



**Agenda Planning Commission
Gig Harbor Civic Center
Thursday, March 2, 2023 5:30 P.M.**

This meeting may also be accessed through Zoom at <https://zoom.us/j/95353411299> or by calling (253) 215- 8782 and entering Meeting ID 953 5341 1299. Please see the Public Comment & Decorum section at the end of this agenda for information on options to make public comment.

This meeting may also be viewed live in the Community Rooms at the Civic Center.

- I. Call to Order/Roll Call:**

- II. Approval of Minutes:** February 16, 2023

- III. Public Comment:**

- IV. Agenda Items:**
 - a. Climate Action Plan (CAP) Engagement Plan & Schedule
 - b. Tree Ordinance Study Session

- V. Other Business:** Next meeting Thursday, March 16, 2023 – Tree Ordinance Study Session

- VI. Adjournment:**

PUBLIC COMMENT & DECORUM

Commenters will be allotted 3 minutes per individual, unless revised by the Chair. In-person comments shall be made from the microphone, first giving the speaker's name and address. When there are 30 seconds remaining, staff will alert you to summarize your comments. At the end of your comments, staff will notify you it has come to the end of your comment period. 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 Chair has

announced that the Commission 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.

All remarks shall be addressed to the Commission as a body and not to any specific Commissioner. 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 Commissioner, the Chair, 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 a public meeting, 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@giharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.



**Minutes for City of Gig Harbor Planning Commission
Gig Harbor Civic Center
Thursday, February 16, 2023 5:30 P.M.**

- I. **Call to Order/Roll Call:** Chair Krawczyk called the meeting to order at 5:30 p.m. Commissioners Bradbury, Soltess, Brown, Jordan, and Snodgrass were present. Commissioner Burcar was excused
City Staff: Community Development Director, Carl de Simas; Principal Planner, Robin Bolster-Grant & Planning Technician, Michelle Thomas were present
- II. **Approval of Minutes:** Move to approve minutes for February 2, 2023 (Bradbury/Snodgrass) Unanimously approved
- III. **Public Comment:** No public comment
- IV. **Agenda Items:**
 - a. Review consultant scope of work for Comprehensive Plan Periodic Update – William Grimes from SCJ Alliance
- V. **Other Business:** Next meeting Thursday, March 2, 2023 – Tree Ordinance Study Session, Climate Action Plan Engagement Plan & Schedule
- VI. **Adjournment:** 7:36

Michelle Thomas
Michelle Thomas
Planning Technician



TO: Gig Harbor Planning Commission

FROM: Planning Staff

DATE: February 23, 2022

RE: Climate Action Plan Public Engagement and Schedule

The City of Gig Harbor has committed to planning for the emergency of climate change and has contracted with Cascadia Consulting Group (Cascadia) to prepare a Climate Action Plan. The final draft will be delivered in June 2023.

The Climate Action Plan is comprised of three parts:

- 1. Greenhouse gas emissions inventory and analysis:** This piece will comprise of gathering information about greenhouse gas emissions generated by the City including municipal operations, resident and worker commuting and travel, waste, water, and more. Cascadia will analyze the greenhouse gas emissions and develop emissions targets to inform our adaptation and mitigation strategies.
- 2. Climate adaptation and mitigation strategies:** This piece will include a set of adaptation and mitigation strategies to help the City meet emissions targets derived from the greenhouse gas emissions inventory and analysis. The strategies will be vetted through a cost-benefit analysis and then prioritized based on several factors. Outreach and engagement will then further the prioritization effort.
- 3. Engagement and outreach:** The City cares about the priorities of our residents and workers. The public survey will be available online on March 1st, 2023 and will be distributed through the City's social media channels, and available on the Climate Action Plan webpage. There will be a virtual public workshop on March

22nd, 2023 from 5:30 to 7:00pm. Cascadia will also facilitate an internal workshop with City staff and stakeholders to understand the on-the-ground feasibility of proposed adaptation and mitigation strategies. Feedback from the survey and workshops will be critical for the prioritization efforts.

City staff is sharing this update for informational purposes and so that Planning Commissioners can make community members aware of upcoming engagement opportunities.



TO: Gig Harbor Planning Commission

FROM: Planning Staff

DATE: February 23, 2022

RE: Proposed Gig Harbor Tree Ordinance

The City of Gig Harbor has committed to the long-term management and stewardship of its urban forest through the development of an Urban Forestry Management Plan. The City has contracted with Davey Resource Group, Inc. (Davey) to develop the plan which should be delivered in draft form in April 2023. One of the components of the contract with Davey is a review of existing municipal code and policies regarding tree management. Davey presented the following as opportunities within the revised tree code:

- It has expanded and clearly defined terms that reduce ambiguity and help ensure community compliance within GHMC Chapter 17.04.
- It defines public and private trees, establishes maintenance responsibility, and extends some, if not all, protections given to public trees under the current policy.
- Aligns tree care standards providing for American National Standards Institute (ANSI) A300, International Society of Arboriculture (ISA) best management practices, and ISA Arborist Certifications as reference resources or authority.
- The code incorporates and reflects community values with a strong introduction through the intent statement within GHMC Chapter 17.78.
- Quantifiable standards have been removed from the Design Manual (GHMC Chapter 17.99) to reduce conflicts and ambiguity, as well as to help eliminate subjectivity from tree retention processes.
- Requires permits to regulate and monitor tree work such as planting, pruning, and removal.

- Explicitly prohibits tree removal for specific circumstances, including from critical areas and their buffers.
- It defines permit types and the associated requirements for an application.
- The code proposes a tree-credit system to quantify the amount of trees required on site, reducing the reliance on percentage retention requirements and allowing more flexibility for retaining large trees.
- The code proposes the establishment of a City tree fund administered by a proposed City Tree Commission.
- Provides requirements for tree protection when it is in conflict with development activity or competing community values.
- Balances the need to provide a healthy and abundant tree canopy with the need for construction and development activities.
- Allows for exceptions in instances where code compliance is not feasible.

Davey began the review of municipal code and policies in November 2022 and City staff has reviewed and expanded upon their initial recommendations. City staff would like the Planning Commission's guidance regarding larger concepts within the proposed tree ordinance during the March 2, 2023 Planning Commission meeting. City staff will utilize comments and direction from the Planning Commission to further revise the proposed tree ordinance and present it in full at the March 16, 2023 Planning Commission meeting.

Major questions for the Planning Commission are as follows:

- Should the City establish a City Tree Commission and applying for Tree City USA status? Proposed language:

17.78.XXX City Tree Fund Established

- A. Fund established. A City Tree Fund is established for the collection of any funds used for the purpose and intent set forth by this chapter.
- B. Funding sources. The following funding sources may be allocated to the City Tree Fund: payments received in lieu of supplemental plantings; civil penalties collected pursuant to this chapter; agreed-upon restoration payments or settlements in lieu of penalties; sale of trees or wood from City property; donations and grants for tree purposes; sale of seedlings by the City; and other monies allocated by the City Council.
- C. Funding purposes. The Director or designee shall provide recommendations within each budget to the City Council for approval of how the fund will be allocated. The City shall use the money received pursuant to this section for the following purposes:
 1. Acquiring, maintaining, and preserving wooded areas within the City;
 2. Planting and maintaining trees within the City;
 3. Identification and maintenance of heritage and landmark trees;
 4. Establishment of a holding public tree nursery;
 5. Urban forestry education;

- 6. Urban forestry plans and assessments;
 - 7. Other purposes relating to tree and woodland protection and enhancement as determined by the City Council.
- Should the City utilize a tree credit system with variable tree credits by zone or land use type? Proposed language:

17.78.XXX Tree Removal Associated with Development

The criteria by which minor tree permits and major tree permits are approved, conditioned, or denied.

- A. Minimum tree density required. Any proposal subject to a tree permit pursuant to GHMC 17.78.xxx (tree removal permits) shall be required to meet minimum tree density requirements through a tree credit system. Minimum tree density credits are required by zoning district according to Table 2 below. Minimum tree density credits are calculated through a tree credit calculation using Table 3 below. The tree credit value shall correspond with diameter at standard height (DSH) as defined in GHMC 17.78.xxx.

Table 2

| Zone Categories | Zoning Districts | Minimum Tree Credits Per Acre |
|--|---|--------------------------------------|
| Low Density Residential | R-1, R-2, PCD-RLD, WM, WR | 70 |
| Low to Moderate Density Residential & Mixed Uses | R-2, R-3 | 50 |
| Moderate Density Residential & Mixed Uses | PCD-RMD, RB-1, RB-2, PCD-NB | 50 |
| Nonresidential | B-1, B-2, C-1, PCD-C, ED, PI, MUD, PCD-BP | 50 |
| Downtown Waterfront | DB, WC | 35 |

Table 3

| Tree Diameter Inches | | Total Credit |
|-----------------------------|----------------|---------------------|
| Minimum | Maximum | |
| 2.0 | 2.9 | 0.5 |
| 3.0 | 5.9 | 0.75 |
| 6.0 | 8.9 | 1.5 |
| 9.0 | 14.9 | 2.0 |
| 15.0 | 17.9 | 3.0 |
| 18.0 | 23.9 | 4.0 |
| 24.0 | 35.9 | 6.0 |
| 36.0 and above | | 8.0 |

- 1. Area calculation. For the purposes of calculating required minimum tree density, right-of-way, and areas to be dedicated as right-of-way, shall be excluded from the lot area used for calculation of tree density.

2. Existing trees transplanted to an area on the same site may count toward the required density if there is a good probability of survival, as determined by the City arborist.
- Should the City remove quantifiable standards from the Design Manual (GHMC Chapter 17.99) to reduce conflicts and ambiguity, as well as to eliminate subjectivity from tree retention processes? Examples include:
 - Retention of 25% of significant trees during development, in favor of a tree credit system.
 - Screening requirements for enhancement corridors.
 - Zone transition buffering standards
 - Tree and vegetation maintenance requirements
 - How many trees should a homeowner be able to remove for any reason? If the homeowner cannot demonstrate that a tree is a hazard, but they want fair and reasonable use of their property, will the City allow the tree to be removed? Proposed language:

17.78.XXX Tree Removal Application for Permits

- A. Permits Required. No person or their representative, directly or indirectly, shall remove or destroy any significant tree located within the City without first obtaining a tree permit in accordance with this chapter, unless exempted by GHMC 17.xxx (emergency actions).
- B. Permit Categories.
 1. Minor Tree Permit. Unless a major tree permit is required below, tree removal may be permitted without arborist review in the following circumstances. The administrator may require review by the City’s qualified arborist if the administrator determines that the removal could result in a threat to persons or damage of property.
 - a. When two or fewer significant trees are proposed for removal from a particular parcel within any 36-month period, unless the trees are protected trees or are located in an environmentally critical area or buffer; or
 - b. When any number of invasive trees are proposed for removal, except when those trees are located in an environmentally critical area or buffer.
 2. Major Tree Permit. Tree removal may be permitted with review by the City’s qualified arborist under the following circumstances:
 - a. When one or more landmark tree is proposed for removal;
 - b. When three or more significant trees are proposed for removal from a particular parcel within any 36-month period;
 - c. When any tree proposed for removal is a protected tree or is located in an environmentally critical area or buffer;
 - d. When any major development activity is proposed;

- e. When any minor development activity is proposed within the critical root zone (CRZ) of significant trees; or
 - f. When trees are proposed for removal on a property on which major development activity has occurred within the last five years.
- Cluster development can be used to protect development densities while preserving groves, woodlots, meadows, and riparian areas. Should the City incentivize cluster development to preserve trees in developments?
- What is a suitable replacement ratio for trees that are cut pursuant to a tree permit? The existing code suggests minimum screening and buffer replacement requirements for removed trees. Tree replacement regulations can focus on a number of factors including:
 - Size of trees being replaced
 - Size of replacement trees
 - Number of trees being replaced
 - Number of replacement trees
 - Historic, cultural, ecological importance of trees being replaced