



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

**Meeting Date: April 25, 2022**

**SUBJECT:** Second Reading and Adoption of Ordinance 1486 Repealing GHMC 2.51 Standing Committees

---

**PURPOSE & RECOMMENDATION:** The purpose of this agenda bill is to remove reference to the standing City Council committees from the Gig Harbor Municipal Code.

---

**SUGGESTED MOTION:** Move to approve Ordinance 1486.

---

**SUBMITTED BY:** Josh Stecker, City Clerk

**DEPARTMENT:** Administration

**PHONE:** 853-7613

---

**BACKGROUND INFORMATION:** At the March 10 City Council Study Session, Council provided direction to prepare an ordinance to repeal the standing Council committees from the Gig Harbor Municipal Code. Ordinance 1486 repeals GHMC Chapter 2.51 which established these committees and further amends other sections of the Municipal Code where the individual committees were referenced.

The Board & Commission Candidate Review Committee, in particular, is referenced on multiple occasions in the GHMC due to its role in the appointment of volunteers to the City's various advisory boards, committees and commissions. Each of these references is removed by this ordinance.

---

**DISCUSSION:** A provision for holding study sessions in lieu of the standing committees, along with new appointment process for the advisory boards, will be found in Council Guidelines & Procedures. Updated Council Guidelines & Procedures are presented for Council to adopt by Resolution 1238 under New Business at this meeting.

---

**FISCAL CONSIDERATION:** None.

---

**BOARD/COMMISSION/COMMITTEE RECOMMENDATION:** None.

---

**ATTACHMENTS:** Ordinance 1486

---

**REVIEWED BY:**

Mayor  
 City Administrator  
 City Attorney

Finance Director  
 Department Head

## ORDINANCE 1486

**AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, REPEALING GIG HARBOR MUNICIPAL CODE CHAPTER 2.51 RELATED TO STANDING COMMITTEES; REVISING CHAPTERS 2.21.020, 2.49.010, 2.50.010, 2.20, AND 2.53.020 OF THE GIG HARBOR MUNICIPAL CODE RELATED TO ADVISORY BOARDS, COMMISSIONS AND COMMITTEES, AND REVISING CHAPTER 5.28.100 OF THE GIG HARBOR MUNICIPAL CODE RELATED TO SPECIAL EVENTS; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

---

**WHEREAS**, the City Council desires to discuss all business of the Council during study sessions or regular meetings instead of in committee meetings; and

**WHEREAS**, the City Council has established by resolution processes and rules for the conduct of its various advisory boards, commissions and committees in its Council Guidelines & Procedures;

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

**Section 1. Chapter 2.51 – Repealed.** Chapter 2.51 of the Gig Harbor Municipal Code is hereby repealed.

**Section 2. Chapter 2.21.020 – Revised.** Chapter 2.21.020 of the Gig Harbor Municipal Code related to the Design Review Board is hereby revised to read as follows:

**2.21.020 Terms, qualifications and appointment of members.**

A. Members of the design review board shall be appointed by the City Council and shall serve terms of three years. The terms shall be staggered. All terms shall expire on September 30<sup>th</sup>. Members of the design review board shall continue to serve until their successors are appointed and qualified. The city council shall appoint a new DRB member to fill vacancies that might arise and such appointments shall be to the end of the vacating member's term.

B. Design review board members shall have qualifications, skills or demonstrated interest in urban design or historic preservation and must be able to demonstrate the ability to read and interpret site plans, elevation drawings, landscape plans, architectural details and other design details and specifications as may be depicted on plans. All DRB members shall reside in the greater Gig Harbor area within Pierce County (west of the Tacoma Narrows Bridge and east of the Purdy Bridge). ~~Preference will be given to city residents. Members appointed prior to November 8, 2021, who live outside of this boundary shall be allowed to serve the remainder of their term.~~

Members shall be selected by the council from at least four of the following categories:

1. A licensed architect with demonstrated experience in urban or historic building design (at least one member shall be selected from this category and no more than one member shall be selected from this category; any person who meets the qualifications of this category may not be appointed under another category);
2. A city resident with interest and knowledge of urban design (no more than two members shall be selected from this category);
3. A member from the Gig Harbor planning commission (no more than one member shall be selected from this category);
4. A member with a professional background relating to urban design (e.g., a professional artist, a civil engineer, planner, building contractor or professional building designer) as determined by the city council;
5. A member with demonstrated interest and knowledge of landscaping, horticulture, arboriculture or forestry;
6. An individual with a background in identifying, evaluating and protecting historic resources, selected from among the disciplines of architecture, history, architectural history, planning, prehistoric and historic archaeology, folklore, cultural anthropology, curation, conservation or landscape architecture, or related disciplines. (At least two members should be selected from this category.) Members in this category may participate in all applications reviewed by the DRB pursuant to Chapter 17.99 GHMC (Design Manual), but shall participate in applications received pursuant to Chapter 17.97 GHMC (Historic Preservation).

The DRB action that would otherwise be valid shall not be rendered invalid by the temporary vacancy of one or all of the required categorical positions, as long as there is a quorum, unless DRB action is related to meeting certified local government (CLG) responsibilities cited in the certification agreement between the city and the State Historic Preservation Officer on behalf of the mayor, and the State Historic Preservation Officer on behalf of the state.

Members appointed prior to November 8, 2021, who do not fall into the category restrictions listed above shall be allowed to serve the remainder of their term.

~~C. Application for Design Review Board Appointment. Individuals wishing to serve, or to be reappointed to serve, on the design review board shall submit a letter of interest to the city clerk. The letter of interest shall state which category of subsection B of this section the individual wishes to serve under, and shall cite personal experience or credentials in that category. All applicants for appointment to the design review board shall be interviewed by the city council board and commission candidate review committee. The city council shall consider which individual has the most direct experience in that category and give weight in their decision to experience over general interest.~~

**Section 3. Chapter 2.49.010 – Revised.** Chapter 2.49.010 of the Gig Harbor Municipal Code related to the Arts Commission is hereby revised to read as follows:

**2.49.010 Commission established – Membership.**

A. The Gig Harbor arts commission, consisting of seven members appointed by the vote of a majority of the members of the city council, is established. The term of office shall be three years. Commission members shall be selected for staggered terms. Three commissioners or their successors will serve a one-, two- or the full three-year term based on the position. All subsequent appointments shall be for three years, or for the duration of an unexpired term in the case of an appointment to a vacancy. All commission members' terms shall expire on March 31<sup>st</sup> and all successive terms shall commence on April 1<sup>st</sup>. Members may continue to serve past their term expiration if no replacement has been appointed.

B. Commission members shall be appointed upon the basis of demonstrated interest, knowledge and support of the arts. Members shall serve without salary or other compensation; provided, that members shall be reimbursed for necessary expenses actually incurred with prior administrative approval. Commissioners may be selected from the Gig Harbor community at large. ~~Preference will be given to city residents. All applicants for appointment to the arts commission shall be interviewed by the city council board and commission candidate review committee.~~

~~C. Prior to appointing initial members and filling each vacancy in the membership of the commission, public notice of available positions shall be posted on the city's website at least two weeks in advance of appointment. Applicants for vacant positions shall apply to the office of the city clerk.~~

**Section 4. Chapter 2.50.010 – Revised.** Chapter 2.50.010 of the Gig Harbor Municipal Code related to the Parks Commission is hereby revised to read as follows:

**2.50.010 Parks commission established.**

A. The city of Gig Harbor parks commission, consisting of seven members, appointed by a vote of the majority of the city council, is hereby established.

B. The purpose of the parks commission is to advise the mayor and city council on park and recreation facilities, open space acquisition and development, maintenance and operation of parks and recreation public facilities, operation of parks and recreation programs, and other matters as directed by the city council.

C. Commission members shall initially be selected for staggered terms. Three commissioners or their successors will serve a one-, two- or three-year term based on the position, except that Position 7 shall initially serve a two-year term. All subsequent appointments shall be for three years, or for the duration of an unexpired term in the case of an appointment to a vacancy. All commission members' terms shall expire on March 31<sup>st</sup> and all successive terms shall commence on April 1<sup>st</sup>. ~~Members may continue to serve past their term expiration if no replacement has been appointed.~~

D. Commission Appointments.

- ~~1. Appointments to the parks commission will be by the city council during a regularly scheduled meeting.~~
  2. Each member of the commission shall be a resident of the city of Gig Harbor or residing within the city's urban growth area (UGA) at the time of appointment and throughout her or his time in office. At no time shall there be more than two residents of the UGA serving on the commission. When reviewing appointments to the parks commission, residents of the city of Gig Harbor will be given preference.
  - ~~3. The council shall seek the advice and input of the commission prior to making any commission appointments. All applicants for appointment to the parks commission shall be interviewed by the city council board and commission candidate review committee.~~
- ~~E. Vacancies occurring other than through the expiration of terms shall be filled by the council, in consultation with the parks commission, within 90 days of the vacancy, for the unexpired term.~~
- ~~F. Members may be removed by the city council for any reason.~~

**Section 5. Chapter 2.20 – Revised.** Chapter 2.20 of the Gig Harbor Municipal Code related to the Planning Commission is hereby revised to read as follows:

**2.20.010 Created – Terms of office.**

~~Pursuant to the authority conferred by Chapter 35.63 RCW, there is created a city planning commission consisting of seven members who shall be selected as follows: all seven members shall be appointed by the mayor and confirmed by a majority of the city council. All applicants for appointment to the planning commission shall be interviewed by the city council board and commission candidate review committee. Each member of the planning commission shall be a resident of the city of Gig Harbor or residing within the city's urban growth area (UGA) at the time of appointment and throughout her or his time in office. At no time shall there be more than two residents of the UGA serving on the commission. When reviewing appointments to the planning commission, residents of the city of Gig Harbor will be given preference. Members of the planning commission shall serve terms of four years. Those members currently serving shall continue to serve for the remainder of their appointed terms. Terms shall be staggered. Terms expire on June 30th, but members of the planning commission shall continue to serve until their successors are appointed and qualified.~~

**2.20.020 Vacancies.**

~~Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired terms. Members may be removed by the mayor, with the approval of a majority of the council, after public hearing, for inefficiency, neglect of duty, or malfeasance in office. The members shall be selected without respect to political affiliations and they shall serve without compensation. (Ord. 74, 1964).~~

**Section 6. Chapter 5.28.100 – Revised.** Chapter 5.28.100 of the Gig Harbor Municipal Code related to Special Events is hereby revised to read as follows:

**5.28.100 Traffic control.**

A. The chief of police may require any reasonable and necessary traffic control. If such traffic control cannot be handled by the sponsor and shall require the deployment of additional police personnel, the permittee shall be responsible for the expense. The chief of police or his designee shall notify the applicant(s) of the actual projected expense.

B. If a special event constitutes a road closure, request for such closure must be submitted in the special event application no less than 90 days prior to the event. Road closure requests for special expressive events with less than 90 days' notice shall be reviewed in accordance with the other provisions of this chapter.

C. Road closure requests not associated with a city or city-sponsored event must receive approval from the ~~city's finance and safety committee~~ chief of police in consultation with the city administrator. This requirement does not apply to special expressive events.

D. Events with grandfathered road closure approvals are: Maritime Gig Festival, Beatnik's Concert, National Night Out, Trick or Treat, PAL Arts Festival, Turkey Trot and Race for a Soldier.

E. Roads that may not be closed: Olympic Drive, Point Fosdick Drive, 56th Street, Soundview Drive (between Olympic Drive and Grandview Street), Stinson Avenue (between Pioneer Way and Rosedale), Borgen Boulevard (between Burnham Drive and Harbor Hill Drive), Wollochet Drive, 38th Avenue (between 56th Street and Hunt Street), Skansie Avenue (between 72nd Street and Rosedale Street), and Rosedale Street (between Skansie Avenue and 54th Avenue).

F. Harborview Drive may not be closed more than once per calendar month for special event purposes.

**Section 7. Severability.** If any section, sentence, clause or phrase of this ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 8. Correction of Errors.** The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 9. Effective Date.** This ordinance shall take effect and be in full force and effect five days after passage and publication of an approved summary consisting of the title.

**ADOPTED** by the Council of the City of Gig Harbor at a regular meeting thereof, held this 25<sup>th</sup> day of April, 2022.

---

Tracie Markley  
Mayor

Approved as to form:

Attest:

---

Daniel Kenny  
City Attorney

---

Joshua Stecker, CMC  
City Clerk