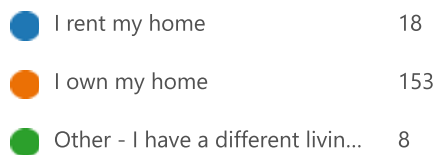
City of Kenmore - Missing Middle Housing Survey

181 Responses 03:04 Average time to complete Closed Status

1. Do you live in the City of Kenmore?



2. Do you currently rent or own your home?

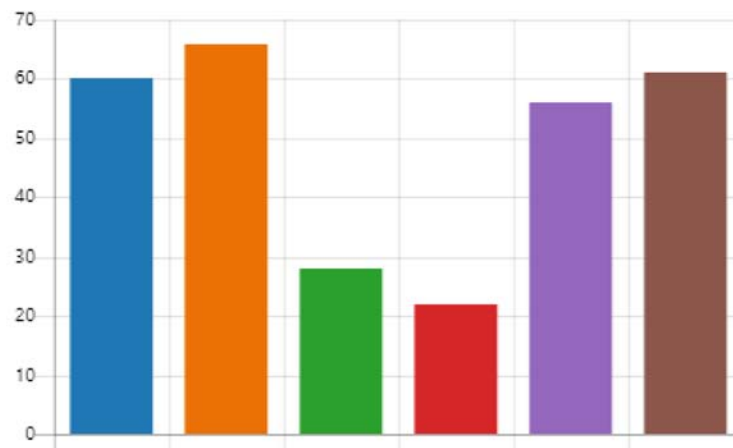
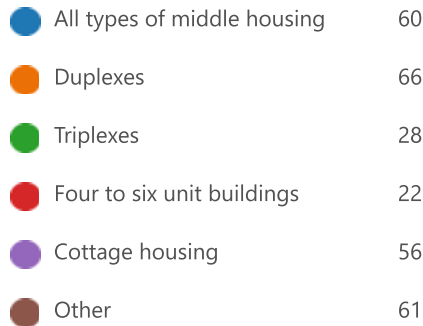


3. If you wanted to purchase a home in Kenmore, do you feel there are enough homes available that you could afford?

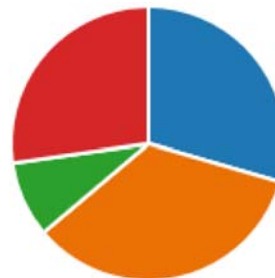
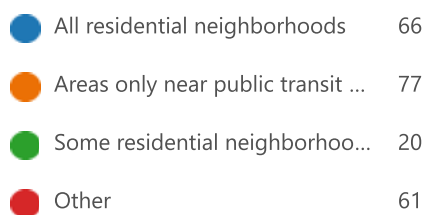


4. "Missing Middle" housing refers to duplexes (two units), triplexes (three units), cottage housing, or small buildings up to six units that are often found in residential neighborhoods. These housing choices are not currently allowed in Kenmore's residential neighborhoods.

What sorts of middle housing should Kenmore consider allowing in residential neighborhoods? Check all that apply.



5. Which areas in Kenmore do you think would be suitable for middle housing? Choose all that apply.





City of Kenmore Comprehensive Plan Update

Equity Analysis and Recommendations

Prepared June 20, 2023



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A. INTRODUCTION

The City of Kenmore is in the process of updating its Comprehensive Plan, the document that reflects the city the community wants to become and guides the City plan to accommodate and incorporate anticipated growth. As part of the 2024 Comprehensive Plan update, the City received a grant from the Washington State Department of Commerce to evaluate the authorization of middle housing types. The grant included funding for a Racial Equity Analysis to help the City establish anti-displacement policies for the plan's Housing and Land Use elements. The Racial Equity Analysis seeks to meet Commerce guidelines to identify policies and regulations that contribute to racially disparate impacts, displacement, and exclusion in housing and incorporate considerations related to existing land uses and design, zoning policies, and housing density. The goal of the Racial Equity Analysis is to provide information, context, and evaluation of the potential disparate impacts or displacement risks that might result from growth plans and provide recommendations that support the City's ability to avoid and mitigate policies that preserve past harms and work to eliminate practices that increase future displacement risks. Moreover, the report seeks to expand City leadership's awareness of the community-wide benefits of increasing access to opportunities for vulnerable populations. The City is committed to the 2024 update including:

- A plan for housing that is affordable to all income levels, including middle housing types
- Racial equity analysis and anti-displacement policies for City consideration

Why do a Racial Equity Analysis?

The City of Kenmore has made this a priority. A Racial Equity Analysis recognizes that all social identification and categorization is politically developed and *assigned* to populations. These identifications and categories were developed for political purposes, assigned to individuals and groups, and encoded into our legal and social contexts. While the contexts and applications of these politically assigned categories have changed over time and reflect the shifts in national beliefs and values across history, they have shaped the nature of law, politics, funding streams, and access

"We have come to a historic moment in time where we must take a deeper look inward and lead by example. By renewing our commitment to diversity, equity and inclusion, we can focus our work through a more equitable lens. With a thoughtful, innovative mindset - we can achieve greater harmony together; ensuring a safe, welcoming and affirming community for all, and future generations to come."

Councilmember Corina Pfeil

to opportunity. Today, many populations have embraced their assigned identities using them to create community, build public awareness, or enter political discussions and legal debates. This awareness is critical in understanding the historical, political, and legal applications of the demographics associated with displacement risks discussed in the following sections.

Without this understanding, the effects of legal and systematic exclusion throughout history will inaccurately be attributed to personal failure rather than intentional generational divestment of opportunity and economic underdevelopment. This analysis includes groups that are considered pushed to the margins of our society, including those who identify as Black, Indigenous, People of Color (BIPOC), people who are Lesbian, Gay, Bi-, Trans, and Queer (LGBTQ), women, people with disabilities, households with low incomes, and others who experience systemic inequity.

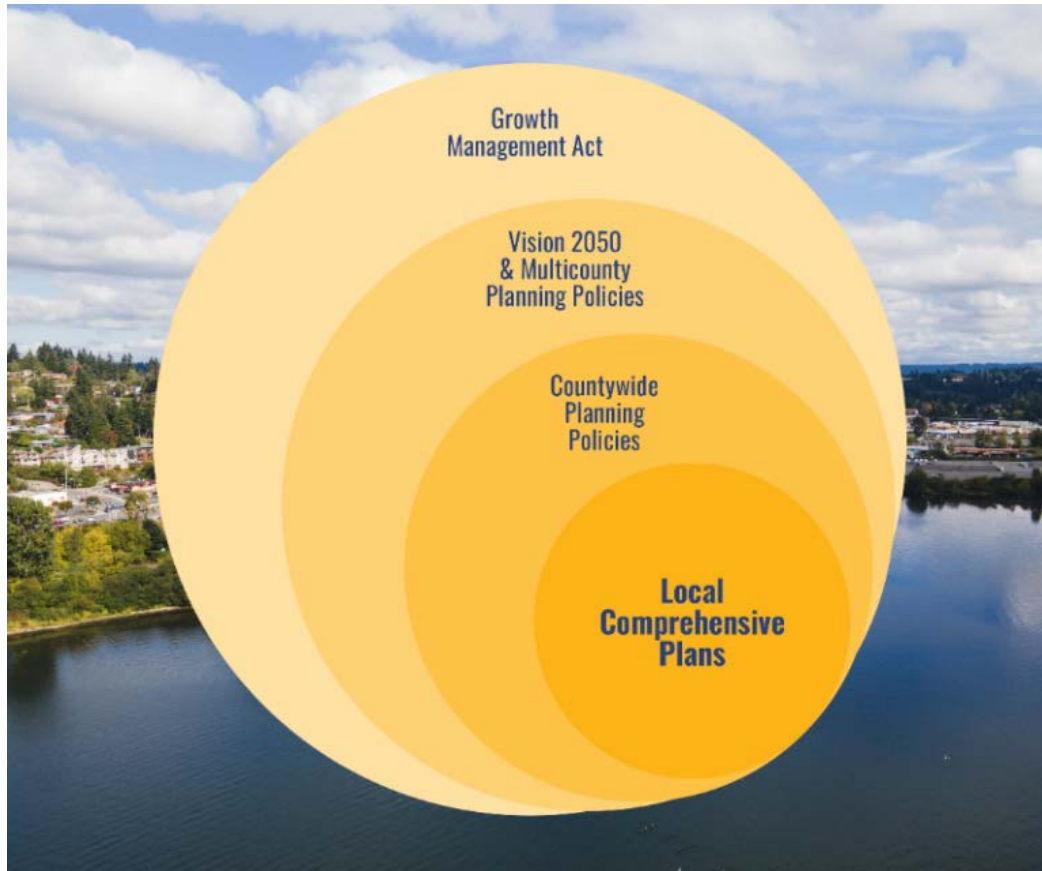
Consistent with the Commerce grant guidelines, this report focuses on “no net displacement of very low, low, or moderate-income households (as defined in [RCW 43.63A.510](#)) or individuals from racial, ethnic and religious communities which have been subject to discriminatory housing policies in the past.”

State and Regional Guidance: In addition to the Commerce guidance, the Washington State Legislature passed two bills, HB 1220 in 2021 and HB 1110, in 2023 that inform the comprehensive planning effort by requiring designated growth areas to provide sufficient land capacity for all housing needs across all income segments. According to the 2022 King County Countywide Planning Policies (CPP), over the next 20 years, the City of Kenmore will need to plan for 3,070 new housing units (and 587 beds of emergency housing) as well as 3,200 new jobs.

The Puget Sound Regional Council (PSRC) created VISION 2050, the approved multicounty planning policy guidelines for the region, identifying Kenmore as a High-Capacity Transit (HCT) community, with regional expectations for transit-supportive growth. “Targeting growth within these transit-rich communities helps to support mobility and reduces the number and length of vehicle trips. The Regional Growth Strategy calls for the 34 HCT communities to accommodate 24% of the region’s population growth and 13% of its employment growth by the year 2050.”

Community planning policies and guidelines

This Racial Equity Analysis supports Kenmore in framing its growth as part of the regional strategy that serves the future of Kenmore’s community. As Kenmore updates the Comprehensive Plan, this analysis will help integrate new requirements related to racially disparate impacts, displacement, exclusion, and displacement risks in housing into its Land Use and Housing element updates.



B. METHODOLOGY

This analysis is rooted in the interconnected relationship between people and place. This is fundamental to strategies that build and sustain healthy, engaged, and connected communities. These factors intertwine with the social and economic determinants of equity and are used to explore the built environment's role in developing and sustaining community health and well-being. Through this process, we have highlighted structural indicators that support equitable applications and layered them across Kenmore community characteristics.

This Racial Equity Analysis:

- Uses an intersectional, anti-racist equity approach
- Centers most vulnerable populations
- Leads from an asset-based strengths analysis that supports communities' ability to thrive in place
- Leverages existing City analyses of equity issues

This Racial Equity Analysis report incorporates:

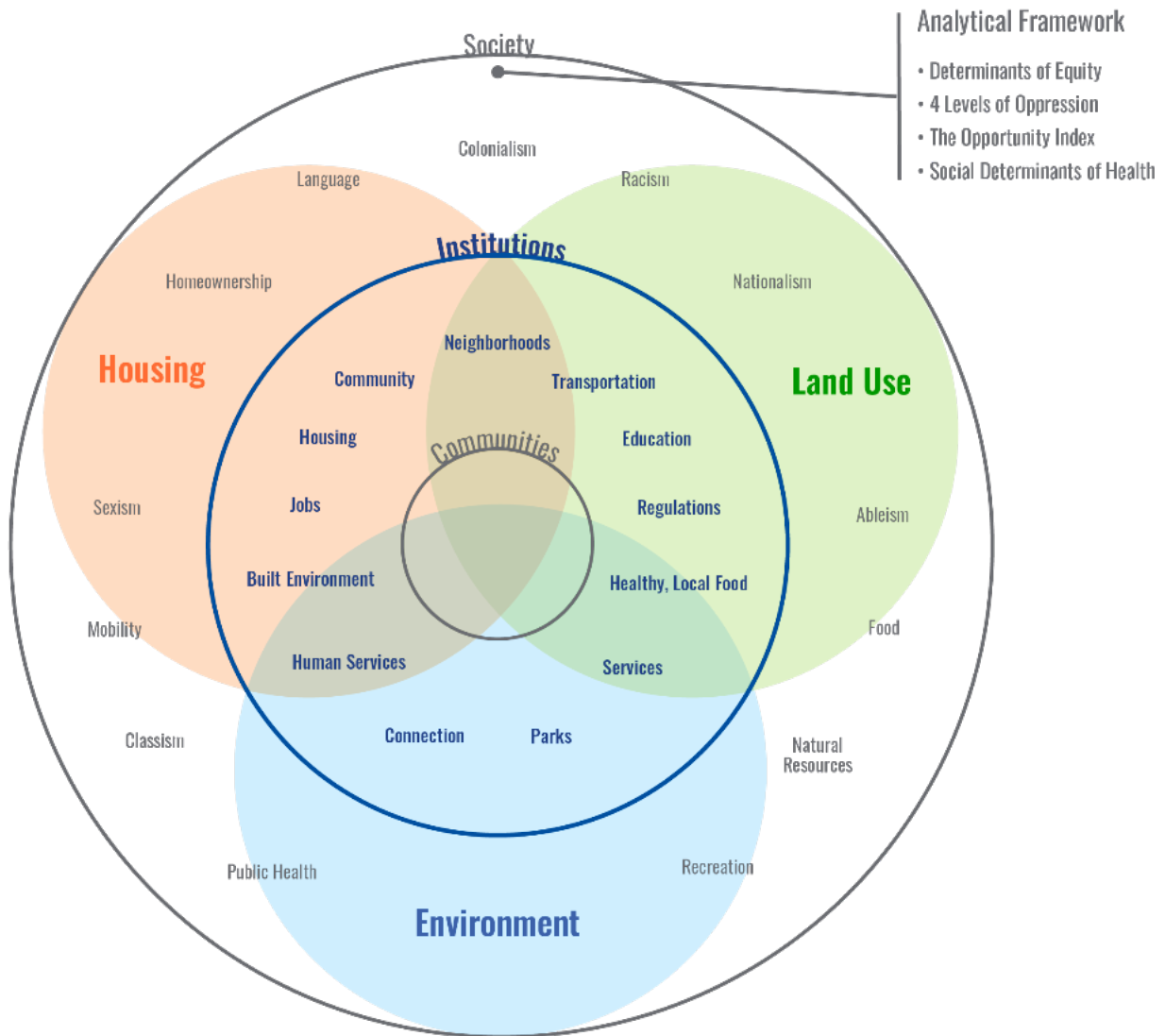
- Review of previous analyses, supplemented, as needed, by additional analysis of disparities and impacts
- Opportunities and barriers at multiple levels: community, jurisdiction, and City program service and delivery
- Recommendations for the Comprehensive Plan update or middle housing regulations, especially focused on displacement possibilities

"We do not need to wait for a national or regional conversation or strategy - we can start right here at home. But any conversations we have and actions we take must not be superficial. It's not just about changing our attitudes - it's about dismantling systemic racism throughout the complex and entrenched social, political, and economic systems that bias in favor of white people."

Rob Karlinsey, Kenmore City Manager

This Racial Equity Analysis uses an Analytical Framework

The Analytical Framework combines a foundational framework, historical context, the Community Health and Thriving model, the Growth Management Act authority, and the additional tools illustrated below. Each tool explicitly addresses the impact of institutional and systemic biases, cultural norms, and power dynamics and disparities.



Integrating Frameworks as an Analytical Tool

Determinants of Equity	4 Levels of Oppression	The Opportunity Index	Social Determinants of Health
https://equity.wa.gov/us-plus/state/state-equity-us-and-wa-state	https://hub.youthpowercoalition.org/t/the-4-is-of-oppression-ideological-institutional-interpersonal-and-internal/304	https://opportunityindex.org/about/	https://health.gov/healthypeople/priority-areas/social-determinants-health
<ul style="list-style-type: none"> ○ Affordable, healthy, local food ○ Access to health and human services ○ Access to parks, recreation, and natural resources ○ Transportation and mobility ○ Housing and home ownership ○ Community and public safety ○ Early childhood development ○ Economic justice ○ Equity in state and local practices ○ Equity in justice systems and laws ○ Equity in jobs and job training ○ Healthy built and natural environments ○ Quality education ○ Strong, vibrant neighbor 	<p>Oppressions like racism, classism, ableism, and ageism occur at different levels: Ideological, Institutional, Interpersonal, and Internal.</p> <ul style="list-style-type: none"> ○ Internalized ○ Interpersonal ○ Institutional ○ Systemic (Ideological) 	<p>The multidimensional nature of the Opportunity Index provides a broad picture of opportunity that goes beyond economics alone. The 2019 Index includes indicators within four dimensions of community well-being:</p> <ul style="list-style-type: none"> ○ Economy ○ Education ○ Health ○ Community 	<p>The social determinants of health and demographic dashboards are divided into three geographic levels: County, Accountable Communities of Health (ACHs)* and Census Tracts**. The social determinants of health dashboards have the following measures:</p> <ul style="list-style-type: none"> ○ Poverty ○ Education ○ Limited English ○ Unemployment ○ Uninsured

Integrating the above frameworks provides an analytical tool as a lens through which we can review policies, interventions, and resources to address the identified disparities and inequities more effectively. It enables a more comprehensive and collaborative approach to addressing inequities and improving outcomes for marginalized populations. This tool helps uncover disparities that might otherwise be overlooked when using a single framework in isolation. Using this tool ensures that resources and efforts focus on the populations and communities **most in need**. It helps identify areas where disparities are **most pronounced**, allowing for interventions that address the intersecting determinants and root causes.

The Approach

Our approach incorporated analyzing previous and current Kenmore documentation, reviewing community feedback from previous engagements, identifying community values and priorities, engaging priority stakeholders, evaluating Kenmore's comprehensive plan and associated updates, applying health equity considerations, and then analyzing this information using equity and opportunity frameworks and PSRC displacement risk index. The following analysis reflects the results and learning gathered throughout this process.

Community and Stakeholder Engagement informs the Racial Equity Analysis

Between 2021-22, the City of Kenmore has offered multiple traditional engagement opportunities for the community to share their input on the middle housing conversation and decisions. The Kenmore Planning Commission began their discussion of middle housing types in January 2021 and conducted a city-wide survey in August 2021. Planning Commission meeting materials are sent to a broad mailing list, that is regularly updated. The City Council received comments by email, letters, public comment at a City Council meeting, chats during online presentations, and during the public hearing. Residents saw numerous articles in the City newsletter, and the Council had a large showing at the Missing Middle Housing public hearing. A petition was signed by 225 Kenmore residents, mostly from single-family housing developments that would not be affected by the proposed Missing Middle Housing policy changes. The petition included 40 from a R-1 or R-4 development that would not be affected by proposed Comprehensive Plan Policies and regulations considering duplexes and triplexes in the R-6 residential zone only. In November 2022, the Council adopted Comprehensive Plan policies that would allow medium density housing within ¼ mile of the City's two

Equitable Engagement Assessment Framework

Long-term, an outcome of the Racial Equity Assessment is an Equitable Engagement Assessment Framework the city can use to evaluate the equity components of an engagement process. This framework consists of two phases.

- In Phase I, teams document the project and engagement effort profile. Phase I supports individuals and teams to define the engagement landscape, consider the diversity of stakeholders affected and overlap of stakeholders' various needs and concerns, and identify types of engagement are possible with the available resources.
- Phase 2 introduces worksheets which encourage users to think critically about applying equity efforts in the engagement. Users are also encouraged to think critically about the profile information as it applies to the type of engagement completed and the populations that may have historically been marginalized or underserved.

main transit corridors. The Council did not adopt implementing regulations and deferred further discussion and public engagement for middle housing to 2023. The City decided to center those communities most affected by the missing middle housing when conducting the 2023 engagement activities to gather input.

In 2023, the City began this focused approach to community engagement for middle housing with three primary goals:

1. Engage specific audiences
2. Build and grow positive relationships with community members and community-based organizations
3. Bring the community along in preparing them for middle housing types

The re-framed community engagement approach used the tipping point framework that centers community input, allows for innovative thinking, and pushes the boundaries of the status quo. This approach enlisted engagement tools that promote inclusive, transparent, and meaningful engagement of all community stakeholders, while centering our most vulnerable populations, specifically those who are most often overlooked because of the barriers embedded throughout history.

The team started with five small group meetings with up to 15 participants. Each group had diverse representation including youth and/or students, People of Color, and seniors/older community members – all advertised in traditional and non-traditional methods (adding Spanish language, flyers on park bulletin boards, City Hall, the Hangar, Kenmore Library). The team also reached out to realtors, rental housing managers, local community-based organizations, and others by email and phone calls.

Spanish language engagement

Spanish language engagement specialist, Daniel Ruiz, reached out to community members who use Spanish to schedule one small group meeting in Spanish. The intention was to cover the same topics and questions, and to customize the conversation to be culturally responsive to communicate most effectively with the Spanish-speaking community. Daniel also led Spanish language engagement for earlier comprehensive planning, building on existing connections and using a relationship-focused approach. The team adapted the timeline of deliverables to allow more time for Spanish language engagement.

Despite our unique strategies and significant effort to collaborate with this community the team was not able to schedule and hold a small group meeting in Spanish. The City has not consistently engaged Kenmore's Spanish speaking community and therefore does not hold the meaningful and trusting relationship needed for further engagement. The City should continue efforts to engage priority audiences, like the Spanish speaking community, in a

way that is relationship focused. This means understanding the communication needs, adjusting to access requests such as longer timelines, relying additionally on word of mouth, meeting people in physical spaces that are established by the target community as welcoming and familiar, and utilizing influential trusted voices in the community.

Framing the Future of Housing event

The team held this in-person event on June 3, 2023, in the outdoor plaza of the Hangar community center. The team designed three unique and creative activities for this event, using the same values-based approach as was consistent with all engagement during this project. Staff for the event were multi-lingual, with capacity to engage community members in English, Spanish, and Tagalog.

Over 50 community members attended this event, expressing support and concerns regarding Missing Middle housing in Kenmore. While many people saw it as a step in the right direction, some raised concerns about parking, traffic impacts, and various forms of impact on existing neighborhoods such as character. Community members expressed excitement about the possibility of having more housing options and emphasized the importance of the City being responsive to community values.

Engaging Kenmore's Diversity, Equity, Inclusion, and Access (DEIA) Advisory Committee

PRR engaged the City of Kenmore's DEIA Advisory Committee as a community stakeholder invested in equitable housing opportunities. The intention of this effort was to engage the Committee in transparent communication and learn more about the intersections of the DEIA Task Force recommendations and the Racial Equity Report considerations for middle housing types. The goals included understanding the role of the Racial Equity Report in the City's Comprehensive Plan Update and identifying gaps in information and final report recommendations from the Advisory Committee.

The Advisory Committee asked questions about the report's potential to educate and build City staff and leadership's knowledge and awareness of the connections between historical practices and today's displacement concerns. The Advisory Committee provided additional context for community needs and identified areas in which the City can deepen its engagement efforts with marginalized communities. The Committee also identified connections between City planning and public health impacts as it relates to housing access. This information was added throughout the report and helped to make deeper connections to Kenmore's DEIA efforts.

What did we hear overall? Findings from the City's broad outreach and more recent focused community engagement have helped to inform Kenmore's Comprehensive Plan update and discussion of middle housing.

1. Create and preserve accessible green space near housing
2. Build infrastructure to support increased density and walkability
3. Create more variety in home offerings and affordability

Key Questions:

We focused this Racial Equity Analysis on three primary questions:

1. How can Kenmore's Comprehensive Plan Update advance racial equity?
2. What racial equity outcomes will define success?
3. What improvements could make the Comprehensive Plan more equitable?

C. COMPREHENSIVE PLAN ANALYSIS

Kenmore's 20-year vision:

The community conveys its future through the 2035 vision for Kenmore as a place that residents, businesses and visitors find welcoming, with courteous people, and offering a high quality of life to live, raise children, shop, work, recreate, and socialize. The fun, vibrant waterfront community of 2035 is grounded in the understanding of healthy, equitable communities.

The Comprehensive Plan update goals were established to ensure the plan can guide the City of Kenmore in achieving their 20-year vision for what the city aspires to be: a healthy, equitable and inclusive Kenmore.

The 20-year vision goals are listed below, separated into the outline of healthy, equitable, and inclusive communities.

Healthy people - strong people and populations (communities with access)

- *Supports recreation and health through well-maintained parks, trails, and open spaces*
- *Encourages volunteerism and public involvement and works as a good partner with citizens and governments throughout the region*
- *Supports the safety, health, and welfare of all its citizens*

Healthy places - Strong places (community stability and vitality)

- *Connects both visually and physically to its waterfront, recognizing it as a significant local and regional asset*
- *Protects natural and environmentally sensitive areas, significant open space, trees, and air and water quality*

- *Provides a safe, reliable and effective system of streets, sidewalks, bike ways, trails, and transit routes, linking significant local and regional destinations*
- *Has its own sense of place and an identifiable, walkable downtown offering commercial, civic, cultural and park spaces, integrated with multifamily housing*
- *Has clear design standards creating attractive, functional, and enduring buildings and places*
- *Supports the character of its single-family residential neighborhoods*
- *Offers a diversity of housing types to provide a choice of attractive living accommodations for all residents*
- *Is inclusive and family friendly, with a small-town feeling, fostering a sense of belonging and pride*

Equitable distribution and access (distribution of resources)

- *Has an economic base that provides a range of goods and services, offers quality employment opportunities, and supports local businesses*
- *Supports local arts, culture and history*
- *Supports and encourages education and quality schools*

The City of Kenmore seeks a future ensuring the City grows an engaged and connected public with strong, informed populations, cohesive and healthy neighborhoods, through appropriate land use priorities and accessible housing options. This Racial Equity Analysis focuses on the Land Use and Housing elements of Kenmore's Comprehensive Plan.

beginnings in the purpose of public health – originally, the purpose of planning was to ensure that the built environment could protect the community from infectious disease, encourage connectivity, and support the overall health and well-being of individuals and families. During the early 1900s communities were plagued by overloaded housing needs, noxious industrial exhaustions, and human and animal waste that resulted in regular occurrences of sickness across communities.

Community planners and health professionals shared a common mission to provide safe and healthy environments. They worked together to address the health and safety of individuals and communities creating numerous policies related to sanitation, zoning, housing, and transportation. These policies became the foundational practices for how planning processes informed the development of built environments.

Over time, public health and planning roles began to diverge as planners' attention focused more on land use and transportation, while public health professionals focused on health and safety concerns. The planner's goal is to have residents feel connected through experiences that shape collective and shared spaces. Planning can take the larger city experience and scale it down to bite-sized experiences at the neighborhood and street level.

With the 2024 Comprehensive Plan update, Kenmore has an opportunity to reignite the connection between health and community planning while addressing historical inequities. The relationship between past practices and today's experiences are tied to resulting jurisdictional inefficiencies like eroding infrastructure, housing inadequacy, overcrowded facilities, siloed decisions-making, misaligned community priorities, limited economic tax base, public health failures, overburdened public safety and social services, and limited municipal reserves.

Unequal community access to resources and opportunities can exacerbate social divides and lead to social tensions, reduced social cohesion, and increased disparities. This can lead to lost economic potential and reduced overall economic competitiveness and result in disparities in quality of life and well-being for residents.

Because we continue to exercise government tools and practices that were entrenched in histories of inequity, today's city planning tools have the potential to perpetuate existing disparities within communities and among various populations. Discounting such connections leads to additional risks and unexpected displacement events leaving City leadership ill prepared to respond. City planning processes that do not consider the current impacts of historical inequities across the greater Seattle's regional landscape are likely to increase their own community experiences of social fragmentation and find that their localized efforts lack depth and therefore sustainability.

Planning that remains curious, is informed by history and regional contexts, examines large scale resolutions, and engages in interdependent problem solving produces cities that are more prepared to address the local influence of the region's increasingly complex and deep-seated concerns. This is a key connection for understanding the ways in which all western Washington communities are currently struggling with housing availability and affordability, transportation mobility, public health, and regional inequity.

LAND USE ELEMENT

Introduction: Throughout the development of U.S. history, land was the central focus of growth. Today, land continues to be the foundation of progress. From the first footprints of colonial settlement to the expansion of population growth, access to land as a sustainable resource endures, making the use and development of land a core element of Comprehensive Plans. The Land Use element of the City of Kenmore's Comprehensive Plan provides context for the land through review of the City's geographic features, exploration of the history that shaped the City and community, itemizing current land use patterns, and framing the future use of Kenmore's available and redeveloped land.

Overview: The City of Kenmore covers just over six square miles and is situated within the area referred to as "Northshore," the northern-most part of King County. Kenmore borders the City of Lake Forest Park on the northwest, Lake Washington to its southwest, the City of Bothell to the east and parts of the northeast, and the City of Kirkland to the south. Kenmore stretches north to meet the Snohomish County line, where it borders the City of Brier. The Sammamish River connects Lake Sammamish to Lake Washington, running east-west through Kenmore, dividing the City into northern and southern halves. The river drains into Lake Washington, Kenmore's waterfront, a land use unique to cities in the region providing Kenmore with ample commercial waterfront, beachfront activities, and a seaplane base, Kenmore Air Harbor. The City also boasts over 15 distinct neighborhoods, just as many public and private open spaces, a host of regionally connected trails, community gathering spaces, a centrally located downtown corridor with mixed-use features, a private university, and a park and ride.

Kenmore History: The Comprehensive Plan acknowledges that its beginnings and cultural features are the background contexts that shape the understanding of Kenmore. Today's Kenmore is regionally and locally interconnected, a perspective that should the City's history should reflect. Recommendations to update the history section of the Land Use element are based on the need to develop a historical analysis that also connects to a modern, regional future.

As Kenmore works to incorporate its indigenous roots into the landscape of the City, the existing history section takes a narrow lens of Kenmore history. It aligns with U.S. historical narratives that frame Native American First People experiences by language, location, and numerical value. In contrast, settler experience includes significant intimate details, describing a connection to each other, the land, and their generation's legacies. Imagine the City of Kenmore's entire existence viewed simply in demographic details.

The historical narrative continues with identifying the ownership of forest-covered hills with little acknowledgement that owning this land came with the forced migration of the Indigenous people who lived here first. This history skips over the purpose of early settlement - the expectation to take physical ownership of the entire area under the newly formed King County. Transferring huge swaths of unceded land to private ownership required strategic and coordinated partnerships with private agencies and larger governing bodies to spread social conformity, single narratives, opaque decision-making, English-only communication, undisclosed policy actions, and of course, force.

As the City notes, the Kenmore story is the story of the Coast Salish, who continue to show resilience through advocating for their homeland and lifeways despite generations of dehumanization and persecution. The City should consider this connection when working to increase interconnected governance with tribal communities. Engaging Tribes in the policy and planning of the land in which their ancestors were forcibly removed is incongruent with the City's values. Land use policies should not overlook what it means for Tribes to provide guidance on land that was once their own.

The history section goes on to highlight road development for personal travel. It glosses over the intentions of those roads, as a transportation system, to support extracting timber for capital gain. This makes it harder to connect conversations of tree top canopies to neighborhood and road development.

The history then details Kenmore's growth, attributing the City's growth to the selling of land to developers for residential use, however the growth and ability to purchase tracts are grounded in a much wider context. People moving to Kenmore connect to a much wider national and regional history including the 1918 Seattle housing shortage, the region-wide influenza outbreak, and the national prohibition on alcohol which was heavily policed within the Seattle city limits. Federal changes to housing loan policies came in the 1930s alongside the significant expansion of homelessness via Hoovervilles (homeless encampments during the Great Depression that testified to the housing crisis of the early 1930s), and the widescale manufacturing of low-cost Model-T Fords, all of which aided population spread to the outskirts of the region, leading to the wide-scale development of residential suburbs. Kenmore's reputation for dance halls and roadhouses developed as alternative entertainment for white residents away from the region's famed jazz halls, situated in Seattle's all Black, red-lined Central District.

Creating a wider historical context and incorporating the rich history of our region provides connectivity to Kenmore's future vision. Kenmore's Comprehensive Plan update is a chance

to incorporate an authentic historical analysis and communicate the inclusiveness of this welcoming community.

Land Use Patterns: Kenmore's current Comprehensive Plan notes the City's priority to protect single-family neighborhoods and nuclear family experiences, as noted in its use of land zoning and goals for future development. Changes in the City's Land Use and Housing element goals and policies adopted in 2022 include policies that speak to diversity, inclusiveness and choice – including the expansion of housing choice. The City's updated vision statement also reflects those values. In March 2023, the City adopted new transit-oriented development (TOD) goals to support the HCT designation, consistent with 2022 Comprehensive Plan policies.

New goals and policies address existing inequities: Today, Kenmore's single-family parcels take up a little more than 55% of the land while, on the other hand, Kenmore's multi-family dwellings take up a little more than 5% of the land (with the idea that future development would simply add more density to this 5 percent). Multi-family housing is designated about the same amount of land as industrial, schools, golf course, and vacant land. Kenmore's parks and commercial areas include more land than multi-family dwellings.

"Development capacity" includes vacant, underdeveloped, and redeveloped property and land where one home might be located on larger, considered partially vacant, land. Current zoning of any remaining vacant property and assumed redevelopment of any partially vacant land will center single-family residential development with protections for the aesthetics of and connections to single-family zoning.

However, the Comprehensive Plan notes that the development of a downtown corridor intends to center *multi-family units* with increased density within walking distance to transit, cultural spaces, amenities, and services – all aligning with Commerce guidelines to increase density near transit locations. The Comprehensive Plan notes that redevelopment of developed properties can be difficult to achieve in areas that require higher density like the downtown corridor. These parcels tend to be smaller and under multiple ownership. To achieve the desired density in the downtown corridor, Kenmore recognizes that viability for redevelopment may require parcel or property consolidation.

HOUSING ELEMENT

Overview: Several recent market industry pressures have influenced regional housing trends that impact Kenmore’s housing situation. First, the significant population growth across the region has increased faster than new housing development could keep pace with, causing home prices to rise, forcing many out of the real estate market into the rental market, further squeezing out housing affordability. Second is that King County’s population growth was uneven across income bands. To meet the needs of housing demands of the highest income-earners, housing developers built most new projects in service of the upper end of the housing market. What was once affordable housing has increased in price, further pushing out middle- and low-income working populations.

In 2023, House Bill 1110 amended the Washington State Growth Management Act (GMA) to require local governments and developers to increase middle housing types in areas that have been historically dedicated to single-family detached housing. These changes require local jurisdictions to examine racially disparate impacts, displacement, exclusion, and displacement risk in housing policies and regulations and adopt policies to begin to mitigate and undo such impacts.

Introduction: The overarching housing goal of Kenmore’s new Countywide Planning Policies (CPPs) is to “provide a full range of affordable, accessible, healthy, and safe housing choices to every resident in King County.” The CPPs direct each jurisdiction to update its comprehensive plan for:

- Preserving, improving, and expanding its housing stock.
- Promoting fair and equitable access to housing for all people.
- Taking actions that eliminate race-, place-, ability-, and income-based housing disparities.

Existing Conditions

Demographics: Kenmore has a high percentage of non-Hispanic white residents (73.4%). Often the narrative for demographics are grounded in the belief that there are little to no racial considerations that need to be addressed given the dominant white population and the limited size of other racialized populations. Even with a majority white population, the City of Kenmore, like the region, is still grappling with housing supply and the disparities associated with housing opportunity that cross income levels, education levels, language access, and housing cost burdened populations. All these disparities show up in our communities because historical practices of exclusion were not limited to a singular population or the isolated location for which it was designed. The original historical laws

that created exclusion for racialized populations never accounted for the future generations that would cross racial boundaries, leaving today's governments to address geographical divestment, displacement, unemployment, poverty, and the multitude of housing concerns experienced by all populations crossing a multitude of racial boundaries.

Today a wider variety of people experience the outcomes of historical practices that created generational poverty, lack of educational attainment, lack of wealth building experiences, and geographic locations that reflect economic and social divestment (failing infrastructure, housing, education, public service amenities like water lines and roads). Today's impacts and concerns span a wider range of needs that cross economic and racialized boundaries. The lack of foresight in our forefather's imagination for how populations may shift and grow, place all populations in economic danger and potential threat of displacement.

The Comprehensive Plan refers to the "displacement risk maps" developed by Puget Sound Regional Council (PSRC) to map areas in the region where current residents and businesses are at risk of displacement as growth occurs. The plan references an area of Kenmore east of 68th Ave NE identified on the map as an area with moderate displacement risk.

The City of Kenmore should note that each of the 15 displacement risk indicators have individual implications that increase significantly when layered. Kenmore would benefit from understanding the individual and multi-layered impacts of the risks that currently exist in individual neighborhoods and collective communities.

Race-, Place-, Ability-, and Income-Base Housing Disparities: To understand displacement risks, we must recognize the interconnectedness of various determinants and their collective impact on marginalized communities. The overlap and interconnectedness of the frameworks lies in the collective focus on addressing social and economic disparities. The integrated framework analysis approach enables us to identify disparities and inequities across multiple domains simultaneously, allowing for a deeper analysis of how factors like race, income, education, homeownership, and connection to place interact to shape displacement outcomes and contribute to disparities that place populations at risk.

As Kenmore considers the impact of the region's history, the City must adequately address the region's long-standing inequities through its future planning. Currently the region is experiencing significant concerns related to housing shortages, lack of affordable housing, and unmet transportation needs. Regional cities that do not adequately address historical inequities when planning for their growth may experience long-term challenges.

Failure to address historical inequities in city planning can perpetuate existing disparities and inequities. Marginalized communities, such as communities of color, low-income

communities, and communities with high concentrations of other vulnerable populations, may continue to face unequal access to transportation, healthcare, housing, and environmental resources, resulting in persistent disparities in quality of life, economic opportunities, and well-being.

- Ignoring historical inequities in city planning can result in economic inefficiencies and ineffectiveness. Limited access to transportation, healthcare, housing, and environmental resources for certain populations can hinder economic productivity and growth, limit workforce participation, and increase public health costs. This can lead to lost economic potential and reduced overall economic competitiveness.
- Communities facing environmental hazards, such as pollution or climate-related impacts, may experience increased environmental health risks and reduced resilience to environmental challenges. This can result in long-term negative impacts on the environment, public health, and overall sustainability of the city.

Cities that do not address historical inequities in their planning processes may face increased costs and challenges in the future. For example, as our region continues to address disparities and inequities retroactively, it has become clear that it is more costly and challenging than if they had been addressed proactively during the planning stage. Inadequate planning for growth can result in inefficient land use, increased infrastructure costs, and increased demands for public services, leading to long-term financial burdens for the city and its residents.

Missing Middle Housing is any housing development that falls between single-family homes and large apartment buildings. Types of Middle Missing housing include townhouses, duplex/triplex/ fourplex houses, cottage homes, and courtyard apartments and are typically more affordable to own or rent than single-family homes. These types of dwelling are more readily used to infill parcels within a neighborhood and size makes them less expensive to build for developers.

MISSING MIDDLE HOUSING refers to a shortage in the market for housing options that are more attainable by middle-income households. These households often earn too much to qualify for subsidized or low-income housing programs but struggle to afford market-rate housing in expensive areas.

To increase access to affordable housing across incomes through middle housing types, strategies can include zoning changes to allow for more housing choice, incentivizing the construction of affordable units within market-rate developments, providing subsidies or tax incentives to developers, and implementing inclusionary zoning policies that require a percentage of new developments to be affordable to middle-income households. Additionally, public-private partnerships and community land trusts can help facilitate the creation and preservation of middle housing types.

Increasing the availability of middle housing types can have several benefits for access to affordable housing across income bands:

- **Housing Range**: Increasing the availability of middle housing types helps create a more comprehensive housing continuum, covering a range of income levels. This continuum includes affordable housing options for low-income households, middle housing types for middle-income households, and higher-end housing for those with higher incomes. By addressing the middle housing gap, the housing market becomes more inclusive and responsive to the diverse needs of households across different income brackets.
- **Displacement Prevention**: Middle-income households are often at risk of being priced out of rapidly gentrifying areas. If the market lacks housing options that cater to their income level, they may be forced to move to areas with lower housing costs or face housing cost burdens. Increasing the availability of middle housing types helps retain middle-income households in desirable neighborhoods, preventing their displacement and maintaining neighborhood diversity.
- **Pricing Stabilization**: By increasing the supply of housing units that target a larger variety of incomes, the market becomes more balanced, which can help stabilize housing prices. When there is a shortage of housing options across a variety of income-earners, households may be forced to compete for limited units, driving up prices. Increasing the supply of middle housing types helps mitigate this competition and can lead to more affordable options for across multiple incomes.
- **Income Diversification**: Promoting a mix of incomes within neighborhoods contributes to the economic and social vibrancy of a community. When affordable housing options are only available to low-income households or when middle-income households are priced out, it can result in homogenous neighborhoods with limited socioeconomic diversity. By providing middle housing types, cities have a better opportunity for a diverse range of incomes to coexist, fostering more inclusive communities.
- **Workforce Proximity**: Affordable housing options that cater to middle-income households can enhance resident proximity to core services, civic structures, and transit. When housing options are more affordable and accessible to various income earners, they can live closer to employment centers, schools, and transit reducing commuting times and expenses. This can have positive impacts on both the individuals and the local economy, as it promotes productivity, reduces traffic congestion, and supports local businesses.

D. RECOMMENDATIONS FOR KENMORE COMPREHENSIVE PLAN

1. Develop a wider historical context.

- a. Center a variety of experiences, not just the founders. We tend to center a frame of reference from those who were able to document their early Kenmore experiences. Those who were not part of this documentation get expressed by the documenter's viewpoint. Kenmore's historic and current narrative would be bolstered by including a variety of perspectives such that all see themselves in the history, especially as Kenmore continues to develop their tribal relations (i.e.: giving a community space its original Lushootseed name).
- b. Incorporate an understanding of historical zoning practices on today's housing affordability.

2. Understand the combinations of risks associated with displacement: The Puget Sound Regional Council (PSRC) has developed a displacement index based on 15 indicators that lead to displacement. While factors such as population size, demographics, employment sectors, education levels, and local policies shape the characteristics and dynamics of a city, combinations of the following factors in a single area can contribute to risks associated with displacement.

a. Housing Displacement Risks

- i. *Housing Tenancy*: Renters are at higher risk of displacement because they have less control of their housing situations given the nature of renting situations such as shorter leases, potential for increase rent, less options available for late payments, and inconsistencies or fluctuations of rental prices. The number of renters within an area is an important factor to consider when itemizing investment opportunities, as these households are vulnerable to displacement if rental prices become unaffordable.
- ii. *Median Rent*: When we compare the region's median rent to a city's median rent, we see the potential for displacement to happen. If Kenmore's median rent is higher than the region, then the middle-income residents are pushed out, which creates a displacement risk.
- iii. *Household Income*: Examining income levels can help identify disparities and income inequality within a city. Income alone does not capture all aspects of quality of life, but understanding income distribution patterns can inform policymakers about areas that require targeted interventions to address inequity.
- iv. *Income Proximity and Distribution*: Cities with significant income disparities may experience social challenges, including limited social mobility, unequal access to

resources, and disparities in education and healthcare outcomes. High-income levels are often associated with cities where the cost of housing, goods, and services tends to be higher. Areas with lower incomes (80% AMI) that abut neighborhoods with higher incomes (120% AMI) can highlight areas for examination.

- v. *Housing Cost Burdened*: As living costs increase around the region, the financial impact placed on cost-burdened households increases the pressures forcing households to move to more affordable locations.
 - Households are burdened by housing costs if they spend more than 30% of their income on housing costs.
 - Households are *severely* burdened by housing costs if they spend more than 50% of their income on housing costs.

Housing costs include mortgage payments and property taxes (for homeowners), rent (for renters), utilities. Households with incomes under 80% AMI with housing costs 30% or greater are at even greater risks for displacement. The number of cost-burdened households and number of severely cost-burdened households affects displacement as households have less money to cover living costs or recover from financial events.

b. Land Use Displacement Risks

- i. *Development Capacity*: Policy makers should account for the Kenmore's distribution of development capacity to plan for the necessary infrastructure, services, and amenities to support new residential development. When this distribution is limited or zoned, capacity cannot be realized, City leaders should consider the distribution equity of investment, allocation, and distribution of infrastructure, services and open spaces among new development in response.
- ii. *Resident Proximity*: Residential proximity to goods, services, and transit mitigate displacement risks.
- iii. *Proximity to Core Business*: Proximity to core businesses that affect residents' lives fosters a sense of convenience, community, and investment as their network and support experience. This proximity provides residents with familiarity, established routines, and relationship to their community. The more space between residents and community connections, the less invested residents feel to the places in which they live, and the less likelihood businesses and community become rooted.
- iv. *Proximity to transit*: Residential proximity to transit provides access to reliable and efficient transportation allowing residents to move throughout the City and beyond without owning a private vehicle. This provides better options for commuting to work, and access to education, healthcare, groceries, and other

essential services. Continue to partner with transit agencies to ensure funding of continued and new funding routes near current and residential developments.

- c. Demographic Displacement Risks Demographic risks are only one aspect of a neighborhood's displacement risks overall profile. Many other factors about a household or neighborhood must be incorporated to obtain any analysis of displacement.
 - i. *Income*: While residential income level provides valuable insights, alone, it provides little information about the possibility of displacement.
 - ii. *Education Level*: Areas with higher concentrations of individuals without a bachelor's degree may be more vulnerable to economic changes and shifts in neighborhood dynamics. If industries or businesses experience decline or restructuring, it can lead to job losses or reduced employment opportunities, potentially resulting in housing displacement as residents struggle to maintain stable incomes and afford housing.
 - iii. *Race – Black, Indigenous, People of Color (BIPOC)*: The presence of BIPOC alone is not an indication of displacement risk. It is important to recognize that the associations between displacement risk and race developed alongside other indicators such as education level, income, and socioeconomic status because of generations of exclusion from the systems that create opportunity and success. While these barriers may not exist the same way now, the presence of exclusion in one of these systems works to perpetuate displacement. People have not failed – rather history has failed people by historically blocking access to land ownership and therefore opportunities that build wealth. BIPOC people have not yet recovered from a history in which displacement is a looming risk.
 - iv. *Linguistic Isolation*: People want to be together. When there's a community made up of 5% or more people who speak languages other than English, they usually want to plant roots in a community where there are others who speak the same language or look like them. Once they are rooted, the next step is integrating across multiple languages and cultural differences. If people cannot afford to establish these roots, it can lead to displacement.

3. Develop an investment strategy that prioritizes investing in people and places that need stabilizing first, rather than centering distribution by population.

- a. Focus on population and people, followed by stability of place. Investment is applied to community infrastructure, but rarely applied to the populations within those communities.
- b. Focus on City-funded housing in areas with high displacement risk to prioritize prospective tenants who have longstanding links to the neighborhood
 - i. Kenmore should continue to support these efforts through current strategies such as:
 - Property Tax Relief for Seniors and People with Disabilities - Programs which provide property tax limits, relief, and assistance for those who qualify.
 - City of Kenmore's Planning Initiatives, including the Housing Strategy Plan and Manufactured Housing Communities.
 - Kenmore has adopted tenant protection regulations. However, as the State does not permit rent control, there is no ability to control the amount of rent increase which is a continuing issue all jurisdictions face. Community has indicated that pricing stabilization is a city priority. Rent stabilization in Kenmore will require an investment in the *people potential* as well as the *place potential*.

4. Establish an equitable approach to population growth. Incorporate considerations for historical impacts on today and how that has shaped marginal populations' access to opportunities.

- a. Understand that all marginalized populations can have opportunities to improve their quality of life resulting in thriving populations.
- b. View all policy, programs, and investments through a racial equity and social justice lens. Growth strategies would view current neighborhood and community levels as indicators of potential displacement. View these communities through the historic lens of practices resulting in economic divestment to create stronger communities and increase equitable access to opportunity for everyone.
- c. Focus on those *most impacted* to learn about specific barriers and challenges. Jurisdictions often believe that focusing on one segment of the population is an inequitable practice. Yet across history, jurisdictions have always done just that, centering the dominant populations within communities. While these populations may in fact have the most (and louder) voices, their lived experience is ineffective for Kenmore to understand the greatest community needs and challenges.

- d. Apply Targeted Universalism within growth approaches – meaning set universal goals and use targeted processes to achieve those goals. Within a targeted universalism framework, Kenmore would set universal goals for all groups concerned. Then the strategies developed to achieve those goals would be targeted to different groups—based on how different groups are situated within structures, culture, and across geographies—to obtain the universal goal.
- e. Center Health as a determinant of equitable sustainability.
 - i. Focus on building density that supports health equity.
- f. Recommendations for multimodal transportation reporting:
 - i. Build a transportation system that is equitably distributed and brings all multimodal travelers through areas of density and connectivity, and transit spaces that correspond to cultural, business, civic, and community associations (such as the downtown corridor).

5. Take a regional approach to population growth and housing.

- a. Recognize Kenmore's collective responsibility in mitigating the outcomes of an inequitable history. The indicators of social, physical, and economic well-being are inequitably distributed within our region. Without government intervention, these inequities will continue to persist and eventually permeate Kenmore neighborhoods and housing.
- b. Recognize that if the City of Kenmore could get to equitable outcomes through current practices, it would have done so already. Kenmore will need to acknowledge that the large-scale impact of history and public systems has shaped regional inequities. The City's approach will demonstrate the region's historical and current impacts that currently impact Kenmore communities.
 - i. Kenmore should continue working with regional networks such as:
 - *A Regional Coalition for Housing (ARCH)* - Created by cities in East King County, this organization assists member cities (like Kenmore) with developing and administering local affordable housing programs.
 - *National Fair Housing Alliance* - NFHA works to eliminate housing discrimination, ensuring equal housing opportunity for all people.
 - *Plymouth Housing Group* - Plymouth Housing's mission is to eliminate homelessness and address its causes by preserving, developing, and operating safe, quality, supportive housing and by providing adults experiencing homelessness with opportunities to stabilize and improve their lives.

- c. Support community-led organizations that are combating displacement and helping small BIPOC businesses respond to economic disruptions such as the COVID-19 pandemic.
- d. Address and reform zoning laws and practices to promote equity, inclusion, and sustainability to advance more just and equitable urban environments. This may involve revising zoning regulations to promote affordable housing, reducing exclusionary practices, promoting environmental justice, and ensuring equitable access to amenities and resources across different Kenmore neighborhoods.

6. Consider public health equity with displacement risks.

- a. Apply neighborhood level public health practices, including spreading out community resources across neighborhoods.
- b. Continue to Develop Transit-Oriented Housing Opportunities: Kenmore's established TOD aligns with commerce guidelines to build denser residential near transit. TOD is a housing development within a short distance (one-quarter mile) to a transit center and is a popular development approach in King County due to the increase in light rail train station development and bus rapid transit. TOD can reduce household costs significantly allowing residents to be closer to opportunities without needing access to a vehicle.

7. Deepen equity considerations within community engagement. Employ the Equitable Engagement Assessment Framework.

E. APPENDIX: REFERENCES

F. APPENDIX: CITY OF KENMORE COMPREHENSIVE PLAN: LAND USE GOALS

G. APPENDIX: CITY OF KENMORE COMPREHENSIVE PLAN: HOUSING GOALS

H. APPENDIX: PSRC REGIONAL HOUSING STRATEGY GLOSSARY OF TERMS

I. APPENDIX: EQUITABLE ENGAGEMENT ASSESSMENT FRAMEWORK

APPENDIX E. REFERENCES

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City of Kenmore Comprehensive Plan: Land Use Goals

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GOAL 1. ENHANCE KENMORE'S QUALITY OF LIFE AS A PLACE FOR PEOPLE OF ALL AGES TO LIVE, RAISE CHILDREN, RECREATE, WORK, SHOP, AND SOCIALIZE.

- OBJECTIVE 1.1 Provide a community atmosphere that is friendly and inclusive, supporting diversity and fostering a sense of belonging and pride in all residents.
- OBJECTIVE 1.2 Promote the mental and physical health of all community members.
- OBJECTIVE 1.3 Endeavor to provide a complete community, compatible in character and design, containing housing, shops, work places, schools, parks, civic facilities, and community services.
- OBJECTIVE 1.4 Encourage the availability of healthy, affordable, culturally acceptable food for all community residents
- OBJECTIVE 1.5 Maintain and enhance all residential neighborhoods by improving infrastructure and walkability, and establishing appropriate site development standards.
- OBJECTIVE 1.6 Create a climate that fosters business creation and retention that positively contributes to the City's quality of life.
- OBJECTIVE 1.7 Identify and prioritize properties for public acquisition and use.

GOAL 2. PROVIDE FOR ORDERLY DEVELOPMENT.

- OBJECTIVE 2.1 Implement the Comprehensive Plan Land Use Map.
- OBJECTIVE 2.2 Prepare clear development regulations consistent with the Comprehensive Plan.
- OBJECTIVE 2.3 Establish a system of densities and development standards that allows for efficient infrastructure and service delivery while protecting environmental resources and ensuring compatibility between different building types.
- OBJECTIVE 2.4 Coordinate land use, road, and utility planning
- OBJECTIVE 2.5 Encourage development on properties with existing or planned public services and utilities.
- OBJECTIVE 2.6 Require adequate transitions between land uses of differing intensities and between development and environmentally sensitive areas.
- OBJECTIVE 2.7 Participate in joint planning of services and utilities with special districts, private service providers, neighboring municipalities, King County and Snohomish County, and the State of Washington.

GOAL 3. SUPPORT DEVELOPMENT OF KENMORE'S DOWNTOWN AS A KING COUNTY COUNTYWIDE GROWTH CENTER.

- OBJECTIVE 3.1 Take action to support Downtown Kenmore's candidacy as a King County Countywide Growth Center--a place to equitably concentrate jobs, housing, shopping, and recreational opportunities.

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE CULTURAL RESOURCES OF KENMORE.

- OBJECTIVE 4.1 Promote and support visual, literary, and cultural arts and activities in the community.
- OBJECTIVE 4.2 Promote the preservation of significant historic and archaeological sites and structures.
- OBJECTIVE 4.3 Encourage local activities which promote the community's history.



Regional Affordable Housing Task Force Action Plan for King County – Goals

The Action Plan includes seven goals, with strategies to achieve the goals, and actions to implement the strategies. Goals include: Increase construction and preservation of affordable homes for households earning less than 50% area median income; prioritize affordability accessible within a half mile walkshed of existing and planned frequent transit service, with a particular priority for high-capacity transit stations; preserve access to affordable homes for renters by supporting tenant protections to increase housing stability and reduce risk of homelessness; and promote greater housing growth and diversity to achieve a variety of housing types at a range of affordability and improve jobs/housing connections throughout King County.

City of Kenmore Comprehensive Plan: Housing Goals

GOAL 1. PROMOTE AND MAINTAIN STRONG, DIVERSE, EQUITABLE, AND INCLUSIVE RESIDENTIAL NEIGHBORHOODS.

- OBJECTIVE 1.1 Encourage repair and maintenance of existing housing.
- OBJECTIVE 1.2 Support housing stability through tenant protections for renters.
- OBJECTIVE 1.3 Prioritize and plan for the retention of existing residents when considering zoning changes or capital projects. In particular consider impacts on marginalized people, with a particular focus on Black, Indigenous, and People of Color communities.
- OBJECTIVE 1.4 Promote safe, physically accessible, well maintained, and well-designed residential environments with associated open spaces.

GOAL 2. PROVIDE HOUSING OPPORTUNITIES IN KENMORE FOR PEOPLE WITH SPECIAL NEEDS.

- OBJECTIVE 2.1 Provide opportunities for the development of short-term and permanent housing for people with special needs.
- OBJECTIVE 2.2 Support and promote community facilities and programs that are important to the safety, health, and social needs of residents.

GOAL 3. PLAN APPROPRIATE LAND USE DESIGNATIONS AND ZONING CATEGORIES TO ACCOMMODATE PROJECTED HOUSEHOLD GROWTH.

- OBJECTIVE 3.1 Plan for an adequate supply of land to accommodate projected household growth.
- OBJECTIVE 3.2 Identify and support Kenmore's Downtown as a center for commercial, civic, cultural, park, and higher density housing uses and activities consistent with its designation as a Countywide Growth Center.

GOAL 4. MAKE ADEQUATE PROVISIONS FOR A PROPORTIONATE AMOUNT OF THE EXISTING AND PROJECTED COUNTYWIDE NEED FOR HOUSING AT ALL INCOME LEVELS.

- OBJECTIVE 4.1 Encourage retention of the existing housing stock in Kenmore as a source of affordable housing.
- OBJECTIVE 4.2 Adopt programs and regulations that support housing affordable to extremely low-, very low-, low-, and moderate-income households, comparable to the countywide need.
- OBJECTIVE 4.3 Provide zoning and development standards that integrate affordable housing compatibly into the community.



GOAL 5. ACKNOWLEDGE THE HISTORICAL INEQUITIES THAT LIMITED THE ABILITY OF ALL RESIDENTS TO LIVE IN THE NEIGHBORHOOD OF THEIR CHOICE AND WORK TO REDUCE DISPARITIES IN ACCESS TO NEIGHBORHOODS WITH GOOD SCHOOLS, PARKS, AND OTHER AMENITIES.

- OBJECTIVE 5.1 Promote fair housing for all persons regardless of race, gender identity, sexual identity, ability, use of a service animal, age, immigration status, national origin, familial status, religion, source of income, military status, or membership in any other relevant category of protected people.



Housing Glossary

Housing is a complex topic riddled with jargon. The following glossary provides definitions for commonly used terms. The glossary is divided between general key terms, and tools and incentives commonly used to promote housing development and/or affordability.

Key Terms

Accessory dwelling units (ADUs): An ADU is a small, self-contained residential unit built on the same lot as an existing single family home. ADUs may be built within a primary residence or detached from the primary residence.

Affordable housing: Commonly defined in terms of housing costs as a percentage of household income. Housing is considered unaffordable when a household's monthly housing costs exceed a certain threshold – most commonly 30% of gross income – thereby reducing the budget available for basic necessities and other household expenses.

Area Median Income: The household income for the median, or middle, household in a city, county or region. The U.S. Department of Housing and Urban Development calculates median income for each metropolitan region. These are used to determine income limits for government affordable housing programs.

Low-income household means a single person, family, or unrelated persons living together whose adjusted income is at or below eighty percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.

Very low-income household means a single person, family, or unrelated persons living together whose adjusted income is at or below fifty percent of the median household income adjusted for household size, for the county where the household is located, by the United States department of housing and urban development.

Extremely low-income household means a single person, family, or unrelated persons living together whose adjusted income is at or below thirty percent of the median household income

adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.

Below market-rate: Below market-rate housing units are subject to rental price limits imposed by state or local affordable housing programs or incentives. For example, the US Department of Housing and Urban Development publishes rent limits for its affordable housing programs based on the household income that the units serve.

Cost burden: A household is considered cost burdened if it pays more than 30% of its income on housing. This includes rent or mortgage payments, and utilities. A household is considered severely cost burdened if it pays more than 50% of its income on housing.

Displacement: The involuntary relocation of current residents or businesses from their current residence. This is a different phenomenon than when property owners voluntarily sell their interests to capture an increase in value. Physical displacement is the result of eviction, acquisition, rehabilitation, or demolition of property, or the expiration of covenants on rent- or income-restricted housing. Economic displacement occurs when residents and businesses can no longer afford escalating housing costs. Cultural displacement occurs when people choose to move because their neighbors and culturally related businesses have left the area.

Equitable Development/Equitable Growth: Public and private investments, programs, and policies in neighborhoods to meet the needs of marginalized populations and to reduce disparities, providing access to quality education, living wage employment, healthy environment, affordable housing and transportation.

Housing affordability: Refers to the balance (or imbalance) between incomes and housing costs within a community or region. A common measurement compares the number of households in certain income categories to the number of units in the market that are affordable at 30% of gross income.

Housing need: The amount of housing needed to ensure there are affordable, accessible, healthy, and safe housing choices for all residents. Need is often expressed as the number of units needed a various income thresholds.

Jobs-Housing balance: A planning concept which advocates that housing and employment be located closer together, with an emphasis on matching housing options with nearby jobs, so workers have shorter commutes or can eliminate vehicle trips altogether.

Mobile homes: The supply of mobile home park housing has declined in some jurisdictions as a result of redevelopment pressures. Jurisdictions may protect mobile home housing by zoning classifications or standards, enacting mobile home park conversion ordinances, or exempting mobile homes relocated due to park closures from having to comply with new building regulations. Jurisdictions can also allow for individual manufactured homes on single family lots along with appropriate design standards.

Market-rate: Market-rate housing units are those whose price is determined by market factors like supply and demand, as opposed to price limits imposed by state or local affordable housing programs.

Middle density (“missing middle”) housing: A range of housing types – from duplexes to townhomes to lowrise multifamily developments – that bridge a gap between single-family housing and more intense multifamily and commercial areas. The relatively small share of these housing types is sometimes called the “missing middle.”

Mixed-use: Mixed-use development is an example of flexible zoning where various land uses are combined within a single building, development or district. For example, residential dwellings may be located vertically above retail stores, or located horizontally on the same site as commercial uses.

Special needs housing: Housing arrangements for populations with special physical or other needs. These populations include: the elderly, disabled persons, people with medical conditions, homeless individuals and families, and displaced people.

Tools & Incentives

Cluster developments: Cluster subdivisions or developments confine development to the most suitable portion of a building site in compact layouts, e.g. smaller lots. This can lead to greater land efficiency, lower infrastructure development and maintenance costs, lower site grading and drainage costs, and greater preservation of open space and natural features.

Cottage housing: This refers to a grouping of small, single family dwelling units clustered around a common area and developed with a coherent plan for the entire site.

Density bonuses or incentive zoning: These are voluntary incentives that allow developers to build at higher than allowed densities if a specified number or percentage of affordable units is included in the development. Such a program may be designed to allow developers to contribute to an affordable housing fund in lieu of building the affordable units.

Fee Reduction: Since impact, mitigation or other permitting fees can have a negative effect on the construction of affordable housing, some jurisdictions have enacted measures to reduce or waive such fees for projects that include affordable housing units.

Inclusionary zoning: Ordinances may require developers to set aside a percentage of the units in housing developments for low- and moderate-income residents. Most inclusionary housing programs offer density bonuses or other incentives to offset the developer’s project costs and compensate for providing affordable units, which may otherwise yield reduced profits. This approach enlists private sector help in contributing to the affordable housing supply, and reduces segregation of affordable and market-rate housing.

Micro units: Micro units or apodments are small housing units that typically feature a sleeping rooms (usually under 300 square feet) with a private bathroom. The units grouped together in arrangements of up to 8, with a shared kitchen or common area.

Multifamily tax exemption (MFTE): RCW 84.14 provides for special valuations in residentially deficient urban centers for eligible improvements associated with multifamily housing, which includes affordable housing. When a city defines residential target areas within an urban center, and allows for applications

for the exemption, approved project sites are exempt from ad valorem property taxation for a period of eight to 12 years. A greater number of exempt years is possible where a certain percentage of low-income housing is provided.

Permitting priority: Priority processing of land use and construction permits is most effective when used selectively, such as an inducement to develop a particular type of housing the market is not currently producing. If priority processing is offered as an incentive to develop low-cost housing, the jurisdiction should establish a means of ensuring the housing is actually occupied by persons in need of low-cost housing and the housing remains affordable for an extended period of time.

Planned unit/residential development (PUD/PRD): PUD/PRD regulations allow for flexibility in design of residential communities in exchange for public benefits. PUDs/PRDs may offer a mix of dwelling types (detached, duplex, or multifamily), mix of land uses (residential and neighborhood commercial), and density bonuses to help underwrite the cost of low-income housing.

Planned Action EIS: The goal of a programmatic environmental review is to simplify and expedite review of individual projects. By doing an environmental review for an entire neighborhood, individual projects consistent with the neighborhood plan would not need separate environmental review. Planned Action EIS's are typically more detailed and seek to streamline environmental review for development consistent with a Planned Action Ordinance and EIS. Planned actions would not require additional SEPA review, nor be subject to SEPA appeal procedures.

Preservation of existing affordable units: Preserving and enhancing existing dwellings allows a community to retain its most affordable housing. Preservation programs can address housing repair needs and weatherization, among others.

Public land for affordable housing: This strategy encourages public land grants or sale of parcels at below market value to developers of affordable projects. Parcels may include surplus or underutilized public properties, as well as vacant, abandoned and tax-delinquent private properties acquired through purchase or tax foreclosure.

Pursue funding for housing: This includes applying for grants and other funds from the US Department of Housing and Urban Development, the US Department of Agriculture, the State of Washington Department of Community, Trade, and Economic Development, and other public sources, private funding from nonprofits and foundations.

Reduced parking requirements: Jurisdictions can minimize the cost of parking requirements by adjusting stall sizes, by allowing tandem parking, by tying parking requirements by the number of bedrooms per unit, and by reducing requirements for housing types with less need for parking, such as lower income and elderly households or housing complexes which have transportation demand management programs (e.g., bus passes, shuttle bus service, etc.).

Relocation assistance: This is a displacement mitigation strategy that provides resources for households that are being displaced to enable them to find a new place of residence. Relocation assistance often includes financial compensation paid by the property owner and/or the city.

Renter protections: This is a displacement mitigation strategy provides greater protections to tenants. This could include increasing the requirements for notice of eviction or rent increases, requiring that the property owner provide a cause for evictions, or providing legal assistance to tenants being evicted.

Transfer of development rights (TDR): A TDR program relocates development potential from one property to another. Buying these rights generally allows the owner of the receiving site to build at a higher density or height than ordinarily permitted by the base zoning. These transactions can be used to help preserve affordable housing on the sending site.

Zero lot line: Zero lot line houses are sited on one side lot line and sometimes on the rear or front lot line to maximize the available yard space. Placing the house on one of the side lot lines doubles the amount of useable space on the other side.

Staying in place assistance: This displacement mitigation strategy provides resources to help vulnerable households remain in their home. This could include emergency financial assistance or home repair programs.

Glossary Sources: The following agencies and their various reports were consulted for the glossary: A Regional Coalition for Housing; Municipal Research and Services Center of Washington; PSRC, Regional Housing Strategy Working Group; Snohomish County Tomorrow; VISION 2050; and U.S. Department of Housing and Urban Development.



KENMORE 2044



KENMORE 2044

Equitable Engagement Assessment Framework

City of Kenmore – Missing Middle Housing

June 9, 2023

FRAMEWORK OVERVIEW

General engagement tools are designed to ensure that a wide range of stakeholder knowledge and experience are shared and incorporated into the services that affect them. Community engagement is an essential element of good governance, providing better understanding of the unique challenges faced by and experiences of different groups in the community. Through community engagement, we can understand the needs of different populations and are able to implement more effective, supportive, sustainable, and targeted solutions.

This framework and tool provide a structure to assist in evaluating the equity components of an engagement process. Engagement tools that lead with an equity lens promote inclusive, transparent, and meaningful engagement of all community stakeholders, while centering our most vulnerable populations, specifically those who are most often overlooked because of current barriers resulting from a history of systematic exclusion.

This tool provides ways to approach engagement equitably and considerations and tips for adapting it to different contexts and situations. Interdependent and iterative steps explore the equity needs of a specific engagement process, at a particular point in time. The framework has been developed to support increasing connection between activities during the same phase and are linked across phases. The process builds from one activity to the next, providing practice for reflection, awareness building, and knowledge development. The reflection step allows for adjustments throughout the process. The steps can be used for multiple purposes, individually or in a nonlinear sequence; however, following them in order allows earlier steps to build on each other and provides the foundation for evaluating equitable engagement.

This guide is a resource for all City of Kenmore staff seeking to increase the equity of engagement, from public-facing employees and engagement teams to planners, practitioners, and decision-makers. Effectively evaluating the equity of community engagement processes increases the likelihood that

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resulting policies, programs, and investments will increase marginalized members' political voice and support their full opportunity to live and thrive in the Kenmore community.

This framework, used as a toolkit, begins with preparing a full picture of the project, followed by defining the multiple stakeholders and their competing needs, and then completed by debriefing the multiple phases and tactics of your engagement. This framework is designed for large or small teams and projects. It is intended to be adaptable to multiple situations and flexible enough to support course correction given new or emerging awareness throughout the engagement process. Regardless of the level of formality in engagement approach, this evaluation tool can support teams in defining:

- The key stakeholder (people who are directly impacted) voices which must be engaged for a credible process.
- The main stakeholder needs, concerns, issues, and interests.
- The decision-making process and milestones.
- The level of input from stakeholders, and who can help shape the decisions.
- Issues or constraints that may affect engagement participation.

APPLYING THIS FRAMEWORK

Assessing engagement is about gathering facts and insights about the engagement tactics which will help to drive equitable change. **It is not about right or wrong.** At its core, evaluation centers dialogue, reflection, learning, and improving. Underlying these concepts is a way of thinking about expected results, how results can be achieved, and what data or evidence are needed to inform future actions to improve results.

This framework consists of two phases. In Phase I, teams document the project and engagement effort profile. Phase I supports individuals and teams to define the engagement landscape, consider the diversity of stakeholders affected and overlap of stakeholders' various needs and concerns, and identify types of engagement are possible with the available resources.

Phase I in this tool is important to build a cohesive group understanding. The key components to creating this understanding comes from answering the six questions below:

- How does the City of Kenmore define the problem or decision?
- Who, which group or individuals, has final decision authority?
- Who makes up the full landscape of stakeholders who are affected by the decision and the associated issues and concerns?
- What are the constraints? (e.g., regulations, resources, timelines).
- What are the available resources, including staff capacity, to conduct public participation?
- What level of public participation is the agency expecting or hoping for?

Phase 2 introduces worksheets which encourage users to think critically about applying equity efforts in the engagement. Users are also encouraged to think critically about the profile information as it applies to the type of engagement completed and the populations that may have historically been marginalized or underserved.

There is often confusion and misuse regarding the meaning behind the terms “marginalized” and “underserved.” It is important for the City to be clear on its meaning when discussing these populations and aware of the implications and history behind each term. Below are definitions and other terms which should be used carefully and thoughtfully when describing these populations.

Disproportionately impacted: Disproportionately impacted people are affected more, and more often, than others by harmful government action. Systemic inequity is embedded in multiple systems resulting in large-scale structural harms that are compounded and cause multilayered barriers across generations and geography.

Marginalized: Marginalization devalues the needs of overlooked, underserved, seldom heard, and underrepresented populations to an extent that their needs are secondary or disregarded in comparison to those of socially dominant populations.

Overlooked: Overlooked populations include people in communities that decision-makers have historically devalued and still do not consider in decision-making today.

Seldom heard: Seldom heard populations include people whose voices are historically misunderstood or disregarded and therefore do not often speak up, and when they do, their input does not meaningfully impact systems, resulting in a disengagement of the populations because of repeated failed efforts and experiences of broken trust.

Underserved: People who are underserved do not have their needs addressed adequately. Decision-makers repeatedly fail to resource these communities while a corresponding counterpart population may be overserved.

PHASE I: SETTING PROJECT PROFILE

PROFILE BASELINE 1: PROJECT SCOPE AND GOALS

PURPOSE: Set the baseline for the project you intend to evaluate.

OVERVIEW: Completing this project profile and baseline provides situational awareness of project efforts. The information assists teams in responding to the needs and interests of both the decision makers and external stakeholders. It also contributes to a shared understanding of the issues addressed by the project and the role of engagement in the decision process.

DIRECTIONS: Begin setting the project profile by answering the questions below about key elements of the project scope and goals. This includes framing both the known and unknown project expectations, limitations, and purpose.

Set the Profile Baseline for the Project:

1. About the project:
 - a. What is the name of the project?
 - b. Define the project.
 - c. Why is the City of Kenmore moving this project forward?
 - d. What hopes does the City have for this project's outcome?
 - e. What teams, divisions, and departments are connected to the project?
 - f. Who are the decision-makers? Are they internal or external or a combination of both?
 - g. Who will inform the project?
 - h. Who will be doing the work?
 - i. What issues may block or prevent the project from moving forward?
2. What is the overall timeline?
 - a. What is the timeline allotted for community engagement?
 - b. What internal or external needs drive the timeline schedule?
 - c. How flexible is the timeline schedule?
 - d. What are key milestones for decision?
3. What is the budget for community engagement?
 - a. How is the budget allocated to fund the project? How is the project budget being broken down between the different project elements?

- b. What level of engagement was planned for compared to what was provided?
 - c. How much will the engagement cost, including any compensation for participants?
- 4. What are the project impacts on the community?
 - a. In which communities do you anticipate the project impacts may be burdensome?
 - b. In which communities do you anticipate the project will increase opportunity?
- 5. Frame the overall guidance that the City of Kenmore is seeking from the community.
 - a. Which communities' feedback was crucial to project implementation?
 - b. How was this information used and in what way is it reflected in the decision-making?
- 6. What are the details the City of Kenmore asked the community to focus on?
 - a. Which aspects of those details are the community able to influence?
 - b. Which decision-making points are the community able to influence?

PROFILE BASELINE 2: DEFINE COMMUNITIES IMPACTED

PURPOSE: This section helps you to better understand the interlocking and overlapping social and political environments in which you engage stakeholders, as well as their competing priorities, interests, and influence on your program.

OVERVIEW: All organizations are affected by the larger environment in which they operate. Understanding how that ecosystem functions and where the City of Kenmore is situated within that system are critical questions for leadership and staff to answer. Spheres of Accountability, Influence and Action¹ is a framework that separates partners and stakeholders into an accountability matrix that provides the City of Kenmore with an understanding of how to prioritize to implement equity approaches. Changes to community structures, shifts in funding sources, and the considerations within the public policy environment affect — either positively or negatively — Kenmore’s ability to carry out and sustain its equitable approaches. It is important that City of Kenmore understand the multiple roles and avenues that offer potential support, even within conflicting priorities and contradicting associations.

The illustration to the right represents a network model that could support how the City of Kenmore frames and categorizes stakeholders, partners, and community relationships for action, influence, and accountability. These spheres can be arranged in different ways but need to clearly identify expectations for how the City will address competing internal interests, inter-governmental interests, business and funding priorities, partner priorities, the interest of communities historically and socially excluded, and community advocate interests.



DIRECTIONS: Below are descriptions of each sphere. As a team, take a few minutes to think about the public facing work of the City of Kenmore. To the best of your ability, imagine the places, faces, events, and experiences you have had as it relates to your work. Recall those who you build, partner, and contract with. Think about your projects, staff, clients, communities, neighborhoods, and networks. Think about the relationships, alliances,

¹ This model was created by the author during her time with the City of Seattle.

associations, referral agencies, and volunteers. The partnerships, governments, commissions, community donors, funders, clients, and associations.

1. Begin to identify the individuals, groups, people, networks, agencies, populations, communities, and associations that you think fit within each of the spheres. Expect overlap. Connect with your team or a group of colleagues and discuss your views, thoughts, and perceptions. Additionally consider how your positionality, institutional authority, and social identity shape your reflections and viewpoints. If you find that it does not shape your views, discuss this experience with your team also.

Authority and Compliance Sphere

The Authority and Compliance Sphere considers accountability to internal requirements such as strategic plans, contracts, funding requirements, legal compliance, organizational values and expectations, legislation that defines, documentation and transparency, channels of communication, assignment, decision-makers, legal budgets, etc.

Name the multiple groups in this sphere.

Partner and Policy Sphere

The Partner and Policy Sphere considers the multiple relationships between the City of Kenmore and other governments, policy makers, and policy environments. The information shared between these partnerships often implicitly undergird engagement activities or impact the transparency of information and communication.

Name the multiple groups in this sphere.

Contracted and Funded Sphere

This sphere considers the accountability City of Kenmore has to businesses and entities where money is contracted or exchanged. Generally financial exchanges and agreements include pre-existing and documented requirements that each party is responsible for carrying out.

Name the multiple groups in this sphere.

General and Community Sphere

While many communities are defined according to their shared identities, interests, needs, or circumstances, the “General” Community Sphere is largely defined by geography. This indicates that the shared identity and values center neighborhood boundaries or neighborhood shared spaces. The general community most often does not hold an understanding or awareness of institutional inequity or systemic injustice and should not be considered under identity populations.

Name the multiple groups in this sphere.

Equity Advocacy Sphere

The various types of partnerships that advocate for and support the communities most impacted. These networks can be formal or informal groups or organizations that advocate for individuals and populations that have historically been excluded, underserved, and under resourced.

Name the multiple groups in this sphere.

Most Impacted Sphere

Communities most impacted by structural inequity include BIPOC, low-income populations that intersect with additionally marginalized communities including gender, disability, immigrant and refugee populations, LGBTQ communities, homeless or insufficiently housed populations, and other historically and socially alienated or sidelined communities. This sphere is not often considered as part of the larger discussion regarding stakeholders, yet groups and communities within this sphere are specifically the most important stakeholders as they are the sphere that will experience the greatest impacts and outcomes of City processes.

Name the multiple groups in this sphere.

Formal and Informal Support Sphere

Family and social support services that aid structurally overburdened and disadvantaged populations by providing a range of housing, homeless, food, childcare, health care, employment, and income support services. These systems help fill the gaps for people who can't access or afford basic needs — or who may even be excluded from or harmed by community activities and interests that are taking place around them.

Name the multiple groups in this sphere.

2. Consider what community information the project team already has access to. Because resources are finite, it is important that your engagement team does not replicate efforts to gather data that may already be available to you through other means. Multiple communities in Kenmore have already shared much of feedback and data needed for your project in other spaces such as in survey responses, public comments, listening sessions, engagement forums, council testimony, interviews, report outs, and toolkits.

Using the spheres and lists of stakeholders you developed, identify the information you may already have regarding the interests, values, goals, needs, and claims of groups in each sphere that have already been relayed to the City of Kenmore. Begin to gather and identify the issues, values, goals, and considerations within the multiple spheres.

For each sphere, provide details about what you already know from previously shared stakeholder information, concerns, considerations, values, goals, needs, gaps, and issues.

Authority and Compliance Sphere

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

**Partner
and Policy
Sphere**

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

**Contracted
and
Funded
Sphere**

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

**General
Community
Sphere**

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

**Equity
Advocacy
Sphere**

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

**Most
Impacted
Sphere**

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

**Formal and
Informal
Support
Sphere**

Name the multiple priorities held by those in this sphere.

Share details regarding this sphere's level of access and authority to decision-making spaces.

PHASE II: EQUITY EVALUATION

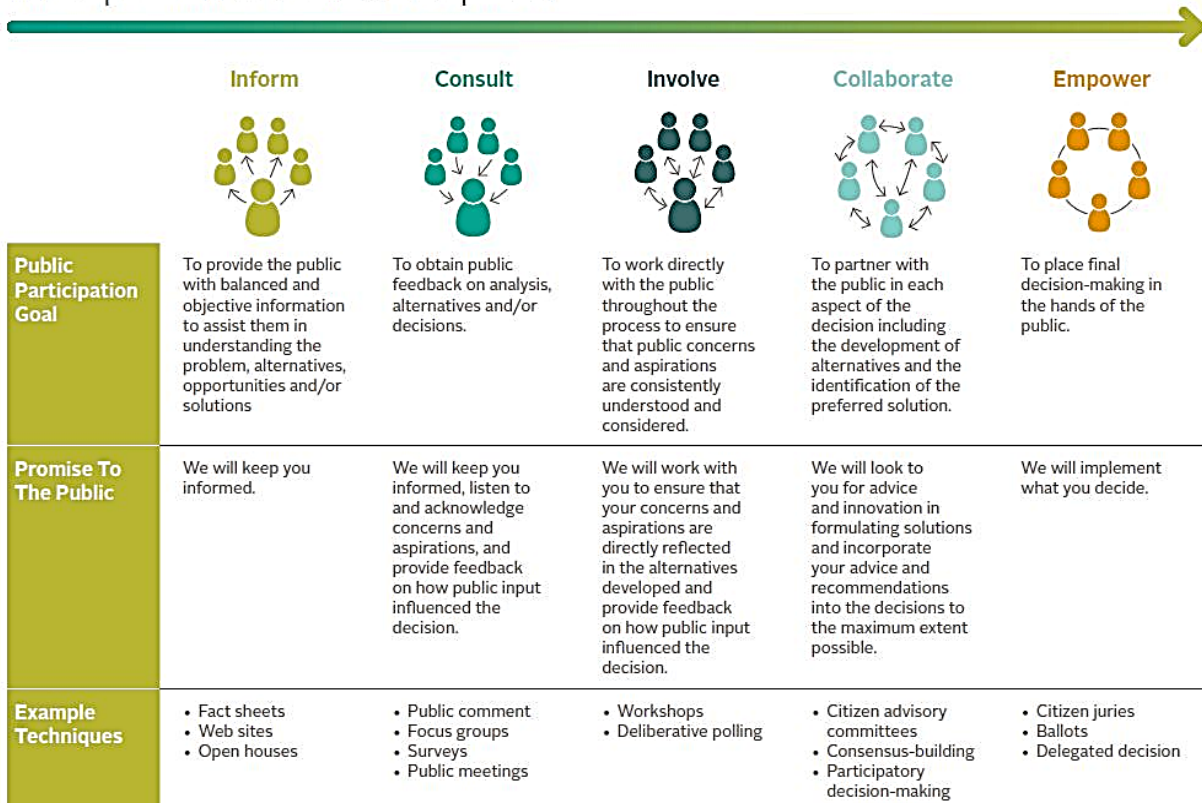
EQUITY EVALUATION: APPLYING ENGAGEMENT SPECTRUM

PURPOSE: Resourcing the most appropriate efforts – Identify how various populations should be engaged in the project.

OVERVIEW: *The Spectrum of Engagement* is a widely recognized tool used to categorize different levels of public participation. It provides an overview of the different levels of engagement on the spectrum, from inform to empower. The appropriate level of engagement for each population is based on the information required, desired level of influence in decision-making, the timeline for engagement, and the resources available.

DIRECTIONS: Use the Spectrum of Public Participation tool below to support the team in answering the questions that follow. More about this tool is found at <https://patientvoicesbc.ca/resources/iap2-spectrum-public-participation/>

IAP2 Spectrum of Public Participation



1. The type of community engagement depends on the context, resources, timing, and needs of a particular request. What type of engagement was used for each sphere? Use the table below to describe the engagement efforts taken with each group.

Sphere	Inform	Consult	Involve	Collaborate	Empower
Authority & Compliance Sphere					
Government Partners & Policy Sphere					
Contracted & Funded Sphere					
General Community Sphere					
Equity & Advocacy Sphere					
Those Most Impacted Sphere					
Formal & Informal Support Sphere					

2. Aligning engagement efforts with community and organizational shared values. This worksheet addresses the complexity of community needs and interests that may intersect and compete. It prompts participants to consider the different perspectives, values, and priorities that may exist within the community.

Values Based

Community stakeholders form opinions, concerns, fears, hopes and dreams based on their values. Effective community engagement acknowledges that all stakeholders bring their values to the process and is designed to shift discussions away from people's positions, towards their shared values.

What shared values did the project team use to define engagement efforts? Provide examples.

Goal Driven

Community engagement should be focused around specific, planned, and purposeful outcomes. Effective community engagement will clearly outline what information is needed, how stakeholders may participate in the process and follow up with participants when the project goals have been reached.

What were the specific, planned, and purposeful outcomes of the engagement?

Decision Oriented

Community stakeholders participate in engagement activities because they believe that their opinions will help shape the decision being made. Effective community engagement clearly states what decision is being made, and how stakeholder participation has shaped the decision.

How has stakeholder participation shaped the decision-making?

- 3.** The appropriate level of engagement for each population is based on the information required, desired level of influence in decision-making, the timeline for engagement, and the resources available. Different levels of engagement are appropriate in different contexts. For instance, underserved communities often face barriers to meaningful participation in decision-making processes, making it necessary to consider their unique needs and circumstances when determining the appropriate level of engagement.

Accessibility

Accessibility is a foundational component of community participation. Community members that are limited in their access to facilities, information, or processes are constrained in their ability to engage in conversations about the issues that most directly affect them. It is important to mitigate any barriers to participation.

Consider the following accessibility expectations:

- *Plain Language*
- *Plan for language access*
- *Multiple learning styles*
- *Accessible location*

Power Balancing

Engagement events can often reinforce community or neighborhood power dynamics. It is important to recognize when involvement or participation is hindered by an underlying imbalance between groups. Understanding this means that teams may need to use different tactics for different groups.

Which strategies worked best to involve different populations and groups?

Did stakeholder involvement improve the work, effectiveness, and/or political and community support of the effort?

Inclusion and Belonging

Participants invest time, energy, and support where they feel connection and value. Increasing experiences of connection and building trust with community can support belonging experiences.

How are you valuing people's time, effort, and expertise?

In what ways are you working to build trust within impacted communities?

How successful were you in keeping people involved?

Missing Middle Housing: Tell Your City

Engagement Report for A Regional Coalition for Housing and East King County Partner Cities

June 2023



Partner Cities:
Bellevue
Bothell
Kenmore
Newcastle
Redmond

“Affordable housing feels impossible to find, especially when you are a single-income household. Whatever is affordable is far away from work or family and friends and is simply not where I want to live. I want to be able to have the option to stay in East King County but the price of living is too high for what I earn.”

-18-25-year-old Redmond worker who lives in another city in King County (English speaker)

Community Voices: About this Report

Community members and city leaders alike recognize that King County, like many urban, suburban, and rural counties throughout the United States, faces a major crisis in affordable housing. Too many residents struggle with housing security, cost burden, and displacement from the communities in which they work, shop, and send their kids to school. The five East King County cities that commissioned this report – Bellevue, Bothell, Kenmore, Newcastle, and Redmond – know that the historical approach to housing must change. Driven by market forces and with a heavy focus on single-family housing, this approach tends to exclude BIPOC and low-income community members. Cities must invest in new housing options to retain their residents and workers and to thrive.

This report summarizes a concerted effort to engage people in the five Partner Cities who have historically been excluded from decision-making about housing policies. People from a wide range of ethnic and social communities came together to learn about *middle housing* (housing options more dense than single-family homes, but less dense than multi-story apartments) in meetings convened by trusted community organizations. Individuals from 651 households shared their personal experiences, responding to questions and providing detailed comments in English and five other languages.

Many of these participants were homeowners (40%) and/or business owners (15%). And many were struggling to afford to keep their housing within the East King County communities they preferred.

Some of the participants in this process could imagine themselves in middle housing. And some might have been unable to look past the urgent need for housing help right now, to the construction of moderate-income units perhaps many years in the future.

Almost half (46%) of participants had already been displaced at least once due to the high costs of housing. The voices of others previously displaced from the Partner Cities, and perhaps the region as a whole, are absent from this report, but deserve the consideration of its readers.

As the Partner Cities continue their planning and partnership with community members, they must listen for answers to questions both asked and unasked, and facilitate a balanced landscape of housing welcoming to all.

“Esta es la primer vez que se me pregunta sobre esto. En mi comunidad no conozco a nadie que haya hablado con ningún representante de la ciudad. Estos procesos son muy importantes y deberíamos de tener mejores formas de comunicación, especialmente si se trata de asuntos relacionados al futuro de nuestras familias y comunidades emigrantes.

This is the first time I have been asked about this. I don't know anyone in my community who has spoken to any city representative. These processes are very important, and we should have better ways of communication, especially when it comes to issues related to the future of our immigrant families and communities.”

- 46-55-year-old employed Newcastle renter (Spanish speaker)

Background

A Regional Coalition for Housing (ARCH) is a partnership of King County government and East King County Cities working to preserve and increase the supply of housing for low- and moderate-income households in the region. In 2022, five of ARCH's member cities (Bellevue, Bothell, Kenmore, Newcastle, and Redmond, collectively the "Partner Cities") initiated a series of planning processes to explore expanding the types of housing (collectively known as "middle housing") that may be built in neighborhoods that currently allow only single-family or low-density residential housing types. At the same time, each city is conducting a racial equity analysis to address displacement of very low-, low- or moderate-income households, and/or individuals from racial, ethnic, and religious communities that have been subject to discriminatory housing policies in the past.

The Partner Cities were interested in hearing about displacement and affordability concerns, preferred housing types/locations, and other input to inform planning and policy decisions.

As part of these planning processes, the Partner Cities provided funding through ARCH to contract with Eastside For All to assist with engaging underrepresented populations whose voices and perspectives have not historically been part of public planning processes in East King County.

Such populations may include, but are not limited to:

- Renters
- BIPOC (Black, Indigenous, and other people of color) individuals, families and communities
- Immigrant and non-English-speaking communities, including cultural communities from the top-spoken languages in East King County
- Low-, very low- and moderate-income persons, including people who work in East King County but live elsewhere
- People with disabilities
- Religious minority communities
- People experiencing housing instability and homelessness

A detailed methodology of this engagement is provided in Appendix A: Methodology.



Middle Housing

Middle housing refers to a range of housing types that are compatible in scale, form, and character with single-family houses but offer more *housing density* (see right) than single-family homes. The term “missing middle” describes the relative lack of this type of housing in many American communities. Common types of middle housing include:

- **Duplexes, triplexes, fourplexes, fiveplexes, or sixplexes.** These buildings contain between two and six separate living units. On the outside, they sometimes look like single-family homes and sometimes look like small apartment buildings.
- **Townhouses.** These buildings are at least two stories tall and include three or more separate living units that share at least one wall.
- **Accessory Dwelling Unit (ADU or DADU) or backyard cottage.** This is a living unit that is added to the same lot as a single-family home. These can be either attached to a single-family home (such as an addition that shares walls or a developed second story with a separate entrance) or detached (i.e., a separate structure).
- **Garden style apartments, courtyard apartments, or cottage housing.** These living units may or may not share common walls and are arranged around a shared garden or courtyard.
- **Stacked flats.** These living units each span a single story of a multifamily building of up to three stories, with each unit having windows on all sides of the building and its own front door.

Exhibit 1 illustrates some examples of middle housing.

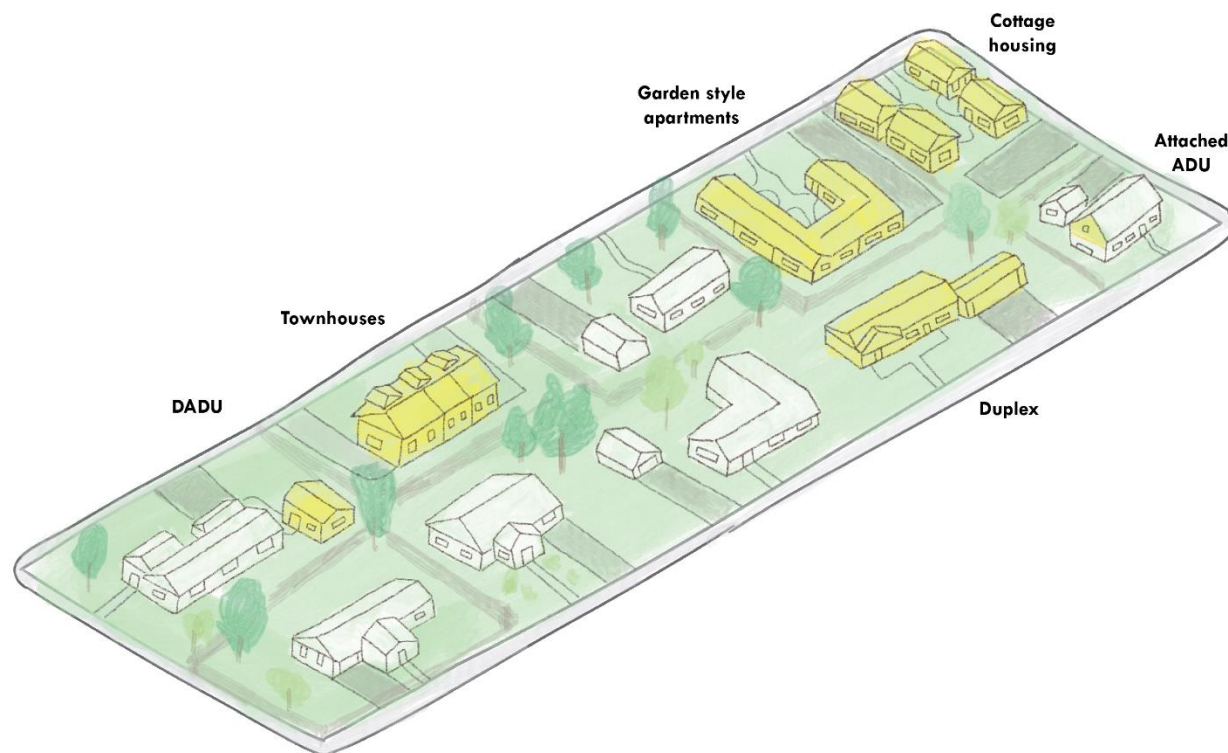
In 2023, [a new law](#) passed in Washington state that will allow many types of missing middle housing throughout many cities in the state, including in neighborhoods that have historically only allowed single-family homes, making the public engagement and review conducted by the Partner Cities especially timely and relevant. The law also removes off-street parking requirements for development of middle housing within a ½-mile walk of a major transit stop. The law comes into effect on July 23, 2023 and offers different types of zoning by city size.

- **Cities with at least 75,000 residents.** All residential lots will be zoned to allow two or more units. Residential lots that are within a ¼-mile walk of a major transit stop or that include at least two affordable housing units will be zoned to allow six or more units.
- **Cities with between 25,000 and 74,999 residents.** All residential lots will be zoned to allow two or more units. Residential lots that are within a ¼-mile walk of a major transit stop or that include at least one affordable housing unit will be zoned to allow four or more units.
- **Cities with fewer than 25,000 residents.** If the city is within a continuous urban growth area with another city that is the largest in a county of at least 275,000 residents, then all residential lots will be zoned to allow two or more units.

This law defines “affordable housing” as affordable to households with incomes at 60% of area median income (AMI) for rental units and 80% of AMI for ownership. Cities can alternatively comply by ensuring that three-quarters of lots allow the densities described above, with the remaining one-quarter of lots including environmentally critical areas that have not previously had any exclusionary covenants.

Housing density describes the number of individual housing units within a given amount of space: a higher housing density means that there are more housing units in an area. Large apartment buildings are examples of high housing density, while single-family homes, which often have space-consuming features like yards, driveways, and/or garages, are typically examples of low housing density.

Exhibit 1. Examples of Middle Housing



Source: BERK, 2023.

About Eastside For All

[Eastside For All](#) (EFA) is a nonprofit organization founded in 2019 to advance racial equity and social justice in East King County. EFA organizes and mobilizes within communities of color and immigrant communities who are most impacted by racial disparities and inequities.

EFA provides training and consultation to city partners, school districts, King County departments, and other large institutions on co-creation frameworks for public participation and decision-making. One of EFA's core priorities is housing justice.



Outreach Approach and Planning

Together with trusted partners, EFA connected with impacted community members and leaders in Bellevue, Bothell, Kenmore, Newcastle, and Redmond. This work was designed and implemented using racial and cultural equity approaches to ensure broad participation among the populations prioritized by ARCH for the outreach project.

In collaboration with ARCH and Partner Cities, EFA coordinated drafting the format, process, and materials needed for community engagement activities, the translation of materials, and the development of data/input collection tools. A subset of community-based organizations were essential advisors in the co-development of background materials, survey questions, review of translations, and other engagement design aspects. Preparation and onboarding with community-based organizations took place throughout the month of March and into early April 2023.

Engagement via community events, small group conversations, and individual meetings took place from April to May 2023. Each organization was encouraged to conduct outreach in ways that best suited their communities. Although people were able to fill out the survey without other engagement, the focus was on gathering input as part of individual and group conversations where people could ask questions, share their experiences more fully, and be supported when housing issues were raised.

The final report was prepared by [BERK Consulting](#), a public sector consulting firm in Seattle, summarizing data collected by community-based partners and compiled by EFA.

An important aspect of this work will be following up with all the communities who participated. In addition to sending the summary report to participants and partners, EFA will work with ARCH and the Partner Cities to provide updates on how the communities' input was applied, next steps, and other ways for community members to be involved. These community gatherings will launch in the summer and are intended to support bridge-building and ongoing relationships between cities and communities.

Community-Based Partners

The community-based organizations that engaged with Eastside For All (EFA) as partners include the following:

- [Africans on the Eastside](#)
- [BizDiversity](#)
- [Brazilian Community Services](#)
- [Hopelink](#)
- [Immigrant Women's Community Center](#)
- [Indian American Community Services](#)
- [Islamic Center of Bothell](#)
- [King County Promotores Network](#)
- [Larissa Chuprina](#)
- [Pride Across the Bridge](#)
- [Team TEAD](#)
- [United Hub](#)
- [YES, Latine Youth & Family Services, Community-Based Programs](#)

Information and invitations to participate were also sent by the Partner Cities, posted on EFA's website, and shared with additional groups, organizations, and at events.

It is important to acknowledge the organizations and leaders who contributed their time, energy, and expertise to this initiative. It is also important to acknowledge that there are many more community-based organizations and groups that were invited but could not participate or did not respond. Many of our community members are struggling to meet basic needs, cope with mental health issues, and navigate other stressors. Local organizations are lifelines are helping community members address a range of critical needs. Although they have a strong interest in housing justice, and often advocate in other ways, they do not have the time to add an outreach project like this to the many priorities they are focused on.

Community Participants

This section provides an overview of the characteristics of attendees of community meetings and other survey respondents (broadly called participants throughout the report).

About three-quarters of all participants lived in the five Partner Cities, with just a small percentage (4%) outside of King County. Exhibit 2 shows the detailed distribution, with the highest number of participants (228) in Bellevue, and the smallest number among the Partner Cities in Newcastle (26, or 4%). While this project identified participants by their current city of residence (and also asked about work location, discussed in the Employment subsection of the section Our Experiences, Our Stories), some of the people most impacted by housing cost burden may already have been displaced from the Partner Cities, and may have been unavailable to participate due to this impact.

Exhibit 2. Geographic Distribution by City of Residence

Q: What city do you live in?

City / Geography	Number of Participants	Percentage
Bellevue	228	35%
Bothell	99	15%
Kenmore	40	6%
Newcastle	26	4%
Redmond	101	16%
Seattle	21	3%
Other in King County	109	17%
Outside of King County	27	4%
Grand Total	651	100%

Source: Eastside For All, 2023.

Through the community-based partners, this project sought to engage a broad range of people of color who live or work in the Partner Cities. Exhibit 3 shows the distribution of racial categories with which participants identified. The largest number of responses (198, or 30% of responses) identified the participant as Latino/Hispanic, followed by East Asian (127 responses) and White/Non-Hispanic (113 responses). However, these categories may be overlapping, given the choices provided (“mix race” as well as other categories which are non-exclusive).

Exhibit 3. Self-Identified Race(s)/Ethnicit(ies) of Participants

Q: (Optional) Race/Ethnicity (check all that apply for mixed race/ethnicity)

Race/Ethnicity	Number of Participants Self-Identifying in Category
African	54
Arab or North African	21
Black/African-American (U.S. born)	28
East Asian	127
Eastern European	12
Indigenous, Native Alaskan	8
Latino/Hispanic	198
Mix Race	34
Native Hawaiian or Pacific Islander	1
South Asian	41
Southeast Asian	24
Western European	7
White, non-Hispanic	113
Grand Total	668

Note: There were 551 individual respondents to this question. Respondents could select all answers that apply, so the total number of responses is higher (668) than the number of respondents.

Source: Eastside For All, 2023.

“Надо помочь старшему поколению оставаться в своих домах и их делить с другими семьями.

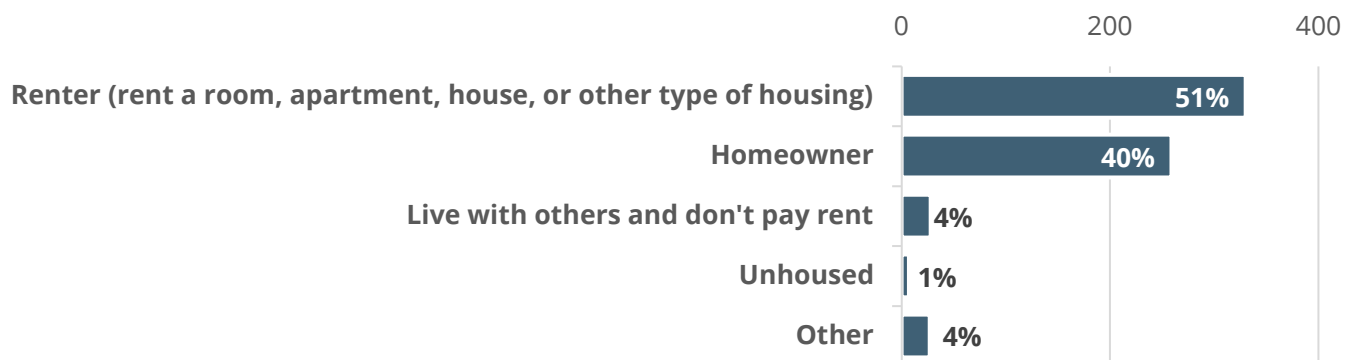
There is a need to help the older generation to stay in their homes and share them with other families.”

- Self-employed homeowner who commutes to Bellevue, Bothell, and Redmond (Russian speaker)

Exhibit 4 shows the situation in which respondents currently live (sometimes known as “housing tenure”). Slightly more than half of respondents (51%) currently rent their housing and 40% are homeowners. The remaining respondents live with others without paying rent or live in other housing types including manufactured homes (commonly called mobile homes) and transitional housing. One percent of respondents (seven people) are unhoused.

Exhibit 4. Housing Situation

Q: “Are you currently...” [with response options as noted]



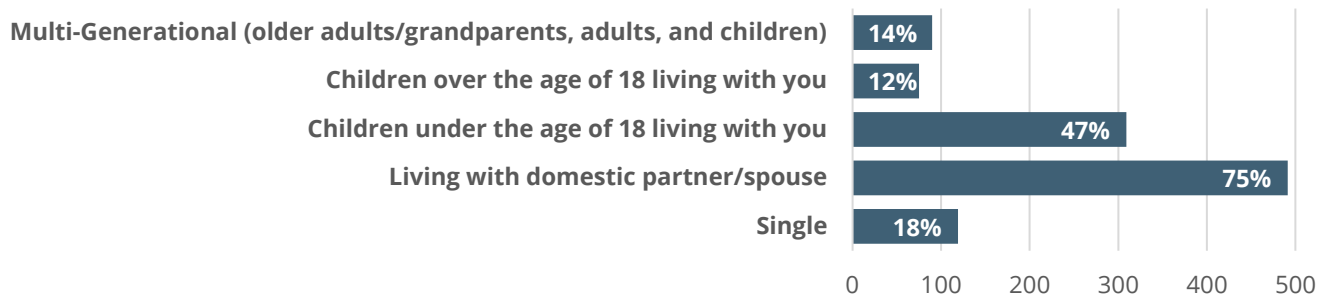
Note: 651 respondents.

Source: Eastside For All, 2023.

Exhibit 5 shows that three-quarters of participants lived with spouses or partners, and almost half (47%) had children under 18 living in their households. However, nearly one in five (18%) lived alone. The question did not include an option for living with roommates or “other,” so this percentage is unknown.

Exhibit 5. Household Composition

Q: "Please describe your household. Check all that apply."



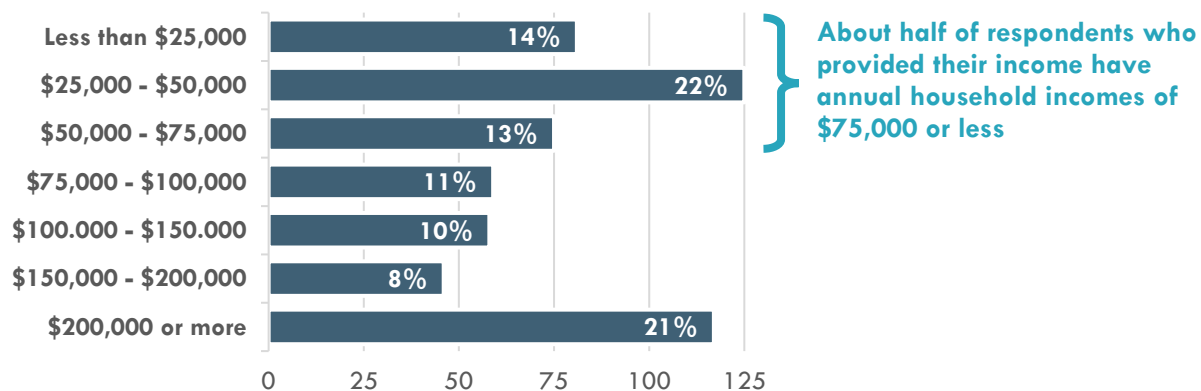
Note: 651 respondents.

Source: Eastside For All, 2023.

When asked about household income, as shown in Exhibit 6, 1 in 7 (14%) of participants said they were not sure or preferred not to answer. Of the 561 participants who did provide a household income, half (281 people) said that their income was \$75,000 or less. One in five said that their household income was higher than \$200,000.

Exhibit 6. Household Income

Q: "What is your annual household income level? (Counting all those who work)"



Note: 561 respondents provided household income. 90 respondents selected "Not sure or prefer not to answer."

Source: Eastside For All, 2023.

"Tired of you ... tearing down historical things in cities, to build homes that people that have helped the community and have lived there for years can't afford. You are taking away [the] culture of cities to put [in] insanely high priced houses."

-18-25 year old employed renter who commutes to Bellevue, Bothell, Redmond, and Kenmore (English speaker)

Our Experiences, Our Stories

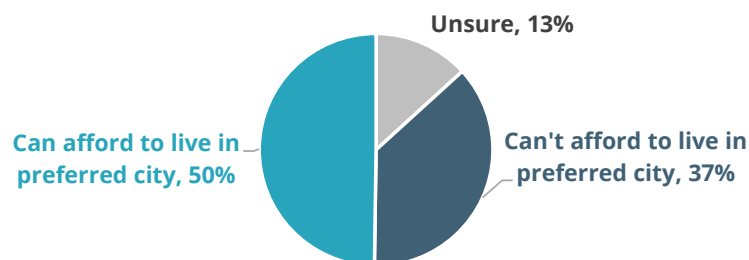


Current and Preferred Housing

Exhibit 7 shows how participants felt about whether they can afford to live in their preferred city. Half of respondents (50%) reported that they can afford to live in their preferred city, while over one-third (37%) reported that they cannot. The rest (one in eight respondents) were unsure of whether they can afford to live in their preferred city. Notably, the survey and community meetings primarily engaged residents and workers in Partner Cities, rather than people who may have already been displaced to locations outside of those cities.

Exhibit 7. Perceived Ability to Afford to Live in Preferred City

Q: "Are you able to afford to live in the city you want to live in?"

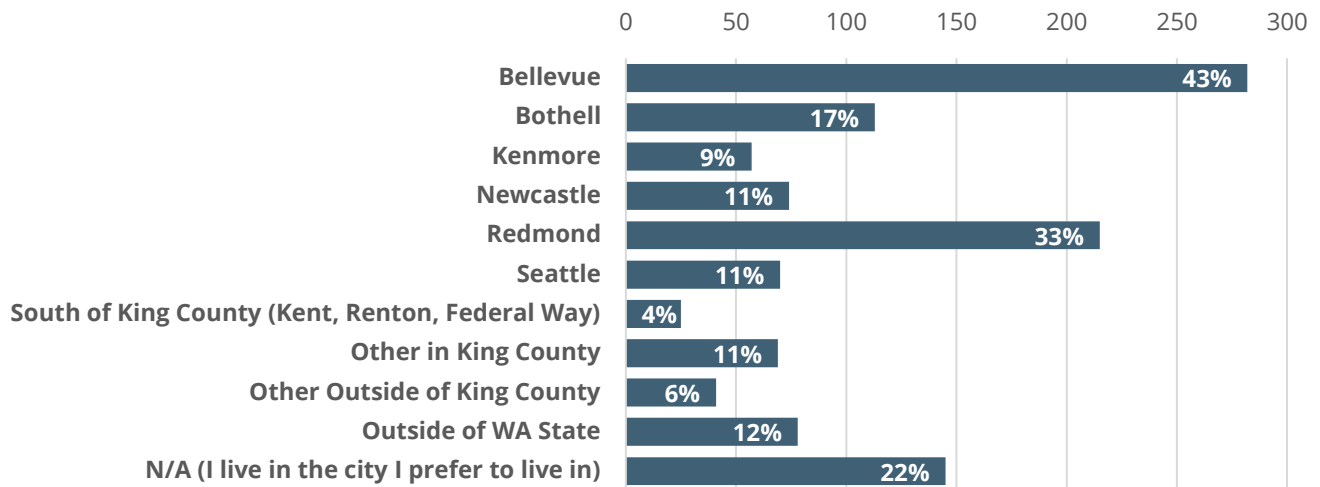


Note: 651 respondents.
Source: Eastside For All, 2023.

Exhibit 8 shows the cities in which participants would like to live if they could afford to do so. The largest proportions of respondents would want to live in Bellevue (43%) and/or Redmond (33%). One in five respondents (22%) reported that they currently live in their preferred city.

Exhibit 8. Preferred Cities to Live In

Q: "If you could afford to live in a different city, where would you like to live? Check as many cities/regions as you want."



Note: 651 respondents. Percentages do not sum to 100% because respondents could select multiple options.

Source: Eastside For All, 2023.

“Eu trabalho todos os dias na região de Kirkland mais os altos preços me fazer ter que dirigir muito todos os dias, diminuindo assim o meu tempo de qualidade com minha família.

I work every day in the Kirkland area but the high prices make me have to drive a lot every day, decreasing my quality time with my family.”

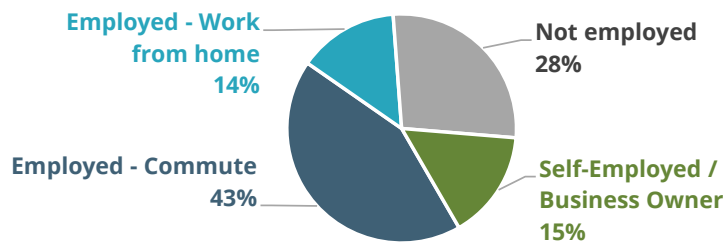
- Self-employed 26-35 year old who would like to live in Redmond (currently commutes to multiple Eastside cities, Portuguese speaker)

Employment

Exhibit 9 shows participants' employment status. Nearly three-quarters (72%) of respondents are employed, including in a location other than their home (43%), working from home (14%), or with self-employment or business ownership (15%). Slightly more than one-quarter (28%) of respondents are not employed.

Exhibit 9. Employment Status

Q: "Employment"



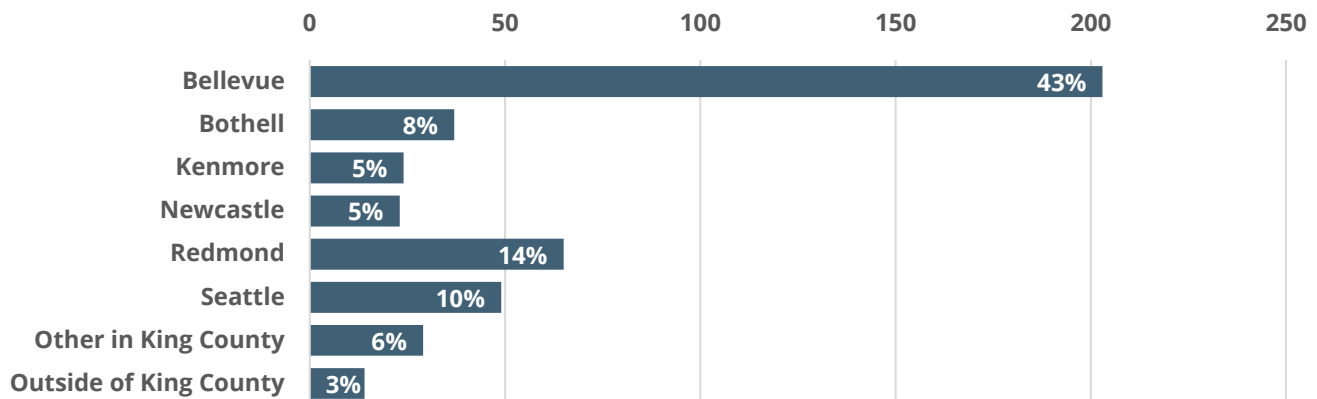
Note: 651 respondents.

Source: Eastside For All, 2023.

Exhibit 10 shows the locations to which participants who work in a location outside of their home commute to work. The largest proportion of respondents (43%) commute to Bellevue, and the next highest proportion of respondents (14%) commute to Redmond. This aligns with participants' preferred cities of residence as shown in Exhibit 8.

Exhibit 10. Locations of Employment

Q: "If you are employed and you commute to work, what city do you work in? Check all that apply."



Note: 467 respondents. Percentages do not sum to 100% because respondents could select multiple options.

Source: Eastside For All, 2023.

"We are [a] hardworking family and it pains me to say that we still can't afford to buy a house in the place we want to live in because of the outrageously high housing markets."

- 26-35 year old, employed Bothell renter (English speaker)

Middle Housing: Aspirations and Preferences

The survey presented respondents with sample price ranges from Zillow to rent and own middle housing versus a single-family home, as shown in Exhibit 11. The survey then then asked participants if they thought they would be able to afford middle housing, given these price ranges, shown in Exhibit 12.

Exhibit 11. Zillow Cost Estimates for Rental and Ownership of Single-Family Homes and Middle Housing

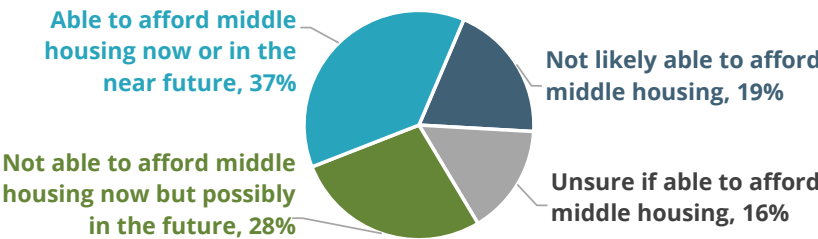
	Estimated Rent Range			Estimated Cost to Own Range		
	Minimum	Maximum	Median	Minimum	Maximum	Median
Single-family Home	\$1,995	\$9,800	\$4,725	\$824,000	\$9,850,000	\$2,662,500
Middle Housing	\$2,200	\$4,600	\$3,593	\$510,000	\$980,000	\$732,000

Source: Zillow, April 2023.

Exhibit 12 shows that more than one-third (37%) of respondents thought that they could afford to rent or own middle housing now or in the near future and more than one-quarter (28%) reported that they could not afford middle housing now but that they possibly could in the future. One in five respondents (19%) reported that it is not likely that they could afford to rent or own middle housing and one in six (16%) were unsure.

Exhibit 12. Perceived Likelihood of Being Able to Afford Middle Housing for Themselves

Q: “Considering the above price ranges to rent or own middle housing, would middle housing be affordable for you?”



Note: 651 respondents.
Source: Eastside For All, 2023.

“No middle housing please in our Newcastle neighborhoods.”

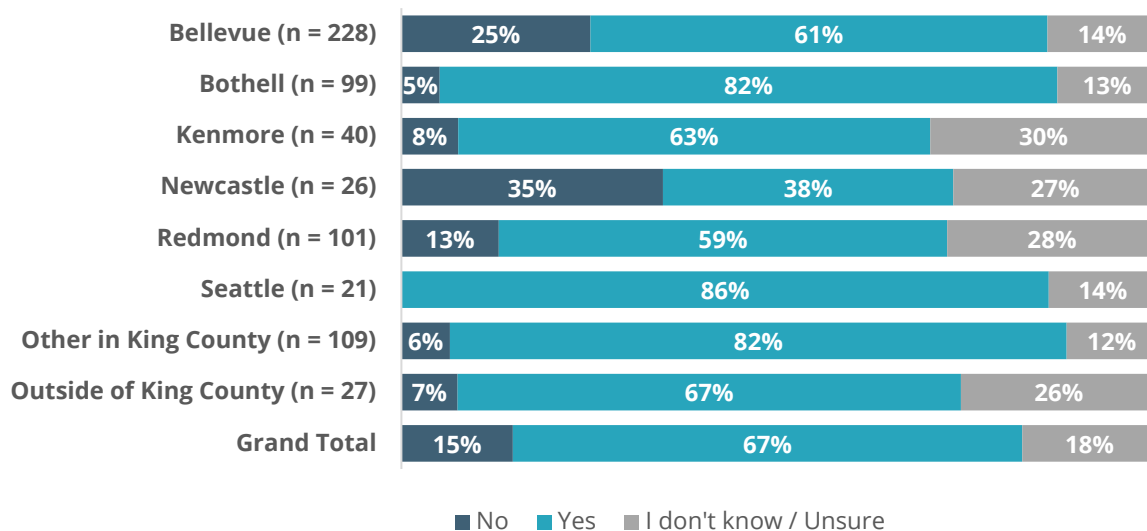
- 45–54-year-old employed Newcastle home owner (English speaker)

Across all participants, two-thirds (67%) expressed support for having middle housing options in their city; 15% did not support middle housing options, while the rest (18%) were unsure.

Exhibit 13 shows the support by city of residence. Among residents in Partner Cities, support was lowest in Newcastle (38%) and highest in Bothell (82%), and hovered around 60% in the other three Partner Cities.

Exhibit 13. Support for Middle Housing by City of Residence

Q: “Do you support having Middle Housing options in your city even if you may not be able to afford it?”



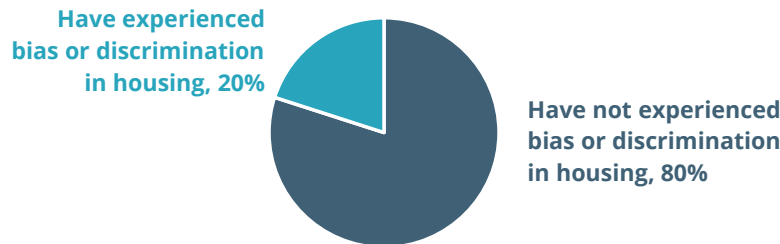
Note: 651 respondents. “n” refers to the number of people who responded in the category shown to the left, for example, 228 Bothell residents.

Source: Eastside For All, 2023.

Exhibit 14 shows that one in five respondents had previously experienced discrimination in housing. These experiences may cause distrust of authorities that guide or enforce housing policy, and make respondents less likely to expect that middle housing would be accessible to them, whether or not they could afford it.

Exhibit 14. Experiences with Bias or Discrimination in Housing

Q: "(Optional) Have you or someone in your household experienced bias or discrimination in housing?"



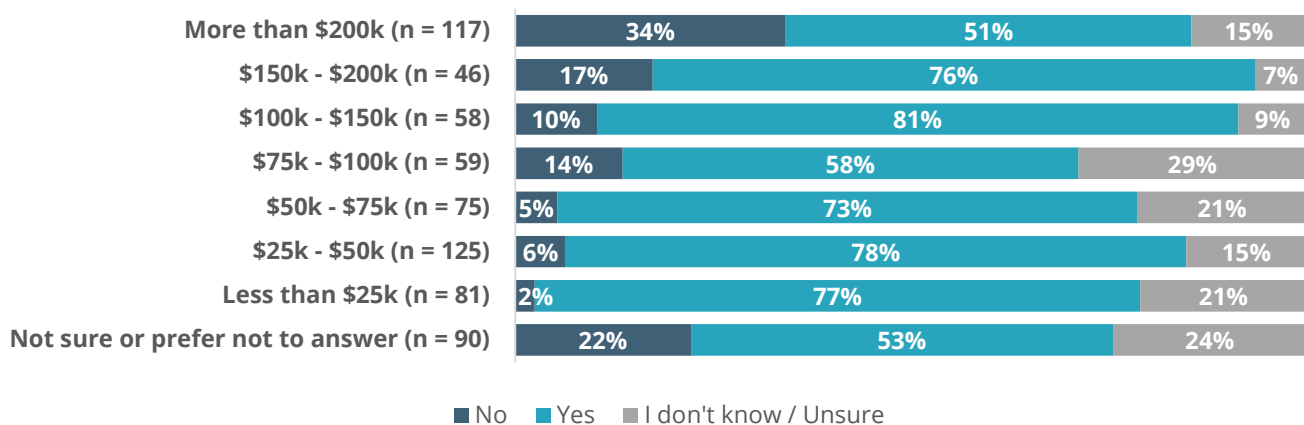
Note: 584 Respondents

Source: Eastside For All, 2023.

Participants also showed support for middle housing across all income levels, as shown in Exhibit 15. Support was lower at the highest income level (51% of households with incomes above \$200,000 supported middle housing options) but was only 58% among households with incomes between \$50,000 and \$75,000, and was 53% among people who preferred not to answer. Eastside For All believes that some participants may have responded not supporting middle housing because they think of it as competing with the need for affordable housing for people at lower income levels.

Exhibit 15. Support for Middle Housing by Income Level

Q: "Do you support having Middle Housing options in your city even if you may not be able to afford it?"



Note: 651 Respondents

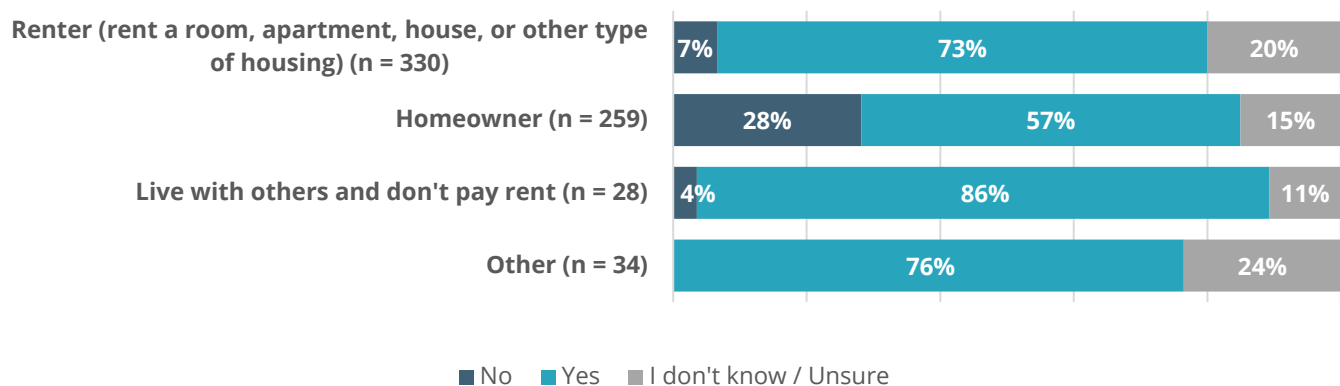
Source: Eastside For All, 2023.

“Bellevue is really amazing but extremely expensive. Is a great place but not accessible for most of the community around. To live there you must have a very good income and prove you are very financially stable, otherwise almost not possible.”

- 18-25 year old self-employed Bellevue renter (English speaker)

As shown in Exhibit 16, respondents who owned their homes were less likely to support middle housing (57% supporting) than others. Almost three-quarters of renters (73%) and even higher proportions of people living with others without paying rent or in other housing situations (including being unhoused) supported middle housing.

Exhibit 16. Support for Middle Housing by Current Housing Situation



Note: 651 Respondents

Source: Eastside For All, 2023.

There was broad support for middle housing across self-identified racial categories, although the limited number of respondents of some ethnicities and races make this data less reliable. More detail is available in Appendix

B. Full Results.

Business Owner Experience

Because the BIPOC communities engaged through this project include many small business owners (15% of participants), EASTSIDE FOR ALL and its partners sought information from their unique perspective. The survey provided instructions that asked only business owners to respond to the questions shown in this section.

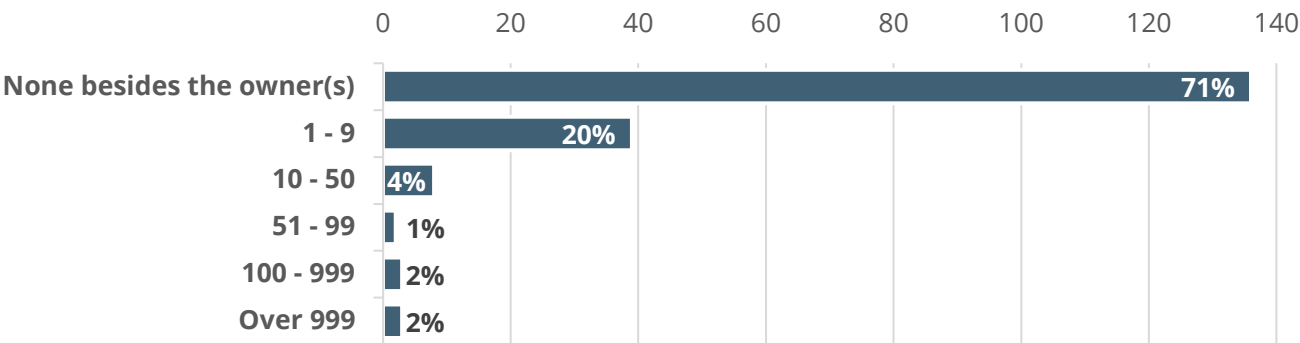
Exhibit 17 shows the number of employees at respondents' businesses. Nearly three-quarters (71%) of respondents are the sole employee at their businesses. One in five respondents (20%) have between one and nine employees, and the remaining 5% of business owner respondents have 10 or more employees. These limited numbers of employer respondents suggest that Partner Cities should use caution in relying on this data to guide decision-making.

"Housing is becoming more and more expensive. I am afraid the younger generations cannot afford to buy their own house at all. We need a change."

- 46-55 year old elf-employed Redmond business owner, home owner (English speaker)

Exhibit 17. Number of Employees at Respondents' Businesses

Q: "How many employees do you have?"



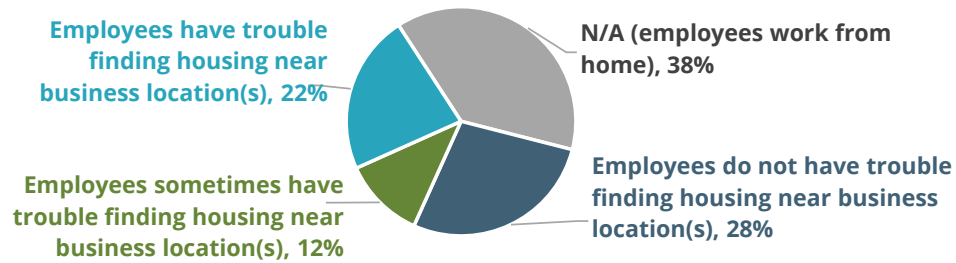
Note: 191 Respondents

Source: Eastside For All, 2023.

Exhibit 18 shows how participants assess their employees' difficulty in finding housing near their business location(s). One-third (34%) of respondents reported that their employees have trouble or sometimes have trouble finding housing near their business location(s). The remaining two-thirds of respondents reported that their employees do not have difficulty with this or work from home. There is an unexplained discrepancy in the number of people who responded to this question (173) given that only 55 people reported having employees besides themselves in the previous question (as shown in Exhibit 17).

Exhibit 18. Employer Assessment of Employee Difficulty Finding Housing Near their Business Locations

Q: "Do your employees have trouble finding housing near your business location(s)?"



Note: 173 Respondents

Source: Eastside For All, 2023.

"Me siento muy frustrada, preocupada y triste. Necesitamos precios accesibles para personas de bajos recursos."

I feel very frustrated, worried and sad. We need affordable prices for low-income people."

- 36–45-year-old employed Bellevue renter (Spanish speaker)



Reflecting Community Priorities

ARCH and Partner Cities have taken meaningful steps to equitably involve community members in housing policymaking. ARCH and Partner Cities have engaged with a broad cross-section of community members to shape housing policy and investment at the local level, and have conducted racial equity analysis to address displacement of lower-income households from communities that have historically been subject to discriminatory housing policies. Nonetheless, there are still significant barriers to meaningful participation in this work for populations whose voices and perspectives have not historically been a part of public planning processes in East King County.

As noted in the Background section above, despite a strong interest in housing justice, many members of these underrepresented communities are struggling with basic needs and do not have the time to add an outreach project like this to the many priorities they are focused on. For these same reasons, middle housing can seem unattainable to many lower-income households. For the many residents in our communities struggling with housing cost burden and housing insecurity, it may be hard to form meaningful opinions about new housing production, even for units costing less than traditional single-family homes. Future townhouses and duplexes can seem far off to people in a housing crisis.

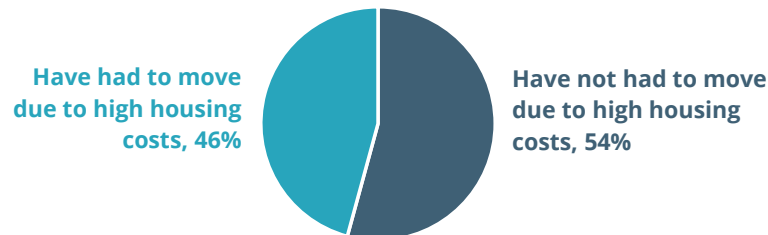
This section describes respondents' experience with displacement and highlights their homeownership aspirations and hopes for themselves.

Displacement

Exhibit 19 shows the proportion of respondents who have previously had to move due to the high costs of renting or owning a home. Nearly half (46%) of respondents have had to move due to high housing costs.

Exhibit 19. Prior Displacement due to Housing Affordability

Q: “Have you had to move because of the high costs of renting and/or owning a home?”



Note: 651 Respondents

Source: Eastside For All, 2023.

“住宅增加，人口稠密，也许会给交通、治安和教育带来一些麻烦

The increase in housing and population density may indeed bring about some challenges in terms of transportation, public safety, and education.”

- 56–65-year-old employed Bellevue homeowner (Chinese speaker)

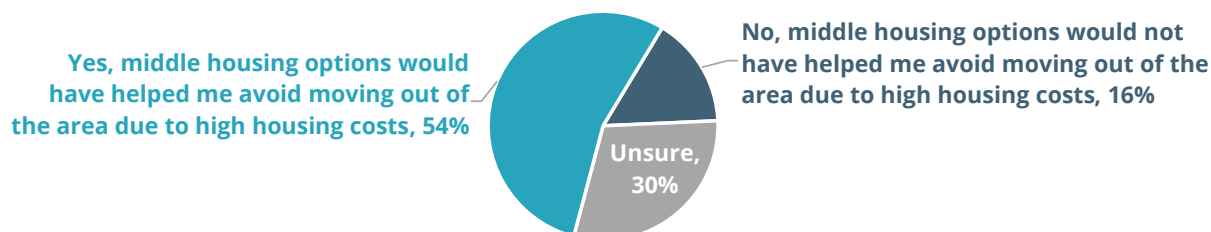
Exhibit 20 shows whether respondents thought more middle housing options could have prevented their displacement. Notably, 523 survey participants responded to this question, while only 298 participants reported that they had previously had to move due to high housing costs in response to the question shown in Exhibit 19. More than half (54%) of the 523 respondents reported that the availability of more middle housing options would have helped them stay in the area, while one-third (30%) were unsure. One in six respondents (16%) noted that middle housing options would not have helped them stay in the area during prior displacement events.

“I dislike your housing policies. These cost-reducing middle housing options are simply exacerbating factors like traffic congestion and community insecurity.”

- 36-54-year-old self-employed Bothell homeowner (English speaker)

Exhibit 20. Can Middle Housing Options Help Residents Avoid Displacement?

Q: “(Optional) If in the past you had to move for financial reasons, would more Middle Housing options have helped you stay in the area?”



Note: 523 Respondents

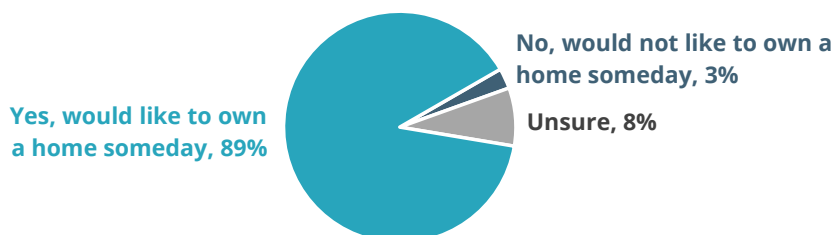
Source: Eastside For All, 2023.

Housing Aspirations and Interest

While many of the people who provided input have experienced displacement or other challenges with basic housing affordability, they largely do aspire to own homes. Exhibit 21 shows that among those who did not respond that they already owned a home, almost 90% of respondents said that they would like to own a home someday. (Since only 195 respondents to this question said that they already owned a home, versus 259 who said that they were homeowners in Exhibit 4, some homeowners must have said that they were unsure, would, or would not like to own a home someday if it is financially possible.)

Exhibit 21. Homeownership Status and Aspirations

Q: “Would you like to own a home someday if it is financially possible?”



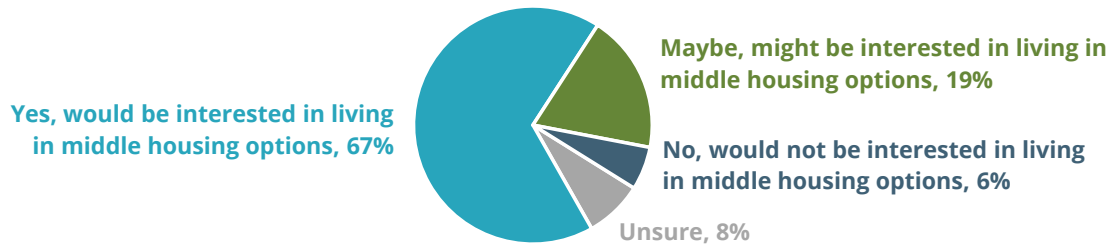
Note: 456 Respondents. An additional 195 respondents indicated they already own a home.

Source: Eastside For All, 2023.

Given descriptions of middle housing types (see Background) and estimated cost ranges for middle housing (see Exhibit 11. Zillow Cost Estimates for Rental and Ownership of Single-Family Homes and Middle Housing), participants were asked if they would be interested in middle housing *if it was affordable to them*. Exhibit 22 shows the responses from people who did not say that they already own a home. While two-thirds said that they would be interested in middle housing, it's important to reflect on how this is qualified. Nearly 300 of 651 respondents said they had experienced displacement due to high housing costs. For these and other people under significant financial pressure simply to stay in their current housing, even homeownership of lower-cost middle housing might be too high to be affordable.

Exhibit 22. Interest in Middle Housing Among Non-Homeowners

Q: "If these types of middle housing options would be affordable to you, would you be interested in them for your home?"



Note: 392 Respondents. An additional 259 participants said that they were already homeowners. "These types" refer to middle housing examples provided in the survey, as described in the Background and in Exhibit 12.

Source: Eastside For All, 2023.

"No conozco los líderes de mi ciudad y la mera verdad no sé si este tema se toque con ellos."

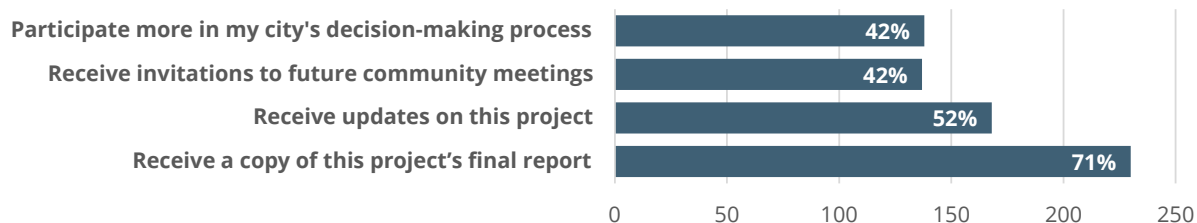
I do not know the leaders of my city, and to be truthful I don't know if this issue is something they deal with."

- 36–45-year-old employed Bellevue renter (Spanish speaker)

This was the first time some participants were asked about the topic of housing, and others said that they didn't know whether their city leaders cared about this topic. Almost three-quarters (71%) asked to receive a copy of the report, but a smaller percentage (just 42%) expressed interest in participating more in their city's decision-making process or receiving invitations to future community meetings. One possible explanation for this discrepancy is the need to connect more concretely with participants on their priorities: to reflect their contributions in city policies, and to build further trust.

Exhibit 23. Interest in Further Engagement about this Project

Q: "Interest in further engagement"



Note: 326 respondents. Percentages do not sum to 100% because respondents could select multiple options.

Source: Eastside For All, 2023.

Eastside For All (EFA) wishes to acknowledge ARCH and the Cities of Bellevue, Bothell, Kenmore, Newcastle, and Redmond for investing in community-based outreach efforts to ensure participation from people whose opinions are typically lacking in city forums, surveys, and other engagement efforts. Building bridges between community members and the city governments was an important desired outcome, beyond gathering input on middle housing.

By supporting and compensating each community group to co-design the process and facilitate outreach in culturally specific ways that are most relevant and meaningful, the network of organizations and leaders were successful in engaging diverse opinions and experiences. (See Appendix A, Methodology, for details on the community-centered approaches.) Trusted messengers, who share similar cultures and backgrounds to those they work with, extended personal invitations to their community members in the context of existing relationships, conversations, and priorities - as opposed to a one-time isolated outreach effort. This aligned with community-based groups' desire to have ongoing influence and impact on decision-making, with more opportunities to share their voices in their own languages and in supportive settings that nurture future civic involvement and leadership opportunities.

EFA extends deep gratitude to the community-based organizations and leaders who took time out of their many priorities to partner on this project. Their insights and guidance were essential to the project's success and most importantly, to ensuring that a broad range of community members were given the opportunity to voice their needs and suggestions for regional decision-making. Thank you to each community member who came to learn about middle housing, shared their personal experiences about the local housing crisis, and provided thoughtful input in hopes that their participation would help others or future generations, regardless of whether they would be able to personally benefit.

EFA also wishes to thank BERK Consulting, Inc. for developing the written report in a way that closely aligned with the focus and spirit of the outreach effort.

Appendices

A. Methodology

Typically, engagement efforts with cities or other large institutions do not include local community groups and leaders in the co-creation process, which often means that the first time community organizations are aware of the outreach is when they receive an email to invite their community members to a focus group or to complete a survey. While these engagement activities are often provided in other languages, the translations are not consistently vetted for accuracy and cultural meaning. The information shared in the invitations often requires community organizations to craft messaging to convey the importance of the topic and the relevance to their community members. Most organizations do not have the time or bandwidth for this work, nor are they compensated for it.

Nonprofit leaders are mindful about what they ask of their communities. Without taking part in the planning and design, many organizations are reluctant to encourage their community members to participate, not knowing what to expect, how people will be treated, who is facilitating the meeting or survey, and how their opinions will be received.

The methodology and approach sought to address these challenges by including community partners at the beginning of the process and supporting the engagement methods they recommended. While the input to ARCH and the Partner Cities about middle housing was important, the network of community-based partners emphasized the opportunity to support their communities who are struggling with housing options. They wanted to have conversations, understand how cities make decisions, and have a supportive space to share their experiences, needs, and ideas. Organization partners were encouraged to have individual and group conversations alongside sharing the survey.

Timeline and Key Activities

February 15, 2023

Eastside For All was selected as the lead organization for the outreach effort.

February 22, 2023

Initial meeting with ARCH and the Partner Cities (5 additional meetings of this group took place through May 24).

March 2023

Eastside For All contacted Eastside-based organizations who have been involved in housing issues or other community engagement projects, as well as additional organizations that may not have been involved, but serve populations that the project intended to reach. An overview of the project, including compensation information, was sent out and invitations to participate were extended to community-based organizations and local community leaders.

March-April 2023

- 21 individual and small group meetings took place with potential community-based partners to provide more details about the project including what would be expected and the desired outcomes.
- As partner organizations were identified, subcontractor agreements were prepared and finalized.
- A subgroup of the partners participated in the early co-design process, providing input on the materials about middle housing that would be most helpful for community members, identifying their desired outcomes, and drafting questions that would be best to ask of their communities.

- Eastside For All compiled the input and created an initial survey draft and presentation materials in English and Spanish. These were reviewed and edited by the subgroup.
- Updates to the English and Spanish versions were completed. The final English version of the presentation and survey was translated into Russian, Chinese, Portuguese, Japanese, Hindi, and Arabic by professional translators. The survey was also translated into Vietnamese and Korean to reach additional communities that would potentially be impacted by middle housing policies. (There are many more language and cultural groups in the region; however, without a community-based group to engage for each cultural community, the project was limited to the community's current capacity for the type of outreach required to support full engagement from participants.)
- Outreach partners vetted the translations and made corrections.
- A list of community resources related to housing was developed and translated into the primary outreach languages, to be shared with participants throughout the engagement project who needed housing help.
- The event host survey was created and shared to be completed by organizations after each event they facilitated. It captured basic information about attendees and overall themes discussed.
- Partner organizations were provided with information on how to distribute and document stipends to community members to support their participation in events. Most provided \$25 in the form of Visa gift cards.

Mid-April to May 25, 2023 (survey closed on May 25)

The bulk of the outreach activities took place following spring break and the end of Ramadan. Community-based organizations and leaders engaged in a range of outreach efforts including:

- Virtual and in person group meetings/events, either as part of existing gathering times or as additional ones.
- Individual phone calls and meetings.
- Tabling at community events.
- Sharing via social media and emails.

Outreach partners hosted 22 events with a total of 12 languages spoken at the various events. Because events were hosted in language by community-based partners – some of whom are multilingual – it was common to have events in multiple languages. Organization staff and leaders facilitated the events, which contributed to the welcoming and safe space as well as allowed each community to put the topic in context of their community's priorities.

Most events were attended by 8-15 participants; there was one large group with 98 participants and a tabling event at the United Festival in Redmond with several organizations who shared information about the middle housing effort with over 1,000 event attendees.

Along with Eastside For All, four community-based organizations jointly hosted an event with some of the Eastside cities on May 3, 2023 called *Let's Build for All*. This interactive community engagement workshop invited community members to share ideas about their ideal neighborhoods. Although not specifically part of the middle housing outreach project, event partners shared a handout with the survey links in multiple languages at their tables and spoke about the middle housing effort. There were 75 attendees.

Eastside For All was in regular communication with the outreach partners throughout the project to provide support, answer questions, process payments, and send reminders about due dates.

May 26 to June 15, 2023

- Eastside For All compiled the raw data from the spreadsheets, highlighting data per the co-design input from the community partners as well as the data requested by ARCH and the Partner Cities.
- Community-based organizations assisted with the translation of a small number of quotes to be featured in the report.
- Eastside For All engaged BERK Consulting, Inc. to draft the report summary, including the design layout.
- Eastside For All organized detailed data to post online.
- Drafts of the report were shared with ARCH, the Partner Cities, and the community-based partners.
- Final report prepared and published.

Next Steps

Eastside For All's proposal to serve as the lead community-based organization included engaging community members after the project to build ongoing relationships with city staff and leaders. The community-based partners will again be involved in co-planning, working on a series of gatherings where community members can hear how their input is being used and other ways they can get involved. As part of that planning process, there will be a debrief of the outreach effort. The group will highlight what went well and what can be improved. This information will be shared with ARCH, the Partner Cities, and others interested in engaging community members from a range of races and cultures in large initiatives.

B. Full Results

Full survey results are available online at <https://eastsideforall.org/middle-housing-outreach/>.



City Council Agenda Bill City of Kenmore, WA

<p>Subject/Topic: Presentation by PRR (City's consultant) on missing middle housing findings: policy and regulation analysis; public engagement and racial equity analysis.</p> <p>Proposed Council Action/Motion: No action.</p>	<p>For Council Meeting Agenda of: 6/12/23</p> <p>Department: Community Development</p> <p>Prepared by: Debbie Bent, Community Development Director</p> <table border="0" style="width: 100%;"> <tr> <td></td><td style="text-align: right;"><u>Initial & Date</u></td></tr> <tr> <td>Approved by Department Head:</td><td style="text-align: right;"><u>DB 5/26/23</u></td></tr> <tr> <td>Approved by City Attorney:</td><td style="text-align: right;"><u>n/a</u></td></tr> <tr> <td>Approved by Finance Director:</td><td style="text-align: right;"><u>n/a</u></td></tr> <tr> <td>Approved by City Manager:</td><td style="text-align: right;"><u>RK 5/31/23</u></td></tr> </table> <p>Exhibits/Attachments: Attachment #1 PowerPoint presentation</p>		<u>Initial & Date</u>	Approved by Department Head:	<u>DB 5/26/23</u>	Approved by City Attorney:	<u>n/a</u>	Approved by Finance Director:	<u>n/a</u>	Approved by City Manager:	<u>RK 5/31/23</u>
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Approved by City Attorney:	<u>n/a</u>										
Approved by Finance Director:	<u>n/a</u>										
Approved by City Manager:	<u>RK 5/31/23</u>										
<p>Summary: At the 6/12/23 Council meeting, representatives from PRR and their team (Michelle Auster, Public Engagement Specialist with PRR; Kyana Wheeler, Senior Director of Diversity, Equity, and Inclusion with PRR; and Clay White Director of Planning with LDC Corp) will give a PowerPoint presentation (see attachment #1) summarizing the findings of their missing middle housing work: policy and regulation analysis; public engagement; and racial equity analysis. The majority of work completed by PRR was funded by a Department of Commerce grant. The final reports from PRR are in progress and will be completed by the end of June.</p> <p>No Council action is required 6/12/23. The City must adopt regulation changes by June 30, 2025, to comply with recent state legislation passed in May on missing middle housing (HB1110) and accessory dwelling units (HB 1337). The City must ensure that regulations (zoning regulations) are consistent with the Comprehensive Plan which may also require amendment. The State Department of Commerce will be preparing guidance on implementation over the next few months and will also be offering a competitive grant program for the 2023-2205 biennium to assist with implementation of missing middle housing requirements.</p> <p>The state legislation along with the missing middle housing findings from PRR and the findings from Eastside for All on community-based organization engagement (also funded by the Commerce grant, final report due by the end of June) will be considered when evaluating options for missing middle housing policies, regulations, and any additional public engagement. A strategy and options for implementation will be brought forward for Council consideration for inclusion in the 2024 work program.</p>											
<p>Information/Background: Even prior to the recent state legislation passing, the State Growth Management Act, multicounty planning policies (Vision 2050) and King County countywide policies all support consideration of missing middle housing in their plans and directives. Kenmore's plans must be consistent with regional plans. For example, Vision 2050 states that the city should Expand housing capacity for moderate density housing to bridge the gap between single-family and more intensive multifamily development and provide opportunities for more affordable ownership and rental housing that allows more people to live in neighborhoods across the region." Missing middle housing</p>											

is one tool to help reduce the housing crisis by providing more attainable housing and providing more housing choices in the gap between single family homes and apartment buildings.

Overview of PRR Scope on Missing Middle Housing: PRR is the consultant the City contracted with to complete work on missing middle housing to satisfy the City's missing middle Department of Commerce grant requirements.

Policy and Regulation Analysis: LDC reviewed the City's 2022 adopted comprehensive plan policies and draft missing middle regulations for duplexes and triplexes (presented to Council in 2022 but not adopted) to assess options along with pros/cons for allowing middle housing types on at least 30% of existing single-family zoned lots (requirement of the Commerce grant). Four options were assessed: 1. Duplexes and triplexes within all single-family zones within ¼ mile transit; 2. Duplexes and triplexes on corner lots in the R-4 and R-6 zone (does not meet the 30% requirement); 3. Permit duplexes and triplexes in the R-6 zone; 4. Permit other missing middle housing types.

LDC also assessed options for small scale commercial development that would support neighborhood walkability and missing middle housing. This assessment can be used to develop future zoning code amendments.

Given the recent state legislation on missing middle housing and accessory dwelling units, LDC considered what these bills mean for Kenmore and potential options for moving forward, so this will be the focus of the 6/12/23 presentation. A final report will be provided by the end of June and this report will help support options for comprehensive plan and zoning code amendments to comply with state law.

Public Engagement: PRR reviewed and built on prior community participation on missing middle housing completed in 2021 and 2022. Outreach included five small group virtual meetings held in April, an online non-statistically valid survey and a community event held June 3rd. The community engagement approach used the Tipping Point framework. Tipping Point framework refers to thresholds – the point in time during change at which the forces of innovation pushing for change outweigh the forces working to maintain the status quo. The purpose of Tipping Point framework is not to drive change, rather it is to cultivate and leverage residents' abilities to adapt and grow as change takes place.

In all, the small group meetings had 53 registrants and 35 participants. Many registrants who could not attend the meetings reached out to ask about other ways to participate and give feedback on Kenmore's housing future. Throughout the five small group meetings, participants showed overall support for including more Missing Middle housing in Kenmore. While supportive, participants did raise concerns regarding the future of housing in Kenmore. The most common themes were about green space, supportive infrastructure, and variety in home offerings and affordability. The survey findings and findings from the 6/3/23 event are not yet available. The presentation 6/12/23 will provide an update on findings and a final report will be due by the end of June.

There were three goals for engagement:

- Goal 1: Engage specific audiences with the objective of conducting inclusive and equitable engagement to learn about shared values in housing. There was particular interest in engaging groups and individuals who have not been as engaged in housing discussions including: youth; older adults; people who rent their homes; members of the Hispanic community; and the BIPOC community (members of the Black, Indigenous, People of Color and other marginalized groups).

- Goal 2: Build positive relationships with community members and community-based organizations.
- Goal 3: Bring the community along in preparation for missing middle housing and understand community feedback.

Racial Equity Analysis: PRR conducted a racial equity analysis to help the City establish anti-displacement policies for housing policies and regulations. The analysis focused on no net displacement of very low-, low- or moderate-income households or individuals from racial, ethnic, and religious communities which may have been subject to discriminatory housing in the past. The analysis recommends considering the historical context, identity and demographic impacts, equity impacts of zoning and housing types, public health impacts and the regional context of Kenmore's location and designation as a high-capacity transit city. PRR also attended a DEIA Advisory Committee meeting in April. The presentation 6/12/23 will provide an overview of the process and recommendations. Final report due by the end of June.

Summary of Recent State Legislation on Accessory Dwelling Units (EHB 1337) and Missing Middle Housing (E2SHB1110)

Accessory Dwelling Unit Summary (EHB 1337) amended RCW 36.70A to add changes to local government roles for regulating accessory dwelling units (ADUs). The legislation requires jurisdictions (Kenmore included) to allow the construction of two ADUs per lot by six months after the next comprehensive plan periodic update. For Kenmore this means by the end of June 2025. Any action taken by a city or county to comply with the requirements are not subject to legal challenge under GMA or SEPA. The bill also addresses restrictive covenants and deed restrictions, protecting any local government from civil liability if a permit is issued for an ADU on a lot with a covenant restricting an ADU.

In 2020 the Council amended ADU regulations. Below is a Table providing a summary of current city regulations compared to the recent state legislation.

Standards	State Legislation	Current City ADU Regulations
# ADU's and lot size	Two ADUs per residential lot attached, detached, or a combination of both, or may be conversions of existing structures. Allowed on all lots that meet minimum lot size in zoning districts that allow for single-family homes.	One ADU either an attached or a detached accessory dwelling unit per primary single detached dwelling unit. No minimum lot size required for an ADU.
ADU Size	Must allow an ADU of at least 1,000 square feet	Attached ADU shall not exceed a floor area of 1,000 square feet or 50 percent of the living area of the primary residence, whichever is greater; unless the use of pre-existing floor area on a single level of

		<p>the primary single detached dwelling unit is being proposed for the ADU.</p> <p>Detached ADU for lots equal to or greater than 6,000 sq.ft. 10% of the lot area up to a maximum floor area of 1,500 sq. ft.</p> <p>Detached ADU for lots for lots with an area less than 6,000 sq.ft. maximum floor area of 600 feet.</p>	
Owner Occupancy	Prohibits owner occupancy requirements.	Either the primary dwelling unit or the ADU shall be owner occupied for a minimum of six consecutive months after completion of the ADU. At the end of the six-month period, the owner occupancy requirement shall be extinguished.	
ADU's as short-term rentals	Allows restricting the use of ADUs as short-term rentals.	Not addressed in the current code.	
Impact Fees	Places a cap on impact fees at 50% of those charged on houses.	No impact fees are currently assessed for ADU's.	
Height	Legalizes ADU height up to 24' feet (or the max. height for houses if height is greater than 24')	<p>Maximum height for a detached ADU shall be 35'; however, the detached ADU may not exceed one story over a detached garage or two stories if built at ground level.</p> <p>Height limit for a single-family home is 35'.</p>	
Parking	<p>Prohibits off-street parking requirements within one-half mile walking distance from a major transit stop.</p> <p>On lots smaller than 6,000 square feet, no more than one off-street parking space may be required per ADU before any zero lot line subdivisions.</p> <p>On lots greater than 6,000 square feet, no more than two off-street parking spaces per unit may be required.</p>	No additional off-street parking spaces shall be required for an ADU.	

Critical areas	ADU's not required to be allowed on lots with critical areas.	Must comply with critical area regulations.
Setbacks and other standards	may not impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for ADU's that are more restrictive than those for principal units.	In a rear setback in the R-4 and R-6 residential zones, an accessory dwelling unit shall be permitted; provided, that the accessory dwelling unit shall be no closer than ten feet to the rear lot line. (minimum rear setbacks in the R-4 and R-6 zones are otherwise twenty feet). No design review currently required for ADU or principal unit. Same requirements for yard coverage, tree retention for ADU's and principal unit.
Allow separate sale of ADU's	Legalizes the sale of ADUs as condominiums and requires that a city allow separate sale of units.	Not addressed in the current code.
Right-of-way improvements	Prohibits requirements for public right of way improvements.	Right-of-way improvements not required.

Missing Middle Housing Summary (E2SHB 1110): Requires cities to authorize minimum housing development densities in residential zones depending on their population size, ranging from a minimum of two to at least six units per lot. The legislation focuses on the minimum number of dwelling units on a lot which is different than the traditional way zoning regulates land by dwelling units per acre. This approach needs to be considered when amending comprehensive plan policies and adopting zoning regulations.

In November 2022 Council adopted ordinances that included Comprehensive Plan Policies that would allow Medium Density Housing (missing middle housing) within one-quarter mile of the City's two main transit corridors. Based on Council direction these adopted ordinances did not include any changes to zoning regulations that would allow duplexes or triplexes in the R-6 zone and that further discussion of Missing Middle Housing would be deferred to 2023. To comply with new state law, the City must adopt implementing zoning regulations by June 2025. The housing and land use elements of the Comprehensive Plan may also require further amendment.

The City's 2020 population of 23,914 means that Kenmore would fall into the Tier 3 category, cities with a population under 25,000. Two dwelling units per lot on all lots zoned predominantly residential must be allowed.

The Office of Financial Management 2022 population estimate for Kenmore was 24,090. Once Kenmore passes the 25,000 population threshold it moves into the Tier 2 category, cities with

populations between 25,000 and 75,000. This category requires four dwelling units per lot within ¼ mile of a major transit. A “Major transit stop” is defined as light rail, commuter rail, and bus rapid transit.

Other key points in the legislation:

- Parking mandates are lifted within a quarter mile of a major transit stop.
- An alternative to the density requirements allows cities to implement the requirements in at least 75 percent of lots zoned single-family if the remaining portion of lots meet certain criteria.
- A city may allow accessory dwelling units to help achieve the unit count, but also must allow middle housing types (such as a duplex) that can satisfy the minimum density (i.e., unit count per lot).
- Does not prohibit cities from adopting more restrictive design and development standards for middle housing than for single-family detached housing, provided that those standards are “objective” and are applied through an administrative design review process. There is also the flexibility for standards to be less restrictive.
- Requires that a city allow separate sale of units.

Background on the Planning Commission and Council Direction Regarding Missing Middle Housing

- In January 2021, the City Council assigned to the Planning Commission review of the Comprehensive Plan Vision Statement and the Land Use, Housing and Capital Facilities Elements, as part of the State mandated 2024 Comprehensive Plan update. The Council also directed that the Commission assess “Missing Middle” housing opportunities.
- On 6/27/22 the Planning Commission presented recommendations to the Council for proposed Comprehensive Plan amendments that would allow medium density housing within one-quarter mile of the city’s two main transit corridors. The Commission also presented proposed implementing zoning regulations that would permit duplexes and triplexes in the R-6 within one-quarter mile of the city’s two main transit corridors.
- On 7/18/22 and 7/25/22 the City Council continued review of the Planning Commission recommendations. At the 7/25/22 Council meeting most of the Council expressed support for considering additional amendments to the comprehensive plan to allow medium density housing (missing middle housing) throughout the R-6 zone and support for implementing zoning regulations to allow duplexes and triplexes throughout the R-6 zone. The council asked staff to prepare amendments for review in September.
- At the 9/12/22 Council meeting, the Council reviewed proposed amendments based on direction given 7/25/22. A public hearing on proposed amendments was held 9/26/22 and continued to 10/3/22.
- At the 10/17/22 City Council meeting, the Council gave direction to bring back an ordinance to a future council meeting to approve amendments to the Comprehensive Plan that would allow Medium Density Housing (missing middle housing) within one-quarter mile of the City’s two main transit corridors. Any implementing (zoning regulations) consistent with the Comprehensive Plan policy would be brought forward in the future.

- At the 11/7/22 City Council meeting, the Council adopted Ordinances 22-0558 and 22-0566 consistent with direction given 10/17/22. Based on Council direction these ordinances did not include any changes to zoning regulations that would allow duplexes or triplexes in the R-6 zone and that further discussion of Missing Middle Housing would be deferred to 2023.

Missing Middle Housing Contracts and Grants:

- Washington State Department of Commerce Grant:** On 7/25/22 the City Council authorized the City Manager to sign a Middle Housing grant contract (contract 23-63326-012) from the Washington State Department of Commerce (Commerce) in an amount up to \$120,000. \$20,000 of this total is to be used for work with community-based organizations, proposed through a Memorandum of Agreement with other ARCH cities. On 11/28/22 the City Council authorized the City Manager to execute an increased grant award contract of \$170,000 with Commerce. This increased the original contract from \$120,000 to \$170,000. Grant funds need to be expended by 6/30/23.
- PRR Contract:** On 11/28/22 the City Council authorized the City Manager to execute Contract 22-C2845 with PRR, Inc. in an amount not to exceed \$150,000 for a scope related to a missing middle housing analysis, public engagement, and racial equity report. On 4/10/23 the City Council authorized the City Manager to execute Amendment #1 to Contract 22-C2845 with PRR, Inc to increase the contract by \$17,000 for a total contract of \$167,000.
- Memorandum of Agreement for Community Based Organization Engagement:** On 11/28/22 the City Council authorized the City Manager to execute the Memorandum of Agreement Contract 22-C2869 between the Cities of Bellevue, Redmond, Bothell, Kenmore and Newcastle Concerning the Sharing of Costs Related to Middle Housing Community-Based Organization Engagement. \$20,000 of the Department of Commerce Grant funding is intended for this work. ARCH contracted with Eastside for All to conduct the engagement process. Input is being gathered by surveys and at group events hosted by local organizations in April and May, ending on May 25th. A final report will be available by the end of June.

Fiscal Consideration: Contract 23-63326-012 with the Department of Commerce for a \$170,000 grant for missing middle housing, of which \$20,000 is to be used for work with community-based organizations proposed through a Memorandum of Agreement with other ARCH cities (Contract 22-C2869). On 11/28/22 Council authorized up to \$150,000 for Contract 22-C2845 with PRR, Inc for scope related to middle housing analysis, public engagement, and racial equity report. On 4/10/23 Council authorized Amendment #1 to Contract 22-C2845 with PRR, Inc to increase the contract by \$17,000 for a total contract of \$167,000. The \$17,000 for Amendment #1 is funded from City funds. \$20,000 of City funds was identified in the Community Development Department budget for Comprehensive Plan implementation.

City Council Priority or Budget Objective Being Addressed: Council 2023-2024 priorities to be addressed include: (2) Increase and preserve the options for affordable housing stock; (3) Develop and implement a diversity, equity, and inclusion policy and program; and (11) Engage and educate the community on growth and development in Kenmore.



KENMORE 2044



KENMORE 2044

Missing Middle Housing

Engagement, Analysis, Recommendations

Kenmore City Council - June 12, 2023

Agenda

1

Overview

2

Community Engagement

3

Racial Equity Report

4

Middle Housing Code Options



Overview and Schedule



KENMORE 2044



Grant program

Missing Middle housing grant program

- Authorized by the 2022 supplemental state budget

Grant work focus

- Community engagement focused on Missing Middle housing
- Racial equity analysis
- Policy and code review
- Menu of strategies which could encourage additional Missing Middle housing

Public Engagement
Planning and
implementation –
February-April

Initial policy and
code review -
March

Racial Equity
Analysis Report
– June

Middle Housing
Code Options –
June

What is Missing Middle housing?



Comprehensive Plan Update Connection

New requirements!

The 2024 update will include:

1. A plan for housing that is affordable to all income levels, including Missing Middle housing
2. Racial equity analysis and anti-displacement policies for the City to establish

CERTIFICATION OF ENROLLMENT
ENGROSSED SECOND SUBSTITUTE HOUSE BILL 1220

Chapter 254, Laws of 2021
(partial veto)

67th Legislature
2021 Regular Session

EMERGENCY SHELTERS AND HOUSING—LOCAL PLANNING AND DEVELOPMENT

EFFECTIVE DATE: July 25, 2021

<p>Passed by the House April 14, 2021 Yeas 57 Nays 40</p> <p style="text-align: center;">_____ LAURIE JINKINS Speaker of the House of Representatives</p> <p>Passed by the Senate April 10, 2021 Yeas 25 Nays 24</p> <p style="text-align: center;">_____ DENNY HECK President of the Senate</p> <p>Approved May 12, 2021 2:35 PM with the exception of section 7, which is vetoed.</p> <p style="text-align: center;">_____ JAY INSLEE Governor of the State of Washington</p>	<p style="text-align: center;">CERTIFICATE</p> <p>I, Bernard Dean, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is ENGROSSED SECOND SUBSTITUTE HOUSE BILL 1220 as passed by the House of Representatives and the Senate on the dates hereon set forth.</p> <p style="text-align: right;">_____ BERNARD DEAN Chief Clerk</p> <p style="text-align: center;">FILED May 12, 2021</p> <p style="text-align: right;">_____ Secretary of State State of Washington</p>
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Community Engagement

Strategies, tactics, successes

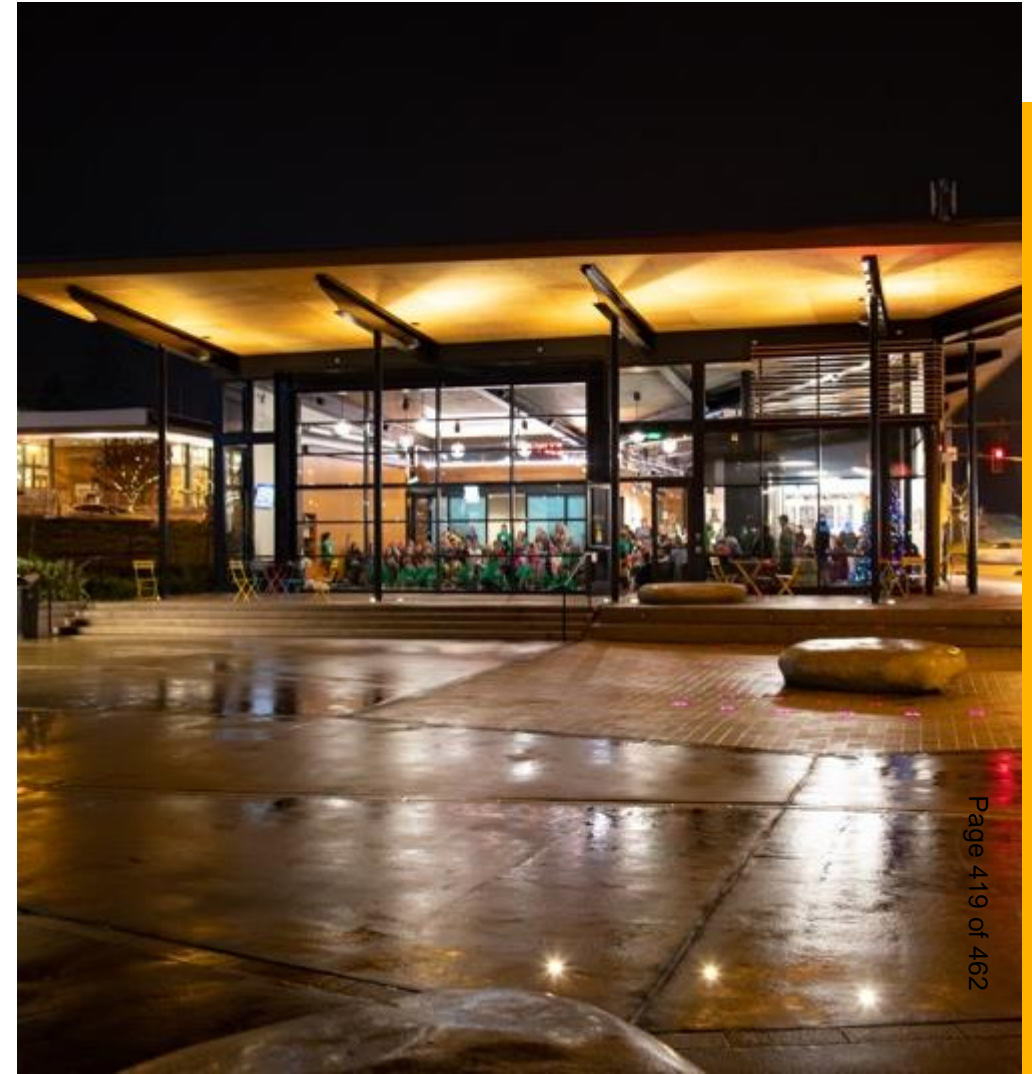


KENMORE 2044



Approach

- Tipping Point framework
- Values-based engagement
- Creative visioning and input



Small group meetings

1. Goals
2. Outreach and registration
3. Results



City of Kenmore - Government

April 14 at 3:22 PM · 🌐

You're invited to join a virtual small group meeting to share your thoughts on Missing Middle Housing. As the City prepares to review our Zoning Code, we hope to build more attainable housing and ultimately create a more inclusive community. Join a virtual discussion on Missing Middle housing and don't miss your chance to take part in the conversation on Kenmore's housing future. Meetings will be held virtually beginning on April 15 and space is limited to 15 people per meeting. Register for a meeting today: <https://bit.ly/MMHmeetings>



Small group meetings

Key Findings

Attendees expressed the following priorities as the City considers how to add Missing Middle housing to Kenmore:

1. Green space
2. Supportive infrastructure
3. Variety in home offerings and affordability



Framing the Future of Housing community event

Saturday, June 3, 10 a.m. to 2 p.m.

Outreach:

- Social media
- Publications
- Postcard

Event summary delivered before end of
June



Which types of housing should Kenmore include in residential neighborhoods in addition to single-family homes?

DUPLEXES



TRIPLEXES



FOUR UNIT BUILDINGS



COTTAGE HOUSING



ADUS (ACCESSORY DWELLING UNITS)



DADUS (DETACHED ACCESSORY DWELLING UNITS)



Framing the Future of Housing



The City of Kenmore





Racial Equity Report

Furthering Kenmore's equity connections, considerations, and commitments



KENMORE 2044



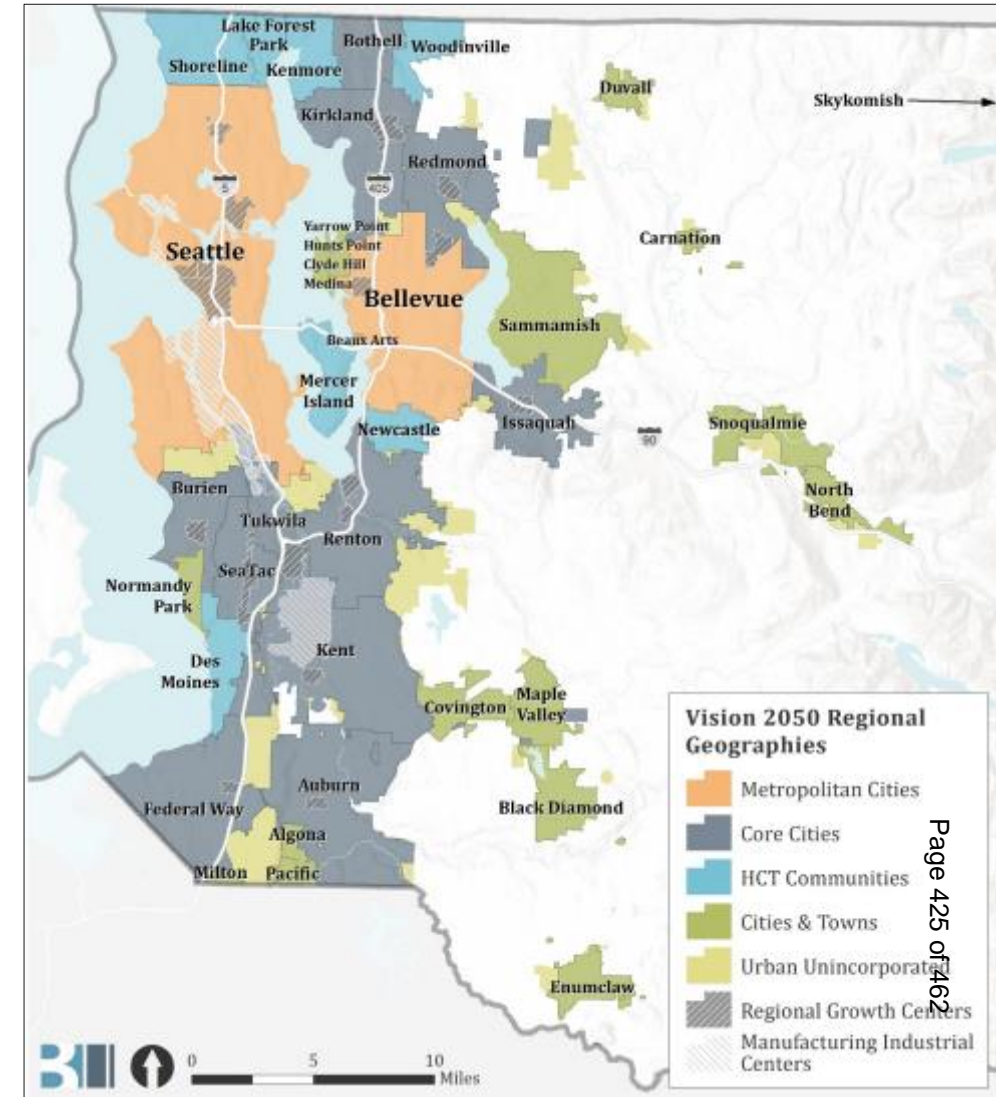
A desirable, accessible, visible Kenmore continues to grow

Kenmore will continue to grow as a vital location within King County

- The diversity of sociopolitical identities, including languages, and income levels will continue to expand
- Kenmore will need to plan for flexibility among options that lead to economic access within housing, employment, and land use options
- City government, community, and business will need to collaborate around shared values and goals

Growth Management Act Updates

- Update city growth targets
- Kenmore identified as **High-Capacity Transit Community**
- Plan for and accommodate Housing at all income levels



Map: PSRC Vision 2050 Regional Geographies Used for Summarizing Growth Capacity

Report Overview

Report Focus

- Analysis of Kenmore Comprehensive Plan Elements requiring updates
- Centers connections between people and place
- Identifies community access, opportunities, and needs

Report Goals

- Prepare the City of Kenmore to incorporate land and housing element requirements
- Provide analysis for mitigating factors that increase displacement risks related to housing strategies and market influence.

Report Foundations and Considerations

- Factors that support the development and maintenance of healthy, engaged, thriving communities
- Interconnections between City of Kenmore and the larger regional impacts.
- How history has shaped the current Kenmore community and access to opportunity

Report Overview

The methods of analysis integrate the following frameworks to make the right connections.

- Port of Seattle's Opportunity Index
- City of Seattle's 4 Levels of Racism and Inequity
- King County's Determinants of Equity
- Social Determinants of Health

These interrelated and overlapping analysis acknowledges the role structural and systemic factors play in perpetuating disparities and displacement risk.

Recommendation Themes

Historical context

- Develop a more complete and accurate accounting of Kenmore's City history.
- Incorporate an understanding of historical zoning practices on today's housing affordability.

Larger geographical connections and considerations

- Develop a plan that more thoroughly considers how City of Kenmore is situated within the larger geographical considerations for population growth planning in King County, the Puget Sound region, and Washington state.
- Consider the goals for transportation planning in Kenmore connected to housing in the context of the larger geographical considerations in recommendation

Public health

- Apply neighborhood level public health practices.
- Consider distribution of community resources across neighborhoods.

Community engagement

- Deepen equity considerations within community engagement strategies early and often



Middle Housing Code Options



KENMORE 2044



Discovery Report

Report Focus

- Review existing information pertaining to middle housing and small-scale commercial
- Develop ideas and range of options the city could consider
- Draft code to be developed to implement chosen direction

Areas Covered

- Review of existing comprehensive plan policies
- Review of bulk standard requirements
- Consideration for various types of middle housing including cottage housing
- Middle Housing opportunities and options
- Small scale commercial development

Discovery Report – range of options developed

Three options developed based on Discovery Report



Option 1

Permit Duplexes and Triplexes in R-6 zone within 1/4 mile of High-Capacity Transit



Option 2

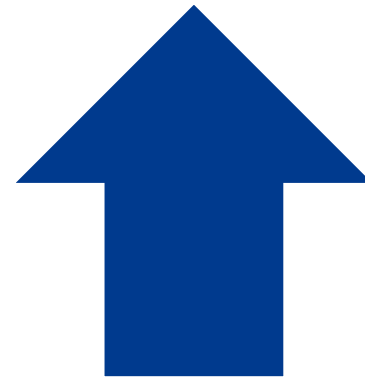
Expand Middle Housing Options for R-1, R-4, and R-6 zones



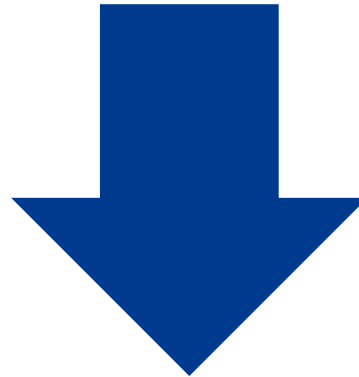
Option 3

House Bill 1110 and House Bill 1337 implementation

Discovery Report – range of options developed



Fewer code changes and opportunities for middle housing



More code changes and opportunities for middle housing

2023 Legislation

Modifies range of options

House Bill 1337 requires:

- Allowing at least two ADUs on all lots that allow for single-family homes
- No requirement for owner occupancy
- May restrict units within critical area or critical area buffers
- City is required to adopt development regulations by June 30, 2025.



Seattle ADU | photo by the Sightline Institute

2023 Legislation

Modifies direction

House Bill 1110 requires:

- Allowing at least two units per lot
- City must allow at least six of the nine types of middle housing
- May allow ADUs to achieve the minimum density requirements
- Many other provisions apply

Bill provides option to limit applicability to 75% of single-family lots

City is required to adopt development regulations by June 30, 2025.



City of Mill Creek – duplex
Photo by LDC

2023 Legislation

Modifies direction

Once city reaches 25K, bill requirements increase:

- Two units per lot;
- Four units per lot within 0.25 miles walking distance of a major transit stop; and
- Four units per lot if at least one unit is affordable housing.

When is the best time to adopt 25K population requirements?

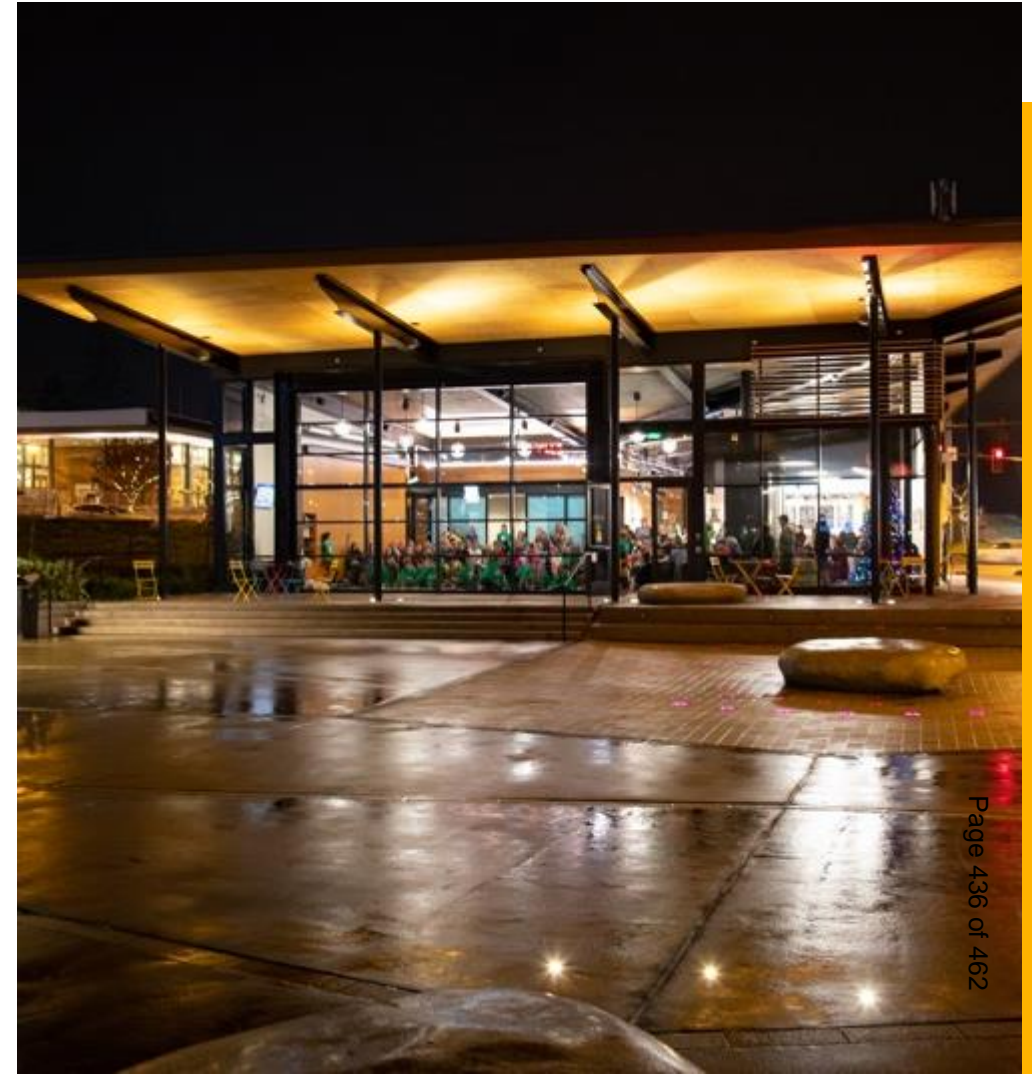
- Connections to comprehensive plan update



City of Mill Creek – duplex
Photo by LDC

Next steps – Missing Middle housing report

- Overview of recent state legislation and how it impacts the city of Kenmore
- Demonstrate through analysis and maps how new legislation would result at least 30% of the city allowing middle housing (grant requirement)
- Options and ideas to amend policies and regulations to implement new legislation.
- Options to be considered as comprehensive plan is updated.



Thank you!

Any questions?



KENMORE 2044



CITY OF KENMORE

Community Development

Middle Housing Findings

September 25, 2023



Overview

- Review Recent State Legislation for Accessory Dwelling Units (ADUs) and Middle Housing
- ADU & Middle Housing Implementation Considerations
- Public Outreach Findings (Community Event, Small Groups, Survey)
- Community Based Organization Outreach Findings
- Racial Equity Analysis Findings
- Next Steps

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New State Law HB 1337

Accessory Dwelling Units (ADUs) - Includes the following:

- Must allow two ADUs on all single-family lots but may restrict ADUs on lots that contain critical areas
- Prohibits owner occupancy requirements
- Must allow an ADU on any lot that meets minimum lot size
- Legalizes the sale of ADU's as condominiums and must allow separate sale of units
- Lots < 6,000 sq.ft. 1 parking space. >6,000 sq.ft. 2 spaces. Within ½ mile of a major transit stop, 0 spaces

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ADUS (ACCESSORY DWELLING UNITS)



DADUS (DETACHED ACCESSORY DWELLING UNITS)

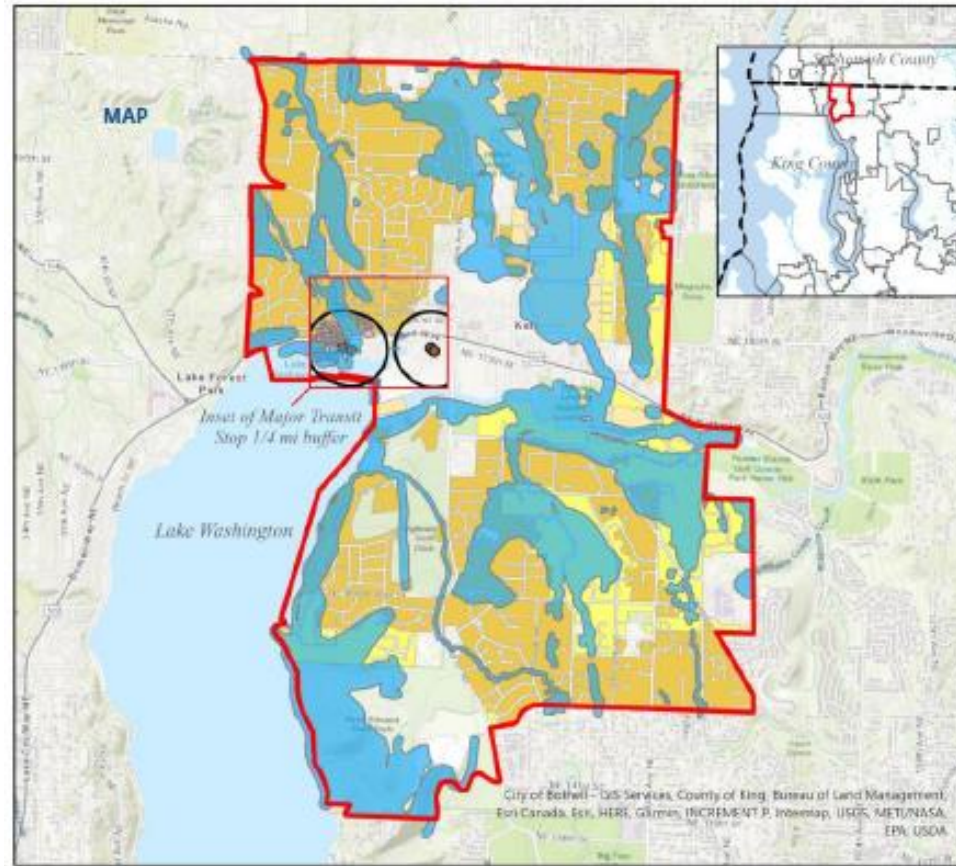


Location of ADUs

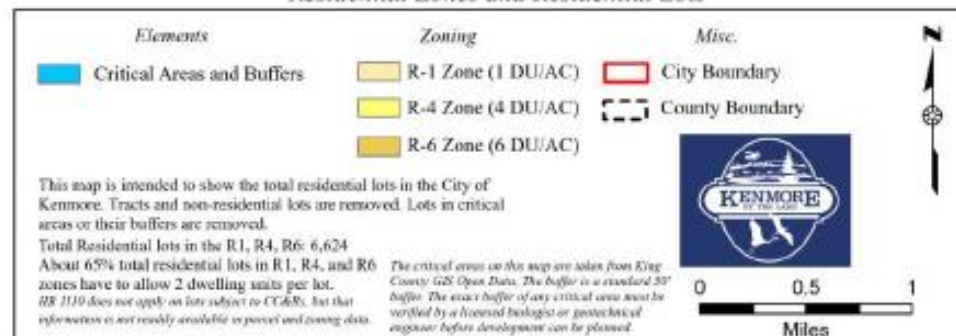
R1, R-4, R-6 Zones

Lots outside of critical areas and assumed 50' buffer

Lots which meet or exceed minimum lot size of the zone



City of Kenmore
Residential Zones and Residential Lots



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Implementation Considerations

- Whether to change setbacks for ADUs to encourage detached ADUs
- Whether to consider additional reforms like a permit-ready ADU program to make permitting and design easier for homeowners
- Whether the City should encourage different combinations of two ADUs in different areas e.g. lots with critical areas
- How to assign housing capacity to ADUs based on implementation of this law

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ADUS (ACCESSORY DWELLING UNITS)



DADUS (DETACHED ACCESSORY DWELLING UNITS)



New State Law HB 1110

Middle Housing - Includes the following:

A city with a population less than 25,000 must allow at least*:

- two units per lot

HI 1110 – Middle Housing

A city with a population of at least 25,000 but less than 75,000 must allow at least*:

- two units per lot;
- four units per lot within 0.25 miles walking distance of a major transit stop; and
- four units per lot if at least one unit is affordable housing

*not applicable to lots with critical areas and buffers

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DUPLEXES



TRIPLEXES



COTTAGE HOUSING



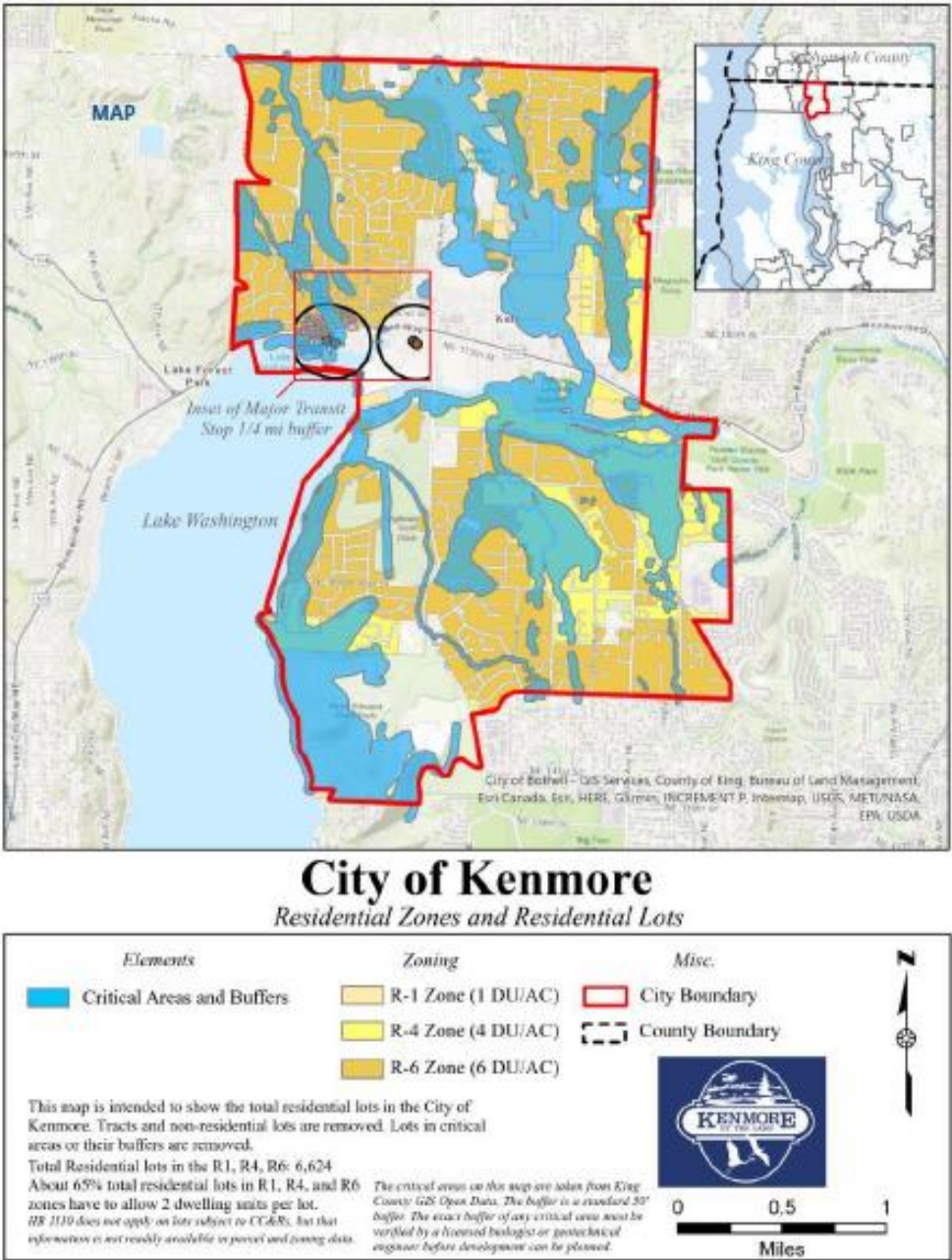
Location of Residential Zones & Lots

R1, R-4, R-6 Zones

Lots outside of critical areas and buffers

Lots which meet or exceed minimum lot size

- Lots within ¼ mile of major transit stop



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Implementation Considerations

- The 2022 Kenmore population was 24,090. The city must weigh what to implement now and what can wait until the City crosses the 25,000-person threshold
- Whether the City should consider the alternative implementation process to implement the density requirements on 75 percent of single-family lots
- For areas within cities where 2 units per lot are required, six of the nine middle housing types must be allowed (does not include ADUs)

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DUPLEXES



TRIPLEXES



COTTAGE HOUSING



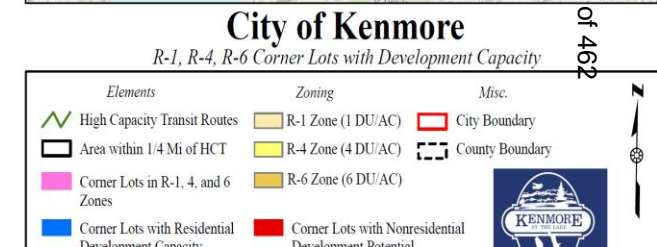
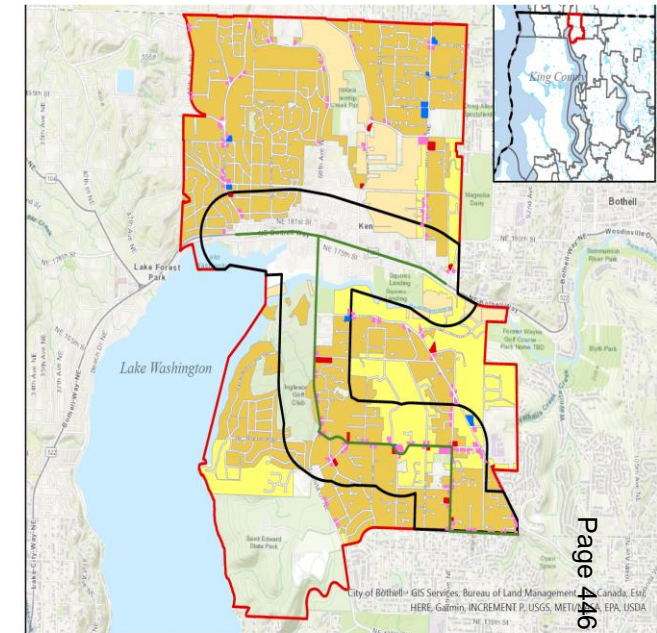
Neighborhood Commercial Analysis

- Preliminary analysis and areas for potential small-scale commercial development that could support middle housing
- Reviewed code examples from other jurisdictions

Criteria:

- Areas within ¼ mile transit routes
- Corner lots in R1, R4, R6 zones
- Corner lots with residential capacity
- Corner lots with neighborhood development capacity

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Public Engagement: Framing the Future of Housing

June 3, 2023 community event at the downtown plaza. 50+ attendees.

- Activities: Draw your place; Dots for dwelling types; mapping housing locations; comment cards.
- Comment pros: middle housing a step in the right direction. Support for duplexes and cottage housing.
- Community cons: worries about maintaining green space, increased traffic and impact to neighborhood tranquility

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Public Engagement: Small Groups

Five virtual small group meetings. 53 registrants and 35 participants.

- Goals: Engagement; Grow positive relationships; Continue dialogue about middle housing
- Overall support for including more middle housing choices in Kenmore
- Participants did raise concerns regarding green space, supportive infrastructure, housing affordability, neighborhood character

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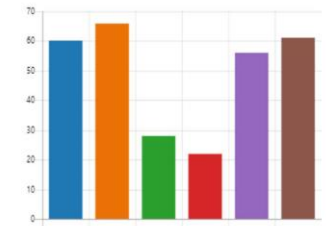


Public Engagement: Survey Results

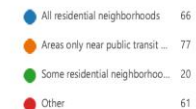
- 181 responses (166 Kenmore residents):
- 84% own, 9% rent, 7% different living situation
- 45% don't believe there's enough affordable housing
- 75% of renters believe not enough; 42% owners
- 75% support some level of middle housing; 21% do not
- 36% think all residential zones should allow middle housing; 38% near transit; 6% only some zones; 13% none

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What sorts of middle housing should Kenmore consider allowing in residential neighborhoods? Check all that apply.



5. Which areas in Kenmore do you think would be suitable for middle housing? Choose all that apply.



Community Based Organization Outreach – Eastside for All

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Eastside for All worked with community-based organizations in five cities (Kenmore, Bothell, Bellevue, Redmond and Newcastle) who engaged with 650+ households from a wide range of ethnic and social communities

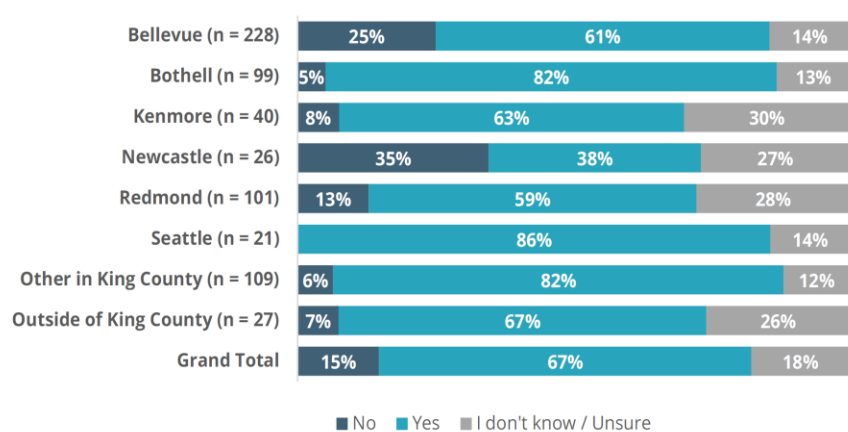


Community Based Organization Outreach by Eastside for All

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Exhibit 13. Support for Middle Housing by City of Residence

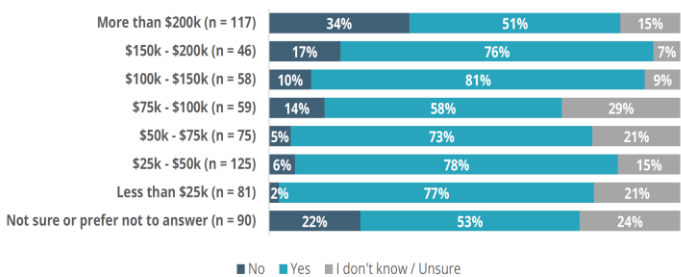
Q: “Do you support having Middle Housing options in your city even if you may not be able to afford it?”



Note: 651 respondents. “n” refers to the number of people who responded in the category shown to the left, for example, 228 Bothell residents.
Source: Eastside For All, 2023.

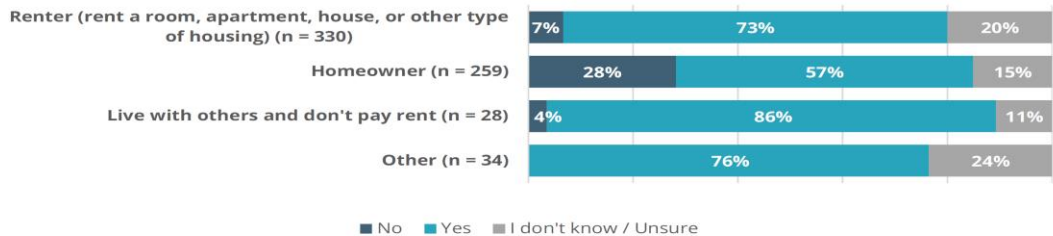
Exhibit 15. Support for Middle Housing by Income Level

Q: “Do you support having Middle Housing options in your city even if you may not be able to afford it?”



Note: 651 Respondents
Source: Eastside For All, 2023.

Exhibit 16. Support for Middle Housing by Current Housing Situation



Note: 651 Respondents
Source: Eastside For All, 2023.

There was broad support for middle housing across self-identified racial categories, although the limited number of respondents of some ethnicities and races make this data less reliable. More detail is available in Appendix

Racial Equity Analysis

- Create a wider historical context
- Understand the risks associated with displacement
- Prioritize investing in people and places that need stabilizing
- Establish an equitable and regional approach to population growth and housing
- Consider public health equity with displacement risks
- Deepen equity considerations within community engagement

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Next Steps

- September 2023 apply for Commerce grant (if authorized by Council) to assist with development of missing middle housing regulations consistent with state law
- January 2024 staff brings forward recommendations for the 2024 docket work program for Council approval including:
 - Amendments to the land use and housing elements of the Comprehensive plan consistent with state law
 - Developing implementing zoning regulations for missing middle housing and ADUs consistent with state law
- January-November 2024: Planning Commission review/recommendation and Council review/ordinance adoption

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City Council Agenda Bill City of Kenmore, WA

Subject/Topic: North King County Severe Winter Weather Shelter

For Council Meeting Agenda of: September 25, 2023

Department: City Manager's Office

Prepared by: Garrett Oppenheim, Assistant to the City Manager

Initial & Date

Approved by Department Head: SL 9/14/23

Approved by City Attorney: DR 9/15/23

Approved by Finance Director: _____

Approved by City Manager: RK 9/15/23

Proposed Council Action/Motion:

Approve contribution of \$7,000 from the \$250,000 American Rescue Plan Act (ARPA) Human Services funding program for North King County severe winter weather shelter

Exhibits/Attachments:

Summary:

Five north King County cities – Kenmore, Bothell, Lake Forest Park, Shoreline, and Woodinville – are working with the King County Regional Homelessness Authority (KCRHA) to issue an RFQ to find an agency to provide shelter services for the unhoused on cold and snowy nights.

Information/Background:

Kenmore, Bothell, Lake Forest Park, Shoreline, and Woodinville signed an Interlocal Agreement with KCRHA whereby each city agreed to work with KCRHA to address homelessness in north King County. For the 2023-24 biennium, those cities, including Kenmore, that had historically invested in homelessness services continue to do so as normal. Cities that did not previously invest in this work are now making annual contributions to KCRHA to enter into contracts for service provision in north King County.

For the past several years, the City of Shoreline has operated a severe winter weather shelter out of St. Dunstan's Church on N. 145th St., just west of Highway 99. That volunteer-run shelter is no longer available and, located on the west end of the five-city geographic area, is not readily accessible to the residents of much of the region. As such, KCRHA is seeking a provider who will find a location in north King County to serve all five cities.

KCRHA is providing \$50,000 toward the severe winter weather shelter. The other partner cities are contributing amounts as follows:

- Shoreline: \$25,000
- Lake Forest Park: \$16,344
- Bothell: \$8,000
- Woodinville: \$3,500

Kenmore is being asked to contribute \$7,000. This contribution request was not included in the 2023-24 biennial budget process as part of the overall budget or the human services budget specifically.

After the 2023-24 biennium, KCRHA will fund this program using the money that partner cities allocate to it under the ILA (a minimum contribution of \$1.20 per capita) for homeless services so there will not be an additional request for funds.

Fiscal Consideration:

On May 16, 2023, City Council authorized \$250,000 of ARPA funds to be expended for human services funding. To date, \$225,341 of that total has been committed to the Center for Human Services mental and behavioral health counseling program and approximately \$1,575 was expended in the creation of the Kenmore Cares Mental Health Kits for a total of \$226,916.

\$23,084 remains of the original \$250,000 allotment. If this \$7,000 contribution to the severe winter weather shelter is approved, there will still be \$16,084 remaining. If an equal contribution is made for a 2024-25 shelter, the remaining ARPA human services funding budget would be \$9,084.

City Council Priority or Budget Objective Being Addressed:

4. Develop and implement a Diversity, Equity, and Inclusion policy and Program.

6. Enhance public safety.

CITY OF KENMORE

City Manager's Office

Severe Winter Weather Shelter

September 25, 2023



Winter Shelter in North King County

A Short History

- St. Dunstan's Church
 - 4 or more hours at 32 degrees or below
 - Or 2+ inches of snow expected
- Decision to open by 9 AM
 - Usually made the previous night
- Operations
 - Volunteers run and clean every morning
 - Guests arrive 7:30 – 8:00 PM
 - Everyone must be gone by 7:30 AM
- Professional Cleaning at Season's End
- Maximum Capacity During Winter 2022-23



*St. Dunstan's Church in
Shoreline at 722 N. 145th St.*

Winter Shelter in North King County

A Path Forward

- Service Level Higher Than Volunteers Can Provide
- North King County Cities, Allied under ILA, Teaming with King County Regional Homelessness Authority to Find a Service Provider
- Each Partner Is Set to Contribute for a Total of up to \$109,844



A homeless encampment under heavy snowfall.

Page 458 of 462

Individual City Contributions

Jurisdiction	Amount
King County Regional Homelessness Authority	\$50,000
Shoreline	\$25,000 (pending Council authorization)
Lake Forest Park	\$16,344 (allocated as a part of the KCRHA North King County ILA)
Bothell	\$8,000
Kenmore	\$7,000 (from \$250,000 ARPA Human Services funding, subject to Council approval)
Woodinville	\$3,500



Winter Shelter in North King County

Request for Proposals

- KCRHA Will Release an RFP
- **NOFA** States That Service Providers Will Be Asked to:
 - Offer safe, dignified overnight emergency shelter to unhoused adults;
 - Provide adequate staffing, supplies, and response to emergency conditions while fostering health and safety;
 - Provide services grounded in a Housing First, Trauma-Informed, holistic support;
 - Serve adults of all genders who are over the age of 18; and
 - Advance equity for Black, Indigenous, and other people of color, individuals who identify as LGBTQ+, and individuals with disabilities.



A winter shelter for the unhoused.

Winter Shelter in North King County 2024 and Beyond

- Similar Request for 2024
- ARPA Human Services Funding Budget
- After 2023-24 Biennium, KCRHA Will Fund via Partner Cities' ILA Allotted Contributions



For comments and questions:

Garrett Oppenheim
Assistant to the City Manager (ARPA)
goppenheim@kenmorewa.gov
425 984 6171

