

AGENDA
GIG HARBOR CITY STUDY SESSION
Thursday, February 24, 2022 – 2:00 p.m.
Virtual Meeting

This may 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 City Council Meeting Procedures at the end of this agenda for information on options to make public comment.

CALL TO ORDER/ROLL CALL

DISCUSSION ITEMS

1. Sports Complex Phase 1A & 1B Design

Documents:

[STAFF MEMO Sports Complex.pdf](#)

2. 2022 Long Range Planning Work Plan Program

Documents:

[STAFF MEMO Long Range Work Program.pdf](#)
[Long Range Work Program.pdf](#)

ADJOURN

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.



PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor and City Council

FROM: Jeff Langhelm, PE, Public Works Director

DATE: February 17, 2022

SUBJECT: Sports Complex Phase 1A & 1B Design

The City purchased almost 11.5 acres in Gig Harbor North in 2017 with the intent of building a sports complex with lighted synthetic turf fields in conjunction with the YMCA. The City subsequently proceeded with a master planning process for the Gig Harbor North Sports Complex that resulted in three distinct phases of the Sports Complex. Due to the size and cost of Phase 1, it was further divided into three subphases. Phase 1A consists of the lighted synthetic turf fields. Phase 1B consists of the community space that is independent from Phase 1A but is complimentary to Phase 1A and includes pickle ball, bocce ball, multi-age playgrounds, and a performance canopy surrounded by natural turf. Phase 1C consists of a parking area to further support the Sports Complex.

To support funding for the Phase 1A the City received in 2018 both an RCO Youth Athletic Fields grant and a state legislative appropriation. Then in summer 2020 the City worked with Droll Associates to fine tune the Phase 1B site plan and submit two grant applications to RCO for the Phase 1B project. RCO eventually awarded the City with \$500,000 grant from their Land and Water Conservation Fund (LWCF).

In May 2021 the City and the YMCA entered into a lease agreement for construction of Phase 1A of the Sports Complex. This lease includes a conceptual grading design and some site elements that have been coordinated between the City and the YMCA on the Phase 1A and Phase 1B projects.

At the February 24 study session, the City and the YMCA will review the status of design and permitting of each project, review the future schedule for each phase, and discuss details surrounding each phase of the proposed work.



Community Development Department

**From: Katrina Knutson, AICP, Community Development Director
Carl de Simas, Principal Planner**

To: City Council & Mayor Markley

CC: Tony Piasecki, Interim City Administrator

RE: 2022 Long Range Planning Work Program (Enclosed)

At the City Council Retreat on January 29, 2022, the Council set forth a list of items seen as priorities for the City of Gig Harbor over the coming year(s). Some of these items were provided as directives and others were derived from the adopted 2022 Annual Budget. The Planning Division has synthesized those items relative to our work, as well as those items proposed on the 2022 Comprehensive Plan Amendment Docket, into a proposed Long Range Work Program, enclosed here, for your review.

Staff recognizes that not all of the items within this work program can begin at the same time due to the varied amount of work each will take to accomplish, as well as other Planning Division responsibilities. Therefore, the proposed program includes a scale by which we can measure each item based on priority relative to the other items on the list: High, Medium, Low. This scale will help us determine which items carry the most weight in terms of immediate need. As well, some of the items will require more staff time than others and the scale will help us in determining a realistic work program for the year, ensuring we accomplish each item's expectations and goals effectively and efficiently.

Staff is seeking Council's and the Mayor's input and direction on prioritizing the items on the proposed work program. Staff has taken the liberty to include our own recommended priority level for each item. These recommendations do not reflect a preference from Staff's perspective but are based on our knowledge of existing projects/priorities and what we have heard from Councilmembers over the past few months. We look forward to your direction and will be available for any questions you might have.

Recommendation Key

- High:** Priority item for 2022
- Medium:** As staff time allows in 2022, or priority item for 2023
- Low:** Not a priority, but should be considered as time allows
- Ongoing:** Usual staff work

Project Title	Description	Staff Priority Recommendation	Council Priority Recommendation
UGA Analysis	High-level strategic guidance document for considering future annexations and to inform the 2024 Comp Plan Update.	High (underway)	
Transitional Housing	ESSHB 1220 requires that local jurisdictions and counties allow certain transitional housing types. In response, the city first adopted interim zoning controls by way of Ordinance 1446 while the issue is studied further and permanent regulations can be adopted.	High (underway)	
Short-term Rental	The City currently does not have adequate code provisions for regulating short-term rentals. To better understand and study the issue, the City adopted a moratorium on the acceptance of new permit applications for such a use.	High (underway)	
Growth Targets	Consistent with PSRC Vision 2050, Pierce County has worked with its local jurisdictions to allocate population, housing, a employment growth targets for the next planning horizon. This effort will inform the 2024 Comp Plan Update.	Low (complete)	
Docket: PROS Plan	Ensuring consistency between the soon to be revised Parks, Recreation and Open Space Plan and the pertinent elements of the Comp Plan.	High	

Community Development – Planning Division

Project Title	Description	Staff Priority Recommendation	Council Priority Recommendation
Docket: Capital Facilities Amendment Process	Ensuring a consistent and legal process for amending capital facility technical plans so that they are consistent with the policy goals of the City's Comp Plan.	High	
Docket: Climate Change	In 2018, the City amended the Comp Plan, removing language related to Climate Change. This amendment would add that language back to the plan, at a minimum.	High	
Docket: SMAP	Permittees of the Western WA Phase II Municipal Stormwater Permit are required to develop a Stormwater Management Action Plan. City Staff has been engaged in this effort over the past year. The SMAP will need to be included as an appendix to the City's Stormwater Comp Plan and thus requires a Comp Plan Amendment.	High	
2024 Comp Plan Update	The Growth Management Act requires that jurisdictions periodically update their comp plans consistent with other state law and PSRC Vision. Jurisdictions in Pierce County are required to complete this update by June 2024. In 2022, work would consist of analysis, public participation planning, and scoping for 2023.	Medium	
Housing Needs and Action Plan	An analysis of housing needs by age, special need, and income. The plan would develop recommendations for increased rental affordability and policy/code amendments around housing attainability.	High	
Historic Preservation Board Creation	The City of Gig Harbor does not currently have a board dedicated solely to historic preservation despite the City being a Certified Local Government under DAHP. The Design Review Board has within its body two members who act on applications	Low	

Project Title	Description	Staff Priority Recommendation	Council Priority Recommendation
	relative to historic properties. Separating the bodies would likely serve the City’s needs better and give more credence to the historic preservation program.		
Design Manual Update	The City’s Design Manual was first adopted in 1996 and later codified in 2004. Since then it has seen several minor revisions, but has not been updated holistically to ensure it is keeping up with modern technologies and advances in construction and design. A comprehensive review would identify and develop recommendations for such an update.	Medium	
Urban Forestry Program	Develop a program for the maintenance and preservation of the City’s tree canopy. The program would provide management solutions, set goals, and make recommendations on policy and regulatory amendments.	High	
Parking Requirements	Generally, the City bases parking requirements on the number of seats a business establishes through a permitting process. This sometimes leads to an imbalance due to the actual occupancy load that business might be able to accommodate.	Low	
Zoning and Land-use Map Consistency Update	GHMC 17.12.015 sets forth the land-use designation and zoning district consistency table. This table provides the implementing zoning districts within each land-use designation. Several inconsistencies have been noted over the years and need to be rectified to be sure we are correctly implementing the goals and policies of our Comp Plan.	Medium	
HOA Fair	This would be an annual opportunity for HOA Officers to engage with City Officials and each other to discuss common issues, and learn about new and	Low	

Community Development – Planning Division

Project Title	Description	Staff Priority Recommendation	Council Priority Recommendation
	existing regulations that might affect their neighborhoods.		
Annex Crescent Creek Area	The City has plans to eventually develop a master park plan for Crescent Creek Park. In order to fully realize this plan, a few key pieces of property, currently within the City’s UGA, will need to be annexed.	Low	
Annex Light House/Spit	A few years ago, the US Coast Guard deeded this property over to the City. Since this property is the gateway to the Harbor, it would make sense to bring it into the City.	Low	
SSHAP Support	The South Sound Housing Attainability Partnership is a consortium of Pierce County cities, towns, counties and tribal interests that seeks to support affordable and attainable housing efforts in response to the growing regional housing crisis. The City is a founding member of this organization and has committed itself through the initial ILA.	Ongoing	
GMCC Support, PSRC/Dept. of Commerce Coordination	The Growth Management Coordinating Committee is the staff support arm of the Pierce County Regional Council. They work to coordinate consistency in planning efforts between the jurisdictions within Pierce County and regionally with PSRC and the State Department of Commerce.	Ongoing	
Legislative Monitoring	City Staff coordination with City elected officials and the City’s lobbyists to ensure we are aware of upcoming state legislation that might affect our community and our work.	Ongoing	