

AGENDA
GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, April 30, 2026 - 3:00 PM
Community Rooms

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

CALL TO ORDER/ROLL CALL

DISCUSSION ITEMS

- 1. Gig Harbor North Projected Development**
 - a. Staff Report: Public Works Director Jeff Langhelm, PE
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Direction

- 2. City-sponsored Special Events**
 - a. Staff Report: Parks Manager Jennifer Haro
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Direction

- 3. Sign Code Update**
 - a. Staff Report: Community Development Director Eric Baker
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Direction

- 4. Proposed Verbiage for the 2026-2029 Strategic Plan**
 - a. Staff Report: City Administrator Katrina Knutson
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Direction

- 5. Sister Cities MOU**
 - a. Staff Report: City Administrator Katrina Knutson
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Direction

ADJOURN

PUBLIC COMMENT & DECORUM

PUBLIC COMMENT & DECORUM

The city council wants to hear from the public as much as possible. However, the business of the city must proceed in an orderly, timely manner. The primary purpose of council meetings is to conduct the city's business so we have created a variety of ways the community can make their voices heard. Monday city council meetings are just one opportunity. These guidelines are designed to make sure every person who wants to be heard has both the opportunity to be heard and feels welcome to do so.

We receive comments three ways:

1. During council meetings
2. During council study sessions.
3. Email mayorandcouncil@gigharborwa.gov at any time about any issue. This email goes to the elected officials and leadership at the city.

Public Comment at City Council Study Sessions

We welcome comment at Council study sessions following the staff report and clarifying questions of each discussion item. Comments must be related to the discussion item at hand.

When the mayor calls for public comment, please come forward to the table (or raise your hand on Zoom). When it's your turn, we'll ask you to tell us your name and connection to the issue you want to discuss. You'll then have a maximum of two minutes to speak.

Unfortunately, this isn't a time for dialogue, but a staff person or councilmember may be available to talk with you at a break or after the meeting.

Additional guidelines

- Anyone making "out of order" comments may be subject to removal from the meeting.
- Please address your remarks to the city council as a body and not to any specific individual.
- Please be courteous and not engage in derogatory remarks or insinuations.
- No demonstrations, including clapping, are allowed.

Email

You are welcome to email the mayor and councilmembers about any issue facing the city by writing to the address above. Do remember that council sets the policy direction while city departments execute those decisions. A series of online reporting tools might help you resolve an issue more quickly so check them out

to: <https://www.gjgharborwa.gov/146/Submit>

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

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



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

Meeting Date: April 30, 2026

SUBJECT: Gig Harbor North Projected Development

SUBMITTED BY: Public Works Director Jeff Langhelm, PE

DEPARTMENT: Public Works

PHONE: 253-853-7630

SUGGESTED MOTION:

BACKGROUND INFORMATION: City staff and administration have been fielding many questions related to recently proposed residential developments along Canterwood Boulevard. Many news outlets have published articles that focus on the topic of growth and there is widespread interest in how the traffic from the proposed developments will impact the large roundabout at Borgen/Burnham/Canterwood/SR 16.

To address this topic, public works staff tasked the city's on-call transportation consultants, David Evans and Associates (DEA), to perform two separate capacity evaluations of the large roundabout at Borgen/Burnham/Canterwood/SR-16. Those are referred to below as model run #2 and #3.

Model Run #1: 2024 Comprehensive Plan Near-Term Model Run

This model run was done during the 2024 comprehensive plan update and was the starting point for the analysis. The model run included historical trend growth assumptions and known pipeline trips (developments with approved transportation concurrency).

Model Run #2: Trailside Apartments Model Run

A condensed model run was completed that confirmed the validity of the Trailside Apartments TIA. The model run assumes typical growth patterns, including pipeline trips, and specifically adds Trailside Apartment trips to the model. The purpose of model run was to confirm that the Trailside Apartment trips did not fail the level-of-service (LOS) standard at the large roundabout.

Model Run #3: Worst Case What-If-Scenario Model Run (attached as Exhibit A)

This model run assumes standard growth trends, pipeline trips, and adds Vista Apartments, North Annex, and Trailside apartments. The purpose of this model run was to evaluate the LOS at the large roundabout in the worst-case scenario where all the above-mentioned projects were built and the associated traffic was active within the next six years. This accelerated timeline is not expected by staff, but, staff and administration wanted to confirm with certainty that growth was not overwhelming road infrastructure and planned TIP projects.

The comprehensive plan near-term model run #1 was foundational to this work. Model run #2 indicated that the Trailside Apartment traffic would not fail the large roundabout below LOS D. This model run was of further use to the city, as it will function as a baseline for future concurrency model runs.

The worst case what-if-scenario model run (attached as Exhibit A) projected that the addition of the 3 known projects along Canterwood Boulevard to fail the LOS at the large roundabout to "E". However, only by 2 seconds of delay.

FISCAL CONSIDERATION: This section details the financial issues involved in the issue before Council, if applicable. It can include only the information contained in the table below or it can include additional financial information.

Expenditure Required: \$	Amount Budgeted: \$	Appropriation Required: \$
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ATTACHMENTS:

- 1. 2026-04-30_Study Session Memo_Gig Harbor North Development Discussion
- 2. EXHIBIT A - DEA Model Run #3 -incl comments
- 3. Canterwood Propoed Development Map

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

MEMORANDUM

TO: Mayor and City Council

FROM: Jeff Langhem, PE, Public Works Director
Eric Baker, Community Development Director

DATE: April 30, 2026

SUBJECT: Gig Harbor North Projected Development Discussion

Background:

City staff and administration have been fielding many questions related to recently proposed residential developments along Canterwood Boulevard. Many news outlets have published articles that focus on the topic of growth and there is widespread interest in how the traffic from the proposed developments will impact the large roundabout at Borgen/Burnham/Canterwood/SR 16.

To address this topic, public works staff tasked the city's on-call transportation consultants, David Evans and Associates (DEA), to perform two separate capacity evaluations of the large roundabout at Borgen/Burnham/Canterwood/SR-16. Those are referred to below as model run #2 and #3.

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Conclusions:

In summary, Model Run # 2 identifies that Trailside Apartments will not fail the LOS standard at the large roundabout. While, Model Run #3 predicts a LOS failure to "E" if all 3 proposed projects move forward in the next six years. However, the LOS "D" standard only failed by an average delay of 2 seconds. Even though this may seem minimal, it would create a scenario with a failing intersection LOS and no TIP project to mitigate the failure.

Recommendations:

Public works staff agree with DEA's recommendation to add the roundabout metering project to the 2027-2032 Six-Year Transportation Improvement Program (TIP). This project will bring the LOS of the large roundabout from "E" to "B", significantly increasing efficiency of the roundabout. Once this project is added to the 2027 TIP, public works staff will monitor traffic flows and make a recommendation to council in a future budget cycle for timing and funding of design and construction of the metering project.

Next Steps:

The proposed 2027 TIP is scheduled for discussion at the 5/28/2026 council study session. Also, it is proposed for adoption at the regular city council meeting on 6/22/2026.

Public works staff recommends adding the roundabout metering project to the 2027 TIP. While continuously monitoring development timelines and intersection LOS at the roundabout to inform design and construction year for the metering project.



DAVID EVANS
AND ASSOCIATES INC.

Technical Memorandum

DATE: April 20, 2026

TO: Aaron Hulst, P.E.
City Engineer
City of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335

FROM: Josh Anderson, P.E., PTOE
Senior Transportation Engineer

SUBJECT: Canterwood Blvd. Scenario Testing of Proposed Developments

PROJECT: On-Call Traffic Review Services

PROJECT NO.: COGH0000-0069



In accordance with DEA’s agreement to provide on-call traffic operations analysis, this Technical Memorandum summarizes the results of a test completed to analyze the compounding effect of multiple proposed and imminent developments either in the very norther portion of the city of Gig Harbor, or just north of the City of Gig Harbor along Canterwood Blvd. The various developments are summarized in **Table 1**.

Table 1. Proposed Development

TAZ No.	Name of Development	Proposed Land Use Description
2021	Canterwood Commercial Center	The Canterwood Commercial Center application (from 2014) has expired. This development and its associated 174 PM peak hour trips will be removed from the models.
2024	North Annex	The North Annex development has not yet applied for land use approval. The potential development includes 108 multi-family low-rise residential units to be located east of Canterwood Blvd and south of St. Anthony Hospital.
2025	Vista Apartments	The Vista Apartments development has not yet applied for land use approval. The potential development is located on the same parcel as the expired Canterwood Commercial Center and includes 156 apartment units. It would be located just west of St. Anthony Hospital on the west side of Canterwood Blvd.
2026	Trailside Apartments	The Trailside development is just outside of the City of Gig Harbor has received land use approval; however, the approval is currently under appeal. The proposed development includes 120 apartment units located east of Canterwood Blvd. and just south of Baker Way NW.

This Memorandum will summarize the cumulative impacts of the developments listed above with a focus on the volume and operational impacts at three study area intersections: 1) Burnham Dr. @ Sehmel Dr. NW, 2) Burnham Dr. @ SR 16 southbound, and 3) Borgen Blvd. @ Burnham Dr. @ Canterwood Blvd. @ SR 16 northbound.



BORGEN/BURNHAM/CANTERWOOD/SR 16 ROUNDABOUT VOLUMES

The Transportation Element of the City’s Comprehensive plan was recently updated based on traffic counts collected in 2022. City staff posed the question: “Does the city’s travel demand model accurately reflect current traffic volumes at the Borgen/Burnham/Canterwood/SR 16 roundabout?” To answer this question, the volumes from the 2022 model were compared to the 2025 volumes that were the basis of the Trailside Traffic Impact Analysis. The volumes are shown on the next page in **Table 2**.

Table 2. Borgen/Burnham/Canterwood/SR 16 Roundabout Turning Volumes (PM Peak Hour)

From Road	Movement	To Road	2022 Volume	2025 Volume
EB Burnham Dr.	EBL2	SR16 NB	89	238
EB Burnham Dr.	EBL1	Canterwood Blvd.	45	41
EB Burnham Dr.	EBT	Borgen Blvd.	624	642
EB Burnham Dr.	EBR	SB Burnham Dr.	133	110
Approach Total			891	1031
NB Burnham Dr. Exiting Total			989	864
SR16 NB Exit	NEL2	WB Burnham Dr.	62	155
SR16 NB Exit	NEL	SR 16 NB Entrance	1	2
SR16 NB Exit	NET	Canterwood Blvd.	319	155
SR16 NB Exit	NER	Borgen Blvd.	441	389
SR16 NB Exit	NER2	SB Burnham Dr.	42	48
Approach Total			865	749
SR 16 NB Entrance Total			650	911
NB Burnham Dr.	NWL	WB Burnham Dr.	73	64
NB Burnham Dr.	NWT	SR 16 NB Entrance	51	85
NB Burnham Dr.	NWR	Canterwood Blvd.	96	49
NB Burnham Dr.	NWR2	Borgen Blvd.	48	83
Approach Total			268	281
SB Burnham Dr. Exiting Total			237	265
WB Borgen Blvd.	WBL2	SB Burnham Dr.	23	71
WB Borgen Blvd.	WBT	WB Burnham Dr.	634	466
WB Borgen Blvd.	WBR	SR 16 NB Entrance	462	532
WB Borgen Blvd.	WBR2	Canterwood Blvd.	144	116
Approach Total			1263	1185
EB Borgen Blvd. Exiting Total			1214	1197
SB Canterwood Blvd.	SWL2	Borgen Blvd.	101	83
SB Canterwood Blvd.	SWL	SB Burnham Dr.	39	36
SB Canterwood Blvd.	SWR	WB Burnham Dr.	220	179
SB Canterwood Blvd.	SWR2	SR 16 NB Entrance	48	56
Approach Total			408	354
NB Canterwood Blvd. Exiting Total			604	361
Intersection Total			3695	3600



From a turn movement perspective, some of the volumes are a bit higher and some are a bit lower, but the total entering volume is very similar. The biggest difference is in the northbound and southbound volumes on Canterwood Blvd. To understand this difference, the Canterwood volumes from the 2022 Transportation Element were compared to roadway tube counts that collected in February of 2026 by City staff. The 2026 counts are relatively similar to the 2022 counts, and all show a higher volume than the counts used for the Trailside TIA (collected in August of 2025), as seen in **Table 3**.

Table 3. Canterwood Blvd Roadway Volumes (PM Peak Hour – Just North of Burnham Dr.)

Canterwood Volume	Northbound	Southbound	Total
2022 Count	604	408	1012
2026 (2/11)	542	467	1009
2026 (2/12)	527	496	1023
2026 (2/17)	450	392	842
2026 (2/18)	580	497	1077
2026 (2/19)	487	396	883
Average	532	443	974
2025 TIA	361	354	715

With the information presented in Tables 2 and 3, the following analysis relies upon the volumes that are included in the City’s concurrency models as they are consistent with the City’s adopted Transportation Element, Comprehensive Plan, Concurrency Modeling, and most current count data collected by the city.

ROAD NETWORK ASSUMED

The road system includes the currently funded/committed improvements of the 2026-2031 Six-Year Transportation Improvement Program. Access to and from the North Annex and Vista Apartments developments would be provided directly to/from Canterwood Boulevard while access to/from the Trailside Apartments would be via Baker Way NW.

TRIP GENERATION

The trip generation method documented in the Institute of Transportation Engineers (ITE) *Trip Generation Manual* (12th Edition, 2025) is typically used to calculate the project-generated trips. It is typical to select the trip generation rates or equations for the PM peak hour of the adjacent street traffic on a weekday basis to estimate the project-generated trips, because the combination of site-generated traffic and adjacent street traffic is usually at its maximum.

Table 4 summarizes the land use category, size, directional splits, trip rate, and project-generated trips for the potential development projects. Once constructed, the projects are expected to generate 39 new PM peak hour trips (54 entering and -15 exiting). The removal of the commercial uses included in the Canterwood Commercial Center development from 2014 coupled with the inclusion of all residential uses in the three new apartment projects results in a generally modest increase in PM peak hour trip generation, however the directionality of the trips is different resulting in a small net reduction of exiting trips and a larger net increase in entering trips.



Table 4. Proposed Project Trip Generation (PM Peak Hour)

Land Use Code/Description	Size	Trip Rate	New Trips	Entering		Exiting		
				Percent	Trips	Percent	Trips	
Removed	Canterwood Commercial Center (General Office)	-18,300 SF	Trips from 2014 TIA	-27		-5	-22	
	Canterwood Commercial Center (Restaurant and Coffee)	-6,420 SF		-138		-70	-68	
	Canterwood Commercial Center (Retail)	-3,400 SF		-9		-4	-5	
Added	North Annex (LUC 220)	108 Units	Using fitted curve equation per ITE's guidance	59	63%	37	37%	22
	Vista Apartments (LUC 220)	156 Units	Using fitted curve equation per ITE's guidance	82	62%	51	38%	31
	Trailside Apartments (LUC 220)	120 Units	Trips from 2025 TIA	72		45		27
Rounded New Trips				39		54		-15

TEST PROCEDURES

The following standard procedures were applied:

Development trips added with model run #3.

- The 2031 citywide concurrency pipeline model created for Concurrency Test #63 (Olympic Sport and Spine) was used as a starting point. The model's study area includes the entire Gig Harbor Peninsula surrounding the city of Gig Harbor with external road connections north to Kitsap County, south to Tacoma, and west to Key Peninsula.
- The proposed developments were removed/added into the pipeline land use inventory:
 - Canterwood Commercial Center – REMOVED
 - North Annex – ADDED
 - Vista Apartments – ADDED
 - Trailside Apartments – ADDED
- The net new trip generation (54 entering trips and -15 exiting trips) was added to the Citywide Concurrency Pipeline Traffic Forecasting Model.
- The new external trip generation was balanced with the trip generation within the study area.
- The new site trips were assigned to the road network using the Assignment with Intersection Capacity Analysis method in VISUM software for the PM peak hour.
- Traffic model output volumes were systematically adjusted as a standardized post-processing step to remove the known base year (2022) calibration differences from all forecast volumes.

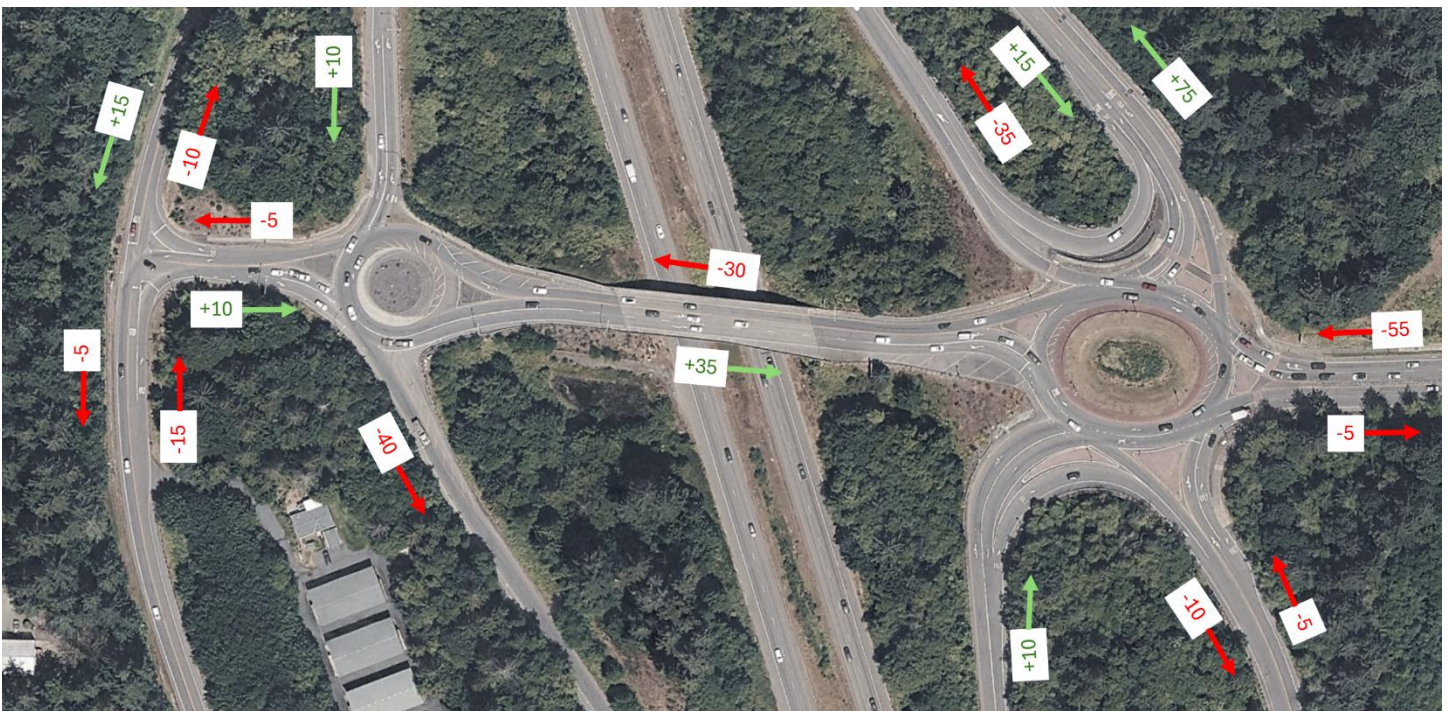


- Citywide intersection LOS and delay for signalized intersections and sign-controlled intersections were evaluated against the City's concurrency standard using the SYNCHRO program (Version 12). Roundabout LOS was evaluated using the Sidra program (Version 9).
- Deficient intersections with new site trips passing through are summarized in this memo, and results for all concurrency intersections in Gig Harbor are shown in the attachments.

SITE TRIP DISTRIBUTION

The proposed developments result in a change in vehicular volume throughout the northern portion of the City. The most noticeable volume changes are seen along Canterwood Blvd. The changes in roadway volumes adjacent to the three focus intersections are shown in **Figure 1** below.

Figure 1: Cumulative Roadway Volume Impacts at Focus Intersections



The removal of the Canterwood Commercial trips (from the 2014 application) and the addition of the proposed residential trips results in a net increase in total trip generation and a shift in travel patterns. The most noticeable shift occurs along Canterwood Blvd. just north of Borgen Blvd. However, the volume changes are relatively minor.

TRAFFIC OPERATIONS RESULTS

The travel demand model volumes were used to evaluate intersection LOS and delay using the citywide SYNCHRO model for sign-controlled and signalized intersections. Roundabout LOS was evaluated using the SIDRA program, where the Highway Capacity Manual 7th Edition (HCM 7) methodology was selected for the analysis. The signal timing and phasing assumptions were updated with the most recent Transportation Element update. Intersection LOS was estimated for the citywide intersections.

- The all-way stop controlled intersection of Burnham Dr. NW at Sehmel Dr. NW is expected to operate at LOS D with an average of 27.8 seconds of delay per vehicle. Just over the LOS C to D threshold of 25 seconds and quite a way from the LOS D to LOS E threshold of 35 seconds.



- The Burnham Dr. NW at SR 16 EB ramp terminal roundabout is expected to operate just over the LOS A to B threshold with 10.7 seconds of average delay per vehicle.
- The net new trips associated with the proposed Canterwood developments would cause minor differences to operations at many intersections in the northern portion of the city, however, the roundabout at Borgen Blvd. @ Burnham Dr. @ Canterwood Blvd. @ SR 16 northbound would be expected to operate with 57 seconds of average delay per vehicle (LOS E), exceeding the City’s standard of 55 seconds of average delay per vehicle (LOS D) by only two seconds.

The citywide intersection LOS table and map for the condition with the proposed developments are shown in **Attachment A**.

MITIGATIONS

Two potential mitigation measures were analyzed to mitigate the expected LOS failure of the roundabout at Borgen Blvd. @ Burnham Dr. @ Canterwood Blvd. @ SR 16 northbound.

- Build Option 1: Signalize the eastbound approach to the intersection.
- Build Option 2: Construct a westbound to northbound right-turn slip lane.

Build Option 1 was previously included in the City’s list of 6-year TIP projects but was removed during the most current Transportation Element Update. It was removed due to an assumption that future vehicular demand projections would follow historic growth trends, like those experienced along SR 16, the lack of pipeline trips along the Canterwood corridor, and the lack of approved land use actions. Schematic layouts of the existing roundabout and the two build options are included as **Attachment B**.

To compare the benefits of each proposed mitigation scenario, it is important to understand how the mitigations improve delays for each individual approach to the roundabout. Approach and overall intersection delays and LOS are presented in **Table 5**.

Table 5. Borgen Blvd. @ Burnham Dr. @ Canterwood Blvd. @ SR 16 northbound Operations

Approach	Direction	Average Delay Per Vehicle		
		No-build	Build Option 1	Build Option 2
Burnham Dr.	Eastbound	4.3 (A)	8.9 (A)	4.3 (A)
SR16 Exit	Northeast bound	82.8 (F)	12.9 (B)	81.5 (F)
Burnham Dr.	Northbound	62.7 (E)	13.9 (B)	64.3 (E)
Borgen Blvd.	Westbound	94.8 (F)	8.1 (A)	60.2 (E)
Canterwood Blvd.	Southbound	27.8 (C)	8.1 (A)	33.3 (C)
Overall Intersection		57.0 (E)	9.8 (B)	46.4 (D)

PW staff recommends adding RAB metering project to 2027 TIP

Build Option 1 slightly increases the average delay of the eastbound approach, while also providing for significant improvements in delay to all four of the other approaches and improving the overall intersection operations to LOS A. Queuing on eastbound Burnham Dr. is expected to extend back roughly 250 feet from the stop bar of the meter. Per NCHRP Report 1043 (Guide for Roundabouts (2023)), the stop bar for the meter should be located between 100 and 200 feet upstream of the entry yield point of the roundabout. The effective distance between the circulating lanes of the SR16 WB and EB roundabouts is approximately 680 feet. As such, even if the signal were constructed 200 feet from the stop bar the back of the queue would still be more than 200 feet from the roundabout at the eastbound SR 16 ramp terminal.



Build Option 2 only provides substantive delay improvements to the westbound Borgen Blvd approach, however, the improvement is enough to lower the overall intersection delay to within city standards at LOS D.

RECOMMENDATION

If the three proposed residential developments (North Annex Apartments, Vista Ridge Apartments, and Trailside Apartments) are approved, City staff should consider adding the roundabout metering project back into the City's project list for the 6-year TIP. Further coordination with WSDOT would be required to gain approval of Build Option 1.

ADDITIONAL SIX-YEAR SENSITIVITY TESTING (REMOVING CANTERWOOD COMMERCIAL CENTER AND ASSUMING TRAILSIDE IS CONSTRUCTED)

As of the date of publishing this memorandum, the Canterwood Commercial Center application has expired, and the Trailside Apartments are finalizing their permit process with Pierce County and the City of Gig Harbor. While this memorandum focuses on the cumulative impacts of three expected developments, it is critically important to understand how the large roundabout at Borgen Blvd. @ Burnham Dr. @ Canterwood Blvd. @ SR 16 northbound would operate without the Canterwood Commercial Center and with the construction of the Trailside Apartments. To answer that question, a completely separate model run and analysis was completed. That analysis determined that the large roundabout at Borgen Blvd. @ Burnham Dr. @ Canterwood Blvd. @ SR 16 northbound would be expected to meet the City's LOS D standard with an overall intersection delay of 47.5 seconds per vehicle, or LOS D. Therefore, the Trailside Apartments would be approved concurrency in Gig Harbor given the expiration of the Canterwood Commercial Center.

ATTACHMENTS:

Attachment A1: Intersection Concurrency Report

Attachment A2: Gig Harbor Citywide Intersections LOS Map

Attachment B: Schematic roundabout layouts

Attachment A: City of Gig Harbor 2031 Intersection Concurrency Report with TIP Projects Assumed Completed

Intersection Evaluation - Pipeline - PM - Proposed Canterwood Developments - Cumulative Impacts

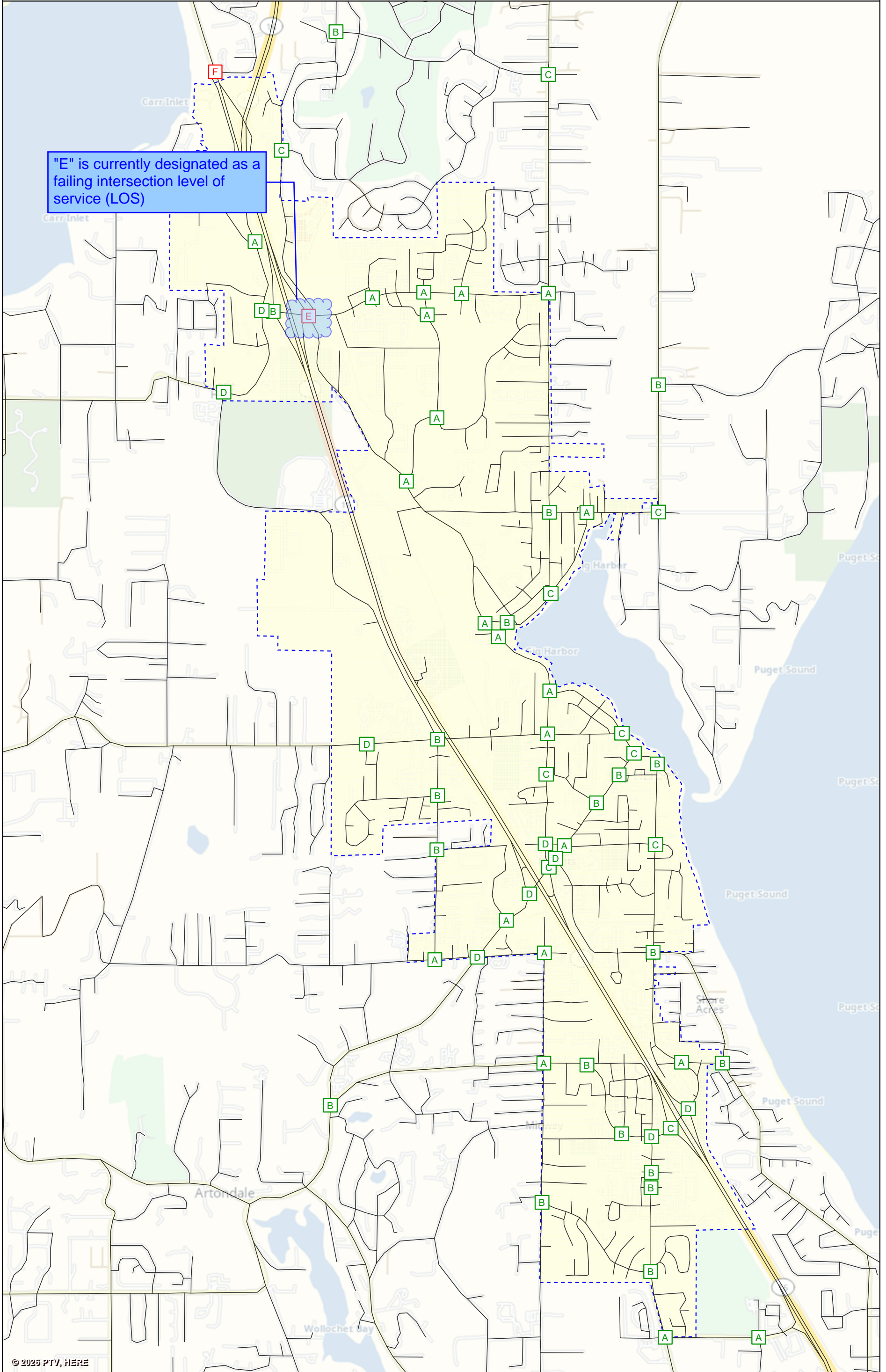
Intersection Location		LOS Standard	Intersection Control Type	Intersection				Improvement Assumed
Main Route	Cross Street			Forecast Volume	Site Trips	Delay (sec)	LOS	
Canterwood Blvd NW	Baker Way NW	D	2-Way Stop	935	0	22.6	C	
Burnham Dr NW	Wood Hill Dr NW	D	2-Way Stop	286	0	9.4	A	
Burnham Dr NW	Sehmel Dr NW	D	4-Way Stop	1,220	0	27.8	D	
Burnham Dr NW	SR 16 EB Ramp	D	Roundabout	2,332	0	10.7	B	
Borgen Blvd	SR 16 WB Ramp	D	Large Six-Leg Roundabout	4,191	0	57.0	E	LOS E is currently defined as failing.
Borgen Blvd	51st Ave NW	D	Roundabout	2,632	0	7.1	A	
Borgen Blvd	Harbor Hill Drive	D	Roundabout	2,085	0	6.5	A	
Borgen Blvd	Olympus Way	D	Roundabout	1,657	0	7.0	A	
Borgen Blvd	Peacock Hill Ave NW	D	Roundabout	1,329	0	6.8	A	
Harbor Hill Dr	51st Ave	D	Roundabout	1,134	0	8.0	A	
Harbor Hill Dr	Sentinel Dr	D	Roundabout	514	0	4.6	A	
Burnham Dr NW	Harbor Hill Dr	D	Roundabout	887	0	5.6	A	
Sehmel Dr NW	Bujacich Rd NW	D	2-Way Stop	1,068	0	25.8	D	
Harborview Dr	Austin St NW	D	Roundabout	1,015	0	7.4	A	2026-2031 TIP #9
Harborview Dr	N Harborview Dr	D	2-Way Stop	1,590	0	8.2	A	
N Harborview Dr	Austin St	F	4-Way Stop	1,009	0	10.9	B	
N Harborview Dr	Peacock Hill Ave NW	F	2-Way Stop	935	0	24.9	C	
N Harborview Dr	Vernhardson St NW	D	2-Way Stop	642	0	9.1	A	
Crescent Valley Dr NW	Vernhardson St NW	D	2-Way Stop	576	0	23.1	C	
Peacock Hill Ave	96th St NW	D	2-Way Stop	665	0	12.9	B	
Harborview Dr	Stinson Ave	D	Roundabout	1,613	0	7.2	A	
Harborview Dr	Rosedale St NW	F	2-Way Stop	1,029	0	17.8	C	
Harborview Dr	Pioneer Way	F	4-Way Stop	1,082	0	19.3	C	2026-2031 TIP #13
Harborview Dr	Soundview Dr	F	2-Way Stop	814	0	14.5	B	2026-2031 TIP #10
Rosedale St NW	Schoolhouse Ave NW	D	Signal	857	0	36.6	D	
Rosedale St NW	Skansie Ave	D	Signal	1,444	0	19.2	B	2026-2031 TIP #22
Stinson Ave	Rosedale St NW	D	Roundabout	1,487	0	8.1	A	
Pioneer Way	Judson St	D	2-Way Stop	497	0	12.6	B	
Pioneer Way	Edwards Dr	D	2-Way Stop	458	0	10.8	B	
Pioneer Way	Grandview St	D	Signal	948	0	7.3	A	
Pioneer Way	Kimball Dr	D	Signal	1,142	0	38.1	D	
Soundview Dr	Grandview St	D	2-Way Stop	955	0	21.7	C	
Soundview Dr	64th St NW	D	Signal	1,259	0	14.0	B	2026-2031 TIP #17
Olympic Dr	Hollycroft St	D	Signal	1,272	0	9.3	A	2026-2031 TIP #28
Stinson Ave	Edwards Dr	D	2-Way Stop	1,142	0	15.5	C	
Stinson Ave	Grandview St	D	4-Way Stop	1,281	0	27.8	D	
Pioneer Way	SR 16 WB Ramp	D	Signal	2,101	0	25.5	C	2026-2031 TIP #1 & 26
Wollochet Dr NW	SR 16 EB Ramp	D	Signal	2,021	0	36.0	D	2026-2031 TIP #1 & 26
Wollochet Dr NW	Wagner Way	D	Signal	1,411	0	9.5	A	2026-2031 TIP #1 & 26
Wollochet Dr NW	Hunt St NW	D	Signal	1,909	0	48.0	D	
Hunt St NW	Skansie Ave	D	Roundabout	970	0	7.1	A	2026-2031 TIP #14
Skansie Ave (46th Ave NW)	72nd St NW	D	2-Way Stop	672	0	12.2	B	
Skansie Ave	North Creek Ln	D	2-Way Stop	675	0	12.3	B	
Hunt St NW	38th Ave NW	D	4-Way Stop	902	0	7.3	A	2026-2031 TIP #15
38th Ave NW	Briarwood Ln NW	D	2-Way Stop	437	0	11.6	B	
56th St NW	38th Ave NW	D	Roundabout	1,970	0	8.6	A	2026-2031 TIP #2
Olympic Dr	56th St NW	D	Signal	1,739	0	20.0	B	
Olympic Dr	50th St Ct NW	D	Signal	1,637	0	19.6	B	
Olympic Dr	Point Fosdick Dr NW	D	Signal	3,773	0	39.3	D	2026-2031 TIP #6
Olympic Dr	SR 16 EB Ramp	D	Signal	3,289	0	20.1	C	2026-2031 TIP #21
Olympic Dr	SR 16 WB Ramp	D	Signal	2,910	0	43.9	D	2026-2031 TIP #21
Point Fosdick Rd	48th St	D	Signal	1,776	0	17.1	B	
Point Fosdick Rd	46th St Ct	D	Signal	1,257	0	11.1	B	
Point Fosdick Dr NW	Briarwood Ln NW	D	2-Way Stop	813	0	14.3	B	
Point Fosdick Dr NW	36th St NW	D	Roundabout	843	0	5.7	A	

Following Intersections are not under city control but are of interest for planning purposes

Purdy Dr NW	144th St NW	D	Signal	1,675	0	109.0	F	
Purdy Dr NW	SR 302	C	Signal	2,708	0	121.1	F	
Purdy Dr NW	Goodnough Dr NW (South)	C	2-Way Stop	2,116	0	322.6	F	
144th St NW	54th Ave NW	D	2-Way Stop	1,201	0	191.0	F	
144th St NW	Peacock Hill Ave NW	D	4-Way Stop	1,126	0	15.1	C	
54th Ave NW	Canterwood Dr NW	D	2-Way Stop	744	0	14.2	B	
Peacock Hill Ave NW	Canterwood Dr NW	D	2-Way Stop	887	0	19.5	C	
Crescent Valley Dr NW	Drummond Dr NW	D	2-Way Stop	468	0	11.6	B	
Reid Dr NW	Hollycroft St	D	2-Way Stop	537	0	13.8	B	
Wollochet Dr NW	Fillmore Dr NW	D	Signal	1,657	0	13.8	B	
36th St NW	22nd Ave NW	D	Signal	679	0	6.6	A	
24th St NW	SR 16 WB Ramp	D	Signal	1,108	0	22.8	C	
24th St NW	14th Ave NW	D	2-Way Stop	447	0	12.2	B	

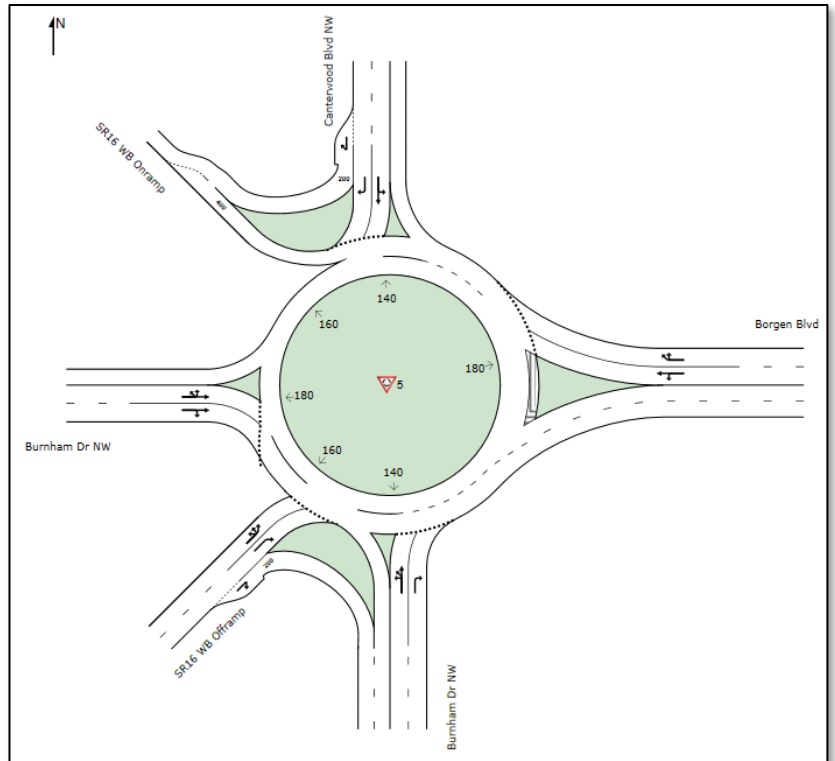
Gig Harbor Concurrency LOS

Proposed Canterwood Developments - Cumulative Impacts



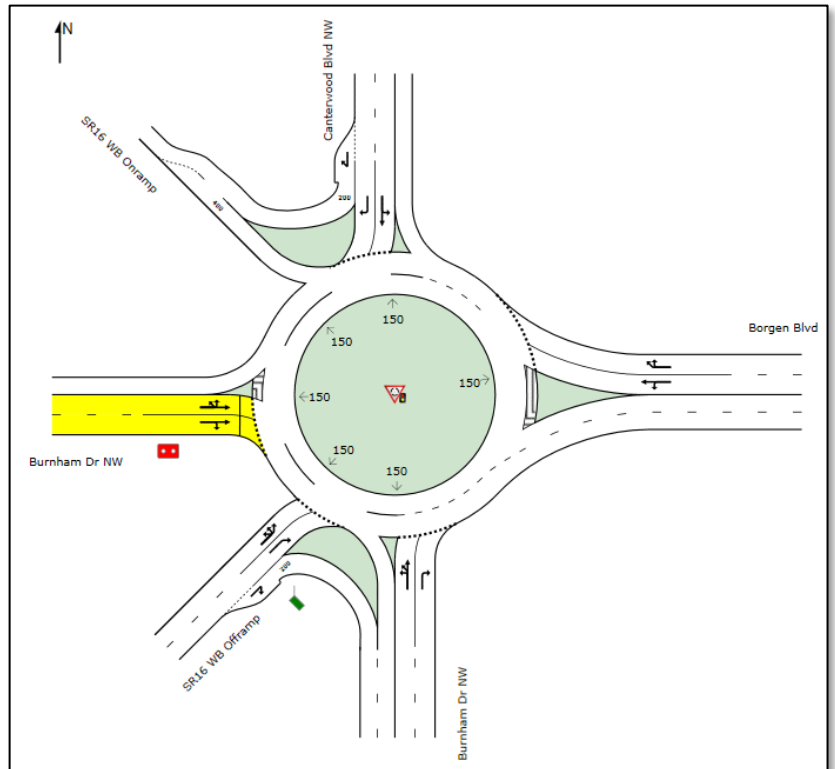
Attachment B

EXISTING: As currently constructed.

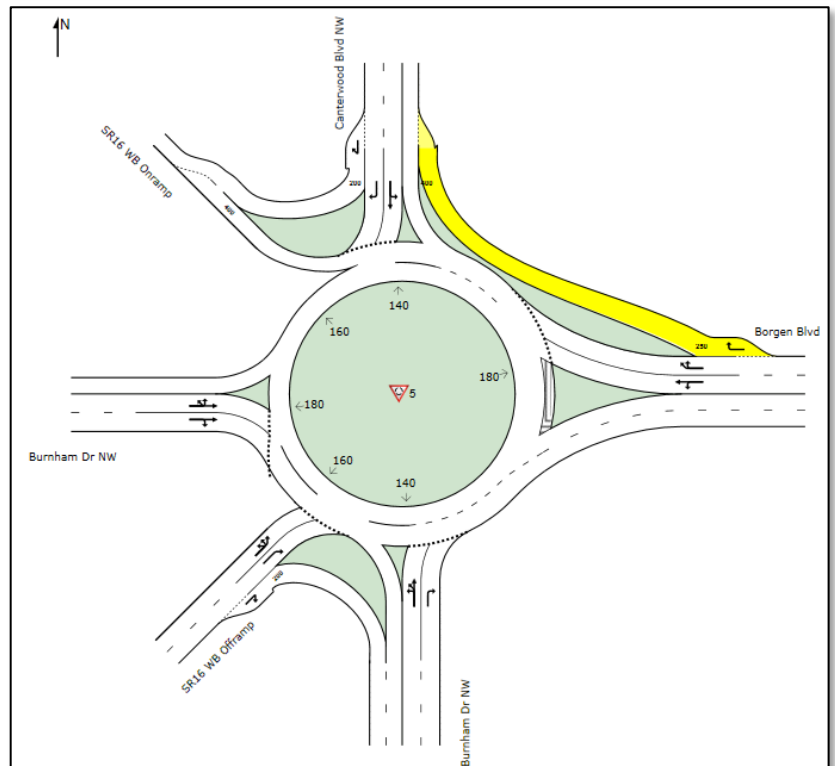


This diagram is a very high-level depiction of the project that public works staff recommends adding to the 2027 TIP to mitigate for a future projected failing LOS.

OPTION 1 (METERED ROUNDABOUT): Construct traffic signal to meter eastbound approach vehicles (shown in yellow in the layout to the right).



OPTION 2 (ADDITIONAL SLIP-LANE): Construct westbound to northbound right-turn slip lane (shown in yellow in the layout to the right).





Canterwood Developments

THE NAVALBASE CITY

0 250 500
Feet



Legend

- City Boundary
- Pierce County

TO: Mayor & City Council
FROM: Parks Manager Jennifer Haro
DATE: April 23, 2026
SUBJECT: City-sponsored Special Events

As the city has grown, so have the number of special events occurring in the city. A variety of special events help the economy, culture and livability of Gig Harbor and provide opportunities for the public to gather. City parks and the downtown corridor are popular locations for special events.

The city regularly receives requests for a large variety of special events, including private events like weddings, races (on land and water), markets, sporting events, cultural events, and holiday celebrations. New events are being proposed on a regular basis as well. However, these community events have impacts.

While most events offer benefits for the public and local businesses, city staff, primarily in the police department and public works department, are increasingly spending time, using equipment, and working extra shifts to support these events. Even if staff are not working overtime, these special events re-direct them away from their regular work.

Many of these events have been considered “city-sponsored.” [Gig Harbor Municipal Code 11.01.010 \(T\)](#) defines a City-Sponsored Special Event as *an event that the city contributes funding toward or provides staff support before, during, and/or after the event for no additional cost to the applicant*. There are several different ways someone could interpret the city would provide staff support at special events, but there is currently no criteria to determine which events or what types of events are city-sponsored.

Every event requires permit review and most events require park or roadway preparations. The types of special events that require the most work for staff involve road closures. Other events may require overtime for tasks such as bathroom cleaning, garbage pickup, park setup, extra maintenance, no parking signs, etc. However, the permit fees generally only pay for the permit review effort. These tasks also take staff away from other departmental duties. Road closures may also require overtime for police and public works staff that has not been budgeted.

Many events receive some sort of direct city funding for their event or organization. This funding may include tourism funding, lodging tax funds, Brandani Killilea Creative

Endeavor grants, etc. Some applicants infer that since the city directly or indirectly funds a portion of their event, then their event is sponsored by the city and the event organizers should not have to pay application fees or costs for city staff to help with the events or road closures.

Events that require a road closure should have an approved traffic control plan prepared by a licensed traffic control specialist or civil engineer. These plans may range from hundreds of dollars to thousands of dollars, but are necessary to identify traffic revisions and reduce risk. Also, the city has historically provided signage at no cost for many of these events since there were fewer and generally smaller events. The efforts may now require readerboard signs informing the public in advance of the event and multiple “road closed” and “detour” signs in advance of the event. Placement of these signs require coordination between police and public works staff. And street closures require up to eight police officers to run a safe event. In addition, pre-planning efforts by staff may take anywhere from two to eight hours, not including internal reviews. The city has historically covered many of the costs for these events, as shown in Table 1 below.

Table 1. Examples of Special Event Costs

Type of Event	Event Examples	City Considerations	Approx. Cost to City
Foot race or parade for ½-day	Maritime Gig (x 3) Race for a Solider* Fools Run Turkey Trot*	Event planning meetings Traffic control plan Signs (readerboard, road closure, detour, etc.) Police* and PW staffing Equipment and fuel	\$2,500 \$2,000 \$2,100 \$7,600 <u>\$ 800</u> \$15,000
Small road closure	Tree Lighting Halloween National Night Out Lighted Car Parade	Traffic control plan Signs Police* and PW staffing Equipment and fuel	\$1,800 \$ 800 \$ 900 <u>\$ 400</u> \$3,900
Park events without closure	Tree Share Paddlers Cup Narrows Challenge Farmers Market (x 15) Summer Sounds (x 8) Harbor Hounds Korean Chuseok Festival PRIDE in the Park Mother’s Day Market	L&I permits for electric No parking signs PW staff time (some also require staff to clean bathrooms and empty garbage cans during event)	\$ 100 \$ 200 <u>\$ 900</u> \$1,200
New/one-time events	Croatia Day Fishermen Feed the World Shakespeare in the Park PLACES Conference	Varies	Varies
Private Events	Weddings Family Reunions	Varies	Varies

*Event organizers pay for off-duty police officers

With the increased number of events and staff time required to support each event, staff is looking for guidance from council to clarify what it means for the city to sponsor a special event. Below are questions to contemplate when considering guidance. Also, below in Table 2 are example sponsorship tiers for the distribution of costs for special events.

Questions to Consider:

1. If the city provides funding to the event organizers (through tourism funding, LTAC monies, Creative Endeavors grants, etc.), should the organizer be expected to also cover city-incurred expenses? Or will the city subsidize additional expenses and provide staff support at no cost to the organizer?
2. Should staff (police and public works) be paid overtime from existing budgets? Or should event organizers have to pay for some (or all) of this overtime?
3. Should event organizers have to pay for their own traffic control devices (signs), as well as the overtime necessary for police and public works staff to manage the traffic control devices? Or does it depend on the event and sponsorship level?
4. Should the city further separate cost reimbursement levels by the size of the event? This could be based on coverage area and/or anticipated number of participants.
5. When new events are proposed, what should be the criteria to provide city assistance at no cost to the organizer?

Table 2. Example Sponsorship Tiers and Distribution of Costs for Special Events

	Event Tier			
	1	2	3	4
Criteria for Event and/or Organizer	City grant and/or funding provided	Leaseholder event	No city association, but open to public	Private
Event Organizer Responsibility*	100% TCP*	100% TCP* 50% TCD 100% OT	100% TCP* 80% TCD 100% OT	All costs
City Responsibility*	100% TCD 100% OT	50% TCD	20% TCD	None

Acronyms:

TCP: Traffic Control Plan

TCD: Traffic Control Devices

OT: Overtime (includes both Police and Public Works)

*If the road closure is along Harborview Dr between Pioneer Wy to Rosedale St, the city will provide the Traffic Control Plan.

At the April 30 study session, staff will ask council for input and direction on the implementation of sponsorship tiers with the example show in Table 2. As necessary and at a future study session, staff also will be recommending revisions to the definition of a city-sponsored special event in GHMC 11.01.010. The suggested effective date for such a code change is January 1, 2027.



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

Meeting Date: April 30, 2026

SUBJECT: Sign Code Update – Revisit Planning Commission Recommendation

PURPOSE & RECOMMENDATION: Revisiting the recommended amendments to code from the Planning Commission regarding definitions and other elements of the sign code (GHMC 17.80)

SUGGESTED MOTION: Direction on next steps for the proposed revisions.

SUBMITTED BY: Eric Baker

DEPARTMENT: Community Development

PHONE: 235.530-7073

BACKGROUND INFORMATION: Upon staff and legal review of GHMC 17.80, inconsistencies have been found between code sections, past practice and Council direction in implementation of sign regulations. These inconsistencies were found in the definition of “sign” as well as definitions of “temporary sign areas”. These issues created ambiguity regarding which signs are covered by the code and where certain temporary signs can be located on right of way and private property. Staff prepared recommended revisions to address these issues. The Planning Commission held a public hearing on the proposal and recommended a revised draft for Council consideration.

DISCUSSION: The City allows temporary signage in both the right of way and on private property in specific areas and under specific conditions. These have been enforced consistently over the years to cover many types of signage. However, the current definition of “sign” is specifically focused on commercial ventures advertising products or services. This creates confusion regarding other installations including political and general (e.g. “Choose Peace”) signage. Other issues exist with the definitions of “temporary sign areas” where they focus solely on installation in the right of way while the code regulations cover private property as well. Staff have proposed new definitions of these terms to provide clarity to the public, installers and staff into the future. With an election season coming soon, this clarity is valuable as soon as possible if the Council feels appropriate.

FISCAL CONSIDERATION: N/A

Expenditure Required: \$ 0	Amount Budgeted: \$ 0	Appropriation Required: \$ 0
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BOARD/COMMISSION/COMMITTEE RECOMMENDATION: Planning Commission

ATTACHMENTS: 1) Planning Commission Recommendation – Sign Code

We will no longer have written initials on the Agenda Bills. Email your approval to Josh and he will place an "x" in the appropriate box.

REVIEWED BY:

- Mayor
- City Administrator
- City Attorney

- Finance Director
- Department Head

SIGN CODE UPDATE – PLANNING COMMISSION RECOMMENDATION MATRIX – 7/17/25

Code Topic	Issue	Review	Staff Recommendation	PC Recommendation
Sign Definition - Exemptions	Proposed definition includes exemptions which are also covered in GHMC 17.080.010. B – Scope.	<p>Draft code:</p> <p><u>40. “Sign” means any device, structure, fixture, placard, surface, awning, banner, balloon or thing using graphics, lights, symbols and/or written copy designed, used or displayed for the purpose of advertising, informing, identifying, attracting attention to, or promoting the interest of any person, institution, business, event, product, goods or services; provided, that the same is visible from a street, way, sidewalk, or parking area open to the public. Excluded are official traffic signs or signals, public notices, and governmental flags.</u></p>	<p>Exemptions should be solely located in GHMC 17.080.010.B – Scope. Remove final sentence of draft code definition as these are already included in this section of code (shown below).</p> <p>B. Scope. This chapter shall not regulate traffic and directional signs installed by a governmental entity; signs not readable from a public right-of-way or waterway; interior signs placed more than three feet behind a window or opening of a building unless within an enclosed display window; national flags; flags of a political subdivision; legal notices required by law; historic site plaques; gravestones; structures intended for a separate use, such as phone booths; or sign graphics or symbols painted directly onto or flush-mounted magnetically onto a motor vehicle operating in the normal course of business.</p>	<p>Recommend approval of the revised definition with the Exclusions removed.</p> <p><u>40. “Sign” means any device, structure, fixture, placard, surface, awning, banner, balloon or thing using graphics, lights, symbols and/or written copy designed, used or displayed for the purpose of advertising, informing, identifying, attracting attention to, or promoting the interest of any person, institution, business, event, product, goods or services; provided, that the same is visible from a street, way, sidewalk, or parking area open to the public.</u></p>

Code Topic	Issue	Review	Staff Recommendation	PC Recommendation
Sign Definition – Murals/Public Art	Concerns that murals and public art may be considered a sign and limited by code requirements	Proposed definition applies only to things “ <u>advertising, informing, identifying, attracting attention to, or promoting the interest of any person, institution, business, event, product, goods or services...</u> ” Murals or art that do not include logos, names or other elements are not included.	<p>After thorough legal review, staff does not recommend a language change as most murals and art of concern would not meet the definition.</p> <p>As was previously noted by the Planning Commission, any code specific to public art/murals would be extremely subjective and create issues for consistent and objective staff review.</p>	<p>Recommend no changes regarding murals or public art.</p> <p>The proposed definition as recommended above would exclude these graphics unless they are advertising, informing, identifying, attracting attention to, or promoting the interest of any person, institution, business, event, product, goods or services.</p> <p>General art would not meet this definition thus would not be regulated by this chapter.</p>

Code Topic	Issue	Review	Staff Recommendation	PC Recommendation
Sign Definition - Flags	Concerns that flags supporting sports teams or academic institutions may be limited by code requirements in both size and height from ground.	<p>Flags are included and unless exempted under GHMC 17.080.010. B – Scope would be limited to 6 square feet in size on private property which is less than many flags sold for sports teams, etc.</p> <p>Per recent federal court ruling, sign codes must be “content neutral” so identifying certain non-governmental signs as exempt based on what they say is a slippery slope.</p>	<p>No change is recommended by staff regarding size. Sports team and other flags are currently allowed but would just be limited in size. In permitted sizes are commonly available.</p> <p>As for height, staff recommends the following amendments to GHMC 17.80.110.B:</p> <p>3. Temporary signs in a residential temporary sign area shall not exceed six feet in height from the ground when displayed <u>unless connected to a legally-established flagpole</u> and shall be limited as follows:...</p> <p>4. Temporary signs in a nonresidential temporary sign area shall not exceed three feet in height from the ground when displayed <u>unless connected to a legally-established flagpole</u> and shall be limited as follows:...</p>	<p>Recommend revisions allowing temporary signs attached to a legally-established flagpole to exceed the height requirements of 17.80.110.B.</p> <p><i>GHMC 17.80.110.B:</i></p> <p>3. <i>Temporary signs in a residential temporary sign area shall not exceed six feet in height from the ground when displayed <u>unless connected to a legally-established flagpole</u> and shall be limited as follows:...</i></p> <p>4. <i>Temporary signs in a nonresidential temporary sign area shall not exceed three feet in height from the ground when displayed <u>unless connected to a legally-established flagpole</u> and shall be limited as follows:...</i></p> <p>Sign height is still limited by the height requirements of its zone per existing code.</p>

Code Topic	Issue	Review	Staff Recommendation	PC Recommendation
Temporary Sign Requirements – Right-of-Way	Permit application and installation requirements are extremely detailed, impacting staff workload and applicant effort.	Public comment raised questions regarding the application of temporary sign permit process.	The application process in code (GHMC 17.80.110.3) is relatively brief and straightforward. Staff would recommend reviewing our internal process but not reflect that in code to avoid regular required revisions.	Recommend no changes to code but do recommend internal review of permitting process and enforcement to streamline applications, installation and enforcement.
Future Sign Code Review and Revision	The Code needs a full review for consistency with new federal rulings, state requirements and community interests.	The Sign Code has not been fully reviewed since 2017 and there are potential improvements and clarifications that would be valuable.	A review of Sign Code would be valuable (as would many other sections of Code), but is a time-consuming effort that would need significant staff focus and public outreach. The current work plan is full through the end of 2026. If directed by Council, sign code could be reviewed in 2027.	Recommend near-term holistic review of sign code to address permit requirements, limitations and other issues with temporary and permanent signs in the community.

SIGN CODE UPDATE PLANNING COMMISSION RECOMMENDATION



ISSUE #1: Sign Definition

The current definition is ambiguous and only clearly highlights commercial uses of signage in the definition. The Council's past direction and past application of the Code has been for the sign regulations to apply to all uses including, but not limited to, the full range of personal expressive speech, such as political, religious, directional, or other signage. Text in red is proposed for addition (underlined) or deletion (struck-through).

17.80.030 Definitions

~~40. "Sign" means:~~

~~a. Any visual communication device, structure, or fixture which is visible from any public right-of-way or waterway placed for the promotion of products, goods, services, events or to identify a building, using sign graphics or trademarks; or~~

~~b. Steel, plastic or similar panels displaying corporate colors, logos or trademarks and as are common on corporate signature buildings to give identity to the business (corporate colors which conform to the city's design manual requirements for color shall be excluded from this definition of a sign); or~~

~~c. Inflatable figures, balloons (in a display of six or more), festoons, streamers, spinners, product representations and advertisements for services which are attached to a fixed object or stationary vehicle.~~

40. "Sign" means any device, structure, fixture, placard, surface, awning, banner, balloon or thing using graphics, lights, symbols and/or written copy designed, used or displayed for the purpose of advertising, informing, identifying, attracting attention to, or promoting the interest of any person, institution, business, event, product, goods or services; provided, that the same is visible from a street, way, sidewalk, or parking area open to the public.

ISSUE #2: Location of Temporary Sign Areas

The definitions of temporary sign areas (GHMC 17.80.030.27 and 34) only reference public right-of-way (ROW) as where they apply. However, the temporary sign regulations (GHMC 17.80.110. A and B) reference these sign areas and include

regulations on private property as well. This is how the regulations have been historically read (both ROW and private property), thus the language is proposed to be amended to reflect that intent. Text in red is proposed for addition (underlined) or deletion (struck-through).

17.80.030 Definitions

27. “Nonresidential temporary sign area” means the area within the public right-of-way immediately adjacent to or all private property within the public institutional (PI), downtown business (DB), neighborhood commercial (B-1), general business (B-2), commercial (C-1), residential and business 1 and 2 (RB-1 and RB-2), planned community development commercial (PCD-C), employment (ED), waterfront commercial (WC), waterfront Millville (WM), planned community business park (PCD-BP), and the planned community development neighborhood business (PCD-NB) zoning districts.

34. “Residential temporary sign area” means the area within the public right-of-way immediately adjacent to or all private property within the single-family residential (R-1), planned community development low density residential (RLD), medium density residential (R-2), planned community development medium density residential (RMD), multiple-family residential (R-3), and waterfront residential (WR) zoning districts.

17.80.110 Temporary signs

A. Temporary Signs in Public Right-of-Way.

1. Location. Temporary signs are prohibited from being placed within: roundabouts; medians; shoulders; travel lanes; and areas of the public right-of-way that are not accessible by a sidewalk or pedestrian walking path. Signs shall be no further away than 100 feet from the intersection. Placement of temporary signs shall only be permitted in areas identified on the director’s official map for temporary signs in the right-of-way as updated and maintained by the director. Temporary signs shall not be located in rights-of-way adjacent to city facilities or parks, or any other government-owned facilities and properties.

a. In addition to the standards above, temporary signs in the area on Harborview Drive from Soundview Drive to Rosedale Street, and on North Harborview Drive from Finholm Market to Peacock Hill Drive, are authorized to exceed the 100 feet from the intersection requirement, and these temporary signs shall obtain an encroachment permit in addition to the permit required in subsection (A)(3) of this section.

2. Safety. All temporary signs shall be placed in a manner that is safe for all users of the public right-of-way. Temporary signs shall not block access to structures, parked cars, block vehicular sight distance views at corners, intersections, or block pedestrian walking paths. No temporary sign shall mimic, or be attached to, official roadway signage (stop signs, yield, etc.).

3. Permitting. All temporary signs shall have an approved city permit attached to the sign face. Permits can be acquired online at the city of Gig Harbor website, or in person at the Civic Center at no cost. Permits are valid for 30 days at a time. All signs with expired permits or no permit attached will be removed.

4. Temporary signs in a residential temporary sign area are limited in size to four square feet per side, no more than eight square feet total and shall not exceed three feet in height from the ground when displayed consistent with 17.80.110.A.1.

5. Temporary signs in a nonresidential temporary sign area are limited in size to six square feet per side, no more than 12 square feet total and shall not exceed three feet in height from the ground when displayed consistent with 17.80.110.A.1.

6. No sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant, bench, or any type of street furniture, or otherwise create a hazard, including a tripping hazard.

7. Temporary signs shall only be placed in the right-of-way if the sign owner has permission from the underlying property owner. Owners may remove signs without notice.

8. All signs placed or erected that do not meet the regulations will be removed without notice.

B. Temporary Signs on Private Property.

1. All signs placed on private property shall have owner's consent. Owners may remove signs without notice.

2. Temporary signs on private property do not require a permit.

3. Temporary signs in a residential temporary sign area shall not exceed six feet in height from the ground when displayed unless connected to a legally-established flagpole and shall be limited as follows:

a. For nonresidential uses, no more than one sign visible from the public right-of-way per tenant space is allowed. The sign is limited in size to six square feet per side, no more than 12 square feet in total.

b. For residential uses, no more than four signs visible from the public right-of-way per lot are allowed. The total size of all signs combined is limited to six square feet; in the case of double-sided signs, 12 square feet is allowed.

4. Temporary signs in a nonresidential temporary sign area shall not exceed three feet in height from the ground when displayed unless connected to a legally-established flagpole and shall be limited as follows:

a. For nonresidential uses, no more than one sign visible from the public right-of-way per tenant space is allowed. The sign is limited in size to six square feet per

side, no more than 12 square feet in total. One temporary banner attached to the exterior of the business for which it applies is additionally allowed and shall be limited to 20 square feet in size. The banner may be displayed for a total of no more than 60 cumulative days per calendar year.

b. For residential uses, no more than four signs visible from the public right-of-way per lot are allowed. The total size of all signs combined is limited to six square feet; in the case of double-sided signs, 12 square feet is allowed.



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

Meeting Date: April 30, 2026

SUBJECT: Proposed Verbiage for the 2026-2029 Strategic Plan

SUBMITTED BY: City Administrator Katrina Knutson

DEPARTMENT: Administration

PHONE: 253-851-8136

SUGGESTED MOTION:

BACKGROUND INFORMATION:

The city council is currently engaged in a comprehensive update of the city's three-year strategic plan. As part of this process, specialized work sessions were conducted on March 12, 2024, to address Economic Vitality, and on March 26, 2024, to address Housing Diversity.

The purpose of this agenda item is for council to review the draft language resulting from those sessions. Staff is seeking final direction on the proposed goal statements and desired outcomes to ensure they accurately reflect council's policy intent before the plan is placed into its final format for formal adoption.

MARCH WORK SESSION FINDINGS

I. Economic Vitality (March 12)

Council directed staff to prioritize a "welcoming and responsive" business environment. Key findings include the need for:

- **Process Efficiency:** Streamlining land use, civil, and building permits to ensure a predictable experience for applicants.
- **Barrier Removal:** Modernizing city codes to reduce regulatory obstacles while maintaining community standards.
- **Strategic Investment:** Utilizing community assets and partnerships (e.g., Sports Complex, Visit Gig Harbor) to ensure long-term fiscal sustainability.

II. Housing Diversity (March 26)

Council established a framework of "all ages, stages, and wages." Key findings include:

- **Local Governance:** Taking proactive action on housing policy to maintain local control and ensure compliance with state mandates.
- **Infill Strategy:** Focusing diverse housing types (duplexes, townhomes, ADUs) near Centers of Local Importance and the SR16 corridor.

- **Compatibility:** Ensuring code revisions for increased density or building heights are context-sensitive to existing neighborhood patterns.

COUNCIL DIRECTION REQUESTED

Staff requests that council review the attached summaries for both Economic Vitality and Housing Diversity. Specifically, council is asked to provide:

1. Confirmation that the Goal Statements accurately capture the desired long-term vision.
2. Final edits or approval of the Desired Outcomes listed for each priority area.
3. Direction to staff to proceed with the final assembly of the 2026-2029 Strategic Plan for official adoption at the next Regular Session.

RECOMMENDATION

That the council review the proposed strategic verbiage and provide final direction to staff for the completion of the 2026-2029 Strategic Plan.

FISCAL CONSIDERATION: This section details the financial issues involved in the issue before Council, if applicable. It can include only the information contained in the table below or it can include additional financial information.

Expenditure Required: \$	Amount Budgeted: \$	Appropriation Required: \$
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ATTACHMENTS:

1. Attachment 1 Strategic Priority Economic Vitality_knk_031326
2. Housing Strategic Direction Council 040626

STRATEGIC PLAN PRIORITY:

Strategic Priority: Economic Vitality

Goal Statement

Gig Harbor is a vibrant and resilient economic community, known for its welcoming and responsive business environment, strong partnerships, and strategic investments that support a diverse local economy and long-term fiscal sustainability for residents and neighborhoods.

Outcomes

1. Strong Relationships and Two-Way Communication with the Business Community

Gig Harbor maintains strong, ongoing relationships with its business community through consistent outreach and meaningful two-way communication. Business owners and entrepreneurs view the city as a trusted partner that listens, understands their needs, and works collaboratively to support a thriving local economy.

2. A Welcoming and Efficient City for Businesses and Applicants

Gig Harbor is known for exceptional customer service and a welcoming, business-friendly approach to permitting and development. City processes related to land use, civil, and building permits are streamlined, coordinated, and transparent, creating a predictable and efficient experience for applicants.

3. Reduced Barriers to Business Growth

Gig Harbor has identified and addressed key regulatory, policy, and process barriers that may discourage businesses from locating or expanding in the community. City codes, policies, and procedures are clear, modern, and supportive of economic opportunity while maintaining community standards.

4. A Clear and Proactive Business Attraction Strategy

Gig Harbor actively attracts and supports businesses that align with community values and long-term economic goals. The city clearly communicates its strengths, quality of life, infrastructure, and workforce advantages, and strategically focuses on sectors that diversify the economy and strengthen the local tax base.

5. Strategic Partnerships that Strengthen Tourism and Economic Opportunity

Gig Harbor leverages strong partnerships with organizations such as Visit Gig Harbor, the Pierce County Tourism Authority, and regional partners to enhance tourism and economic activity. Strategic investments, including major city-led projects such as the

Sports Complex and Community Center, contribute to a vibrant visitor economy and expanded opportunities for local businesses.

6. Infrastructure and Community Assets that Support Sustainable Growth

Gig Harbor invests in infrastructure and community assets that support long-term economic vitality, including transportation, wastewater systems, and key public facilities. These investments ensure the city is well-positioned to support new businesses, redevelopment opportunities, and sustainable economic growth.

DRAFT

Strategic Priority: Housing Diversity

Goal Statement

Expand housing opportunities within the City of Gig Harbor for all ages, stages and wages including seniors needing to downsize, youth seeking to stay in the community, employees working in local businesses and those in need of supportive housing.

Desired Outcomes

1. Meet state mandates for housing diversity and supply including regulation revisions and incentive programs.

As the legislature requires increases housing targets and specified regulatory actions for local governments, ensure City plans, development codes and incentive programs comply with this direction.

2. Focus growth within Centers of Local Importance, particularly those with close access to SR16.

Promote growth in areas where existing or future infrastructure services are planned particularly transportation, utilities and fire/emergency medical services. Expand residential opportunities around existing business and employment hubs including medical facilities, shopping and general services.

3. Apply strategies geographically to meet the housing needs while acknowledging the different neighborhood development patterns.

Any revisions to city code should be tailored to acknowledge impacts on existing neighborhoods such as increased building heights, additional density or uses and other revisions.

4. Maintain local direction of housing policy to the benefit of the community.

Engage in proactive local public discussion and take reasonable actions towards housing goals to avoid state-directed revisions and/or programs.

5. Promote housing that is more affordable including duplexes, townhomes, multifamily, condominiums and accessory dwelling units.

Ensure regulations and programs promote housing beyond the City's historic detached single-family patterns. Emphasize different housing types, sizes and locations to achieve housing goals.

6. Collaborate with housing advocates, faith-based organizations, private developers and service providers both within Pierce County but also those in the northern Peninsula.

Engage in cooperative discussions with both public and private interests in developing and serving affordable housing within the City. Broaden these conversations to include Kitsap County, its housing authority and local cities.

DRAFT

RESOLUTION 1255

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF BODØ, NORWAY, ESTABLISHING A SISTER CITY RELATIONSHIP.

WHEREAS, the City of Gig Harbor and the City of Bodø, Norway, seek to enrich cultural understanding, create adult and student exchange opportunities and broaden cooperation to encourage goodwill between the Cities, and;

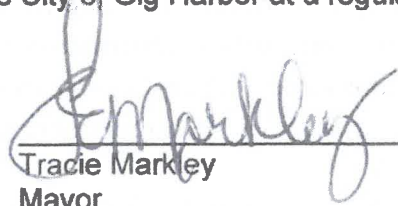
WHEREAS, the City of Gig Harbor and the City of Bodø support the promotion of mutual understanding, expansion of official and non-governmental exchanges, and friendship through the promotion of peace, stability and prosperity,

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

Section 1. The Mayor is authorized to execute a memorandum of understanding with the City of Bodø to establish a Sister City relationship, as set forth in Exhibit A.

Section 2. The Mayor is directed to explore potential partnership opportunities with local non-profit organizations to serve in the role of a designated Sister City Organization. Sister City Organizations may assist the City in organizing exchanges and visits, establishing communication and information sharing programs, and raising funds. Any Sister City Organization designation will require approval of the City Council.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 25th day of July, 2022.



Tracie Markley
Mayor

Attest:



Joshua Stecker, CMC
City Clerk

**MEMORANDUM OF UNDERSTANDING AGREEMENT FOR A SISTER
CITY RELATIONSHIP BETWEEN THE CITY OF GIG HARBOR,
WASHINGTON USA AND THE CITY OF BODØ, NORWAY**

WHEREAS, both Gig Harbor, Washington, USA and Bodø, Norway seek to enrich cultural understanding, create adult and student exchange opportunities and broaden cooperation to encourage goodwill between the Cities, and;

WHEREAS, the City of Gig Harbor and the City of Bodø support the promotion of mutual understanding, expansion of official and non-governmental exchanges, and friendship through the promotion of peace, stability and prosperity, and;

WHEREAS, in order to develop a Sister City Relationship with cooperation between Gig Harbor and Bodø both Cities agree to support a Sister City Relationship on the following terms:

1. To promote common prosperity and development, both Cities will organize, on the basis of equality, mutual benefit and goodwill, cultural exchanges, contacts to support an electronic "pen pal" program for students, and other information sharing that may include art, business and commerce, culture, governmental administration, health and sports interests, history, science, technology and other information sharing.
2. Citizens, civic and business groups of each city are recognized as ambassadors of goodwill to organize exchanges that may include the above topics.
3. Each City shall organize exchanges, to the extent possible, involving adults and students within the duration of this Memorandum of Understanding. Each exchange and or visit shall be reviewed in advance between the City of Gig Harbor and the City of Bodø or their designated Sister City Organizations.
4. Each Sister City or its designated Sister City Organization agrees to assume all costs of a visit to the Sister City including accommodations,

meals and tours unless home stays and other accommodations are agreed upon in advance.

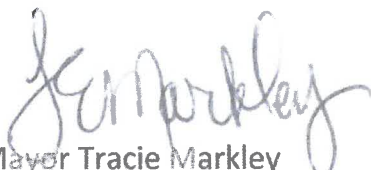
5. Exchange visit details and activities shall be cooperatively agreed upon by organizing citizens, civic and business groups. Activities shall be provided with the objective to deepen cultural awareness and friendship between citizens, business leaders and government officials.
6. The implementation of the MoU will start on the date of its signature by Both Signatories ~~with a duration of 3 years with the intention to revisit the agreement before it ends to prolong or amend if deemed necessary.~~
7. This MoU is not legally binding, does not give rise to legal rights or obligations under international law, and the above mentioned activities will be conducted within the budgetary constraints of each Signatory's law.
8. Any difference concerning the interpretation and implementation of this MoU shall be resolved by dialogue between the two Signatories.
9. This Memorandum of Understanding represents the entire agreement between the Cities. It may not be changed or modified without a resolution signed by the leaders of both cities.

and remain until either party wishes to end the agreement

These two Cities hereby execute this Memorandum of Understanding.

Gig Harbor, Washington, USA

Bodø, Norway


Mayor Tracie Markley
Date 7/26/22

Mayor Ida Pinnerød
Date