

AGENDA
GIG HARBOR CITY COUNCIL MEETING
Monday, May 12, 2025 - 5:30 PM
Council Chambers

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. Please see the public comment & decorum section at the end of this agenda for information on options for making public comments.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

Before we begin this council meeting we would like to recognize that we are gathered on not only the ancestral and traditional lands of the sxwəbabč band of the Puyallup Tribe of Indians, but also on the site of one of the largest and longest standing historic villages of their people, the original inhabitants of the Gig Harbor area.

CHANGES TO THE AGENDA

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA

1. City Council Minutes - April 14, April 17, and April 28, 2025
2. Approval of Vouchers: Check numbers 108394 through 108506 and ACH payments in the amount of \$1,849,844.77.
3. Approval of Payroll for the month of April: Check numbers 8547 through 8549 and direct deposit transactions in the amount of \$625,678.43.
4. Approval of Purchase Authorization for Lift Station 3A Spare KSB Pump
5. MOU with Teamsters Local No. 313 (Supervisory Unit) for Position Reclassifications

MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

1. Department Updates

BUSINESS ITEMS

1. **Second Reading and Adoption of Ordinance 1540 Relating to the Development of Accessory Dwelling Units**
Suggested Motion: Move to approve Ordinance 1540.
 - a. Staff Report: Senior Planner Jeremy Hammar
 - b. Clarifying Questions
 - c. Council Deliberation and Action
2. **Ordinance 1543 Relating to the City's False Alarm Code**
Suggested Motion: Move to approve Ordinance 1543
 - a. Staff Report: Police Lieutenant Tray Federici
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Action
3. **First Reading and Adoption of Ordinance 1544 Amending the City's Personnel Salary Schedule**
Suggested Motion: Move to approve Ordinance 1544.
 - a. Staff Report: Human Resources Director Shannon Costanti
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Action

PUBLIC COMMENT ON NON-AGENDA ITEMS

COUNCIL REPORTS/ COMMENTS

ANNOUNCEMENT OF UPCOMING MEETINGS

1. **Upcoming City Meetings**

ADJOURN

PUBLIC COMMENT & DECORUM

The city council desires to allow a maximum opportunity for public comment. However, the business of the city must proceed in an orderly, timely manner. The purpose of a council meeting is to conduct the city's business.

Oral comments may be made in person or by remote connection using the Zoom meetings platform. All persons giving oral public comment will be asked to state their name and whether or not they reside within Gig Harbor city limits. Commenters may verify if their home address is in city limits by visiting

<https://www.gigharborwa.gov/451/City-Limits> or by consulting the city limits maps

located on the podium or in the back of Council Chambers.

Speakers will be allotted 3 minutes per individual, unless revised by the mayor. In-person comments shall be made from the microphone. Anyone making “out of order” comments may be subject to removal from the meeting.

Public comment may be made remotely via Zoom or by phone during designated portions of the meeting. To speak during the meeting, press the raise hand button near the bottom of your Zoom window or press *9 on your phone. Please refrain from raising your hand until the mayor has announced that she has opened the public comment portion of the meeting. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press *6 to unmute yourself. All speakers will have up to three minutes to speak.

Instead of making oral comments, written comments may be submitted to the city council at mayorandcouncil@gigharborwa.gov.

All remarks shall be addressed to the council as a body and not to any specific councilmember. All speakers shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities or indulge in derogatory remarks or insinuations with regard to any councilmember, the mayor, or any member of the staff or the public.

There will be no demonstrations during or at the conclusion of any public comment. These guidelines are intended to promote an orderly system of holding public meetings, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by voicing their opinions.

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

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

MINUTES
GIG HARBOR CITY COUNCIL MEETING
Monday, April 14, 2025 - 5:30 PM
Council Chambers

CALL TO ORDER/ROLL CALL Mayor Barber called the meeting to order at 5:30 p.m. Councilmembers Coronado, Henderson, Rodenberg, Stone, Storset, and Woock were present. Councilmember Ekberg was excused.

PLEDGE OF ALLEGIANCE: Led by Military Children of Gig Harbor

LAND ACKNOWLEDGMENT

CHANGES TO THE AGENDA

PRESENTATIONS

1. Month of the Military Child
2. Diversity Awareness Month Proclamation

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA

MOTION: Move to approve the consent agenda (Woock/Henderson).
VOTE: Unanimously approved.

1. City Council Minutes: Minutes of March 13 and March 24, 2025
2. Approval of Vouchers: Check numbers 108185 through 108279 and ACH payments in the amount of \$1,385,002.69
3. Approval of Payroll: Check numbers 8545 through 8546 and direct deposit transactions in the amount of \$643,915.10.
4. Interlocal Agreement with the Port of Tacoma for Ancich Homeport Dock Funding

MAYOR'S REPORT Mayor Barber reported on:

- Presenting city updates to community groups
- Chamber of Commerce Fools Run 5K
- New Communications Manager Lori Maricle
- Police Chief Recruitment

Mayor Barber recognized Human Resources Assistant Diane Bertram for her service to the city.

CITY ADMINISTRATOR'S REPORT

1. Department Updates

BUSINESS ITEMS

1. **Resolution 1332 Naming Galloping Gertie Park at the Gig Harbor Sports Complex** Parks Manager Jennifer Haro introduced the resolution.

MOTION: Move to direct staff to prepare a revised resolution naming the park Doris Brown Heritage Park (Rodenberg/Stone).

VOTE: Motion passed, 3-3 with Mayor Barber providing the tie-breaking vote (Councilmembers Henderson, Woock, and Coronado opposed).

2. **Ordinance 1537 Providing for Annexation of City-Owned Property Adjacent to Crescent Creek Park** Senior Planner Jeremy Hammar introduced the ordinance.

MOTION: Move to approve Ordinance 1537(Woock/Rodenberg).

VOTE: Unanimously approved.

3. **First Reading and Adoption of Ordinance 1539 Amending the City's Personnel Salary Schedule** Human Resources Director Shannon Costanti introduced the ordinance.

MOTION: Move to approve Ordinance 1539 (Coronado/Woock).

VOTE: Unanimously approved.

4. **Continued Public Hearing: Second Reading and Adoption of Ordinance 1538 Adopting an Updated Comprehensive Plan** Community Development Director Eric Baker introduced the ordinance. Carl Halsan provided public comment.

MOTION: Move to amend to amend the Comprehensive Plan adopting ordinance to include the text shown in Row #1 of the City Council Revisions Matrix for Second Reading dated April 10, 2025, to formally deny Comprehensive Plan Amendment #PL-COMP-23-0002 (Woock/Rodenberg).

VOTE: Motion passed 3-3 with Mayor Barber casting the tie-breaking vote (Councilmembers Storset, Coronado and Stone opposed).

MOTION: Move to amend the Economic Development Chapter to add a Policy EC-2.6 as shown in Row #2 of City Council Revisions Matrix for Second Reading dated April 10, 2025, to address comments from the Puget Sound Regional Council (Woock/Henderson).

VOTE: Unanimously approved.

MOTION: Move to approve Ordinance 1538 as amended
(Rodenberg/Henderson).

VOTE: Motion passed 5-1 (Councilmember Woock opposed).

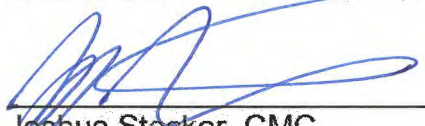
PUBLIC COMMENT ON NON-AGENDA ITEMS

COUNCIL REPORTS/ COMMENTS Councilmember Woock reported on attending a KGI Watershed meeting. Councilmember Coronado reported on attending a PCRC committee meeting.

ANNOUNCEMENT OF UPCOMING MEETINGS

1. Upcoming City Meetings

ADJOURN The meeting adjourned at 7:31 p.m.



Joshua Stecker, CMC
City Clerk

MINUTES
GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, April 17, 2025 – 3:00 p.m.
Civic Center Executive Conference Room or Zoom

CALL TO ORDER / ROLL CALL Mayor Barber called the meeting to order at 3:03 p.m. Councilmembers Coronado, Henderson, Rodenberg, and Woock were present. Councilmembers Ekberg, Stone, and Storset were excused.

DISCUSSION ITEMS

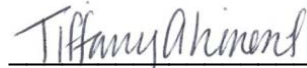
1. **38th Ave Phase Two, Half-width Improvements: City Boundary Adjustment Agreement** – Senior Engineer Stephanie Seibel, PE, reviewed the proposed boundary adjustment and agreement and asked for council direction.

Council was supportive of moving forward.

2. **Peacock Hill Half Street Project** – Associate Engineer Chloe Wiser reviewed the three roadway profile options and asked for council direction.

Council was supportive of Option C.

ADJOURN The meeting adjourned at 3:40 p.m.



Tiffany Aliment
Assistant City Clerk

MINUTES
GIG HARBOR CITY COUNCIL MEETING
Monday, April 28, 2025 - 5:30 PM
Council Chambers

CALL TO ORDER/ROLL CALL Mayor Barber called the meeting to order at 5:30 p.m. Councilmembers Coronado, Ekberg, Henderson, Rodenberg, Stone, Storset, and Woock were present.

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

CHANGES TO THE AGENDA

PRESENTATIONS

1. Sexual Assault Awareness Month Proclamation
2. Fair Housing Month Proclamation

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA Councilmember Coronado removed Item 4 from the consent agenda.

MOTION: Move to approve the consent agenda (Ekberg/Jeni Woock).

VOTE: Motion passed 6-1 (Coronado opposed)

MOTION: Move to authorize the mayor to execute Amendment #1 to the Professional Services Contract with Gray and Osborne, Inc., for the City of Gig Harbor Decant Facility (Rodenberg/Storset).

VOTE: Motion passed 6-1 (Coronado opposed)

1. City Council Minutes
2. Approval of Vouchers: Check Numbers 108280 through and ACH payments in the amount of \$3,392,210.62.
3. Resolution 1333 City Boundary Adjustment Agreement Authorization
4. Professional Services Contract Amendment #1 with Gray and Osborne, Inc., for the City of Gig Harbor Decant Facility

MAYOR'S REPORT Mayor Barber reported on:

- Harbor History Museum Maritime Gallery Opening
- Paddlers Cup
- Volunteer Month
- Groundbreaking for Sports Complex Phase 1A

- Parks Appreciation Day

CITY ADMINISTRATOR'S REPORT City Administrator Knutson reported on:

- DOH Water Sanitary Study
- Harbor Rising Cohort
- Upcoming Harbor Hello event
- Employee of the Quarter: Dan Munn

1. Department Updates

BUSINESS ITEMS

- 1. Resolution 1332 Naming Doris Heritage Park at the Gig Harbor Sports Complex** Parks Manager Jennifer Haro introduced the resolution.

MOTION: Move to approve Resolution 1332 (Rodenberg/Stone).

VOTE: Motion passed 6-1 (Woock opposed)

- 2. Public Hearing: First Reading of Ordinance 1540 Relating to the Development of Accessory Dwelling Units** Senior Planner Jeremy Hammar introduced the ordinance. Public comment was provided by Robert Wiles, Marlene Druker, and Wade Perrow.

- 3. Ordinance 1541 Adopting RCW Related to Cybercrimes** Police Lieutenant Tray Federici introduced the ordinance.

MOTION: Move to approve Ordinance 1541 (Woock/Rodenberg).

VOTE: Unanimously approved.

- 4. First Reading of Ordinance 1542 Establishing a Multifamily Tax Exemption Program** Housing, Health, and Human Services Manager Shea Smiley presented the ordinance. Public comment was provided by Jon Rose.

STAFF REPORTS

- 1. Quarterly Budget Update** Finance Director Dave Rodenbach presented the update.

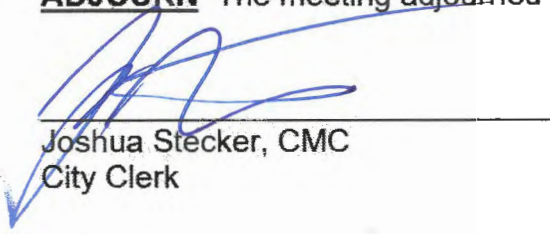
PUBLIC COMMENT ON NON-AGENDA ITEMS

COUNCIL REPORTS/ COMMENTS Councilmember Ekberg commended the Harbor Rising program. Councilmember Henderson reported on attending the Pierce County Flood Control Zone District and WSPER meetings. Councilmember Coronado reported on the upcoming PSRC General Assembly meeting.

ANNOUNCEMENT OF UPCOMING MEETINGS

1. Upcoming City Meetings

ADJOURN The meeting adjourned at 7:58 p.m.



Joshua Stecker, CMC
City Clerk



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

Meeting Date: May 12, 2025

SUBJECT: Approval of Purchase Authorization for Lift Station 3A Spare KSB Pump

SUBMITTED BY: Wastewater Superintendent Chuck Roy

DEPARTMENT: Public Works

PHONE: (253) 851-8999

SUGGESTED MOTION: Move to authorize the mayor to sign a purchase order for a spare KSB Pump for Lift Station 3A in an amount not to exceed \$109,761.15 including applicable tax and shipping.

BACKGROUND INFORMATION: The City of Gig Harbor Wastewater Division identified the need to purchase a spare KSB Pump for Lift Station 3A. Lift Station 3A is the main lift station that receives wastewater from 16 other City-owned lift stations on the system. This lift station pumps an average of 1.1 million gallons per day.

The sole source process was followed to purchase this pump from APSCO, LLC. The following bid was received:

Bidder	Total Bid Amount
APSCO, LLC	\$109,761.15

*Bid includes sales tax and shipping.

FISCAL CONSIDERATION: This purchase is funded in the 2025-2026 Wastewater Operating Collections Budget. The total amount budgeted was \$100,000.00 for this pump.

Sufficient funds exist in the Collections Budget to cover the overage of the requested expenditure.

Expenditure Required: \$109,761.15	Amount Budgeted: \$100,000.00	Appropriation Required: \$
---------------------------------------	----------------------------------	-------------------------------

ATTACHMENTS:

1. Purchase Order 2025-009
-

STRATEGIC PLAN PRIORITY: Strategic Plan Priority 2 - Ensure sustainable future for public services and facilities



PURCHASE ORDER

No. 2025-009

**Dept: WWTP - Waste
Water Treatment Plant**

VENDOR:

APSCO LLC
PO BOX 2639

KIRKLAND, WA 98083-2639

SHIP TO:

WWTP
Charles Roy
4216 Harborview Dr
Gig Harbor, WA 98332-

BILL TO:

City of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335

VENDOR NO.		VENDOR PHONE NUMBER		TERMS	DATE	REQUIRED DELIVERY DATE	
001495				0	03/25/2025		
SHIPPING INSTRUCTIONS							
(none)							
ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	0.00		KSB Pump Replacement/WWTP Lift Station #3A		402-021-535-52-31-00	100,606.00	100,606.00

SUBTOTAL: 100,606.00
TAX: 9,155.15
SHIPPING: 0.00

TAXABLE: Yes
CONFIRMING:

TOTAL: 109,761.15

IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE



DATE: March 25, 2025

TO: Memo for the Record

FROM: Chuck Roy, WWTP Superintendent

SUBJECT: Sole Source Purchase LS3A Spare Pump

PURPOSE

The intent of this memo is to provide information related to the sole source purchase of a spare pump for Lift Station 3A. APSCO is the local distributor of the KSB Pump.

BACKGROUND

Lift Station 3A currently has two KSB Centrifugal pumps in service. There is a need for a spare pump at this lift station. Lift station 3A is the main lift station that receives wastewater from all other stations and the wastewater is then pumped from station 3A to the wastewater treatment plant. The pumps at this lift station pump an average of 1.1 million gallons per day.

We believe in standardization of this equipment for these reasons:

- The spare pump can replace an existing pump in an emergency very quickly with no programming of variable frequency drives.
- The existing wet well piping and pump mounting hardware is already plumbed to receive this pump.
- The KSB pump has proven to be reliable, low maintenance pump.
- Replacement parts are consistent with the two existing pumps installed.
- Staff is currently familiar with the maintenance and operation practices of the KSB pumps.

CURRENT STATUS

APSCO is providing the city with the lowest available pricing to municipal customers.

CONCLUSION

The City of Gig Harbor Wastewater Department recommends this sole source purchase based upon an objective review.


Public Works Director
4/28/2025
Date


City Administrator
4/29/25
Date



APSCO, LLC • PO Box 2639 • Kirkland, WA 98083-2639

PH: (425) 822-3335 • FAX: (425) 827-6171 • www.apsco-llc.com

March 11th, 2025

To: City of Gig Harbor

Dear Ms. Nayer,

This letter is to confirm that we are an authorized provider of KSB pumps. We certify that the KSB KRT D-max 200-405/806XNG2-S is at the same price as any other municipality.

Thank you for this opportunity, and if you have any questions, please do not hesitate to call 425-822-3335.

Sincerely,

David F. Giersch

David F. Giersch (Mar 11, 2025 15:49 PDT)

David Giersch
CEO
APSCO LLC



APSCO, LLC • PO Box 2639 • Kirkland, WA 98083-2639

PH: (425) 822-3335 • FAX: (425) 827-6171 • www.apsco-llc.com

Date: March 10th, 2025
To: Chuck Roy
City of Gig Harbor, WA
Project: Lift Station #3A – KSB Pump Replacement
Subject: Scope of Supply and Budgetary Commercial Offer



APSCO is pleased to provide the following detailed scope of work for the Replacement KSB Pumps for Lift Station #3A for the City of Gig Harbor, WA.

KSB Replacement Pump**Equipment Quoted:**

- Equipment serial number(s): 3-M07-711062
- Manufacturer: KSB

Equipment Supply Details:

- Quantity (1) one KSB KRT Dmax 200-405/806XNG2-S IE3
- Conditions of service: 2,000 U.S. gpm at 73 ft TDH
- Motor 60 hp, 1,193 rpm, 460/3/60
- 50 ft of cable
- Casing Material: Gray Cast Iron
- Impeller Material: Hi-Chrome White Iron
- Wear Plate Material: Hi-Chrome White Iron
- Elastomers: Nitrile Rubber
- Double Mechanical Seal

Spare Parts:

- None quoted.

Accessories:

- PumpSafe relay module A
- 8" Guide Claw
- Lifting Bail
- 40' of SS Lifting Chain & Shackles

Control Panels:

- None quoted

Variable Frequency Drives:

- None quoted

Factory Services:

- Non-Witnessed Performance Test

Field Services:

- 1 Day/1 Trip for manufacturers startup services

Documentation:

- Submittal
- O&M manual

APSCO SCOPE OF SUPPLY

Page 2

Equipment Delivery:

- Delivery 20-22 weeks from approved submittal and release to manufacture
- FOB factory with freight allowed to job site

Warranty:

- 60 months from startup, not to exceed 66 months from shipment per attached

Comments/Exceptions

- Proposed pumps are provided with guide claw, lifting bail, and lifting chain only. Proposed pumps to be installed on existing discharge elbow and guide cable system.

Exclusions:

- Installation of equipment
- Field Alignment
- Pressure monitoring devices
- Field painting
- Concrete work, foundations, piping, or piping fittings
- Valves, gauges, meters, or other fittings except as described herein
- Hatches, hoists or davit cranes unless noted above
- Anchor bolts or special tools
- Guide rails
- Conduit, wiring or cable except as noted herein
- Process instrumentation, controls, or electrical wiring unless included above
- Field testing and equipment unless noted above
- Video taping of training
- Taxes of any kind

Terms:

- Payment Terms: 100% Net 30 Days

Quote Validity:

- 60 Days

Price:

-\$ 100,606.00

Attachments:

- KSB Data Sheets
- KSB Warranty
- APSCO Terms and Conditions

Contacts:

Sales Engineer:
Josh Clark
Cell Phone: 509-720-3694

Application Engineer:
Braden Connolly
Office Phone: 425-822-3335

Project
Customer Pos. No.
Project ID
Pos.no
Created by



Page 1 / 5
Created 2025-01-15
Update 2025-01-15

Data sheet

Pump type

KRT D-max 200-405/806XNG2-S IE3

Operating data

Flow	2000	US g.p.m.	Fluid	01 Water, clean water
Head	73	ft		
Operating speed	1193	rpm	Density of fluid	62.3 lb/ft ³
Shaft power	47.4	hp	Viscosity	1.08E-5 ft ² /s
Efficiency	77.8	%	Temperature	68 °F
Required pump NPSH	7.54	ft	Hydraulic acceptance acc.	-
Head H(Q=0)	105	ft		
Application range	Head		Flow	
	From	88.5 ft	1230 US g.p.m.	
	To	34.6 ft	3520 US g.p.m.	

Design

Make	KSB	Impeller type	Open two-vane impeller
Design	Submersible pump		Open
Series	KRT D-max	Impeller size	(380) 14 15/16 inch
Frame size	200-405		Max (408) 16 1/16 inch
Stages	1		Min. (300) 11 13/16 inch
Curve number		Free passage	3 1/2 inchinch
		Weight	lb
Type of bearings	Antifriction		
Nos. of bearings	2 / 1		
Lubrication	Grease lubrication. regreasing without dismantling of pump		
Suction port	Pressure rating	—	
	Flange size	DN0	—
	Flange size	DN1	8"
	Norm	—	
Discharge port	Pressure rating	CLASS 125	
	Flange size	DN2	8 inch
	Flange size	DN3	
	Norm	ASME/ANSI B16.1	

Suction port pump (DN1)

Materials

Pump casing	Grey cast iron EN-GJL-250 (A48 Class 35B)
Discharge cover	Grey cast iron EN-GJL-250 (A48 Class 35B)
Impeller	Chilled cast iron EN-GJN-HB555 (A532 II B 15% Cr-Mo)
Shaft	Stainless steel EN-1.4021+QT800 (A276 Type 420)
Bearing bracket	Grey cast iron EN-GJL-250 (A48 Class 35B)
Motor casing	Grey cast iron EN-GJL-250 (A48 Class 35B)
Bolts, nuts	Stainless steel A4 (EN-1.4571) (A276 Type 316)
Wear plate	Chilled cast iron EN-GJN-HB555 (A532 II B 15% Cr-Mo)
Cooling jacket	—
Shaft protection sleeve	Stainless steel EN-1.4021+QT800 (A276 Type 420)
Casing wear ring	
Impeller wear ring	
O-Rings	

KSB Inc., 4415 Sarellen Road, Richmond, Virginia 23231, Phone: 001-804-222-1818, Fax: 001-804-226-6961
KSB Pumps Inc, 5885 Kennedy Road, Mississauga, Ontario L4Z 2G3 (Canada), Phone: (0905) 568-9200, Fax: (0905) 568-9120
KSB SE & Co. KGaA, Turmstrasse 92, 06110 Halle (Germany), Phone +49 (345) 48260, Fax +49 (345) 4826 4699, www.ksb.com

Project
Customer Pos. No.
Project ID
Pos.no
Created by



Page 2 / 5
2025-01-15

Data sheet

Pump type

KRT D-max 200-405/806XNG2-S IE3

Shaft seal

Type of seal	Double mechanical seal
Arrangement	Tandem
Seal on medium side	with elastomer bellows
Mechanical seal, pump-side	Silicon carbide / Silicon carbide
Mechanical seal, bearing-side	Carbon / Silicon carbide

Monitoring

Thermal winding protection	By temperature sensitive switches or PTC
Explosion proof protection	—
Motor housing monitoring	By conductive moisture sensor electrode
Mechanical seal leakage detection	By float switch
Bearing temperature monitoring	By PT 100 RTD

Coating

Preparatory treatment	SSPC near white SP 10
Blasting method	Steel grit blasting
Primer	Zinc phosphate or Zinc dust
Dry film thickness primer	> 1 1/2 mils (35 microns)
Top coat	2-component epoxy resin
Solids content	> 82 %
Dry film thickness top coat	> 10 mils (250 microns)
Color	Ultramarine Blue (RAL 5002 to DIN 6174)

Installation

INSTALLATION

Type of installation	: Wet well installation designed for automatic connection to a permanently installed discharge elbow
Discharge elbow size (DN2/DN3)	: /
Flange dimensions to suit	: ASME/ANSI B16.1, CLASS 125
Claw	: Bolted to the pump
Installation depth	: 15 ft (4.5 m)
Guide system	: Double pre-stressed guides
Guide max.	: +/- 5 degree from the vertical deviation
Lifting device	: galvanised lifting chain
Length of lifting device	: 6.5 ft (2 m)
Lifting loops	: Every 3 ft (1 m)
Installation accessories	: Discharge elbow, / fasteners, claw, bracket, lifting chain stainless steel guides

Project
Customer Pos. No.
Project ID
Pos.no
Created by

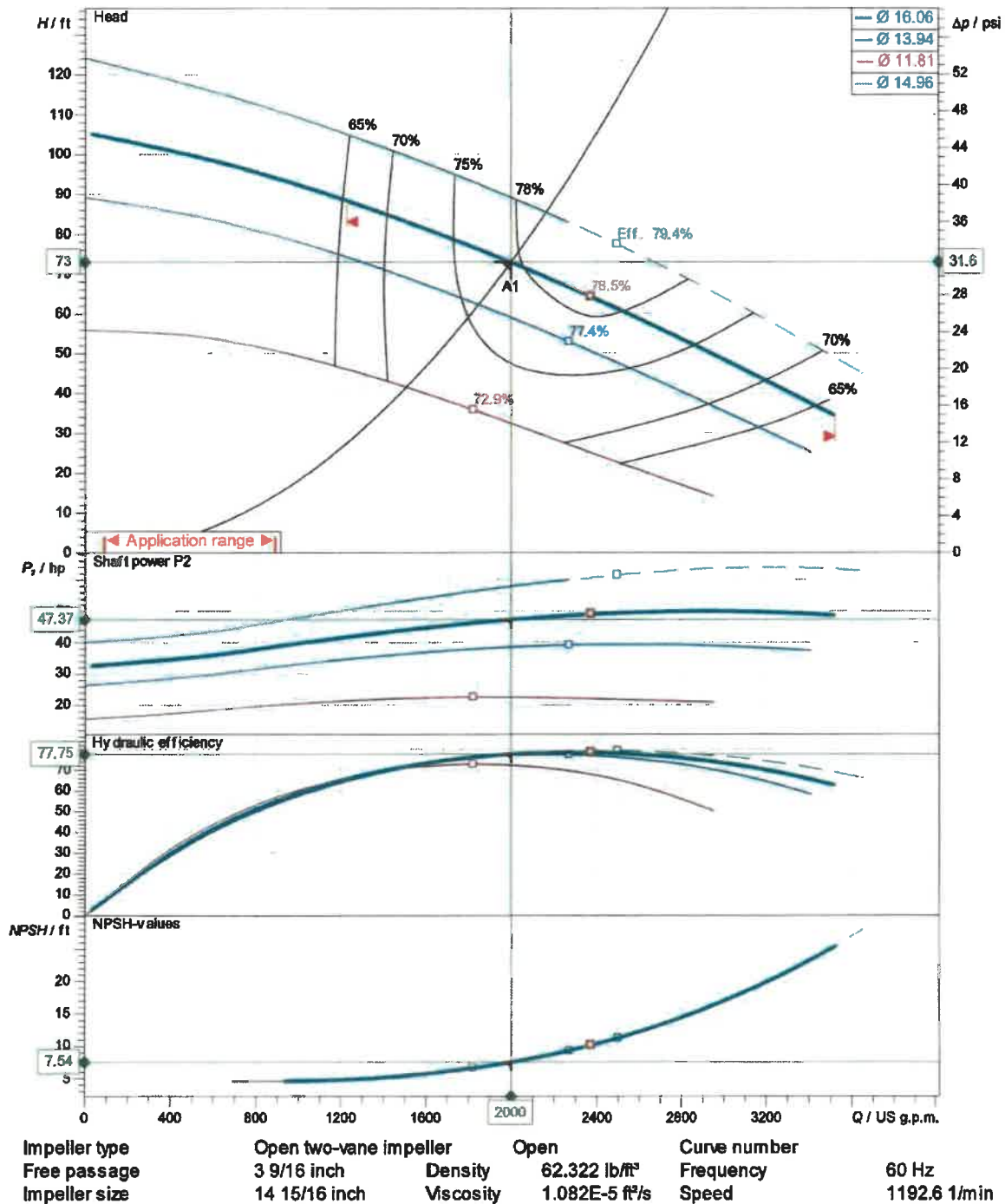


Page 3 / 6
Created 2025-01-15
Update 2025-01-15

Performance curve

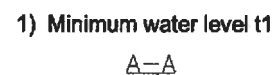
Pump type

KRT D-max 200-405/806XNG2-S IE3



Number: ES 8002934525
Item no.:100
Date: 20/04/2024
Page: 5 / 6

Version no.: 1



Dimensions in in

Project
Customer Pos. No.
Project ID
Pos.no
Created by

Page 5 / 6
Created 2025-01-15
Update 2025-01-15

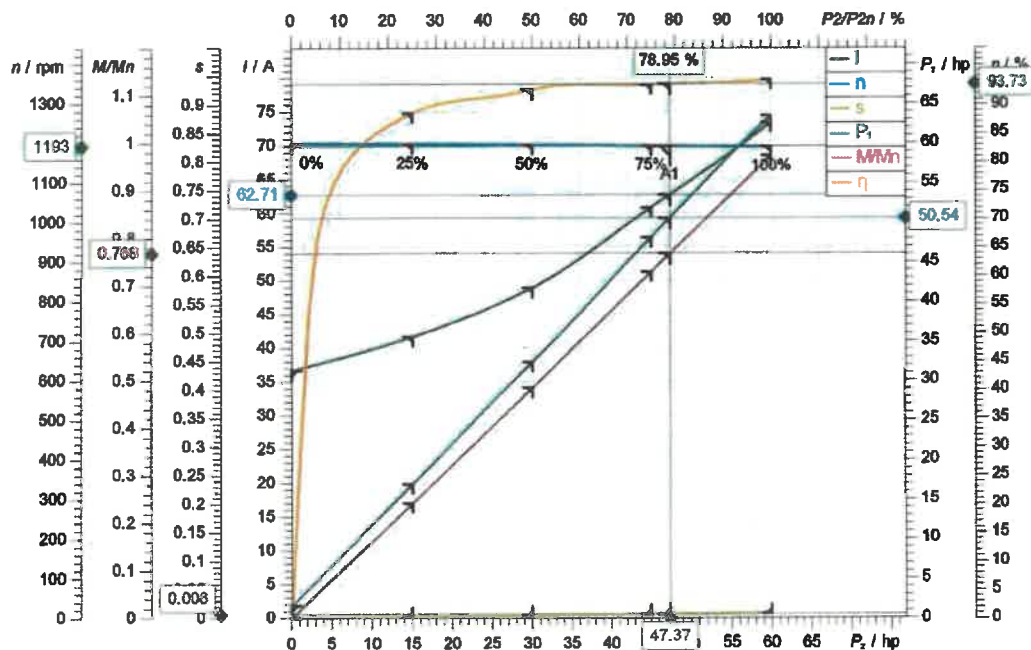
Data sheet: Motor data

Motor type 806XNG S / P IE3

Motor manufacturer	KSB SE & Co. KGaA	Rated voltage	460	V
Design acc. standard	IE3	Rated frequency	60	Hz
Degree of protection	IP68	Rated HP (D.O.L) or VFD	60	hp
Insulation class	H	Rated current	73.4	A
Coolant temperature	< / = 104 °F (40 °C)	Nominal speed	1191	rpm
Starting mode	Direct starting	Starting to rated current	10	
No. starts / h	10	Starting current	734	A
		Max. voltage	483	V
		Min. voltage	437	V
Motor casing	Grey cast iron EN-GJL-250 (A48 Class 35B)			
Explosion protection	Class I, Div. 1, Groups C&D T3			
Pump type	KRT D-max200-405/806XNG2-S IE3			

Load	P1 kW	P2 hp	eta %	cos phi	I A
4/4	47.35	60.0	94.5	0.81	73.4
3/4	35.86	45.0	93.6	0.74	60.8
2/4	24.13	30.0	92.7	0.62	48.9
1/4	12.63	15.0	88.6	0.38	41.7

Main cable	2 x AWG 7-4	Diameter	0.72 inch...0.77 inch
Control cable	1 x AWG 15-10	Diameter	0.63 inch...0.67 inch
Cable, outer sheath	Waterproof synthetic rubber compound		
Cable length	33 ft (10 m)		



KSB SE & Co. KGaA, Turmstrasse 92, 06110 Halle (Germany), Phone +49 (345) 48260, Fax +49 (345) 4826 4699, www.ksb.com



60/66 Month Warranty For Pumps And Mixers In Municipal And Industrial Installations

KSB, Inc. warrants to the Original End Purchaser that its Pump(s) will be free from defects in workmanship and materials covering parts and labor for a period of sixty (60) months of operation when pumping abrasive-free, non-corrosive liquids used in Municipal and Industrial Installations. This warranty period will in no way exceed sixty-six (66) months from the date KSB, Inc. ships the pump(s).

In the event that defects in workmanship or materials appear during the term of the warranty, the Purchaser shall deliver written claim of Warranty to the Company within ninety (90) days of discovery. The obligation of KSB, Inc. under the warranty shall be limited to replacement of defective part(s) and/or labor whichever KSB, Inc., in its sole discretion, chooses to elect. The Original End Purchaser shall be entitled to this warranty provided that the terms of payment have been complied with and the pump(s) with cable(s) attached or faulty part(s) thereof have been returned freight prepaid to KSB, Inc. or to an authorized KSB-Service facility and the defect has been acknowledged in writing by KSB, Inc. to be caused by faulty workmanship or defective material. Normal wear and tear is specifically excluded from warranty coverage.

The warranty shall be void if the pump(s) or its part(s) have not been used and maintained in accordance with the printed instructions of KSB, Inc., or have been damaged wholly or in part by misuse, accident, neglect, faulty electrical system, or any other cause beyond the control of KSB, Inc.

Unless otherwise specified by KSB, Inc., the warranty period shall be computed from the original shipping date to the date the pump(s) and/or part(s) are returned to KSB, Inc. or, if repairs are made on site, the warranty period shall be computed to the date notice of defects is received by KSB, Inc.

Pump(s) or part(s) repaired or replaced will be returned at the cost of the Original End Purchaser. Repairs or replacement parts are warranted free from defects in workmanship and materials for the longer of the un-expired term of this warranty or ninety (90) days from the date KSB, Inc. ships such repaired or replaced items, and all other terms and conditions of this warranty shall apply.

Electrical system schematics (including bills of material) may be required to support any warranty claims at the request of KSB, Inc. This documentation will normally be required in the case of pumps or 20 horsepower and larger.

KSB, INC. WILL NOT BE RESPONSIBLE FOR TRAVEL EXPENSES, RENTED EQUIPMENT, OUTSIDE CONTRACTORS' FEES, UNAUTHORIZED REPAIR, SHOP EXPENSES OR FOR PUMPS PURCHASED OR USED WITHOUT KSB SUPPLIED POWER CABLE(S).

THE WARRANTIES MADE HEREIN BY KSB, INC. ARE IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED. KSB, INC. DISCLAIMS ANY AND ALL WARRANTIES FOR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. KSB, INC. ASSUMES NO LIABILITY FOR LOSS OF USE, LOSS OF PROFIT, OR ANY DIRECT, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND.

No sales agent or sales representative or any other person is authorized to modify, extend, or enlarge this Warranty. Any modification, extension, or enlargement of this Warranty shall not bind KSB, Inc.

**This warranty applies solely to:
Proposal Number
Customer Name PO#
Project Name: Lift Station #3A**



APSCO, LLC • PO Box 2639 • Kirkland, WA 98083-2639

PH: (425) 822-3335 • FAX: (425) 827-6171 • www.apsco-llc.com

APSCO LLC TERMS AND CONDITIONS OF SALE

1. SCOPE: Unless otherwise agreed in writing, Seller's (APSCO, LLC) acceptance of Purchaser's purchase order is conditioned upon Purchaser accepting these terms and conditions. Seller sells its equipment in accordance with the following provisions.

2. PRICES: Prices are F.O.B. Seller's or its supplier's plant. Prices do not include any federal, state or local sales, use or other taxes and taxes will be added to the sale price for Purchaser's account.

3. TERMS: Unless otherwise agreed, all invoices are due and payable 100% net 30 days from date of shipment or notification of readiness to ship. All credit terms are offered subject to Purchaser's credit worthiness with said worthiness to be determined solely by the Seller. Full payment is due as indicated and late payment may be subject to a specified service charge. Purchaser shall pay the full invoiced amount to Seller, regardless of any payment schedule between Purchaser and the Owner, or others. If Purchaser is in default in any payment, Seller may offset any monies of Purchaser available to Seller or in Seller's possession; declare all payments for work completed immediately due and payable; stop all further work until payments are brought current and/or require advance payment for future shipments.

4. ITEMS INCLUDED: Each sale includes only the equipment described in the order. Responsibility for proper operation of equipment if not installed or operated in accordance with Seller's instructions, rests entirely with Purchaser. Seller shall supply only those safety devices, if any, described in the order or in its proposal and drawings, and shall comply with those provisions of the federal Occupational Health and Safety Act of 1970 which Purchaser and Seller have identified as specifically applicable to the manufacture of Seller's equipment hereunder. Seller shall not be responsible for compliance with state or local safety and health statutes of special application unless it has accepted such responsibility in writing.

5. SECURITY INTEREST: Seller retains a security interest in and right of repossession to the equipment until the full purchase price has been paid. Purchaser will not encumber nor permit others to encumber said equipment by any liens or security instruments. In the event legal action is necessary to enforce Purchaser's obligations under this order, Seller shall be entitled to recover its court costs and reasonable attorney's fees if it prevails. Purchaser shall provide insurance for Seller's benefit to protect Seller's interest against loss or damage until invoice is fully paid.

6. SHIPMENTS AND DELIVERY: Seller shall use its reasonable efforts to meet all shipment or delivery dates recited herein or in Purchaser's order, but any such dates are estimates only and are not guaranteed. Seller shall have no liability to Purchaser for damages or penalties, direct or indirect, for any delay in shipment or delivery, whether such delay is minor or substantial, nor shall Purchaser have the right to declare a breach of contract because of any such delay. Delivery of schedules are subject to prompt receipt by Seller of all necessary information and instructions from Purchaser, including any required approval of drawings, and establishment of agreed terms of payment. Unless otherwise agreed, all shipments are F.O.B. Seller's factory and all claims for damage, delay, or shortage arising from any shipment shall be made directly against the carrier by the Purchaser. When shipments are specified F.O.B. destination, Purchaser shall inspect the equipment, and notify Seller of any damage or shortage within seven days of receipt. Failure to so notify Seller shall constitute acceptance by Purchaser, relieving Seller of liability for damages or shortages. Unless prohibited by Purchaser, Seller shall make partial shipments of completed items for payment under terms of order.

7. WARRANTY: Seller warrants equipment of its manufacture only in accordance with its current applicable Seller's Product warranty against defects in workmanship and materials, which warranty is incorporated by reference and made a part hereof.

8. PATENTS: Seller agrees that it will defend and indemnify Purchaser against damages arising from proceedings, alleging that Seller's equipment infringes any apparatus claim of a patent existing as of date of order, provided Seller is given prompt written notice of such proceeding or threat thereof under a patent, and Purchaser accords Seller full control of the defense, applicable patent/fraud counterclaims, settlement or compromise thereof and any recoveries thereunder. Purchaser agrees that it shall furnish Seller, on request, all needed information, assistance and authority to enable Seller so to defend. Seller will reimburse Purchaser for actual out-of-pocket expenses, exclusive of legal fees, incurred in rendering assistance at Seller's request. The foregoing states the entire liability of Seller with respect to patent infringement. Purchaser agrees that it shall indemnify the Seller against all claims, demands, damages, penalties, costs and expenses to which the Seller may become liable by reason of any infringement or alleged infringement of a patent or patents arising out of performance of this order if the equipment is constructed in accordance with Purchaser's detailed drawings or designs submitted to Seller.

9. CANCELLATION, SUSPENSION OR DELAY: If Purchaser requests or causes a cancellation, suspension or delay of Seller's work, Purchaser shall pay Seller all appropriate charges incurred up to date of such cancellation, suspension or delay, plus Seller's overhead and reasonable profit. Additionally, all charges related to and risks incident to storage, disposition, and/or resumption of work shall be borne solely by Purchaser.

10. LIMITATION OF LIABILITY: Seller shall not be liable to Purchaser for any consequential or incidental damages of any nature for any reason whatsoever, whether such damages are based in contract or in tort, including strict liability or negligence. The remedies stated in Seller's warranty attached hereto constitute the sole and exclusive remedy of Purchaser for any defect in material and workmanship or performance failure of Seller's equipment. Seller's liability for direct damages shall not exceed the material portion of the contract price for the defective equipment.

11. CHANGES AND BACKCHARGES: Seller shall not be obligated to make any changes in or additions to the scope of the work unless Seller agrees thereto and an equitable adjustment is made to price and/or delivery. Seller will not approve or accept returns of or backcharges for labor, materials or other costs incurred in modification, adjustment, service or repair or equipment unless previously approved in writing by an authorized employee of Seller.

12. CHANGES IN DESIGN: With proper notification in writing to Purchaser, Seller reserves the right to modify the design and construction of equipment in order to incorporate improvements or to substitute material equal or superior to that originally specified. No charge shall be made to Purchaser for modifications made to Seller's option.

13. PROPRIETARY INFORMATION: All information furnished by Seller is solely for Purchaser's use in connection with the equipment purchased herein, and shall not be disclosed to any third party without Seller's prior written consent, unless required by law.

14. FORCE MAJUERE: The Seller shall be relieved of its obligations hereunder and of any liabilities contained herein whenever and to the extent to which the fulfillment of such obligations is prevented, frustrated or impeded by conforming to any statute or any rule, regulation, order or requisition made thereunder, or any consequence thereof, by state, federal, national or international prohibition or sanction, by war (whether declared or not), military activity, terrorism, acts of public enemies, accidents, fire, flood, nuclear fallout, acts of God or any cause of like or different kind beyond its control, or by reason of any industrial dispute, or any consequence thereof.



APSCO, LLC • PO Box 2639 • Kirkland, WA 98083-2639

PH: (425) 822-3335 • FAX: (425) 827-6171 • www.apsco-llc.com

15. GOVERNING LAW: This agreement shall be interpreted in accordance with the laws of the State of Washington, U.S.A., which laws shall be deemed to be the governing law of this contract with regard to any disputes or questions of interpretation between the parties.

16. ENTIRE AGREEMENT: This proposal expresses the entire agreement between the parties hereto and supersedes any previous communications, representations, or agreements, whether oral or written, and is not subject to modification except in writing, signed by an authorized officer of each party.



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

Meeting Date: May 12, 2025

SUBJECT: MOU with Teamsters Local No. 313 (Supervisory Unit) for Position Reclassifications

SUBMITTED BY: Human Resources Director Shannon Costanti

DEPARTMENT: Human Resources

PHONE: (253) 851-5039

SUGGESTED MOTION: Move to authorize the mayor to sign an MOU with Teamsters Local 313 to place the Operations Supervisor – Streets and Storm, Operations Supervisor – Parks and Facilities, and Operations Supervisor – Water positions in the Supervisory Unit.

BACKGROUND INFORMATION: The city and the Teamsters 313 bargaining unit have met and bargained regarding the addition of Operations Supervisor positions to the Teamsters 313 bargaining unit.

Effective May 25, 2025, the following positions will be represented by Teamsters 313:

- Operations Supervisor – Streets and Storm (Brandon Crosswhite)
- Operations Supervisor – Parks and Facilities (Kyle Neiman)
- Operations Supervisor – Water (George Flanigan)

Appendix A of the 2025-2027 collective bargaining agreement will be amended to add Range 62 for the Operations Supervisor – Water position; and adds the other two Operations Supervisor positions to Range 61. A separate ordinance will be presented to council to adopt an updated salary schedule for these changes.

FISCAL CONSIDERATION: None.

ATTACHMENTS:

1. MOU with Teamsters 313

STRATEGIC PLAN PRIORITY: Strategic Plan Priority 1 - Foster a healthy city organization

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the City of Gig Harbor, Washington ("City") and Teamsters Local 313 representing the Supervisory bargaining unit ("Union").

WHEREAS, the parties have met and bargained regarding the addition of Operations Supervisor positions to the Teamsters 313 bargaining unit;

NOW, THEREFORE, in consideration of the mutual covenants, promises and conditions set forth herein, it is voluntarily agreed by and between the City and the Union as follows:

1. Effective May 25, 2025, the following positions will be represented by Teamsters 313:

Operations Supervisor – Streets and Storm (Brandon Crosswhite)
Operations Supervisor – Parks and Facilities (Kyle Neiman)
Operations Supervisor – Water (George Flanigan)

2. Appendix A of the 2025-2027 collective bargaining agreement ("CBA") is hereby amended as reflected in the attached updated version of Appendix A, which adds Range 62 for the Operations Supervisor – Water position; and adds the other two Operations Supervisor positions to Range 61.

3. Effective May 25, 2025, the three employees will be placed on the following Range and Step:

Brandon Crosswhite	Range 61 Step 4 (\$124,595.16)
Kyle Neiman	Range 61 Step 3 (\$120,673.28)
George Flanigan	Range 62 Step 3 (\$132,740.61)

4. Operations Supervisors will remain eligible for their 2025 step adjustment, if not previously received.
5. Operations Supervisors are nonexempt positions.
6. This constitutes the entire agreement between the parties regarding the subject matter herein and all parties acknowledge that there are no side agreements, written, oral, or otherwise.
7. This MOU is effective when signed by both parties and authorized by City Council.

CITY OF GIG HARBOR

TEAMSTERS LOCAL NO. 313

Mary Barber, Mayor

Nick Lansdale, Secretary-Treasurer

Date:_____

Date:_____

ATTACHMENT A

2025 WAGE SCHEDULE

2025 Supervisory 313 Positions	Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Building Official/Fire Marshal	61								
Court Administrator		\$54.42	\$56.19	\$58.02	\$59.90	\$61.85	\$63.86	\$65.93	\$68.08
Operations Supervisor - Parks & Facilities	61								
Operations Supervisor - Streets & Storm		\$113,195.85	\$116,880.69	\$120,673.28	\$124,595.16	\$128,646.34	\$132,826.80	\$137,136.56	\$141,597.17
Parks Manager	62								
		\$59.86	\$61.81	\$63.82	\$65.89	\$68.03	\$70.24	\$72.52	\$74.88
Operations Supervisor - Water	62								
		\$124,508.97	\$128,560.14	\$132,740.61	\$137,050.37	\$141,510.97	\$146,100.86	\$150,841.60	\$155,754.73
	63								
		\$64.66	\$66.76	\$68.93	\$71.16	\$73.47	\$75.86	\$78.32	\$80.87
Principal Planner	63								
		\$134,486.06	\$138,860.47	\$143,364.17	\$148,018.71	\$152,824.09	\$157,780.31	\$162,908.93	\$168,209.93
Information Technology Services Manger	64								
Wastewater Superintendent		\$67.88	\$70.09	\$72.36	\$74.72	\$77.14	\$79.65	\$82.24	\$84.91
	64								
		\$141,187.74	\$145,777.63	\$150,518.37	\$155,409.95	\$160,452.37	\$165,667.17	\$171,054.37	\$176,613.97
	65								
		\$71.28	\$73.60	\$75.99	\$78.46	\$81.00	\$83.64	\$86.35	\$89.16
City Engineer	65								
		\$148,255.74	\$153,082.68	\$158,060.45	\$163,189.06	\$168,490.07	\$173,963.46	\$179,609.25	\$185,448.97

A TWICE-MONTHLY SUMMARY FROM YOUR CITY OF GIG HARBOR LEADERSHIP TEAM

These department updates are an effort to increase our internal and external communication initiatives, to provide the mayor and city councilmembers with the information they need to serve the public and make informed decisions, and just as importantly, to share citywide information and updates with all staff and residents. Please feel free to send any questions, suggestions, or concerns about this document to communications@gigharborwa.gov.

ADMINISTRATION

City Administrator Katrina Knutson

GoodRoots Tour: On Monday, May 5, the Mayor and Housing, Health, and Human Services (H3) Program Manager had the opportunity to tour GoodRoots Northwest. The tour afforded them the opportunity to see that GoodRoots is living up to what its website states:

We are revolutionizing how communities are addressing food insecurity. By connecting rural and underserved areas with fresh, locally sourced food through our innovative climate-controlled locker network, we're providing access with dignity and convenience. By leveraging game-changing technology, multi-sector collaboration, and sustainable practices, we create systems that are not only effective but also adaptable for the future.



We are excited about what a potential partnership would look like for our community!

Ride Along: For the past couple of weeks, the H3 program manager has been partnering with the Police Department for regular ride-alongs to foster stronger working relationships. These collaborative experiences offer valuable, on-the-ground insight into the challenges the officers face and the opportunities for the H3 department to support the PD. Looking forward to continuing the growth of this partnership.

Multifamily Tax Exemption (MFTE) Program: At the April 28 city council meeting, the H3 program manager and community development director presented Ordinance 1542 regarding a Multifamily Tax Exemption (MFTE) Program. This program would provide a vital tool in bringing affordable housing to our city. The council provided important feedback, which staff will incorporate before the council discusses it again on May 12.

Pierce County Human Services Comprehensive Plan to End Homelessness Plan Feedback Meeting: The City of Gig Harbor's Housing, Health, and Human Services Program Manager attended the Pierce County Human Services Comprehensive Plan to End Homelessness Feedback Meeting to represent the city's priorities and perspective. This meeting provided an important opportunity to collaborate with regional partners and advocate for the unique needs of Gig Harbor's most vulnerable residents. Participation in these discussions ensures the city remains engaged in countywide solutions and aligns local efforts with broader strategies to address homelessness.



Updated ADA Policy Adopted: City Administrator Katrina Knutson signed Policy A-25-04, adopting a new comprehensive [ADA policy for the city](#). The policy was crafted and adopted in response to requirements from the US Dept. of Justice to collect the city's ADA practices and policies in a single policy document. The new policy can now be found on the city's [ADA information webpage](#).

2025 Q1 Public Records Request Update: The city received 335 requests for public records through its [NextRequest portal](#) in the first three months of 2025. 330 of those requests have been fulfilled and closed out. [GHMC Chapter 2.52](#) limits staff time spent on processing records requests to 8 hours per week across city departments (excluding requests for the municipal court). In practice, staff typically exceeds this threshold each week in order to comply with other legal requirements for processing public records requests.

COMMUNITY DEVELOPMENT

Community Development Director Eric Baker

No updates this week but stay tuned.

COURT

Court Administrator Stacy Colberg

New Electronic Payment Plan Applications: In collaboration with Court Payments Services, Inc., Gig Harbor Municipal Court has developed a new electronic payment plan application now available on the court website. Many court customers do not have access to printers, checks, envelopes, or stamps needed to apply for a payment plan under the old, antiquated paper centric process. To remove these barriers a paperless auto-fillable payment plan application was created that greatly reduces the need to print and mail documents. When the application is submitted it is emailed directly to Court Payment Services for processing. From there, customers can make payments online, over the phone, cashier's checks, and money orders. We are very excited to offer this service to our customers.

FINANCE

Finance Director Dave Rodenbach

Finance Update: The table below shows revenues received by the city through April. The criminal justice revenues in 2025 reflect the additional 0.1% Public Safety sales tax approved in 2024. The transportation impact fees (\$250,041) are solely related to the YMCA sports complex project.

Revenues received through April

	2022	2023	2024	2025
Local Retail Sales & Use Tax	2,136,310	2,116,052	2,140,269	2,220,847
Park Sales Tax	39,823	42,574	43,414	45,177
Criminal Justice Funding	70,241	72,663	75,890	140,391
B & O Utilities	327,187	354,201	330,947	350,168
City Utilities Tax	98,496	105,318	115,678	117,914
Building Permits - Basic Fees	350,080	46,014	41,464	31,953
Bldg Permit - Plan Check Fee	45,521	71,219	133,846	108,411
Zoning & Subdivision Fees	31,137	14,699	12,400	9,332
Plan Checking & Inspections	12,706	20,600	11,132	7,947
Impact Fees-Transportation	560,864	35,063	67,616	250,041
Impact Fees-Parks	120,000	10,500	6,000	-
Water Charges	494,530	520,229	527,693	616,431
Water GFCs	627,336	86,993	31,144	51,659
Sewer Charges	1,250,673	1,350,021	1,365,180	1,430,720
Sewer GFCs	806,870	68,380	195,244	17,502
Storm Charges	224,243	231,023	415,330	305,942
Storm GFCs	\$ 152,220	\$ 11,258	\$ 7,080	\$ 104,430

HUMAN RESOURCES

Human Resources Director Shannon Costanti

Advance Your Career: Looking to grow in your career? Check out the [current job opportunities](#) here at the city!

Position	Type	Status
Police Officer - Exceptional Entry	FT	Continuous
Police Officer - Lateral Entry	FT	Continuous
Court Assistant	PT	Open until 5/11
Community Development Assistant	FT	Open until 5/14
Seasonal Worker (Temporary 7 Vacancies)	FT	Open until 6/30
Development Review Engineer	FT	Closed - selection pending
Laborer	FT	Closed - selection pending
Maintenance Technician (PW Ops)	FT	Closed - selection pending
Public Works Assistant (PW Ops)	FT	Closed - selection pending
Senior Planner	FT	Closed - selection pending

POLICE

Police Chief Kelly Busey

Retail Theft Emphasis: On Thursday and Friday of last week, the Gig Harbor Police Department partnered with loss prevention personnel from various businesses in our city to conduct another retail theft emphasis patrol.

Over the two days, we arrested 15 people and detained three juveniles (who were turned over to their parents). Among those arrested was a subject we had arrested in one of our previous emphasis patrols. We also arrested one subject who attempted to pass a counterfeit bill.

We will continue to take steps to address continued retail theft in Gig Harbor.

Hiring: On May 12, we will be welcoming Officer Skylar Doktor to our department. He comes to us from the Kitsap County Sheriff's Department where he spent the first six years of his career.

Marine Services Training: Two of our officers are in Kennewick this week going through the Washington State Basic Marine Law Enforcement Academy. This will add two more qualified officers to our Marine Services Unit. We look to have the boat on regularly scheduled patrols later this month.

PUBLIC WORKS

Public Works Director Jeff Langhelm

Streets and Storm Operations: (1) It's that time of year again that crews are busy completing shoulder mowing and vegetation management for sight distance. This work includes both Streets crews and Parks/Grounds crews performing noxious weed removal around the city. (2) Crews are performing maintenance on the city's low impact development facilities, such as pressure washing porous pavements. (3) Staff completed ditch cleaning and erosion control BMP's along Point Fosdick Drive from Harbor Country Drive to 36th Street roundabout. (4) Crews have been busy placing new city assets into Cartegraph. These assets include facilities such as streetlights, crosswalk systems, signs, and traffic markings. (5) Staff are performing side mowing along the Cushman Trail for the week of May 5. Thank you to Lori Maricle for helping us get this information out to the public.

Parks, Grounds, and Facility Operations: (1) Staff were able to make the Skansie park Splash Pad operational again after cleaning it out from the winter shut down and repairs. Due to deterioration, this popular facility is scheduled to have the controls relocated from the existing underground vault to a room in the adjacent Jerisich Dock restrooms as part of the 2025-26 budget. (2) Growing season is off to a strong start with the warmer weather. Crews are trying to keep up with the growth and working quickly to finish turning on city-owned irrigation systems around town. (3) Peter and Jesse are nearly complete with rebuilding the front steps of the Skansie Netshed. This work required a design that kept with the historic character of the netshed and required a building permit to perform.

Water Operations: (1) As the contractor nears completion of Shurguard tank repainting, water operations is working quickly to place this tank back online as soon as possible. This is just in time as the tank is a vital part of the city's water storage system and as we proceed into what has been a relatively dry spring, especially now with summer right around the corner. City crews have been working to re-install the vent on top of the tank along with hatch alarms and performing water sampling. (2) Water main flushing is continuing around town. The need to perform water main flushing continues to be evident based on the increase

in dirty water calls the city is receiving, likely due to the increased use of irrigation systems in late April and early May. (3) On a similar note, with the warmer weather we are already seeing well production peaking up. In anticipation of this we have completed the well house maintenance rebuilding our chlorine pumps, tubing injectors and power cabinet. (4) Water staff are in the later stages of our second round of commercial backflow compliance program. At this point, those property owners who have not responded to the city's request for information on potential backflow devices on their property are receiving 10-day notices prior to shutting water service off to their properties.



Fleet Operations: The first of the city's leased vehicles are scheduled to arrive soon. A Dodge Ram 1500 for our Parks crew is scheduled to be delivered from the upfitter next week. Close behind will be two all-electric vehicles (a Chevy Blazer for Engineering and a Ford Transit van for Operations).

Capital Improvement Project Status Updates: For the most recent updates on the city's design and construction projects, see our online [CIP StoryMap](#).

Parks Appreciation Day: We had a good turnout for Parks Appreciation Day events at three city parks: Crescent Creek, Soundview Forest, and Wilkinson Farm. Thank you to the Parks Commission for staffing the sites, Councilmember Stone for taking over when a parks commissioner had to leave, and Kyle, Gonzo, Chase, and Alex from Public Works Operations.

The Gig Harbor LDS church provided volunteers, snacks, and water for volunteers. As usual, the Starbucks on Kimball provided coffee for each site! Thank you to everyone who pitched in to help beautify our parks.



Volunteers planted over 100 native plants at Crescent Creek Park, cleared grass off a path and resurfaced it at Wilkinson, and resurfaced paths and cleared debris and holly from Soundview Forest.



Gig Harbor Sports Complex: At the April 28 city council meeting, council voted 6-1 to name Phase 1B of the Sports Complex “Doris Heritage Park at the Gig Harbor Sports Complex.” Staff is working on signage for the park for the grand opening, as completion gets closer.

On May 3, there was a groundbreaking for Phase 1A of the Sports Complex, which is a project to build two lighted fields with artificial turf, led by the YMCA of Pierce and Kitsap Counties. This will help alleviate the field shortage in the area. The city has partnered with the YMCA on this project for years, and has donated the land and \$2 million toward the project, which will be managed by the Y.

Crescent Creek Master Plan: The survey about the three master plan concepts closes on Friday, May 9. View the draft concepts and take the survey [here](#). The responses will be compiled and the concepts edited into a preferred concept for further public comment and revision, before the final concept is adopted later this year.



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

Meeting Date: May 12, 2025

SUBJECT: Second Reading and Adoption of Ordinance 1540 Relating to the Development of Accessory Dwelling Units

SUBMITTED BY: Senior Planner Jeremy Hammar

DEPARTMENT: Community Development

PHONE: (253) 853-7606

SUGGESTED MOTION: Move to approve Ordinance 1540.

BACKGROUND INFORMATION: With the passing of HB-1337 (effective date July 23, 2024) changes to Gig Harbor's code are necessary to comply with state law. The city must incorporate the requirements of Sections 3 and 4 of the bill into its zoning regulations, to take effect no later than six months after the recent periodic comprehensive plan update.

Under the current code, the city regulates accessory dwelling units as accessory apartments defined in Chapter 17.04.015 GHMC as: *a residential unit of up to 600 square feet with a functional kitchen, bath, and outside entrance attached to or on the same parcel as a single-family residence in a residential zone. Accessory apartments shall be under the same ownership as the primary residential unit with the owner living on-site in either unit. Accessory apartments shall not be condominiumized or otherwise sold separately.* Accessory apartments are permitted through a conditional use permit in the R-1, RB-1, RB-2, B-2, and C-1 zoning districts, and permitted outright in the RLD, RMD, DB, B-1, PCD-C, WC, PCD-NB, and MUD zoning districts.

The proposed ordinance will establish a new chapter of the Gig Harbor Municipal code specific to ADUs with sections outlining the intent, applicability and general regulations. In addition, corresponding amendments will be made to Chapters 17.04, 17.14, 17.64, and 17.72 to ensure consistency throughout the title 17.

This ordinance returns for second reading at the May 12 city council meeting. It has been modified from its presentation at first reading according to direction from the city council at its April 28 meeting.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Ordinance 1540
2. Public Comment

STRATEGIC PLAN PRIORITY: Strategic Plan Priority 3 - Maintain small town character and historic preservation while growing responsibly

ORDINANCE 1540

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE DEVELOPMENT OF ACCESSORY DWELLING UNITS; CREATING A NEW CHAPTER 17.69 OF THE GIG HARBOR MUNICIPAL CODE, AMENDING CHAPTERS 17.04, 17.14, AND 17.72, AND REPEALING CHAPTER 17.64.045; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Gig Harbor is an incorporated city within a fully planning jurisdiction under the Growth Management Act (GMA), per RCW 36.70A.040; and

WHEREAS, in 2023, the Washington State Legislature passed Engrossed House Bill (EHB) 1337 requiring certain jurisdictions to permit the development of accessory dwelling units in zones where the jurisdiction permits the construction of single-family homes; and

WHEREAS, the City of Gig Harbor is subject to the provisions of EHB 1337 as a fully planning jurisdiction; and

WHEREAS, the city must amend its development regulations to permit the development of accessory dwelling units in compliance with ESHB 1042 within six months of adopting periodic amendments to its comprehensive plan; and

WHEREAS, the City of Gig Harbor has determined that it must amend Gig Harbor Municipal Code (GHMC) Chapters 17.04, 17.14, 17.72, adopt a new code section in Title 17, and repeal GHMC Section 17.64.045 to permit the development of accessory dwelling units in compliance EHB 1337; and

WHEREAS, on March 1, 2024, proposed code amendments were transmitted to the Washington State Department of Commerce for 60-day review as required by RCW 36.70A.106; and

WHEREAS, on March 7, 2024, and January 16, 2025, proposed code amendments were discussed at study sessions with the planning commission; and

WHEREAS, on November 21, 2024, and March 13, 2025, the proposed code amendments were discussed at the city council study sessions; and

WHEREAS, the City of Gig Harbor Planning Commission held an open record public hearing on February 20, 2025. The planning commission made a motion to recommend approval of the proposed code amendments as presented by staff;

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

Section 1. Chapter 17.04 of the Gig Harbor Municipal is hereby amended as follows:

~~17.04.015 Accessory apartment.~~

~~“Accessory apartment” means a residential unit of up to 600 square feet with a functional kitchen, bath, and outside entrance attached to or on the same parcel as a single-family residence in a residential zone. Accessory apartments shall be under the same ownership as the primary residential unit with the owner living on-site in either unit. Accessory apartments shall not be condominiumized or otherwise sold separately.~~

17.04.015 Accessory Dwelling Unit.

“Accessory Dwelling Unit” or ADU means a subordinate dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit.

~~17.04.288 “Duplex dwelling” means a residential structure with two attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by two families living independently of each other. A duplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

~~17.04.289 “Multiple-family dwelling” means a residential building that is designed for or occupied by three or more families living independently of each other in separate but attached dwelling units and is constructed on a permanent foundation.~~ means a building or portion thereof designed to house two or more families living independently of each other and containing two or more dwelling units.

~~17.04.300 Dwelling, single-family “Single-family dwelling” means a residential structure with one dwelling unit that is constructed on a permanent foundation. Single-family dwellings are detached from other single-family dwellings except that accessory apartments may be attached to a single-family dwelling.~~ means a detached residential structure with one dwelling unit containing but one kitchen, designed for and occupied by one family.

~~17.04.301 Dwelling, triplex “Triplex dwelling” means a residential structure with three attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by three families living independently of each other. A Triplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

~~17.04.320 Dwelling unit “Dwelling unit” is one or more rooms with at least one kitchen, that is designed as a unit for occupancy by not more than one family for sleeping and living purposes. Each unit at an assisted living facility or independent living facility shall count as one-third of a dwelling unit (.33) for purposes of calculating density.~~ “Dwelling Unit” means a residential living unit that provides complete, independent living facilities for one or more persons including permanent provisions of living, sleeping, eating, cooking and sanitation.

~~17.04.330 Family “Family” means an individual or individuals domiciled together in one dwelling unit as a single household and which the number of individuals occupying the~~

~~dwelling unit shall not exceed the occupant load of the structure as calculated by the city in accordance with the adopted building code.~~ means one or more persons occupying a dwelling unit, including the joint use of and responsibility for common areas, sharing household activities and responsibilities such as chores, household maintenance, and expenses. Such persons need not be related by blood or marriage.

17.04.431.5 "Kitchen" a place where food is cooked or prepared and contains the facilities and equipment used in preparing and serving food, such as: a gas or electric range or oven (a freestanding burner, warming oven or microwave is not considered a range or oven); a kitchen sink (a bar or hand sink is not considered a kitchen sink); a refrigerator/freezer (an upright refrigerator or freezer that fits under a counter, such as the type often found in offices, is not sufficient for a kitchen in a dwelling); or an electric outlet for 220 voltage and/or plumbing or standpipes for equipment and facilities normally found in a kitchen.

17.04.558 Mixed use development. "Mixed use development" means a building or group of buildings that includes more than one type of use in the same site plan or binding site plan. Mixed use developments may include a combination of uses such as restaurant, retail (sales level 1), office (government administration office, financial institutions, professional services), commercial entertainment and/or residential. "Mixed Use" The development of a contiguous tract of land, a building or a structure with two or more different uses identified on the Land Use matrix specified in Chapter 17.14 GHMC.

17.04.676 "Principal Dwelling Unit" means the single-family housing unit, duplex, triplex, townhome, or other housing unit located on the same lot as an accessory dwelling unit.

Section 2. Chapter 17.69 of the Gig Harbor Municipal Code is hereby added to read as follows:

17.69.010 Intent

The purpose of these code provisions for accessory dwelling units (ADUs) is to: (1) provide homeowners with flexibility in establishing separate living quarters within or adjacent to their homes for the purpose of caring for seniors, providing housing for their children or obtaining rental income; (2) increase the range of housing choices and the supply of accessible and affordable housing units within the community; and (3) ensure that the development of accessory dwelling units does not cause unanticipated impacts on the character or stability of neighborhoods

17.69.020 Applicability

The regulations established in this chapter apply to all accessory dwelling units proposed or located within, or detached from legally established dwelling units.

17.69.030 General Regulations

Accessory dwelling units are permitted outright in all residential zones that permit single-family homes and may be developed with new or existing principal dwelling unit. The development standards of the underlying zone and the following siting and performance standards shall apply to all accessory dwelling units as defined by GHMC

17.04.015.

Development standards for accessory dwelling units. An ADU shall comply with the following standards:

- A. Configuration. An ADU may be located either within, attached to, or detached from the Principal Dwelling Unit. Primary Dwelling Units includes single-family housing unit, duplex, triplex, townhome, or other housing unit.
- B. Density. Up to two (2) ADUs may be created in conjunction with each Principal Dwelling Unit. ADUs are exempt from the density requirements of the underlying zone.
- C. Minimum lot size. An ADU may be established on any legally established parcel meeting minimum lot size per building site of the zoning district which the Principal Dwelling Unit is located.
- D. Maximum unit size. The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 1200 square feet, excluding any related garage area
- E. Minimum unit size. The gross floor area of an ADU shall not be less than the requirements of the Washington State Building Code.
- F. Setbacks and lot coverage. Additions to existing structures, or the construction of new detached structures, associated with the establishment of an ADU shall not exceed the allowable lot coverage or encroach into required setbacks as prescribed in the underlying zone. The applicable setbacks shall be the same as those prescribed for the primary structure, not those prescribed for accessory structures.
- G. In addition to any off-street spaces required for the primary residence, and except when the property is located within one-half mile of a Major Transit Stop, off-street parking shall be provided for accessory dwelling units pursuant to Chapter 17.72 GHMC
- H. Design and appearance. ADUs that are attached to or detached from existing structures shall conform to the applicable design standards contained in Chapter 17.99 GHMC.
- I. Construction standards. The design and construction of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes.

Section 3. Chapter 17.14 of the Gig Harbor Municipal Code is amended as follows:

17.14.020 Land use matrix.

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Dwelling, single-family	-	P	P	P	P	C	P	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	P	P	P	-	P ¹⁴	P
Dwelling, duplex	-	-	-	P	P	P	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	P	P	P	-	P ¹⁴	P
Dwelling, triplex	-	-	-	C	P	P	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	C ¹⁷	P	-	P ¹⁴	P
Dwelling, fourplex	-	-	-	C	P	P	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	C ¹⁷	P	-	P ¹⁴	P
Dwelling, multiple-family	-	-	-	-	P	P ⁶	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	-	-	-	P ¹⁴	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Accessory apartment ¹	-	C	P	-	P	-	C	C	P ³⁴	P ¹⁴	C	C	P ¹⁴	-	-	-	P	-	P ¹⁴	P
<u>Accessory Dwelling Unit</u>		P	P	P	P	P	P	P	P	P	P	P	P		P	P	P		P	P
Family day care provider	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Home occupation ²	-	P	P	P	P	P	P	P	C	P	-	C	-	-	P	P	P	-	-	-
Adult family home	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Living facility, independent	-	-	-	C	-	P	C	C	C	P	C	C	P	C ²¹	-	-	-	-	-	P
Living facility, assisted	-	-	-	C	-	P	C	C	C	P	-	C	P	C	-	-	-	-	-	P
Nursing facility, skilled	-	-	-	C	-	P	C	C	C	P	C	C	P	C	-	-	-	-	-	P
Hospital	-	-	-	-	-	-	-	-	C	-	C	C	-	C	-	-	-	C	-	-
School, primary	P	C	P	C	P	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, secondary	P	C	P	C	P	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, higher educational	P	C	-	C	-	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, vocational/trade	P	C	-	C	-	C	C	C	C	P	C	C	P	P	-	-	-	P	-	-
Government administrative office	P	C	P	C	P	C	C	P	P	P	P	P	P	P	C	P	P	P	P	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Public/private services	P	C	-	C	-	C	C	C	C	P	C	C	P	C	C	C	C	P	P	P
Religious worship, house of	-	C	P ⁵	C	P ⁵	C	C	C	C	P	C	C	P	C	-	-	-	C	-	P/C ¹⁵
Museum	P	-	-	-	-	-	-	-	-	-	C	C	P	-	C	C	P	-	-	-
Community recreation hall	P	-	P	C	P	C	C	C	C	P	C	C	P	-	-	-	C	P	P	-
Clubs	-	-	C	C	C	C	C	C	P	P	P	P	P	C	-	C ²⁰	P	P	C	-
Parks	P	P	P	P	P	P	P	P	P	P	C	C	P	-	P	P	P	P	P	P
Essential public facilities	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	P	C	P	C	P	C	C	C	C	P	C	C	P	C	C	C	C	P	P	P
Electric vehicle charging station ²⁵	P	P ²⁶	P ²⁶	P ²⁶	P ²⁶	P ²⁶	P ²⁶	P	P	P	P	P	P	P	P ²⁶	P ²⁶	P	P	P	P
Rapid charging station ²⁷	P	-	-	-	P ²⁸	P ²⁸	-	P ²⁸	P	P	P	P	P	P	-	-	P	P	P	P ²⁸
Battery exchange station	-	-	-	-	-	-	-	-	P	-	P	P	P	C	-	-	-	C	P	-
Cemetery	-	-	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lodging, level 1	-	C	-	C	-	P	P	P	P	P	C	C	-	-	C	C	C	-	-	P
Lodging, level 2	-	-	-	-	-	-	-	C	P	-	P	P	P	-	-	-	C	-	-	P
Lodging, level 3	-	-	-	-	-	-	-	C	P	-	P	P	P	-	-	-	C	P	-	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Short-term rental ³²	-	P	P	P	P	P	P	P	P	P	P	P	P	-	P	P	P	-	P	P
Personal services	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Business services	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Professional services	-	-	-	-	-	-	P	P	P	-	P	P	P	P	-	P	P	P	P	P
Ancillary services	P	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Product services, level 1	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Product services, level 2	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	P ¹⁶
Sales, level 1	-	-	-	-	-	-	C ^{7,8}	-	P	P	P	P	P	C ²²	-	-	P	C ²³	P ¹³	P
Sales, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	C ²²	-	-	-	-	-	-
Sales, level 3	-	-	-	-	-	-	-	-	-	-	-	P	-	C	-	-	-	-	-	-
Sales, ancillary	-	-	-	-	-	-	P	P	P	-	P	P	P	P	-	-	P	P	-	-
Commercial child care	-	-	C	-	C	-	C	C	C	-	-	P	-	C	-	-	-	C	-	-
Recreation, indoor commercial	-	-	-	-	-	-	C	C	P	-	P	P	P	C	-	-	-	C	-	P
Recreation, outdoor	-	-	-	-	-	-	C	C	C	-	P ¹⁰	P	P	C	-	-	-	C	-	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
commercial																				
Entertainment, commercial	-	-	-	-	-	-	-	-	P	-	P	P	P	-	-	-	-	C	-	P
Automotive fuel-dispensing facility	-	-	-	-	-	-	-	-	P	-	P	P	P	C	-	-	-	C	P	-
Vehicle wash	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	-	-
Parking lot, commercial	-	-	-	-	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Animal clinic	-	-	-	-	-	-	-	-	P ⁹	-	P	P	-	P	-	-	-	P	-	P
Kennel	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-
Adult entertainment facility ³	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	-	-	-	-	-
Restaurant 1	-	-	-	-	-	-	C ⁸	P	P	P	P	P	P	P	-	C ¹²	P	P	P	P
Restaurant 2	-	-	-	-	-	-	-	-	P	-	P	P	P	C ²²	-	C ²⁹	P	C ²³	P	P
Restaurant 3	-	-	-	-	-	-	-	-	P	-	P	P	P	C ²²	-	C ²⁹	P	C ²³	P	P
Food truck ³⁰	-	-	-	-	-	-	-	P	P	-	P	P	P	P	-	-	P	P	P	P
Tavern	-	-	-	-	-	-	-	-	C	-	P	P	P	-	-	-	P	-	-	-
Drive-through facility	-	-	-	-	-	-	-	-	C	-	C	C	P	-	-	-	-	-	-	-
Marina	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	P	P	-	-	-
Marine sales and service	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	P	P	-	-	-

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Marine boat sales, level 1	-	-	-	-	-	-	-	-	-	-	P	P	-	P	-	P	P	-	-	-
Marine boat sales, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	C ²²	-	P	P	-	-	-
Ministorage	-	-	-	-	-	-	-	C	-	-	C	C	P	C	-	-	-	-	-	P
Industrial, level 1	-	-	-	-	-	-	-	C	C	-	C	P	-	P	-	-	-	C	-	P
Industrial, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	P	-	-	-	-	-	-
Marine industrial	-	-	-	-	-	-	-	-	-	-	-	P	-	C	-	P ¹¹	C	-	-	-
Wireless communication facility ⁴	C	C	C	C	C	C	P	P	C	P	C	P	P	P	C	C	C	P	P	-
Accessory uses and structures	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Unclassified use	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>

~~1 Accessory apartments requiring conditional use permits are subject to the criteria in GHMC 17.64.045.~~

2 Home occupations are subject to Chapter 17.84 GHMC.

3 Adult entertainment facilities are subject to Chapter 17.58 GHMC.

4 Wireless communication facilities are subject to Chapter 17.61 GHMC.

5 Houses of religious worship shall be limited to parcels not greater than five acres.

6 Multiple-family dwellings shall be limited to no more than eight attached dwellings per structure in the R-3 district.

7 Sales, level 1 uses shall be limited to food stores in the RB-1 district.

8 See GHMC 17.28.090(G) for specific performance standards of restaurant 1 and food store uses in the RB-1 zone.

9 Animal clinics shall have all activities conducted indoors in the DB district.

10 Drive-in theaters are not permitted in the B-2 district.

11 Marine industrial uses in the WM district shall be limited to commercial fishing operations and boat construction shall not exceed one boat per calendar year.

- 12** Coffeehouse-type restaurant 1 uses shall not exceed 1,000 square feet in total size in the WM district.
- 13** Sales, level 1 uses shall be limited to less than 7,500 square feet per business in the PCD-NB district.
- 14** Residential uses shall be located above a permitted business or commercial use.
- 15** Houses of religious worship on parcels not greater than 10 acres are permitted uses in the MUD district; houses of religious worship on parcels greater than 10 acres are conditionally permitted uses in the MUD district.
- 16** Auto repair and boat repair uses shall be conducted within an enclosed building or shall be in a location not visible from public right-of-way and adjacent properties.
- 17** Only one triplex dwelling or one fourplex dwelling is conditionally permitted per lot in the WM district.
- 18** Planned unit developments (PUDs) are conditionally permitted in the ED district.
- 19** Junkyards, auto wrecking yards and garbage dumps are not allowed in the C-1 district.
- 20** Clubs in the WM zone shall not serve alcoholic beverages and shall not operate a grill or deep-fat fryer.
- 21** Independent living facilities are conditionally allowed in the ED zone only when in combination with assisted living facilities, skilled nursing facilities or hospitals in the same site plan or binding site plan.
- 22** See GHMC 17.45.040 for specific performance standards of sales and restaurant uses in the ED zone.
- 23** See GHMC 17.54.030 for specific performance standards of sales and restaurant uses in the PCD-BP zone.
- 24** Permitted and conditional uses in the MUD district overlay are subject to the minimum parcel size and location requirements contained in GHMC 17.91.040(A).
- 25** Level 1 and Level 2 charging only.
- 26** Electric vehicle charging stations, Level 1 and Level 2 only, are allowed only as accessory to a principal outright permitted or principal permitted conditional use.
- 27** The term “rapid” is used interchangeably with Level 3 and “fast charging.”
- 28** Only “electric vehicle charging stations – restricted” as defined in Chapter 17.73 GHMC.
- 29** Only those properties lying adjacent to or southeast of Dorotich Street are allowed to request a conditional use permit for a restaurant 2 or restaurant 3 use. In other areas of WM zone, restaurant 2 and restaurant 3 uses are prohibited. See Chapter 17.48 GHMC for specific performance standards for restaurant uses in the WM zone.
- 30** Food truck permits shall be processed with a special use permit, per Chapter 17.65 GHMC.
- 31** Permitted above and below street-level nonresidential uses.
- 32** Short-term rentals are subject to Chapter 17.85 GHMC.

Section 4. 17.64.045 of the Gig Harbor Municipal Code is hereby repealed.

Section 5. Chapter 17.72 of the Gig Harbor Municipal Code is amended as follows:

17.72.030 Number of off-street parking spaces.

The following is the number of off-street parking spaces required for each of the uses identified below:

Use	Required Parking
Dwelling, single-family	Two off-street parking spaces per dwelling unit. ³
Dwelling, duplex	Two off-street parking spaces per dwelling unit. ³
Dwelling, triplex	One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. ³
Dwelling, fourplex	One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. ³
Dwelling, multiple-family	One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. ³
Accessory apartment dwelling <u>unit</u>	One off-street parking space per accessory apartment <u>dwelling unit</u> in addition to parking required for primary dwelling unit.
Family day care provider	Two off-street parking spaces.
Home occupation	One off-street parking space in addition to parking required for any other use; two parking spaces shall be required if the occupation requires customers or clients to visit the premises at any time.

Use	Required Parking
Adult family home	Two off-street parking spaces.
Independent living facility	One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. ¹
Assisted living facility	One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. ¹
Skilled nursing facility	One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. ¹
Hospital	One off-street parking space for every two beds based on maximum capacity as determined by the International Building Code.
School, primary	One off-street parking space for every five seats in the main auditorium or assembly room.
School, secondary	One off-street parking space for every four seats in the main auditorium or assembly room, or three off-street parking spaces for every classroom plus one additional off-street parking space for each staff member or employee, whichever is greater.
School, higher educational	One off-street parking space for every possible four seats in the classrooms based on maximum capacity as determined by the International Building Code.
School,	One off-street parking space for every possible four seats in the

Use	Required Parking
vocational/trade	classrooms based on maximum capacity as determined by the International Building Code.
Government administrative office	One off-street parking space for every 300 square feet of gross floor area.
Public/private services	For libraries: One off-street parking space for every 1,000 square feet of gross floor area; for police stations and fire stations: one off-street parking space for every 300 square feet of gross floor area; for maintenance and storage facilities: one off-street parking space for every 1,000 square feet of gross floor area.
Religious worship, house of	One off-street parking space for every four fixed seats in the facility's largest assembly area. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be computed upon not less than 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat.
Museum	One off-street parking space for every 1,000 square feet of gross floor area.
Community recreation hall	One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.
Clubs	One off-street parking space for each four persons of the building's maximum seating capacity as determined by the International Building Code.

Use	Required Parking
Parks	Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.
Essential public facilities	Parking required as per underlying use.
Utilities	Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the use proposed.
Cemetery	Off-street parking spaces are required for only office, chapel and indoor assembly areas. For office space: one off-street parking space for every 300 square feet of gross floor area. For chapel and indoor assembly areas: one off-street parking space for every four fixed seats. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be computed upon 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat.
Lodging, level 1	One and one-quarter off-street parking spaces for each room to rent in addition to two off-street parking spaces for the single-family residence.
Lodging, level 2	One and one-quarter off-street parking spaces for each room to rent.
Lodging, level 3	One and one-quarter off-street parking spaces for each room to rent.

Use	Required Parking
Personal services	One off-street parking space for every 300 square feet of gross floor area.
Business services	One off-street parking space for every 300 square feet of gross floor area.
Professional services	One off-street parking space for every 300 square feet of gross floor area except for medical and dental offices. For medical and dental offices, one off-street parking space for every 250 square feet of gross floor area.
Ancillary services	One off-street parking space for every 300 square feet of gross floor area.
Product services, level 1	One off-street parking space for every 300 square feet of gross floor area.
Product services, level 2	One off-street parking space for every 400 square feet of gross floor area, except for auto repair. For auto repair, four off-street parking spaces for each service bay.
Sales, level 1	One off-street parking space for every 300 square feet of gross floor area.
Sales, level 2	One off-street parking space for every 400 square feet of gross floor area.
Sales, level 3	One off-street parking space for every 400 square feet of gross floor area.

Use	Required Parking
Ancillary sales	One off-street parking space for every 300 square feet of gross floor area.
Commercial child care	One off-street parking space for every five possible seats in the main auditorium or assembly rooms.
Commercial recreation, indoor	One off-street parking space for every possible four seats in the auditoriums and assembly rooms based on maximum capacity as determined by the International Building Code; for bowling alleys, five off-street parking spaces for each alley.
Commercial recreation, outdoor	Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.
Commercial entertainment	One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.
Automotive fuel-dispensing facility	One off-street parking space for every two fuel pumps, if service bays are not provided. If service bays are provided, four off-street parking spaces for each service bay.
Vehicle wash	Two off-street parking spaces per service bay plus one space for every two employees. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the vehicle wash shall be provided near the entrance to the wash bay(s). One car length within the stacking lane shall be equal to the length of a standard parking space.

Use	Required Parking
Commercial parking lot	None required.
Animal clinic	One off-street parking space for every 250 square feet of gross floor area.
Kennel	One off-street parking space for every 300 square feet of gross floor area.
Adult entertainment facility	Parking required as per underlying use.
Restaurant 1	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.
Restaurant 2	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour

Use	Required Parking
	trips, require additional sewer capacity, or increase water consumption.
Restaurant 3	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.
Tavern	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.
Drive-through facility	One off-street space for every two employees assigned to the drive-through service area. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the drive-through facility shall be provided near the drive-through service area. One car length within the stacking lane shall be equal to the

Use	Required Parking
	length of a standard parking space.
Marina	For moorages/slips less than 45 feet, one off-street parking space for every two berths; for moorages/slips 45 feet or longer, one space for every berth. All moorage facilities shall provide a minimum of two parking spaces. If a commercial or residential development is to be combined with a watercraft usage requiring parking, the usage which generates the larger number of spaces shall satisfy the requirements of the other usage. ²
Marine sales and service	One off-street parking space for every 300 square feet of gross floor area except for boat sales and repair. For boat sales and repair, one off-street parking space for every 400 square feet of gross floor area.
Marine boat sales, level 1	One off-street parking space for every 300 square feet of gross floor area.
Marine boat sales, level 2	One off-street parking space for every 400 square feet of gross floor area.
Ministorage	Two off-street parking spaces located near the office. Parking for loading and unloading purposes is allowed in front of individual storage units unless prohibited by the fire marshal.
Industrial, level 1	One off-street parking space for every 1,000 square feet of gross floor area.
Industrial, level 2	One off-street parking space for every 1,000 square feet of gross floor area, except for moving companies and distribution facilities. For moving companies and distribution facilities, one off-street

Use	Required Parking
	parking space for each vehicle in use, at any time, in the conduct of business.
Marine industrial	One off-street parking space for every 1,000 square feet of gross floor area.
Wireless communication facility	None required.
Accessory uses and structures	Parking required as per underlying use.

For any other use not specifically mentioned or provided for, the director shall determine the standards to be applied for parking using as a guide the uses listed above that most closely resemble the uses proposed.

In instances when the calculation of the required off-street parking spaces for new or modified uses results in a fractional parking space, the number of parking spaces required shall be rounded up to the nearest whole number.

1 If the facility or home is used exclusively for the housing of the elderly, disabled or handicapped, the decisionmaker may allow a portion of the area required for off-street parking to be reserved as a landscaped area if the decisionmaker finds that the required off-street parking is not immediately required and is in the best interest of the neighborhood.

2 See GHMC 17.48.070 for additional requirements for parking and loading facilities in the WM district.

3 Guest parking shall be provided for all residential developments with 10 or more dwelling units or lots as follows:

- a. The minimum number of spaces shall be one guest parking space for every four dwelling units, with fractions rounded to the next highest number.
- b. Guest parking may be located:
 - i. In a parking lot accessed by a public roadway, but not located more than 500 feet from the dwelling(s) it is intended to serve; and/or

- ii. In a central location within the subdivision as practical and may also serve as parking for active or passive outdoor amenities; and/or
- iii. Provided as on-street parking; and/or
- iv. In a location deemed appropriate by the planning director.
- c. Unless the parking is located on dedicated public right-of-way, the guest parking spaces shall be owned and maintained by the homeowners' association.
- d. Off-street parking must comply with the off-street parking design standards pursuant to GHMC 17.72.020.

Section 6. 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 7. 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 8. Effective Date. This ordinance shall take effect and be in full force five (5) 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 12th day of May, 2025.

Mary K. Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

April 21, 2025

To: Gig Harbor City Council and Staff [C/O City Clerk <cityclerk@gigharborwa.gov>](mailto:cityclerk@gigharborwa.gov)

From: Wade Perrow wade.perrow@gmail.com

Subject: Community Comment regard Ordinance 1540 Relating to the Development of Accessory Dwelling Units

Thank you for the opportunity to comment on the proposed changes to the City Zoning Code. After reviewing Ordinance 1540, I have a few questions that I hope staff can clarify before the ordinance reviewed by Council for adoption on April 28, 2025.

For ease of reference, I have attached a copy of the proposed Ordinance 1540 with highlights and notes in four (4) sections. These sections include wording that, as a member of the Gig Harbor community, I find unclear. My hope is that these areas can be clarified prior to adoption.

Request for Clarity #1 – Section 17.04.320 (Dwelling Unit)

This section includes the term “residential living unit,” which is not defined anywhere in the Zoning Code. Without a clear definition, implementation challenges may arise.

To avoid ambiguity, I recommend including a definition for “residential living unit” in the Zoning Code. My assumption is that elements such as covered porches, breezeways, carports, garages, or storage/workshop areas are **not** intended to be part of a “residential living unit.” However, without a definition, this remains open to interpretation.

Request for Clarity #2 – Section 17.69.010 (Intent)

This section suggests that accessory dwelling units (ADUs) are permitted outright in all residential zones that allow single-family homes. The Land Use Matrix shows something different.

In the amended Land Use Matrix in Section 17.14.020, there appear to be three zoning designations where ADUs are only conditionally allowed—not permitted outright. To prevent confusion, I recommend that the Land Use Matrix also be clearly referenced in the intent of Section 17.69.010.

Request for Clarity #3 – Section 17.69.010 (Intent, Subsection D – Maximum Unit Size)

This section states: “The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 1,200 square feet.” The issue is what is to be included and not included in Dwelling Unit or Residential Living Unit area calculation.

Clarifying what exactly is to be measured would help avoid confusion. As mentioned in Request for Clarity #1, a clearer understanding of what elements are to be included in the measurement would help ensure consistent interpretation. Adding a definition for “residential living unit” (or a similar term) would provide much-needed clarity in reading the zoning code.

Request for Clarity #4 – Section 17.14.020 (Land Use Matrix)

A new zoning use category titled “**Unclassified Use**” is being added to the Land Use Matrix, however, there is no explanation provided for this zoning code change that seems unrelated to ADU use.

Since the current Zoning Code (Title 17) does not include a definition for “Unclassified Use,” it only seems correct to include one. In addition, there seems like this change has nothing to do with ADU. It could be argued the proposed addition of “Unclassified Use” may not have been properly noticed. Furthermore, it is unclear what types of uses this category is intended to encompass. Additional detail or a definition would help community members better understand the purpose and scope of this category.

Thank you again for considering community feedback. I appreciate your efforts to ensure the City’s zoning regulations are clear and accessible to all.

There are several items in the “Draft” Ordinance 1540 which I am unclear on and would like to better understand, before it is made into law.

*There are four (4) **Request for Clarification** highlighted in Ordinance 1540 text below. My cover memo goes into more detail and reasoning for my comments. I hope these four (4) Request for Clarifications items will be reviewed by staff to see if there are recommendations to address clarity, to avoid uncertainty Wade Perrow 4.21.25*

ORDINANCE 1540

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE DEVELOPMENT OF ACCESSORY DWELLING UNITS; CREATING A NEW CHAPTER 17.69 OF THE GIG HARBOR MUNICIPAL CODE, AMENDING CHAPTERS 17.04, 17.14, AND 17.72, AND REPEALING CHAPTER 17.64.045; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Gig Harbor is an incorporated city within a fully planning jurisdiction under the Growth Management Act (GMA), per RCW 36.70A.040; and

WHEREAS, in 2023, the Washington State Legislature passed Engrossed House Bill (EHB) 1337 requiring certain jurisdictions to permit the development of accessory dwelling units in zones where the jurisdiction permits the construction of single-family homes; and

WHEREAS, the City of Gig Harbor is subject to the provisions of EHB 1337 as a fully planning jurisdiction; and

WHEREAS, the city must amend its development regulations to permit the development of accessory dwelling units in compliance with ESHB 1042 within six months of adopting periodic amendments to its comprehensive plan; and

WHEREAS, the City of Gig Harbor has determined that it must amend Gig Harbor Municipal Code (GHMC) Chapters 17.04, 17.14, 17.72, adopt a new code section in Title 17, and repeal GHMC Section 17.64.045 to permit the development of accessory dwelling units in compliance EHB 1337; and

WHEREAS, on March 1, 2024, proposed code amendments were transmitted to the Washington State Department of Commerce for 60-day review as required by RCW 36.70A.106; and

WHEREAS, on March 7, 2024, and January 16, 2025, proposed code amendments were discussed at study sessions with the planning commission; and

WHEREAS, on November 21, 2024, and March 13, 2025, the proposed code amendments were discussed at the city council study sessions; and

WHEREAS, the City of Gig Harbor Planning Commission held an open record public hearing on February 20, 2025. The planning commission made a motion to recommend approval of the proposed code amendments as presented by staff;

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

Section 1. Chapter 17.04 of the Gig Harbor Municipal is hereby amended as follows:

~~17.04.015 Accessory apartment.~~

~~“Accessory apartment” means a residential unit of up to 600 square feet with a functional kitchen, bath, and outside entrance attached to or on the same parcel as a single-family residence in a residential zone. Accessory apartments shall be under the same ownership as the primary residential unit with the owner living on-site in either unit. Accessory apartments shall not be condominiumized or otherwise sold separately.~~

17.04.015 Accessory Dwelling Unit.

“Accessory Dwelling Unit” or ADU means a subordinate dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit.

~~17.04.288 “Duplex dwelling” means a residential structure with two attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by two families living independently of each other. A duplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

~~17.04.289 “Multiple-family dwelling” means a residential building that is designed for or occupied by three or more families living independently of each other in separate but attached dwelling units and is constructed on a permanent foundation.~~ means a building or portion thereof designed to house two or more families living independently of each other and containing two or more dwelling units.

~~17.04.300 Dwelling, single-family “Single-family dwelling” means a residential structure with one dwelling unit that is constructed on a permanent foundation. Single-family dwellings are detached from other single-family dwellings except that accessory apartments may be attached to a single-family dwelling.~~ means a detached residential structure with one dwelling unit containing but one kitchen, designed for and occupied by one family.

~~17.04.301 Dwelling, triplex “Triplex dwelling” means a residential structure with three attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by three families living independently of each other. A Triplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

Request for Clarity #1 17.04.320 Dwelling unit ~~“Dwelling unit” is one or more rooms with at least one kitchen, that is designed as a unit for occupancy by not more than one family for sleeping and living purposes. Each unit at an assisted living facility or independent living facility shall count as one third of a dwelling unit (.33) for purposes of calculating density.~~ “Dwelling Unit” means a residential living unit (where can one find a definition for “a residential living unit “ ?) that provides complete, independent living facilities for one or more persons including permanent provisions of living, sleeping, eating, cooking and sanitation.

17.04.330 Family ~~“Family” means an individual or individuals domiciled together in one dwelling unit as a single household and which the number of individuals occupying the dwelling unit shall not exceed the occupant load of the structure as calculated by the city in accordance with the adopted building code.~~ means one or more persons occupying a dwelling unit, including the joint use of and responsibility for common areas, sharing household activities and responsibilities such as chores, household maintenance, and expenses. Such persons need not be related by blood or marriage.

17.04.431.5 “Kitchen” a place where food is cooked or prepared and contains the facilities and equipment used in preparing and serving food, such as: a gas or electric range or oven (a freestanding burner, warming oven or microwave is not considered a range or oven); a kitchen sink (a bar or hand sink is not considered a kitchen sink); a refrigerator/freezer (an upright refrigerator or freezer that fits under a counter, such as the type often found in offices, is not sufficient for a kitchen in a dwelling); or an electric outlet for 220 voltage and/or plumbing or standpipes for equipment and facilities normally found in a kitchen.

17.04.558 Mixed use development. ~~“Mixed use development” means a building or group of buildings that includes more than one type of use in the same site plan or binding site plan. Mixed use developments may include a combination of uses such as restaurant, retail (sales level 1), office (government administration office, financial institutions, professional services), commercial entertainment and/or residential.~~ “Mixed Use” The development of a contiguous tract of land, a building or a structure with two or more different uses identified on the Land Use matrix specified in Chapter 17.14 GHMC.

17.04.676 “Principal Dwelling Unit” means the single-family housing unit, duplex, triplex, townhome, or other housing unit located on the same lot as an accessory dwelling unit.

Section 2. Chapter 17.69 of the Gig Harbor Municipal Code is hereby added to read as follows:

17.69.010 Intent

The purpose of these code provisions for accessory dwelling units (ADUs) is to: (1) provide homeowners with flexibility in establishing separate living quarters within or adjacent to their homes for the purpose of caring for seniors, providing housing for their children or obtaining rental income; (2) increase the range of housing choices and the supply of accessible and affordable housing units within the community; and (3) ensure that the development of accessory dwelling units does not cause unanticipated impacts on the character or stability of neighborhoods

17.69.020 Applicability

The regulations established in this chapter apply to all accessory dwelling units proposed or located within, or detached from legally established dwelling units.

17.69.030 General Regulations

Request for Clarity #2 Accessory dwelling units are permitted outright in all residential zones that permit single-family homes (see highlighted Land Use Matrix that shows there are three zones that require conditional approval for single-family dwellings, as such not permitted as noted in the ADU) and may be developed with new or existing principal dwelling unit. The development standards of the underlying zone and the following siting and performance standards shall apply to all accessory dwelling units as defined by GHMC 17.04.015.

Development standards for accessory dwelling units. An ADU shall comply with the following standards:

- A. Configuration. An ADU may be located either within, attached to, or detached from the Principal Dwelling Unit. Primary Dwelling Units includes single-family housing unit, duplex, triplex, townhome, or other housing unit.
- B. Density. Up to two (2) ADUs may be created in conjunction with each Principal Dwelling Unit. ADUs are exempt from the density requirements of the underlying zone.
- C. Minimum lot size. An ADU may be established on any legally established parcel meeting minimum lot size per building site of the zoning district which the Principal Dwelling Unit is located.
- D. **Request for Clarity #3** Maximum unit size. The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 1200 square feet. *Is the 1200 square feet to apply only to the Dwelling Unit defined in 17.04.320 in my Request for Clarity #1 ?*
- E. Minimum unit size. The gross floor area of an ADU shall not be less than the requirements of the Washington State Building Code.
- F. Setbacks and lot coverage. Additions to existing structures, or the construction of new detached structures, associated with the establishment of an ADU shall not exceed the allowable lot coverage or encroach into required setbacks as prescribed in the underlying zone. The applicable setbacks shall be the same as those prescribed for the primary structure, not those prescribed for accessory structures.
- G. In addition to any off-street spaces required for the primary residence, and except when the property is located within one-half mile of a Major Transit Stop, off-street parking shall be provided for accessory dwelling units pursuant to Chapter 17.72 GHMC
- H. Design and appearance. ADUs that are attached to or detached from existing structures shall conform to the applicable design standards contained in Chapter 17.99 GHMC.
- I. Construction standards. The design and construction of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes.

Section 3. Chapter 17.14 of the Gig Harbor Municipal Code is amended as follows:

17.14.020 Land use matrix.

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Dwelling, single-family	-	P	P	P	P	C	P	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	P	P	P	-	P ¹⁴	P
Dwelling, duplex	-	-	-	P	P	P	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	P	P	P	-	P ¹⁴	P
Dwelling, triplex	-	-	-	C	P	P	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	C ¹⁷	P	-	P ¹⁴	P
Dwelling, fourplex	-	-	-	C	P	P	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	C ¹⁷	P	-	P ¹⁴	P
Dwelling, multiple-family	-	-	-	-	P	P ⁶	-	P	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	-	-	-	P ¹⁴	P
Accessory apartment ¹	-	C	P	-	P	-	C	C	P ³¹	P ¹⁴	C	C	P ¹⁴	-	-	-	P	-	P ¹⁴	P
Accessory Dwelling Unit		P	P	P	P	P	P	P	P	P	P	P	P		P	P	P		P	P
Family day care provider	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Home occupation ²	-	P	P	P	P	P	P	P	C	P	-	C	-	-	P	P	P	-	-	-
Adult family home	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Living facility, independent	-	-	-	C	-	P	C	C	C	P	C	C	P	C ²¹	-	-	-	-	-	P
Living facility, assisted	-	-	-	C	-	P	C	C	C	P	-	C	P	C	-	-	-	-	-	P
Nursing facility, skilled	-	-	-	C	-	P	C	C	C	P	C	C	P	C	-	-	-	-	-	P
Hospital	-	-	-	-	-	-	-	-	C	-	C	C	-	C	-	-	-	C	-	-

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
School, primary	P	C	P	C	P	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, secondary	P	C	P	C	P	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, higher educational	P	C	-	C	-	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, vocational/trade	P	C	-	C	-	C	C	C	C	P	C	C	P	P	-	-	-	P	-	-
Government administrative office	P	C	P	C	P	C	C	P	P	P	P	P	P	P	C	P	P	P	P	P
Public/private services	P	C	-	C	-	C	C	C	C	P	C	C	P	C	C	C	C	P	P	P
Religious worship, house of	-	C	P ⁵	C	P ⁵	C	C	C	C	P	C	C	P	C	-	-	-	C	-	P/C ¹⁵
Museum	P	-	-	-	-	-	-	-	-	-	C	C	P	-	C	C	P	-	-	-
Community recreation hall	P	-	P	C	P	C	C	C	C	P	C	C	P	-	-	-	C	P	P	-
Clubs	-	-	C	C	C	C	C	C	P	P	P	P	P	C	-	C ²⁰	P	P	C	-
Parks	P	P	P	P	P	P	P	P	P	P	C	C	P	-	P	P	P	P	P	P
Essential public facilities	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	P	C	P	C	P	C	C	C	C	P	C	C	P	C	C	C	C	P	P	P
Electric vehicle charging station ²⁵	P	P ²⁶	P ²⁶	P ²⁶	P ²⁶	P ²⁶	P ²⁶	P	P	P	P	P	P	P	P ²⁶	P ²⁶	P	P	P	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Rapid charging station ²⁷	P	-	-	-	P ²⁸	P ²⁸	-	P ²⁸	P	P	P	P	P	P	-	-	P	P	P	P ²⁸
Battery exchange station	-	-	-	-	-	-	-	-	P	-	P	P	P	C	-	-	-	C	P	-
Cemetery	-	-	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lodging, level 1	-	C	-	C	-	P	P	P	P	P	C	C	-	-	C	C	C	-	-	P
Lodging, level 2	-	-	-	-	-	-	-	C	P	-	P	P	P	-	-	-	C	-	-	P
Lodging, level 3	-	-	-	-	-	-	-	C	P	-	P	P	P	-	-	-	C	P	-	P
Short-term rental ³²	-	P	P	P	P	P	P	P	P	P	P	P	P	-	P	P	P	-	P	P
Personal services	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Business services	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Professional services	-	-	-	-	-	-	P	P	P	-	P	P	P	P	-	P	P	P	P	P
Ancillary services	P	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Product services, level 1	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Product services, level 2	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	P ¹⁶
Sales, level 1	-	-	-	-	-	-	C ^{7,8}	-	P	P	P	P	P	C ²²	-	-	P	C ²³	P ¹³	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Sales, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	C ²²	-	-	-	-	-	-
Sales, level 3	-	-	-	-	-	-	-	-	-	-	-	P	-	C	-	-	-	-	-	-
Sales, ancillary	-	-	-	-	-	-	P	P	P	-	P	P	P	P	-	-	P	P	-	-
Commercial child care	-	-	C	-	C	-	C	C	C	-	-	P	-	C	-	-	-	C	-	-
Recreation, indoor commercial	-	-	-	-	-	-	C	C	P	-	P	P	P	C	-	-	-	C	-	P
Recreation, outdoor commercial	-	-	-	-	-	-	C	C	C	-	P ¹⁰	P	P	C	-	-	-	C	-	P
Entertainment, commercial	-	-	-	-	-	-	-	-	P	-	P	P	P	-	-	-	-	C	-	P
Automotive fuel-dispensing facility	-	-	-	-	-	-	-	-	P	-	P	P	P	C	-	-	-	C	P	-
Vehicle wash	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	-	-
Parking lot, commercial	-	-	-	-	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Animal clinic	-	-	-	-	-	-	-	-	P ⁹	-	P	P	-	P	-	-	-	P	-	P
Kennel	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-
Adult entertainment facility ³	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	-	-	-	-	-
Restaurant 1	-	-	-	-	-	-	C ⁸	P	P	P	P	P	P	P	-	C ¹²	P	P	P	P
Restaurant 2	-	-	-	-	-	-	-	-	P	-	P	P	P	C ²²	-	C ²⁹	P	C ²³	P	P

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
Restaurant 3	-	-	-	-	-	-	-	-	P	-	P	P	P	C ²²	-	C ²⁹	P	C ²³	P	P
Food truck ³⁰	-	-	-	-	-	-	-	P	P	-	P	P	P	P	-	-	P	P	P	P
Tavern	-	-	-	-	-	-	-	-	C	-	P	P	P	-	-	-	P	-	-	-
Drive-through facility	-	-	-	-	-	-	-	-	C	-	C	C	P	-	-	-	-	-	-	-
Marina	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	P	P	-	-	-
Marine sales and service	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	P	P	-	-	-
Marine boat sales, level 1	-	-	-	-	-	-	-	-	-	-	P	P	-	P	-	P	P	-	-	-
Marine boat sales, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	C ²²	-	P	P	-	-	-
Ministorage	-	-	-	-	-	-	-	C	-	-	C	C	P	C	-	-	-	-	-	P
Industrial, level 1	-	-	-	-	-	-	-	C	C	-	C	P	-	P	-	-	-	C	-	P
Industrial, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	P	-	-	-	-	-	-
Marine industrial	-	-	-	-	-	-	-	-	-	-	-	P	-	C	-	P ¹¹	C	-	-	-
Wireless communication facility ⁴	C	C	C	C	C	C	P	P	C	P	C	P	P	P	C	C	C	P	P	-
Accessory uses and structures	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Request for Clarity	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C

Uses	PI	R-1	RLD	R-2	RMD	R-3	RB-1	RB-2	DB	B-1	B-2	C-1 ¹⁹	PCD-C	ED ¹⁸	WR	WM	WC	PCD-BP	PCD-NB	MUD ²⁴
#4 Unclassified use																				

~~1 Accessory apartments requiring conditional use permits are subject to the criteria in GHMC 17.64.045.~~

2 Home occupations are subject to Chapter 17.84 GHMC.

3 Adult entertainment facilities are subject to Chapter 17.58 GHMC.

4 Wireless communication facilities are subject to Chapter 17.61 GHMC.

5 Houses of religious worship shall be limited to parcels not greater than five acres.

6 Multiple-family dwellings shall be limited to no more than eight attached dwellings per structure in the R-3 district.

7 Sales, level 1 uses shall be limited to food stores in the RB-1 district.

8 See GHMC 17.28.090(G) for specific performance standards of restaurant 1 and food store uses in the RB-1 zone.

9 Animal clinics shall have all activities conducted indoors in the DB district.

10 Drive-in theaters are not permitted in the B-2 district.

11 Marine industrial uses in the WM district shall be limited to commercial fishing operations and boat construction shall not exceed one boat per calendar year.

12 Coffeehouse-type restaurant 1 uses shall not exceed 1,000 square feet in total size in the WM district.

13 Sales, level 1 uses shall be limited to less than 7,500 square feet per business in the PCD-NB district.

14 Residential uses shall be located above a permitted business or commercial use.

15 Houses of religious worship on parcels not greater than 10 acres are permitted uses in the MUD district; houses of religious worship on parcels greater than 10 acres are conditionally permitted uses in the MUD district.

16 Auto repair and boat repair uses shall be conducted within an enclosed building or shall be in a location not visible from public right-of-way and adjacent properties.

17 Only one triplex dwelling or one fourplex dwelling is conditionally permitted per lot in the WM district.

18 Planned unit developments (PUDs) are conditionally permitted in the ED district.

19 Junkyards, auto wrecking yards and garbage dumps are not allowed in the C-1 district.

20 Clubs in the WM zone shall not serve alcoholic beverages and shall not operate a grill or deep-fat fryer.

21 Independent living facilities are conditionally allowed in the ED zone only when in combination with assisted living facilities, skilled nursing facilities or hospitals in the same site plan or binding site plan.

22 See GHMC 17.45.040 for specific performance standards of sales and restaurant uses in the ED zone.

23 See GHMC 17.54.030 for specific performance standards of sales and restaurant uses in the PCD-BP zone.

- 24** Permitted and conditional uses in the MUD district overlay are subject to the minimum parcel size and location requirements contained in GHMC 17.91.040(A).
- 25** Level 1 and Level 2 charging only.
- 26** Electric vehicle charging stations, Level 1 and Level 2 only, are allowed only as accessory to a principal outright permitted or principal permitted conditional use.
- 27** The term “rapid” is used interchangeably with Level 3 and “fast charging.”
- 28** Only “electric vehicle charging stations – restricted” as defined in Chapter 17.73 GHMC.
- 29** Only those properties lying adjacent to or southeast of Dorotich Street are allowed to request a conditional use permit for a restaurant 2 or restaurant 3 use. In other areas of WM zone, restaurant 2 and restaurant 3 uses are prohibited. See Chapter 17.48 GHMC for specific performance standards for restaurant uses in the WM zone.
- 30** Food truck permits shall be processed with a special use permit, per Chapter 17.65 GHMC.
- 31** Permitted above and below street-level nonresidential uses.
- 32** Short-term rentals are subject to Chapter 17.85 GHMC.

Section 4. 17.64.045 of the Gig Harbor Municipal Code is hereby repealed.

Section 5. Chapter 17.72 of the Gig Harbor Municipal Code is amended as follows:

17.72.030 Number of off-street parking spaces.

The following is the number of off-street parking spaces required for each of the uses identified below:

Use	Required Parking
Dwelling, single-family	Two off-street parking spaces per dwelling unit. ³
Dwelling, duplex	Two off-street parking spaces per dwelling unit. ³
Dwelling, triplex	One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. ³
Dwelling, fourplex	One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. ³

Use	Required Parking
Dwelling, multiple-family	One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. ³
Accessory apartment <u>dwelling unit</u>	One off-street parking space per accessory apartment <u>dwelling unit</u> in addition to parking required for primary dwelling unit.
Family day care provider	Two off-street parking spaces.
Home occupation	One off-street parking space in addition to parking required for any other use; two parking spaces shall be required if the occupation requires customers or clients to visit the premises at any time.
Adult family home	Two off-street parking spaces.
Independent living facility	One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. ¹
Assisted living facility	One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. ¹
Skilled nursing facility	One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. ¹
Hospital	One off-street parking space for every two beds based on maximum capacity as determined by the International Building

Use	Required Parking
	Code.
School, primary	One off-street parking space for every five seats in the main auditorium or assembly room.
School, secondary	One off-street parking space for every four seats in the main auditorium or assembly room, or three off-street parking spaces for every classroom plus one additional off-street parking space for each staff member or employee, whichever is greater.
School, higher educational	One off-street parking space for every possible four seats in the classrooms based on maximum capacity as determined by the International Building Code.
School, vocational/trade	One off-street parking space for every possible four seats in the classrooms based on maximum capacity as determined by the International Building Code.
Government administrative office	One off-street parking space for every 300 square feet of gross floor area.
Public/private services	For libraries: One off-street parking space for every 1,000 square feet of gross floor area; for police stations and fire stations: one off-street parking space for every 300 square feet of gross floor area; for maintenance and storage facilities: one off-street parking space for every 1,000 square feet of gross floor area.
Religious worship, house of	One off-street parking space for every four fixed seats in the facility's largest assembly area. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be

Use	Required Parking
	computed upon not less than 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat.
Museum	One off-street parking space for every 1,000 square feet of gross floor area.
Community recreation hall	One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.
Clubs	One off-street parking space for each four persons of the building's maximum seating capacity as determined by the International Building Code.
Parks	Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.
Essential public facilities	Parking required as per underlying use.
Utilities	Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the use proposed.
Cemetery	Off-street parking spaces are required for only office, chapel and indoor assembly areas. For office space: one off-street parking space for every 300 square feet of gross floor area. For chapel and indoor assembly areas: one off-street parking space for every

Use	Required Parking
	four fixed seats. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be computed upon 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat.
Lodging, level 1	One and one-quarter off-street parking spaces for each room to rent in addition to two off-street parking spaces for the single-family residence.
Lodging, level 2	One and one-quarter off-street parking spaces for each room to rent.
Lodging, level 3	One and one-quarter off-street parking spaces for each room to rent.
Personal services	One off-street parking space for every 300 square feet of gross floor area.
Business services	One off-street parking space for every 300 square feet of gross floor area.
Professional services	One off-street parking space for every 300 square feet of gross floor area except for medical and dental offices. For medical and dental offices, one off-street parking space for every 250 square feet of gross floor area.
Ancillary services	One off-street parking space for every 300 square feet of gross floor area.

Use	Required Parking
Product services, level 1	One off-street parking space for every 300 square feet of gross floor area.
Product services, level 2	One off-street parking space for every 400 square feet of gross floor area, except for auto repair. For auto repair, four off-street parking spaces for each service bay.
Sales, level 1	One off-street parking space for every 300 square feet of gross floor area.
Sales, level 2	One off-street parking space for every 400 square feet of gross floor area.
Sales, level 3	One off-street parking space for every 400 square feet of gross floor area.
Ancillary sales	One off-street parking space for every 300 square feet of gross floor area.
Commercial child care	One off-street parking space for every five possible seats in the main auditorium or assembly rooms.
Commercial recreation, indoor	One off-street parking space for every possible four seats in the auditoriums and assembly rooms based on maximum capacity as determined by the International Building Code; for bowling alleys, five off-street parking spaces for each alley.
Commercial recreation, outdoor	Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.

Use	Required Parking
Commercial entertainment	One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.
Automotive fuel-dispensing facility	One off-street parking space for every two fuel pumps, if service bays are not provided. If service bays are provided, four off-street parking spaces for each service bay.
Vehicle wash	Two off-street parking spaces per service bay plus one space for every two employees. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the vehicle wash shall be provided near the entrance to the wash bay(s). One car length within the stacking lane shall be equal to the length of a standard parking space.
Commercial parking lot	None required.
Animal clinic	One off-street parking space for every 250 square feet of gross floor area.
Kennel	One off-street parking space for every 300 square feet of gross floor area.
Adult entertainment facility	Parking required as per underlying use.
Restaurant 1	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a

Use	Required Parking
	reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.
Restaurant 2	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.
Restaurant 3	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.

Use	Required Parking
Tavern	One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats. Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.
Drive-through facility	One off-street space for every two employees assigned to the drive-through service area. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the drive-through facility shall be provided near the drive-through service area. One car length within the stacking lane shall be equal to the length of a standard parking space.
Marina	For moorages/slips less than 45 feet, one off-street parking space for every two berths; for moorages/slips 45 feet or longer, one space for every berth. All moorage facilities shall provide a minimum of two parking spaces. If a commercial or residential development is to be combined with a watercraft usage requiring parking, the usage which generates the larger number of spaces shall satisfy the requirements of the other usage.²
Marine sales and service	One off-street parking space for every 300 square feet of gross floor area except for boat sales and repair. For boat sales and repair, one off-street parking space for every 400 square feet of gross floor area.

Use	Required Parking
Marine boat sales, level 1	One off-street parking space for every 300 square feet of gross floor area.
Marine boat sales, level 2	One off-street parking space for every 400 square feet of gross floor area.
Ministorage	Two off-street parking spaces located near the office. Parking for loading and unloading purposes is allowed in front of individual storage units unless prohibited by the fire marshal.
Industrial, level 1	One off-street parking space for every 1,000 square feet of gross floor area.
Industrial, level 2	One off-street parking space for every 1,000 square feet of gross floor area, except for moving companies and distribution facilities. For moving companies and distribution facilities, one off-street parking space for each vehicle in use, at any time, in the conduct of business.
Marine industrial	One off-street parking space for every 1,000 square feet of gross floor area.
Wireless communication facility	None required.
Accessory uses and structures	Parking required as per underlying use.
For any other use not specifically mentioned or provided for, the director shall determine the standards to be applied for parking using as a guide the uses listed above that most	

Use	Required Parking
-----	------------------

closely resemble the uses proposed.

In instances when the calculation of the required off-street parking spaces for new or modified uses results in a fractional parking space, the number of parking spaces required shall be rounded up to the nearest whole number.

1 If the facility or home is used exclusively for the housing of the elderly, disabled or handicapped, the decisionmaker may allow a portion of the area required for off-street parking to be reserved as a landscaped area if the decisionmaker finds that the required off-street parking is not immediately required and is in the best interest of the neighborhood.

2 See GHMC 17.48.070 for additional requirements for parking and loading facilities in the WM district.

3 Guest parking shall be provided for all residential developments with 10 or more dwelling units or lots as follows:

- a. The minimum number of spaces shall be one guest parking space for every four dwelling units, with fractions rounded to the next highest number.
- b. Guest parking may be located:
 - i. In a parking lot accessed by a public roadway, but not located more than 500 feet from the dwelling(s) it is intended to serve; and/or
 - ii. In a central location within the subdivision as practical and may also serve as parking for active or passive outdoor amenities; and/or
 - iii. Provided as on-street parking; and/or
 - iv. In a location deemed appropriate by the planning director.
- c. Unless the parking is located on dedicated public right-of-way, the guest parking spaces shall be owned and maintained by the homeowners' association.
- d. Off-street parking must comply with the off-street parking design standards pursuant to GHMC 17.72.020.

Section 6. 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 7. 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 8. Effective Date. This ordinance shall take effect and be in full force five (5) 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 12th day of May, 2025.

Mary Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk



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

Meeting Date: May 12, 2025

SUBJECT: Ordinance 1543 Relating to the City's False Alarm Code

SUBMITTED BY: Police Lieutenant Tray Federici

DEPARTMENT: Police

PHONE: (253) 853-2421

SUGGESTED MOTION: Move to approve Ordinance 1543

BACKGROUND INFORMATION: Ordinance 1543 repeals an obsolete section of the Gig Harbor Municipal Code that requires the police department to maintain emergency response cards for burglary alarm systems. Advancements in alarm system technology, including automated call lists, mobile app integration, and direct communication with alarm monitoring services, have rendered the emergency response card system obsolete and unnecessary

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Ordinance 1543
-

STRATEGIC PLAN PRIORITY: Strategic Plan Priority 6 - Provide a safe, healthy, and inclusive community

ORDINANCE 1543

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE CITY'S FALSE ALARMS CODE; REPEALING SECTION 9.16.030 OF THE GIG HARBOR MUNICIPAL CODE REGARDING EMERGENCY RESPONSE CARDS; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, Gig Harbor Municipal Code (GHMC) 9.16.030 prescribes "It is unlawful to have or maintain on any premises a burglary and/or robbery alarm unless there is on file with the Gig Harbor Police Department an emergency response card containing the name(s) and current telephone number(s) of person(s) authorized to enter such premises and turn off any such alarm at all hours of the day and night. (Ord. 529 § 2, 1988)"; and

WHEREAS, the City of Gig Harbor recognizes the importance of maintaining an effective and updated ordinance regarding alarm systems to support public safety and operational efficiency; and

WHEREAS, the current ordinance, enacted in 1988, requires the maintenance of emergency response cards for each burglary and/or robbery alarm system within city limits; and

WHEREAS, the Gig Harbor Police Department does not currently maintain, nor has the technological infrastructure or operational capacity to manage a system of emergency response cards; and

WHEREAS, advancements in alarm system technology, including automated call lists, mobile app integration, and direct communication with alarm monitoring services, have rendered the emergency response card system obsolete and unnecessary; and

WHEREAS, the requirement for emergency response cards has become outdated, and its continued inclusion in the ordinance imposes an administrative burden on both the police department and the public with no corresponding public safety benefit; and

WHEREAS, it is in the interest of the city to remove this obsolete requirement;

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

Section 1. Repeal. Section 9.16.030 of the Gig Harbor Municipal Code requiring emergency response cards for burglary and/or robbery alarms is hereby repealed.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be 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 five (5) 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 12th day of May, 2025.

Mary K. Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk



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

Meeting Date: May 12, 2025

SUBJECT: First Reading and Adoption of Ordinance 1544 Amending the City's Personnel Salary Schedule

SUBMITTED BY: Human Resources Director Shannon Costanti

DEPARTMENT: Administration

PHONE: (253) 851-5039

SUGGESTED MOTION: Move to approve Ordinance 1544.

BACKGROUND INFORMATION: Ordinance 1539 amends the city's salary schedules to adjust the salary schedules for the positions of Operations Supervisor – Streets and Storm, Operations Supervisor – Parks and Facilities, and Operations Supervisor – Water. These salaries are being adjusted in accordance with an MOU with Teamsters 313 which is scheduled for approval on the May 12 consent agenda.

FISCAL CONSIDERATION: None.

ATTACHMENTS:

1. Ordinance 1544
2. Ordinance 1544 Exhibit A

STRATEGIC PLAN PRIORITY: Strategic Plan Priority 1 - Foster a healthy city organization

ORDINANCE 1544

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING THE CITY'S PERSONNEL SALARY SCHEDULE; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the city council adopted the 2025-26 Budget and Salary Schedule through Ordinance 1532 on November 25, 2024 (subsequently amended by Ordinance 1536); and

WHEREAS, it is necessary and appropriate to establish the salary schedule for employees of the City of Gig Harbor by ordinance; and

WHEREAS, pursuant to RCW 35A.11.020, the city council has the budget authority to correct the compensation of its officers and employees; and

WHEREAS, the city council desires to adjust the salary schedules for the positions of Operations Supervisor – Streets and Storm, Operations Supervisor – Parks and Facilities, and Operations Supervisor – Water;

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

Section 1. Exhibit B of Ordinance 1532 (as amended by Ordinance 1536 and Ordinance 1539), which adopted the salary schedules shall be replaced with the salary schedules attached to this ordinance as Exhibit A.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be 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 five (5) 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 12th day of May, 2025.

Mary K. Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

**CITY OF GIG HARBOR
2025 WAGE SCHEDULE**

General 117, Supervisory 313 & Non-represented Positions	Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Court Assistant	53	\$26.36	\$27.22	\$28.10	\$29.01	\$29.95	\$30.92	\$31.93	\$32.97
Custodian		\$54,820.15	\$56,608.70	\$58,440.35	\$60,336.64	\$62,297.58	\$64,323.17	\$66,413.40	\$68,568.28
Laborer	54	\$27.94	\$28.85	\$29.79	\$30.75	\$31.74	\$32.78	\$33.85	\$34.94
		\$58,117.11	\$60,013.41	\$61,952.80	\$63,956.84	\$66,025.52	\$68,180.40	\$70,399.93	\$72,684.10
Community Development Assistant	55	\$30.16	\$31.14	\$32.16	\$33.20	\$34.28	\$35.40	\$36.55	\$37.74
Human Resources Assistant		\$62,728.56	\$64,775.69	\$66,887.48	\$69,063.90	\$71,304.98	\$73,632.25	\$76,024.17	\$78,502.28
Police Services Specialist	55a	\$34.29							
Public Works Assistant		\$71,323.20							
Wastewater Operator in Training	56	\$33.19	\$34.27	\$35.38	\$36.53	\$37.72	\$38.94	\$40.21	\$41.51
Water Operator in Training		\$69,042.36	\$71,283.43	\$73,589.15	\$75,981.07	\$78,459.18	\$81,001.94	\$83,630.89	\$86,346.04
Finance Technician	57	\$37.17	\$38.38	\$39.63	\$40.91	\$42.24	\$43.62	\$45.03	\$46.50
Judicial Specialist		\$77,317.09	\$79,838.30	\$82,424.16	\$85,096.21	\$87,854.46	\$90,720.45	\$93,672.63	\$96,711.01
Maintenance Technician	58	\$40.89	\$42.22	\$43.58	\$45.00	\$46.46	\$47.98	\$49.54	\$51.15
Planning Technician		\$85,053.11	\$87,811.36	\$90,655.80	\$93,607.99	\$96,646.37	\$99,792.49	\$103,046.36	\$106,386.43
Property & Evidence Technician	59	\$44.97	\$46.43	\$47.95	\$49.50	\$51.11	\$52.76	\$54.48	\$56.25
Utility Billing Technician		\$93,543.34	\$96,581.72	\$99,727.85	\$102,960.17	\$106,300.23	\$109,748.04	\$113,325.14	\$117,009.98
Wastewater Collections Systems Tech II	60	\$49.48	\$51.09	\$52.74	\$54.45	\$56.22	\$58.05	\$59.93	\$61.88
Assistant Planner		\$102,917.07	\$106,257.13	\$109,704.94	\$113,260.49	\$116,945.34	\$120,737.93	\$124,659.81	\$128,710.98
Building Maintenance Technician	61	\$54.42	\$56.19	\$58.02	\$59.90	\$61.85	\$63.86	\$65.93	\$68.08
Code Compliance Officer		\$113,195.85	\$116,880.69	\$120,673.28	\$124,595.16	\$128,646.34	\$132,826.80	\$137,136.56	\$141,597.17
Engineering Technician	62	\$59.86	\$61.81	\$63.82	\$65.89	\$68.03	\$70.24	\$72.52	\$74.88
Information Technology Services Support Technician		\$124,508.97	\$128,560.14	\$132,740.61	\$137,050.37	\$141,510.97	\$146,100.86	\$150,841.60	\$155,754.73
Permit Coordinator	63	\$64.66	\$66.76	\$68.93	\$71.16	\$73.47	\$75.86	\$78.32	\$80.87
Wastewater Operator I		\$134,486.06	\$138,860.47	\$143,364.17	\$148,018.71	\$152,824.09	\$157,780.31	\$162,908.93	\$168,209.93
Water Operator I	64	\$67.88	\$70.09	\$72.36	\$74.72	\$77.14	\$79.65	\$82.24	\$84.91
Assistant City Clerk		\$141,187.74	\$145,777.63	\$150,518.37	\$155,409.95	\$160,452.37	\$165,667.17	\$171,054.37	\$176,613.97
Associate Planner	65	\$71.28	\$73.60	\$75.99	\$78.46	\$81.00	\$83.64	\$86.35	\$89.16
Building Inspector/Plans Reviewer		\$148,255.74	\$153,082.68	\$158,060.45	\$163,189.06	\$168,490.07	\$173,963.46	\$179,609.25	\$185,448.97
Construction Inspector	66	\$81.25	\$83.90	\$86.62	\$89.44	\$92.35	\$95.35	\$98.45	\$101.65
Contract Administrator		\$169,007.24	\$174,502.18	\$180,169.52	\$186,030.79	\$192,086.00	\$198,335.16	\$204,778.25	\$211,436.83
GIS Coordinator	67	\$87.77	\$90.62	\$93.56	\$96.60	\$99.74	\$102.98	\$106.32	\$109.78
Human Resources/Payroll Specialist		\$182,561.43	\$188,487.35	\$194,607.21	\$200,921.01	\$207,450.30	\$214,195.07	\$221,155.33	\$228,352.63
Mechanic	AA	\$101.81	\$105.11	\$108.53	\$112.05	\$115.70	\$119.46	\$123.35	\$127.36
Assistant Building Official/Fire Marshal		\$211,760.06	\$218,634.13	\$225,745.23	\$233,071.82	\$240,657.00	\$248,479.21	\$256,560.01	\$264,899.40
Communications Manager									
Construction Supervisor									
Engineering Project Manager									
Infrastructure Systems Engineer									
NPDES Coordinator									
Payroll/Benefits Administrator									
Risk & Safety Program Manager									
Wastewater Operator II									
Water Operator II									
Associate Engineer									
City Clerk									
Development Review Engineer									
Senior Accountant									
Wastewater Operator III									
Water Operator III									
Building Official/Fire Marshal									
Court Administrator									
Housing, Health & Human Services Program Manager									
Human Resources Generalist									
Operations Supervisor - Parks & Facilities									
Operations Supervisor - Streets & Storm									
Parks Manager									
Senior Planner									
Wastewater Lead Operator									
Operations Supervisor - Water									
Senior Engineer									
Assistant City Attorney									
Principal Planner									
Information Technology Services Manager									
Police Lieutenant									
Wastewater Superintendent									
Assistant Public Works Director									
City Engineer									
Community Development Director									
Finance Director									
Human Resources Director									
Public Works Director									
Chief of Police									
City Attorney									
City Administrator									

(continues on next page)

2025 Police Personnel (Local 117)

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5
Police Sergeant	\$121,265	\$127,329	\$133,695	\$140,379	
Police Officer	\$91,826	\$96,417	\$101,238	\$106,300	\$111,614

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Please see the meeting agenda for specific details on how to attend: <https://www.gigharborwa.gov/811/Agendas-Minutes>

Day	Date	Time	Group	Agenda Items
M	May 12	5:30pm	City Council Meeting	See Agenda
W	May 14	10:00am	Arts Commission	CANCELLED
TH	May 15	3:00pm	City Council Study Session	• Introduction of B&C Appointees: Deborah Breneman & Suzanne Gillman (GHAC) and XXX (DRB) • Council Guidelines Updates • Canfield SFR Water and Sewer UEA's
TH	May 15	5:30pm	Planning Commission	
TU	May 27	5:30pm	City Council Meeting	Presentations: • Red Cross Trophy Presentation for Battle of the Badges Blood Drive – Larry Bleich • Police Department Accreditation Consent: • Professional Services Contract – Pavement Maintenance • Professional Services Contract – Canterwood Water Main Redundancy • Resolution XXXX Amending Council Guidelines • Appointment of Deborah Breneman and Reappointment of Suzanne Gillman to the GHAC • Appointment of XXX to the DRB • Resolution XXXX Adopting an Updated Strategic Plan Business: • PSC for Cushman Trail Phase 2 Geotech Services • Second Reading and Adoption of Ordinance 1542 Adopting MFTE
TH	May 29	3:00pm	City Council Study Session	• Utility Rate Study Discussion on Revenues and Rates • Crescent Creek Park Master Plan Update • Gig Harbor BoatShop Lease Revision Request • Parks Code • 2026-2031 Six-Year Transportation Improvement Program (TIP) Updates
W	June 4	5:30pm	Parks Commission	
TH	June 5	5:30pm	Planning Commission	
M	June 9	5:30pm	City Council Meeting	
W	June 11	10:00am	Arts Commission	• Welcome New Commissioners • Special Guest Mayor Barber • Harbor Arbor Art Artist Proposal Review

UPCOMING GIG HARBOR CITY MEETINGS
ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Please see the meeting agenda for specific details on how to attend: <https://www.gigharborwa.gov/811/Agendas-Minutes>

Day	Date	Time	Group	Agenda Items
TH	June 12	12:00pm	Lodging Tax Advisory Committee	
TH	June 12	3:00pm	City Council Study Session	• Introduction of HPC Appointee • Gig Harbor North Trail Easement • Zoning Map Update and Phase 1 Development Code • Well #9 Test Well Consideration
TH	June 12	5:30PM	Design Review Board	
TH	June 18	5:30pm	Planning Commission	
M	June 23	5:30pm	City Council Meeting	• Appointment of XXX to the HPC • First Reading of Ordinance and Public Hearing Adopting the Transportation Impact Fee • Public Hearing: Resolution XXXX Adopting the 2026-2031 Six-Year Transportation Improvement Program (TIP)
TH	June 26	3:00pm	City Council Study Session	• Tourism Presentation from Chamber of Commerce

City of Gig Harbor Three-Year Strategic Plan 2024-2026

Adopted by Resolution 1317 on July 8, 2024

Vision Statement: *The City of Gig Harbor leads the way in livability, environmental stewardship, economic vitality, and municipal services.*

Priorities	Goals	Actions – Routine/Annual	Actions - Project
1. Foster a healthy city organization	- Be an exceptional employer - Retain existing workforce - Attract qualified applicants - Ensure safe work environment - Prioritize staff training - Encourage and obtain employee feedback - Fill all vacancies in a timely manner	- Re-qualify for AWC Well City designation - Conduct biennial employee satisfaction survey - Promote and enhance the city's DEI program	☐ Update personnel regulations ☐ Update safety manual and accident prevention program ☐ Consider salary & benefits study recommendations ☐ Research and Implement HR Information Systems Improvements
2. Ensure sustainable future for public services and facilities	- Provide effective and efficient municipal services - Increase city communication effectiveness - Listen to community needs and expectations - Source funding for parks, streets, and utilities - Ensure infrastructure to support community needs - Fund only capital projects the city can afford to maintain into the future	- Update utility rates as needed - Continually improve permit and land use processes - Increase resources for capital projects to move through design and construction - Review/amend TIP to improve motorized and non-motorized transportation - Maintain excellent bond rating - Annually evaluate and amend city fee schedules	☐ Create a city-wide communications plan ☐ Update public works standards ☐ Parks division organizational assessment ☐ Explore options for B&O tax and other revenue sources ☐ Explore options for Transportation Benefit District Fund uses ☐ Source funding for Sports Complex Phases 2 & 3 ☐ Develop permit processing timeline goals and metrics
3. Maintain small town character and historic preservation while growing responsibly	- Promote responsible growth in keeping with small town character - Address infrastructure to relieve traffic issues - Ensure adequate affordable housing - Focus on character retention and historic preservation - Decrease distance to get to a park or open space	- Annually docket comprehensive plan amendments - Support Harbor History Museum - Monitor state legislative activity - Support the arts commission - Support sister city program - Fund creative endeavor grants - Monitor short-term rentals - Conduct HOA fair annually - Support community events and programs	☐ Complete 2024 Comprehensive Plan periodic update ☐ Establish park standards ☐ Conduct Crescent Creek Park Master Plan ☐ Complete Sports Complex Phase 1 ☐ Design and construct fishermen's homeport ☐ Solicit nominations for local historic register
4. Promote environmental sustainability and preserve Gig Harbor's natural beauty	- Address climate change - Preserve tree canopy - Preserve and enhance natural character - Add undeveloped land to parks inventory	- Annually review climate action plan - Consider possible conservation properties and/or mitigation areas and activities - Assess gaps of electric vehicle charging stations - Promote commute trip reduction goals - Electrify city fleet	☐ Form climate action committee ☐ Adopt tree retention policies ☐ Annex parcels in city's parks system ☐ Transition city diesel fleet to R99 renewable diesel fuel ☐ Partner with Harbor WildWatch on environmental education
5. Promote and enhance a dynamic and robust economy	- Increase promotion of local business community - Increase vitality of the city's small businesses - Attract larger business to industrial zone - Maintain and enhance commercial fishing - Develop sewer conveyance in unserved/underserved sewer basins	- Support Downtown Waterfront Alliance - Support Chamber of Commerce - Fund tourism with lodging tax grants - Promote downtown businesses/events - Collaborate with Pierce Transit for trolley - Evaluate and amend development regulations	☐ Create a business retention and attraction plan ☐ Develop and implement a small business fair resources ☐ Develop Cultural Access Program ☐ Consider establishment of a Creative District ☐ Develop feasibility study for Community/Cultural Center ☐ Review off-street parking requirements for businesses
6. Provide a safe, healthy, and inclusive community	- Foster safe, livable and attractive community - Ensure city services are available to all residents - Implement DEI in city personnel practices - Enhance walkability and pedestrian/cyclist safety	- Provide funding for senior programming - Develop housing, health, & human services program - Support Community Diversity Engagement Committee - Ensure high standard of ADA compliance - Monitor city water system for possible treatment needs - Evaluate needs for rapid flashing beacon crossings - Continue partnerships for youth opportunities	☐ Provide funding for senior center permanent home ☐ Establish youth council ☐ Obtain police department accreditation ☐ Update emergency management plan ☐ Install Cushman Trail/Harborview Drive Connector Trail ☐ Consider installing speed cameras near parks and schools ☐ Establish an ADA parking program for public right of way ☐ Develop manganese treatment options for city water