

AGENDA
GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, February 29, 2024 - 3:00 PM
Community Rooms

This meeting may also be accessed through Zoom at <https://zoom.us/j/93216056382> or by calling (253) 215-8782 and entering Meeting ID 932 1605 6382.

CALL TO ORDER/ROLL CALL

DISCUSSION ITEMS

- 1. Introduction of Planning Commission Appointee Julie Martin and Salary Commission Appointees Matt Munkres, Kim Anderson, Nate Campen, Julie Martin, and Larry Bradbury**
Mayor Tracie Markley
- 2. Complete Streets Ordinance and Code Revisions**
Associate Engineer Chloe Wiser
- 3. EV Charging Ordinance and Resolution**
Associate Engineer Chloe Wiser
- 4. 2024 Comprehensive Plan Amendment Docket**
Senior Planner Jeremy Hammar

ADJOURN

PUBLIC COMMENT & DECORUM

Public comment will be not be accepted at this study session.

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

ADA accommodations can be provided upon request. Those requiring special accommodations should contact the city clerk at cityclerk@gjgharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.



**City of Gig Harbor
City Council Agenda Bill**

Meeting Date: February 29, 2024

SUBJECT: Complete Streets Ordinance and Code Revisions

SUBMITTED BY: Associate Engineer Chloe Wiser

DEPARTMENT: Public Works

PHONE: (253) 853-8182

SUGGESTED MOTION: none.

BACKGROUND INFORMATION: The Transportation Improvement Board (TIB) created a grant program in 2011 to help cities, towns, and counties pay for complete streets projects. A complete streets project is a street project that accommodates safe travel for all modes of transportation including pedestrians, bicyclists, motorists, and public transportation users. Complete streets are designed with shared use paths, sidewalks, bike lanes, or any feature that promotes the use of all types of transportation.

The TIB grant program is only available to those jurisdictions that have adopted a complete streets ordinance. Awards granted in 2022 ranged from \$50,000-\$750,000 per jurisdiction. The city must adopt an ordinance before April 15 to be considered for the 2024 grant cycle.

Complete streets designs are currently supported in the Comprehensive Plan Transportation Element (TE) under Goal 1 which aims to implement transportation infrastructure to serve all users safely and conveniently, including motorists, pedestrians, bicyclists, and transit users. Furthermore, the 2018 Active Transportation Plan (ATP) cites the need for a Complete Streets ordinance and lists Goal 1 as encouraging public health through active transportation. The proposed ordinance will require the city to implement complete street infrastructure in any future street project where feasible, supporting Goal 1 of the TE and ATP. Street projects listed in the city's six-year Transportation Improvement Program have already been identified as good Complete Streets grant candidates by staff.

At the February 29 study session, staff will discuss TIB grant requirements and the proposed ordinance. Staff will also ask council at the end of the study session to provide feedback and general direction on how to proceed based on the information presented.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. DRAFT Complete Street Ordinance
 2. Complete Streets Resources
-

STRATEGIC PLAN PRIORITY: Maintain small town character and historic preservation while growing responsibly

ORDINANCE XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ADDING CHAPTER XXXX, COMPLETE STREETS POLICY, TO GIG HARBOR MUNICIPAL CODE TITLE XX, NAME OF CHAPTER, CREATING THE COMPLETE STREETS POLICY. THEREBY ENCOURAGING WALKING, BIKING, AND TRANSIT USE ALONG WITH THE SAFE OPERATION OF VEHICLES.

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel for all users, including pedestrians, bicyclists, motor vehicle drivers, transit users, emergency service providers and freight, and people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities; and

WHEREAS, the Federal Highway Administration sites that 123,000 pedestrians and bicyclists are injured each year in roadway crashes in the United States with children and older adults at greatest risk and disproportionately affected; and

WHEREAS, the occurrence and severity of pedestrian and bicyclist injuries could readily be decreased by implementing Complete Streets practices; and

WHEREAS, the one-third of Americans that do not drive, disproportionately represented by older adults, low-income people, people with disabilities, and children would greatly benefit from the equitable distribution of safe, alternative means of travel that will result from Complete Streets practices; and

WHEREAS, the City of Gig Harbor wants to create convenient, enjoyable, and safe streets to improve walking and bicycling while connecting the neighborhoods and key destinations; and

WHEREAS, the City of Gig Harbor’s 2018 Transportation Element of the Comprehensive Plan seeks to implement transportation infrastructure to serve all users safely and conveniently, including motorists, pedestrians, bicyclists, and transit users (Goal 1); and

WHEREAS, the City of Gig Harbor’s 2018 Active Transportation Plan (Gig on the Go) promotes transportation equity and access for all citizens, sites a need for a Complete Streets Ordinance, and lists Goal 1 as encouraging public health through active transportation; and

WHEREAS, the Washington State Legislature adopted a Complete Streets Grant Program in 2011, codified in Section 47.04.320 of the Revised Code of Washington; and

WHEREAS, funding from the Washington State Complete Streets Grant Program will only be available to jurisdictions that have adopted a Complete Streets Ordinance; and

NOW THEREFORE, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

Section 1. Gig Harbor Municipal Code Title 12, Steets and Sidewalks, is hereby amended to include a new Chapter 12.24, Complete Streets Policy, as shown in Exhibit A.

Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Section 3. Correction of Errors. The city clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This ordinance shall take effect and be in full force thirty (30) days after passage and publication of an approved summary consisting of the title.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this 8th day of April, 2024.

Tracie Markley
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

EXHIBIT A

Chapter 12.24

Complete Streets Program

12.24.010 Purpose and Vision

12.24.020 Definitions

12.24.030 Exceptions

12.24.040 Complete Streets Infrastructure

12.24.050 Goals to Foster Partnerships

12.24.060 Best Practices Criteria

12.24.070 Performance Measure

12.24.010 Purpose and Vision

The City of Gig Harbor shall, to the maximum extent practical, scope, plan, design, construct, operate and maintain appropriate facilities for the safe accommodation of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities in all new construction, retrofit or reconstruction projects. Through ongoing operations and maintenance, the City of Gig Harbor shall identify cost effective opportunities to include Complete Streets practices.

12.24.020 Definitions

“Complete Streets” means a road that is designed to be safe for drivers, bicyclists, transit vehicles and riders, and pedestrians of all ages and abilities.

“Street Project” means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any street, and includes the planning, design, approval and implementation processes.

“Users” means individuals and vehicles that use streets, including pedestrians, bicyclists, freight, automobiles, public transportation vehicles and riders, and people of all ages and abilities, including children youth, families, older adults, and individuals with disabilities.

“Complete Streets Infrastructure” means design features that contribute to a safe, convenient, or comfortable travel experience for users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes;

paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; traffic calming devices such as rotary circles, raised crosswalk, and surface treatments such as paving blocks, textured asphalt, and concrete, narrow vehicle lanes; and raised medians.

12.24.030 Exceptions

The public works director or city engineer may exempt the following projects from this policy as follows:

- A. If the application of the policy would require the accommodation of street uses prohibited by law;
- B. For ordinary maintenance such as mowing, sweeping, snow removal, spot repairs (joint or crack sealing, pothole filling) this policy shall not be applied beyond the scope of that activity;
- C. Street reconstruction and maintenance paving projects that involve widening pavement may exclude elements of this policy when the accommodation of a specific use is expected to:
 - 1. Require more space than is physically available; or
 - 2. Be located where there is no current or reasonably determined future demand; or
 - 3. Drastically increase project costs, if equivalent alternatives exist in close proximity to the project; or
 - 4. Have adverse impacts on environmental resources or critical areas, or on historic structures or sites that exceed the impacts of currently existing infrastructure; or
 - 5. Result in costs disproportionate to the current need or probable future use.
- D. In instances where a documented variance is granted by the city engineer.

12.24.040 Complete Streets Infrastructure

As feasible, the City of Gig Harbor shall incorporate "Complete Streets Infrastructure" into existing public streets to create a comprehensive, integrated, connected transportation network for the City of Gig Harbor that balances access, mobility health and safety needs of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities,

ensuring a fully connected, integrated network that provides transportation options.

12.24.050 Goals to Foster Partnerships

It is the goal of the City of Gig Harbor to foster partnerships with all Washington State transportation funding agencies including Washington State department of Transportation (WSDOT), Transportation Improvement Board (TIB), the Federal Highway Administration, Pierce County, Peninsula School District, citizens, businesses, interested groups, neighborhoods, and any funding agency assisting in the city's implementation of the Complete Streets ordinance.

12.24.060 Best Practice Criteria

The City Council or designee shall modify, develop and adopt policies, design criteria, standards and guidelines based upon recognized best practices in street design, construction, and operations including but not limited to the latest adopted editions of the America Association of State Highway Transportation Officials (AASHTO) and the Institute of Transportation Engineers (ITE) manuals while reflecting the context and character of the surrounding built and natural environments and enhance the appearance of such.

12.24.070 Performance Measure

The public works director and /or designees shall maintain a summary of the six-year Transportation Improvement Program (TIP) and have the ability to explain the extent to which each of these projects has or will meet the objectives of Complete Streets.

Complete Streets Resources

Washington State Department of Transportation

<https://wsdot.wa.gov/construction-planning/complete-streets>

Municipal Research and Services Center

<https://mrsc.org/explore-topics/transportation/integrating-transportation-modes/complete-streets>

US Department of Transportation

<https://www.transportation.gov/mission/health/complete-streets>

Complete Streets Florida Example

<https://experience.arcgis.com/experience/77c7386c09924809bf8c08476eab9da8/>



**City of Gig Harbor
City Council Agenda Bill**

Meeting Date: February 29, 2024

SUBJECT: EV Charging Ordinance and Resolution

SUBMITTED BY: Associate Engineer Chloe Wiser

DEPARTMENT: Public Works

PHONE: (253) 853-8182

SUGGESTED MOTION: None.

BACKGROUND INFORMATION: The city installed two ChargePoint level 2 EV charging stations in 2017. Since their installation 7 years ago, no fees have been charged to users for the electricity at either charging station. Additionally, no municipal code sections exist to govern the use of public charging stations in the city.

Staff has conducted a review of costs incurred to install, maintain, and operate the city's charging stations. The charging stations themselves were purchased in 2017 for \$21,668 and require an annual expense of \$3,066 for ChargePoint maintenance agreements and subscriptions. Our residents use an average of 1,338 kWh per charger per month, amounting to a monthly cost to the city of \$212. Since 2017, it has been estimated that the city has expensed approximately \$55,000 to support both public EV chargers.

It is staff's recommendation that the city begins to charge fees for electricity usage at our public charging stations. Research was conducted to compare neighboring jurisdiction and industry averages for kWh fees. Regional ChargePoint data showed an average of \$0.45 per kWh being charged by product owners. Fees collected would cover monthly operating expenses for the chargers, and any additional revenue could be used to fund future charging stations.

Staff has prepared a draft Public EV Charging Station ordinance and resolution to define public charging stations and set a fee rate for electricity usage. At the February 29th study session, staff will discuss fee rate options, review the draft municipal code, and ask Council to provide feedback and general direction on how to proceed.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. DRAFT EV Charging Resolution
2. DRAFT Charging Ordinance
3. EV Charging Presentation

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

RESOLUTION XXXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ADOPTING A FEE SCHEDULE FOR PUBLICUSE OF ELECTRICVEHICLE CHARGING STATIONS IN PUBLIC PARKING FACILITIES OWNED OR CONTROLLED BY THE CITY.

WHEREAS, City Council added a new Chapter XX.XX to the Gig Harbor Municipal Code in 2023 to establish policies and procedures for public use of electric vehicle charging stations located in public parking facilities owned or controlled by the city; and

WHEREAS, Gig Harbor Municipal Code XX.XX.XXX provides for City Council to establish by periodic resolution a per session fee charging station use; and

WHEREAS, city staff conducted research regarding median electric vehicle charging fees per kWh in neighboring jurisdictions; and

WHEREAS, city staff calculated the cost to install and maintain charging stations at a monthly rate to develop charging fees; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Gig Harbor:

Section 1. The mayor is hereby authorized to execute public electric vehicle charging rates as shown in Exhibit A.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 8th day of April, 2024.

Tracie Markley
Mayor

Attest:

Joshua Stecker, CMC
City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO. XXXX

Exhibit A

The fee for public use of electric vehicle charging stations located in public parking facilities owned or controlled by the City of Gig Harbor shall be comprised of the following Base Rate plus applicable Surcharges.

Rate Type	Rate
Base Rate	\$0.XX per kWh
Surcharge for occupying parking space after vehicle charging is complete	\$0.XX per minute, not to exceed \$XX.00, including a grace period of X minutes after charging is complete

ORDINANCE XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ADDING CHAPTER XX.XX, XXXXXXXX TO GIG HARBOR MUNICIPAL CODE, XXXXXXXX, THERE BY ENCOURAGING AND SUPPORTING ELECTRIC VEHICLE USE IN THE CITY.

WHEREAS, the city intends to expand a network of chargers that will serve the public and currently operates two public charging stations; and

WHEREAS, the creation of a robust charging infrastructure network will remove barriers to widespread adoption of electric vehicles; and

WHEREAS, the Gig Harbor Climate Action Plan Action ID TR1.1 seeks to implement public electric vehicle infrastructure; and

WHEREAS, the Gig Harbor Comprehensive Plan Transportation Element Goal 4 support the implementation of transportation technologies that are energy efficient; and

WHEREAS, the use of electricity as a transportation fuel instead of petroleum fuel, results in significant reductions in the emissions of pollutants including greenhouse gases, and is cheaper, making electrification of Gig Harbor's transportation one of the most promising opportunities for reducing the carbon impact of the city; and

WHEREAS, the city's 2023-24 strategic plan identifies assessing gaps in public charging stations for electric vehicles as an action under priority 'Promote environmental sustainability and preserve Gig Harbor's natural beauty'; and

WHEREAS, the city intentionally did not require payment for its existing two public charging stations to incentivize the use of electric vehicles and to incentivize bringing people into downtown Gig Harbor, where no other electric vehicle charging stations exist; and

WHEREAS, the city believes it is time to begin charging for the use of these charging stations similar to other jurisdictions in our region; and

WHEREAS, by charging for the use of these and future charging stations the city can find a revenue source to operate, maintain, and expand its public electric vehicle charging stations.

NOW THEREFORE, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

Section 1. Gig Harbor Municipal Code Title 10, Vehicles and Traffic, hereby amended in include a new Chapter 10.32, Public Electric Vehicle Charging Stations, as shown in Exhibit A.

Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Section 3. Correction of Errors. The city clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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Tracie Markley
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

EXHIBIT A

Chapter XX.XX

Electric Vehicle Infrastructure

XX.XX.XXX Purpose

XX.XX.XXX Definitions

XX.XX.XXX Location and Design Criteria for Public Charging Stations

XX.XX.XXX Terms and Rules of Use for Public Charging Stations

XX.XX.XXX Fee for Use of Public Charging Stations

XX.XX.XXX Purpose

The purpose of this chapter is to set the policies and procedures for public use of electric vehicle charging stations located in public parking facilities owned or controlled by the city. The goal of the program is to encourage the public's equitable adoption of electric vehicles to support the city's Climate Action Plan.

XX.XX.XXX Definitions

"Electric vehicle" means any vehicle that operates, either partially or exclusively, on electrical energy from the grid, or an off-board source, that is stored on-board for motive purpose. "Electric vehicle" includes: (1) a battery electric vehicle; (2) a plug-in hybrid electric vehicle; (3) a neighborhood electric vehicle; and (4) a medium-speed electric vehicle.

"Electric vehicle charging station" means a public or private parking space that is served by battery charging station equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.

"Public charging station" means an electric vehicle charging station that is (1) publicly owned and publicly available (e.g., park and ride parking, public library parking lot, on-street parking) or (2) privately owned and publicly available (e.g., shopping center parking, nonreserved parking in multifamily parking lots).

"Electric vehicle parking space" means any marked parking space that identifies the use to be exclusively for the parking of an electric vehicle.

“Charging levels” means the standardized indicators of electrical force, or voltage, at which an electric vehicle’s battery is recharged. The terms 1, 2, and 3 are the most common EV charging levels, and include the following specifications:

1. Level 1 is considered slow charging.
2. Level 2 is considered medium charging.
3. Level 3 is considered fast or rapid charging.

“Electric vehicle parking space” means any marked parking space that identifies the use to be exclusively for the parking of an electric vehicle.

XX.XX.XXX Location and Design Criteria for Public Charging Stations

A. The provision of electric vehicle parking will vary based on the design and use of the primary parking lot. The following required and additional locational and design criteria are provided in recognition of the various parking lot layout options.

1. Where provided, parking for electric vehicle charging purposes is required to include the following:
 - ii. Signage. Each charging station space shall be posted with signage indicating the space is only for electric vehicle charging purposes. Days and hours of operations shall be included if time limits or tow away provisions are to be enforced. All signs shall comply with RCW 46.08.185
 - iii. Maintenance. Charging station equipment shall be maintained in all respects, including the functioning of the charging equipment. A phone number or other contact information shall be provided on the charging station equipment for reporting when the equipment is not functioning or other problems are encountered.
 - iv. Accessibility. Where charging station equipment is provided within an adjacent pedestrian circulation area, such as a sidewalk or accessible route to the building entrance, the charging equipment shall be located so as not to interfere with accessibility requirements of WAC 51-50-005.
 - v. Lighting. Where charging station equipment is installed, adequate site lighting shall exist, unless charging is for daytime purposes only.
2. Parking for electric vehicles should also consider the following:
 - ii. Notification. Information on the charging station, identifying voltage and amperage levels and any time of use, fees, or safety information.

- iii. Signage. Installation of directional signs at the parking lot entrance and at appropriate decision points to effectively guide motorists to the charging station space(s).

XX.XX.XXX Terms and Rules of Use for Public Charging Stations

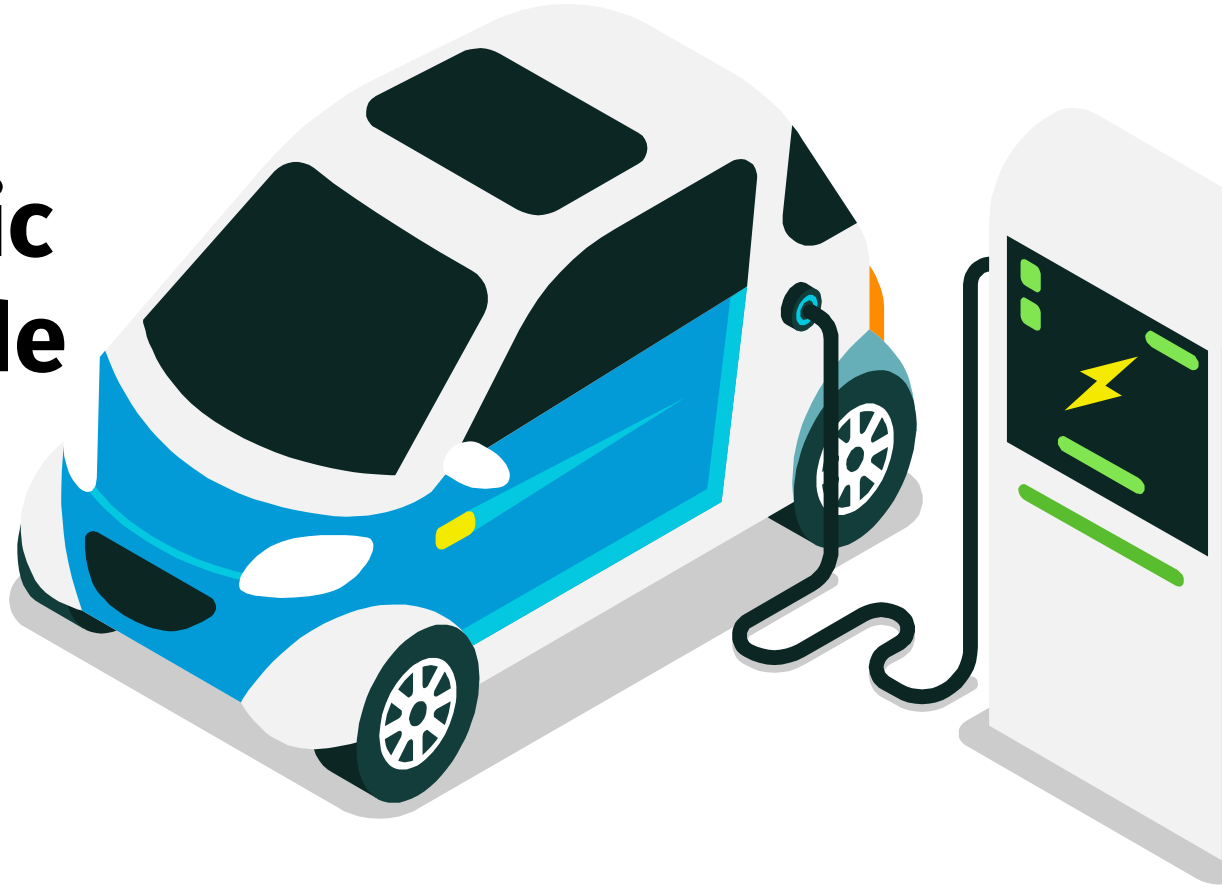
- A. Electric vehicle charging station may be used by any member of the public, subject to the payment of applicable charges and any posted limitation on hours of operation and length of time a vehicle may be parking in a parking space.
- B. Vehicles parked in electric vehicle parking spaces must be connected to the charging equipment and in the process of charging.
- C. Electric vehicles may be parked in any space designated for public parking, subject to the restrictions that would apply to any other vehicle that would park in that space.

XX.XX.XXX Fee for Use of Public Charging Stations

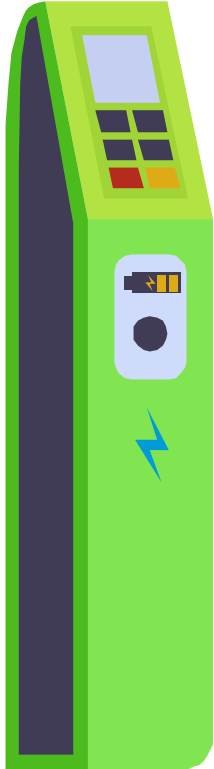
- A. A per session fee for charging station use shall be established by City Council by periodic resolution
- B. The fee shall be cost-based and designed to recoup the operating cost of the charging equipment. For purposes of this subsection, "operating costs" shall include electricity costs related to the charging stations, and may include the city's costs of planning and administration, fees charged by vendors for management of the charging stations, maintenance costs, facility enforcement costs and other reasonable costs associated with vehicle charging station operations. The fee may also be designed to recoup the capital cost of the charging equipment as well as expand the electric vehicle charging network.

Public Electric Charging Code and Fees

Chloe Wiser
Associate Engineer



Current Public Charging Locations



01

Maritime Pier

02

**Finholm View Climb
Parking Area**

Chargepoint stations were
purchased in 2017

Current Costs to the City

\$55,000

since installation in 2017

*Does not include labor costs to install



Power Consumed

24,094 kWh in 1st half of 2022



Monthly expenses

avg. \$212 electricity cost
(\$0.08/kWh)



Yearly Fees

\$3,066.17 annual maintenance
agreements

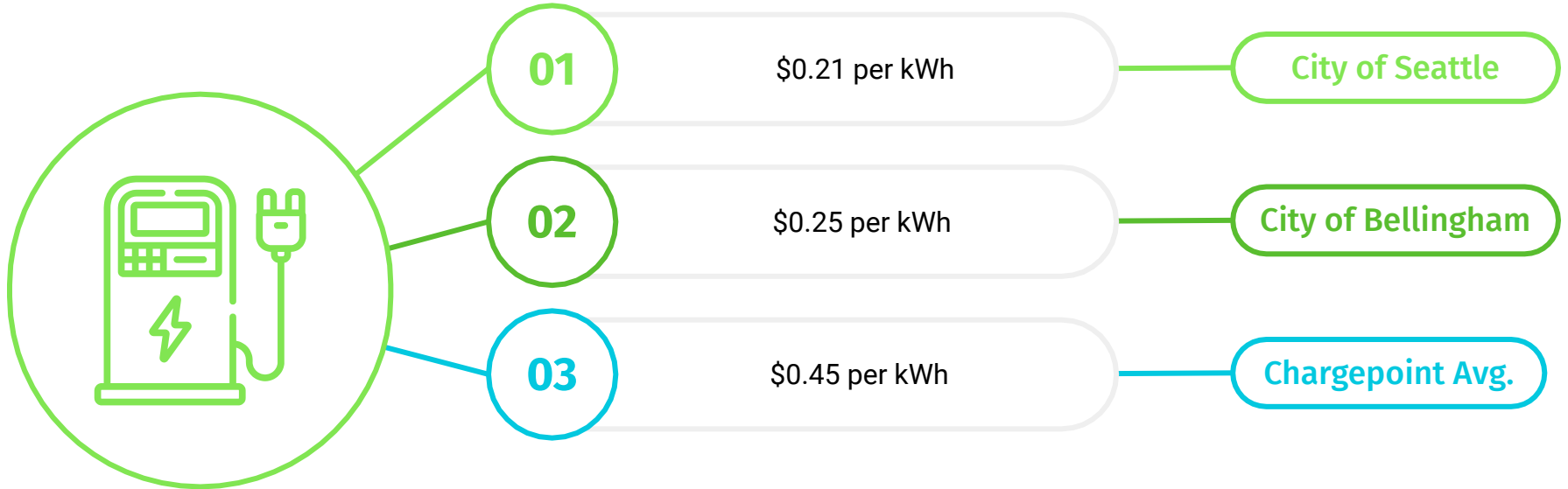


Infrastructure Cost

\$21,668 for both stations



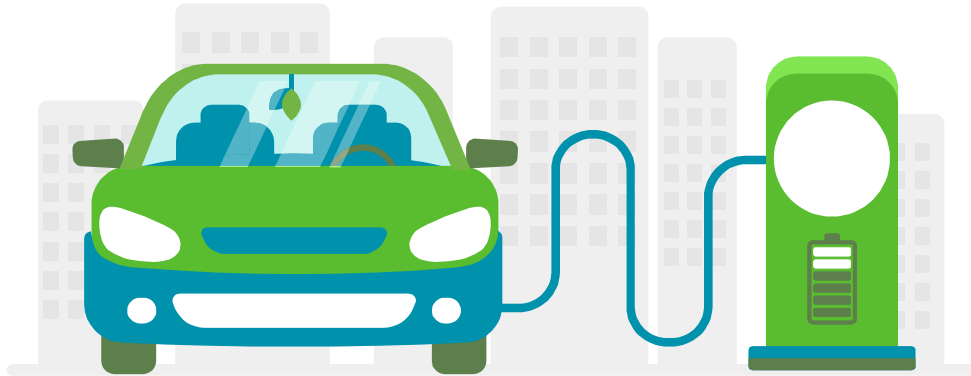
Fee Rate Options



Fee Rate Option Profits

- Level 2 Charging Station cost: ~\$10,000
- Fee revenues can fund future charging station projects

Rate Source	Fee Rate (per kWh)	Monthly Revenue	Yearly Revenue	Yearly Revenue for 2 Chargers
City of Seattle	\$0.21	\$175.10	\$2,101.16	\$4,202.32
City of Bellingham	\$0.25	\$228.64	\$2,743.67	\$5,487.33
Chargepoint Average rate	\$0.45	\$496.35	\$5,956.20	\$11,912.40



Other Fees for Consideration

Overstay Fees

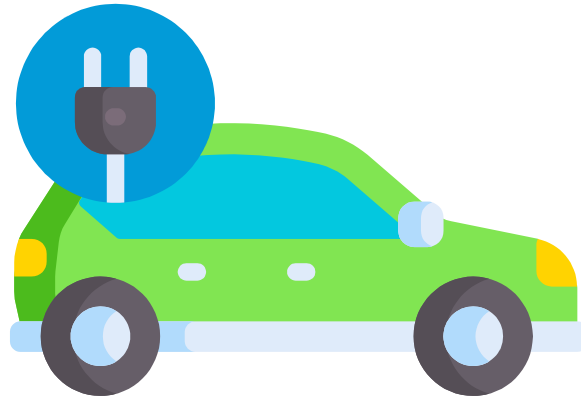
Higher fee rate for occupying space after completely charged

Parking Fees

Charge a flat hourly rate for parking instead of for electricity

RCW Code

City code already adopts RCW 46.08.185, charging \$124 for parking in an EV space and not connecting to charger





Staff Memorandum

To: Mayor and City Council

From: Jeremy Hammar, Senior Planner
Planning Division

Date: February 21, 2024

Re: 2024 Comprehensive Plan Amendment Docket.

INFORMATION/BACKGROUND

The Community Development Department has docketed two proposed Comprehensive Plan amendments submitted for the 2024 annual review cycle. As required by Chapter 19.09, the Department reviewed the private-party applications and determined that they are complete for further processing. Per code, the city council makes the final decision on which amendments will proceed through the annual amendment process.

1. **PL-COMP-23-0001: Henderson Burnham LLC.** A proposed land use map amendment, submitted by Barghausen Consulting Engineers, to amend the land use designation of approximately 23 acres to the Residential High Transition (RH) designation. The northern portion (approximately 10 acres) of the site is currently designated Residential Low, while the southern portion (approximately 13 acres) is currently designated Commercial Business (C/B).
2. **PL-COMP-23-0002: MP 12 INC.** A proposed text amendment submitted by Carl Halsan, to amend the wastewater comprehensive plan to allow sewage from a site located in Sewer Basin #10 to discharge to an active conveyance in the directly adjacent Basin #8.

POLICY ANALYSIS

The council shall consider the applications under the criteria set forth in GHMC 19.09.130 (listed below) and shall decide whether to process the application during the current annual amendment cycle.

The council's findings and conclusions on any application that will not be processed shall be incorporated into a resolution. No findings and conclusions are required for an application that is forwarded for further processing.

A. Selection Criteria. PL-COMP-23-0001: Henderson Burnham LLC. Before rendering a decision whether the individual comprehensive plan amendment proposal may be processed during any year, the city council shall consider all relevant facts as well as the following items:

1. Whether circumstances related to the proposed amendment and/or the area in which it is located have substantially changed since the adoption of the comprehensive plan; and

Staff analysis: The applicant notes in the considerations document submitted as part of the complete application;

“Since the adoption of the last Comprehensive Plan, State House Bill 1220 (HB1220) has passed and the City of Gig Harbor has a stated desire to ensure Gig Harbor residents are provided with a variety of housing choices that are available to all economic segments of the population; address any identified gaps in housing availability or affordability and craft strategies for policy development that address housing need in the next update of the Comprehensive Plan.”

Staff finds that the applicant’s analysis is sound and finds that, due to regional and statewide housing shortages circumstances have substantially changed since the adoption of the last Comprehensive Plan Periodic Update in 2016/2018.

2. Whether the assumptions upon which the comprehensive plan is based are no longer valid, or whether new information is available which was not considered during the initial comprehensive plan adoption process or during previous annual amendment; and

Staff analysis: The applicant notes in the considerations document submitted as part of the complete application;

“The latest comprehensive plan and current update shows that the median wage is being outpaced by housing costs in Gig Harbor. Providing for a higher density residential development will allow for a more varied housing type, one that is not as expensive as the typical single family detached housing found within the existing residential low comprehensive plan designation.”

Staff finds that the applicant’s initial analysis is flawed in that the current comprehensive plan supports their argument. This would not meet the criteria. However, staff does find the basis for the assumptions found in the current comprehensive plan are likely no longer valid due to changes in state law and requirements for local jurisdictions to accommodate additional housing units across all income bands.. This is new information which would not have been

considered during the initial comprehensive plan adoption process or through previous annual amendments.

3. For amendments that have been considered within the last three years, whether there has been a change in circumstances that makes reconsideration of the proposed amendment now appropriate. (GHMC 19.09.130).

Staff analysis: This proposed amendment has not been considered within the last 3 years. A similar proposal was considered as part of the 2017 Comprehensive Plan Docket. That amendment was not adopted.

B. Selection Criteria. PL-COMP-23-0002: MP 12 INC. Before rendering a decision whether the individual comprehensive plan amendment proposal may be processed during any year, the city council shall consider all relevant facts as well as the following items:

1. Whether circumstances related to the proposed amendment and/or the area in which it is located have substantially changed since the adoption of the comprehensive plan; and

Staff analysis: The applicant provided the following as part of their complete application:

“Since adoption of the Plan, other property within the Basin has been developed. Most notably is the Fox Run project, a 23-lot single family subdivision. It may have been a little more financially realistic for other owners of other vacant sites to partner with the developer of Fox Run to fund the massive off site sewer costs needed to develop consistent with the Wastewater Plan when the Plan was originally adopted. When the City decided to allow Fox Run to be developed in a manner inconsistent with the adopted Wastewater Plan in 2015 (Resolution No. 999) in much the way we are proposing now, the largest potential partner to help fund off site sewer costs was removed from the equation.”

Staff finds that the applicant’s analysis will need more study. Staff does find that, due to relatively recent development in the subject area and throughout the city, circumstances have very likely changed that could be considered substantial.

2. Whether the assumptions upon which the comprehensive plan is based are no longer valid, or whether new information is available which was not considered during the initial comprehensive plan adoption process or during previous annual amendment; and

Staff analysis: The applicant provided the following as part of their complete application:

“It’s possible, as stated above, that the City originally assumed several developers would partner together to fund extremely high off-site sewer costs. Alternatively, the City may have also assumed that such high off-site sewer costs would be funded by the public. Either way, those possible two assumptions are no longer valid.”

Staff finds that the applicant’s analysis will need further study. However, due to relatively recent development in the subject area and throughout the city new information is likely available and should be considered in light of this proposal.

3. For amendments that have been considered within the last three years, whether there has been a change in circumstances that makes reconsideration of the proposed amendment now appropriate. (GHMC 19.09.130).

Staff analysis: This proposed amendment has not been considered within the last 3 years.

ATTACHMENTS: [PL-COMP-23-0001 Complete Application](#), [PL-COMP-23-0002 Complete Application](#).
