

CITY OF FIRCREST PLANNING COMMISSION MEETING AGENDA

TUESDAY, APRIL 2, 2024 6:00 P.M.

COUNCIL CHAMBERS FIRCREST CITY HALL, 115 RAMSDELL STREET

- 1. CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. ROLL CALL

A. Motion to Excuse Absent Councilmembers/Planning Commissioners

- 4. APPROVE OF THE AGENDA
- 5. APPROVAL OF THE MINUTES

A. None (Refer to Item #9A)

6. CITIZEN COMMENTS (FOR ITEMS NOT ON THE AGENDA)

(Please state your name and address for the record and refer to the Rules and Decorum laminated sheet at the dais and table.)

7. PUBLIC HEARING

- A. None
- 8. UNFINISHED BUSINESS

A. None

9. COMMISSIONER COMMENTS/ROUNDTABLE UPDATES/STAFF UPDATES A. Assistant Planner/Permit Coordinator Recruitment 2 **10. NEW BUSINESS** A. Planning Commission Vacancy in June 2024 $\frac{\frac{7}{8}}{\frac{13}{27}}$ B. July/August Scheduling Poll Results C. Comprehensive Plan Budget, SEPA, and Procedural Update D. Comprehensive Plan Public Comment Survey Results <u>41</u> E. Comprehensive Plan Element Commissioner Review and Comments F. Middle Housing Consultant Contract 127 G. Climate Change Planning Grant (HB 1181) Contract 141 H. Level-2 Charging Grant Update 145 **11. FUTURE BUSINESS**

- A. May 2024 Housing and Land Use Element Discussion
- B. May 2024 Grant Updates

12. ADJOURNMENT

Pg. #

CITY OF FIRCREST, WASHINGTON POSITION DESCRIPTION



Class Title:Assistant Planner/Permit CoordinatorDepartment:Community DevelopmentRepresentation:N/ASalary:\$4,915 - \$6,272 per month, DOQ
Overtime Eligible

First Review of Applications: April 1, 2024

Position Open Until Filled

POSITION SUMMARY:

Under the general direction of the Community Development Director, the Assistant Planner/Permit Coordinator oversees the construction and land use plan submittal, approval, and permit issuance process. Performs a variety of complex and routine technical work in the processing and issuance of permits, plan reviews, and inspections. Receives, investigates, researches, and resolves citizen questions, complaints, violations, and issues related to building code compliance, land use, signage, nuisances, site development, and other related ordinances.

ESSENTIAL FUNCTIONS include but are not limited to:

- Manage City endorsements and review general business licenses, home occupation licenses, and transient merchant licenses.
- Perform a variety of complex and routine technical work in the processing and issuance of permits, plan reviews, and assignment of inspections.
- Coordinate the provision of efficient and effective service delivery through close attention to detail in written correspondence to both internal City staff and external applicants. Follow the approved style guide to produce written work.
- Manage and oversee the building construction application approval process, issuance of permits, plan submittals, plan processing, fee assessment, and payment processing.
- Receive planning and building permit intake submittals from developers, builders, and the public. Review permits, applications, and plans for completeness; answer general, specific, and routine questions relating to permit applications, hearings, appeals, and inspections.
- Ensure timely processing of plans, permits, and applications; manage and coordinate the routing and tracking of plans to various departments and outside agencies for required reviews and clearances; perform follow-up phone calls to ensure timeliness of response from other departments and agencies.
- Receive code questions regarding International Building Codes and land use regulations at the counter, by email, or over the phone and forward them to the relevant department.
- Assist in coordinating the permitting process with the Community Development Director, Public Works Director, Building Official, plan reviewers, inspectors, and other City staff.
- Participate in and schedule pre-application meetings with applicants and development team.
- Assist in scheduling requests for field inspection and maintain an inspection activity log.
- Coordinate and maintain a calendar of hearing dates, deadlines, and inspections.

- Maintain accurate and timely records of all paper and digitized building and planning permits and files, including but not limited to maps, plans, inspection records, application forms, hearings, and appeals.
- Attend evening Planning Commission meetings as needed, prepare agenda packet draft per approved style guide, and take and transcribe meeting minutes.
- Respond to citizen concerns and complaints. Contact complainants to verify and investigate violations.
- Perform site visits on code enforcement issues.
- Perform a variety of complex and routine work dealing with the code enforcement process, as well as the issuance of letters and violations, with strong attention to detail. Initiate contact with property owners to seek a resolution.
- Work to maintain proper due process in violation mitigation and abatement. Prepare and maintain records, reports, and files using approved style guide; prepare and issue notices of violation per adopted municipal code ordinances and procedures.
- Prepare and maintain records, reports, notices, and files for various cases, appeals, code changes, and court cases.
- Assist with programs for the education of property and business owners on pertinent ordinances, seeking voluntary efforts to improve the image of the community.
- Enter all permits and inspections into the permitting software program.
- Backup Passport Specialist as needed and maintain certification as a Passport Acceptance Agent with the Department of State.
- Perform other related duties as assigned.

AUXILIARY DUTIES:

An employee in this classification is expected to routinely perform other duties as assigned that would typically be performed by an employee in a position within this classification or lower. On occasion, an employee in this classification may perform the duties of an employee in a higher classification.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience:

- High School Diploma or GED Equivalent; and
- Two (2) full years of college-level course work or graduation from an accredited business training program; and
- A minimum of one (1) year of experience as an assistant planner, code enforcement officer, permit coordinator/technician, or similar position; or
- Two (2) years of full-time experience in construction, utility, or civil engineering work directly involving plans, specifications, permits, and related activity, of which at least one (1) year involved public contact.
- An equivalent combination of experience, education, and training may be substituted to provide the desired level of skills, knowledge, and ability required to perform the essential duties and responsibilities of the position.

Necessary Knowledge, Skills, and Abilities:

Knowledge of:

- Advanced knowledge of Microsoft Office applications, including Word and Excel.
- Working knowledge of GIS software and permit tracking and processing software.
- Strong knowledge of business English, grammar, composition, spelling, and punctuation.
- Working knowledge of International Building Codes and land development regulations.
- Knowledge of federal, state, and local laws, codes, and ordinances related to code enforcement and those concerning environmental issues, as well as health, safety, and sanitation for buildings and property.
- Knowledge of methods and practices for all phases of commercial and residential construction.
- Knowledge of research methods and report writing techniques.
- Knowledge of modern office practices and procedures.
- Knowledge of local government organization and operations.

Ability to:

- Ability to communicate clearly, concisely, professionally, and courteously, utilizing effective written and verbal communication skills.
- Ability to establish and maintain effective working relationships and work positively and professionally with other employees, supervisors, contractors, suppliers, and the public.
- Ability to work independently and demonstrate sound judgment and initiative.
- Ability to read and understand complicated plans, maps, and data.
- Ability to interpret and apply federal, state, and local policies, laws, and regulations.
- Ability to work under pressure with frequent interruptions and in stressful situations.
- Ability to implement new and updated programs and procedures.
- Ability to perform detailed processes with accuracy and timeliness under deadlines.
- Ability to work independently in the investigation and research of less complex issues.
- Ability to identify problems and recommend solutions.
- Ability to conduct a variety of fieldwork and inspections of minor construction projects and code enforcement issues.
- Ability to demonstrate proficiency in utilizing computers and software required for the job.
- Ability to tactfully handle and maintain confidentiality of records and information.
- Ability to exhibit a strong commitment to internal and external customer service.
- Ability to maintain predictable and regular attendance.
- Ability to maintain a sense of humor and positive attitude.
- Ability to present a positive, friendly image to the public using tact and courtesy.

LICENSE AND CERTIFICATION REQUIREMENTS:

- Valid Washington State Driver's License or ability to obtain upon employment.
- Must have a driving history acceptable to the City and maintain an insurable driving record.
- Must obtain certification as a Passport Acceptance Agent with the Department of State.

SUPERVISION:

Work is performed under the general supervision of the Community Development Director. This position does not supervise others.

TOOLS AND EQUIPMENT USED:

Work involves using a personal computer, Microsoft Office applications, other job-specific software, copier, printers, calculator, fax machine, multi-line phone system, other general office equipment, mobile or portable radio, automobile, and pickup truck.

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

The work environment and physical demands described here represent those that an employee must meet to perform the essential functions of this position successfully.

Work is typically performed in a fast-paced office environment. Work involves moderate noise typical of an office environment, including ringing phones, multiple conversations, and operating office machines. There may be possible interactions with irate or difficult individuals.

Work involves sitting for long periods and the ability to talk or hear. Hand-eye coordination is necessary to operate computers and office equipment, and using hands is needed to reach, handle, grasp, feel, or operate objects, tools, or controls. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee is occasionally required to stand, reach, walk, stoop, kneel, crouch, or crawl. The employee must occasionally lift or move up to 25 pounds.

Work may occasionally be performed in the field, including inspection of minor construction projects and investigation of code enforcement issues, and involves driving to the site(s). Field conditions may involve high-level noise, dust or mud, moving vehicles or machinery, and cold and/or wet weather. Employees will be required to wear safety protective gear when necessary.

SELECTION GUIDELINES:

Formal application, rating of education and experience, oral interview and reference check, and job-related tests might be required.

ADDITIONAL INFORMATION:

Reasonable accommodation will be made as required by the Americans with Disabilities Act to enable a person with a disability to perform the essential functions of this position.

The City is an Equal Employment Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, sexual orientation, marital or veteran status, gender identity, or any other legally protected status. Applicants requiring reasonable accommodation for the application and/or interview process should notify us immediately.

This job description does not constitute a contract of employment between the City and the employee and is subject to change as the needs of the City or requirements of the job change.

This job description in no way implies that these are the only duties to be performed and is intended only to provide a general description of duties performed by an employee in this classification. The employee occupying the position will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisors. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

BENEFIT INFORMATION:

The City offers a comprehensive package of benefits for our employees. Benefits include medical, vision, dental, and orthodontia insurance for you and your family; choice of WA State Department of Retirement Systems PERS Plan 2 or Plan 3 pension for general employees or LEOFF 2 for Police; and choice between two voluntary deferred compensation programs. We offer ample time off, including 11 paid holidays, a personal holiday, vacation and sick leave, compensatory time and overtime options, an Employee Assistance Program, and a fitness reimbursement plan.

The City of Fircrest creates an environment that supports wellness practices that enhance the quality of life for City employees and encourage participation in an employee wellness program. As a result, the City is a recipient of the Association of Washington Cities Well City Award.

Planning Commission Opening



Volunteer Opportunity: Planning Commission

Have you ever wanted to be more involved in the development and future of Fircrest? Do you have an interest in the growth and feel of our neighborhoods?

Consider serving on the Fircrest Planning Commission. The position is voluntary and serves a 6-year term. Applicants must reside within the city limits and be a registered voter.

Interested citizens should submit a letter of interest (resume optional) addressed to:

Fircrest City Hall c/o City Clerk 115 Ramsdell Street Fircrest, WA 98466

Appointments are made by the Mayor and confirmed by the City Council. Letters will be accepted until 5:00 pm, [DATE TBD]. For more information visit: www.cityoffircrest.net/planning-commission

Planning Commission June and July Scheduling Results



Create your own Jotform Report - It's free Create your own Report

Name

4 Responses

Data	Responses
Kathy McVay	1
Shirley Schultz	1
Ben Ferguson	1
Sarah Hamel	1



The Planning Commission proposes rescheduling the July 2, 2024 6 pm meeting to the second or third week in July. Which of these dates work best for you at 6 pm?



Monday, Augus... **3** 20% Monday, Augus... 3 20% Tuesday, Augus... 3 20% Wednesday, Au... 3 20% Thursday, Augu... 3 20% 2 Ó 3 1 4

The Planning Commission proposes rescheduling the August 6, 2024 6 pm meeting to the second or third week in August. Which of these dates work best for you at 6 pm?

15 Responses



Anything else we should be considering?

3 Responses- 1 Empty

Data	Responses
The website indicates the August mtg is always 3rd Tuesday. However, it also lists August 6 as the 2024 mtg date.	1
I *can* do Friday but don't want to. Thanks for doing this!	1
	1



TO: Mayor Reynolds and City Council

FROM: Mark Newman, Community Development Director

DATE: 3/26/2024

SUBJECT: 2024 Comprehensive Plan Budget Overrun

City staff met with BHC Consultants on March 18, 2024 to discuss the overall Comprehensive Plan budget and overruns previously presented to Council. BHC agreed to identify tasks and billable hours spent on their team learning new systems and learning reformatting to get these charges removed. This resulted in the \$7,000 identified, which was rounded up to \$7,244.50 to match the final invoice overrun. Subsequently, the \$7,244.50 was applied to Tasks 2 and 3, and the mileage reimbursement charge was removed. This resulted in a final invoice from BHC that reduced the \$7,244.50 overrun to \$0 and balanced the project budget with no change order. The final cost of the project equals the contracted amount of \$115,000. The final invoice is attached for reference. The City will pay the final invoice to BHC to close out their portion of the project. Staff appreciates the Council's diligence in making sure this project stayed on budget.

Staff will take over the remaining two tasks. Task 5 (Development Regulations) will be completed internally. Originally, this was budgeted at \$10,000 and was included in BHC's scope of work. Due to the expanded community outreach survey and visioning, grant management, and project management that resulted in increased spending for Tasks 1 and 2, BHC can no longer provide this work. BHC has provided a draft Development Regulations Memo to assist with Task 5. Task 5 can be merged with the Middle Housing work under a separate contract funded by a grant for \$50,000 from the WA State Department of Commerce.

Staff will take over Task 6 (Adoption). BHC has provided the Draft Comprehensive Plan in a Word format. Staff will take over data analysis from the Public Draft survey, incorporate edits to the final document provided by BHC, and complete the public hearing adoption process and PSRC certification process to make sure the final 2024 Comprehensive Plan is adopted by the December 2024 deadline.

Attachments: January 18, 2024 Invoice



p. 206.505.3400 f. 206.505.3406

INVOICE

Mark Newman	Ja	nuary 18, 2024	1	
City of Fircrest		oject No:	23-20094.00	
115 Ramsdell Street	Inv	voice No:	0019583	
Fircrest, WA 98466				
2024 Comprehensive Plan Periodic Professional Services from Nove	Update mber 25, 2023 to December 31, 2023			
Task 001	Project Management & Team Coordir	nation		
Professional Personnel		lation		
	Hours	Rate	Amount	
Senior Planner		ituto	, and and	
Cote, Katie	7.75	189.00	1,464.75	
Project Administrator			.,	
Coughlin, Patty	3.75	132.30	496.13	
Coughlin, Patty	.25	138.60	34.65	
Totals	11.75		1,995.53	
Total Labor				1,995.53
		Total 4	hia Taak	¢1 005 53
		i otal t	his Task	\$1,995.53
Task 002	Visioning and Public Outreach			
Professional Personnel	-			
	Hours	Rate	Amount	
Senior Planner				
Cote, Katie	13.25	189.00	2,504.25	
Associate Planner			_,	
Mulberry, Eli	5.25	126.00	661.50	
Totals	18.50		3,165.75	
Total Labor			,	3,165.75
		Total t	his Task	\$3,165.75
		Total t		φ3,103.73
Task 003	Draft Comprehensive Plan Chapters			
Professional Personnel				
	Hours	Rate	Amount	
Senior Planner				
Cote, Katie	5.75	189.00	1,086.75	
Associate Planner				
Chen, Rachel	43.25	118.13	5,109.12	
Chen, Rachel	1.25	122.85	153.56	
Mulberry, Eli	36.50	126.00	4,599.00	
Mulberry, Eli	2.00	141.75	283.50	
GIS Specialist				
Knight, Daniel	7.00	126.00	882.00	
Totals	95.75		12,113.93	
Total Labor				12,113.93
		Total t	his Task	\$12,113.93

76

Project	23-20094.00	Fircrest - Comp Plan Update			Invoice	0019583
Task	004	Environmental Review, Adoption,	and	Implementation	1	
Professio	onal Personnel					
		Hour	s	Rate	Amount	
Senio	or Planner					
C	Cote, Katie	.5	0	189.00	94.50	
Asso	ciate Planner					
C	Chen, Rachel	.5	0	118.13	59.07	
	Totals	1.0	0		153.57	
	Total La	oor				153.57
				Total th	is Task	\$153.57
Task Consulta	007	Transpo				
The	ranspo Group Total Co	nsultants		1.1 times	5,593.75 5,593.75	6,153.13
				Total th	is Task	\$6,153.13
Budget S	ummary	Current		Prior	To-Date	
	Billings Budget Amount	23,581.91	9	98,662.59	122,244.50 115,000.00	
	Billing Adjustment				113,000.00	-7,244.50
				Total this	s Invoice	\$16,337.4 ⁻
				Total Billi	ng	\$115,000.0

Invoice



12131 113th Avenue NE, Suite 203 Kirkland, WA 98034-6944

425.821.3665

BHC Co 1601 Fit	ote, AICP onsultants th Avenue, Suite 50 WA 98101	00		Project Invoice	No: 317 Manager: Jo *Link to W9 a t	3017.00 /47 n Pascal t end of invoice* \$5,593.75
katie.cote@bhcc Services Provide • Deliver dr • Attend Ci <u>Professional Se</u>	d: aft TE document ty Council presenta rvices through De	ughlin@bhcconsul tion to present drat cember 01, 2023	ft Comp Plan		ltants.com, and	
Task Professional Pe	02 reoppol	Task 3.7 Transpo	rtation Element			
FIDIESSIDIIAIFE	130mmer		Hours	Rate	Amount	
Principal L7			nours	Nale	Amount	
Pascal,	Jon		1.00	295.00	295.00	
	lanner / Analyst/Te	ch L5				
Sharma			18.00	205.00	3,690.00	
Sisco, B	ob		.75	205.00	153.75	
Engineer / P	lanner / Analyst/Te	ch L2				
Den Haa	an, Jonathan		.50	130.00	65.00	
Khedri, I	Borna		2.00	140.00	280.00	
Engineer / P	lanner / Analyst/Te	ch L1				
Rothlisb	erger, Casey		9.25	120.00	1,110.00	
	Totals		31.50		5,593.75	
	Total Labor					5,593.75
				Total th	is Task	\$5,593.75
Billing Limits			Current	Prior	To-Date	
Total Billings Limit Remaini			5,593.75	12,096.25	17,690.00 25,000.00 7,310.00	
				Total this	Invoice	\$5,593.75
Outstanding Inv	oices					
	Number	Date	Balance			
	31483	11/16/2023	3,481.25			

Project	1.23017.00	Fircrest Compre	hensive Plan		Invoice	31747
Billings to	Date					
		Current	Prior	Total		
Labor		5,593.75	11,646.25	17,240.00		
Expen	se	0.00	450.00	450.00		
Totals	;	5,593.75	12,096.25	17,690.00		
	CHANGED BANKS	5,555.75	12,090.25	17,030.00		



Mark Newman

From:	Mark Newman
Sent:	Monday, February 26, 2024 9:16 AM
То:	Mark Newman
Subject:	SEPA Determination of Nonsignificance - City of Fircrest 2024 Draft Comprehensive Plan
Attachments:	2024 Comprehensive Plan SEPA DNS.pdf; SEPA FAQ.pdf

Good morning,

Please see attached SEPA Determination of Nonsignificance for the City of Fircrest's 2024 Draft Comprehensive Plan. The attached DNS includes information on the public comment and appeal period. I am also attaching a short SEPA FAQ for those new to this process. If you have signed up for our Comprehensive Plan update distribution list, you will also be receiving a second email shortly related to the public comment period opened for the Draft Plan review. Please let me know if you have any questions.

Best,



Mark Newman, AICP | Community Development Director

City of Fircrest | 115 Ramsdell Street, Fircrest, WA 98466 253-238-4129 | mnewman@cityoffircrest.net

The City's SEPA review period closed without any public comments or appeals.

Mark Newman

From:	Mark Newman
Sent:	Monday, March 25, 2024 2:19 PM
То:	Guida, Eric (COM)
Cc:	Dawn Masko; Colleen Corcoran; Johnson, Paul (COM); Murphy, Ashley (COM)
Subject:	RE: Fircrest - PUG contract agreement
Attachments:	Fircrest PUG Year 2 Review Rv2-AM_MN_32524.docx

Good afternoon Eric,

Yes, please see links below:

SEPA Checklist: https://www?cityoffircrest?net/wp-content/uploads/2024/01/2024?1?11-SEPA-Checklist-Draft-Comprehensive-Plan-Fircrest?pdf

Draft Comprehensive Plan: <u>https://www?cityoffircrest?net/wp-</u> content/uploads/2024/01/2024@01@16_PublicReviewDraft_HighResolution?pdf

You are correct that we are still working on the final plan, including PSRC and State Review which will be completed over the spring/summer[®] am open to doing a contract amendment if that is the best way forward[®] was under the impression that all work completed by the consultant could be billed through June 30, 2024 with the City adopting the Plan later by the end of 2024 on our own[®] massuming that most other cities in the 2024 update cycle will also have to do a budget amendment to bridge the gap between the June 2024 Commerce grant cycle and December 2024 adoption to get those extra six months of review time[®]

For Task and Deliverable 7, we had to remove the Development Regulations from the SOW as our consultant ran out of budget to complete those? They are going to be handled separately under the Middle Housing grant we received from Commerce?

I'm attaching a revised SOW/Budget here for your review?Please let me know if you have any questions?

Thanks!



Mark Newman, AICP | Community Development Director

City of Fircrest | 115 Ramsdell Street, Fircrest, WA 98466 253-238-4129 | mnewman@cityoffircrest.net

From: Guida, Eric (COM) <eric.guida@commerce.wa.gov>

Sent: Monday, March 25, 2024 12:17 PM

To: Mark Newman <mnewman@cityoffircrest.net>; Murphy, Ashley (COM) <ashley.murphy@commerce.wa.gov> Cc: Dawn Masko <dmasko@cityoffircrest.net>; Colleen Corcoran <ccorcoran@cityoffircrest.net>; Johnson, Paul (COM) <paul.johnson@commerce.wa.gov>

Subject: RE: Fircrest - PUG contract agreement

Hello Mark,

I'm seeing in your Scope of Work that your PUG year 2 grant funds are tied to 3 deliverables:

Fircrest PUG Year 2

(July 1, 2023 – June 30, 2024)

Please review and update the Scope of Work and Budget for Year 2, to reflect your current status and expected deliverables for the next fiscal year. Both Scope of Work and Budget breakdown are from your Commerce Update Grant Application submitted last year. Keep track changes on and send back via email to your Commerce Regional Planner once updated.

Scope of Work

Tasks / Actions / Deliverables	Description	End Date
Task 2.0	Prepare internal Housing Element draft as a subset within the Comprehensive Plan; finalize visioning	October 2023
Action 2.1	Hold Community Open House with City Council to discuss Vision and goals for Housing Element as a subset within the Comprehensive Plan	
Deliverable 2.0	Internal Housing Element Draft as a subset within the Comprehensive Plan	October 2023
Task 3.0	Prepare internal Comp Plan draft; finalize visioning	October 2023
Action 3.1	SEPA Process	September 2023
Action 3.2	Hold Community Open House with City Council to discuss Vision and goals for comp plan update	
Deliverable 3.0	Internal Comp Plan Draft	October 2023
Task 4.0	Prepare Draft 2024 Comprehensive Plan	October 2023
Action 4.1	Incorporate all comments received	October 2023
Deliverable 4.0	Draft 2024 Comprehensive Plan ready, SEPA Checklist	January 2024
Task 5.0	PSRC and State Review	March-May 2024

Action 5.1	Submit notice of proposed comprehensive plan amendments to Washington State Department of Commerce	March <u>June</u> 202
Action 5.2	Incorporate all comments received by Washington State Department of Commerce and other State Departments	May-July 2024
Deliverable 5.0	Completed State Review and Incorporate comments	May <u>August</u> 2024
Task 6.0	Present proposed comprehensive plan amendments to City Council	May-Septembe 2024
Action 6.1	Present to <u>City CouncilPlanning Commission</u> the comprehensive <u>plan</u> plan amondments for adoption and hold public hearing	May- <u>October</u> 2024
Deliverable 6.0	Draft Development Regulations to maintain consistency with Comp Plan UpdateFinal Draft of 2024 Comprehensive Plan	June 15, 2024 October 2024
Task 7.0	Present memo of proposed code changes to Planning Commission	April 2024
Task 7.4 <u>0</u>	Present to City Council and hold public hearing	May 2024 November 2024
Deliverable 7.0	Final draft of prevised development code changes Adopted Comprehensive Plan	June 15, 202 4 December 202

Budget

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Year 2 Task/Deliverable	Year 2 Amount
Deliverable 2	
Internal Housing Element Draft	
Deliverable 3	
Internal Comp Plan Draft	
Deliverable 4	\$37,500
SEPA Checklist	
Draft 2024 Comprehensive Plan with incorporated public comments	
Deliverable 5	\$15,000
Completed State Review with incorporated comments	

Comprehensive Plan adopted by City Council Ordinance/Final 2024 Comprehensive Plan Total Grant (SFY 2024 only)	\$62,500	
<u>Final Draft of</u> Comprehensive Plan amendments adopted by City Ordinance/Final 2024 Comprehensive Plan Deliverable 7		Formatted: Font: Not Bold
Draft Development Regulations Deliverable 7 <u>6</u>	\$10,000	
Deliverable 6		

Mark Newman

From:	David Dixon <ddixon@psrc.org></ddixon@psrc.org>
Sent:	Thursday, March 21, 2024 2:54 PM
То:	Mark Newman
Subject:	RE: 2024 Draft Comprehensive Plan - Public Comment Period Now Open

Hi Mark,

Thanks for the quick reply. I'll send out a calendar invite shortly with both Teams video and phone call-in options. Please feel free to forward the invite to any other staff or consultants you'd like to include.

Best,

David Dixon (he/him) Associate Planner Puget Sound Regional Council

Phone 206-464-6174 ddixon@psrc.org www.psrc.org

We've moved! 1201 Third Avenue, Suite 500, Seattle, WA 98101



From: Mark Newman <mnewman@cityoffircrest.net>
Sent: Thursday, March 21, 2024 2:52 PM
To: David Dixon <DDixon@psrc.org>
Cc: PlanReview <PlanReview@psrc.org>; Maggie Moore <MMoore@psrc.org>
Subject: RE: 2024 Draft Comprehensive Plan - Public Comment Period Now Open

Hello David,

Thanks for reaching out. I could do these times and dates:

Thursday, April 11 – 2 pm to 5 pm Friday, April 12 – 11 am to 5 pm

Best,



Mark Newman, AICP | Community Development Director

City of Fircrest | 115 Ramsdell Street, Fircrest, WA 98466 253-238-4129 | <u>mnewman@cityoffircrest.net</u> From: David Dixon <<u>DDixon@psrc.org</u>>
Sent: Thursday, March 21, 2024 1:45 PM
To: Mark Newman <<u>mnewman@cityoffircrest.net</u>>
Cc: PlanReview <<u>PlanReview@psrc.org</u>>; Maggie Moore <<u>MMoore@psrc.org</u>>
Subject: RE: 2024 Draft Comprehensive Plan - Public Comment Period Now Open

Hi Mark,

I'm following up on behalf of PSRC regarding the Fircrest Comprehensive Plan Update. I'll be leading the PSRC Plan Review for Fircrest. We're planning to get our official comments to you prior to the end of your comment period.

If possible, we'd like to set up a brief call to review our questions and comments with your team. Would one of the following times work for you for a 30-minute meeting?

- Thursday, April 11, 11a 5p
- Friday, April 12, 11a 5p
- Monday, April 15, 9a 2p
- Tuesday, April 16, 1p-5p

Please let me know what works best for you. I look forward to connecting.

Best,

David Dixon (he/him) Associate Planner Puget Sound Regional Council

Phone 206-464-6174 ddixon@psrc.org www.psrc.org

We've moved! 1201 Third Avenue, Suite 500, Seattle, WA 98101



From: Maggie Moore <<u>MMoore@psrc.org</u>>
Sent: Wednesday, February 28, 2024 11:37 AM
To: mnewman@cityoffircrest.net
Cc: PlanReview <<u>PlanReview@psrc.org</u>>
Subject: RE: 2024 Draft Comprehensive Plan - Public Comment Period Now Open

Hi Mark,

I see that Fircrest has a draft plan available for review. PSRC hopes to review all draft plans before they are adopted. Would this be the best time for that review or do you anticipate a future draft?

If this is the best time, it would be great to have some additional information that I'm including below.

- Timeline Your comment period ends on April 30, 2024. Would that be a good time to receive comments from PSRC or is there a reason you may want them earlier?
- Consistency Tool It assists our review process if you complete relevant sections of the VISION Consistency Tool for Comprehensive Plans (word, PDF)

Please let me know if you have any questions.

Best,

Maggie Moore (she/her) Senior Planner Puget Sound Regional Council

Phone 206-464-6171 mmoore@psrc.org www.psrc.org

We Moved!

1201 3rd Avenue, Suite 500, Seattle, WA 98101



From: Paul Inghram <<u>PInghram@psrc.org</u>>
Sent: Monday, February 26, 2024 9:34 AM
To: PlanReview <<u>PlanReview@psrc.org</u>>; Maggie Moore <<u>MMoore@psrc.org</u>>; Erika Harris <<u>EHarris@psrc.org</u>>
Subject: FW: 2024 Draft Comprehensive Plan - Public Comment Period Now Open

FYI

From: Mark Newman <<u>mnewman@cityoffircrest.net</u>>
Sent: Monday, February 26, 2024 9:19 AM
To: Mark Newman <<u>mnewman@cityoffircrest.net</u>>
Subject: 2024 Draft Comprehensive Plan - Public Comment Period Now Open

Some people who received this message don't often get email from <u>mnewman@cityoffircrest.net</u>. Learn why this is important

Good morning,

The City of Fircrest's Draft 2024 Comprehensive Plan is now open for public comment through April 30, 2024. Please visit <u>https://www.cityoffircrest.net/2024-comp-plan/</u> for more information or see the graphic below on ways to review and provide a comment. Please let me know if you have any questions!

HELP PLAN THE FUTURE OF FIRCREST. PROVIDE YOUR FEEDBACK ON THE 2024 DRAFT COMPREHENSIVE PLAN.



REVIEW THE PLAN (THE ENTIRE THING OR JUST THE CHAPTERS YOU'RE INTERESTED IN).

PROVIDE YOUR COMMENTS VIA SURVEY EITHER IN-PERSON OR ONLINE.

- STOP BY THE COMMUNITY CENTER OR CITY HALL DURING NORMAL BUSINESS HOURS A ASK FOR A PAPER SURVEY, USER GUIDE, AND PLAN BINDER.
- COMPLETE THE SURVEY ONLINE INSTEAD USING THE QR CODE BELOW.

VISIT <u>WWW.CITYOFFIRCREST.NET/2024-COMP-PLAN/</u> TO LEARN MORE.

SURVEYS WILL BE OPEN THROUGH APRIL 30, 2024.



Español

QUESTIONS? PLEASE CONTACT: MARK NEWMAN - (253) 238-4129 OR <u>MNEWMAN@CITYOFFIRCREST.NET</u>

Tiếng ∖

Best



Mark Newman, AICP | Community Development Director

City of Fircrest | 115 Ramsdell Street, Fircrest, WA 98466 253-238-4129 | mnewman@cityoffircrest.net

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Submit Your Feedback on the 2024 Draft Comprehensive Plan



Submit Your Feedback on the 2024 Draft Comprehensive Plan



Did we get the Vision Statement right?

Jotform Reports





Community Development

20 Responses- 1 Empty



🔵 Yes 🛑 No













• Yes • No • Other (Please Describe) More walkable and bike able options please





Parks, Recreation, and Open Space

Yes
 No
 more park space and green space needed. In addition, coordination with University Place for the protection and expansion of Leach Creek
 Dog park?
 My backyard is being shown as a park on page 70.





Capital Facilities












What are we missing? Do you have any other feedback to share?

13 Responses- 8 Empty

Data	Responses
There does not seem to be recognition in the plan that something with great mixed use designation could be done to what is currently showing as commercial only land designation by Umpqua bank. That land could be created into a wonderful mixed use space with cottage housing, parks, seniors living, transit access/hub spot, yet is being ignored because the right business hasn't been found in years to do something with such a large tract of land. This land is away from the Wetlands, yet can be an easy walk to local businesses IF additional natural pathways and sidewalks could be developed around the housing. This should also incorporate coordinating with UP on proper sidewalk and bike lane alongside the golf course on 67th/Mildred to allow safe access to enjoy the Paradise Pond Park on the edge of Fircrest. More specific protection to ALL the existing Wetlands and creek areas also seems weak, yet done correctly, could become a very desirable extension of climate contribution and some safe park space - particularly the tract of land on the corner of Orchard and Emerson/40th down to Leach Creek. Purchase of this land instead of it continuing to be a real estate for sale sign would be a excellent step towards more protection of the small-town feel City of Fircrest wants to maintain and give residents a natural path/park between their homes and the new businesses at 40th and Orchard, rather than trying to not be hit by cars trying to walk along Orchardcontinuing to complement the new sidewalk work done on 40th/Emerson to these businesses all while assisting in climate control/water protection for Leach Creek and the Wetlands to the northwest of this tract of land.	1
I got bored of reading the entirety of this spreadsheet way to much info!	1
We do not need to double the population of the city by 2050.	1
The plan says to make Fircrest a walkable city and forested for enjoyment of all. the city enhances sidewalks in some areas BEFORE installing basic sidewalks in others. Please provide basic city functions to all residents evenly. before you enhance a service please provide that basic to others.	1
You have woke agendas and policies taken into vision and strategy	1
Not what the Fircrest citizens said at all the meetings.	1
The city has paraphrased the Pierce county and state laws, trying to get them to fit this horrible document that says what the consultants what it to say not the citizens of Fircrest. Shame on you all.	1
None	1
Other entries	5



Submit Your Feedback on the 2024 Draft Comprehensive Plan

How satisfied are you with the City's efforts in public outreach?

20 Responses- 1 Empty



Jotform Reports

Create your own Jotform Report - It's free Create your own Report

Thank You!

Submit Your Feedback on the 2024 Draft Comprehensive Plan



Create your own Jotform Report - It's free Create your own Report

Stt comments

V. TRANSPORTATION

INTRODUCTION

The overall goal of this Element is to ensure that the transportation system serves to achieve the land use pattern established in the Land Use Element. In addition to this goal, the Transportation Element identifies the existing and current levels of service and facility improvements needed, forecasted transportation demands, and works to ensure safe, The Act or The but efficient, and equitable transportation services for all community members.

STATE PLANNING CONTEXT

Growth Management Act (GMA) maybe use The GMA

The Transportation Element is required under the Washington State Growth Management Act (GMA). The Act identifies transportation facilities planning and, specifically, encourages efficient multi-modal transportation systems. The Act also requires coordination and consistency with regional priorities. GMA Jequires that the element include land use assumptions used in estimating travel, facilities and service needs, finance, intergovernmental coordination efforts and assessment of the impacts of the transportation plan and land use this Flement? assumptions on adjacent jurisdictions, and demand management strategies.

Commute Reduction Efficiency Act (CREA)

The Commute Reduction Efficiency Act of 2006 (RCW 70.94,521-531) goal is to reduce congestion on the roadway network and help address the air pollution issues within the urban areas. This act requires local governments to work with their larger employers to develop and implement strategies for reducing their single occupant auto trips. Jurisdictions affected by the commute trip reduction (CTR) law are required to develop local CTR plans that include the documenting flocal transportation settings of the affected work sites and the strategies by which the rate of single occupant vehicle use may be reduced.

REGIONAL PLANNING CONTEXT

So within the 'Act" there is the CTR law? a little confusion

Vision 2050 Multicounty Planning Policies (MPPs)

VISION 2050's overarching goal is listed as: The region has a sustainable, equitable, affordable, safe, and efficient multimodal transportation system, with specific emphasis on an integrated regional transit network that supports the Regional Growth Strategy and promotes vitality of the economy, environment, and health. The goals and policies in this element have been updated to better reflect the updated transportation-related policies in PSRC's MPPs. This includes considering environmental sustainability, regional transportation growth factors, climate change, multi-modal systems, reducing emissions, and freight and transit infrastructure and corridors.

consideration of

PLANNS

Pierce County Countywide Planning Policies (CPPs)

The GMA's transportation planning requirements and VISION 2050 transportation planning policy directives are expounded upon in greater detail in Pierce County's Countywide Planning Policy on "Transportation Facilities and Strategies." The CPP goals include prioritizing and promoting sustainable multi-modal transportation options, consider equity and inclusion when planning transportation, promoting healthy communities and active modes, coordinating across agencies to support state and regional goals for freight and mobility, and advancing transportation technologies where feasible. To this from CPP airectu

In both the community survey and the in-person workshops conducted as part of the workshing and active transportation and identified a need for better road and traffic safety. multi-modal access and safety while ensuring that those who must drive are able to safely and stacons 2 conveniently are themes across this Element. Additionally with the planned light rail station adjacent to the City's Form-Based Code area, aligning transportation goals and policies will be important to both take advantage of the benefits of future planned changes while preserving and maintaining safe transportation facilities for Fircrest community members. what is thing to what is thing to be sound in more wave rebut which



Uncet is improved Road Safety -? For walkers J bikers?

Comprehensive Plan

15this what

City of Fircrest



Transportation

GOALS AND POLICIES

This Element contains the transportation goals and policies for the City of Fircrest. The following goals establish broad direction for transportation planning while the policies provide strategies for achieving the intent of each goal. Goals are preceded by an initial background statement that provides an intent or purpose for each goal. The M-M. Train Network

A Multi-Modal Transportation Network

A well-integrated multi-modal transportation network will help support the City's other growth management goals and policies including those addressing economic vitality and livability. It will improve accessibility for all regardless of socioeconomic status or individual ability. (It can be designed in such a way that it enhances the community around it and is compatible with natural systems. And it can enhance Fircrest's role in the regional economy by supporting economic development within the City's center of local importance. the men trans network

Goal T-1: Develop, maintain, and operate a multi-modal transportation system that provides for the ornetwork safe, efficient, and reliable movement of people, goods, and services.

almodes

Policy T-1.1

orgustan istuding of transporta Create a transportation network that includes vehicle, pedestrian, bicycle, and transit components located throughout the City - and connecting to adjacent communities - to provide for the safe, efficient, convenient, and reliable movement of people, goods, and services.

Policy T-1.2

Implement form-based code street standards and complete street design standards to provide safe and convenient access for all modes of transportation. These streets will support pedestrians, bicyclists, micro mobility and transit users, and motorists, thereby increasing capacity, increasing safety, and improving street aesthetics and walkability. Include amenities in street designs, including trees and other landscaping, streetlights, benches, and waste receptacles to add to the pedestrian experience and further calm traffic.

Policy T-1.3

Employ Context-Sensitive Design techniques in transportation projects that take into consideration aesthetics, historical and cultural elements, the environment, and other aspects of community design, while ensuring safety and accessibility.

Policy T-1.4

the

Classify collector and arterial streets to reflect their desired use and function consistent with state and shoreline classifications to support transportation funding requests. Classification what ofner criteria? should be based on present and future traffic volumes and other criteria.

IFIS

Not all Fircrest community members are able to drive due to age, disability, or financial B situation. It is therefore important to establish transportation facilities that are accounted by the transport of the

Comprehensive Plan

Review Draft 11/15/2023

do not

beyond helping those who cannot drive. When a transportation system is safe and accessible, it improves the safety for everyone in all modes, regardless of age or ability.

travelling in all

Goal T-2: Provide transportation improvements for alternative and multi-modal transportation choices that ensure equitable and accessible mobility choices for all people. This Involves providing special attention to the needs of those with special needs, including persons with disabilities, the elderly, young, and low-income populations, and racially and socio-economic diverse community members.

Policy T-2.1

Ensure compliance with Americans with Disabilities Act (ADA) requirements by making all street sidewalk and curb ramp areas accessible to all pedestrians, including those with disabilities, by constructing new pedestrian facilities in compliance with the ADA (at a minimum), and upgrading existing facilities to remove barriers and improve accessibility. Improvements should include appropriate pavement markings and signalization and facilitate the use of transit. Prepare an ADA Transition Plan for City facilities for certification from the Washington Department of Transportation.

Policy T-2.2 Could Does weber Certify Mansthan flans for Curfs? Design and build complete streets with facilities for all modes of transportation. Connect residential neighborhoods to mixed-use areas and public transit with sidewalks, paths and bike lanes to provide greater access to transportation choices for those who do not drive and those who have limited mobility resources.

Transportation Safety

Transportation safety is affected by how the transportation system is designed, constructed, operated, and maintained. Traffic conditions on residential streets can greatly affect neighborhood livability and environment. When streets are safe and pleasant, the quality of life is enhanced. When high vehicle speeds or excessive volumes of through-traffic become a daily occurrence, residents' sense of community and personal well-being and mental health are threatened. These in turn can lead to related problems, such as collisions, conflicts with driveway access, and unreasonable safety risks for pedestrians and bicyclists. Generally, higher function rates of speed equate to much higher fatality rates when vehicle-pedestrian accidents occur.

Goal T-3: Improve the safety of the transportation system, reduce speeds, and protect the quality of life in residential and mixed-use neighborhoods.

Policy T-3.1

Establish speed limits that reflect street function, adjacent land uses, and physical condition of the roadway. Promote travel at a lower rate of speed, where appropriate, to improve safety, help achieve the State's goal of zero deaths through "Vision Zero" and disabling injuries and create a more comfortable environment for pedestrians and cyclists. Achieve lower vehicular travel speeds through traffic calming and effective enforcement of appropriate speed limits.

Policy T-3.2

Protect the quality of life in residential and mixed-use neighborhoods by monitoring traffic volumes and developing comprehensive, integrated, and cost-effective traffic, bicycle, and pedestrian safety improvements in residential areas. Such improvements may include sidewalks and pathways to connect to schools, parks, and transit stops. Additional

trails. T-4 Review Dran In rever Section

improvements may include signage, bicycle facility and street improvements that include traffic calming design elements.

Policy T-3.3

Establish and assign truck routes to the City's major delivery destinations along major arterials to avoid impacts on secondary arterials, collectors, and neighborhood streets. Heavy truck use of these streets, which are not designed to accommodate significant amounts of truck traffic, may increase maintenance, and decrease safety.

Policy T-3.4

Require shared access driveways and cross-access between developments when planning for public rights-of-way improvements and private development to reduce turning movement conflicts and enhance pedestrian and vehicular traffic safety. When street improvements are implemented, consolidate private driveway access to properties along major, secondary, and Cansolidating diversity over capaa collector arterials to reduce safety hazards and increase street capacity.

Policy T-3.5

Encourage the use of existing major arterials for the movement of through-traffic and freight to reduce the need for new capital projects and support the reliable movement of people, goods, and services. Employ traffic calming measures on residential and mixed-use neighborhood streets to discourage or slow neighborhood through-traffic. Work with the adjacent cities of Tacoma and University Place to ensure that adjacent land uses to not increase truck traffic onto Fircrest streets without appropriate mitigation in place.

Policy T-3.6

Use traffic circles, landscaped medians, pedestrian bump-outs, and other traffic calming measures to reduce speeds and increase safety. Where appropriate, design these facilities to provide pedestrian refuge areas or mid-block crossings that reduce pedestrian crossing distances, reduce conflict points and enhance streetscape landscaping. Use other traffic calming measures that offer pedestrian protection such as on-street parking or increase driver awareness of pedestrians using textured pavement and signage.

Policy T-3.7

Avoid the creation of excessively large blocks and long local access streets that are uninterrupted by intersections, mid-block neck-downs, or other traffic calming elements to discourage higher motor vehicle speeds that reduce pedestrian and bicyclist safety.

Policy T-3.8 Implement form-based code street standards to ensure that street designs will avoid the construction of sidewalks next to curbs except where parking lanes will provide physical separation between traffic lanes and sidewalks. Such designs will enhance pedestrian safety, add to sidewalk users' comfort, and encourage higher pedestrian usage. Separate pedestrians from traffic lanes by installing landscaped planter strips that include street trees, or where a more urban streetscape is desired, use contrasting paving, street trees in tree wells, and street furniture consistent with form-based code street standards.

rompose?

Table of Contents

Transportation



Vehicle and Pedestrian Circulation

Roadway, sidewalks, trails, designated bicycle areas, and other areas of public circulation should be designed to provide the highest level of safety for the protection of human life and to ensure that there are transportation choices for people of all ages and abilities.

Pedestrian facilities must meet ADA accessibility requirements. Safe, convenient, and interconnected transportation networks should be provided for all major modes of transportation. An integrated, safety-oriented pedestrian and bicycle system increases mobility choices, reduces reliance on single-occupant vehicles, provides convenient access to schools, mixed-use centers, transit systems, parks and other recreation areas throughout the city, and encourages regular physical activity to enhance health and wellness.

Goal T-4: Improve vehicular and pedestrian traffic circulation within the City to enhance the quality of life.

Policy T-4.1

Through redevelopment, establish a traditional urban street grid in the Form-Based Code area and extend this grid to adjoining properties to ensure that streets and sidewalks provide access between residential and mixed-use neighborhoods and areas that are common destinations, including commercial areas, schools, and parks. Maintain and enhance continuity of the street

and sidewalk pattern by avoiding dead-end and half-streets not having turnaround provisions and by requiring through-connections in new developments.

Policy T-4.2

Seek opportunities to obtain private easements or use existing public rights-of-way or public easements to develop alternative routes or improved linkages between residential and mixeduse areas or between these areas and parks and commercial areas. Work with property owners to create well-lighted pedestrian paths in established areas with poor connections. New pathways should tie into a network of walking trails and help improve pedestrian facility connectivity, thereby encouraging physical activity and overall health and well-being.

Policy T-4.3

Design and improve collector and arterial streets to reduce speeds and accommodate neighborhood concerns about safety, aesthetics, and noise.



Transit

Transit is a key element of Fircrest's multi-modal infrastructure and plays an important role in providing connections, mobility, and access both locally and regionally. PSRC's VISION 2050 plan contains the regional growth and transportation strategies for the central Puget Sound

Comprehensive Plan

T-7

South 2

region. The plan calls for channeling future growth into regional growth centers and other centers of local importance – and linking these centers with transit. The Pierce Transit Tacoma Community College (TCC) Transit Center is located directly across 19th Street from the northwest corner of Fircrest. Investments that improve access to this center and support more frequent service will benefit the community by providing enhanced local and regional connections.

Goal T-5: Encourage use of public transportation to accommodate a larger proportion of the traveling public.

Policy T-5.1

Use transit to provide access, circulation and mobility needs in Fircrest. Work with Pierce Transit to support the provision of local transit service on principal arterial, minor arterial, and collector streets providing feeder service to residential areas and connections to adjacent jurisdictions. Local transit service should be expanded to serve the entire community including underserved neighborhoods and those individuals with special needs.

Policy T-5.2

Coordinate with Pierce Transit and the Tacoma and University Place school districts to develop bus stops and shelters with seating to provide greater comfort for riders and encourage higher ridership.

Revised Policy T-5.3

Participate in Sound Transit's system planning process to help identify and evaluate potential options for system expansion, including design alternatives for its proposed ST3 Link light rail extension to a new terminus near the TCC Transit Center. Work with Sound Transit and the community to determine long-term high capacity and express transit needs for the City and regional transportation partners. Consider and participate in Sound Transit's long-range plans to provide regional express bus service to the Tacoma Community College Transit Center, particularly in evaluating improvements to the Form-Based Code area. Work with citizens and other stakeholders to determine what regional high-capacity transit modes and routes would best serve the community.

Sidewalks and Bicycle Lanes

The needs of bicyclists, pedestrians and transit users must be integrated in all roadway projects. Sidewalk networks should be well connected with opportunities for regular safe street crossings. The availability of bicycle facilities can encourage people to bike rather than drive for short and moderate-distance trips. If a roadway is designed to discourage vehicular speeding, it can be comfortably used by pedestrians and bicyclists alike.

Transit-friendly design should support a high level of transit activity and include provisions for pedestrians safely crossing the street on their return trip. Walking and bicycling provide numerous individual and community benefits related to health, safety, the environment, transportation, and quality of life. People who cannot or prefer not to drive should have safe and efficient transportation choices.

Goal T-6: Develop facilities for pedestrians and bicyclists to achieve a walkable community to support active and independent living, health, environmental quality, and cost savings for travel.

Policy T-6.1

Require sidewalk facilities on all new and substantially redeveloped public streets to enhance public safety. Ensure the provision of sidewalks near schools to offer protection for children who walk to and from school. Assign high priority to projects that provide linkages to transit or complete planned pedestrian facilities or trails.

Provide pedestrian facilities on non-arterial streets to supplement principal pedestrian facilities located on arterials. Ensure that crosswalks, signing, and pedestrian-activated signals conform to the Manual on Uniform Traffic Control Devices (MUTCD).

Policy T-6.2

Develop a system of bicycle routes that connects neighborhoods and is coordinated with surrounding jurisdictions to allow people to conveniently travel between and within neighborhoods and local parks, mixed-use areas, and regional facilities.

Consider the recommendations of the Town of Fircrest Comprehensive Bikeway Plan of 1975, when updating bicycle route system facilities. Coordinate the planning, design, and construction of these facilities with adjacent jurisdictions to ensure consistency with regional plans. Base the design and type of bicycle facilities on the design standards for the functional classification of the roadway.

Policy T-6.3

Require that during the project review process for new development or redevelopment:

- Projects are consistent with applicable pedestrian and bicycle plans, master plans and development standards.
- Planned facilities include required frontage and crossing improvements consistent with applicable pedestrian and bicycle plans.
- On-site bicycle trails and pedestrian facilities have formal, direct, and safe connections between buildings and subdivisions and the general circulation system.
- New subdivisions and short plats include, consistent with state law, the required pedestrian facilities (frontage and off-site improvements) that assure safe walking conditions for students who walk to and from school.
- Construction and implementation of other multi-use trails and trail crossings, as described in the Park, Recreation and Open Space Plan, are coordinated with project review.
- Safety and security considerations for pedestrians and bicyclists are factored into the review of development proposals.

Concurrency

Transportation concurrency and level of service (LOS) standards are key requirements of the GMA. By policy and regulation, the City of Fircrest is required to ensure that transportation programs, projects and services needed to serve growth are in place either when growth occurs or within six years. Regulations implementing concurrency and LOS standards are contained in FMC Chapter 22.12 Concurrency Management.

Goal T-7: Maintain a consistent level of service on the arterial system that mitigates impacts of new growth and is adequate to serve adjoining land uses.

Policy T-7.1

Except as otherwise designated, establish a capacity LOS standard D for intersections and roadways on major arterials, secondary arterials, and collector arterials and minor streets where they intersect with a major or secondary arterial street. Per HB1181, new development projects may utilize active transportation projects to meet the LOS standard D.

Policy T-7.2

Ensure transportation facilities and services are in place concurrent with or within a reasonable time to support growth as it occurs consistent with the Growth Management Act, as restated in *VISION 2050* and the Pierce County Countywide Planning Policies. Make sure facilities and services do not drop below the adopted level of service and thereby cause negative impacts such as congestion, diminished safety, environmental and health impacts. Ensure concurrency by requiring payment of traffic impact fees to be used for capacity improvements, using SEPA to mitigate development-related impacts, or requiring developers to pay a proportionate share of traffic mitigation measures to maintain the adopted level of service.

Policy T-7.3

Ensure that Fircrest's transportation concurrency management responses to growth have the effect of expanding travel choices and achieve a multi-modal travel environment. Programs, projects, and services in response to existing and growth-related travel include those that improve access and connections, including motor vehicle operations, public transit service levels, the walking and bicycling environment, and transportation demand management.

Transportation Revenue and Funding

The Capital Facilities Element's Six-Year Capital Improvements Plan for transportation facilities contains details of transportation revenue sources that the City can reasonably expect to receive during the life of the transportation facilities plan. Revenue sources vary widely in terms of the amounts available and the types of projects for which they may be used. In most cases, individual transportation projects are funded by a combination of funding sources, reflecting the fact that transportation projects have multiple purposes and serve multiple beneficiaries.

Goal T-8: Develop an adequate and equitable funding program to make transportation improvements in a timely manner, as mandated by the Growth Management Act.

Policy T-8.1

Use regional, state, and federal funding sources for arterial street and other major improvements serving the City of Fircrest to ensure implementation of the City's transportation plan in an efficient, timely manner, concurrent with development. Ensure that the funding program recognizes and accommodates not only existing and future development in the City, but also regional traffic.

Policy T-8.2

Supplement public funding sources with new revenue sources including, where appropriate, Local Improvement Districts (LIDs), traffic impact fees, a Transportation Benefit District and other funding sources. Ensure these new revenue sources are equitable and consistent with

the benefits derived from improvements. Ensure that funding programs allow implementation of transportation improvements concurrently with development. Require new development to pay a fair share of the cost to serve it.

Policy T-8.3

Secure grants available for sidewalk and bicycle lane improvements to implement alternative transportation action strategies and meet multi-modal and complete street goals and objectives.

New policy for MPP-T-23 Policy T-8.4

Foster and plan transportation facilities and systems to encourage sustainable economic and living conditions in Fircrest.

New policy for MPP-T-34, CCPP-TR-22.6 Policy T-8.5

Explore and support opportunities to establish public-private partnerships to meet changing mobility patterns, needs, and safety considerations.



Street Maintenance and Management

The quality of life for many people is significantly affected by how well streets function for pedestrians, bicyclists, transit riders and motorists. To serve Fircrest well, streets require cost effective maintenance, safety, and efficiency improvements.

Goal T-9: Maintain the public street system to promote safety, comfort of travel, and cost-effective use of public funds.

Policy T-9.1

Administer a Pavement Management System (PMS) and comprehensive signage and markings program to address improvements for motorized and nonmotorized travel and the impacts of present and projected land uses. Implement the PMS in a manner that can reduce the need to build higher cost capital improvements by extending the useful life of existing facilities. The maintenance program should include provisions for vegetation removal to improve sight distances, installing adequate crosswalk markings and signage, and repairing sidewalks as needed.

Policy T-9.2

Protect the public investment in the existing transportation system by administering an effective maintenance and preservation program that lowers the overall life cycle costs of the transportation infrastructure and reduces the need for new capital facility improvements.

Policy T-9.3

Utilize Transportation System Management (TSM) strategies to make the existing roadways more efficient. Maximize the efficiency of the existing roadway system to reduce or delay the need for system improvements. Use a variety of methods, including coordinating traffic signal timing; implementing a signal retiming and coordination program to reduce delay and congestion at the City's signalized intersections as major improvements are implemented; making intersection improvements to facilitate turning movements; and restricting access along principal roadways.



Demand Management Strategies

Transportation Demand Management (TDM) encompasses the range of actions and strategies that offer alternatives to single-occupant vehicle (SOV) travel and help to use the transportation system more efficiently. TDM focuses on more effectively using existing and planned transportation capacity, ensures the compatible use of the transportation system consistent with planned uses, helps accommodate growth consistent with community scale, design, and land use objectives, and serves to mitigate impacts and to better meet mobility needs.

Goal T-10: Implement TDM strategies to achieve efficient use of transportation infrastructure, increase the person-carrying capacity, accommodate and facilitate future growth, and achieve Fircrest's land use objectives.

Policy T-10.1

Utilize TDM strategies to reduce congestion, emissions, fuel consumption and the need for new transportation facilities – especially new roads and capacity improvements. Coordinate with Pierce Transit on service levels, frequency, and route location, and actively pursue street improvements that include bike lanes, sidewalks and pedestrian crossings that provide a safe, convenient alternative to the use of the automobile. Consider developing vanpool and ride match programs in conjunction with Pierce Transit, advancing other private and public rideshare programs and systems, and actively promoting commute trip reduction practices, including complying with the requirements of the State Commute Trip Reduction (CTR) Act, if applicable.

Policy T-10.2

Require large employers to implement a CTR Program for employees, as mandated by the State Commute Trip Reduction Act. Encourage telework as part of the CTR strategies.

Policy T-10.3

Implement TDM strategies that emphasize incentives rather than disincentives and avoiding the imposition of disincentives to single-occupant vehicle travel when the City determines that there is an absence of reasonable transportation alternatives.

Policy T-10.4

Provide physical features supportive of the use of alternative modes of travel and develop and maintain a list of acceptable TDM techniques and physical features.

Policy T-10.5

Encourage large employers to participate in Transportation Management Associations to support trip reduction activities.

Policy T-10.6

Support the development and implementation of TDM programs for both commute/employer-based, and non-commute/non-employer-based sites including schools.

Consistency with Plans and Policies

One of the most important planning tenets expressed in the Growth Management Act is the consistency requirement. Fircrest must ensure its Transportation Element is consistent with the Land Use Element, and this Element must be consistent with the City's Six-Year Capital Improvement Program. Regionally, there must be consistency between the City's Comprehensive Plan, the Pierce County Comprehensive Plan, PSRC's MPPs, and the comprehensive plans of all municipalities within the County.

Goal T-11: Integrate land use and transportation planning to support active communities through the provision of a variety of travel choices, improve accessibility and mobility.

Policy T-11.1

Make transportation choices based on projected population and employment growth that support the distribution and intensity of land uses identified in the Land Use Element. Plan transportation facilities and services including roads, transit, pedestrian, and bicycle keeping in mind the type and intensity of land uses -- including the location of high- and low-density housing, jobs, shopping, schools, and parks.

Policy T-11.2

Use mechanisms that encourage transit use including limiting off-street parking spaces, establishing maximum parking requirements, offering commute trip reduction programs, and implementing other TDM measures. Locate higher densities and intensities of use close to transit stops to create a core area to support transit and high occupancy vehicle use. Support development of transit centers, bus pullouts, and other transit facilities. Establish incentives for

developers to provide transit and TDM-supportive amenities to further encourage transit use. Design and construct complete streets, bicycle-friendly facilities including bike-activated signals and secure bicycle racks or lockers, and pedestrian pathways.

Policy T-11.3

Ensure comprehensive plan consistency with PSRC's Regional Transportation Plan and VISION 2050, by supporting the development of a safe and efficient transportation network that supports a healthy environment and strong economy, encouraging increased utilization of clean and renewable energy and a reduction in greenhouse gas emissions, and promoting sustainable funding programs.

Policy T-11.4

Coordinate with state, regional and local transportation efforts to develop a highly efficient multi-modal system that supports the VISION 2050 Regional Growth Strategy. Coordinate with the State Department of Transportation, PSRC, Sound Transit, the Pierce County Regional Council, Pierce Transit, Pierce County and surrounding cities and towns to integrate transportation systems for easy and efficient mobility of people, freight, and services.

Environmental Health

The transportation system within Fircrest represents major public facilities whose quality of design, sensitivity to human needs, and integration with their surroundings can enhance an urban environment or erode it. The transportation system needs to be designed in a manner that contributes to the long-term benefit of the community and supports Fircrest's environmental health policies.

Revised Goal T-12: Reduce environmental impacts and greenhouse gas emissions associated with transportation infrastructure and operations.

Policy T-12.1

Enhance strategies that improve air quality and reduce greenhouse gas emissions. Build complete streets with sidewalks and bike lanes, green streets to improve air and water quality, and coordinate with transit agencies. Support the development of infrastructure to encourage the use of electric and low emission vehicles by including electric vehicle charging stations in new and substantially redeveloped public facilities and in public commercial areas, and revise regulations as technology advances.

Policy T-12.2

Adopt design standards to improve water quality and create more appealing streetscapes. Emphasize the use of landscaping elements in street improvement projects that help curb stormwater runoff - bioswales, planters, rain gardens, and street trees - and that are mutually beneficial for mobility and ecology. Design these green elements to be deterrents of crashes and injuries and contribute to a more comfortable and visually interesting environment for all users. When designing complete streets, include trees and other plants to clean runoff and manage stormwater at the site. Use traffic-calming elements like traffic circles, chicanes, islands, and curb extensions to provide site opportunities for bioswales, street trees, and rain gardens.

Policy T-12.3

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Develop strategies to reduce solid waste including the use of recycled materials in street paving and other maintenance projects to lower costs and reduce landfill use, provided the strategies and materials meet cost and durability objectives.

NEW, MPP-T-29, CPP TR-9, and MPP-T-30 Policy T-12.4

Pursue transportation projects that include energy conservation, alternative energy sources, and promote the use of cleaner fuels and electric vehicles. This includes identifying grants for and developing infrastructure that supports a widespread shift to electrification.

Goal T-13: Consider benefits and impacts to health in the design of transportation infrastructure by providing opportunities for exercise, and reducing exposure to air, water, and noise pollution.

Policy T-13.1

Identify gaps in bike lanes and sidewalks and opportunities for pathway and trail connections between neighborhoods and to parks and schools to encourage greater pedestrian facility use and reduce reliance on automobiles. Support the construction of improvements to trail systems to provide connections between parks and neighborhoods for walkers and cyclists.

Policy T-13.2

Design, build and maintain bike lanes, sidewalks, paths, and trails to expand opportunities for walking and biking to improve individual and community health. Provide transportation facilities that are walkable and bicycle friendly to improve economic and living conditions so that businesses and skilled workers are attracted to the community.

Policy T-13.3

Concentrate population and employment growth in the Form-Based Code area and other areas served by transit routes to reduce environmental impacts associated with growth and the construction of additional infrastructure. Integrate transportation and land use planning to meet environmental goals by reducing the impacts of the transportation system such as contaminated stormwater run-off, greenhouse gas emissions, noise pollution and energy consumption.

New to meet MPP T-32 and CPP ENV-19, -27, and T-9.3 Policy T-13.4

Through planning and development, reduce and address impacts from transportation infrastructure runoff on fish and water passage systems.

New to meet MPP-T-33, CPP T-9.5, TR-21 Policy T-13.5

Support and explore opportunities to implement technologies that increase transportation system safety, efficiency, and environmental sustainability.



Disaster Planning

Safety planning and mitigation, including strategies for protecting the transportation system from disasters, are multidisciplinary efforts that can significantly improve the livability of the community. Many opportunities exist to implement relatively low-cost but effective safety measures at the local level. The City is committed to protecting its transportation system and making it safe for users of all modes of travel.

Goal T-14: Protect the City's transportation system against disaster and develop prevention and recovery strategies and coordinated responses.

Policy T-14.1

Partner with organizations including the Department of Homeland Security's Federal Emergency Management Agency (FEMA) and Pierce County Emergency Management to prepare for disasters by developing prevention and recovery strategies. Participate in emergency management preparedness training opportunities for transportation facilities.

New Policy T-14.2

Plan for and ensure that Fircrest's transportation infrastructure is resilient to climate-related weather events and impacts

Citizen Involvement

Transportation improvements may strongly influence community design and function and have direct impacts on residents, business owners and other stakeholders within a community. The designs for such improvements may benefit greatly from input received during public outreach in the early stages of project formulation and for some projects during the final stages of design work.

Goal T-15: Facilitate the involvement of interested citizens in planning transportation system improvements.

Policy T-15.1

Solicit input from interested citizens early in the design process where major improvements are planned. Use some or all of the following techniques to encourage participation: may be used: citizen advisory committees, design charrettes, public open houses, workshops and hearings, and informational outreach through Town Topics, the city's website, social media, and other effective means. Where minor improvements will affect a specific neighborhood, provide neighborhood residents with an opportunity to provide their input and comment on designs. Review work done by citizens in the past such as the Town of Fircrest Comprehensive Bikeway Plan of 1975, and incorporate elements into future transportation improvement plans, as appropriate.

Policy T-15.2

Initiate changes after a major transportation system improvement is approved by Council, including those to landscaping, lighting, and to utility locations and configurations, through a formal engineering change request and review procedure that ensures that potential impacts of the change are considered by all departments that participated in developing the approved design. Disallow changes that negatively impact the proposed design's safety or level of service. Approve changes that do not significantly alter any element of the design at the staff level. Require Council approval for proposed design changes that significantly alter design elements.

LAND USE ASSUMPTIONS

The land use assumptions used while developing this Transportation Element are summarized in Table T-1 and described in detail in the documents listed.

Area	Document
Within Fircrest	Future land use in low to moderate density residential neighborhoods will remain essentially unchanged except for the conversion of some undeveloped land in the southeast corner of the City to residential uses. Properties located within the Form- Based Code area will redevelop to include a more intensive mix of uses including retail, office, service, multi-family, and other residential components. The Fircrest Golf Club property will remain largely devoted to the golf course and supportive uses. The Land Use Element provides details.
North and east of Fircrest	Future land use in areas adjacent to Fircrest is specified in the City of Tacoma Land Use Management Plan. Future land uses specified are essentially the same as those existing at the time this plan was updated.
South and west of Fircrest	The City of University Place Comprehensive Plan specifies that most land uses in developed areas adjacent to Fircrest will remain generally unchanged. Several tracts of vacant land west and south of Fircrest will be developed for low to moderate density residential use. A portion of the University Place Regional Growth Center (RGC), certified by the PSRC Executive Board in August 2018, is located adjacent to the western border of Fircrest west of Mildred Street and south of 19th Street West. The RGC will accommodate mixed-use development that is comparable in intensity and allowed uses to the Fircrest Mixed-Use designation on the east side of Mildred and south side of 19th Street.

Table T-1 Land Use Assumptions

EXISTING TRANSPORTATION SYSTEM INVENTORY

Fircrest is a geographically small, land-locked city with limited internal commercial activity, therefore it does not contain many of the typical components of a multi-modal transportation network. The City has neither water, air, nor rail facilities and its transportation facilities are limited to streets and the transportation modes and services that use streets.

Streets

Improved streets and their classifications are illustrated in Figure T-1. Fircrest has two distinctly different street networks, one in the northern area of the city and one in the central and southern area of the city. The two networks are linked by Alameda Ave., which runs north-south through the approximate center of the city. The differences between these street networks can be

raced to their surroundings when they were developed and the development standards that were used.

The most common paved width of local streets is 28 to 30 feet. A few streets in the older part of the city are 24 to 26 feet wide. Paved width is usually between 40 and 80 feet in streets that have been recognized in the past as collectors and arterials. Most streets provide automobile parking parallel to the curb.

A primary determinant of the functional classification is the present and anticipated traffic volumes to be carried by a street. Within a given classification the number of lanes can be varied to accommodate the anticipated volume. Roadway functional classifications are summarized below.

LOCAL STREETS

Local streets are typically low volume roadways that provide access to individual lots adjacent to them. A number of factors including multiple driveways accessing the roadway, on-street parking, and the potential presence of children playing and riding bicycles suggest that the design and width of local streets should encourage slower traffic speeds (i.e., 25 mph or less). An interconnected network of local streets disperses traffic and allows multiple access routes for emergency service vehicles.

COLLECTOR STREETS

Collector streets gather traffic from local streets and direct it to arterial routes. Collectors provide both land access and traffic circulation within residential neighborhoods and commercial and industrial areas. Roadways should be of sufficient width to allow for on-street parking and yet facilitate efficient traffic flow at moderate speeds (i.e., 25 to 30 mph). It is desirable to have collector streets spaced at ¼- to ½-mile intervals. With this frequency, access from neighborhoods can be achieved without circuitous, time-consuming travel and without overburdening residential streets with through traffic.

MINOR ARTERIAL STREETS

Minor arterial streets interconnect with and augment arterial streets as the principal circulation routes within the community. Ease of traffic mobility and the length of trips may be somewhat less along minor arterials than principal arterials. Intercommunity travel is typically facilitated by minor arterials. In fully developed areas minor arterials are normally not more than one mile apart.

PRINCIPAL ARTERIAL STREETS

Principal Arterial Streets serve as the primary routes within and through the community. They may serve as the principal routes to and from freeway access points and other intercommunity connections. Frequently, intercity bus routes are located along principal arterials. Efficient traffic movement is of prime concern.

Roadway width and intersection design should accommodate concentrated traffic volumes at moderate speeds (30 to 35 mph). Urban principal arterials may be as closely spaced as one mile apart in highly developed central business districts.



Nonmotorized Facilities

The

Figure T-2 figure on the following page, Figure T-2, illustrates the distribution and type of nonmotorized facilities in Fircrest. Sidewalks are almost always present along streets originally developed prior to 1940 in the northern part of the City. These sidewalks are generally separated from automobile travel lanes by curb and gutter and often include a narrow planting strip between the sidewalk and the curb. Sidewalks are present along most of Alameda Avenue. Fircrest has a limited number of off-street pedestrian facilities, including paved pathways in newer planned developments and a few short, unmaintained footpaths through vacant properties, school grounds, and open space.

City of Fircrest

Transportation



Figure T-2 Nonmotorized Facilities

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Traffic Safety

Collision data was gathered from the Washington State Department of Transportation (WSDOT) for the last five years (January 1, 2018 to December 31, 2022) in order to review the safety of Fircrest's roadway network. Within the City of Fircrest, there were 137 crashes in the last five years. Collisions are generally categorized by level of severity, ranging from property damage only (the least severe) to injury and fatality. The number and type of collision within the City of Fircrest are shown in Figure T-3.



Figure T-3 Annual Collisions in Fircrest (2018-2022)

Within the City of Fircrest, the total number of collisions per year decreased from 2019 to 2020, likely due to COVID-related travel reductions. The number of collisions in 2021 and 2022 increased from 2020 levels but have not yet reached back to 2019 levels. Over the last five years there was one fatal collision occurring in 2021. This collision occurred on Buena Vista Avenue, when a driver under the influence of alcohol was speeding and hit and killed a pedestrian. A map showing the geographic spread of collisions within the City of Fircrest is shown below in Figure T-4.

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Public Transit

PIERCE TRANSIT

Public transportation service in the area is provided by the Pierce County Transportation Benefit Authority (or PTBA, commonly known as Pierce Transit). Pierce Transit is a municipal corporation formed under the authority of RCW Chapter 36.57 and is governed by a tenmember Board of Commissioners comprised of elected officials representing thirteen jurisdictions, unincorporated Pierce County, and one non-voting union representative within the benefit area.

Pierce Transit covers 292 square miles of Pierce County containing roughly 70% of the county population. It provides three types of service: fixed-route, SHUTTLE (paratransit), and vanpools that help get passengers to jobs, schools, and personal appointments.

Pierce Transit operates four fixed bus routes (2, 51, 52, and 53) that serve or stop in the City of Fircrest. These routes are shown in Figure T-5

- Route 2 connects the community with the Tacoma Community College (TCC) Transit Center and the Lakewood Transit Center via South 19th Street and Bridgeport Way West.
- Route 51 connects Fircrest to Tacoma's Proctor District and the Lakewood Sounder commuter rail station via South Orchard Street.
- Route 52 links the community with the TCC Transit Center via Regents Boulevard and the Narrows Plaza neighborhood. Route 52 also links the Tacoma Mall Transit Center via Regents Boulevard and various arterials in Tacoma.
- Route 53 provides access for the southern part of Fircrest to the TCC Transit Center via Emerson Street and various arterials in University Place. Route 53 also provides access to the vicinity of the South Tacoma Sounder commuter rail station via South Orchard Street and South 66th Street, although the bus route alignment is three blocks south of the station. Route 53 continues to the Tacoma Mall Transit Center, eventually terminating in downtown Tacoma. The buses serving these routes accommodate both riders with bicycles and wheelchairs.

SHUTTLE

SHUTTLE (paratransit) service is provided by Pierce Transit for persons with disabilities in accordance with the Americans with Disabilities Act of 1990 (ADA). Pierce Transit's SHUTTLE provides transportation for individuals who are unable to access or use fixed-route bus services due to a disability. SHUTTLE eligibility standards and service characteristics are designed to meet the complementary paratransit requirements of the ADA. Using lift-equipped vans, SHUTTLE provides door-to-door service, or in some cases access to fixed-route service. SHUTTLE provides service that is comparable to fixed-route service in a geographic area and hours of service within each area. SHUTTLE is provided directly by Pierce Transit and through contracted services with First Transit. The area served by SHUTTLE is generally defined by the area that is within three-quarters of a mile of a fixed-route.



Figure T-5 Existing Bus Routes

Pierce Transit also offers vanpool, special use van, and rideshare programs. Pierce Transit vanpools typically serve a group of 5 to 15 people sharing the ride in a 12 or 15- passenger van. These vanpools commonly serve groups traveling to and from work, whose trip origin or destination is within Pierce Transit's service area. This highly successful program complements Pierce Transit's network of local and express services, providing commute alternatives to many destinations that cannot be effectively served by local fixed-route services.

SOUND TRANSIT

Regional transit service is provided by the Central Puget Sound Regional Transit Authority, commonly known as Sound Transit. Sound Transit plans, builds, and operates express buses, light rail, and commuter train services in the urban areas of King, Pierce, and Snohomish counties. These services are intended to complement other transit services including those operated by Pierce Transit.

Sound Transit's Regional Transit Long-Range Plan establishes goals, policies, and strategies to guide the long-term development of the region's high-capacity transportation (HCT) system. It is based on years of intensive planning, environmental analysis, and public outreach. It is intended to guide how the Sound Transit system can best address the region's mobility needs and support growth management objectives. The long-range plan will be implemented in a series of phases and will be updated over time.

This long-range plan updates and modifies earlier adopted plans. In 1996, Sound Transit adopted *The Regional Transit Long-Range Vision* and Sound Move, -- Sound Transit's initial phase of regional HCT investments. In 2005 the Long-Range Plan was updated, and Sound Transit 2 (ST2) was the second phase of regional HCT investments. Where the long-range plan represents a broad regional framework for long-term investments, Sound Move and ST2 represent more detailed sets of projects for which voters approved funding.

Sound Transit 3 (ST3) was a ballot measure proposed by Sound Transit and approved by voters in November 2016 to expand the regional public transit system. The \$53.8 billion ST3 plan will expand the existing Link light rail system to Fircrest, University Place, Federal Way, Everett, and Issaquah, as well as the Seattle neighborhoods of Ballard and West Seattle. The resulting transit network after the completion of ST3 will include 62 miles (100 km) of additional light rail serving 37 new stations; the entire 116 mile light rail system will carry an estimated 600,000 daily passengers. The package's projects are set to open in stages from 2024 to 2041, with light rail construction beginning in the late 2020s for most extensions.

Sound Transit in Pierce County consists of three distinct lines of business:

- 1. Regional Express (bus).
- 2. Sounder (commuter rail).
- 3. Link (light rail).

Sound Transit improvements in the general area include express bus service from the TCC Transit Center, the Lakewood Towne Center Transit Center, and the Tacoma Dome Station. Sounder operates commuter rail service from the Lakewood, South Tacoma, and Tacoma Dome Stations north to Seattle via Puyallup, Sumner, Auburn, Kent, and Tukwila. Sounder service is available to Everett on the Seattle-Everett segment. In Pierce County, Sound Transit operates a light rail segment between downtown Tacoma and the Tacoma Dome station.

Additional light rail lines are under construction in Tacoma's Stadium District and Hilltop neighborhood. Under ST3, Link light rail will be extended along 19th Street to a new terminus near the TCC Transit Center.

Air, Water, and Rail Transportation

Fircrest does not have an airport within its planning area. Sea-Tac International Airport, located approximately 28 miles north of the City, is the largest airport in Washington State. Regional, national, and international connections can be made through this airport. Shuttle services such as Shuttle Express provide door-to-door service between Sea-Tac and Fircrest residences and businesses. Sound Transit express buses provide service between the airport and the Tacoma Dome Station and other Tacoma-area locations.

Tacoma Narrows Airport is located on the west side of the Tacoma Narrows, south of the Tacoma Narrows Bridge. This general aviation airport provides a limited number of regional commuter flights but does not offer national or international service. The Washington State Ferry System operates the Point Defiance-Tahlequah route connecting the south end of Vashon Island with the Tacoma area. The Point Defiance dock is located approximately five miles north of the City.

An Amtrak station is located in the City of Tacoma at 1101 Puyallup Avenue. Service is provided from Tacoma to the north to Tukwila, Seattle, Edmonds, Everett, Mount Vernon, Bellingham, and Vancouver, British Columbia, and to the south to Olympia-Lacey, Centralia, Kelso-Longview, Vancouver, Portland, Oregon, and destinations further south. Amtrak service from Tacoma is also provided on the east-west corridor to Seattle, Wenatchee, Moses Lake, Ritzville, and Spokane. There are no passenger rail stops within City limits.

LEVELS OF SERVICE

Level of service (LOS) standards are measures describing both the operational conditions within a traffic stream and the perception of these conditions by motorists and/or passengers. Each LOS describes traffic conditions in objective terms such as speed, travel time, or vehicle density (i.e., number of vehicles per mile). The conditions are also qualitatively described in terms of a driver's ability to change lanes, to safely make turns at intersections, and to choose their own travel speed.

The LOS grading ranges are from A to F. LOS A describes conditions when no delays are present and low volumes are experienced. LOS E, on the other hand, represents an "at capacity" condition under which no more vehicles could be added to the intersection or road segment without a breakdown in traffic flow. LOS F indicates long delays and/or forced traffic flow. In most jurisdictions in the Puget Sound region, LOS D or better is defined as acceptable, LOS E as tolerable in certain areas, and LOS F as unacceptable.

The following summarizes level of service (LOS) characteristics for signalized intersections and unsignalized intersections.

Signalized Intersection LOS Characteristics

LOS A Traffic is light. Most vehicles arrive when the light is green and do not stop at all. Vehicle Delay Range is 0.0 to 10 seconds.

LOS B Conditions are similar to LOS A, but more vehicles are forced to slow or stop at the light. Vehicle Delay Range is >10 to 20 seconds.

LOS C The number of vehicles stopping is significant and individual cycle failures may begin to appear. Vehicle Delay Range is >20 to 35 seconds

LOS D Longer delay may result from longer cycle lengths, poor progression, and/or more traffic. Many vehicles stop and cycle failures become noticeable. Vehicle Delay Range is >35 to 55 seconds.

LOS E This is the limit of acceptable delay. Cycle failures become a frequent occurrence. Vehicle Delay Range is > 55 to 80 seconds.

LOS F Delays are considered unacceptable to most drivers. This often occurs when arrival rates exceed the capacity of the intersection. Vehicle Delay Range is more than 80 seconds.

Unsignalized Intersection LOS Characteristics

LOS A Average total delay is less than or equal to 10 seconds per vehicle.

LOS B Average total delay is between 10 and 15 seconds per vehicle.

LOS C Average total delay is between 15 and 25 seconds per vehicle.

LOS D Average total delay is between 25 and 35 seconds per vehicle.

LOS E Average total delay is between 35 and 50 seconds per vehicle.

LOS F Average total delay is greater than 50 seconds per vehicle.

Signalized Intersections - Level of Service 2015 LOS 2035 AM B B В 2035 B 2015 1.08 PM С AM Б Tacoma PM В В University Place LOS 2015 2035 AM А А PM В В Source: Actual counts from Fircrest Public Worl s. September 2015 for Fircrest controlled intersections. N Fircrest Controlled Signalized Intersections University Place Controlled Signalized Intersections Tacoma Controlled Signalized Intersections Tacoma Controlled Signalized Intersections \bigcirc 1:14,400



Adopted Arterial Level of Service Standard

The GMA requires the City of Fircrest to adopt a LOS standard for arterial streets. A LOS standard is a determination of the maximum level of congestion allowed on a roadway before improvements should be made. For example, if the established level of service for a specific roadway is LOS D, improvements should be made to that roadway if its level of service falls below LOS D (more congestion) or if projected growth would cause the road to exceed the LOS D standard.

LOS standards help ensure that the transportation system can adequately serve expected growth and development consistent with local standards. In addition, the service level policy can become the basis for establishing a traffic impact mitigation fee system to provide "fair share" funding of needed transportation improvements. The City of Fircrest has adopted a LOS standard of LOS D for its arterial streets. Non Inn

Concurrency

Concurrency describes a situation in which adequate facilities are available when the impacts of the development occur, or within a specified time thereafter. Based on the City's adoption of LOS D for its arterial streets, new development will not be permitted if it causes a particular transportation facility to decline below LOS D unless improvements or strategies to accommodate the development's impacts are made "concurrent with" the development. For transportation, "concurrent with" means that the improvement must be in place at the time of development or within six years of completion and occupancy of the development that impacts the facility. The City has adopted concurrency management regulations in FMC Chapter 22.12 to implement its concurrency management program.

Public Transit Level of Service Standard

Pierce Transit adopted in 2016 (and updated in 2020) a Long Range Plan (LRP) called Destination 2040, which includes performance measures prescribed under MAP-21) In addition, the LRP includes revised and updated service guidelines. The agency does not have Level of Service standards for fixed-route services that are designed to align with the roadway network of the municipalities Pierce Transit serves - including Fircrest.

PSRC is working with WSDOT to begin designing multi-modal concurrency guidelines "to ensure that transportation infrastructure supports development as it occurs according to local standards." As such, Pierce Transit will await PSRC's and WSDOT's specific guidelines for transit agencies once they are formally adopted. In the interim, more information is available at: http://www.psrc.org/assets/11737/Multimodal Concurrency Presentation.pdf.

Existing Intersection LOS

The City performed LOS analyses for existing arterial intersections in 2023. The results of the intersection PM peak hour LOS analysis for Fircrest are shown in Figure T-7. The intersections shown are under control operation of the City of Fircrest. A number of arterial-arterial intersections surrounding the City such as Center Street/ Regents Boulevard and Orchard Stre
et, and Regents Boulevard and Mildred Street West, are under the control and operation of Tacoma or University Place.

In 2023, the intersection operation of the key intersections operated at LOS D or better during the PM peak hour. Fircrest's LOS standard is set at LOS, indicating that no study intersections are operating below standard.





TRAVEL FORECASTING

To provide a framework for future transportation system needs, the plan must also consider the transportation needs of future growth. The Growth Management Act (GMA) requires that the transportation planning horizon be at least ten years in the future. The City of Fircrest selected a 2044 horizon year for the plan. Year 2044 provides a long-range look at the transportation system needed to support anticipated growth in the city. Travel forecasts have been developed and analysis has been conducted for average weekday conditions during the PM peak hour. The weekday PM peak hour generally has the highest overall traffic volumes in the community and thus provides the basis for identifying capacity related improvement needs.

Travel forecasts were developed using land use data assumptions provided by PSRC. Industry trip generation rates from the Institute of Transportation Engineer's (ITE) Trip Generation Handbook (11th Edition) were applied to the land use assumptions to evaluate the level of traffic growth expected. Any deficient roadway operations were then identified. The travel forecasts provide a technical basis for identifying the transportation improvement projects in the transportation systems plan.

Land Use Assumptions

A strong relationship exists between land uses and the transportation facilities necessary to provide mobility within the community. Land use and transportation influence one another. Future transportation improvements recommended in the Transportation Systems Plan have been defined to support the Land Use Element.

The base year (2020) and forecast year (2044) land use totals were compiled or estimated from a variety of sources, including data from PSRC and the Pierce County Assessor. These data sets were supplemented with local agency information and GIS datasets from Pierce County. While the forecast land use data is for year 2044, it is based upon and consistent with the existing Land Use Element and countywide allocated growth targets. Table T-2 summarizes the citywide land use assumptions used in the traffic forecast development.

	Table T-2 Citywide Land Use Assumptions										
	# of Units		# of Employees								
	Single Family	Multi-Family	Manufacturing	Retail (FIRE	Government / Higher Ed	Education (K-12)				
2020	6227	2075	571	1305	2758	391	346				
2044	6841	4891	626	1892	3595	514	428				

Table T-2 Citywide Land Use Assumptions

Forecast Intersection LOS

Based on the land use assumptions, an annual growth rate in traffic volumes was calculated at 1.3 percent. Given that the analysis in the 2016 comprehensive plan update used a 0.5 percent annual growth rate, the calculation used within this analysis is likely conservative. Forecast 2044 PM peak hour LOS for signalized intersections were calculated and are shown in Figure T-8. All signalized intersection PM peak hour LOS are expected to decrease moderately between 2023 and 2044. In 2023, there were no signalized intersections operating at either LOS E or F, with the maximum overall LOS expected to be LOS B. By 2044, only one intersection is expected to degrade below the City's LOS D standard. The intersection of Alameda Avenue and Regents Boulevard is expected to reach LOS F (assuming no improvements).





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Transportation

Active Transportation Network Plan

Bicycle and pedestrian facilities play an important part in the City's transportation network. The City's active transportation system is comprised of facilities that promote mobility without the aid of motorized vehicles. A well-established system encourages healthy recreational activities, reduces vehicle demand on City roadways, and enhances safety within the community. The pedestrian system is shown in Figure T-9, while the bicycle system plan is shown in Figure T-10.

The active transportation networks contain a series of Primary or Secondary Routes. Corridors identified as Primary or Secondary Routes are not indicative of a hierarchy for future active transportation facility development, rather they are used to make a distinction between routes that are more regional or that extend completely through the community (primary), and those that serve to make the second leg of the journey to connect to destinations, extend into neighborhoods, or complete a loop (secondary). The future primary and secondary corridors were used to identify and develop the long-term multimodal project list.



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Figure T-10 Bicycle System Network

Over the next twenty years, increases in population and employment within Fircrest and surrounding communities will increase demand on the transportation system. Based on the evaluation of forecast traffic volumes, traffic operations, safety, and gaps within the active transportation network, a recommended list of transportation improvement projects were identified. The location, extent, and type of projects are shown in Figure T-11. Additional information, including planning level cost estimates, are shown in the following table.

Map ID	Title and Location	Description	Project Cost
INT-1	Alameda Avenue and Regents Boulevard Intersection Improvements	Install roundabout to provide for improved operations, safety, and access management.	<mark>\$4,000,000</mark>
BIKE-1	67th Ave W Bike Lane Connection	Install bike lanes on 67th Avenue W to connect the existing bike lanes through the Alameda Avenue / Regents Blvd intersection to the bike lanes on Mildred St W	\$ <mark>x,xxx</mark>
SW-1	67th Ave / Mildred St Sidewalks	Add curb, gutter and sidewalk to both sides of Mildred St / 67th Ave	\$ <mark>X,XXX</mark>
SW-2ª	Fordham Street Sidewalks	Add curb, gutter and sidewalk to both sides of Fordham Street between 67th Ave and Alameda Ave	\$1,129,000
SW-3⁵	Alameda Ave Sidewalks Add curb, gutter and sidewalk to both sides of Alameda Ave between Emerson St and Cypress Point Ave		\$255,000
SW-4	Claremont St Sidewalks Add curb, gutter, and sidewalk to north side of Claremont St between 67th Ave and Alameda Ave		\$ <mark>X,XXX</mark>
SW-5	Alameda Ave Sidewalks Add curb, gutter, and sidewalk to east side of Alameda Ave between Cypress Point and Fordham St		\$ <mark>X,XXX</mark>
SW-6	Orchard St Sidewalks Add curb, gutter, and sidewalk to west side of Orchard Street between Emerson St and existing sidewalks south of S 34th St		\$ <mark>X,XXX</mark>
SW-7°	Emerson St Sidewalks Add curb, gutter, and sidewalk to south side of Emerson St between existing sidewalk east of 67th Ave and Woodside Drive		\$453,000
SW-8	Ramsdell St Sidewalks Add curb, gutter, and sidewalk to north side of Ramsdell street between Conta Cost Ave and Pasadena Ave		\$ <mark>x,xxx</mark>
SW-9 ^d	Alameda Ave Sidewalks	lameda Ave Sidewalks Add curb, gutter, and sidewalk to east side of Alameda Ave between Emerson St and Rosewood Ln	
SW-10	Elm Tree Ln / Consta Costa Ave Sidewalks	Add curb, gutter, and sidewalk to north side of Elm Tree Lane and east side of Conta Costa Ave	\$ <mark>X,XXX</mark>

Table T-3 Transportation Improvement Projects

b. Included as project 7 on Fircrest's 2023-2028 TIP

Included as project 10 on Fircrest's 2023-2028 TIP Ç.

d. Included as project 9 on Fircrest's 2023-2028 TIP

JACKSDN AVE PEARL ST N INTH ST COLUMINA AVE 70TH AVE REGENTS BLVD 24TH ST INT - I 16 **BIKE-1** SW - 1 27TH ST CENTER ST Frontest Golf Chip ELECTRON SW - 8 Pund Pa SW - 10 JSTH ST BRIDGEPORT WAY SW - 4 SW - 6 SW-9 SW - 7 40TH ST ENER N ST SW - 5 SW - 3 LEGEND Intersection Project SW - 2 Bike Lane Project Sidewalk Project Type Build on Both Sides Build on One Side 2- Regional Trail ⊐ MILES 0.5 **City Limits** 0.25 0



City of Fircrest

WSDOT

Mis where Transportation Transportation These strategies will require close coordination with surrounding jurisdictions (Tacoma and University Place), Pierce Transit, and other agencies. Arterials located on the perimeter of Fircrest - 19th Street West, South Orchard Street, and 67th Avenue West (Mildred Street) -- are partly or entirely under the jurisdiction of either Tacoma or University Place. Arterial intersections may have shared jurisdiction with two or even three cities (e.g., 19th and Mildred Streets) as do numerous arterial/local street intersections.

Transit Improvements 2

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Proposed business strategies, capital projects, service changes, and capital facility improvements or investments over the next six years are documented in Pierce Transit's Transit Development Plan, which is updated and submitted to WSODT annually. The agency's current TDP does not include any proposals for specific service modifications or facility improvements in Fircrest. However, future capital improvements and route expansion within or adjacent to Fircrest may occur in high need areas and in conjunction with new mixed-use and residential development activity. Development proposals that will generate significant new demand for transit services may be required by Pierce Transit to mitigate impacts from increased demand by funding transit shelters and supportive facilities near the development.

Air, (Waterborne) Rail Improvements

None of the regional air, marine, or rail facilities has a significant impact on the Fircrest transportation system.





TRANSPORTATION DEMAND MANAGEMENT

Transportation demand management (TDM) strategies can help create or preserve existing capacity of roadways by reducing demand, thereby deferring, or negating the need for capacity improvements. Examples of TDM strategies include:

- Developing a comprehensive transit information program with Pierce Transit,
- Working with Pierce Transit to develop vanpool and ride match services and increase the availability of transit, including the frequency of service and number of routes serving the city.
- Providing a continuous system of walkways and bikeways servicing the community and connecting it with nearby activity centers.
- Providing facilities and services that make multi-modal travel more convenient, e.g., covered transit stops, provisions for bicycles on transit vehicles, and shuttle services to transit centers.
- Actively promoting commute trip reduction practices, including complying with the requirements of the State Commute Trip Reduction (CTR) Act for larger employers and encouraging smaller employers to promote commuter trip reduction practices in the workplace through employee incentives for using high occupancy vehicles, preferential parking for high occupancy vehicles, improved access for transit vehicles, compressed work weeks, flexible work hours, and telecommuting.
- Using traffic calming strategies to reduce vehicular speeds and enhance the safety of pedestrians and bicyclists, thereby maximizing pedestrian and bicycle mobility. Examples of traffic calming strategies include the use of raised crosswalks, roundabouts, traffic circles, medians (especially near intersections), narrow driving lanes, interrupted sight lines, narrow distance between curbing to create "neck-downs" or "chokers/bulb-outs " (curb extensions), textured pavement, and neighborhood speed watch programs.

TRANSPORTATION SYSTEMS MANAGEMENT

Transportation Systems Management (TSM) strategies focus on improving the operations of the existing roadway system. Maximizing the efficiency of the existing system can reduce or delay the need for system improvements. TSM strategies include:

- Coordination of traffic signal timing.
- Traffic control devices at highly congested intersections.
- Implementing intersection improvements to facilitate turning movements.
- Access restriction along principal roadways.
- Implementing a signal retiming and coordination project to reduce delay and congestion at the City's signalized intersections as major improvements are implemented.

FUNDING CAPABILITY AND RESOURCES

The Growth Management Act (RCW 36.70A.070(6)) requires local comprehensive plans to include a multi-year transportation financing plan for how the jurisdiction will meet the mobility needs identified for the planning period. This financing plan serves in part as the basis for the City's Six-Year Transportation Improvement Program.

GMA requirements regarding the financing and funding of transportation-related improvements are addressed in the Capital Facilities Element and goals and policies of this Comprehensive Plan. The Six-Year Transportation Facilities Improvements schedule contained in the Capital Facilities Element extends through 2035, Fircrest's 20-year planning horizon, to provide information for the City's multi-year transportation financing plan. This information includes a list of investments to meet transportation needs over the planning period, estimated costs for those investments, and estimated probable revenues available to Fircrest. Potential funding sources are summarized below and in the Capital Facilities Element.

Funding Sources

Transportation funding comes from a variety of local, regional, state, and federal sources. Funding sources can be divided into four primary categories: developer, local, state, and federal. Some state and federal funds are allocated to PSRC, the region's Metropolitan Planning Organization, which then disperses the funds through grants and other programs.

DEVELOPER FUNDING

While Fircrest does not currently collect impact fees, it should consider transportation impact fees. As new development occurs, transportation impacts associated with the development shall be mitigated by the developer. Transportation mitigation typically includes intersection improvements, road widening, new or extended turn lanes, sidewalks, bike lanes and other improvements. These mitigation measures must be in place or provided concurrent with development to maintain adopted LOS.

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LOCAL FUNDING SOURCES

Arterial Street Fund

The City receives a proportionate share of the State Motor Vehicle Fuel Tax, based on the population. The exact amount varies depending on the amount of fuel sold in the State.

General Fund

The General Fund is supported primarily from local taxes to provide governmental services such as police protection, jail services, court services, parks maintenance, recreation programs, building inspections, planning and zoning, construction and maintenance of streets, and general government administration.

Surface Water Management Funds

The City collects a surface water management fee on each City parcel to finance surface water and storm drainage elements of various road improvement projects. In addition, the City uses revenues from the Surface Water Management Fund to finance capital improvement surface water and storm drainage projects.

Real Estate Excise Tax

The Real Estate Excise Tax is levied on all sales of real estate, measured by the full selling price. The City has authorized a locally imposed tax of 0.5%, in two 0.25% increments. These revenues are restricted to financing capital projects as specified in the City's Capital Improvements Program.

STATE FUNDING SOURCES

State funding programs are administered to counties and cities through a variety of state programs summarized below.

Transportation Improvement Board (TIB)

The Washington State Transportation Improvement Board (TIB) funds high-priority transportation projects in communities throughout the state to enhance the movement of people, goods, and services. TIB is an independent state agency, created by the Legislature, which distributes and manages street construction and maintenance grants to 320 cities and urban counties throughout Washington State. Funding for TIB's grant programs comes from revenue generated by three cents of the statewide gas tax.

The TIB has several statewide competitive programs which use criteria developed by the TIB for the prioritization of projects. The three TIB programs in which the City of Fircrest can compete are as follows:

Urban Corridor Program (UCP)

This program is for transportation projects with a primary emphasis on public/private cooperation and economic development.

Urban Arterial Program (UAP)

This program is for arterial street construction with a primary emphasis on safety and mobility. This program is being utilized to apply for funding to Grind and Overlay southbound So Orchard St from Regents to the City line.

Active Transportation Program (ATP)

This program is for the improvement of pedestrian safety, and to address pedestrian system continuity and connectivity. The City has applied for grant from both the SRTS Program and PBP for funding of sidewalk installations on westbound 44th St W from Rainier Dr to 67th Ave W and southbound Alameda Ave from Emerson to Fircrest Greens across from Cypress Point Ave.

Safe Routes to School

The purpose of the Safe Routes to School Program is to improve safety and mobility for children by enabling and encouraging them to walk and bicycle to school. Funding from this program is for projects within two-miles of primary, middle and high schools (K-12). Funded by both federal and state funds.

Pedestrian and Bicycle Safety

The purpose of the Pedestrian and Bicycle Program is to improve the transportation system to enhance safety and mobility for people who choose to walk or bike.

FEDERAL FUNDING SOURCES

Federal programs are currently funded under the Infrastructure Investment and Jobs Act (IIJA), commonly known as the Bipartisan Infrastructure Law, and are administered by the Highways and Local Programs Division of the Washington State Department of Transportation (WSDOT), in conjunction with PSRC and the Regional Federal Highway Engineer.

CMAQ

The Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds transportation programs and projects that will, or are likely to, contribute to attainment of a National Air Quality Standard. WSDOT is required to consult with the Environmental Protection Agency to determine whether a transportation project or program will contribute to attainment of standards unless such project or program is included in an approved State implementation plan. CMAQ funds cannot be used on projects resulting in the construction of new capacity available to single-occupant vehicles unless they are available to singleoccupant vehicles at other than peak travel times. Allocation for CMAQ funds will follow the same criteria as Surface Transportation Program (STP) funds. To be eligible for funding under this program, a project must be on the Regional Transportation Improvement Program (TIP) list and rank high enough on the region's priority array. Funding is based on a Federal share of 86.5 percent, with a 13.5 percent local match.

Surface Transportation Block Grant

The objective of the Surface Transportation Block Grant (STBG) is to fund construction, reconstruction, resurfacing, restoration, and rehabilitation of roads that are not functionally classified as local or rural minor collectors. STBG also supports funding for transportation enhancements, operational improvements, highway and transit safety improvements, surface transportation planning, capital and operating cost for traffic management and control, carpool and vanpool projects, development and establishment of management systems, participation in wetland mitigation and wetland banking, bicycle facilities and pedestrian walkways.

STP funds have regional allocation through PSRC. The PSRC sub-allocates funds by County region, based on the percentage of the population. Pierce County, as a region, will receive an allocation of 21 percent from STP funds allocated to the PSRC. The Puget Sound Region is formed by the counties of King, Kitsap, Pierce, and Snohomish. To be eligible for funding under this program, a project must be on the Regional TIP list and rate high enough within the region's priority array. Funding is based on a federal share of 86.5 percent, with a 13.5 percent local match.

Safe Streets Four All (SS4A)

The Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over 5 years, 2022-2026. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries.

The SS4A program supports the U.S. Department of Transportation's National Roadway Safety Strategy and our goal of zero roadway deaths using a Safe System Approach.

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Transportation

The program supports the development of a comprehensive safety action plan (Action Plan) that identifies the most significant roadway safety concerns in a community and the implementation of projects and strategies to address roadway safety issues. Action Plans are the foundation of the SS4A grant program. SS4A requires an eligible Action Plan be in place before applying to implement projects and strategies. The SS4A program provides funding for two types of grants:

- <u>Planning and Demonstration Grants</u> provide Federal funds to develop, complete, or supplement a comprehensive safety action plan. The goal of an Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality, Tribe, or region. Planning and Demonstration Grants also fund supplemental planning and/or demonstration activities that inform the development of a new or existing Action Plan. The Department encourages including demonstration activities in an application.
- <u>Implementation Grants</u> provide Federal funds to implement projects and strategies identified in an Action Plan to address a roadway safety problem. Projects and strategies can be infrastructure, behavioral, and/or operational activities. Implementation Grants may also include demonstration activities, supplemental planning, and project-level planning, design, and development. Applicants must have an eligible Action Plan to apply for Implementation Grants. The Department encourages including demonstration activities in an application.

Reassessment

The GMA requires that Fircrest reassess its plans to align them with available revenue if the City's financial analysis shows that revenue is inadequate to support transportation needs. Reassessment should occur as part of the eight-year periodic review process and should include:

- Comparison of actual levels of service to adopted levels of service.
- Updated revenue forecasts.
- Evaluation of progress in implementing the Transportation Element to show that the community is making progress toward construction of projects and implementation of policies identified in the Transportation Element.





GALCOMMENTS VIII. UTILITIES

INTRODUCTION

The purpose of this element is to ensure utilities are provided at appropriate levels to accommodate projected growth at a reasonable cost, facilitate reliable service, ensure public health and safety, and maintain an attractive community.

To ensure that all urban services necessary for the health and well-being of the community are available in the future, this element discusses both public utilities and private (investor-owned) utilities. The City of Fircrest currently owns and operates water, sanitary sewer, and stormwater management utilities within its corporate boundaries. A few areas adjacent to Fircrest are also served by some of Fircrest's utilities. Other public entities such as Pierce County and the City of Tacoma provide some public utilities in Fircrest.

Private utilities in Fircrest provide natural gas and telecommunications services. In addition, solid waste services are provided by a private vendor, although there are no facilities located within Fircrest. Information provided to Fircrest by the private utilities is included in this relevant to that element.

STATE PLANNING CONTEXT

The Growth Management Act (GMA) requires that all comprehensive plans contain a utilities element that consists of the general location, proposed location, and capacity of all existing and proposed utilities.

Relationship to the Capital Facilities Element

The Capital Facilities Element is concerned with the same public utilities as the Utilities Element. To improve readability of the Comprehensive Plan, all topics related to public utilities are consolidated in the Utilities Element except the capital improvement program. Crossreferences between the Capital Facilities Element and Utilities Element are provided as necessary to meet GMA requirements.

REGIONAL PLANNING CONTEXT

The Pierce County Countywide Planning Policies relating to urban growth areas, public services, and urban services elaborate on these and other GMA requirements.

In addition, the Comprehensive Plan for Pierce County, Washington may specify for municipalities a potential annexation area (PAA), formerly known as an urban service area. The PAA represents the geographic area within which the city may anticipate providing urban services in the future, either prior to or subsequent to annexation. Each city's PAA is based on input from the municipalities and on the evidence that the city can provide urban services to the area. Fircrest's PAA was annexed in 2018.

LOCAL PLANNING CONTEXT

Relationship to the Capital Facilities Element

The Capital Facilities Element is concerned with the same public utilities as the Utilities Element. To improve the readability of the Comprehensive Plan, all topics related to public utilities are consolidated in the Utilities Element except the capital improvement program. Cross-references between the Capital Facilities Element and Utilities Element are provided as necessary to meet GMA requirements.



GOALS AND POLICIES

Comprehensive Plan

This Element contains the Utilities goals and policies for the City of Fircrest. These goals reflect the general direction of the City, while the policies provide more detail about the steps needed to meet the intent of each goal. The goals and policies address the following utilities challenges:

- Ensuring that adequate public utilities and facilities are planned for, extended, and sized in a cost-effective manner consistent with planned population and economic growth described in the Land Use Element and other provisions of the Comprehensive Plan;
- Locating utilities to minimize impacts on public health and safety, surrounding development, the environment and interference with other public facilities; and
- Reducing demand for new resources through support of conservation policies and strategies and the use of innovative technologies.

Goal U-1: Ensure that adequate public utilities and facilities are planned for, extended, and sized in a cost-effective and equitable manner consistent with planned population and economic growth described in the Land Use Element and other provisions of the Comprehensive Plan.

Policy U-1.1

Work with providers to appropriately site new utility facilities to maintain a reliable level of service, accommodate growth, minimize adverse impacts to the City, maximize efficiency, and preserve neighborhood scale and design.

Policy U-1.2

Support efforts by utilities to employ new technology to make operations and work practices safer, increase reliability, facilitate permitting, and minimize rate increases. Consider allowing utilities to develop pilot projects for innovative utility programs in Fircrest that may benefit the City's residents and businesses. Facilitate access to state-of-the-art technology.

Policy U-1.3

Work with utility providers and policy makers to improve service while maintaining the lowest possible utility rates. Actively monitor services provided by each utility provider and assess these services against the applicable rate structure. Utilize the franchise negotiation process to ensure provision of quality services to residents. Support reduced service rates for low-income senior and disabled householders.

Policy U-1.4

Process utility permits in a fair and timely manner, consistent with development and environmental regulations, to minimize the time and cost required for a utility to provide needed services to local residents and businesses. Consider utility providers' concerns about regulations during periodic code updates and strive to balance concerns for the public health, safety, welfare, and environment with utility providers' needs.

Policy U-1.5

Assist utilities with the development of accurate, long-term system facility plans that will ensure provision of adequate service capacity by sharing land use planning and growth projections and other information.

Policy U-1.6 **Comprehensive Plan**

Ensure reasonable access to rights-of-way for all providers consistent with federal and state laws. Utilize the franchise negotiation process to ensure that utilities have reasonable access to use the public right-of-way while guaranteeing that utility use will not degrade the roadway or overly disrupt the traveling public.

Policy U-1.7

Require proponents of development to pay for or construct the growth-related portion of utility infrastructure needs so that utility service providers can balance capital expenditures with revenues and still maintain established service standards. Support the use of reimbursement agreements, such as latecomer agreements, as a method of employing equitable cost sharing for development costs among the original developer and subsequent developers who benefit from the increased capacity provided by the original developer.

NEW Policy U-1.8

Equitably distribute telecommunication infrastructure to provide access for residents and businesses in all communities, prioritizing underserved areas.

Goal U-2: Locate utilities to minimize impacts on public health and safety, surrounding development, the environment, and interference with other public facilities.

Policy U-2.1

Encourage sharing of utility corridors to save time and expense associated with the cost of utility installation and repairs to the City right-of-way, reduce traffic disruptions, extend pavement life, and minimize required monitoring of repair quality. When permits are requested, the City should require the utility to notify other providers of possible coordination.

Policy U-2.2

Coordinate the design and timing of utilities siting, installation, and repair with street improvements whenever possible. The City should share plans for street construction or overlay with utilities in order to identify opportunities for simultaneous construction projects and provide timely resolution of conflicts.

Policy U-2.3

Promote high-quality designs for utility facilities to minimize aesthetic impacts and integrate these facilities into neighborhoods. Use architecturally compatible designs for above ground utilities, landscape screening, buffers, setbacks, and other design and siting techniques to minimize impacts. Mitigate the visual impact of transformers and associated vaults through measures such as the use of varied and interesting materials, use of color, additions of artwork, and superior landscape design.

Policy U-2.4

Minimize negative siting impacts associated with siting personal wireless telecommunication facilities through the administration of regulations consistent with applicable State and federal laws. Regulate the placement, construction, and maintenance of such facilities to minimize their obtrusiveness by ensuring appropriate screening of facilities and encouraging collocation to lessen the number of towers or structures needed to support telecommunications equipment.

Policy U-2.5

Comprehensive Plan

Apply regulations and franchise agreement provisions that encourage the use of smaller telecommunication facilities that are less obtrusive and can be attached to existing utility poles or other structures without increasing their visual impact.

Policy U-2.6

Design, locate, and construct facilities to minimize adverse impacts to the environment and to protect environmentally sensitive areas, including critical areas. When no viable alternative exists to constructing facilities in critical areas, the environmental review process and critical areas regulations should identify and, if appropriate, mitigate negative impacts. Mitigation should take into account both individual and cumulative impacts. Impacts should be minimized through actions such as:

- Using construction methods and materials to prevent or minimize the risk of overflows into watercourses and water bodies;
- Locating utility corridors in existing cleared areas;
- Locating utility facilities and corridors outside of wetlands;
- Minimizing crossings of fish-bearing watercourses;
- Using bio-stabilization, riprap, or other engineering techniques to prevent erosion where lines may need to follow steep slopes; and
- Minimizing corridor widths.

Policy U-2.7

Avoid utility impacts to public health and safety, consistent with current research and scientific consensus. Monitor scientific research and adopt regulatory measures if research concludes that a proven relationship exists between electric utility or wireless communication facilities and adverse health impacts. Monitor improvements in the natural gas industry and require gas pipeline utilities to upgrade their facilities to implement the best available technology with respect to leak detection devices and other components.

Policy U-2.8

Protect the City's rights-of-way from unnecessary damage and interference and ensure restoration to pre-construction condition or better. Ensure that trenching for the installation, repair, or maintenance of facilities; installation of poles and streetlights; boring; or patching or restoring streets where work has just been completed are performed in accordance with City standards that apply to construction or repair of utility facilities in the right-of-way. Require bonds or other financial guarantees to ensure that restoration is performed properly and that failed repairs will be corrected.

Policy U-2.9

Promote undergrounding of existing utility lines to reduce visual clutter, minimize inappropriate pruning of trees and shrubs to accommodate maintenance of overhead lines, and enhance reliability of power and telecommunication facilities. Consider new technologies, such as wireless transmission, as they become available in order to minimize aboveground utilities.

Policy U-2.10

Require undergrounding of utility distribution lines or provisions for future undergrounding as a condition for development projects. Underground existing utility distribution lines or provide for future undergrounding as street projects occur. Fund undergrounding through a capital

improvement program or through formation of a local improvement district. Require individual service lines to be underground when significant site improvements are made. Require undergrounding except where underground installation would cause greater environmental harm than alternatives or where it is demonstrated that such installation will be economically infeasible.

Policy U-2.11

Support efforts by utility providers to enhance the security of their infrastructure and protect critical systems from natural environmental forces and intentional acts of vandalism and terrorism. Coordinate with utility service providers in advance planning efforts as well as during or following an event that threatens critical infrastructure and public health and safety.



Goal U-3: Reduce demand for new resources through support of energy conservation policies and strategies and the use of innovative technologies.

Comprehensive Plan

Policy U-3.1

Encourage resource saving practices and procedures in facilities and services used by the City. Conduct operations in a manner that leads by example through activities such as recycling, water conservation, energy conservation, and low-impact development processes whenever possible. Encourage coordination with utility providers to identify and implement resource saving procedures in City facilities and services. Use City facilities as demonstration sites for innovative resource conservation techniques.

Policy U-3.2

Cooperate with utility providers and other agencies in encouraging resource conservation by local residents, employees, citizens, and businesses. Support efforts to disseminate educational materials and other information regarding resource conservation programs.

Policy U-3.3

Encourage the use of innovative technologies to provide and maintain utility services, reduce the negative impacts of additional utility service demands, improve the existing service, and reduce, where appropriate, the overall demand on utility systems.

Policy U-3.4

Encourage coordination with utility providers to identify and implement resource saving procedures in City facilities and services. Use City facilities as demonstration sites for innovative resource conservation techniques.

NEW Policy U-3.5

Support necessary investments in utility infrastructure that facilitate the transition to low-carbon energy sources, renewable energy sources, and overall energy consumption reduction.

NEW Policy U-3.6

Pursue the development of energy management technology to help meet energy needs and reduce greenhouse gas emissions.

NEW Policy U-3.7

Coordinate watershed planning with neighboring jurisdictions and tribal governments to increase water conservation efforts, protect the region's water supply from climate impacts, and meet the long-term water needs of the region.

Goal U-4: Support and expand electric vehicle infrastructure by including public charging stations.

NEW Goal U-5: Coordinate with neighboring jurisdictions to create and enhance public safety services and emergency management programs.

UTILITY SERVICES AND FACILITIES

The City of Fircrest owns and operates water, sanitary sewer, and stormwater utilities within its corporate boundaries. Tacoma Power, a division of Tacoma Public Utilities, is the electrical provider to Fircrest. Other utility services - natural gas, telecommunications, cable, and solid waste - are provided by private companies. Puget Sound Energy is the natural gas provider; Century Link provides telephone service; Click!, Xfinity, and Rainier Connect provide partial

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and overlapping cable internet within the city; and Westside Disposal provides solid waste collection services.

Since the last Comprehensive Plan, the following list of upgrades have been made to the Cityowned water, sanitary sewer, and stormwater utilities:

- Upgrades or replacement to Estate Place, Drake Street, and Alameda Lift Stations
- Various gravity sewer improvements on Farallone Ave, El Dorado Ave, and Cornell Street
- Continued backyard sewer replacements and/or rehabilitation
- GIS Mapping System Upgrades
- Installed fluoride monitors at each well site
- Water main replacement on Golden Gate Ave, from Princeton Street to Columbia Street
- Water main replacement on Farallone Ave, from Columbia Street to Princeton Street
- · Recoated exterior of High Tank Reservoir Was this date?
- Water main replacement on Ramsdell Ave
- Water main replacement on Farallone Ave, from Vassar Street to Golden Gate Ave

Further information on City-owned utilities is provided below.

Water

SUMMARY OF SERVICES AND FACILITIES

Water services are provided in Fircrest within the context of federal, state, regional, and county regulatory acts, plans, and programs. A host of agencies are responsible for implementing and overseeing programs ensuring water quality and supply, allocating rights, controlling distribution, and promoting conservation. The Fircrest Public Works Department, which provides water service within Fircrest, conforms to regulations through the ongoing implementation of its Comprehensive Water System Plan. Tacoma Public Utilities, which provides water service to portions of the areas annexed to the City in the 1990s and 2018, conforms through the ongoing implementation of its Water System Plan. The delineation of service area boundaries is contained in a May 27, 2014 service area agreement as part of the Comprehensive Water System Plan.

FIRCREST FACILITIES INVENTORY

Figure U-1 shows Fircrest's major water facilities and their capacities. Fircrest relies on five existing groundwater wells located within its municipal boundaries for its entire water supply. Fircrest has groundwater rights and pumping capacity projected to be sufficient to serve a population of 10,000-15,000 (depending on consumption levels). The City is forecasted to have sufficient water rights to meet water system demands for at least the next 20 years.

In addition to the five wells, the City owns and operates a booster pump station and three reservoirs with a total storage capacity of 1.8 million gallons and 26 miles of transmission and distribution piping. Descriptions of the current service area and customer base, consumption patterns, and service levels are provided in Fircrest's Comprehensive Water System Plan. The water system plan also contains a detailed inventory of facilities (including locations and capacities), projections of demand through 2033, system adequacy to meet projected demand, and a list of capital improvement projects and costs.

A map of the Existing Water Facilities is provided below in Figure U-1,

TACOMA FACILITIES INVENTORY IN FIRCREST AREA

Tacoma Public Utilities provides water service to 24 parcels in the northwest corner of the City, properties within the 1300 blocks of Buena Vista Avenue, Berkeley Avenue, and Contra Costa Avenue, the Valley Firs Condominiums and the former 67th Avenue PAA. Tacoma Public Utilities is governed by a five-member board, appointed by the Tacoma City Council.

Fircrest utilizes groundwater as its primary water source. The primary water supply to this area comes from the Green River in King County and five active wells in the City's system. To supplement supply during periods of high demand, mostly in the summer, or during emergency situations, there is also an intertie with Tacoma's water system. Tacoma Water's Green River First Diversion water right can supply up to 73 million gallons of water each day. Tacoma Water's Green River Second Diversion water right can provide up to 65 million gallons of water each day. This second diversion is subject to minimum streamflow standards and is a resource shared with Tacoma Water and its Regional Water Supply System partners. Tacoma Water's share of the second diversion equals 27 million gallons of water per day. In addition to the Green River, Tacoma Water owns wells located in and around the City of Tacoma. Tacoma Water's wells have a short-term combined pumping capacity of approximately 60 million gallons per day.

Maps for existing water facilities and improvements are on the following two pages.



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Utilities

A water system consists of a transmission supply and distribution system made up of various sized mains (transmission and distribution), reservoirs, standpipes, wells, and pump stations. Figure U-2 identifies Tacoma Water facilities inside the City of Fircrest. Tacoma Water supplies water to Fircrest's 2018 annexed area, some properties located in the northwestern corner of the city, and a small area in the southeastern corner of the City.

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The City of Tacoma Capital Facilities Plan (CFP) establishes a level of service of 442 gallons per day per equivalent residential unit (ERU) and/or as contained in Tacoma Water's current Washington State Department of Health approved water system plan. 442 gallons per day per ERU represents a 4-day peak period demand, with a peak factor of 2.01 times the actual average daily residential water consumption of 220 gpd per ERU. Based on Tacoma Water current demand forecast, Tacoma Water has excess supplies when considering peak day requirements looking out to year 2060.

Tacoma Water will complete construction and initiate operations of a new Green River filtration facility in 2015. Filtration of the supply will meet regulatory requirements and provide enhanced reliability for the supply. Is the compute is year 2015 cover ? SERVICE LEVELS AND CURRENT DEMAND AND ADEQUACY

As with all other aspects of water supply, service levels and standards applicable in Fircrest are determined by federal, state, regional, and county regulations. Fircrest's Comprehensive Water System Plan Update plan is being implemented in conformance with all applicable regulations.

Supply

City of Fircrest

Fircrest consumption levels conform to the assumptions used for county-wide long-term planning in Pierce County's Coordinated Water System Plan (CWSP). The CWSP assumes consumption for Fircrest as 180 gallons per capita per day. Fircrest's average consumption is currently 172 gallons per day per equivalent residential unit (ERU), which is the amount consumed by a household in a single-family dwelling unit.

Storage

The available storage for the Fircrest water system is 1.8 million gallons. Based on the hydraulic analysis and the "Source and Storage" analysis in the Fircrest Comprehensive Water System Plan, the Fircrest water system has sufficient storage for the planning period.

Fire Flows

In Fircrest, the standard for fire flow in residential areas has been set at 1,000 gallons per minute and in commercial areas, 2000 gallons per minute. The engineering analysis of areas requiring improved fire flows is contained in Fircrest's Comprehensive Water System Plan. Projects to improve fire flows are listed in this plan.

FUTURE DEMAND AND ADEQUAC

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Demand and Adequacy in Fircrest's Service Area

The City is in the final stages of a Comprehensive Water System Plan (WSP). A final draft of the WSP was issued in September 2022 and is currently under Department of Health (DOH) review for approval. The following water system upgrade projects are anticipated as part of the City's 6-year capital improvement plan:

- Water main replacement Rose Street from Contra Costa to Del Monte; Yale from Contra Costa to Del Monte
- Water main replacement upsize to 12" main from Harvard to Contra Costa
- Water main replacement Regents and Buena Vista; transfer 2 services and replace hydrants
- Finish meter exchanges
- Abandon/remove 8" water main in Whittier Park
- Loop 12" water main to existing 6" water main in Paradise Lane
- Connect Boise Street to 12" main on 40th Street & Emerson
- Estate Place water main replacement
- Well 4 Reroute, Orchard to Holly; Well house improvements
- On-site power generation for wells
- Weathervane Booster Pump Station Improvements

Table U-1 summarizes the adequacy of Fircrest's facilities to meet future demand.

Demand Factor	Future Adequacy
Supply	Fircrest has sufficient water rights to meet water system demands for at least the next 20 years.
Storage	Storage facilities have sufficient capacity to meet future demands of the system beyond the year 2040.
Transmission & distribution	Weathervane Booster Pump Station does not have sufficient capacity to meet new Department of Health Water System Design Manual criteria. Capital improvement projects are identified for water mains that are undersized or not looped adequately to provide fire flow.
Telemetry	Replaced in 2009. Adequate and in good working order.
Service metering	Adequate; installation of individual service meters at all services was completed in 2001.

Table U-1 Demand and Adequacy

Overall, water system planning indicates the water system is in good operating condition but will require some improvements to ensure that a high level of service is maintained.



Comprehensive Plan

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Fircrest faces issues concerning transmission and distribution piping, consumption levels, and potential contamination of Fircrest's water supply. A summary of each of these issues is provided in the Comprehensive Water System Plan. In the event the Fircrest water system is not capable of meeting system demands due to an emergency or unforeseen circumstance an intertie with the City of Tacoma water system will supply the needed water. This intertie was completed in 1994 and is located on the east side of Orchard Street across from Stanford Street.

WATER FACILITY PROJECTS

The capital improvements program in the 2014 Comprehensive Water System Plan identifies the improvements needed for the current planning period. Figure U-2 shows the proposed water system for Fircrest and includes new or updated facilities as well as existing facilities. Project schedules, costs, and financing are summarized in the Capital Facilities Element.

Sanitary Sewer

The City of Fircrest owns and operates approximately 32 miles of sanitary sewer main and six sanitary sewer lift stations. By agreement with City of Tacoma, wastewater is conveyed to and treated at the Tacoma Central Wastewater Treatment Plant (WWTP). Fircrest does not own or operate a WWTP. A map of the Existing Sewer Facilities is provided below in Figure U-4.

The sanitary sewer service area boundary is generally the same as the City boundary. Properties within Fircrest are mostly developed. The majority of Fircrest's service area is on the sewer system, with the primary exceptions being a portion of the West End Addition that was annexed in 1997 and the 2018 annexation, where a number of residences use septic systems.

There is one large undeveloped parcel in the northwest corner of Fircrest, at the northeast corner Regents Boulevard and Mildred Street West. The property is commonly referred to as the "Goat Farm" property. There is a preliminary development proposal to develop the property as mixed-use and multi-family. The development is referred to as the "Prose" development. The property is in Fircrest City limits but identified previously as Pierce County sewer service area. Preliminary indications are that Pierce County will provide sanitary sewer service to the development. Future consideration will need to be given to address the remaining properties along 19th and Mildred Street for possible annexation into the City's Sewer Service Area.

No updates have been made to the sanitary sewer or stormwater planning documents since the last Comprehensive Plan.

The City has upgraded all lift stations except 44th Street and continued backyard sewer replacement/rehabilitation projects since the last Comprehensive Plan. The following sewer system upgrade projects are anticipated as part of the City's 6-year capital improvement plan:

- 44th Street Lift Station
- Regents Blvd and Amherst St Pipe bursting project
- 100 block Farallone Ave and Eldorado Ave Pipe bursting project
- 1200 block Contra Costa Ave and Del Monte Ave Pipe bursting project

- 1000 block Sunrise Lane and Broadview Drive Pipe bursting project
- 900 block Sunrise Lane and Crestwood Lane Pipe bursting project
- 100 and 200 blocks Front Steet and Eldorado Ave Pipe bursting project
- GIS Mapping Updates

Fircrest are part of the Chambers Creek-Clover Creek Drainage Basin, which is an aquifer recharge area providing groundwater for public use. As Pierce County has developed, ensuring wastewater treatment capacity sufficient to handle increasing wastewater volumes and to protect groundwater quality has increasingly become a focus of sanitary sewer facilities planning. Septic systems, which dispose of wastewater through percolation into the aquifer, are a known source of groundwater pollution.

Hence, Fircrest and Pierce County share the long-term goal of eventually connecting all development in the Chambers Creek-Clover Creek Drainage Basin to a sewer system. The sewer system replaces septic tanks and drain fields with wastewater collection and conveyance facilities and percolation of untreated effluent with wastewater treatment and biosolid disposal.

In August 2000, Fircrest hired a consultant to develop a Comprehensive Sewer System Plan. This plan was approved by the City and the Washington State Department of Ecology in 2002.

SUMMARY OF SERVICES AND FACILITIES

Fircrest is provided with wastewater collection services by the City of Fircrest Public Works Department. Refer to Figure U-3 for service area boundaries. The majority of Fircrest's service area is on the sewer system, with the primary exceptions being a portion of the West End Addition that was annexed in 1997 and the 2018 annexation, where a number of residences use septic systems.

The primary components of Fircrest's sanitary sewer system are 32 miles of sewer main and six lift stations. The lift stations pump wastewater against gravity to overcome elevation gains on the route to a Tacoma Public Utilities treatment plant. Wastewater is conveyed to a Tacoma treatment plant outside of Fircrest.

Part of the development of the Comprehensive Sewer System Plan included in-line video inspections of the pipes and manholes, which occurred in 2013. Updated and prioritized repair and replacement projects were identified and will be completed by 2016.

SERVICE AGREEMENTS

Fircrest has agreements with other service providers concerning service area boundaries and wastewater treatment. An ongoing agreement with the City of University Place delineates service area boundaries. Under this agreement, Fircrest provides service to specific areas outside of its corporate boundaries.

Wastewater treatment is provided through the Tacoma-Fircrest Sewer Agreement, which began in 1979 and was updated in 2014. This agreement provides for treatment of all wastewater from Fircrest at the Tacoma Central Wastewater Treatment Plant.





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ALTERNATIVE SERVICE

The Pierce County Sewer Division Unified Sewer Plan was adopted in 2001 and updated in 2010 with final state Department of Ecology approval in 2012. The plan identifies future service needs for the County and makes provision for expansions to meet those needs, including expansion of the Chambers Creek Wastewater Plant (WWTP) to 43-45 MGD (million gallons per day) capacity in the first phase of a five-phase major expansion to be completed in December 2016.

The Unified Sewer Plan identifies one project, the Upper Leach Creek Interceptor, which is on schedule to be completed by 2020. This improvement will enable new service to be provided to areas of eastern University Place not served and could also serve the City of Fircrest in the event its flows were to be transferred to Pierce County. This system component would be generally gravity fed, designed to direct flows downhill to the WWTP. Current treatment capacity is rated at 28.7 MGD and the WWTP operates at an average capacity of 18.0 - 20.0 MGD. Expansion is expected to continue to meet demand, accommodate anticipated growth (including possible flows from Fircrest), and meet increasingly stringent water quality standards over the next 25 years. Total build out is expected to be 60 MGD as outlined in the Unified Sewer Plan.

FACILITIES INVENTORY

Table U-2 summarizes Fircrest's major sewer facilities. Figure U-4 shows locations of major facilities. Detailed maps showing all sewer lines are available through the Fircrest Public Work Department.

Facility Name and Location	Capacity and Condition
Sewer mains: located primarily in road and alley rights-of-way; some are located on private property.	Fircrest's service area has approximately 32 miles of sewer mains ranging in diameter from 4 to 24 inches. The majority of the pipe is 8-inch. Fircrest also uses a 14-inch force main that conveys large amounts of wastewater across extensive geographic areas on the route to a treatment plant. Some sewer mains are force mains through which lift stations pump wastewater to adjacent gravity systems. Lengths of force mains depend on the elevation rise. Sewer main conditions range from failure to excellent depending on the age of the pipe, the quality of the installation, and the quality of ongoing maintenance.

Table U-2 Major Sewer Facilities

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Capacity and Condition Facility Name and Location Lift stations (6): Pump 1: 1,850 gallons per minute (gpm) maximum Pump 2: 1,800 gpm max. Combined capacity: 2,550 Contra Costa Av. & Elm Tree Lane 100 gpm normal, 234 gpm max. Drake & Farallone 100 gpm normal, 200 gpm max. Alameda & 46th St. 100 gpm normal, 200 gpm max. 172 gpm constant output 67th Av. & 44th St. 150 gpm, two pumps alternating Estate Place Princeton Place All lift stations are in fair to good condition. Manholes are typically located approximately every 300 feet along Manholes sewer mains. Fircrest has approximately 600 manholes, which vary

from good to poor.



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SERVICE LEVELS AND STANDARDS

Table U-3 summarizes the service levels and standards applicable in Fircrest.

Table U-3 Service Levels and Standards

Service Parameter	Service Level
Capacity	220 gallons per day (gpd) per single-family dwelling, which is referred to as a <i>residential equivalent</i> (one RE); service levels for multi-family dwellings, commercial and industrial businesses, public service organizations, etc. are expressed in numbers of REs; for example, multi-family units are expected to produce .83 RE or 183 gpd.
Average daily and peak flows	Average daily flow in 2014: 482,000 gpd Peak flow in 2014: 790,000 gpd
Wastewater quality	Sewage quality must conform to County Sanitary Sewer Utility Administrative Code and county Pretreatment Code requirements.
Design and construction of facilities	Construction of new facilities and rehabilitation of old facilities must conform to the standards of the wastewater treatment service provider.

DEMAND AND ADEQUACY

This section discusses current and future demand for sanitary sewer services and adequacy of facilities to meet demand.

Current demand from Fircrest's service area was studied by a consulting firm under the supervision of the Fircrest Public Works Department. The system is capable of handling current demand and future projected growth demand.

Future demand is based on assumptions of successful reduction of infiltration and inflow and of decreased residential water consumption. Therefore, a standard effluent rate of 220 gallons/RE has been used for computing future demand. Table U-4 summarizes future residential demand in Fircrest.

Future demand is based on assumptions of successful reduction of infiltration and inflow and of decreased residential water consumption. Therefore, a standard effluent rate of 220 gallons/RE has been used for computing future demand. The following table summarizes future residential demand in Fircrest.

Area Single-family (millions Duplex, Multi-Total (mgd) of gallons/day [mgd]) family and ADUs (mgd) Total projected residential 0.558 0.162 0.720 demand (2,535 units) (884 units) (3,419 units)

Table U-4 Projected Residential Demand in 2035

Stormwater Management

Surface water and stormwater in Fircrest originate with precipitation falling in and north, west, and east of Fircrest. Fircrest is located in the approximate center of this drainage area, which is known as the Leach Creek drainage subbasin. The Leach Creek subbasin has a total of 7.18 square miles and is a portion of the larger Chambers Bay drainage basin. This drainage basin is located in the Chambers - Clover Creek Watershed Resource Inventory Area 12 (WRIA 12). A small portion of Fircrest falls within the Tacoma West drainage basin. Figure U-5 illustrates those portions of the Chambers Bay and Tacoma West drainage basins located in close proximity to Fircrest.

Stormwater within the Leach Creek subbasin, along with stormwater from the entire Chambers Bay basin, eventually reaches Puget Sound via Chambers Bay. The following section provides a general overview of flows in the Leach Creek subbasin.

SUMMARY OF SERVICES AND FACILITIES

Stormwater flows over the surface into dry wells, swales, ponds, and basins where some of it percolates through the soil into groundwater. The remainder is conveyed to detention facilities via ditches and subsurface storm drainage pipes. Fircrest owns and operates stormwater systems in conjunction with the City of Tacoma. Much of the stormwater originating in the northern portion of the Leach Creek subbasin is collected in the Leach Creek holding basin, which provides sediment removal, infiltration to groundwater, peak discharge control, and outflow to Leach Creek. Subsurface water at Fircrest Park, the former site of Spring Lake, also is intercepted and piped to the holding basin. The remainder flows over the surface into dry wells, swales, ponds, and basins, where it percolates through the soil.

In the southern portion of Fircrest, stormwater is conveyed to a pond within Thelma Gilmur Park. Like the holding basin, this pond provides sediment removal and infiltration with overflow to Leach Creek. Leach Creek flows into Chambers Creek, which flows into Puget Sound via Chambers Bay.

A small amount of stormwater within the western boundary of Fircrest sheds west toward Puget Sound rather than east; this area is part of the Tacoma West drainage basin. The small number of facilities in that area conveys stormwater away from Fircrest and Leach Creek. Stormwater in the Tacoma West drainage basin does not have a significant impact on Fircrest stormwater facilities.

Because stormwater originating in the City of Tacoma, City of University Place and unincorporated Pierce County flows through Fircrest, how stormwater is managed in those

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jurisdictions directly impacts the stormwater present in Fircrest. Likewise, Fircrest's stormwater management practices affect the water present in Leach and Chambers Creeks.

Fircrest has adopted the latest version of Department of Ecology (DOE) Stormwater Management Manual for Western Washington, which addresses the standards, procedures, and development practices needed to implement good stormwater management.





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FACILITIES INVENTORY

Stormwater facilities in Fircrest are owned by the City of Fircrest and the City of Tacoma and are planned, installed, maintained, and operated under the supervision of the respective Public Works Departments. Each jurisdiction assesses properties for stormwater management within its own boundaries. Fircrest adopts the latest version of the Department of Ecology Stormwater Management Manual for Western Washington for stormwater standards, specifications, and best management practices. No updates have been made to the City's Stormwater Comprehensive Plan since the last Comprehensive Plan update. The following stormwater system upgrade projects are anticipated as part of the City's 6-year capital improvement plan:

- Estate Place and Emerson Pretreatment and Catch basin upgrades
- Curb and gutter replacements
- NPDES Compliance ongoing

In addition to publicly-owned stormwater facilities, there are some privately- owned stormwater facilities. Privately-owned stormwater facilities are not discussed in this document.

Table U-5 lists major stormwater facilities and their owners and capacities. Jurisdiction-specific maps showing the locations of all facilities listed below are available in the City of Fircrest Public Works Department. A map of the City's major stormwater facilities is provided below in Figure U-6.

Facility Name (Owner)	Location, Capacity, and Condition
Leach Creek holding basin and pump (Tacoma Public Works)	Located near Fircrest's eastern boundary between 35th Street West 37th Street West Drainage area: 2,450 acres Storage capacity: 82 acre-feet Pumping capacity: 96 cubic feet per second When stormwater flows discharged from the holding basin exceed a preset level, the pump redirects some of the stormwater to the Thea Foss Waterway in Commencement Bay.
Conveyance system facilities (Tacoma Public Works)	Design event: 10-year, 24-hour storm
Trunk lines (Tacoma Public Works)	Design event: 25-year, 24-hour storm
Detention pond (Fircrest Public Works)	Thelma Gilmur Park contains a natural detention pond south of Emerson St. between Woodside and Evergreen Drives. Capacity data is not available.
Conveyance system facilities and trunk lines (Fircrest Public Works)	Design events: Existing stormwater facilities in Fircrest have been designed in accord with the Standard Plans for Road, Bridge, and Municipal Construction by the Washington State Department of Transportation and the American Public Works Association.

Table U-5 Major Stormwater Facilities



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SERVICE LEVELS AND STANDARDS

The primary controls for stormwater quality in Fircrest have been administrative. Administrative techniques are still in use. For example, development projects are controlled through site plan review, conditioned permits, and on-site inspection. Controls also include Public Works maintenance techniques such as street sweeping and cleaning of sedimentation out of catch basins. Operational solutions such as installation of oil/water separators are also employed. Fircrest publishes educational articles in the City's newsletter that encourage the reduction of non-point pollution sources from households and businesses.

Standards, specifications, and best management practices to prevent, control, and treat pollution in stormwater in new development and redevelopment in Fircrest must conform to those defined in the latest version of the Department of Ecology Stormwater Management Manual for Western Washington.

Fircrest will need to comply with Phase II Western Washington Municipal Stormwater Permit requirements in accordance with the EPA's National Pollutant Discharge Elimination System (NPDES). The City will need to incorporate best management practices during periodic refinement of stormwater regulations to address stormwater quality and quantity, erosion prevention, and minimizing downstream impacts of runoff in a manner consistent with NPDES Phase II requirements.

STORMWATER MANAGEMENT ISSUES AND PROJECTS

The City of Fircrest has been developing a Stormwater Management Program since 2007. The first Stormwater Management Program was adopted in 2009 and an update of the program was completed in April, 2015. The purpose of the program is to reduce the discharge of pollutants to the "maximum extent practicable", protect water quality and satisfy the appropriate requirements of the Clean Water Act. This program is operated by the City and regulates its surface and stormwater facilities. The program includes five permit specific elements:

- Public Education and Outreach;
- Public Involvement and Participation;
- Illicit Discharge Detection and Elimination;
- Controlling Runoff from New Development, Redevelopment and Construction
 Sites; and
- Pollution Prevention, and Operations and Maintenance for Municipal Operations.

Planned improvements that are consistent with this program are identified in the Capital Facilities Element. These improvements are intended primarily to provide for treatment of existing stormwater facilities.

Electric

Tacoma Power, a division of Tacoma Public Utilities, is the electrical provider to Fircrest. The utility is governed by a five-member utility board appointed by the Tacoma City Council. Tacoma Power has a 180 square mile service area that includes the cities of Tacoma, Ruston, University Place, Fife, and Fircrest, part of Lakewood, as well as portions of unincorporated

Pierce County including Graham, Spanaway, Parkland, Joint Base Lewis McChord, Midland, Summit, Frederickson, Waller, South Hill Puyallup, and Elk Plan. -Ghows on m

SUMMARY OF SERVICES AND FACILITIES

Tacoma Power operates both transmission and distribution facilities. Tacoma Power has one transmission line that runs through Fircrest. Six distribution substations, each located outside of Fircrest, supply customer load for the city, and the total nameplate capacity is 150 Megavolt Amperes (MVA). Several feeders from these substations ring the area along major arterials. Through these feeders, the substations back one another up in case of substation outage. Of the 3082 oustomers served by Tacoma Power in Prcrest, approximately 92.7 percent are residential, and 7.3 percent are commercial and other non-residential. suppy redundary

Tacoma Power utilizes forecasts produced by the Puget Sound Regional Council (PSRC) and local municipalities to project future load growth. Tacoma Power uses this information in conjunction with its system planning criteria to prepare a Six-Year facilities plan. The Six-Year plan helps Tacoma Power identify those strategic projects that will ensure a safe, reliable, and operable system. Tacoma Power's current level of service is to maintain the standard voltage level within + or - 5% of nominal voltage. All distribution service shall be provided within the acceptable range established by current industry standards.

Pursuant to its Six-Year plan, Tacoma Power does not anticipate development of new substations or major line replacements within Fircrest. The addition of a large commercial or industrial load in the area may require development of additional new facilities.

Figure U-7 depicts the general location of electrical system facilities in Fircrest and adjoining areas.





Natural Gas

COMPANY OVERVIEW

Natural gas is provided in Fircrest by Puget Sound Energy (PSE), an investor-owned utility. PSE is a private utility providing natural gas and electric service to homes and businesses in Puget Sound region of Western Washington and portions of Eastern Washington, covering 10 counties and approximately 6,000 square miles. PSE's regional and local natural gas and electric planning efforts are integrated and centered on providing safe, dependable, and efficient energy service. PSE provides natural gas to more than 770,000 customers, throughout six counties, covering approximately 2,900 square-mile area. As of March 2015, PSE provides natural gas service to approximately 1,893 customers within the City of Fircrest.

REGULATORY ENVIRONMENT

PSE's operations and rates are governed by the Washington Utilities and Transportation Commission (WUTC). PSE natural gas utility operations and standards are further regulated by the U.S. Department of Transportation (DOT), including the Pipeline and Hazardous Materials Administration (PHMSA). PHMSA's Pipeline Safety Enforcement Program is designed to monitor and enforce compliance with pipeline safety regulations. This includes confirmation that operators are meeting expectations for safe, reliable, and environmentally sound operation of PSE's pipeline infrastructure. PHMSA and the WUTC update pipeline standards and regulations on an ongoing basis to assure the utmost compliance with standards to ensure public safety. The businesses and residents within the City of Fircrest rely on the coordinated effort between PSE and the City for the adoption and enforcement of ordinances and/or codes to support on the safe, reliable, and environmentally sound maintenance of PSE's natural gas facilities.

INTEGRATED RESOURCE PLAN

In order for PSE to meet its regulatory requirements, it updates and files an Integrated Resource Plan (IRP) with the WUTC every two years. The IRP identifies methods to provide dependable and cost-effective natural gas service that address the needs of retail natural gas customers. Natural gas sales resource need is driven by design peak day demand. The current design standard ensures that supply is planned to meet firm loads on a 13-degree design peak day, which corresponds to a 52 Heating Degree Day (HDD). Currently, PSE's supply/capacity is approximately 970 MDth/Day at peak. This figure will be updated in the fall of 2015. The IRP suggests the use of liquefied natural gas (LNG) for peak day supply and to support the needs of emerging local maritime traffic and truck transport transportation markets.

NATURAL GAS SUPPLY

PSE controls its gas-supply costs by acquiring gas, under contract, from a variety of gas producers and suppliers across the western United States and Canada. PSE purchases 100 percent of its natural-gas supplies needed to serve its customers. About half the natural gas is obtained from producers and marketers in British Columbia and Alberta, and the rest comes from Rocky Mountain States. All the gas PSE acquires is transported into PSE's service area through large interstate pipelines owned and operated by Williams Northwest Pipeline. PSE buys and stores significant amounts of natural gas during the summer months, when wholesale gas prices and customer demand are low, and stores it in large underground facilities and withdraws it in winter when customer usage is highest; ensuring a reliable supply of gas is available.

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SYSTEM OVERVIEW

To provide the City of Fircrest and adjacent communities with natural gas, PSE builds, operates, and maintains an extensive system consisting of transmission and distribution natural gas mains, odorizing stations, pressure regulation stations, heaters, corrosion protection systems, above ground appurtenances, and metering systems. When PSE takes possession of the gas from its supplier, it is distributed to customers through more than 21,000 miles of PSE-owned natural gas mains and service lines.

PSE receives natural gas transported by Williams Northwest Pipeline's 36" and 30" high pressure transmission mains at pressures ranging from 500 PSIG to 960 PSIG. The custody change and measurement of the natural gas occurs at locations known as Gate Stations. PSE currently has 39 such locations throughout its service territory. This is also typically where the gas is injected with the odorant mercaptan. Since natural gas is naturally odorless, this odorant is used so that leaks can be detected. The Gate Station is not only a place of custody transfer and measurement but is also a common location of pressure reduction through the use of "pressure regulators". Due to state requirements, the pressure is most commonly reduced to levels at or below 250 PSIG. This reduced pressure gas continues throughout PSE's high-pressure supply system in steel mains ranging in diameter of 2" to 20" until it reaches various other pressure reducing locations. PSE currently has 755 pressure regulating stations throughout its service territory. These locations consist of Limiting Stations, Heaters, District Regulators, and/or high-pressure Meter Set Assemblies.

The most common of these is the intermediate pressure District Regulator. It is at these locations that pressures are reduced to the most common levels ranging from 25 PSIG to 60 PSIG. This reduced pressure gas continues throughout PSE's intermediate pressure distribution system in mains of various materials consisting of polyethylene and wrapped steel that range in diameters from 1-1/4" to 8" (and in a few cases, larger pipe). The gas flows through the intermediate pressure system until it reaches either a low- pressure District Regulator or a customer's Meter Set Assembly.

To safeguard against excessive pressures throughout the supply and distribution systems due to regulator failure, over-pressure protection is installed. This over-pressure protection will release gas to the atmosphere, enact secondary regulation, or completely shut off the supply of gas. To safeguard steel main against corrosion, PSE builds, operates, and maintains corrosion control mitigation systems to prevent damaged pipe as a result of corrosion.

FUTURE PROJECTS

To meet the regional and City of Fircrest's natural gas demand, PSE's delivery system is modified every year to address new or existing customer growth, load changes that require system reinforcement, rights-of-way improvements, and pipeline integrity issues. The system responds differently year to year and PSE is constantly adding or modifying infrastructure to meet gas volume and pressure demands. Ongoing system integrity work includes:

The replacement of DuPont manufactured polyethylene main and service piping and certain/qualified steel wrapped intermediate pressure main and service piping. There will be ongoing pipe investigations throughout the city to determine the exact location of any DuPont pipe and qualified steel wrapped pipe to be replaced.

Investigations throughout the City to determine the location of where gas lines have been cross bored through sewer lines and make subsequent repairs.

Telecommunications

Telecommunications services in Fircrest consist of land-based telephone service, cellular telephone service, and cable television service furnished by private providers. The following subsections summarize the information provided to Fircrest by each of the private service providers.

LAND-BASED TELEPHONE SERVICE

CenturyLink, a private for-profit corporation, is certified by the Washington Utilities and Transportation Commission (WUTC) to provide local telephone and other related special services (alarm circuits and data transmittal) throughout Fircrest. The WUTC regulates the provision of telecommunication services, including those provided by local exchange carriers such as CenturyLink. Telephone utilities are considered an essential utility by the WUTC; therefore, CenturyLink has an obligation to serve the public requirements for communication utilities. CenturyLink is also subject to various federal laws and regulations administered by the Federal Communications Commission (FCC).

Local jurisdictions in Washington fall within a particular Local Access and Transportation Area (LATA). A LATA is a telephone exchange area that services to define the area within which Century Link is permitted to transport telecommunications traffic. Century Link is permitted to carry telephone calls only within LATA boundaries. Calls outside of the LATA require long distance carriers, which Fircrest residents may select for this service.

Hundreds of Central Offices (COs) serve Century Link customers in Washington. A CO is a telecommunications common carrier facility where calls are switched. For local exchange or intra-LATA calls the central office switches calls within and between line exchange groupings.

The transmission facilities that serve Fircrest originate with the Logan Central Office located at 2823 Bridgeport Way, from which main cable routes extend generally north, south, east, and west to serve Fircrest and the surrounding area. From each main cable route are branch feeder routes. Branch feeder routes may be aerial or buried, copper or fiber. Extending from the branch feeder routes are the local loops that provide dial tone to every telephone subscriber. Century Link construction planning is driven by the needs of its customers. As communities grow, facilities are upgraded to ensure adequate service levels. RCW 80.36.090 requires Century Link to provide adequate telecommunications services on demand. To comply with RCW 80.36.090, Century Link regularly evaluates the capacity of its facilities. Century Link's goal is to maintain its routes at 85 percent capacity. When usage exceeds 85 percent, additional facilities are planned, budgeted, and installed. Moreover, facilities are upgraded as technology makes additional services available. Capacity is available to serve the area.

CELLULAR SERVICE

There are seven cellular providers licensed by the FCC to serve in the Puget Sound area. With the passage of the Federal Telecommunications Act of 1996, service area competition has increased. Prior to the Act's passage, only two cellular providers would be licensed by the FCC to service a particular area. With the Act's passage, the number of carriers competing in a

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particular market may conceivably include all seven. In the future, the FCC may also expand the frequency range available to wireless providers, potentially resulting in new providers entering the market.

Where feasible, cellular companies site facilities on existing structures, poles, and buildings. This is where antennas can be mounted on rooftops and electronic equipment located within the building itself. Topography and other engineering constraints influence specific site selection because of the need to "hand off" the signal so that it can be picked up by another facility. The City has adopted telecommunications regulations to address the siting of cellular and other telecommunications facilities inside of the City limits.

There are two cellular transmission facilities in Fircrest. The facilities are located on the City's water tank within the Fircrest Golf Club and the Fircrest water tower located east of the City's 4/1/2020 Orchard Street boundary across from Stanford Street. more as of

CLUCK IS NO CABLE TELEVISION SERVICE Click!, a division of Tacoma Public Utilities, and Comcast provide cable service to the City of Fircrest under separate franchise agreements. Fircrest is a member of Rainier Communications Commission, which was created through an inter-local agreement with Pierce County and other cities and towns in the County, to establish inter-jurisdictional cooperation on regulation and oversight activities and to build expertise in negotiating with cable companies.

Cable service is delivered to customers through a complex series of electrical components and many miles of cable. Located at the origin of the cable system is the receive site where towers with antennae and earth station receivers are located to pick up off-air and satellite signals. From the receive site, signals are sent to the *headend* to be processed for entry onto the *trunk* line, which is the main artery of the cable system. From the trunk, the signals are branched off onto feeder lines, which carry the signals through neighborhoods past individual residences. The signals are branched off again from the feeder onto *drop cable* that allows the signal to flow to the subscriber's television set or computer cable modem.

The Comcast headend serving Fircrest is located at S. 56th St. and Orchard St. The trunk line runs north along Orchard St. from the headend. At Emerson Street St. it branches west and follows Emerson west through Fircrest. Figure U-8 shows Comcast trunk line routes in Fircrest. Feeder lines branch off from this trunk line to reach every street in Fircrest. Feeder lines are generally co-located with electric lines. Detailed maps indicating the locations of all facilities in - why any show com Fircrest are available in the Fircrest Public Works Department.

Click! offers cable television packages for residential and commercial locations in Fircrest. Two internet service providers (ISPs) operate on its network: Advanced Stream and Rainier Connect. These ISPs offer a variety of high-speed internet and phone packages to residential and vorde commercial locations. HM

ing Commercial customers in Fircrest have access to custom network solutions through Click's Authorized Service Partners: Integra, Rainier Connect, Optic Fusion and Spectrum Networks. These Authorized Service Partners offer voice and data services, internet, co-location, and local and long-distance phone services. Services can be delivered over SONET Based Line Services or Metro Ethernet Services.

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Comcast and Click! make every attempt to provide service to all residents within their franchise areas. Factors considered in extending service include the overall technical integrity, economic feasibility, and franchise agreements. Both Comcast and Click! can serve future growth in

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Solid Waste

State law requires counties, in coordination with their cities, to adopt comprehensive solid waste plans for the management, handling, and disposal of solid waste for twenty years and to update them every five years. Cities may choose to be joint participants in the plan, delegate planning to the county, or do their own plan. In Pierce County, waste management and recycling activities for all jurisdictions are coordinated under the umbrella of the Tacoma-Pierce County Solid Waste Plan.

There are three separate collection and disposal systems in the County: 1) The County's system includes the unincorporated areas of the county and 19 cities and towns using the County's disposal system; 2) Tacoma, as a joint participant in the plan, has its own collection utility and disposal system and the Town of Ruston operates its own collection utility, but has an interlocal agreement with Tacoma for disposal and an interlocal agreement with the County adopting the Solid Waste Plan; and, 3) Joint Base Lewis McChord use the Fort's disposal system but coordinate with the County on public outreach and educational programs about waste reduction and recycling.

An update of the Solid Waste Plan was adopted in 2008 and the City signed an interlocal agreement with Pierce County pursuant to the plan. Under this agreement, the County has responsibility for overall planning, disposal and waste reduction and recycling education. Cities are responsible for collection and the development of any recycling program specific to their jurisdiction. Waste is collected in Fircrest by Westside Disposal, a subsidiary of University Place Refuse. Collected waste is handled through the Pierce County disposal system.

Westside Disposal has a franchise with the City that runs through 2022. The company offers residents solid waste, recycling, and yard waste collection programs coordinated with the unincorporated areas and 18 other cities and towns. Further, the company coordinates with the City to provide citywide clean-up programs in the spring and fall of each year plus special yard waste pick-up programs each spring and fall. The County provides public outreach and school education programs about waste management, waste reduction, and recycling for all residents of 19 cities and unincorporated areas.

Cities are responsible for collection and the development of any recycling program specific to their jurisdiction.

Essential Public Facilities

By Statute (RCW 36.70A.200), essential public facilities include:

- Airports
- State education facilities
- State or regional transportation facilities (defined in RCW 47.06.140)
- State and local correctional facilities
- Solid waste handling facilities
- Inpatient facilities, including substance abuse facilities, mental health facilities, group homes, community facilities (defined in RCW 72.05.020)
- Secure community transition facilities (defined in RCW 71.09.020)

• Regional transit authority facilities (defined in RCW 81.112.020)

The City of Fircrest does not have any essential public facilities within its incorporated boundary. The City does not anticipate the addition of essential public facilities in the near future. The City will maintain its current policy and goals from the previous Plan related to essential public facilities.



STATEMENT OF QUALIFICATIONS FOR

MIDDLE HOUSING CODE DEVELOPMENT AND COMPREHENSIVE PLAN AMENDMENTS (RFQ NO. 24-01)



Prepared by

Kimley »Horn Expect More. Experience Better.



1. Cover Letter

March 13, 2024 Mark Newman, Community Development Director City of Fircrest 115 Ramsdell Street Fircrest, WA 98466

Kimley-Horn Nick Chen, AICP 1201 Third Avenue, Suite 2800, Seattle, WA 98101 425.689.5064 | nick.chen@kimley-horn.com

RE: Statement of Qualifications for Middle Housing Code Development and Comprehensive Plan Amendments (RFQ No. 24-01)

Dear Mr. Newman and Members of the Selection Committee,

Kimley-Horn is pleased to submit our proposal in response to the City of Fircrest's (City's) request for qualifications (RFQ) to prepare middle housing code development and comprehensive plan amendments. We provide a strong understanding of the new state laws and their requirements along with diverse experience helping Washington State communities with planning services.

Our project manager, Nick Chen, brings 11 years of experience developing housing elements and development regulations in ways that meet state law requirements, are understandable for the community, and implementable for City staff. Nick and our principal-in-charge, Clay White, are also currently developing middle housing codes for the cities of Kenmore and Walla Walla, and assisting a number of local jurisdictions with their comprehensive plan updates. Clay brings 25 years of Washington State planning experience, including 18 years of experience working directly for cities and counties. His experience as both a consultant and local government planner has given him a valuable perspective on how to develop forward thinking policies that serve the unique needs of each community and align with the Growth Management Act (GMA). Our team offers:

- Strong understanding of new housing laws. Kimley-Horn is currently working with the Washington State
 Department of Commerce (Commerce) to create the model ordinance and guidance for implementing House Bill (HB)
 1110. We are helping develop the Middle Housing Guidance to advise cities as they create middle housing codes.
 This includes providing insights on the intersection between HB 1110 and HB 1337 requirements, which we can also
 address as part of this project. Our team has extensive knowledge of the new state requirements, the range of
 code changes which must be considered, and opportunities to make these requirements work for the City.
- Deep experience with housing plans and policies. In addition to Nick's experience developing housing elements
 and comprehensive plans for seven cities, Clay has developed housing plans for more than a dozen cities. Our team
 is well-versed in developing strong housing policy to implement the community's vision.
- Familiarity with the area. Clay has worked with a number of jurisdictions in Pierce County on housing-related planning efforts, including a housing action plan for the City of Bonney Lake, a housing action plan and accessory dwelling unit (ADU) code update for the City of Sumner, a comprehensive plan update for University Place, and regional policy assistance for Pierce County. These efforts give our team a strong understanding of the area and their relationship to new local and state policies.

Figure 1. Kimley-Horn Puget Sound Office Locations

At Kimley-Horn, we believe our clients should expect more and experience better. This includes updating comprehensive plans and implementing regulations with a keen eye for the community's vision for the future. We are excited to work with the City on developing middle housing policies and regulations. We acknowledge receipt of the addenda. Should you have any question, please contact Nick Chen at 425.689.5064 or nick.chen@kimley-horn.com.

Sincerely,

KIMLEY-HORN



NICK Chen, AICP Project Manager

Kimley Wheel Horn

David Williams, P.E. Associate/Authorized Signer

Upon review of the sample agreement provided, there are modifications we would like to discuss with the City. We are confident that we will be able to execute a mutually acceptable agreement.

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2. Key Personnel Qualifications and Experience

Kimley-Horn has assembled a team experienced in planning across the state and well-versed in developing housing and land use elements for comprehensive plans and updating zoning codes to implement the requirements from recent legislation. Clay White is also familiar with the project's stakeholders, having completed many projects for Commerce and previously served on the Puget Sound Regional Council's (PSRC's) Regional Staff Committee. **Figure 2** on the right shows our entire team, led by Nick Chen, who will serve as the project manager and primary contact person. Nick has experience managing a range of local planning projects, including Island County's Clinton Sub Area Plan and Rural Areas of Intensive Development (RAID) Density Analysis and the City of Snoqualmie's Parks, Recreation, Open Space, and Trails (PROST) Plan Update.

To ensure availability of team members, Kimley-Horn uses a proactive management program called Castaheads. This process forecasts our workload over a weekly, monthly, and six-month period and enables us to avoid work overloads and/or shortfalls for each office and discipline. Castaheads help ensure sufficient staff is available to meet our clients' needs. According to our most recent forecast, we are in an excellent position to serve the City on a multi-year project.

Table 1 below lists notable projects our proposed team members have worked oninvolving the disciplines and stakeholders involved in the City's Middle HousingCode Development and Comprehensive Plan Amendments project.

Table 1. Relevant Team Project Experience	GMA Compliance	Collaboration with Commerce	Collaboration with PSRC	Public Participation Plan Design and Implementation	Comprehensive Plan Development	Comprehensive Plan Elements	Creative Approaches to Comprehensive Planning
Projects	GMA	Colla Com	Colla	Publi Plan Imple	Com Deve	Com Elem	Crea
City of Costa Mesa, Housing Element Update					0	0	⊘
Washington State Department of Commerce, Middle Housing Model Ordinances for Implementation of HB 1110	0	0				0	0
City of Kenmore, HB 1110 Middle Housing Code Development and Comprehensive Plan Amendments	0	0		0		0	0
Lewis County, 2025 Periodic Comprehensive Plan Updates	⊘				0	⊘	⊘
Skagit County, 2025 Periodic Comprehensive Plan Updates	0				0	0	⊘
Island County, Clinton Sub Area Plan and RAID Density Analysis for the 2025 Comprehensive Plan Periodic Update	0			0	0	0	•
Sound Transit, Everett Link Extension (EVLE)			⊘	S			



Resumes for our team members are on the following pages; they are eager and available to help the City develop middle housing policies and update housing and land use elements of the comprehensive plan. Our team offers a rare combination of experience having consulted Washington State communities on the latest housing legislation, written statewide guidance for HB 1110, and worked directly for municipalities across the state.

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Kimley»Horn







NICK CHEN, AICP

Project Manager

Professional Credentials

- Master of Urban and Regional Planning, University of California, Irvine
- B.S., Landscape Architecture, California State Polytechnic University, Pomona
- American Institute of Certified Planners (#29082)

Affiliations

- American Planning Association, Member
- Urban Land Institute (ULI), UrbanPlan Committee Member

Nick is an urban planner and entitlement specialist with 11 years of experience working for both municipalities and private development clients on conceptual land use and site designs, housing policies, site investigation, due diligence, and physical feasibility studies relating to regulatory and physical site characteristics. Nick is also experienced in engaging communities as a part of a wide range of planning efforts, including entitlements, design, visioning, and long-term strategic planning. His work includes the disciplines of urban design, entitlement, community visioning, policy planning, and community outreach efforts focused primarily in Washington and California, but with experience across the nation.

Featured Project

• City of Kenmore, Middle Housing Code Development and Comprehensive Plan Amendments, Kenmore, WA — Housing Policy Support

Due to the recent passage of HB 1110 and HB 1337 in 2023, zoning and other related land use regulations and comprehensive plan policies must be adopted to be consistent with state law. Kimley-Horn is currently developing a comprehensive plan and development regulations for middle housing as well as amendments to ADU regulations and the development of a cottage housing code. The City of Kenmore is also requesting amendments to its subdivision and land use regulations to allow for unit lot subdivisions and small houses on small lots. Extensive community engagement was conducted during the initial phase of the project, and a community engagement plan and process is being developed and implemented as part of Phase II. Nick is supporting the development of regulations for middle housing and compliance with housing element requirements in the comprehensive plan.

Additional Project Experience

- City of Costa Mesa, Housing Element Update, Costa Mesa, CA — Project Manager
- Sound Transit, EVLE, Snohomish County, WA Project Planner
- City of Snoqualmie, PROST Plan Update, Snoqualmie, WA Project Manager
- Island County, Clinton Sub Area Plan and RAID Density Analysis, Island County, WA — Project Manager
- City of Spokane Valley, Cross Country Course Conceptual Plan, Spokane Valley, WA — Project Manager
- City of Orange, Housing Element Update, Orange, CA Project Planner
- City of Chino, Housing Element Update, Chino CA Project Planner
- City of Pico Rivera, Housing Element Update, Pico Rivera, CA Project Planner
- City of Solana Beach, Housing Element Update, Solana Beach, CA — Project Planner

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City of Fillmore, Design Review Services, Fillmore, CA — Project Planner

Kimley Worn

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Professional Credentials

B.A., Geography and

Affiliations

President

Anthropology, Central

Washington University

Washington State Association

Planning Directors, Former

Transportation Improvement

Committee, Former Cochair

Board, Former Member

PSRC, Regional Staff

of Regional and County

CLAY WHITE

Principal-in-Charge

Clay has 25 years of experience serving private-sector clients and cities and counties throughout Washington State as a land use planner. This includes nearly 18 years working as a planner and planning director for cities and counties throughout the state. Clay has focused his work on helping local governments develop and implement sound policies that help further the jurisdiction's goals. Clay is currently working for Commerce on the HB 1110 Guidance, giving him insight into how communities can improve their housing and land use policies in compliance with new laws. Clay has also developed ADU regulations for cities and worked to strike a balance between providing more affordable housing options while preserving the character of neighborhoods. Clay has extensive code and policy experience, which includes leading comprehensive plan updates and development regulation updates.

Clay has a deep understanding of housing element requirements from working with communities across the state on a dozen housing action plans, middle housing plans, and housing action plan implementation projects over the past four years.

Featured Project

 Walla Walla County, Countywide Planning Policy Update, Walla Walla, WA — Project Manager

Kimley-Horn is working with Walla Walla County, the City of Walla Walla, and other cities in the county on an update to the Countywide Planning Policies before the 2026 Comprehensive Plan Update. The project involves leading a stakeholder committee representing each jurisdiction, preparing updated policies that reflect a shared vision for each of the communities, and presenting at public meetings and hearings. Our team is developing new regional housing and land use policies that will be consistent with new housing legislation, including HB 1220, 1110, and 1337.

Additional Project Experience

- City of Kenmore, HB 1110 Middle Housing Code Development and Comprehensive Plan Amendments, Kenmore, WA — Project Manager
- City of Walla Walla, HB 1110 Middle Housing Code Development and Comprehensive Plan Amendments, Walla Walla, WA — Project Manager
- Washington State Department of Commerce, Middle Housing Model Ordinances for Implementation of HB 1110, Statewide, WA — Housing Policy Expert
- Lewis County, Comprehensive Plan Periodic Update, Lewis County, WA — Project Manager
- Skagit County, Comprehensive Plan Periodic Update, Skagit County, WA — Project Manager
- Washington State Department of Commerce, Urban and Rural Guidebooks, Statewide, WA — Project Manager
- City of Snohomish, Middle Housing Plan, Snohomish, WA Project Manager*
- City of Mill Creek, Middle Housing Plan, Mill Creek, WA Project Manager*
- City of Snoqualmie, Middle Housing Plan, Snoqualmie, WA Project Manager*
- City of Bonney Lake, Housing Action Plan, Bonney Lake, WA Project Manager*

*Project completed prior to joining Kimley-Horn



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NATHAN CHADWICK, AICP



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Community Outreach Lead

Professional Credentials

- M.S., City and Regional Planning, University of Utah
- B.A., Economics, University of Arkansas, Fayetteville
- B.A., Political Science, University of Arkansas, Fayetteville
- American Institute of Certified Planners (#33240)

Nathan has seven years of planning experience as a consultant and staff member for municipal agencies. He brings a unique perspective to the table, having worked in both the public and private sectors. Since joining Kimley-Horn, Nathan has gained extensive experience working in diverse geographies and projects. He enjoys public engagement and building consensus among the community. He is skilled in building consensus visions with stakeholders and translating technical findings into the "so what?". Nathan is proficient in Microsoft Office, ArcGIS Pro, and Adobe Creative Suite programs.

Featured Project

City of Cedar Park, Mobility Master Plan, Cedar Park, TX — Project Planner

The Cedar Park Mobility Master Plan included a substantial engagement strategy involving all overlapping jurisdictions, including the Capital Area Metropolitan Planning Organization, Travis County, the Texas Department of Transportation, Central Texas Regional Mobility Authority, and coordination with neighboring cities to ensure regional alignment of the planning effort. A 15-member advisory committee was developed for the project, which Nathan helped facilitate through a series of meetings to review critical components of the plan, including bicycle, pedestrian, and transit elements. Nathan helped shape the outreach efforts for the projects, including a Public Engagement Plan, project website and interactive map, advisory committee presentations, and community surveys. The community's input was analyzed and integrated into the ultimate implementation plan for mobility improvements across the city.

Additional Project Experience

- City of Snoqualmie, PROST Plan Update, Snoqualmie, WA — Community Outreach Lead
- Santa Clara Valley Transportation Authority, Program Management Services for BART Silicon Valley Extension Phase II, San Jose, CA
 External Affairs and Community Outreach
- Sound Transit, EVLE, Snohomish County, WA Stakeholder Coordination
- Trinity Metro, East Lancaster TOD Plan, Fort Worth, TX

 Deputy Project Manager
- Caltrain, Corridor Wide Grade Separation Strategy, Bay Area, CA — Project Planner
- Central Texas Council of Governments, Regionally Coordinated Transportation Plan 5-Year Update, Belton, TX — Project Planner
- City of Edmond, Long-Range Mobility Plan, Edmond, OK Project Planner
- City of Leander, Transportation Master Plan, Leander, TX Project Planner
- City of Cleburne, Master Thoroughfare Plan, Cleburne, TX — Deputy Project Manager

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Kimley»Horn



Professional Credentials

- M.S., City Planning and Real Estate Development, University of Glasgow
- B.A., Human Geography, University of British Columbia
- American Institute of Certified Planners (#35630)

BEN FELSTEIN, AICP



Project Support

Ben is a land use development and real estate advisory analyst with four years of experience working on a diverse group of projects in the U.S. and Canada. He specializes in helping public- and private-sector clients with development coordination and strategy, financial feasibility, market and highest/best use analysis, real estate advisory, and land use planning and permitting. Ben has experience working for real estate developers and consulting with various stakeholders, including residential and commercial developers, airports, public jurisdictions, tribal groups, and economic development agencies.

Featured Project

 Washington State Department of Commerce, Middle Housing Model Ordinances for implementation of HB 1110, Statewide, WA
 Project Planner

Kimley-Horn is currently preparing portions of the HB 1110 Model Ordinance and Guidance, including insights to ensure codes work well when implemented. We are assisting with the development of guidance to help communities permit middle housing, including cottage housing, small housing on small lots, and ADUs. We are also assisting with stakeholder meetings as well as graphics and comment responses for the draft document. Kimley-Horn will continue working with Commerce to look at additional topics associated with HB 1110 implementation, which typically involves other departments. Our team willprovide guidance on topics such as mail service, garbage collection, utilities, fire code, stormwater, and others which could present challenges when implementing new small lot development requirements. Ben supported the development of the HB 1110 Model Ordinance and Guidance and is currently preparing additional draft guidance for municipal departments for public works, engineering, and infrastructure.

Additional Project Experience

- City of Santa Fe, Comprehensive Plan Real Estate Analysis, Santa Fe, TX — Project Planner
- Private Client, Real Estate Analysis, Collegedale, TN Project Planner
- Sound Transit, EVLE, Snohomish County, WA Project Planner
- Whitecap Dakota First Nation, Whitecap Dakota Resort Residential Plan, Whitecap Dakota First Nation, SK, Canada — Project Planner*
- City of Citrus Heights, Sunrise Tomorrow Specific Plan Real Estate Analysis, Citrus Heights, CA — Project Planner*
- City of Johns Creek, Town Center Vision and Plan, Johns Creek, GA — Project Planner*

*Project completed prior to joining Kimley-Horn

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3. Proposed Approach

Kimley-Horn has developed an approach for completing the scope of services outlined in the City's RFQ, including key tasks, who is responsible for completing them, and needed resources from the City and various stakeholders to ensure a successful project. Our experience helping Commerce draft statewide guidance for implementing HB 1110 gives us unique insight into how to these requirements can be met while incorporating the vision of each community. Housing in the city is primarily single-family in nature. HB 1110 provides the opportunity to broaden the range of housing types available for development to increase housing type choices across a range of income bands.

Planning for housing at different income levels is required as part of GMA and implementing HB 1110 can assist with meeting new Housing Element requirements the City is addressing as part of the Periodic Comprehensive Plan Update. Our team is currently assisting a number of local jurisdictions with both middle housing ordinance updates and comprehensive plan updates. We know how these efforts interact with each other and are experienced in implementing effective changes to local zoning codes to drive housing opportunities.

Task 1: Project Kick Off and Ongoing Coordination

Responsible Team Members:

- Nick Chen
- Clay White
- Benjamin Felstein

We propose using strong project management to deliver the project on time and on budget. Coordination is also very important for this project because there are many policy and code approaches to implementing new HB 1110 and HB 1337 requirements. Communicating throughout the project will help develop policy and codes that align with the goals of the City. We propose the following focus areas:

Setting the project foundation. Our team will have an initial kickoff meeting with the City followed by development of a short Project Charter to confirm the project's goals, schedule, expectations, and requirements. The Project Charter also identifies the project team with roles, communication protocols, and project risks and mitigation tactics. This proactive process sets a firm foundation for project work and is especially crucial given the importance of this project to the community.

Ongoing project coordination. We suggest setting up regular check-in meetings with appropriate team members. These meetings

Deliverables

- Kick Off meeting
- Draft and Final Project Charter
- Proposed bi-weekly coordination meetings

Assumptions

 Kimley-Horn will prepare agendas and provide notes for each meeting

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- The City will provide key information for the Project Charter and assist in setting project goals, understanding project risks, and identifying key team members
- Kimley-Horn will facilitate a round of review and editing for the Project Charter
- The City will review the Draft Project Charter and provide comments

can be used to review the project schedule, discuss ongoing tasks, and set expectations for the weeks ahead. This scope anticipates monthly meetings with up to five additional team meetings as needed throughout the update process. Focused and topic-specific meetings are effective ways to gather targeted feedback from additional City departments throughout the process. Ben Felstein will support Nick Chen throughout the project by preparing for meetings, assisting with community engagement, and producing graphics and documents for the code development tasks.

Quality Control. Our team understands that everything we provide, from meeting minutes to the final code language changes, are deliverables that reflect our quality of work. We take each deliverable through a quality review process which includes a team member who is knowledgeable of the project but not the originator of the document. Clay will serve in this role to ensure to our team is producing quality work products so City staff can focus on content.



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Task 2: Public Participation Plan and Community Engagement

Responsible Team Members:

- Nick Chen
- Nate Chadwick

In coordination with the City, Kimley-Horn will develop and execute a short Public Participation Plan and facilitate engagement activities as new policy and code is developed. We are committed to meaningful communication programs focused on meeting community members where they are.

Plan: Our approach to public engagement planning includes a holistic view of public participation throughout the project. We will begin the project by:

- · Coordinating with City staff to identify key stakeholders
- · Determining appropriate tactics and tools
- Creating an outreach schedule with key community touchpoints identified

Execution: Our public engagement team specializes in building meaningful relationships with the community, businesses, and stakeholders. We not only listen, but also truly understand their concerns. The Public Participation Plan will be focused on early engagement and ways to receive feedback on the range of options for implementing new legislation. It will communicate what we are doing, why we are doing it, and the range of options to meet state law requirements while accounting for the community's vision.

The goal is to make sure community voices continue to be heard prior to and throughout the policy and code development process. This process also helps us follow the "no-surprises" rule for appointed and elected officials. The development of code and policy will also align with the requirements of the Fircrest Municipal Code for amendments to the Comprehensive Plan and development regulations. In addition to comment and response periods, the following are engagement tactics which could be used:

- Community Meetings: We plan to coordinate and could attend up to two community events and meetings to allow larger groups of people to hear and understand the project all at one time. With our boots-on-the ground approach, we like to spend time in the communities we are trying to reach.
- Social Media: Using existing tools, we can create content for social media outlets with key messages.
- Project Website: We will prepare and assist the City team with content for the City website.
- Optional Services: Kimley-Horn believes additional outreach may be necessary to fully engage the community. Given the limited funding available through the City's grant, our outreach scope has been proposed to meet the City's needs while maintaining budget for the analysis



Engagement methods will focus on receiving feedback from community-based organizations and disadvantaged groups in the Fircrest community. We will coordinate closely with City staff to identify the methods that have best engaged the community in the past. Our outreach team also has variety of recommendations.available.

and recommendations of the code update and Comprehensive Plan Policy recommendation. Additional meetings with stakeholders or the community are recommended but not included in this scope.

Deliverables:

- Public Participation Plan
- · Community Engagement summary

Assumptions:

• The plan will include a mix of in-person and virtual engagement strategies. Given the budget for these

tasks, community engagement activities will be designed based on the role the City wants to take. As an example, the City may wish to use materials we prepare to expand engagement efforts.

- Kimley-Horn will facilitate one round of review and editing for the engagement plan.
- Meetings, hearings, and presentations for appointed and elected officials will be scoped separately.

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Task 3: Review of Existing Documents

Responsible Team Members:

- Nick Chen
- Ben Felstein

Kimley-Horn will review the existing City regulations and other resources to identify necessary code and comprehensive plan amendments related specifically to middle housing, cottage housing, ADUs, and unit lot subdivisions.

We propose that in addition to a summary of findings report, we prepare an outline that further refines the range of code and policy options for the City to meet HB 1110 requirements. This could include options regarding where to apply new requirements and the range of code requirements to consider to ensure new housing aligns with the community's goals.

Deliverables:

- Summary report of findings
- Bookends table and summary to outline various overall options for HB 1110 implementation

Assumptions:

- Kimley-Horn will facilitate two rounds of review and editing for each document
- City staff will assist in narrowing the scope and approach as we draft policies and regulations

Providing a defined set of options will be useful to engaging the community and both appointed and elected officials early on. A strong review of existing documents will enable us to create policies and codes that align with the overall community vision.

Task 4: Draft and Final Housing and Land Use Elements Amendments

Responsible Team Members:

- Nick Chen
- Clay White

Our team will prepare and gather feedback on bookend options for policy development, conduct early community engagement activities, and draft new and revised policies. The draft policies will focus on HB 1110 but also align with new Housing Element requirements derived from HB 1220 and address new requirements for the legislation listed in the RFQ where applicable. In addition to developing new and revised policies, we propose developing a policy table to explain why each of the new or revised policies are being proposed. This can be helpful as public comments are accepted on the draft policies.

This can also be helpful as part of the policy review process with the Planning Commission and City Council. **Based on comments received on the draft policies from the public, we will prepare a final set of policies.** We will sync the policy development work so it aligns with the draft code being prepared.

Our team is aware the City is currently completing a full periodic update to their Comprehensive Plan. **Policy recommendations completed as part of this task will feed into and be consistent with the overall Comprehensive Plan.**

Deliverables:

- Draft housing and land use policy amendments
- Summary table defining the purpose of amendments
- Response to public comments on proposed policy changes
- Preparation of materials for meetings and hearings
- Preparation of final housing and land use policy amendments

Assumptions:

- Kimley-Horn will conduct two rounds of policy updates based on feedback from the City
- No major changes will be made to the policy approach from Task 3
- Kimley-Horn will respond to up to 15 unique comment letters



Task 5: Draft and Final Housing Regulations

Responsible Team Members:

- Nick Chen
- · Benjamin Felstein

Our team will prepare and gather feedback on bookend options for code development, conduct community engagement activities, and develop draft new and revised regulations.

In our experience working on HB 1110 Guidance, we have noticed a number of changes to municipal code, beyond what is called out in HB 1110, are necessary to make implementation of new policy and code work well for small lot redevelopment. This can include how the code approaches density versus lot yield, building setbacks, heights, impervious maximums, tree codes, definitions, driveway and access standards, parking, and the approach to subdividing small lots (including unit lot subdivision regulations). The standards that may work well when a two-acre lot is used for townhomes may not work well when a tri-plex is proposed on an 8,000 square foot (SF) lot. Our approach would focus on providing a code that:

- Aligns with the City's goals
- Meets HB 1110 requirements
- · Addresses code sections necessary for proper implementation

Deliverables:

- Draft code amendments
- Summary table defining purpose of amendments
- Response to public comment on proposed policy changes
- · Final code amendments

Assumptions:

- Kimley-Horn will prepare materials for meetings and hearings
- Kimley-Horn will facilitate two rounds of code updates based on feedback from the City
- Kimley-Horn will respond to up to 15
 unique comment letters
- No major changes will be made to the policy approach from Task 3

We will focus on creating accurate and easy-to-understand documents and graphics highlighting elements of the proposed code that may be difficult to understand. Visuals can also be a great tool for those using the code to meet requirements on City applications. Graphics will be prepared for a variety of purposes including:

• Site plans for a "typical" City lot to highlight why certain development standards need to be addressed. As an example, a site plan could help show why reduced rear setbacks may be needed to accommodate middle housing or the relationship between building height, setbacks, and access needed to make the code work. These could be used as part of engagement at both meetings and hearings.

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• Design standards and use of pictures to help show the community what a typical middle housing project might look like. In terms of tables and charts, we will follow a format that is consistent with other elements of the code.

Task 6: Planning Commission and City Council Meetings

Responsible Team Members:

- Clay White
- Nick Chen

Kimley-Horn will prepare a presentation for Planning Commission and City Council meetings and hearings. We propose an early meeting with the Planning Commission and/or City Council (could be a joint workshop) to review the requirements of HB 1110. This task is an opportunity to discuss the range of options for implementing new requirements. This would also provide a strong foundation for preparation of code and policy. We suggest timing this meeting early to check-in with community engagement efforts.

We will be available for public meetings and hearings on the draft policies and regulations. We will work with City staff to determine the best place for our team to get involved. In addition to the early engagement meetings described above, our team anticipates assisting with one Planning Commission and one City Council Hearing for adoption of the code updates.

Deliverables:

- Attendance (in person or virtual) at up to two Planning Commission and/or City Council meetings
- Memorandums for packets and PowerPoint presentations

Assumptions:

- The number of meetings may be
- increased in coordination with the City team. The budget for this task is based upon being present for meetings and materials being produced for each meeting/hearing.

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Project Management

Kimley-Horn has developed a project management system with effective communication and reporting. Twice monthly, our management information system generates a project effort report showing actual effort expended and project expenses by task. This internal control, coupled with organized project management tracking of the status of work completed, allows us to easily provide user-friendly invoices to the City and make timely adjustments to stay within budget and maintain the project schedule.

As stated in Task 1, every deliverable will be checked by an independent reviewer. Our team will communicate clearly and frequently with City staff across multiple departments as necessary, and will be responsive in addressing any questions the City may have throughout the development of the Middle Housing Ordinance.

Timeline Expectations

Figure 3 shows a project schedule Kimley-Horn has developed to identify key milestones and timeline expectations for the project's six tasks.

Figure 3. Proposed Schedule

TASKS TASKS			2024								2025			
		Α	A M J J A S O N D		D	J	F	Μ	Α					
Task 1: Proj	ect Kick Off and Ongoing Coordination													
Task 2: Pub	lic Participation Plan and Community Engagement													
Task 3: Rev	iew of Existing Documents													
Task 4: Drat	ft and Final Housing and Land Use Policy Amendments				DR/	AFT			F	INA	L			
Task 5: Drat	ft and Final Housing Regulations					DR/	AFT			F	INA	L		
Task 6: Plan	ning Commission and City Council Meetings				5									5

Cost Estimates

Figure 4 shows a proposed budget Kimley-Horn has developed with costs broken down per task. *Figure 4. Proposed Budget*

TASKS	BUDGET
Task 1: Project Kick Off and Ongoing Coordination	\$8,300
Task 2: Public Participation Plan and Community Engagement	\$7,800
Task 3: Review of Existing Documents	\$5,000
Task 4: Draft and Final Housing and Land Use Policy Amendments	\$7,000
Task 5: Draft and Final Housing Regulations	\$14,400
Task 6: Planning Commission and City Council Meetings	\$6,500
Anticipated Expenses	\$1,000
Total	\$50,000

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4. Relevant Project Experience and References

Below are similar projects our team has worked on involving comprehensive planning, GMA compliance, housing elements, public participation plans, extensive project management, and coordination with local officials.

Washington State Department of Commerce, Middle Housing Model Ordinances for Implementation of HB 1110 Statewide, WA

Statewide, WA

Description: Kimley-Horn is currently preparing portions of the HB 1110 Model Ordinance and Guidance, including insights to ensure codes work well when implemented.

Responsibilities: We are assisting with the development of guidance to help communities permit middle housing, including cottage housing, small housing on small lots, and ADUs. We are also assisting with stakeholder meetings as well as graphics and comment responses for the draft document. Kimley-Horn will continue working with Commerce to look at additional topics associated with HB 1110 implementation, which typically involves other departments. Our team would provide guidance on topics such as mail service, garbage collection, utilities, fire code, stormwater, and others which could be challenging with new small lot development requirements.

Challenges: HB 1110 applies to 77 unique communities across the state, and HB 1337 applies to all cities and unincorporated urban growth areas (UGAs). It is challenging to develop a model ordinance and guidance which will work well given the way codes are constructed differently across the state, but our team worked with Commerce to build levels of flexibility into the guidance document.

Opportunities: The guidance is being developed for the end user. It will provide ideas that are broadly applicable. These are tools communities can use to adapt their codes and identify what works for them. The guidance will inspire cities to think about code changes needed, beyond those prescribed in state law, to make HB 1110 work well when implemented.

Client Contact: Dave Osaki, AICP, Commerce Specialist, Washington State Department of Commerce, 564.200.4460, dave.osaki@commerce.wa.gov | Start and Completion Dates: September 2023 — Fall 2024 (anticipated) | Estimated/Final Costs: \$70,000/\$70,000 (anticipated)

City of Kenmore, Middle Housing Project

Kenmore, WA

Description: Prior to joining Kimley-Horn, Clay provided policy and code review for a Middle Housing and Small-Scale Commercial Development Memorandum, a Middle Housing Code Options Report, and maps and exhibits to accompany the report (Phase I). Kimley-Horn is now developing amendments to the City of Kenmore Comprehensive Plan Housing and Land Use Elements and developing new middle housing regulations (Phase II). Substantial outreach was conducted to ensure the community voice was heard during Phase I and provide a strong foundation for Phase II.



Responsibilities: Clay regularly coordinated with the City and prepared a presentation for City Council. Our team is working primarily with the Department of Planning and Community Development, but also coordinating with Public Works, the City's outreach staff, and several stakeholder organizations to identify the best policies for the community.

Challenges: Implementing new housing policy can result in major changes to neighborhoods and communities over time. The greatest challenge was identifying options for the City to meet new state law requirements while also aligning those options with the City's vision. The options were aimed at providing more diverse housing choices for people with different incomes, protecting critical areas, and maintaining and enhancing neighborhoods with sufficient infrastructure.

Opportunities: The project has provided a suite of policy and code options to consider during HB 1110 and 1337 implementation.

Client Contact: Debbie Bent, Community Development Director, City of Kenmore, 425.398.8900 ext. 6180, dbent@kenmorewa.gov | Start and Completion Dates: February 2024 —October 2024 (anticipated) | Estimated/Final Costs: \$75,000/\$75,000 (anticipated)

Kimley Worn

City of Costa Mesa, Housing Element Update

Costa Mesa, CA

Description: Kimley-Horn partnered with the City of Costa Mesa to help facilitate the City's 2021-2029 Housing Element Update. As part of the General Plan, the update establishes a long-range plan, policies, and quantifiable objectives to meet Costa Mesa's current and future housing needs.

Responsibilities: Our team aligned with the City of Costa Mesa to ensure the update accommodates growth while also preserving established residential neighborhoods and the unique characteristics of the community and district. As the project manager, Nick:

- Assisted the City through the State Department of Housing and Community Development (HCD) 6th Cycle Update process.
- Performed technical analysis on buildable lands and candidate site identification.
- Created a robust Public Participation Plan, including virtual and in-person community workshops, stakeholder meetings, focus groups with underrepresented portions of the community, and workshops and hearings with the Planning Commission and City Council.
- Coordinated directly with multiple departments, including public works, code enforcement, housing, and the City's outreach and engagement teams.
- Provided outreach materials and workshop facilitation in English and Spanish to meet the needs of the community and ensure we could collect input from diverse segments of the community.

Challenges: The City of Costa Mesa struggled with how to implement the new housing element requirements mandated by the State Department of HCD. They had a complex zoning code with different focused area plans which needed to be updated to meet community needs and provide flexible opportunities for housing growth. Kimley-Horn completed a full analysis of their zoning code and provided policy recommendations for updates to allow development at the appropriate types and densities needed to promote development while maintaining local review and input.

Two very different socioeconomic groups within the community were split by SR 55 and creating policies that worked for these two groups was also a unique challenge.

Opportunities: Community members and public officials were fairly in favor of promoting housing development, allowing our team to propose bold and innovative strategies. City staff and public officials also favored extensive community outreach which allowed us to conduct neighborhood level workshops, giving us more input to use within the plan and helped garner community support for the plan.

Client Contact: Scott Drapkin, Assistant Planning Director, scott.drapkin@costamesaca.gov, 714.754.5278 Start and Completion Dates: October 2020 — November 2022 Estimated/Final Costs: \$150,000/ \$175,000 (City of Costa Mesa added scope for additional community engagement)

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Kimley»Horn



Attachment A: Scope of Work

Section Steps, Tasks, and Deliverables	Description	Start and End Dates
Section 2	Initialize Project	5/1/2024 to 5/31/2024
Task 2.1	Form Climate Policy Advisory Team	
Task 2.2	Climate Policy Advisory Team to establish engagement strategy that ranks Climate Resilience Sub-Element Goals and Implementation Activities from Comp. Plan by Importance.	
Deliverable 1	Submit a memo summarizing completion of this step using the goals and policies outlined in the 2024 Climate Resilience Sub-Element.	7/1/2024
Section 3, Step 1	Explore Sources that Deteriorate Water Quality, Tree Canopy, and increase GHG Emissions	7/1/2024 to 7/31/2024
Section 3, Step 2	Link sources to goals in Element: healthy urban forest for carbon sequestration, managing surface water runoff, and neighborhood equity	7/1/2024 to 7/31/2024
Task 2.1	Define scope of work to implement goals and reduce sources.	
Task 2.2	Create methodology to incorporate climate resiliency via urban tree canopy improvements, LID, critical areas ordinance updates, and tree equity to promote climate resiliency	
Deliverable 2	Submit methodology memo on urban tree canopy improvements, LID, and critical areas ordinance updates to promote resiliency.	10/1/2024
Section 3, Step 3	Authorize consultant contract to implement urban tree canopy study for carbon sequestration and GHG reduction.	10/1/2024 to 10/31/2024
Section 3, Step 4	Authorize consultant contract to implement critical areas ordinance update with LID incentives.	10/1/2024 to 10/31/2024



Section 3, Step 5	Hold open houses and community survey to gain public input on climate resiliency initiatives: urban tree canopy, GHG reduction, CAO update.	11/1/2024 to 11/30/2024
Task 4.1	Analyze GHG emission hotspots where improved tree canopy is necessary.	
Task 4.2	Analyze tree canopy percentages and equity by neighborhood.	
Task 4.3	Analyze undeveloped parcels where CAO updates are most critical for preservation and improving water quality and draft development standards.	
Deliverable 3	Develop list of all sources of GHG emissions and extract a subset of the most significant sources with proposed solutions from sub- element goals. Submit a memo summarizing completion of this step.	12/1/2024
Section 3, Step 5	Set GHG point-source reduction targets in underperforming areas with low tree canopy and poor water quality.	12/1/2024 to 12/31/2024
Task 5.1	Develop or choose reduction targets that can be achieved in the near term (five years) and longer term (10 years) for implementation.	
Deliverable 4	GHG reduction targets and projected GHG reductions and tracking of tree canopy growth or decline. Submit a memo summarizing completion of this step.	1/10/2024
Section 3, Step 6	Develop goals, policies and an implementation plan to achieve GHG reduction targets, such as shading public buildings to reduce air conditioning use or credits for enhanced wetland/stream buffer mitigation.	1/15/2025 to 1/31/2025
Section 3, Step 7	Integrate the GHG reduction measures Climate Resilience Element of the Comprehensive Plan	2/1/2025 to 2/28/2025
Task 7.2	Embed an implementation or action plan into the Climate Resilience Element of the Comprehensive Plan	
Deliverable 5	Draft goals and policies that will reduce subsequent GHG emissions	3/1/2025
Deliverable 6	Adopt GHG Emissions Reductions goals and policies by ordinance	4/1/2025



Section 3, Step 8	Evaluate progress of GHG reduction and improved tree canopy toward our goals	5/1/2025 to 5/31/2025
Task 8.1	Measure GHG changes by developing a comparison between the jurisdiction's baseline data (e.g.,2019) and present values	
Task 8.2	Create schedule to revisit the GHG data at regular intervals (at least every five years), and measure progress from the last review.	
Task 8.3	Add GHG interval data and Tree Canopy data per annum as GIS layers.	
Deliverable 7	Submit a story map summarizing completion of deliverables.	6/15/2025



Attachment B: Budget

Deliverables	Grant Funding
Deliverable 1 - Submit a memo summarizing completion of this step using the goals and policies outlined in the 2024 Climate Resilience Sub-Element.	\$10,000
Deliverable 2 - Submit methodology memo on urban tree canopy improvements, LID, and critical areas ordinance updates to promote resiliency.	\$10,000
Deliverable 3 - Develop list of all sources of GHG emissions and extract a subset of the most significant sources with proposed solutions from sub-element goals. Submit a memo summarizing completion of this step.	\$20,000
Deliverable 4 - GHG reduction targets and projected GHG reductions and tracking of tree canopy growth or decline. Submit a memo summarizing completion of this step.	\$25,000
Deliverable 5 - Draft goals and policies that will reduce subsequent GHG emissions.	\$20,000
Deliverable 6 - Adopt GHG Emissions Reductions goals and policies by ordinance	\$20,000
Deliverable 7 - Submit a story map summarizing completion of deliverables.	\$15,000
Total	\$120,000

Contracting Packet – State Funds Award

The following are funding requirements related to your Commerce grant award. This information is intended to help you prepare your contract intake form.

Contracting Intake Surveys will be processed in the order that they are received. Accepting a packet does not mean that Commerce agrees to, or accepts the materials included.

If, at any point, you have any questions, please reach out to your contract manager at EVCharging@commerce.wa.gov

Important: Completing these steps does not guarantee a contract will be executed, or compliance with any laws or policies. This is intended as a guide to help projects prepare for compliance with the Commerce grant contract. This packet is not a comprehensive list of requirements, additional steps may be required. Commerce holds no responsibility for any costs or compliance issues prior to the execution of the contract. Information from the respective authority supersedes any information given by Commerce.

You are not obligated to complete all of these steps prior to the execution of your contract.

Statewide Vendor Number

All awardees are required to have a statewide vendor number (SWV#). You will provide the SWV, including the two-digit suffix (-00), later in contracting. Payments will be made to the account associated with the SWV# provided.

Information on how to get an SWV# or make changes to an existing number: <u>https://ofm.wa.gov/it-systems/statewide-vendorpayee-services</u>

Contracting Intake Form

This form is to be completed on behalf of the awardee. The online form does not save your progress, so saving your answers offline may help you avoid losing your progress. Please complete your Contracting Intake Form and all required attachments only once per award.

Debarment Certification

This form is to be completed on behalf of the awardee organization (not its general contractor). Please review the certification, sign, and submit it with the Contracting Intake Form.

Ethics in Public Service Compliance Certification

The Ethics in Service Compliance certification is attached to the email. Please list any current employees or board members who have previously worked for the state of Washington, and certify that no conflict or bias exists. Please fill in your information, sign, and submit with the Contracting Intake Form.

Supplemental Site Information Form

Please use the provided form, and fill out for all <u>awarded</u> sites. Please check that you are using the correct sheet for your sites (Multi-family vs. Public vs. Fleet & Workplace). Please use the same numbering as you did in your original application (<u>for example</u>, if you had a fleet site at 1011 Plum St., Olympia, WA 98504, and that site was entered under the line for Site #15 in the application, you would enter it into the line for Site #15 in the "Fleet & Workplace" sheet of the Supplemental Site Information Form). Please follow all instructions in line 3 of the sheets.

Site Host Commitment Letter(s)

Commerce is requiring letters of commitment from all site hosts. Lead applicant should submit one site host commitment letter per site host. Please compile all site host commitment letters into a single PDF, in the order site hosts first appear on the application site list.

Match Letter

Please use the match letter template to certify that match has been committed.

- If your organization is providing match, you will need to submit a letter. If match funding is provided through a loan, include that information in the letter.
- If you have received another grant, the grantor will need to provide a letter.

Unique letters must be received for each funding source. These letters must be signed by an authorized representative. Please compile all match letters into a single PDF.

Executive Order 21-02 (formerly 05-05) Compliance

All projects will be required to comply with Executive Order 21-02.

Note: if you have already completed these requirements, please submit copies of your letter and/or DAHP forms with the Contracting Intake Form. Executive Order 21-02 compliance requirements must be completed prior to initiating site work.

Construction Project Review:

Commerce will initiate consultation with the Department of Archaeology and Historic Preservation (DAHP) for your project, based on the answers you provide in the Contracting Intake Form. Once initial consultation is complete, Commerce will contact you with any required next steps.

Tribal Consultation:

Every project receiving funding must comply with the requirement of consultation with applicable tribes. For information on tribal consultation, including a reference map of tribal lands: https://dahp.wa.gov/archaeology/tribal-consultation-information

Your letter could include:

- Acknowledge receipt of grant funding from the Washington Department of Commerce Electric Vehicle Charging Program (WAEVCP) program.
- State name of the planned project, with brief description of work to be done and goals of the project.

- Indicate planned start and end dates and any key points in the project.
- Describe existing site conditions and proposed site conditions, including any planned ground disturbance
- State this is a request for their consultation on any impacts or concerns for the tribe.

<u>Step 1:</u> Send a certified consultation letter to the highest level. It should come from the highest level representative of the grantee organization and be addressed to the Tribal Chair and Tribal Cultural and Historic Preservation Officer/s.

- Follow up with an email attachment to the Tribal Chair(s) and Tribal Cultural and Historic Preservation Officer(s).
- If after a week there is no response, follow up with a phone call to the Tribal Chair(s) and Tribal Cultural and Historic Preservation Officer(s).
- It may be helpful to check each consulted tribe's website to see if they have instructions for how they want to be consulted with.

<u>Step 2:</u> If, after 30 days, there is no response or a response stating "no impact" or "concurrence", this requirement is considered complete unless there is any further contact from tribe(s). If there is correspondence from a tribe or tribes (whether within our outside of the 30 day window), please contact your Commerce contract manager, so that Commerce can work with you and the tribe to ensure that a) tribal sovereignty is respected and b) cultural resources are treated appropriately.

• Email us 30 days after you send the tribal letters to report on the response to your letter; include copies of any letters and/or emails.

Prevailing Wage/Intent

Your project will have to comply with the State Prevailing Wage laws. Please determine which Prevailing Wage Classifications apply to your project, and work with the Department of Labor and Industries as appropriate. Upload the Labor & Industries Statement of Intent to Pay Prevailing Wages if available at the time of Contracting Intake Form submission, or email it once completed to:

EVCharging@commerce.wa.gov. This requirement must be completed before site work can begin.

For more information on Prevailing Wage: <u>https://lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/</u>

Insurance

Liability insurance is required. Please be sure to read and understand contractual insurance requirements, and be ready to send the applicable certificate of insurance or evidence of participation in an insurance pool if Commerce requests it.