

**City of Gig Harbor Planning Commission
Minutes of Work-Study Session
July 17th, 2008
Gig Harbor Civic Center**

PRESENT: Commissioners: Theresa Malich, Harris Atkins, Joyce Ninen, Dick Allen, Jim Pasin, Jill Guernsey and Jeanne Derebey.
Staff Present: Tom Dolan, Emily Appleton, Jeff Langhelm and Diane Gagnon

CALL TO ORDER: Chair Theresa Malich called the meeting to order at 6:00 p.m.

APPROVAL OF MINUTES:

MOTION: Move to approve the minutes of June 18th, 2008. Atkins/Guernsey – Motion passed.

MOTION: Move to table the minutes of June 30th, 2008 until the meeting of August 7th, 2008 Ninen/Derebey. – Motion passed.

Commissioner Harris Atkins asked that everyone review the minutes of June 30th and read the public testimony carefully to make sure they are aware of all the issues.

1. Introduction to all 2008 Comprehensive Plan Amendments

Planning Director Tom Dolan noted that there are a total of nine Comprehensive Plan amendments, three proposed by private parties and six city sponsored amendments. He stated that he will be working with the commission on these amendments and bring them to the City Council. He went through the binder of applications that Senior Planner Jennifer Kester had prepared and noted that in the front of the binder was a schedule of how these items will be considered. Mr. Dolan stated that they were scheduled to make their final recommendation to the City Council on September 18th and then there will be a joint work study session with the Council on September 29th. He further explained that at that time the commission may go over and explain their recommendation. Mr. Dolan went on to say that tonight they will have a work study session on the six city sponsored amendments and at the next meeting there will be a public hearing on the six city sponsored along with a work study session on the three private amendment and on August 21st there will be another work study session and then a public hearing on September 4th. He noted that there has been a request by a neighbor of one of the amendments that the commission come out to the site and take a look. He noted that it would have to be advertised as a public meeting. Commissioner Dick Allen asked if there was something specific that this person wanted them to look at and Mr. Dolan said that he just wanted the commission to fully understand the impacts of the proposed change. He also noted that there was a staff report in the binder.

A. COMP 07-0005: Gig Harbor Wastewater Comprehensive Plan Amendment to Sewer Basin C14

Senior Engineer Jeff Langhelm pointed out on the map where the basins were located. Planning Director Tom Dolan said that the proposal was to develop the property with senior housing. Ms. Ninen asked about a lawsuit she had heard about and Mr. Langhelm said that there had been a lawsuit filed regarding the ability to develop when there is no sewer capacity and that it didn't really have any bearing on the Comprehensive Plan amendment.

B. COMP 08-0001: 3700 Grandview Street Comprehensive Land Use Map Amendment

C. COMP 08-0002: Parks, Recreation and Open Space Element Update.

Mr. Dolan explained that this was a minor change to the Parks, Recreation and Open Space Plan and would identify the acquisition of one parcel of property that the city has acquired. In order to purchase the properties they must be identified in the plan. The city has hired a consultant to totally redo the plan.

D. COMP 08-0003: 3720 Harborview Drive Land Use Map Amendment

Mr. Dolan stated that this was the Lighthouse Marine property, zoned R-1 and the applicant is asking that the Comprehensive Plan be amended from Residential Low to Residential Medium which would potentially allow them to rezone to RB-1. Ms. Ninen noted that it used to be an auto dealership and it had always been commercial. Mr. Dolan pointed out a letter submitted by an adjacent property owner regarding the proposed amendment.

E. COMP 08-0004: Area-Wide Land Use Map Amendment. Mr. Dolan then went over the Planning Commission proposed amendment and explained the three areas where the existing land use designations were out of sync with the zoning.

F. COMP 08-0005: Gig Harbor Wastewater Comprehensive Plan Amendments to Sewer Basins C1, C5 and C8

G. COMP 08-0006: Utilities Element Update. Mr. Jeff Langhelm explained that the proposal was to add a goal for the potential utilization of reclaimed water.

H. COMP 08-0007: Capital Facilities Plan Update

I. COMP 08-0008: Transportation Element Update

Mr. Dolan noted that in their binders under each tab was a more detailed explanation of each request and as information is distributed they can add it to their binder. He further explained that ultimately the Planning Commission will have to address 19.09.170 for each of the amendments and their consistency with those criteria. He stated that staff

will prepare a staff report that analyzes each one with those criteria and will provide findings that address the Planning Commissions ultimate recommendation.

Commissioner Jim Pasin asked about the criteria that it meet concurrency requirements. Mr. Dolan said that that is a consideration and they must address if the amendment will affect concurrency; for example the Grandview application would require additional concurrency; however, the applicant may be able to enter into a development agreement per the City Attorney's advice. Ms. Ninen also asked about the criteria of approval and suggested that perhaps a matrix would work for the analysis of the applications. Mr. Dolan said that staff wanted to help the Planning Commission review these in the easiest way possible. Mr. Atkins said that he had not seen a development agreement done before in cases where there is not adequate infrastructure. He asked if they should consider the maximum build possibility and assume that they could not build beyond the thresholds of the development agreement and suggested that when they address that issue at that next meeting perhaps they could discuss further. Mr. Dolan said that the Grandview amendment was submitted last year and because we didn't have sewer concurrency the City Council decided to not move the request forward so they have been working with the City Council on an alternate means for submittal. Ms. Derebey asked for further clarification and asked if at some point the applicant could ask for more than what the development agreement says. Mr. Dolan said that they can ask the Council to change the development agreement but they would be limited to what the Comprehensive Plan designation is for the property. Mr. Atkins questioned whether the development agreement was sufficient to approve the amendment without concurrency. Mr. Dolan suggested that when they have a work session on the private applications it might be appropriate to have the applicants make a presentation to explain their proposal. He also stated that Senior Engineers Jeff Langhelm and Emily Appleton will make a presentation and then at the next meeting they will hold a public hearing and there will be a staff report with analysis. Mr. Dolan suggested that if they felt they needed more information prior to the public hearing to please let staff know.

It was decided to discuss item number six first.

**6. City of Gig Harbor, 3510 Grandview St, Gig Harbor, WA 98335
(COMP 08-0008) – Transportation Element Update.**

Senior Engineer Emily Appleton explained that last year that they had done some minor amendments to the Transportation Plan and the Planning Commission had some questions about that chapter and now they have completed a comprehensive review of the chapter. She noted that staff has been using a traffic model to make the best decisions for traffic improvements within the city and that a lot of the updates were for consistency. She noted that what they had before them was about 90% complete and there will still be some changes to exhibits, etc.

Evan Dust of HDR in Portland, Oregon gave an overview of his experience in transportation planning. He noted that what they have in front of them was a work in

progress. He explained that they were going through the revenue side of the picture now that they had costs so that the plan would be financially balanced. He went over the various elements of the financial picture. Mr. Dust stated that they had started with the city model and did a validation process, took a six year snapshot and came up with some volumes. He stated that the blue projects listed in the table are capacity driven roadway improvements that the city needs to make in order to stay concurrent with growth. The green are projects that are not driven by capacity but other goals of the land use plan or the community vision. Mr. Dust went over the combined map and what the different colors indicated on the map. Commissioner Joyce Ninen asked if the Harborview Drive project was on this list and Ms. Appleton pointed out where it was listed. Mr. Dolan noted that staff could make color copies rather than black and white of the maps.

Commissioner Jim Pasin stated that it was his understanding in the Judson/Harborview project there is some infrastructure that has to be replaced so they were going to make improvements while they are there. He also stated that there were three groups studying what to do and now it's being pushed forward. Mr. Pasin pointed out that there have been problems with transportation corridors and asked if it was based on the impact that our corridors are taking from county projects and if we were building to the 20 year growth management plan. Ms. Appleton said that they had put together the list and there are capacity projects and non capacity projects and that the Harborview/Judson project was budgeted for last year and will be done in phases. Mr. Atkins asked how to relate these amendments to the needs. Ms. Appleton pointed out the projects that were identified as needed for capacity. She further explained that the non capacity projects have another reason for being on there and are open for debate. Mr. Atkins asked at what point we reach our level of service standards called out in the Comprehensive Plan. Ms. Appleton said that the model is telling us that these are the projects that we need to reach our level of service within the 6 year window.

Mr. Dust explained that almost of the city's growth is happening in the next 6 years and then it slows, which could be because we know what is happening in the next six years. Ms. Ninen asked how often they look at the demographics and Ms. Appleton said that they had used the Pierce County buildable lands information and they hoped that there was a way to update that information annually or biannually.

Mr. Pasin noted that Pierce Transit came to the Design Review Board and asked for approval for the structure that they were going to build across Highway 16 and it would be where Hunt Street crosses the highway. He stated that Pierce Transit hadn't been responsible for any of the street improvements from 38th to their parking lot and was the county going to pay for some of that. Ms. Appleton said that we did require some of the improvements and they will pay an impact fee to pay for their share of the improvements. She also noted that the pedestrian crossing is north of Hunt Street. Mr. Dust noted that if this had been in the plan at the time that Pierce Transit applied they would have to make a direct financial contribution or be a co sponsor on a grant application. Mr. Pasin said that Pierce Transit was going to build an overpass where they city was going to build a road and asked how careful were they being to

coordinate. Ms. Appleton said that they are coordinating with the county. Mr. Atkins asked if Ms. Appleton would characterize these changes as changing policy. Mr. Dust said some are and pointed out the existing functional classification map. He stated that based on some of the projected volumes there are streets that are changing character so they are recommending to staff that there be a change in how those streets are treated. Mr. Dolan said that before the public hearing staff will send out colored maps. He noted that most of the changed streets were going up a classification but there were some that were going down in classification. Mr. Pasin asked about along Bujacich Road where there is no concurrency and noted that it doesn't seem to connect to any major roadway. He asked the Employment District would ever be developed without connections. Ms. Appleton explained that there was capacity along Bujacich and Mr. Dust explained the improvements needed to meet the needs for further development. It was agreed that the color copies would get to the commission by next Friday.

5. City of Gig Harbor, 3510 Grandview St, Gig Harbor, WA 98335
(COMP 08-0007) – Capital Facilities Plan Update.

Ms. Appleton directed them to the last two pages which listed the projects and noted that it was not in its final form but will be finalized along with Chapter 11. Mr. Atkins asked if the list was just updated and there were no policy changes and Ms. Appleton agreed. She noted that there were strikeouts and deletions indicating the changes. Ms. Ninen asked about the Olympic 56th project and if it was being left on in order to collect impact fees and if so how long will it stay on the list. Ms. Appleton said that it will stay on there until it reaches capacity.

Senior Engineer Jeff Langhelm went over the minor updates to this section. He went over the stormwater projects and explained each. He further explained the daylighting of Donkey Creek and the various options. He then went over the water systems projects and noted that most of the additions were directly related to a water system plan that has not been approved. Commissioner Jill Guernsey asked about item number 9 and Mr. Langhelm explained that it is about obtaining water rights. He further explained that we have hired an attorney to help the city through the water rights process with the Department of Ecology. Ms. Guernsey asked if we anticipated paying 75,000/year for six years and asked if this was really a capital expenditure. Mr. Atkins also questioned as to whether an attorney should be a capital expenditure. Mr. Langhelm explained that the majority of the costs for capital projects are covered by impact fees. He then went over the wastewater projects. He then explained the items that were driving the street improvements along Harborview. He also noted that they will be upgrading the lift station at Jerisich Park.

4. City of Gig Harbor, 3510 Grandview St, Gig Harbor, WA 98335
(COMP 08-0006) – Utilities Element Update.

Mr. Langhelm explained that this was related to all three of the city's enterprise funds even though it directly relates to the city's treatment plant. He explained reclaimed

water processes and its uses and that the water system plan requires that cities address how they can use reclaimed water.

3. **City of Gig Harbor, 3510 Grandview St, Gig Harbor, WA 98335**
(COMP 08-0005) – Gig Harbor Wastewater Amendments to Sewer Basins C1, C5 and C8.

Mr. Langhelm went over the various sewer basins and how they had been revised in the past. He explained that sewer basins are defined by topography. The Planning Commission asked for clarification of some of the areas. Mr. Langhelm further explained that all of the cost of the collection system is born by developers or the creation of LIDs so that the people who need the sewer will pay for the sewer. Mr. Pasin asked about areas that were previously identified as future LIDs and Mr. Langhelm said that had not changed and explained how LID's are formed. Mr. Atkins asked if there were any policy changes and Mr. Langhelm said no, just changes to the map to show what is actually occurring.

2. **City of Gig Harbor, 3510 Grandview St, Gig Harbor, WA 98335**
(COMP 08-0004) – Area-Wide Land Use Map Amendments.

Planning Director Tom Dolan explained that there had been areas that the Planning Commission had identified that were inconsistent between the land use map and the zoning map. He noted that the first area was along Soundview and that the proposal is to change the designation from Residential Medium to Residential Low since it is zoned R-1. Mr. Atkins clarified that somehow the zoning was reflecting the intention and the land use does not. Mr. Dolan agreed and went on to say that the second land use area is currently Residential Low and the proposal was to change it to Residential Medium. He then gave an update on the 96th street annexation.

1. **City of Gig Harbor, 3510 Grandview St, Gig Harbor, WA 98335**
(COMP 08-0002) – Parks, Recreation and Open Space Element (PROS).

Mr. Dolan stated that City Administrator Rob Karlinsey had requested this and had identified that there are three properties that are in the Capital Facilities Plan but aren't in the Parks, Recreation and Open Space Element identified for purchase. He noted that the city had purchased a small parcel of land outside the Urban Growth Area and explained that it's next to the city limits at Vernhardson and Crescent Valley Drive. He went on to say that the second piece is a piece owned by Guy Hoppen on the west side of Crescent Creek. It is mostly wetlands and tidally influenced and the city has applied through conservation futures to purchase it. He concluded by saying that the last one was the future park site for Gig Harbor North; however, there is no specific site identified yet.

ADJOURNMENT

MOTION: Move to adjourn at 8:25 pm Guernsey/ Ninen – Motion passed.