



City of Port Orchard Council Meeting Agenda

July 14, 2020

6:30 p.m.

Mayor:

Rob Putaansuu
Administrative Official

Councilmembers:

Bek Ashby
Finance Committee
Economic Development & Tourism Committee
Transportation Committee
KRCC/KRCC PlanPol-alt /KRCC TransPol
PSRC-alt/PSRC TransPOL-Alt/PRTPO

Shawn Cucciardi
Finance Committee
E/D & Tourism Committee, **Chair**
Kitsap Economic Development Alliance

Fred Chang
Economic Development & Tourism Committee
Land Use Committee

Jay Rosapepe (Mayor Pro-Tempore)
Utilities/Sewer Advisory Committee
Land Use Committee
Transportation Committee
Lodging Tax Advisory Committee, **Chair**
KRCC-alt

John Clauson
Finance Committee
Utilities/Sewer Advisory Committee
Kitsap Public Health District-alt

Cindy Lucarelli
Festival of Chimes & Lights Committee, **Chair**
Utilities/Sewer Advisory Committee
Kitsap Economic Development Alliance

Scott Diener
Land Use Committee, **Chair**
Transportation Committee

Department Directors:

Nicholas Bond, AICP
Development Director

Mark Dorsey, P.E.
Director of Public Works/City Engineer

Tim Drury
Municipal Court Judge

Noah Crocker, M.B.A.
Finance Director

Matt Brown
Police Chief

Brandy Rinearson, MMC, CPRO
City Clerk

Meeting Location:

Council Chambers, 3rd Floor
216 Prospect Street
Port Orchard, WA 98366

Contact us:

(360) 876-4407
cityhall@cityofportorchard.us

Pursuant to the Governor's "Stay Home - Stay Safe" Order, the City will take actions on necessary and routine business items.

The City is prohibited from conducting meetings unless the meeting is NOT conducted in-person and instead provides options for the public to attend through telephone, internet or other means of remote access, and also provides the ability for persons attending the meeting (not in-person) to hear each other at the same time. Therefore;

Remote access only

Link: <https://us02web.zoom.us/j/83781880027>

Zoom Meeting ID: 837 8188 0027

Zoom Call-In: 1 253 215 8782

1. CALL TO ORDER

A. Pledge of Allegiance

2. APPROVAL OF AGENDA

3. CITIZENS COMMENTS

*(Please limit your comments to **3 minutes** for items listed on the Agenda and that are not for a Public Hearing. When recognized by the Mayor, please state your name for the official record)*

4. CONSENT AGENDA

(Approval of Consent Agenda passes all routine items listed below, which have been distributed to each Councilmember for reading and study. Consent Agenda items are not considered separately unless a Councilmember so requests. In the event of such a request, the item is returned to Business Items.)

A. Approval of Vouchers and Electronic Payments

B. Approval of Payroll and Direct Deposits

C. Adoption of an Ordinance Amending Port Orchard Municipal Code Chapter 10.12 Establishing Regulations and Fees Related to Parking, Stopping or Standing in Certain Areas of the City (Dorsey) *Page 3*

D. Approval of a Contract with the Kitsap County Sherriff's Office for Facility Use of the City's Firearms Range (M. Brown) *Page 38*

5. PRESENTATION

6. PUBLIC HEARING

7. BUSINESS ITEMS

A. Adoption of an Ordinance Revising the City's Comprehensive Plan (Bond) *Page 46*

- B. Adoption of a Resolution Establishing Port Orchard CARES, a Small Business Relief Grant Program (Crocker) **Page 95**
- C. Approval of an Agreement with Kitsap Economic Development Alliance (KEDA) for the Administration of the Port Orchard CARES, Small Business Relief Grant Program (Crocker) **Page 101**
- D. Approve and Ratify the Mayor’s Extension of Proclamation of Local Emergency Pursuant to RCW 38.52.070 (Archer) **Page 110**
- E. Approval of the June 16, 2020, Council Work Study Session Meeting Minutes **Page 112**
- F. Approval of the June 23, 2020, Council Meeting Minutes **Page 116**

8. DISCUSSION ITEMS (No Action to be Taken)

- A. Budget Schedule and Policies (Crocker)
- B. Police Department Update (M. Brown)

9. REPORTS OF COUNCIL COMMITTEES

10. REPORT OF MAYOR

11. REPORT OF DEPARTMENT HEADS

12. CITIZEN COMMENTS

(Please limit your comments to 3 minutes for any items not up for Public Hearing. When recognized by the Mayor, please state your name for the official record)

13. EXECUTIVE SESSION: Pursuant to RCW 42.30.110(1)(i), the City Council **will hold** an executive session regarding litigation. The session duration will be announced prior to the executive session.

14. ADJOURNMENT

COMMITTEE MEETINGS	Date & Time	Location
Finance	July 14, 2020; 5:00pm - 2 nd Tuesday of each month	Remote Attendance
Economic Development and Tourism	July 13, 2020; 9:30am - 2 nd Monday of each month	Remote Attendance
Utilities	July 21, 2020; 5:00pm - 3 rd Tuesday of each month	Remote Attendance
Sewer Advisory	September 16, 2020; 6:30pm	TBD
Land Use	August 3, 2020; 9:30am - 1 st Monday of each month	Remote Attendance
Transportation	July 28, 2020; 5:00pm - 4 th Tuesday of each month	Remote Attendance
Lodging Tax Advisory	October, 2020	TBD
Festival of Chimes & Lights	July 20, 2020; 3:30pm - 3 rd Monday of each month	Remote Attendance
Outside Agency Committees	Varies	Varies

CITY COUNCIL GOOD OF THE ORDER

Please turn off cell phones during meeting and hold your questions for staff until the meeting has been adjourned.
 The Council may consider other ordinances and matters not listed on the Agenda, unless specific notification period is required.
 Meeting materials are available on the City’s website at: www.cityofportorchard.us or by contacting the City Clerk’s office at (360) 876-4407.
 The City of Port Orchard does not discriminate on the basis of disability. Contact the City Clerk’s office should you need special accommodations.



City of Port Orchard

216 Prospect Street, Port Orchard, WA 98366
(360) 876-4407 • FAX (360) 895-9029

Agenda Staff Report

Agenda Item No.:	<u>Consent Agenda 4C</u>	Meeting Date:	<u>July 14, 2020</u>
Subject:	<u>Adoption of an Ordinance Amending Port Orchard Municipal Code Chapter 10.12</u>	Prepared by:	<u>Mark R. Dorsey, P.E.</u>
	<u>Establishing Regulations and Fees Related to Parking, Stopping or Standing in Certain Areas of the City</u>	Atty Routing No:	<u>N/A</u>
		Atty Review Date:	<u>N/A</u>

Summary: This Ordinance helps to address city employee parking needs.

Relationship to Comprehensive Plan: None

Recommendation: Staff recommends adoption of an Ordinance that would update POMC Chapter 10.12.500 and 10.12.560 regarding Parking, Stopping or Standing in Certain Areas of the City.

Motion for Consideration: I move to adopt an Ordinance, thereby updating POMC Chapter 10.12.500 and 10.12.560 regarding Parking, Stopping or Standing in Certain Areas of the City, with final form approved by the City Attorney.

Fiscal Impact: None.

Alternatives: Do not approve and provide further direction to staff.

Attachments: Ordinance with POMC 10.12 Redline and Ordinance Final Version.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PORT ORCHARD, WASHINGTON, RELATING TO PARKING ON PUBLIC STREETS; AMENDING SECTION 10.12.500 AND 10.12.560 OF THE PORT ORCHARD MUNICIPAL CODE, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, WAC 308.330.270 authorizes the City to adopt regulations to prohibit, regulate or limit stopping, standing or parking of vehicles in the City; and

WHEREAS, Port Orchard Municipal Code (POMC) Section 10.12.080(1) authorizes the City Council to from time to time, establish parking prohibitions and restrictions on portions of certain specified streets; and

WHEREAS, the City Council deems it in the best interest of the City of Port Orchard to periodically review and update such regulations; and

WHEREAS, the City Council chose to codify the parking regulations in order to aid the public in its ability to access and review said regulations; and

WHEREAS, specific revisions to POMC Section 10.12.500, Parking prohibited at all times, and POMC Section 10.12.580, Parking time limited on certain city parking lots, are hereby proposed by staff to address employee parking needs; and

WHEREAS, the City Council has reviewed the proposed amendments and believes it to be in the best interests of the City to enact the proposed amendments; now, therefore

THE CITY COUNCIL OF THE CITY OF PORT ORCHARD, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. Section 10.12.500 of the Port Orchard Municipal Code is hereby amended to read as follows:

10.12.500 Parking prohibited at all times.

When signs are erected by the city engineer giving notice thereof, no person shall park a vehicle at any time upon any of the streets or parts of streets described as follows:

- | | |
|----------------------|--|
| 1. Ada Street: | on the north side of Ada Street, in front of 825 Ada Street. |
| 2. Advantage Avenue: | on the west side of the north 350 feet of roadway and on the left-hand side, as the traffic flows, of the remainder of the street. |

3. Andasio Loop SE: on the outside curb along the entire loop.
4. Arnold Avenue E.: along the west side of Arnold Avenue E., from the Lawrence Street intersection, to the northeast towards Bay St., 100 feet.
5. Arnold Avenue E.: along the east side of Arnold Avenue E., from the Bay Street intersection, to the south 66 feet.
6. Bay Street: on both sides, from the traffic signal on SR 166 (Bay/Maple Street) for a distance of 200 feet northeast of Guy Wetzel Street.
7. Bay Street: at the intersection with Wharf Street (Mitchell Point), along the outside radius of the existing road as delineated by the established guardrail.
8. Bay Street: on the south side from Tracy Avenue, westerly for a distance of 200 feet.
9. Bay Street: on the north side, from the DeKalb Street pedestrian pier westerly for 70 feet and in front of 501 Bay Street.
10. Bay Street: at the southwest corner of the intersection with Arnold Avenue E., from the point of curvature to the point of tangency of the curve radius.
11. Bay Street: on the south side from Dekalb Street, 130 feet to the east.
12. Becky Avenue: on both sides of street, from Dallas Street south to dead end.
13. Bethel Avenue on the west side from the driveway at 1130 Bethel Avenue, 245 feet north.
14. Cedar Canyon: on both sides of the street within 100 feet of the Tremont Street right-of-way.
15. Chanting Circle SW: on both sides of street, from Old Clifton Road 260 feet. Then on the east side to Chanting Circle. Then

- along the inside curb of the remaining part of Chanting Circle.
16. Chatterton Avenue SW: on the west side of street.
 17. Chowchilla Way: on the south side of street.
 18. Dallas Street: on the right-hand side, as the traffic flows.
 19. DeKalb Street: on both sides from Cline Avenue easterly to dead end.
 20. DeKalb Street: on the south side, from Sidney Avenue westerly for a distance of 100 feet.
 21. DeKalb Street: on the north side, from Tracy Avenue easterly to the end of DeKalb Street.
 22. DeKalb Street: on the south side, from Mitchell Avenue to the east side of Tracy Avenue.
 23. Donna Street: on the south side of street.
 24. Egret Street: on the south side of the street.
 25. Fiscal Street: on the south side of the street.
 26. Fantail Place: on the east side of the street.
 27. Farragut Avenue: on both sides, from DeKalb Street to Morton Street; except, on the east side, 160 feet north of DeKalb Street.
 28. Forest Park Street: On both sides of the street.
 29. Glenmore Loop: on the inside radius of the entire loop.
 30. Glenwood Road SW: on the north side, from Sidney Road 350 feet west.
 31. Grebe Way: on the north side, from Siskin Circle to Swift Avenue.
 32. Guy Wetzel Street: on both sides from Bay Street to Perry Avenue.
 33. Huntington Street: on both sides from Olney Avenue to Glenmore Loop and the north side from Glenmore Loop to west end terminus.
 34. Jabirin Way: on the north side of street.

35. Koda Circle: along fire lanes where marked/posted.
36. Lazuli Street: on the south side, from Wigeon Avenue to Siskin Circle.
37. Lippert Drive: on both sides, from Pottery Avenue to Advantage Street.
38. Lloyd Parkway: on both sides from SW Old Clifton Road to Lumsden Road.
39. Lowren Street: on the right-hand side, as the traffic flows on the one-way portion of the street.
40. Lumsden Road: on both sides of the street.
41. Lone Bear Drive: on both sides from Feigley Road to 100 feet west of Chatterton Avenue SW.
42. Longview Avenue: on east side of street.
43. Mitchell Avenue: on both sides, from Bay Street to Kitsap Street.
44. Murrelet Avenue: on both sides, from Old Clifton Road to Siskin Circle.
45. Pickford Place SW: on the left-hand side as the traffic flows on the street, from SW Colbert Way to end of cul-de-sac.
46. Plisko Avenue: on both sides, from Mitchell Avenue to Mile Hill Drive.
47. Prospect Street: on the inside radius of the curve between Robert Geiger Street and Frederick Avenue.
48. Pottery Avenue: on both sides of the street, within 100 feet of the Tremont Street right-of-way.
49. Retsil Road: on the west side, from the north corporate limits to the south property line of 982 Retsil Road.
50. Robert Geiger Street: other than official city vehicles, parking is prohibited at all times along

the south side, from Bay Street to Prospect Street.

- ~~510~~. Rockwell Avenue: on both sides, from Bay Street to Kitsap Street.
- ~~524~~. Ross Street: on the south side of the 400 block.
- ~~532~~. Sage Court: on both sides of street.
- ~~543~~. Sage Street: on both sides from Pottery Avenue east for a distance of 70 feet and on the left-hand side, as the traffic flows, on the remainder of the street.
- ~~554~~. Seattle Avenue: on the east side, from Bay Street southerly for a distance of 82 feet.
- ~~565~~. Sherman Avenue: on the east side of the 1200-1300 block from the dead end 980 feet north.
- ~~576~~. Sidney Avenue: on the west side from Bay Street to Prospect Street.
- ~~587~~. Siskin Circle: on the inside curb of Siskin Circle throughout the circle.
- ~~598~~. Snowridge Avenue: on the left-hand side, as the traffic flows on the street.
- ~~6059~~. Sprague Street: on the right-hand side, as the traffic flows on the one-way portion of the street.
- ~~610~~. Sroufe Street: on the south side, from Sidney Avenue to Portland Avenue.
- ~~624~~. Strathmore Circle SW: on outside of circle traveling either direction.
- ~~632~~. Sweany Street: on the north side, from Cline Avenue westerly for a distance of 340 feet.
- ~~643~~. Sweany Street: on the south side, from Sidney Avenue westerly for a distance of 200 feet.
- ~~654~~. Swift Avenue: on west side, from Siskin Circle to Lazuli Street.
- ~~665~~. SW Colbert Way: on left-hand side of street as the traffic flows, from Pickford Place SW to Chatterton Avenue SW.

676. SW Old Clifton Road	on both sides from Chanting Circle SW to Campus Parkway.
687. SW Stanwick Way:	on the right-hand side of street as the traffic flows, from Lone Bear Drive to Pickford Place SW.
698. Tremont Place:	on both sides of street from 233 Tremont Place driveway to end of road guardrail.
7069. Tremont Street:	on both sides of the street, within 100 feet of Pottery Avenue right-of-way.
710. Warbler Way:	on both sides of street from Old Clifton Road to Siskin Circle.
721. Warbler Way:	from Siskin Circle to curve (park) on south side and on east side from curve (park) to Grebe Way.
732. Wilkins Drive:	on both sides, from the west terminus, eastward 350 feet.
743. Lot 4:	all of Lot 4, as defined in POMC 10.12.580, Saturdays from 5:00 a.m. to 5:00 p.m., from April 1st through October 31st.

SECTION 2. Section 10.12.560 of the Port Orchard Municipal Code is hereby amended to read as follows:

10.12.560 Parking time limited on certain streets.

When signs are erected by the city engineer in each block giving notice thereof, no persons shall park a vehicle for longer than the time specified in the section, on the days specified in this section, upon any of the streets described as follows except vehicles complying with the residential parking permit program:

1. Ada Street: on both sides of Ada Street, from Sidney Avenue to Harrison Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.

2. Arnold Avenue E.: on the west side of Arnold Avenue E., south of Bay Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
3. Austin Avenue: on both sides, from Division Street to Dwight Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
4. Bay Street: on both sides, from Orchard Avenue to Harrison Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays. Vehicles with residential parking permits are not exempt from the parking restrictions specified within this subsection.
5. Bay Street: on the north side from the DeKalb Street pedestrian pier easterly for 110 feet. There will be 15-minute loading and unloading only.
6. Bay Street: on the south side from Port Orchard Boulevard to DeKalb Street and 130 feet east of DeKalb Street to Kitsap Street there will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday and federal holidays.
7. Bay Street: on west side of the 1500 and 1600 block. There will be

- four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
8. Bay Street: on the north side at Ross Point (SR 166). There will be four-hour parking.
9. Bay Street: on the south side of Bay Street, west of Arnold Avenue E. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day, except Saturday, Sunday, and federal holidays.
10. Bravo Terrace: on the south side from Bravo Terrace intersection west to end of cul-de-sac. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
11. Cline Avenue: on both sides, from Kitsap Street to Dwight Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
12. Cline Avenue: from the northeast corner of Kitsap Street and Cline Avenue northerly along the east line of Cline Avenue to Bay Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
13. Cline Avenue: on both sides, from Taylor Street to Division Street. There will be two-hour parking from 8:00 a.m. to

- 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
14. DeKalb Street: on the north side, from Cline Avenue easterly for a distance of 200 feet. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
15. DeKalb Street: on both sides, from Seattle Avenue to Sidney Avenue. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays; except for a space on the south side of DeKalb Street beginning 105 feet east of Harrison Avenue and continuing easterly for 175 feet. The 175 feet as described shall be designated all day parking.
16. DeKalb Street: on the north side, from Sidney Avenue westerly for a distance of 120 feet. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
17. DeKalb Street: on the south side, from Tracy Avenue easterly to the end of DeKalb Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
18. DeKalb Street: on both sides, from Mitchell Avenue westerly for a distance of 340 feet. There will be two-hour parking

- from 8:00 a.m. to 5:00 p.m.,
on any day except Saturday,
Sunday, and federal holidays.
19. DeKalb Street: on the north side, from
Mitchell Avenue to Tracy
Avenue. There will be two-
hour parking from 8:00 a.m.
to 5:00 p.m., on any day
except Saturday, Sunday, and
federal holidays.
20. Division Street: on both sides, from Sidney
Avenue to Seattle Avenue.
There will be two-hour
parking from 8:00 a.m. to
5:00 p.m., on any day except
Saturday, Sunday, and
federal holidays.
21. Division Street: on both sides, from Cline
Avenue to Sidney Avenue.
There will be two-hour
parking from 8:00 a.m. to
5:00 p.m., on any day except
Saturday, Sunday, and
federal holidays.
22. Division Street: on both sides from Cline
Avenue westerly to dead
end. There will be four-hour
parking from 8:00 a.m. to
5:00 p.m., on any day except
Saturday, Sunday and federal
holidays.
23. Dwight Street: on both sides, from Sidney
Avenue to Seattle Avenue.
There will be four-hour
parking from 8:00 a.m. to
5:00 p.m., on any day except
Saturday, Sunday, and
federal holidays.
24. Dwight Street: on both sides, from Mitchell
Avenue westerly for a
distance of 250 feet. There

- will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
25. Dwight Street: on both sides, from Austin Avenue to Cline Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
26. Farragut Avenue: on the east side, 160 feet north of DeKalb Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
27. Frederick Avenue: on both sides, from waterfront parking lot to Prospect Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
28. Harrison Avenue: on both sides, from DeKalb Street to Dwight Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
29. Harrison Avenue: on both sides, from Dwight Street to Division Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
30. Harrison Avenue: on both sides from Ada Street to dead end. There will be two-hour parking from

- 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
31. Kitsap Street: on both sides, from Cline Avenue to Rockwell Avenue. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
32. Kitsap Street: on both sides, from Mitchell Avenue westerly for a distance of 150 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
33. Mitchell Avenue: on the east side, from DeKalb Street northerly for a distance of 70 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
34. Mitchell Avenue: on the west side, from Kitsap Street to Taylor Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays; and that portion of 760 Mitchell Avenue marked as "No Parking Anytime."
35. Mitchell Avenue: on the east side, from DeKalb Street southerly to the bus loading access road, shall be designated all day parking except for the revetment area which is two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and

- federal holidays.
36. Morton Street: on both sides, from Rockwell Avenue westerly for a distance of 230 feet on both sides. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
37. Morton Street: on both sides, from Rockwell Avenue easterly for a distance of 230 feet on both sides. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
38. Prospect Street: on both sides, from Sidney Avenue to Robert Geiger Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m. (except where posted as one-hour parking for the City Permit Center located at 720 Prospect Street; holders of residential parking permits are not exempt from this restriction), on any day except Saturday, Sunday, and federal holidays, and the inside radius of the curve between Robert Geiger Street and Frederick Avenue.
39. Prospect Street: on both sides, from Kitsap Street to Robert Geiger Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays, except where 30-minute zone is delineated.

40. Prospect Street: along the green curb, in front of City Hall at 216 Prospect Street. There is 30-minute parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
41. Robert Geiger Street: on ~~the both north~~ sides, from Prospect Street to Bay Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
42. Seattle Avenue: on both sides, from Kitsap Street to Dwight Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
43. Seattle Avenue: on both sides from Dwight Street to Division Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
44. Sidney Avenue: on both sides from Bay Street to the waterfront. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
45. Sidney Avenue: on the east side from Bay Street to Prospect Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.

46. Sidney Avenue: on both sides, from Prospect to Kitsap Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
47. Sidney Avenue: on both sides, from Kitsap Street to DeKalb Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
48. Sidney Avenue: on both sides, from DeKalb Street to Ada Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
49. Sweany Street: on the south side, from Cline Avenue westerly for a distance of 300 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
50. Sweany Street: on the north side, from Sidney Avenue westerly for a distance of 200 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
51. Tracy Avenue: on both sides, from DeKalb Street to Guy Wetzel Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
52. Tracy Avenue: abutting 219 Tracy Avenue.

- There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
53. Water Street: from Bay Street to waterfront on the west side. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
54. Library: north side of driveway adjacent to south side of library sidewalk and Lot 7 shall be two-hour parking from 8:00 a.m. to 5:00 p.m. on any day, pursuant to easement AF# (8903310122) except Saturday, Sunday, and federal holidays.

SECTION 3. Authorization for Posting Signs. The City Engineer is hereby directed to post the signs as required and as a result of the amendments of Section 10.12.500 AND 10.12.580, after passage of this Ordinance, before the Effective Date.

SECTION 4. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

SECTION 5. Effective Date. This ordinance shall be in full force and effect five (5) days after posting and publication as required by law. A summary of this Ordinance may be published in lieu of the entire ordinance, as authorized by State Law.

PASSED by the City Council of the City of Port Orchard, APPROVED by the Mayor and attested by the City Clerk in authentication of such passage this 14th day of July 2020

Robert Putaansuu, Mayor

ATTEST:

Brandy Rinearson, CMC, City Clerk

APPROVED AS TO FORM:

SPONSORED BY:

Charlotte A. Archer, City Attorney

Scott Diener, Councilmember

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PORT ORCHARD, WASHINGTON, RELATING TO PARKING ON PUBLIC STREETS; AMENDING SECTION 10.12.500 AND 10.12.560 OF THE PORT ORCHARD MUNICIPAL CODE, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, WAC 308.330.270 authorizes the City to adopt regulations to prohibit, regulate or limit stopping, standing or parking of vehicles in the City; and

WHEREAS, Port Orchard Municipal Code (POMC) Section 10.12.080(1) authorizes the City Council to from time to time, establish parking prohibitions and restrictions on portions of certain specified streets; and

WHEREAS, the City Council deems it in the best interest of the City of Port Orchard to periodically review and update such regulations; and

WHEREAS, the City Council chose to codify the parking regulations in order to aid the public in its ability to access and review said regulations; and

WHEREAS, specific revisions to POMC Section 10.12.500, Parking prohibited at all times, and POMC Section 10.12.580, Parking time limited on certain city parking lots, are hereby proposed by staff to address employee parking needs; and

WHEREAS, the City Council has reviewed the proposed amendments and believes it to be in the best interests of the City to enact the proposed amendments; now, therefore

THE CITY COUNCIL OF THE CITY OF PORT ORCHARD, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. Section 10.12.500 of the Port Orchard Municipal Code is hereby amended to read as follows:

10.12.500 Parking prohibited at all times.

When signs are erected by the city engineer giving notice thereof, no person shall park a vehicle at any time upon any of the streets or parts of streets described as follows:

1. Ada Street: on the north side of Ada Street, in front of 825 Ada Street.
2. Advantage Avenue: on the west side of the north 350 feet of roadway and on the left-hand side, as the traffic flows, of the remainder of the street.
3. Andasio Loop SE: on the outside curb along the entire

- loop.
4. Arnold Avenue E.: along the west side of Arnold Avenue E., from the Lawrence Street intersection, to the northeast towards Bay St., 100 feet.
 5. Arnold Avenue E.: along the east side of Arnold Avenue E., from the Bay Street intersection, to the south 66 feet.
 6. Bay Street: on both sides, from the traffic signal on SR 166 (Bay/Maple Street) for a distance of 200 feet northeast of Guy Wetzel Street.
 7. Bay Street: at the intersection with Wharf Street (Mitchell Point), along the outside radius of the existing road as delineated by the established guardrail.
 8. Bay Street: on the south side from Tracy Avenue, westerly for a distance of 200 feet.
 9. Bay Street: on the north side, from the DeKalb Street pedestrian pier westerly for 70 feet and in front of 501 Bay Street.
 10. Bay Street: at the southwest corner of the intersection with Arnold Avenue E., from the point of curvature to the point of tangency of the curve radius.
 11. Bay Street: on the south side from Dekalb Street, 130 feet to the east.
 12. Becky Avenue: on both sides of street, from Dallas Street south to dead end.
 13. Bethel Avenue on the west side from the driveway at 1130 Bethel Avenue, 245 feet north.
 14. Cedar Canyon: on both sides of the street within 100 feet of the Tremont Street right-of-way.
 15. Chanting Circle SW: on both sides of street, from Old Clifton Road 260 feet. Then on the east side to Chanting Circle. Then along the inside curb of the remaining

- part of Chanting Circle.
16. Chatterton Avenue SW: on the west side of street.
 17. Chowchilla Way: on the south side of street.
 18. Dallas Street: on the right-hand side, as the traffic flows.
 19. DeKalb Street: on both sides from Cline Avenue easterly to dead end.
 20. DeKalb Street: on the south side, from Sidney Avenue westerly for a distance of 100 feet.
 21. DeKalb Street: on the north side, from Tracy Avenue easterly to the end of DeKalb Street.
 22. DeKalb Street: on the south side, from Mitchell Avenue to the east side of Tracy Avenue.
 23. Donna Street: on the south side of street.
 24. Egret Street: on the south side of the street.
 25. Fiscal Street: on the south side of the street.
 26. Fantail Place: on the east side of the street.
 27. Farragut Avenue: on both sides, from DeKalb Street to Morton Street; except, on the east side, 160 feet north of DeKalb Street.
 28. Forest Park Street: On both sides of the street.
 29. Glenmore Loop: on the inside radius of the entire loop.
 30. Glenwood Road SW: on the north side, from Sidney Road 350 feet west.
 31. Grebe Way: on the north side, from Siskin Circle to Swift Avenue.
 32. Guy Wetzel Street: on both sides from Bay Street to Perry Avenue.
 33. Huntington Street: on both sides from Olney Avenue to Glenmore Loop and the north side from Glenmore Loop to west end terminus.
 34. Jabirin Way: on the north side of street.
 35. Koda Circle: along fire lanes where

- marked/posted.
36. Lazuli Street: on the south side, from Wigeon Avenue to Siskin Circle.
37. Lippert Drive: on both sides, from Pottery Avenue to Advantage Street.
38. Lloyd Parkway: on both sides from SW Old Clifton Road to Lumsden Road.
39. Lowren Street: on the right-hand side, as the traffic flows on the one-way portion of the street.
40. Lumsden Road: on both sides of the street.
41. Lone Bear Drive: on both sides from Feigley Road to 100 feet west of Chatterton Avenue SW.
42. Longview Avenue: on east side of street.
43. Mitchell Avenue: on both sides, from Bay Street to Kitsap Street.
44. Murrelet Avenue: on both sides, from Old Clifton Road to Siskin Circle.
45. Pickford Place SW: on the left-hand side as the traffic flows on the street, from SW Colbert Way to end of cul-de-sac.
46. Plisko Avenue: on both sides, from Mitchell Avenue to Mile Hill Drive.
47. Prospect Street: on the inside radius of the curve between Robert Geiger Street and Frederick Avenue.
48. Pottery Avenue: on both sides of the street, within 100 feet of the Tremont Street right-of-way.
49. Retsil Road: on the west side, from the north corporate limits to the south property line of 982 Retsil Road.
50. Robert Geiger Street: other than official city vehicles, parking is prohibited at all times along the south side, from Bay Street to

- Prospect Street.
51. Rockwell Avenue: on both sides, from Bay Street to Kitsap Street.
52. Ross Street: on the south side of the 400 block.
53. Sage Court: on both sides of street.
54. Sage Street: on both sides from Pottery Avenue east for a distance of 70 feet and on the left-hand side, as the traffic flows, on the remainder of the street.
55. Seattle Avenue: on the east side, from Bay Street southerly for a distance of 82 feet.
56. Sherman Avenue: on the east side of the 1200-1300 block from the dead end 980 feet north.
57. Sidney Avenue: on the west side from Bay Street to Prospect Street.
58. Siskin Circle: on the inside curb of Siskin Circle throughout the circle.
59. Snowridge Avenue: on the left-hand side, as the traffic flows on the street.
60. Sprague Street: on the right-hand side, as the traffic flows on the one-way portion of the street.
61. Sroufe Street: on the south side, from Sidney Avenue to Portland Avenue.
62. Strathmore Circle SW: on outside of circle traveling either direction.
63. Sweany Street: on the north side, from Cline Avenue westerly for a distance of 340 feet.
64. Sweany Street: on the south side, from Sidney Avenue westerly for a distance of 200 feet.
65. Swift Avenue: on west side, from Siskin Circle to Lazuli Street.
66. SW Colbert Way: on left-hand side of street as the traffic flows, from Pickford Place SW to Chatterton Avenue SW.

67. SW Old Clifton Road	on both sides from Chanting Circle SW to Campus Parkway.
68. SW Stanwick Way:	on the right-hand side of street as the traffic flows, from Lone Bear Drive to Pickford Place SW.
69. Tremont Place:	on both sides of street from 233 Tremont Place driveway to end of road guardrail.
70. Tremont Street:	on both sides of the street, within 100 feet of Pottery Avenue right-of-way.
71. Warbler Way:	on both sides of street from Old Clifton Road to Siskin Circle.
72. Warbler Way:	from Siskin Circle to curve (park) on south side and on east side from curve (park) to Grebe Way.
73. Wilkins Drive:	on both sides, from the west terminus, eastward 350 feet.
74. Lot 4:	all of Lot 4, as defined in POMC 10.12.580, Saturdays from 5:00 a.m. to 5:00 p.m., from April 1st through October 31st.

SECTION 2. Section 10.12.560 of the Port Orchard Municipal Code is hereby amended to read as follows:

10.12.560 Parking time limited on certain streets.

When signs are erected by the city engineer in each block giving notice thereof, no persons shall park a vehicle for longer than the time specified in the section, on the days specified in this section, upon any of the streets described as follows except vehicles complying with the residential parking permit program:

1. Ada Street:	on both sides of Ada Street, from Sidney Avenue to Harrison Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday,
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- Sunday, and federal holidays.
2. Arnold Avenue E.: on the west side of Arnold Avenue E., south of Bay Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
3. Austin Avenue: on both sides, from Division Street to Dwight Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
4. Bay Street: on both sides, from Orchard Avenue to Harrison Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays. Vehicles with residential parking permits are not exempt from the parking restrictions specified within this subsection.
5. Bay Street: on the north side from the DeKalb Street pedestrian pier easterly for 110 feet. There will be 15-minute loading and unloading only.
6. Bay Street: on the south side from Port Orchard Boulevard to DeKalb Street and 130 feet east of DeKalb Street to Kitsap Street there will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday and federal holidays.

7. Bay Street: on west side of the 1500 and 1600 block. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
8. Bay Street: on the north side at Ross Point (SR 166). There will be four-hour parking.
9. Bay Street: on the south side of Bay Street, west of Arnold Avenue E. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day, except Saturday, Sunday, and federal holidays.
10. Bravo Terrace: on the south side from Bravo Terrace intersection west to end of cul-de-sac. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
11. Cline Avenue: on both sides, from Kitsap Street to Dwight Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
12. Cline Avenue: from the northeast corner of Kitsap Street and Cline Avenue northerly along the east line of Cline Avenue to Bay Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
13. Cline Avenue: on both sides, from Taylor Street to Division Street.

- There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
14. DeKalb Street: on the north side, from Cline Avenue easterly for a distance of 200 feet. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
15. DeKalb Street: on both sides, from Seattle Avenue to Sidney Avenue. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays; except for a space on the south side of DeKalb Street beginning 105 feet east of Harrison Avenue and continuing easterly for 175 feet. The 175 feet as described shall be designated all day parking.
16. DeKalb Street: on the north side, from Sidney Avenue westerly for a distance of 120 feet. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
17. DeKalb Street: on the south side, from Tracy Avenue easterly to the end of DeKalb Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
18. DeKalb Street: on both sides, from Mitchell

- Avenue westerly for a distance of 340 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
19. DeKalb Street: on the north side, from Mitchell Avenue to Tracy Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
20. Division Street: on both sides, from Sidney Avenue to Seattle Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
21. Division Street: on both sides, from Cline Avenue to Sidney Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
22. Division Street: on both sides from Cline Avenue westerly to dead end. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday and federal holidays.
23. Dwight Street: on both sides, from Sidney Avenue to Seattle Avenue. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.

24. Dwight Street: on both sides, from Mitchell Avenue westerly for a distance of 250 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
25. Dwight Street: on both sides, from Austin Avenue to Cline Avenue. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
26. Farragut Avenue: on the east side, 160 feet north of DeKalb Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
27. Frederick Avenue: on both sides, from waterfront parking lot to Prospect Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
28. Harrison Avenue: on both sides, from DeKalb Street to Dwight Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
29. Harrison Avenue: on both sides, from Dwight Street to Division Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.

30. Harrison Avenue: on both sides from Ada Street to dead end. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
31. Kitsap Street: on both sides, from Cline Avenue to Rockwell Avenue. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
32. Kitsap Street: on both sides, from Mitchell Avenue westerly for a distance of 150 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
33. Mitchell Avenue: on the east side, from DeKalb Street northerly for a distance of 70 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
34. Mitchell Avenue: on the west side, from Kitsap Street to Taylor Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays; and that portion of 760 Mitchell Avenue marked as "No Parking Anytime."
35. Mitchell Avenue: on the east side, from DeKalb Street southerly to the bus loading access road, shall be designated all day parking except for the revetment

- area which is two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
36. Morton Street: on both sides, from Rockwell Avenue westerly for a distance of 230 feet on both sides. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
37. Morton Street: on both sides, from Rockwell Avenue easterly for a distance of 230 feet on both sides. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
38. Prospect Street: on both sides, from Sidney Avenue to Robert Geiger Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m. (except where posted as one-hour parking for the City Permit Center located at 720 Prospect Street; holders of residential parking permits are not exempt from this restriction), on any day except Saturday, Sunday, and federal holidays, and the inside radius of the curve between Robert Geiger Street and Frederick Avenue.
39. Prospect Street: on both sides, from Kitsap Street to Robert Geiger Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day

- except Saturday, Sunday, and federal holidays, except where 30-minute zone is delineated.
40. Prospect Street: along the green curb, in front of City Hall at 216 Prospect Street. There is 30-minute parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
41. Robert Geiger Street: on the north side, from Prospect Street to Bay Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
42. Seattle Avenue: on both sides, from Kitsap Street to Dwight Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
43. Seattle Avenue: on both sides from Dwight Street to Division Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
44. Sidney Avenue: on both sides from Bay Street to the waterfront. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
45. Sidney Avenue: on the east side from Bay Street to Prospect Street. There will be two-hour

- parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
46. Sidney Avenue: on both sides, from Prospect to Kitsap Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
47. Sidney Avenue: on both sides, from Kitsap Street to DeKalb Street. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
48. Sidney Avenue: on both sides, from DeKalb Street to Ada Street. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
49. Sweany Street: on the south side, from Cline Avenue westerly for a distance of 300 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
50. Sweany Street: on the north side, from Sidney Avenue westerly for a distance of 200 feet. There will be two-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
51. Tracy Avenue: on both sides, from DeKalb Street to Guy Wetzel Street. There will be two-hour parking from 8:00 a.m. to

- 52. Tracy Avenue: 5:00 p.m., on any day except Saturday, Sunday, and federal holidays. abutting 219 Tracy Avenue. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
- 53. Water Street: from Bay Street to waterfront on the west side. There will be four-hour parking from 8:00 a.m. to 5:00 p.m., on any day except Saturday, Sunday, and federal holidays.
- 54. Library: north side of driveway adjacent to south side of library sidewalk and Lot 7 shall be two-hour parking from 8:00 a.m. to 5:00 p.m. on any day, pursuant to easement AF# (8903310122) except Saturday, Sunday, and federal holidays.

SECTION 3. Authorization for Posting Signs. The City Engineer is hereby directed to post the signs as required and as a result of the amendments of Section 10.12.500 AND 10.12.580, after passage of this Ordinance, before the Effective Date.

SECTION 4. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

SECTION 5. Effective Date. This ordinance shall be in full force and effect five (5) days after posting and publication as required by law. A summary of this Ordinance may be published in lieu of the entire ordinance, as authorized by State Law.

PASSED by the City Council of the City of Port Orchard, APPROVED by the Mayor and attested by the City Clerk in authentication of such passage this 14th day of July 2020

Robert Putaansuu, Mayor

ATTEST:

Brandy Rinearson, MMC, City Clerk

APPROVED AS TO FORM:

SPONSORED BY:

Charlotte A. Archer, City Attorney

Scott Diener, Councilmember

PUBLISHED:

EFFECTIVE DATE:



City of Port Orchard

216 Prospect Street, Port Orchard, WA 98366
(360) 876-4407 • FAX (360) 895-9029

Agenda Staff Report

Agenda Item No.:	<u>Consent Agenda 4D</u>	Meeting Date:	<u>July 14, 2020</u>
Subject:	<u>Approval of a Contract with the Kitsap</u>	Prepared by:	<u>Matt Brown</u>
	<u>County Sheriff's Office for Facility Use</u>		<u>Police Chief</u>
	<u>of the City's Firearms Range</u>	Atty Routing No.:	<u>N/A</u>
	<u></u>	Atty Review Date:	<u>N/A</u>

Summary: Attached is the firearms range contract with the Kitsap County Sheriff's Office. This contract is similar to the current contract with the City of Gig Harbor Police Department. The daily usage fee is \$65; KCSO may also supply staff to instruct police officers in a variety of topics in lieu of the daily usage fee.

The range is a secondary facility for the Kitsap County Sheriff's Office and will primarily be used for their jail staff to conduct qualifications.

Recommendation: With the support of Mayor Putaansuu, I recommend the City Council authorize the Mayor to sign the Facility Usage Agreement with the Kitsap County Sheriff's Office.

Relationship to Comprehensive Plan: N/A

Motion for consideration: I move to authorize the Mayor to execute and Interlocal Agreement with the Kitsap County Sheriff's Office regarding the Facility Use of the Firearms Range.

Fiscal Impact: The shared use of this facility permits the police department to continue receiving appropriate levels of training at a reduced cost.

Alternatives: Do not approve the MOU's and provide alternative guidance.

Attachments: Contract.

FACILITY USE AGREEMENT (Range – Firearms Training)

THIS FACILITY USE AGREEMENT (“Agreement”) is made and entered into by the CITY OF PORT ORCHARD and the KITSAP COUNTY SHERIFF’S OFFICE (“Renter”) for use by the Renter of the Port Orchard Firearms Range located at 1278 Lloyd Parkway, Port Orchard, Washington, on the following terms and conditions:

1. **TERM.** This Agreement shall become effective on July 1, 2020, and end on December 31, 2020. This Agreement shall automatically renew on a calendar year basis unless written notice of termination is given by either party by the proceeding November 30th of any such year. This Agreement may be executed in counter-parts.

2. **USE OF THE RANGE.** During the Term of this Agreement, Renter shall be entitled to use the Firing Range at such times and on such dates as are mutually agreed by the parties. Days of use shall be scheduled at least thirty (30) days in advance and will be accommodated on a first scheduled basis. Requests made with less than thirty (30) days notice shall be accommodated when possible. Use by the City of Port Orchard shall have priority over any requested use by the Renter. Range hours will be set by the City of Port Orchard or its authorized agent and must be adhered to by renting agencies. Range hours shall be identified by the City of Port Orchard at the time the Renter’s schedule is approved. Use of the firing range shall include general lighting, restrooms and custodial services for the firing range. The City of Port Orchard shall make the key to the firing range available to the Renter prior to the start of the use.

3. **RENTAL RATE.** The rate for use of the firing range shall be \$65 per day payable to the City of Port Orchard. A day shall mean ten (10) hours. In lieu of monetary payment, the Renter may provide supplies, services, and/or manpower of equivalent value if mutually agreeable by the parties. Renter shall submit to the City of Port Orchard Treasurer invoices, receipts, or other documentation for verification that equivalent value has been provided. The City of Port Orchard reserves the right to increase the rental rate at any time upon 45 days prior written notice to the Renter.

4. **EXPENSES.** Renter shall supply all weapons, ammunition, targets, and other supplies used in the target exercise.

5. **RANGE SUPERVISION.** Renter shall provide and require the presence of a Department-approved firearms instructor at all times during which the Renter’s personnel are using the premises. To assure safe operations, the range officer shall have full authority and responsibility to direct the activities of those using the range and shall halt any activity found to be unduly hazardous. Posted range rules shall be adhered to at all times. A copy of the current range rules is attached. The City of Port Orchard reserves the right to modify the range rules at any time with 30 days prior notice the Renter.

6. **MAINTENANCE AND REPAIR.** The City of Port Orchard shall, unless herein specified to the contrary, maintain the premises in good repair and condition during the continuance of this Agreement, except in case of damage arising from the sole negligence of the Renter's agents or employees. For the purposes of maintaining the premises, the City of Port Orchard reserves the right, at reasonable times, to enter and inspect the premises and to make necessary repairs to the building. The City of Port Orchard agrees to maintain the firing range in compliance with federal, state, and local laws, and applicable Occupational Health and Safety Administration (OSHA) standard. Renter shall clean up all garbage and debris after use, excluding shell casings and lead.

7. **INSURANCE.** For the duration of the Agreement, Renter shall maintain a self-insurance fund or equivalent insurance against claims for injuries to persons or damage to property which may arise from or in connection with the use of the Premises. The fund or insurance shall provide general liability coverage of no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate. Renter's insurance coverage shall be primary insurance with respect to the City of Port Orchard. Any insurance, self-insurance, or insurance pool coverage maintained by the City of Port Orchard shall be excess of the Renter's insurance and shall not contribute to it. Renter shall provide a certificate of insurance evidencing the required insurance before using the Premises.

8. **ATTORNEY'S FEES.** In any action brought to enforce any provision of this Agreement, the prevailing party shall be entitled to recover from the other party all reasonable costs and reasonable attorney's fees incurred.

9. **TERMINATION.** This Agreement may be terminated by either party, without cause, by giving written notice of not less than thirty (30) days prior to the effective date of termination.

10. **NO JOINT VENTURE.** Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture, or other joint enterprise between the Parties.

11. **NO THIRD-PARTY BENEFICIARY.** It is understood and agreed that this Agreement is solely for the benefit of the parties hereto and gives no right to any other party.

12. **INDEMNIFICATION/HOLD HARMLESS.** Renter shall defend, indemnify, and hold harmless the City of Port Orchard, its officers, officials, employees, and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the Renter's use of the firing range, except only for injury, death, loss or damage to property caused by the sole negligence of the City of Port Orchard, or its officers, officials, employees, or volunteers.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the date and year indicated.

Dated this ____ day of _____, 2020

Dated this ____ day of _____, 2020

CITY OF PORT ORCHARD

BY: _____
Rob Putaansuu, Mayor

KITSAP COUNTY SHERIFF'S OFFICE

BY: _____ 6.22.20
Gary Simpson, Sheriff

ATTEST:

Brandy Rinearson, City Clerk

DEPARTMENTAL APPROVAL:

Matthew Brown, Chief of Police

APPROVED AS TO FORM:

Charlotte Archer, City Attorney

APPENDIX A
FIRING RANGE RULES

Range Facilities

343.1 PURPOSE AND SCOPE

The Port Orchard Police Department operates a non-public firearms range for the purpose of training sworn officers and maintaining proficiency in the use of firearms and tactics. This policy provides rules and procedures for the use and maintenance of the range.

343.2 USE OF THE DEPARTMENT RANGE

The use of the Department range shall be limited to the sworn personnel of the Port Orchard Police Department unless authorized by the Chief of Police or designee.

The Department may allow, lease, or otherwise enter into agreements with any federal, state, county, or municipal law enforcement agency for use of the range facilities. No outside agency officers may use the range without an interdepartmental contract or without having first signed a written Agreement and Release.

During training events, the Department range shall only be operated with the presence of the appropriate number of Department-approved range instructors and/or range safety officers.

Officers of the Department may use the range while off-duty and outside of scheduled training events after receiving authorization from command staff and after checking the range schedule for conflicts with other organizations using the range. Such use will be voluntary, on the officer's own time, and officers must have a signed Agreement and Release on file with the Department. A minimum of two officers must be present to operate the range.

343.3 RANGE SAFETY

1. It is the responsibility of ALL personnel to commit to the safe use of the range.
 1. Don't point your firearm at anything you are not willing to destroy.
 2. Treat all firearms as if they were loaded.
 3. Keep your finger off the trigger until you are ready to fire.
 4. Be certain of your target and what lies beyond.
2. All personnel shall wear body armor at all times while shooting is in progress.
3. All personnel shall wear hearing and eye protection at all times while shooting is in progress.
4. Appropriate attire is required while using the range facilities. Appropriate attire includes long pants and closed-toed shoes or boots. Hats with brims are strongly encouraged. Officers in training should be attired in the uniform and equipment they wear while on-duty.
5. Loaded firearms shall remain holstered except on the designated firing line.
6. Firearms shall remain pointed downrange at all times when unholstered.

Port Orchard Police Department

Policy Manual

Range Facilities

7. Officers shall load and unload their weapons in a safe manner with the weapon pointed downrange or into a clearing barrel.
8. Food, beverages, tobacco, and gum are prohibited on the range to minimize possible lead exposure.
9. Routine safety inspections will be conducted by the Range Master or a designated Firearms instructor. Failure to follow range safety rules may result in immediate expulsion from the range and/or discipline. Pertaining to range/firearms safety, the Range Master or designee shall have complete authority over personnel using the range facility, regardless of rank or assignment.

343.4 GENERAL RANGE RULES

1. When not in use, the range gate, buildings, and storage facilities shall be locked.
2. All range regulations shall be complied with at all times.
3. Any damage or malfunction of range equipment shall be reported immediately to the Range Master.
4. No fires will be allowed.
5. Upon completion of any sessions, all targets or materials used shall be returned to their proper storage locations.
6. Any injury incurred while using the range shall immediately be reported to the Range Master and Deputy Chief.
7. Officers are responsible for cleaning and securing the range at the end of any training session.
8. Any unusual activities or incidents must be reported to the Range Master.

343.5 AUTHORIZED USERS

Due to the inherent risks associated with shooting ranges and firearms training, only personnel who are required to perform such lines of work in the performance of their duties are authorized to use the Department's range facilities. The following persons are the only participants authorized to participate in firearms training at the range:

- (a) Port Orchard Police Officers, active and reserve.
- (b) Retired officers obtaining their LEOSA certification.
- (c) Outside agency personnel using the range in conjunction with a signed usage contract with the City of Port Orchard.
- (d) Outside agency personnel training with Port Orchard Police Officers, provided they have signed an Agreement and Release.

343.6 MEDICAL PLAN

A thorough medical evacuation plan will be kept at the range near the emergency medical bag. The medical treatment and evacuation plan for injuries sustained during training will be briefed

Port Orchard Police Department

Policy Manual

Range Facilities

during the Range Safety Brief. Emphasis will be placed on the actions required to provide aid and assistance to any person who may be injured during training. It is the responsibility of Firearms Instructors or Range Safety Officers (RSO) to ensure all persons are familiar with the locations of first aid equipment, communications equipment, and all evacuation routes.

In the event of a serious injury or fatality, all range operations will be terminated; the care of the injured and security of the incident shall become the priority. The following actions shall be strictly adhered to if there is an incident at the range facility:

1. The Firearms Instructor or RSO will call "Cease Fire" and ensure all personnel make safe all firearms.
2. The Firearms Instructor or RSO will take charge of the scene, assign personnel to assist, and immediately initiate care for the injured.
3. The Firearms Instructor or designee will initiate a call to Kitsap-911 for assistance, providing the nature of the injury, condition of the injured, what medical assistance is in progress, and any additional information that will assist emergency medical services.
4. The person contacting Kitsap-911 will jointly evaluate the need to await an EMS response or evacuate the injured person to the hospital. Factors to consider are vehicle access, condition of the injured, treatment being provided to the injured, and response time of EMS.
5. The Firearms Instructor shall clear the range area and secure the incident site.
6. Once the injured has been evacuated and the scene secured, the Firearms Instructor shall make notifications to the on-duty supervisor and command staff.

343.7 AUTHORIZED FIREARMS AND AMMUNITION

All firearms and ammunition shall be inspected to ensure they are safe to use, serviceable, and the proper type of caliber authorized to fire on the Department's range. The Range Master is responsible for ensuring all firearms and ammunition are within the guidelines established.

The following restrictions on firearms and ammunition apply to all users while on the Department's range:

- (a) Only factory loaded ammunition is permitted.
- (b) Ammunition other than Department-approved calibers is prohibited.
- (c) Armor-piercing, incendiary, and tracer ammunition is prohibited.
- (d) Black powder rifles are not authorized.
- (e) The use of Sound Flash Distraction Devices (SFDD), chemical agents, incendiary devices, smoke and/or gas devices is not authorized.



City of Port Orchard

216 Prospect Street, Port Orchard, WA 98366
(360) 876-4407 • FAX (360) 895-9029

Agenda Staff Report

Agenda Item No.: Business Item 7A
Subject: Adoption of an Ordinance Revising the
City’s Comprehensive Plan

Meeting Date: July 14, 2020
Prepared by: Nicholas Bond,
DCD Director

Atty Routing No.: Matter 11-Development
Atty Review Date: April 10, 2020

Summary: The City initiated and received several amendments to the Comprehensive Plan by the deadline of January 31, 2020. The following amendments were approved to be placed on the docket by City Council:

City-Initiated Text Amendments

- Land Use Element. Table 1 of the Land Use Element in the Comprehensive Plan will be replaced with an expanded table that addresses the range of possible maximum densities that are likely to develop in each zone, and the anticipated development density in each zone.
- Utilities Element. The Sewer System Capital Improvement Plan list (Table 7-2 of the Utilities Element) and the Water System Capital Improvement Plan list (Table 7-2 of the Utilities Element) have been updated.
- Transportation Element. The existing Street Standard Classification Map in the Transportation Element will be replaced by an updated map, consistent with the most recent street standards as adopted by the City’s Public Works Department.
- 6-Year Transportation Improvement Program (TIP). The updated 2020 TIP will extend 6-year funded transportation projects on the TIP to 2021-2026, and adopt a long-range (2027-2040) unfunded TIP.
- Appendix B (Plans Adopted by Reference). The updates to the TIP have been updated in Appendix B.

City-Initiated Map Amendments

City staff have noted that the zoning classifications of a number of parcels are inconsistent with their land use designations on the City’s Land Use Map in the Comprehensive Plan. Staff have therefore proposed a number of land use designation changes which will make the zoning and land use designations of these parcels consistent.

Geiger Road LLC Text Amendment

The proposed text amendment, submitted by Geiger Road LLC, to Policy 2.7.5.7 in the Centers section of the Land Use Element and the accompanying illustration, would increase the size of the Sedgwick Bethel Countywide Center from 141 acres to 161 acres. This increase would include the addition of 20 acres to the southern boundary of the center, south of Geiger Rd. The boundary currently bisects two 20-acre parcels owned by Geiger Road LLC so that only the north half of these properties is included in the center.

The addition of the southern half of these properties would allow the entirety of Geiger Road LLC's future multifamily project (Glenmore Apartments, 320 units) to be included in the center.

Recommendation: Staff recommends that the City Council adopt an ordinance revising the City's Comprehensive Plan, as presented.

Motion for consideration: "I move to adopt an ordinance revising the City's Comprehensive Plan, as presented."

Fiscal Impact: This proposal is not expected to impact the City's budget.

Alternatives: Adopt only some of the proposed amendments; adopt none of the amendments; or revise the proposed amendments.

Attachments: Ordinance and Attached Amendments.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PORT ORCHARD, WASHINGTON, RELATING TO THE COMPREHENSIVE PLAN UNDER THE STATE OF WASHINGTON'S GROWTH MANAGEMENT ACT, CHAPTER 36.70A RCW; ADOPTING AMENDMENTS TO THE LAND USE, UTILITIES AND TRANSPORTATION ELEMENTS OF THE COMPREHENSIVE PLAN; ADOPTING AN AMENDMENT TO THE CITY'S SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM; ADOPTING AN AMENDMENT TO APPENDIX B OF THE PORT ORCHARD COMPREHENSIVE PLAN; ADOPTING AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN LAND USE MAP; PROVIDING FOR SEVERABILITY AND PUBLICATION; AND SETTING AN EFFECTIVE DATE.

WHEREAS, with the passage of the Washington State Growth Management Act in 1990 (GMA), Chapter 36.70A RCW, local governments are required to adopt a comprehensive plan that outlines strategies to accommodate the needs of a growing population; and

WHEREAS, in June 1995, the City Council adopted a Comprehensive Plan for the City of Port Orchard and its urban growth area pursuant to the requirements set forth in the GMA; and

WHEREAS, the City of Port Orchard completed its most recent periodic update of its comprehensive plan in June 2016, as required by the GMA; and

WHEREAS, the City may annually adopt amendments to the City's Comprehensive Plan pursuant to RCW 36.70A.470 and 36.70A.106; and

WHEREAS, the City initiated submittals for Comprehensive Plan amendments by the required deadline date of January 31, 2020; and

WHEREAS, the amendment submittal proposes revisions and updates to the City's transportation improvement program (TIP), the Land Use, Utilities and Transportation Elements of the Comprehensive Plan, Appendix B of the Comprehensive Plan, the Comprehensive Plan Land Use Map; and

WHEREAS, on March 4, 2020, notice of the proposed amendments to the City's Comprehensive Plan was sent to the Washington State Department of Community, Trade, and Economic Development at least sixty days before the amendments were adopted, in accordance with RCW 36.70A.106; and

WHEREAS, on March 13, 2020, a SEPA Determination of Non-Significance was issued, and provided to the public, agencies and other interested parties in accordance with the requirements of POMC Chapter 20.04.080, and published in the newspaper and on the City website, and emailed to the Washington Department of Ecology; and

WHEREAS, on May 22, 2020, a Notice of Hearing for a public hearing to be held by the Planning Commission on the proposed 2020 Comprehensive Plan amendments was published in the City's newspaper of record, and the notice was provided to the public, agencies and other interested parties in accordance with the requirements of POMC Chapter 20.04.080; and

WHEREAS, on June 2, 2019, the Planning Commission held a public hearing on the 2020 Comprehensive Plan amendments, and voted unanimously to recommended approval of the amendments to City Council; and

WHEREAS, on June 16, 2020, the City Council held a public work-study meeting to review the 2020 Comprehensive Plan amendments and consider the recommendation of the Planning Commission; now, therefore,

THE CITY COUNCIL OF THE CITY OF PORT ORCHARD, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. The City Council hereby adopts the above recitals as findings in support of this Ordinance.

SECTION 2. The City Council finds that the amendments adopted by this Ordinance are consistent with the goals and policies of the City's adopted 2016 Comprehensive Plan, and are consistent with the state Growth Management Act and other applicable law.

SECTION 3. The City Council finds that the amendments adopted by this Ordinance will not, individually or cumulatively, result in adverse effects to the public health, safety or welfare.

SECTION 4. The City Council finds that no adverse impacts to the environment are anticipated to result from the amendments adopted by this Ordinance.

SECTION 5. The City Council finds that the amendments adopted by this Ordinance are consistent with the land uses and growth projects which were the basis of the adopted Comprehensive Plan, are compatible with neighboring land uses and surrounding neighborhoods, and are not anticipated to cause adverse impacts to public services or facilities.

SECTION 6. In accordance with the above described Findings and Conclusions, the City Council hereby amends the Port Orchard Comprehensive Plan by approving and adopting the 2020 amendments to the Port Orchard Comprehensive Plan.

SECTION 7. If any sentence, section, provision, or clause of this Ordinance or its application to any person, entity or circumstance is for any reason held invalid or unconstitutional, the remainder of the Ordinance, or the application of the provision to other persons, entities, or circumstances is not affected.

SECTION 8. This Ordinance shall be in full force and effect five (5) days after posting and publication as required by law. A summary of this Ordinance may be published in lieu of the entire Ordinance, as authorized by state law.

PASSED by the City Council of the City of Port Orchard, APPROVED by the Mayor and attested by the Clerk in authentication of such passage this 14th day of July 2020.

Robert Putaansuu, Mayor

ATTEST:

Brandy Rinearson, MMC, City Clerk

APPROVED AS TO FORM:

Sponsored by:

Charlotte A. Archer, City Attorney

Scott Diener, Councilmember

PUBLISHED:
EFFECTIVE DATE:

ATTACHMENTS: 2020 Amendments to the Comprehensive Plan

2020 City-Sponsored Text Amendments – Narrative

With the 2020 Comprehensive Plan amendments, the City proposes the following amendments to text portions of the Plan:

- Land Use Element. The City proposes to replace the existing Table 1 of the Land Use Element in the Comprehensive Plan with an expanded table that addresses the range of possible maximum densities that are likely to develop in each zone, and the anticipated development density in each zone for purposes of informing the County’s Buildable Lands Report. This additional information will be used for the 2024 Comprehensive Plan update and subsequent updates. Figure 2, Zoning and Land Use, have also been updated to reflect the City’s current zoning and land use designation names.
- Utilities Element. City staff have gained supplementary information on the sewer facilities required to adequately serve the Sidney/Sedgwick area (formerly known as the Joint Planning Area or JPA), and have identified additional necessary sewer projects. These are identified as Projects 5A, 5B, 5C, and 5D, and are intended to replace project 5 in the Sewer System Capital Improvement Plan list (Table 7-2 of the Utilities Element). The City Public Works Department is also in the process of updating the Water Comprehensive Plan. In anticipation of that plan’s adoption, staff has prepared a Water System Capital Improvement Plan list which updates Table 7-2 of the Utilities Element. Table 7.3 has been updated to include the cost of stormwater facility land acquisition and construction costs for the Bethel Sedgwick transportation improvement project.
- Transportation Element. The existing Street Standard Classification Map in the Transportation Element will be replaced by an updated map, consistent with the most recent street standards as adopted by the City’s Public Works Department.
- 6 and 20 - Year Transportation Improvement Program (TIP). Each year, the City is required by law to adopt an update to its 6-Year TIP. The update for 2020 will extend 6-year funded projects on the TIP to 2021-2026. The 6-Year TIP is not part of the Comprehensive Plan, but is adopted into the Plan by reference (see below). Additionally, the City has adopted its 2027-2040 long-range TIP by reference as required for the collection of impact fees to fund these projects.
- Appendix B (Plans Adopted by Reference). Appendix B of the Comprehensive Plan provides a list of related planning and policy documents that are adopted into the Plan by reference. The updates to the TIP (both 6-year and 20-year) have been updated on Appendix B.

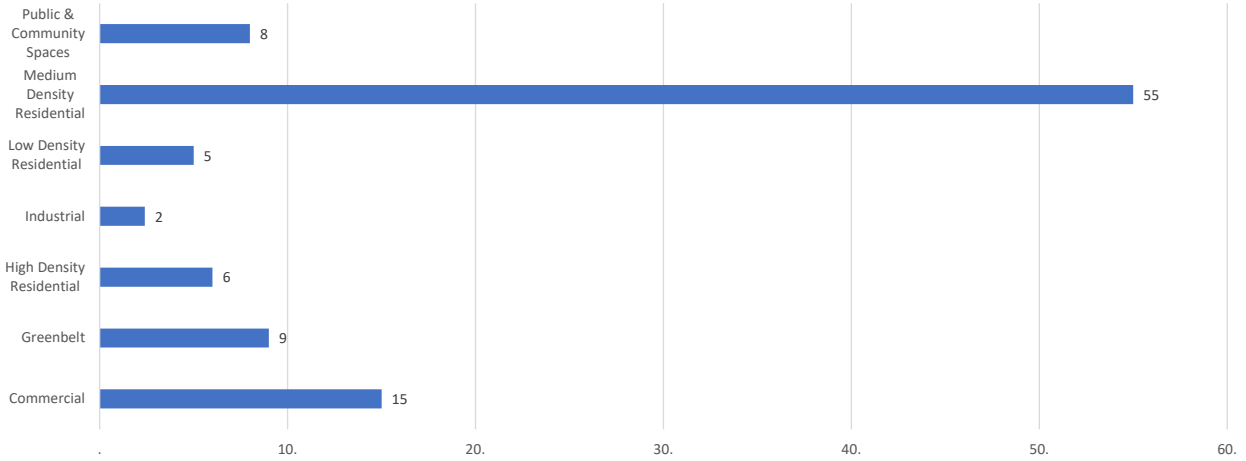
2020 REVISION TO COMPREHENSIVE PLAN LAND USE ELEMENT, TABLE ONE (LAND USE DESIGNATIONS)

Existing Table 1	
Land Use Designations Uses	Uses
Open Space / Conservation	Protection of critical areas, habitat management areas, greenbelts and designated open space to allow low density residential development.
Low Density Residential	Single-family detached housing
Medium Density Residential	Single-family detached and attached housing, apartment buildings
High Density Residential	Single Family Attached Housing, Apartment Buildings
Public and Community Spaces	Government services, utilities, parks, schools and related community facilities
Commercial	Retail, office, mixed-use commercial/residential, and professional services
Urban Industrial	Manufacturing and assembly, bulk storage and warehousing, transfer and trucking services.

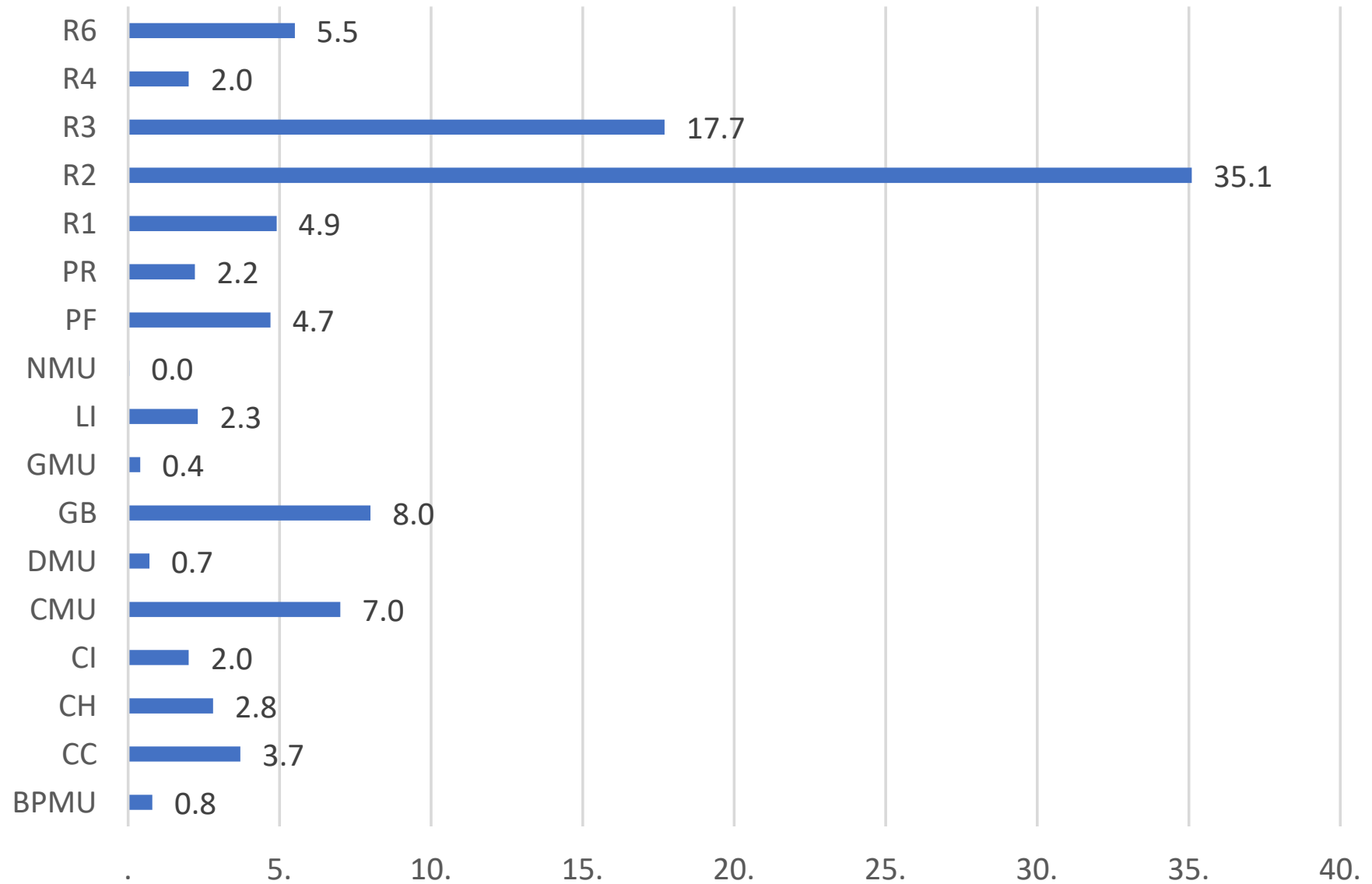
Proposed Table 1				
Land Use Designations Uses	Uses	Corresponding Zoning	Range of Possible Maximum Residential Densities	Anticipated Residential Development Density for Buildable Lands Purposes.
Greenbelt	Protection of critical areas, habitat management areas, greenbelts and designated open space to allow low density residential development.	Greenbelt (GB)		.5 dwelling units per net acre
Low Density Residential	Single-family detached housing	Residential 1 (R1)	7.26-9.8	7 Units Per Acre
Medium Density Residential	Single-family detached and attached housing, apartment buildings	Residential 1 (R1)	7.9-9.8	7 Units Per Acre
		Residential 2 (R2)	9.8-21.7	10 Units Per Acre
		Residential 3 (R3)	9.8-26	16 Units Per Acre
		Residential 6 (R6)	9.8-17.4	8 Units Per Acre
High Density Residential	Single Family Attached Housing, Apartment Buildings	Residential 4 (R4), Residential 5 (R5)	9.8-44	24 Units Per Acre
Civic and Open Space	Government services, utilities, parks, schools and related community facilities	Civic and Institutional (CI)	NA	NA
		Parks and Recreation (PR)	NA	NA
		Public Facilities (PF)	NA	NA
Commercial	Retail, office, mixed-use commercial/residential, and professional services	Residential Mixed Use (RMU)	8-54	16 Units Per Acre
		Neighborhood Mixed Use (NMU)	9.8-54	16 Units Per Acre
		Business Professional Mixed Use (BPMU)	14.5-45	8 Units Per Acre
		Commercial Mixed Use (CMU)	17-26	16 Units Per Acre
		Downtown Mixed Use (DMU)	0-44	24 Units Per Acre
		Gateway Mixed Use (GMU)	0-54	20 Units Per Acre
		Commercial Corridor (CC)	0-44	4 Units Per Acre
		Commercial Heavy (CH)	NA	NA
		Industrial Flex (IF)	0-45	4 Units Per Acre
Urban Industrial	Manufacturing and assembly, bulk storage and warehousing, transfer and trucking services.	Light Industrial (LI)	NA	NA
		Heavy Industrial (HI)	NA	NA

¹This is non-binding except as it relates to assumptions for future growth in the Kitsap County Buildable Lands analysis.

Land Use Designation By Percentage of Total Land



Zoning By Percentage of Total Land



City of Port Orchard				
Sewer System Capital Improvement Plan				
Project	Description	Cost Estimate	% CFC	Financing
1	Marina Pump Station	8,000,000	50	CFC /rates
2	Bay Street Pump Station	1,300,000	25	CFC/rates
3	McCormick Pump Station 2	4,500,000	100	CFC
4	Eagle Crest Generator Set	300,000	0	rates
5	Albertson's Pump Station Upgrade	**	0	developer
5A	Bravo Terrace Lift Station and Force Main	5,000,000	75	CFC
5B	South Sidney Lift Station	2,500,000	100	CFC
5C	North Sidney Lift Station	2,500,000	100	CFC
5D	Sidney 2nd Force Main	1,537,500	100	CFC
6	McCormick Woods Pump Station 3	1,000,000	100	CFC
Total CIP		26,637,500		

* Update of Table 7-1 of the City Comprehensive Plan

** dependent on the scope of the upgrade

City of Port Orchard				
Water System Capital Improvement Plan				
Project	Description	Cost Estimate	% CFC	Financing
1	580 Zone Storage	2,100,000	100	CFC
2A	Well 13 Development & Treatment	7,500,000	75	CFC/rates
2B	Maple Street T & D Main			
2C	390 to 260 Zone PRVs			
3	Well 11 Development & Treatment	7,000,000	25	CFC/rates
4	580 Zone Transmission & Distribution Main	1,235,000	100	CFC
5	390 Zone Storage	3,000,000	100	CFC/rates
6	Telemetry Upgrades	100,000	25	CFC/rates
7	390 to 580 Zone Booster Station (Old Clifton)	525,000	75	CFC/rates
8	390 to 580 Zone Transmission Main (Old Clifton)	1,325,000	75	CFC/rates
9	Well 12 Development & Treatment	7,000,000	100	CFC
10	Melcher Pump Station Upgrade	500,000	25	CFC/rates
11	PRV Improvements per Hydraulic Model	350,000	50	CFC/rates
12	390 to 580 Zone Booster Station (Glenwood)	525,000	0	developer (condition of plat approval)
13	390 to 580 Zone Transmission Main (Glenwood)	2,750,000	75	CFC/rates
14	580 to 660 Zone Booster Station	500,000	100	CFC
15	660 Zone Storage	2,200,000	100	CFC
16	Well 7 Treatment/Pump Station Upgrades	750,000	0	rates
17	Main Replacements per Hydraulic Model	2,000,000	25	CFC/rates
18	Feasibility Study for Consolidation and Fluoridation	50,000	50	CFC/rates
19	Risk and Resiliency Study for AWIA	50,000	0	rates
20	Annual Main Replacement Program	500,000	0	rates
21	Annual Valve Replacement Program	80,000	0	rates
22	Annual Hydrant Replacement Program	50,000	0	rates
23	Foster Pilot Mitigation Projects	1,000,000	100	CFC
24	390 Reservoir Booster Station	600,000	100	CFC
25	Well 10 Rehab, Activation, and Water Main	3,092,000	100	CFC
Total CIP		44,782,000		

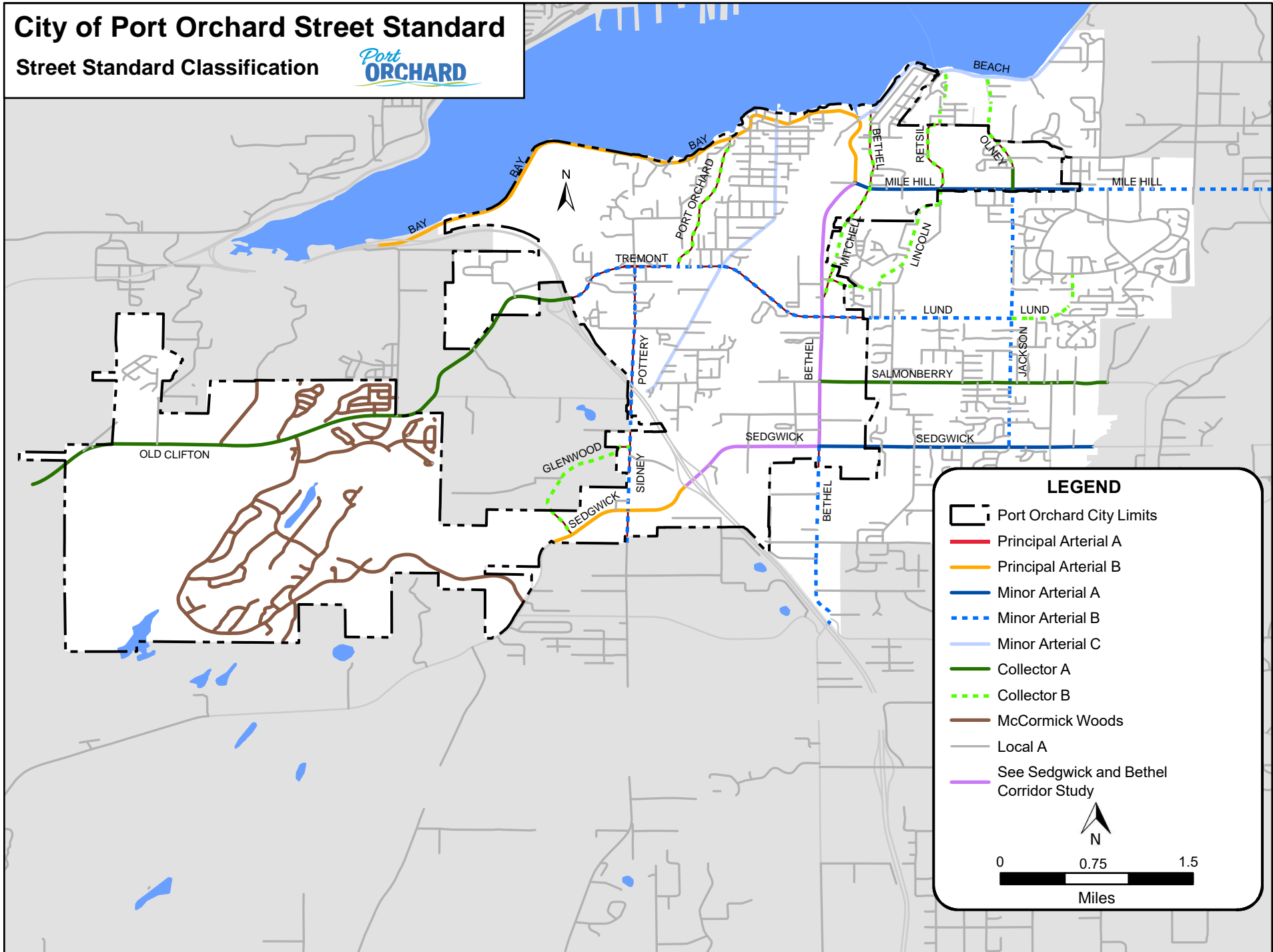
* Update of Table 7-2 of the City Comprehensive Plan

**Table 7-3
Planned Stormwater Facility Improvements**

CIP No.	Project	Opinion of Probable Project Cost (\$Million)
1	Ruby Creek Crossing/Shoulder Stabilization	\$0.1 M
2	West Street/Port Orchard Boulevard	\$1.0 M
3	City Decant Facility Retrofit	\$0.5 M
4	Annapolis Creek Box Culvert	\$0.3 M
5	Perry Avenue Storm Drainage	\$0.3 M
6	Prospect Alley Drainage and Outfall	\$0.5 M
7	Sidney Parkway/Waterfront Parking Outfall	\$1.0 M
8	Downtown Port Street Drainage Improvement Pre-Design	\$0.5 M
9	High Point Shopping Center Drainage Improvement	\$0.8 M
10	Sidney Avenue Improvements	\$0.3 M
11	South Sidney Neighborhood Regional Drainage Improvement	\$5.0 M
12	Rockwell Avenue Improvements	\$0.1 M
13	Cline Avenue Improvements	\$0.4 M
14	Hull Avenue Improvements	\$0.3 M
<u>15</u>	<u>Bethel Sedgwick Corridor Stormwater Improvements</u>	<u>\$5.1 M</u>
<u>16</u>	<u>Old Clifton Corridor Stormwater Improvements</u>	<u>\$1.0 M</u>

City of Port Orchard Street Standard

Street Standard Classification



LEGEND

- Port Orchard City Limits
- Principal Arterial A
- Principal Arterial B
- Minor Arterial A
- Minor Arterial B
- Minor Arterial C
- Collector A
- Collector B
- McCormick Woods
- Local A
- See Sedgwick and Bethel Corridor Study

N

0 0.75 1.5

Miles

**City of Port Orchard Transportation Improvement Program (TIP)
For 2026-2039 TIER 2 (Unconstrained)**

Priority Number	Project Title/Project Description	Road Name Begin Termini End Termini	Total Project Length	Total Est. Cost			Phase Start Year	Funding Status	Phase	Federal		State Fund		
				Total Est. Cost	2027-2032	2033-2040				Fund Code	Federal Funds	Code	Federal Funds	State Funds
Capital Projects														
2.01	Sidney Avenue (North of SR 16) The design, permitting, right-of-way acquisition and construction for this project with bike lanes, storm drainage and sidewalks. (COMPLETE STREET)	Tremont Street to Fireweed	1	3,750,000	3,750,000	0	2026	P	PE/RW	STP(U)	0	0	0	3,750,000
				6,750,000	6,750,000	0	2028	P	CN	STP(U)	0	0	0	6,750,000
2.02	Sedgwick Road West - Design, Permitting & ROW The design, permitting and right-of-way acquisition phase for this widening project with 3 lanes (continuous TWTL), bike lanes, sidewalks and box culvert across Blackjack Creek.)	SR 16 Interchange to Sidney Avenue	0.4	462,428	462,428	0	2026	P	PE	STP(U)	400,000	0	0	62,428
				693,642	693,642	0	2028	P	RW	STP(U)	600,000	0	0	93,642
2.03	Sedgwick Road West - Construction The construction phase for this widening project with 3 lanes (continuous TWTL), bike lanes, sidewalks and box culvert across Blackjack Creek.)	SR 16 Interchange to Sidney Avenue	0.4	3,468,208	3,468,208	0	2028	P	CN	STP(U)	3,000,000	0	0	468,208
2.04A.1	Bethel/Sedgwick Corridor Phase 1 - ROW and Construction ROW acquisition and construction of the first phase of the street improvements per the Bethel/Sedgwick Corridor Plan (2018). Includes improvements to Ramsey Road for detour per 2.04A.2 below.	Bethel Road: Salmonberry to Blueberry.	0.75	2,056,000	2,056,000	0	2026	P	RW		0	0	0	2,056,000
				9,124,000	9,124,000	0	2027	P	CN		0	9,124,000	0	0
2.04A.2	Ramsey Road Widening Widen road to two travel lanes with bike lanes, sidewalks and stormwater system improvements.	Sedgwick Road to Salmonberry Road	0.5	2,500,000	0	2,500,000	2026	P	ALL		0	0	0	0
2.04B	Bethel/Sedgwick Corridor Phase 2 - ROW and Construction Design, ROW acquisition and construction of the second phase of the street improvements per the Bethel/Sedgwick Corridor Plan (2018).	Sedgwick Road: SR-16 interchange to Bethel	0.7	1,110,000	1,110,000	0	2027	P	PE		0	0	0	1,110,000
				2,802,000	2,802,000	0	2028	P	RW		0	0	0	2,802,000
				12,757,000	12,757,000	0	2029	P	CN		0	12,757,000	0	0
2.04C	Bethel/Sedgwick Corridor Phase 3 - ROW and Construction Design, ROW acquisition and construction of the third phase of the street improvements per the Bethel/Sedgwick Corridor Plan (2018).	Bethel Road: Blueberry to Sedgwick	0.25	422,000	422,000	0	2028	P	PE		0	0	0	422,000
				541,000	541,000	0	2029	P	RW		0	0	0	541,000
				4,859,000	4,859,000	0	2030	P	CN		0	4,859,000	0	0
2.04D	Bethel/Sedgwick Corridor Phase 4 - ROW and Construction Design, ROW acquisition and construction of the fourth phase of the street improvements per the Bethel/Sedgwick Corridor Plan (2018).	Bethel Road: Lund to Salmonberry	0.5	616,000	0	616,000	2032	P	PE		0	0	0	616,000
				1,041,000	0	1,041,000	2033	P	RW		0	0	0	1,041,000
				7,087,000	0	7,087,000	2034	P	CN		0	7,087,000	0	0

**City of Port Orchard Transportation Improvement Program (TIP)
For 2026-2039 TIER 2 (Unconstrained)**

Priority Number	Project Title/Project Description	Road Name Begin Termini End Termini	Total Project Length	Total Est. Cost	Funding		Phase Start Year	Funding Status	Phase	Federal		State Fund		
					2027-2032	2033-2040				Fund Code	Federal Funds	Code	Federal Funds	State Funds
2.04E	Bethel/Sedgwick Corridor Phase 5 - ROW and Construction	Design, Bethel Road: Mile Hill Drive to Lund		720,000	0	720,000	2035	P	PE		0	0	0	720,000
	Design, ROW acquisition and construction of the fifth phase of the street improvements per the Bethel/Sedgwick Corridor Plan (2018).		1.1	1,532,000	0	1,532,000	2036	P	RW		0	0	0	1,532,000
				8,283,000	0	8,283,000	2037	P	CN		0	8,283,000	0	0

**City of Port Orchard Transportation Improvement Program (TIP)
For 2026-2039 TIER 2 (Unconstrained)**

Priority Number	Project Title/Project Description	Road Name Begin Termini End Termini	Total Project Length	Total Est. Cost			Phase Start Year	Funding Status	Phase	Federal		State Fund			Local Funds
				2027-2032	2033-2040	Total				Fund Code	Federal Funds	Code	Federal Funds	State Funds	
2.05	Sidney Road SW Widening Sidney Avenue is currently two lanes wide, it needs to be widened to three lanes (additional TWTL) including bike lanes, sidewalks, traffic calming, and stormwater system improvements. (COMPLETE STREET).	Sidney Road SW: SR 16 Overpass to Sedgwick Road	0.95	500,000	500,000	0	2027	P	PE		0		0	0	500,000
				5,761,850	5,761,850	0	2028	P	CN	STP(U)	3,600,000	TIB	0	1,600,000	561,850
2.06	Pottery Avenue Widening Widen road to two travel lanes with bike lanes, sidewalks and stormwater system improvements.	Pottery Avenue: Tremont Place to Melcher Street	0.22	1,600,000	1,600,000	0	2029	P	ALL		0		0	0	1,600,000
2.07	Old Clifton Rd Shoulder & Pedestrian Improvements Design and construction of shoulder widening, street lighting, watermain extension and grade-separated Pedestrian Path as identified in the McCormick Urban Village Trans Plan.	Old Clifton Road: Anderson Hill to Westerly City Limits	1.35	2,700,000	2,700,000	0	2031	P	CN		0		0	0	2,000,000
2.08	Old Clifton Rd & McCormick Woods Drive Intersection Design and construction of intersecion (roundabout) improvements including street lighting, as identified in the McCormick Urban Village Trans Plan.	Old Clifton Rd/ McCormick Woods Dr. Intersection	0	250,000	0	250,000	2032	P	PE		0		0	0	250,000
				750,000	0	750,000	2033	P	CN		0		0	0	750,000
2.09	Melcher Street Widening Melcher Street West is currently a narrow two-lane road. The reconstruction would widen the road to allow two safe travel lanes, bike lanes, sidewalks and a stormwater system.	Melcher Street: Pottery Avenue to Sherman Avenue	0.4	600,000	0	600,000	2032	P	ALL		0		0	0	750,000
2.10	Fireweed Road Widening Fireweed is currently a narrow two lane road. The reconstruction would widen the road to allow for safe travel lanes, bike lanes, sidewalks and a stormwater system.	Fireweed Road: Sidney Avenue to South Flower Avenue	0.25	375,000	0	375,000	2035	P	ALL		0		0	0	750,000
2.11	Not used														
2.12	Sherman Avenue Widening Sherman Avenue is currently a narrow two-lane road. The reconstruction would widen the road to allow two safe travel lanes, bike lanes, sidewalks and a stormwater system.	Sherman Avenue: Fireweed Road to Terminus at SR 16	0.35	525,000	0	525,000	2032	P	ALL		0		0	0	750,000
2.13	Tremont St Widening - Port Orchard Blvd (Ph. 2) Construct roundabouts at Tremont Street/PO Blvd. and Bay Street (SR166)/PO Blvd. and curb, gutter, bike lanes, sidewalks, street lighting, storm drainage and Schedule 74 Undergrounding.	Port Orchard Blvd. Tremont Street to Bay Street (SR166)	1.1	809,250	0	809,250	2033	P	PE	STP(U)	700,000		0	0	109,250
				520,231	0	520,231	2035	P	RW	STP(U)	450,000		0	0	70,231
				7,225,434	0	7,225,434	2037	P	CN	STP(U)	6,250,000		0	0	975,434
2.14	Pottery Avenue Widening Tremont to SR16 Pottery is currently a two-lane road, it needs to be widened to a four-lane road, with sidewalks, traffic calming and upgrades to the stormwater	Pottery Avenue Tremont Street SR 16 Overpass	0.95	500,000	500,000	0	2026	P	PE	STP(U)	432,500				67,500
				750,000	750,000	0	2027	P	RW	STP(U)	648,750				101,250

**City of Port Orchard Transportation Improvement Program (TIP)
For 2026-2039 TIER 2 (Unconstrained)**

Priority Number	Project Title/Project Description system.	Road Name Begin Termini End Termini	Total Project Length	Total Est. Cost			Phase Start Year	Funding Status	Phase	Federal		State Fund		Local Funds
				2027-2032	2033-2040					Fund Code	Federal Funds	Code	Federal Funds	
				2,950,000	2,950,000	0	2028	P	CN	STP(U)	2,292,250	0	0	657,750

**City of Port Orchard Transportation Improvement Program (TIP)
For 2026-2039 TIER 2 (Unconstrained)**

Priority Number	Project Title/Project Description	Road Name Begin Termini End Termini	Total Project Length	Total Est. Cost	Total Est. Cost		Phase Start Year	Funding Status	Phase	Federal		State Fund		Local Funds
					2027-2032	2033-2040				Fund Code	Federal Funds	Code	Federal Funds	
2.15	Old Clifton Berry Lake Road Intersection Intersection Improvement by Kitsap County		0	0	0	0					0	0	0	0
2.16	Blueberry Road Widening Widen road to two travel lanes with bike lanes, sidewalks and stormwater system improvements.	Geiger Road to Bethel Road	0.4	600,000	0	600,000	2032	P	ALL		0	0	0	0
2.17	Geiger Road Widening Widen road to two travel lanes with bike lanes, sidewalks and stormwater system improvements.	Sedgwick Road to Blueberry Road	0.25	375,000	0	375,000	2032	P	ALL		0	0	0	0
2.18	Salmonberry Road Widening Widen road to two travel lanes with bike lanes, sidewalks and stormwater system improvements.	Ramsey Road to Bethel Road	0.15	225,000	0	225,000	2032	P	ALL		0	0	0	0
2.19	Piperberry Way Extention Provide an extention of Piperberry from Ramsey to Geiger and a new street connection to the proposed round about on Sedgwick.	Geiger Road to Ramsey Road	0.25	575,000	0	575,000	2034	P	ALL		0	0	0	0
2.20	Not Used													
2.21	Old Clifton & Feigly Intersection Complete streets improvemets indentified in the McCormicks Urban Village Transportation Plan. Continuation of 1.5A	Feigly intersection	0	2,800,000	0	2,800,000	2039	P	ALL		0	0	0	0
2.22	Bay Street Pathway - West Continuation of project following study in 1.8	Tremont to Footferry	0	4,000,000	4,000,000	0	2030	P	ALL		0	0	0	0
2.23	Not Used		0.25											
2.24	Walmart to Salmonberry Connector Complete roadway connnection	Salmonberry	0	800,000	0	800,000	2040	P	ALL		0	0	0	0
Total Tier 2 Capital Projects				98,166,043	63,557,128	34,608,915					18,373,500	42,110,000	1,600,000	31,857,543
Maintenance Project														
2.20	Cline Avenue Repairs													

**City of Port Orchard Transportation Improvement Program (TIP)
For 2026-2039 TIER 2 (Unconstrained)**

Priority Number	Project Title/Project Description	Road Name Begin Termini End Termini	Total Project Length	Total Est. Cost	Funding		Phase Start Year	Funding Status	Phase	Federal		State Fund		Local Funds
					2027-2032	2033-2040				Fund Code	Federal Funds	Code	Federal Funds	
	Replace sidewalk and parking strip.	Cline Avenue: Kitsap Street to Dwight Street	0.13	200,000	0	0		P	ALL					200,000
Total Tier 2 Maintenance Projects				200,000	0	0				0	0	0	0	200,000

PLAN OR DOCUMENT
South Kitsap School District 2014-2019 Capital Facilities Plan
West Sound Utility District / Joint Wastewater Treatment Facility 2009 Capital Facilities Plan
West Sound Utility District 2007 Sewer Plan
West Sound Utility District 2013 Water Plan
Kitsap County 2003 South Kitsap UGA/ULID#6 Sub-Area Plan & EIS
Kitsap County 2012 Port Orchard/South Kitsap Sub-Area Plan
2016 Kitsap County Comprehensive Plan 10-Year Update
City of Port Orchard 1987 Blackjack Creek Comprehensive Management Plan
City of Port Orchard 1994 Ross Creek Comprehensive Management Plan
City of Port Orchard 2005 Economic Development Plan
City of Port Orchard 2010 McCormick Village Park Plan
City of Port Orchard 2012 Shoreline Master Program
City of Port Orchard 2013 Public Art Program
City of Port Orchard 2014 – 2020 Capital Facilities Plan
City of Port Orchard 2015 Water System Plan
City of Port Orchard 2015 Comprehensive Sanitary Sewer Plan Update
City of Port Orchard 2016 Transportation Plan Update
City of Port Orchard 2016 Comprehensive Parks Plan
City of Port Orchard 2016 Transportation Impact Fee Project List
City of Port Orchard 2020-2025/2026-2039 <u>2021-2026/2027-2040</u> – 6 Year/20 Year Transportation Improvement Plan
City of Port Orchard Bethel/Sedgwick Corridor Plan and Appendices A-F

2020 City-Sponsored Map Amendments – Narrative

In 2017, the City adopted new zoning classifications that replaced those previously shown on the adopted City Zoning Map. When preparing the new Zoning Map, the City also took the opportunity to make corresponding changes on the Comprehensive Plan's Land Use Map for certain properties, which more closely corresponded to the revised zoning, existing and adjacent development, intended land uses and site conditions (including the presence of critical areas).

City staff noted that during this update of both the Zoning Map and the Land Use Map, the land use designation of some parcels was overlooked, and they did not receive the correct land use designation to correspond with their new zoning, and as such the Comp Plan/Zoning maps are inconsistent. To resolve these errors, staff have proposed a number of Land Use Map changes which will make the zoning and land use designations of these parcels consistent. Although the City is the applicant for these revisions, all property owners will be notified of the amendment application.

No development is proposed or associated with these map amendments.

1	Christian Life Center	4526-000-012-0102	1780 SE Lincoln Ave	CI	LDR	PCS
	«	362401-3-015-2002	«	«	«	«
	«	362401-3-042-2009	«	«	«	«
	«	362401-3-043-2008	«	«	«	«
	«	362401-3-044-2007	«	«	«	«
2	SK Blvd Detention Pond	342401-4-079-2005	466 South Kitsap Blvd	PF	GB	PCS
3	Bethany Lutheran Church	4038-001-004-0101	151 Tremont St	CI	MDR	PCS
4	Forest Park Convenience Mart	4054-007-019-0001	500 South St	NMU	MDR	C
5	St. Gabriel Catholic Church	362401-2-041-2002	1150 Mitchell Ave	CI	HDR	PCS
6	Armory Building	362401-1-014-2007	1950 SE Mile Hill Dr	PF	C	PCS

7	Mitchell Park	252401-3-035-2001	N/A	PR	HDR	PCS
8	United Methodist Church	4650-015-011-0000	711 Kitsap St	CI	MDR	CI
	"	4650-015-012-0009	"	"	"	"
	"	4650-015-013-0008	"	"	"	"
	"	4650-015-014-0007	"	"	"	"
9	Port Warehouse Property	4055-010-001-0301	551 Bay St	PF	C	PCS
10	Waterfront Park	4028-001-011-0005	N/A	PR	C	PCS
	"	4028-001-001-0007	"	"	"	"
	"	4053-016-001-0003	"	"	"	"
	"	4053-016-004-0000	"	"	"	"
	"	4053-015-002-0004	"	"	"	"
	"	4053-015-001-0005	1001 Bay St	"	"	"
	"	4053-015-002-0004	N/A	"	"	"
	"	4053-015-003-0003	"	"	"	"

Waterfront Park (contd)	4053-014-008-0008	"	"	"	"	"
"	4053-015-005-0001	"	"	"	"	"
"	4053-015-006-0000	"	"	"	"	"
"	4053-015-007-0009	"	"	"	"	"
"	4053-015-010-0004	"	"	"	"	"
"	4053-016-007-0007	"	"	"	"	"
11	Rockwell Park	4063-001-001-0201	1101 Bay St	PR	C	PCS
12	Laureen Walton (SFR)	352401-2-037-2009	240 Melcher St W	GB/R2	MDR	GB/MDR
13	Kitsap County General	262401-4-024-2001	715 Sidney Ave	NMU	MDR	C
	"	4064-000-001-0004	717 Sidney Ave	"	"	"
14	Shahbaz & Elizabeth Naftchi	4064-000-002-0003	719 Sidney Ave	NMU	MDR	C
	(SFR) "	262401-4-026-2009	807 Sidney Ave	NMU	MDR	C

15	Hillside Professional Bldg	4650-001-011-0109	569 Division St	R2	MDR	C/BPMU Zoning
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*** Legend:**

C = Commercial

CI = Civic & Institutional

GB = Greenbelt

NMU = Neighborhood Mixed Use

MDR = Medium Density Residential

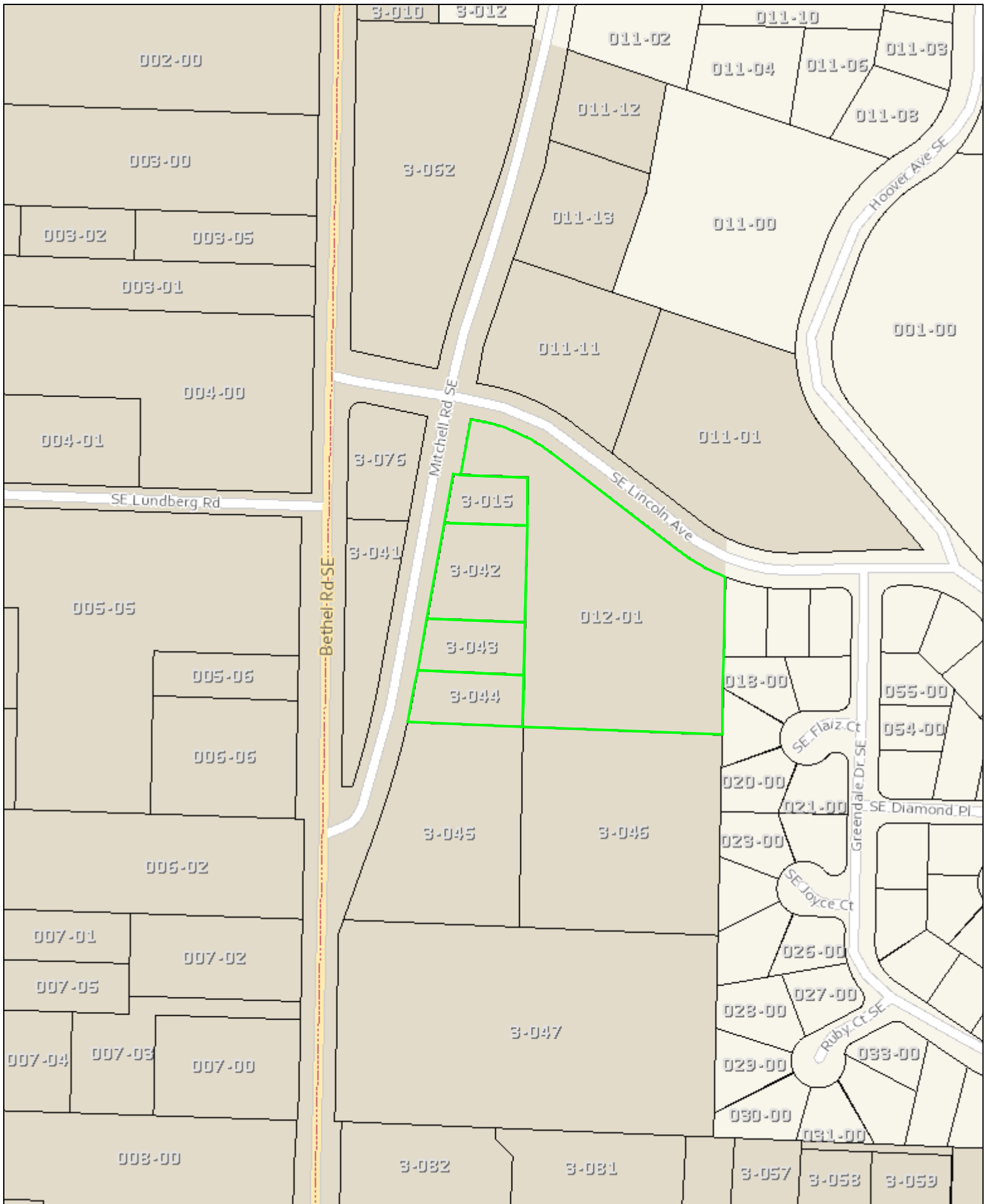
PCS = Public & Community Services

PF = Public Facilities

PR = Parks & Recreation

R2 = Residential 2

No. 1 - Christian Life Center



Comments

** This map is not a substitute for field survey ** Map Scale: 1 inch = 200 feet
Page 71 of 120

Kitsap Co. Parcel Search Application

Parcel No: 362401-3-044-2007 TaxPayer: CHRISTIAN LIFE CENTER INC Site Address: 2915 MITCHELL RD SE



No. 2 - SK Blvd Detention Pond



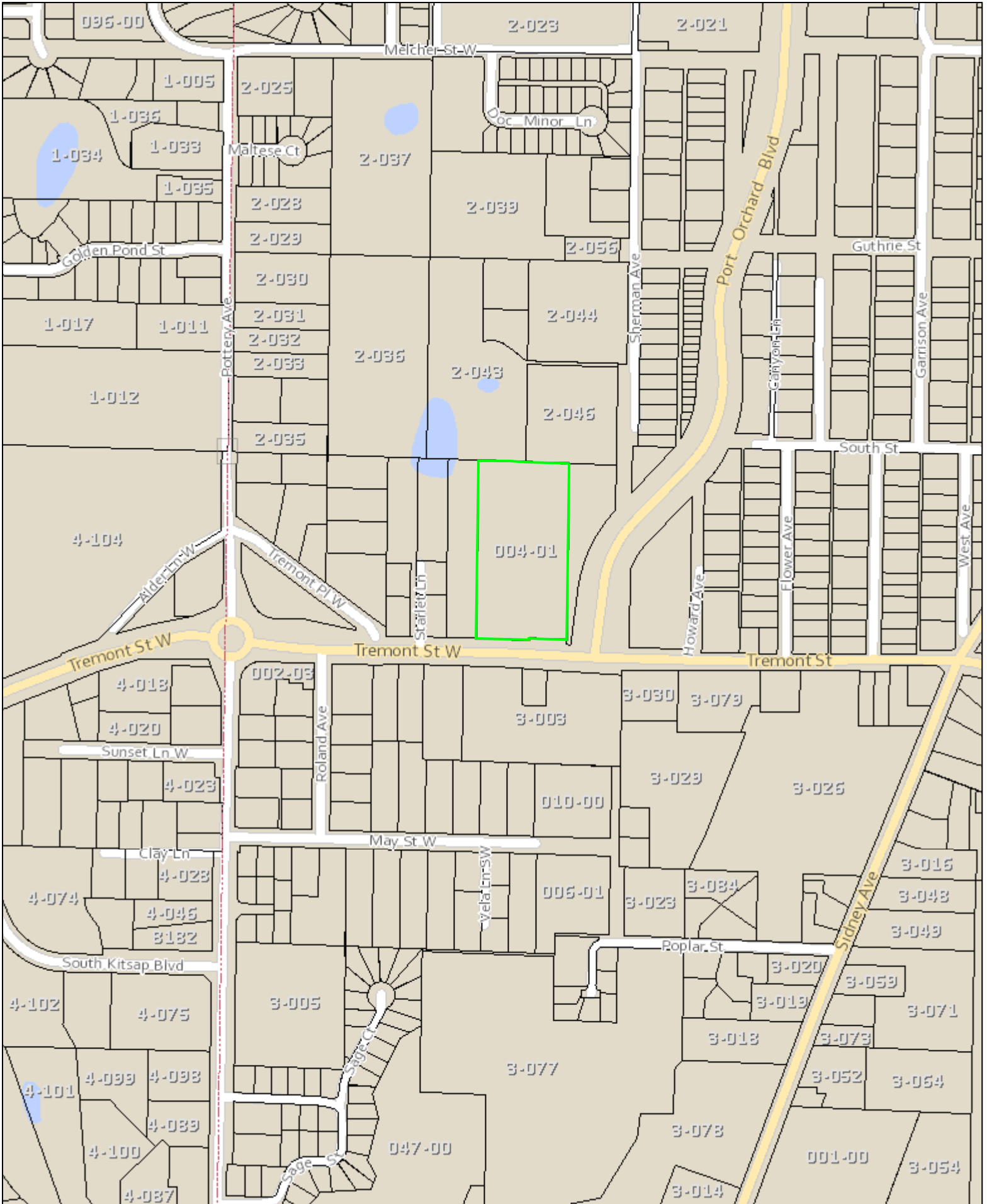
Comments

** This map is not a substitute for field survey ** Map Scale: 1 inch = 200 feet
Parcel No: 342401-4-079-2005 TaxPayer: SOUTH KITSAP BLVD DET POND Site Address: 446 SOUTH KITSAP BLVD
Page 72 of 120

Kitsap Co. Parcel Search Application



No. 3 - Bethany Lutheran Church



Comments

Parcel No: 4038-001-004-0101 TaxPayer: BETHANY LUTHERAN CHURCH Site Address: 151 TREMONT ST W
** This map is not a substitute for field survey ** Map Scale: 1 inch = 400 feet
Page 73 of 120

Kitsap Co. Parcel Search Application



No. 4 - Forest Park Convenience Mart



Comments

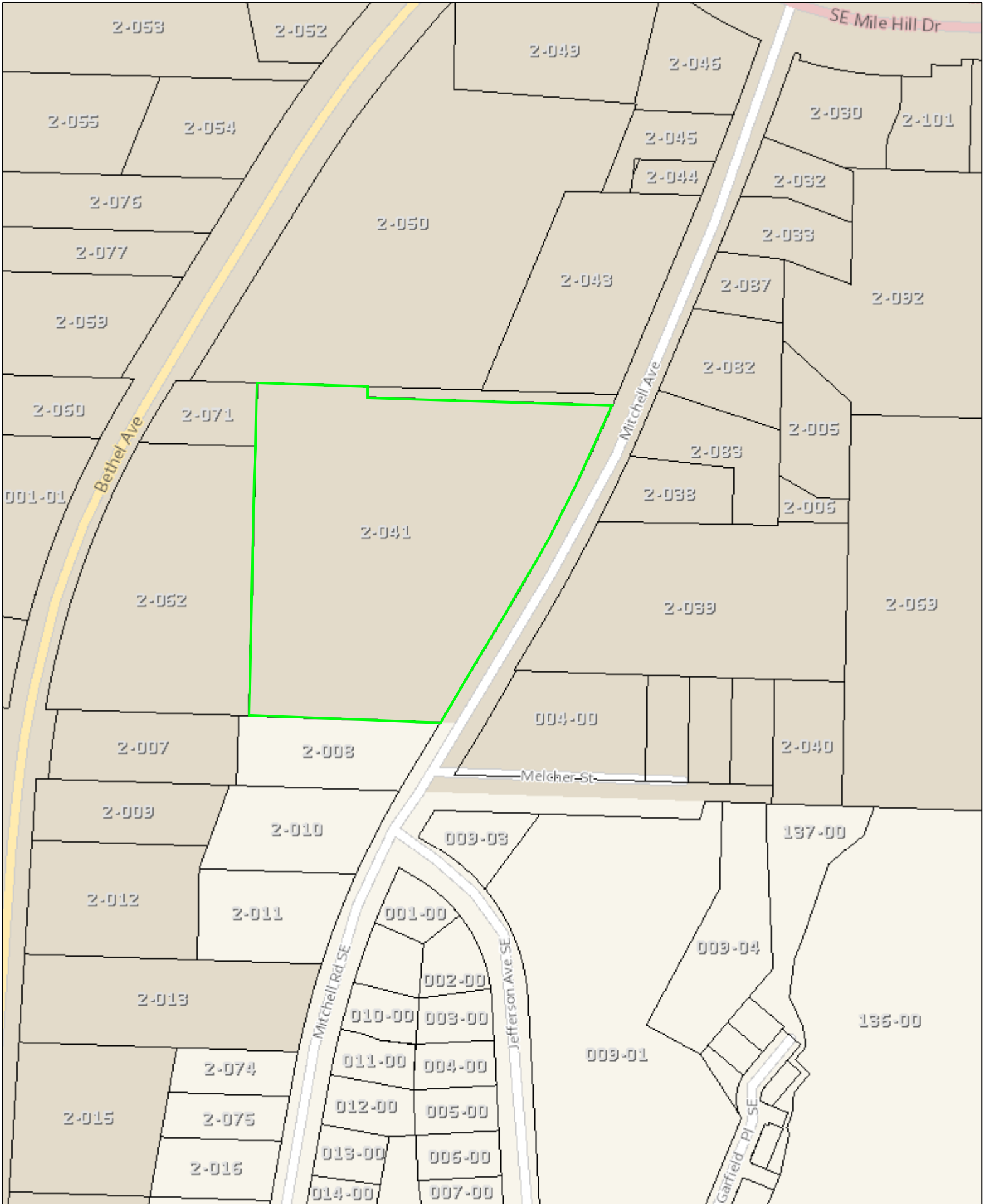
** This map is not a substitute for field survey ** Map Scale: 1 inch = 100 feet

Kitsap Co. Parcel Search Application

Parcel No: 4054-007-019-0001 TaxPayer: ALI KHALID ABDULWALI Site Address: 500 SOUTH ST



No. 5 - St. Gabriel Catholic Church



Comments

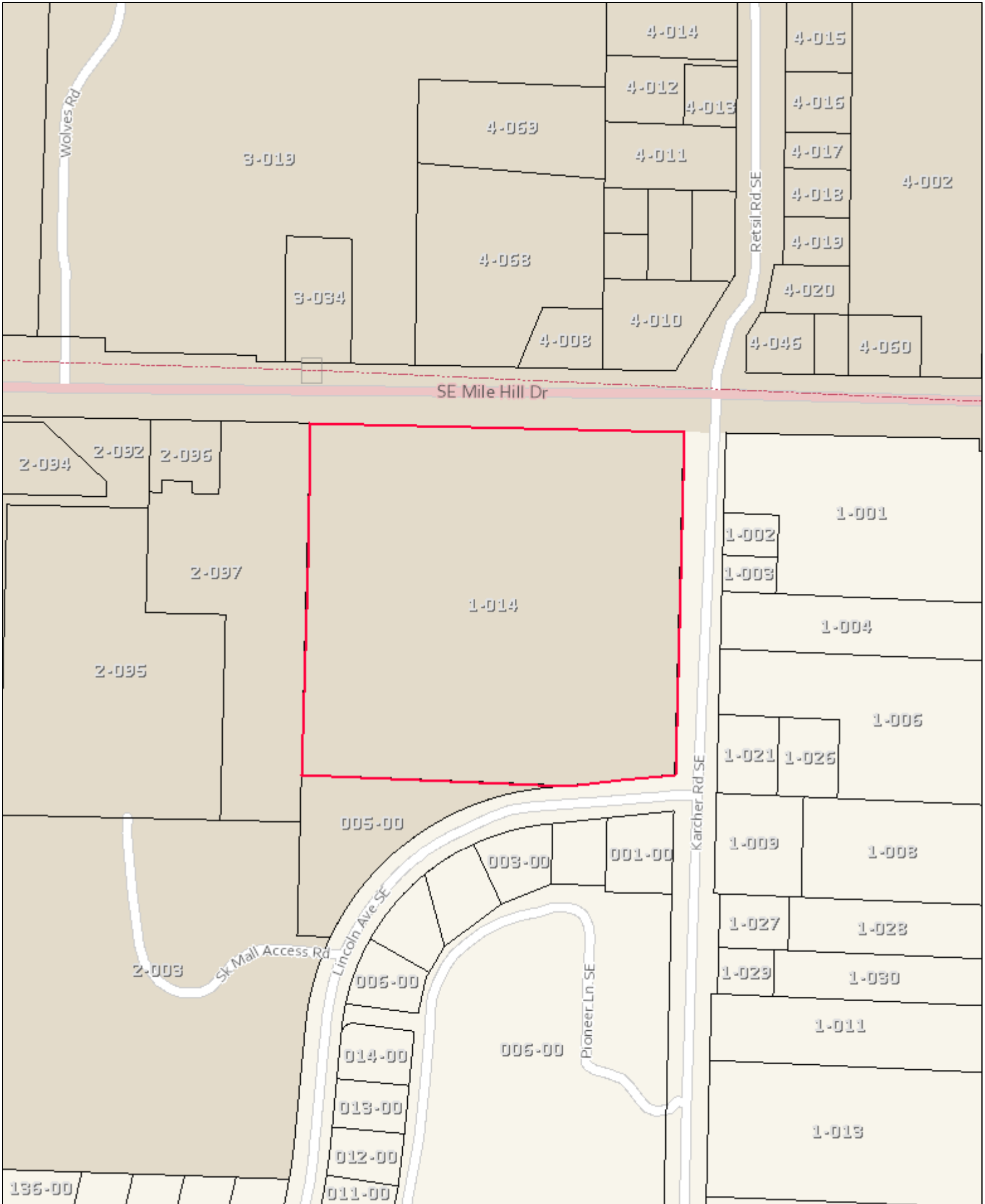
Parcel No: 362401-2-041-2002 TaxPayer: CORP OF CATHOLIC ARCHBISHOP Site Address: 1150 MITCHELL AVE

** This map is not a substitute for field survey ** Map Scale: 1 inch = 200 feet

Kitsap Co. Parcel Search Application



No. 6 - Armory Building



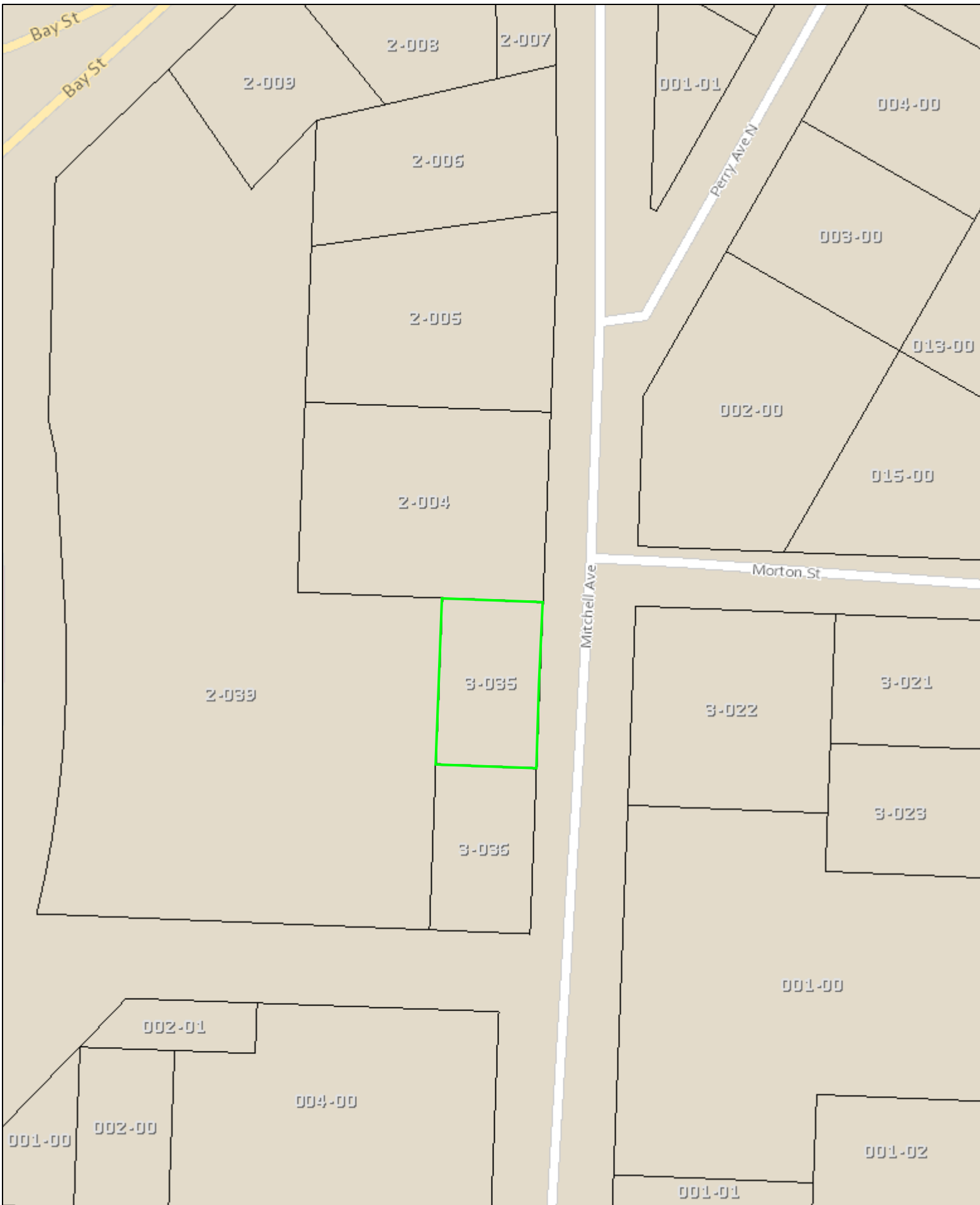
Comments

** This map is not a substitute for field survey ** Map Scale: 1 inch = 200 feet
Parcel No: 362401-1-014-2007 TaxPayer: STATE AGENCY LANDS Site Address: MULTIPLE ADDRESSES ON FILE
Page 76 of 120

Kitsap Co. Parcel Search Application



No. 7 - Mitchell Park



Comments

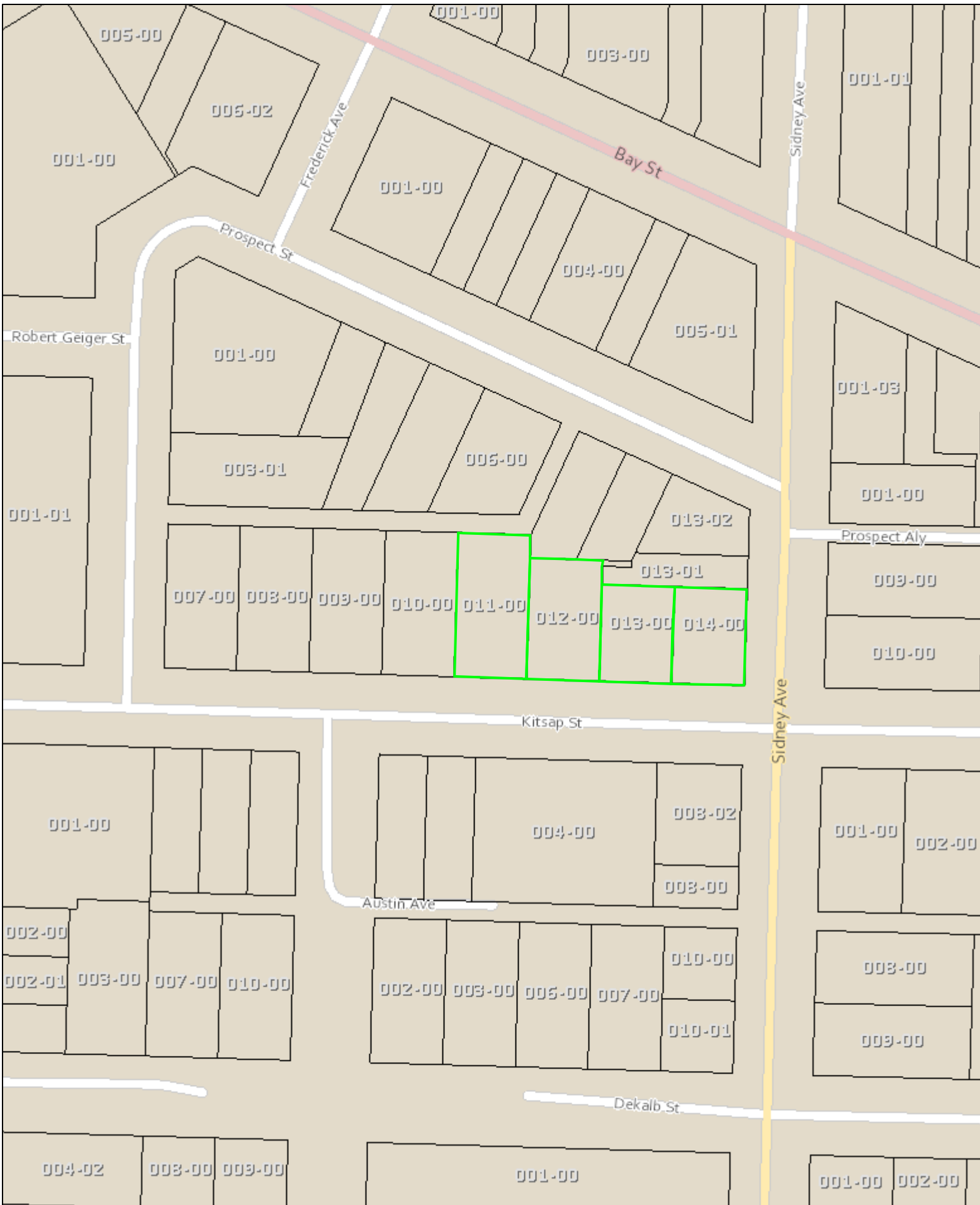
Parcel No: 252401-3-035-2001 TaxPayer: MITCHELL PARK Site Address: NO ADDRESS FOUND

** This map is not a substitute for field survey **

Map Scale: 1 inch = 60 feet



No. 8 - United Methodist Church



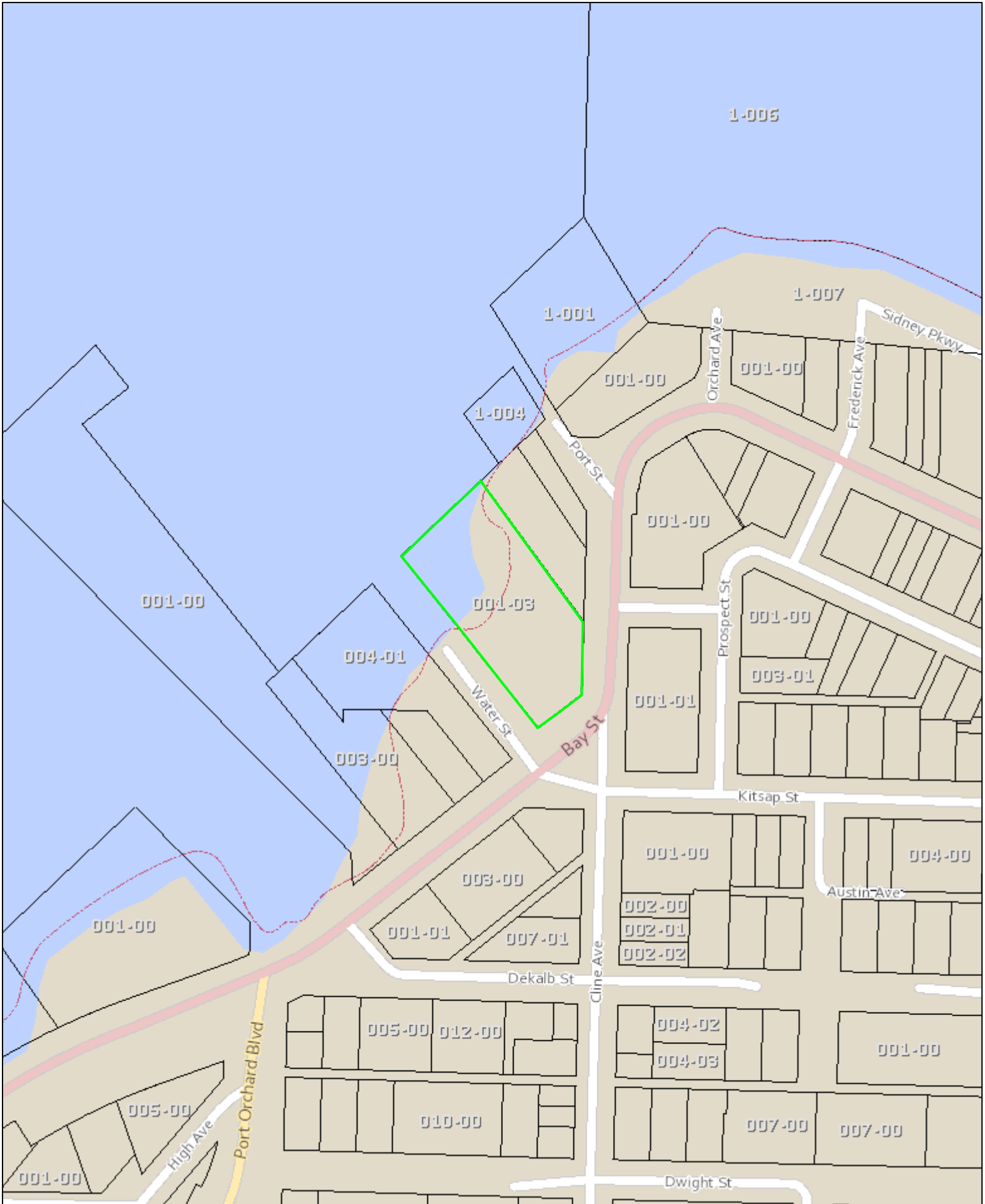
Comments

Parcel No: 4650-015-014-0007 TaxPayer: UNITED METHODIST CHURCH OF Site Address: NO ADDRESS FOUND

** This map is not a substitute for field survey ** Map Scale: 1 inch = 100 feet



No. 9 - Port Warehouse Property



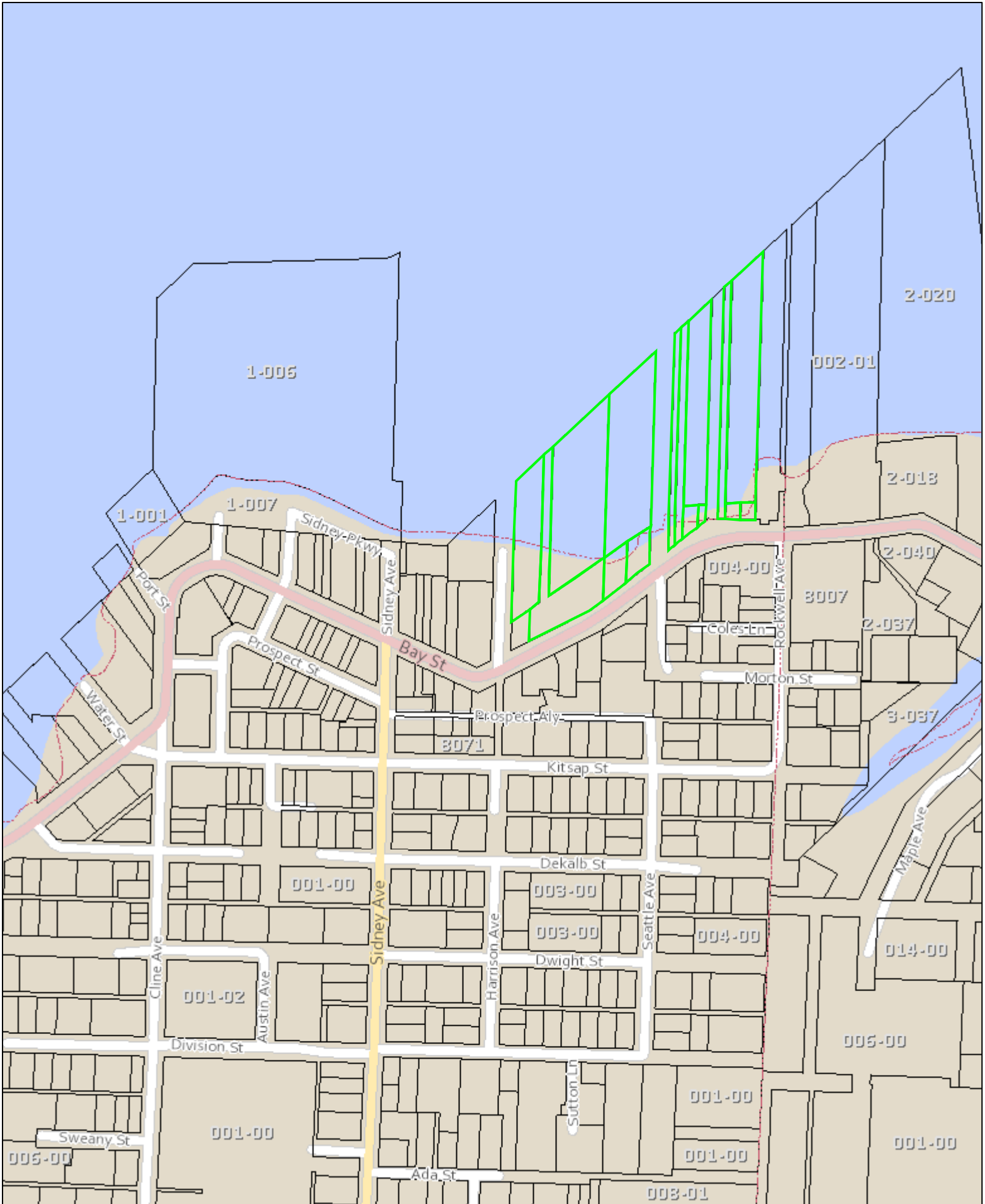
Comments

Parcel No: 4055-010-001-0301 TaxPayer: PORT OF BREMERTON Site Address: 551 BAY ST
** This map is not a substitute for field survey ** Map Scale: 1 inch = 200 feet
Page 79 of 120

Kitsap Co. Parcel Search Application



No. 10 - Waterfront Park



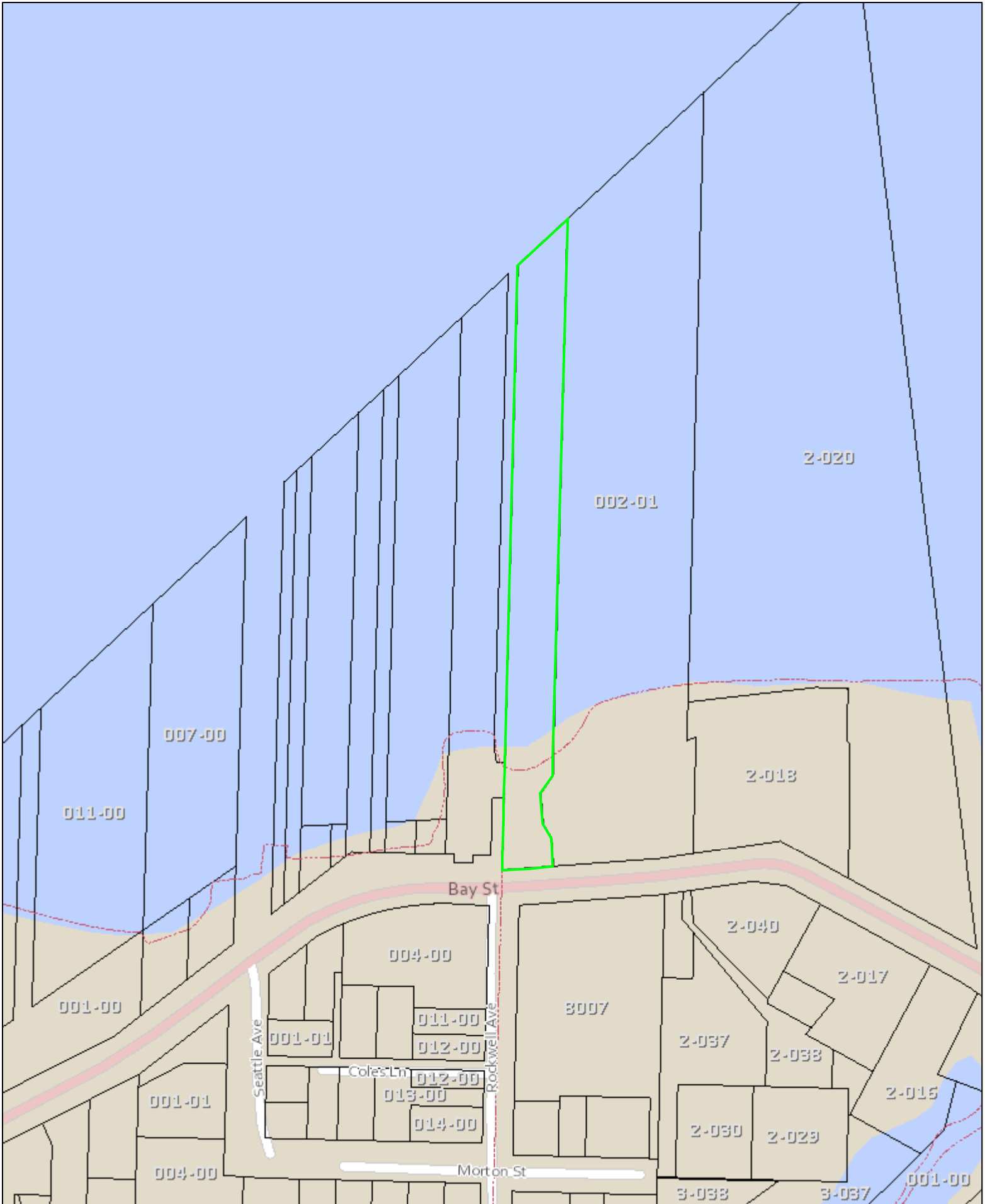
Comments

Parcel No: 4053-015-008-0008 TaxPayer: PORT OF BREMERTON Site Address: NO ADDRESS FOUND
** This map is not a substitute for field survey ** Map Scale: 1 inch = 400 feet
Page 80 of 120

Kitsap Co. Parcel Search Application



No. 11 - Rockwell Park



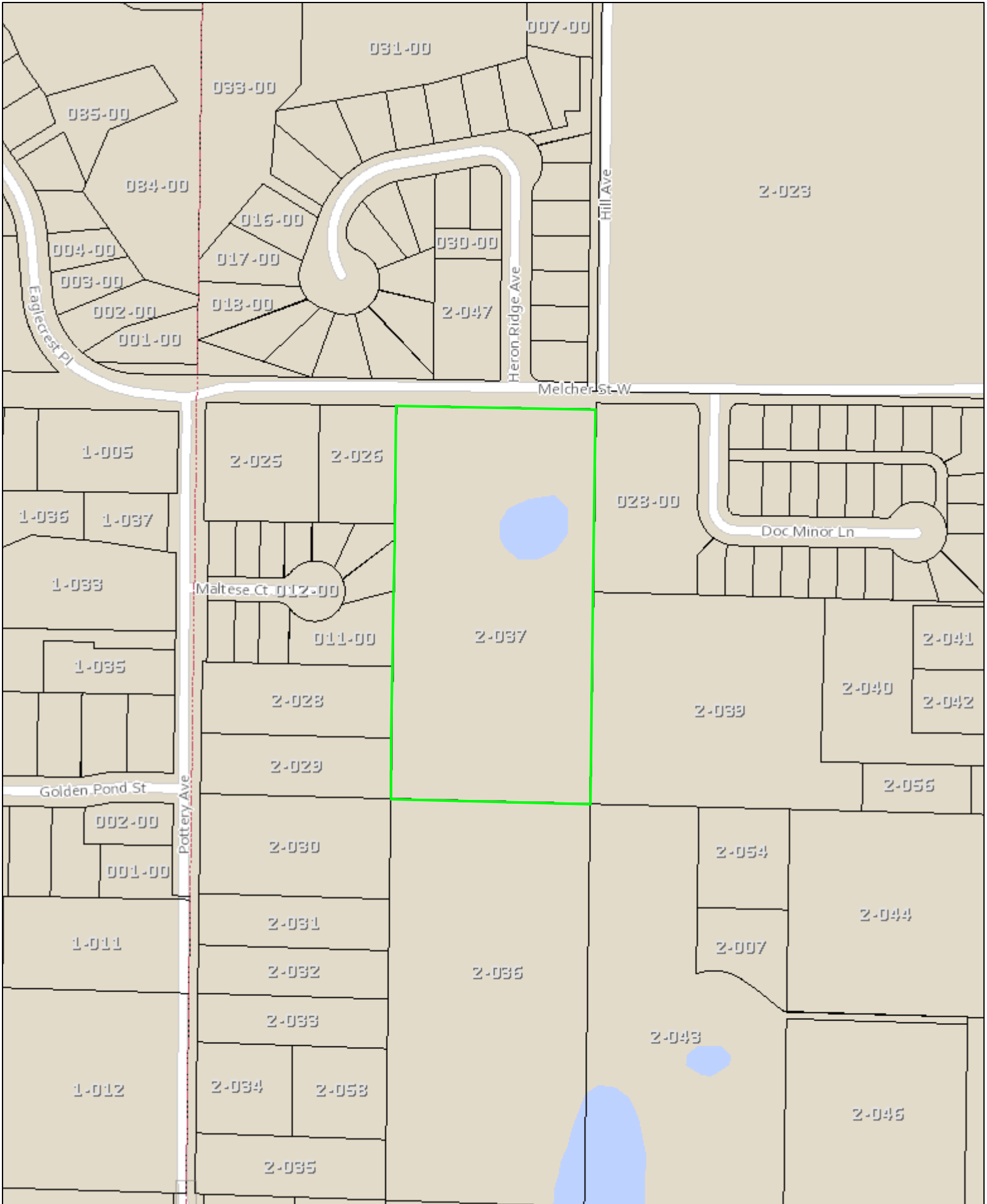
Comments

Parcel No: 4063-001-001-0201 TaxPayer: CITY OF PORT ORCHARD Site Address: 1101 BAY ST

** This map is not a substitute for field survey ** Map Scale: 1 inch = 200 feet



No. 12 - Laureen Walton Property



Comments

Parcel No: 352401-2-037-2009 TaxPayer: WALTON LAUREEN E Site Address: 240 MELCHER ST W

** This map is not a substitute for field survey **

Map Scale: 1 inch = 200 feet

Kitsap Co. Parcel Search Application



No. 13 - Kitsap County General Store



Comments

Parcel No: 4064-000-001-0004 TaxPayer: KITSAP COUNTY GENERAL Site Address: 717 SIDNEY AVE

** This map is not a substitute for field survey ** Map Scale: 1 inch = 100 feet



No. 14 - Shahbaz/Naftchi Property



Comments

Parcel No: 4064-000-002-0003 TaxPayer: NAFTCHI SHAHBAZ & ELIZABETH Site Address: 719 SIDNEY AVE

** This map is not a substitute for field survey ** Map Scale: 1 inch = 100 feet



No. 15 - Hillside Professional Building



Comments

** This map is not a substitute for field survey ** Map Scale: 1 inch = 100 feet
Page 85 of 120

Parcel No: 4650-001-011-0109 TaxPayer: PORT ORCHARD DEV LLC Site Address: 569 DIVISION ST

Kitsap Co. Parcel Search Application



Printed January 6, 2020

JAN 31 2020

Project Narrative

CITY OF PORT ORCHARD
COMMUNITY DEVELOPMENT

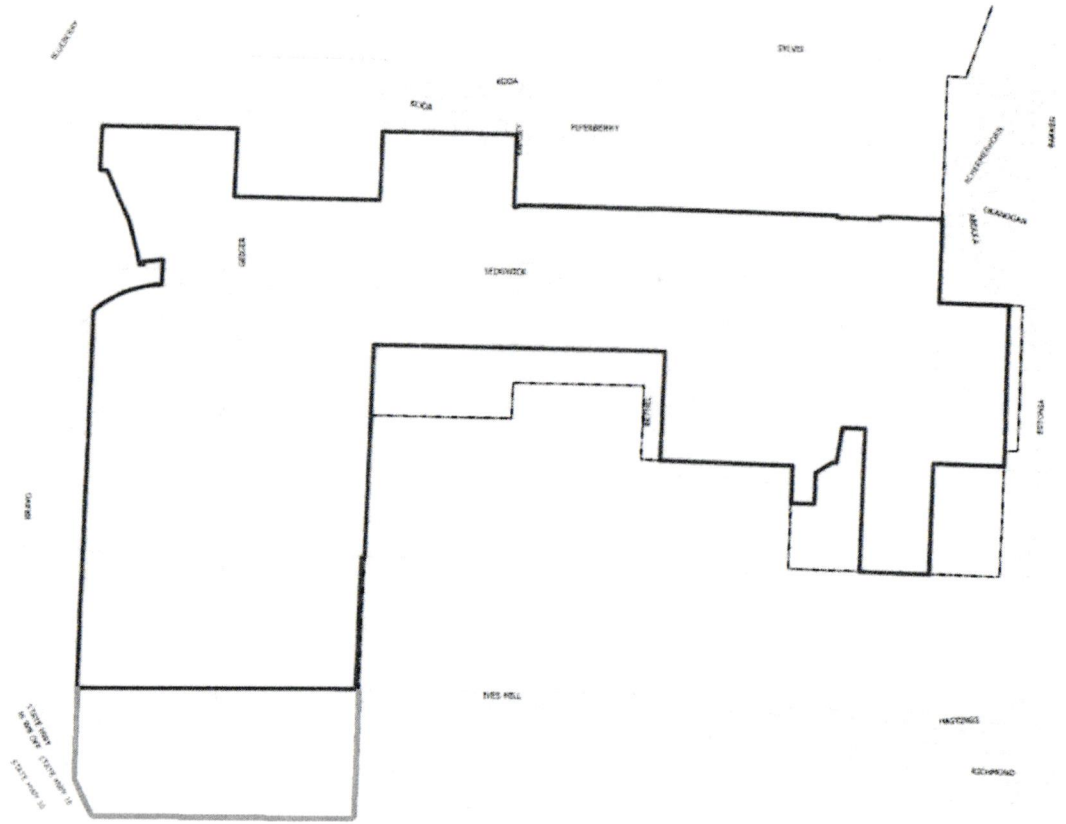
Sedgwick Bethel KAS 2/14/20

*KAS
2/14/20*

The proposed text amendment would increase the ~~Bethel~~ Bethel Lund Countywide Center area from "114 acres" to "134 acres". The current southern boundary of this Center bisects (does not follow our parcel lines) two 20 acre parcels. The proposed addition of the southern half (two 10 acre sections, total of 20 additional acres) of our properties would allow the entirety of our future multi family project to be included within the Bethel Lund Countywide Center. The purple line in the drawing below shows the current boundary and the change in text from "114 acres" to "134 acres" would allow the boundary to follow our parcel lines, which is shown in orange below.

Sedgwick Bethel KAS 2/14/20

KAS 2/14/20



LU20-CPA TEXT-02



CITY OF PORT ORCHARD

Permit Center

Office located at 720 Prospect Street
Mailing address: 216 Prospect Street
Port Orchard, WA 98366
(360) 874-5533 • permitcenter@cityofportorchard.us

RECEIVED
PERMIT CENTER

JAN 31 2020

CITY OF PORT ORCHARD
COMMUNITY DEVELOPMENT

COMPREHENSIVE PLAN AMENDMENT

FEES:	Comp Plan Map Amendment: <i>(with or without Rezone)</i>	\$1,875.00
	Comp Plan Text Amendment:	\$500.00
	Technology fee:	\$10.00
	SEPA Review:	\$300.00
	Public Notice sign fee* <i>(each)</i> :	\$40.20
	Fire District Review fee:	\$250.00
	Total Due with Submittal:	\$ 760.00

STAFF USE ONLY	
Received by:	_____
Receipt #:	_____
File #:	LU20-CPA TEXT-01

*Public Notice sign fee only required for Map Amendment

INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.

TYPE OF COMPREHENSIVE PLAN AMENDMENT: *(Check the box that applies)*

For a Comprehensive Plan Text Amendment: *(Complete information below)*

This proposed amendment is for Comprehensive Plan section: 2.7.5.76 *KAS 2/14/20*

Provide a brief description of your proposal: In the second to last sentence, change "114 acres" to "134 acres".

141 acres 161 acres

*KAS
2/14/20*

For a Comprehensive Plan Map Amendment: *(select)* **with Rezone** **without Rezone**
(Complete information below)

General location of property and/or address: _____

Location: Section(s) _____ Township _____ Range _____

Current Zoning: _____ Proposed Zoning: _____

Current Comp Plan Designation: _____ Proposed Comp Plan Designation: _____

Proposed Use of the Property: _____

Submittal requirements are listed on page 2.

RECEIVED
PERMIT CENTER

JAN 31 2020

CITY OF PORT ORCHARD
COMMUNITY DEVELOPMENT

SUBMITTAL REQUIREMENTS

This application shall include the following, unless specifically waived by DCD:
(Check the box for each item included with this application)

- THE MASTER PERMIT APPLICATION FORM** with original signature(s).
One Master covers all applications that are included with this submittal. No additional copies are required.
- SEVEN** copies of the completed Comprehensive Plan Amendment application form: This includes the original plus six (6) copies.
- SEVEN** copies of the letter sent by DCD after the Pre-Application meeting, if there was one.
- SEVEN** copies of a project narrative with a detailed explanation of why the proposed text or map amendment is necessary and/or desirable for the community, and how, if a map amendment, the proposed use fits in with the uses permitted in the surrounding zone. The narrative must include a statement addressing the decision criteria listed in POMC 20.04.040(2), as applicable to either a text or map amendment.
- A SEPA Checklist Submittal:** *(use Form 012 for complete submittal requirements.)*
- A SEPA Checklist Supplemental Sheet D Submittal:** *(use Form 013 for complete submittal requirements).*
- ONE Electronic copy** of all submitted documents, in high resolution Adobe PDF format, including the items listed below, as applicable. The decision criteria statement for either a text amendment or a map amendment must be in Microsoft Word format.

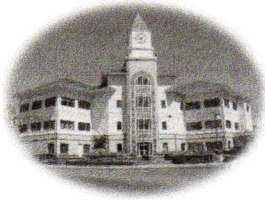
If application is for a Map Amendment, also include:

- SEVEN plan sets total:**
THREE sets: 18" x 24" or larger, and **FOUR sets:** 11" x 17", with north arrow and map scale, showing:
 - Existing natural features, including critical areas and buffers.
 - Existing and proposed grades.
 - Existing and proposed uses and improvements, including utilities, easements, structures, access and parking.
- SEVEN copies** of a vicinity map, 8 1/2" x 11" or larger, with site clearly marked, shown in relation to the nearest major streets, roads and waterways in the area, and identifying the zoning of the surrounding property.
- SEVEN copies** of complete legal description of the property, including tax parcel number(s).
- SEVEN copies** of a list of other permits that are or may be required for development of the property (issued by the City or by other government agencies), insofar as they are known to the applicant.
- To verify water and sewer availability and transportation capacity, submit one of the following options: *(Check the box that applies to your project and include the documentation with this submittal)*
 - 1.** Capacity Reservation Certificate (CRC) application for Water, Sewer and Transportation.
Use CRC Application form for submittal requirements.
 - 2.** Water and/or Sewer availability letters issued by the appropriate Utility District, or Building Clearance Approval from the Health District and # 1. above for Transportation.

Other documentation may be required in addition to what is listed above.

JAN 31 2020

CITY OF PORT ORCHARD
COMMUNITY DEVELOPMENT



CITY OF PORT ORCHARD
Permit Center

MASTER PERMIT APPLICATION FORM

For Title 20 permit types. Check the boxes on page 2 for all permits applied for at this time.

AN INCOMPLETE APPLICATION WILL NOT BE ACCEPTED

1. PROJECT INFORMATION:	
Project Name: Glenmora Apartments	Parcel Size: 43.9 Acres
Site Address/ Location: 5074 Geiger Rd, Port Orchard, WA 98367	
Tax Parcel Number(s): 112301-1-023-20-06, 4800-000-024-01-05, & 4800-000-025-00-05	
Existing Use of Property: Vacant Land	
Project Description / Scope of Work: 320+/- unit garden-style apartment complex.	
List any permits or decisions previously obtained for this project: None	
Is your project served by public water and/or public sanitary sewer systems? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes: Sewer Provider: City of Port Orchard Water Provider: City of Port Orchard If no: Kitsap Public Health District approval documentation must be submitted with this application.	
Is the project within the floodplain? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is the project within 200' of the shoreline? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Zoning Designation: R4	Overlay District Designation: -
These surface waterbodies are on or adjacent to the property: (check all that apply) <input type="checkbox"/> Saltwater <input type="checkbox"/> Creek <input checked="" type="checkbox"/> Pond <input checked="" type="checkbox"/> Wetland <input type="checkbox"/> None	
Does the project include new construction within 200' of a geologically hazardous area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Was there a Pre-Application meeting with Staff for this project? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes: date _____	
2. WATER, SEWER, AND TRANSPORTATION CAPACITY VERIFICATION.	
Check the box below that applies:	
<input type="checkbox"/> Concurrency is not required. This permit type is exempt per POMC 20.180.004(1)(a – t). List the code reference letter (a – t) and the permit type: _____	
<input type="checkbox"/> An application for a Capacity Reservation Certificate (CRC) for water, sewer and transportation is included with this submission.	
<input type="checkbox"/> A previously issued and unexpired city-issued CRC for Water, Sewer, and Transportation is included with this submission. (Provide two copies.)	
<input type="checkbox"/> A combination of documents which in total verifies and/or is an application for water, sewer, and transportation capacity is included with this submission: (Check all document types that apply.) <input type="checkbox"/> City document(s) <input type="checkbox"/> from other Utility District(s) <input type="checkbox"/> from the Health District	
<input type="checkbox"/> Demolition of an existing building or termination of previous use was within the last five years. There is no net impact increase by the proposed new structure or land use on city's water, sewer, or road facilities. (A copy of the Demolition permit or prior use records are required.)	

LU20-CPA TEXT-02

3. PERMIT TYPES. Check all types that you are applying for at this time.

Land Use / Planning:

<input type="checkbox"/> Accessory Dwelling Unit	<input type="checkbox"/> Final Plat	<input type="checkbox"/> Shoreline (check all that apply):
<input type="checkbox"/> Administrative Interpretation	<input type="checkbox"/> Final Plat, Alteration	<input type="checkbox"/> Substantial Development, Hearing
<input type="checkbox"/> Binding Site Plan, Preliminary	<input type="checkbox"/> Final Plat, Vacation	<input type="checkbox"/> Substantial Development, Admin.
<input type="checkbox"/> Binding Site Plan, Alteration of Prelim.	<input type="checkbox"/> Non-conforming Use	<input type="checkbox"/> Conditional Use Permit, Hearing
<input type="checkbox"/> Binding Site Plan, Final	<input type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Conditional Use Permit, Admin.
<input type="checkbox"/> Binding Site Plan, Alteration of Final	<input type="checkbox"/> Preliminary Plat, Minor Modifications	<input type="checkbox"/> Variance, Hearing
<input type="checkbox"/> Binding Site Plan, Vacation of Final	<input type="checkbox"/> Preliminary Plat, Major Modifications	<input type="checkbox"/> Short Plat, Preliminary
<input type="checkbox"/> Boundary Line Adjustment	<input type="checkbox"/> Pre-submittal Design Review	<input type="checkbox"/> Short Plat, Alteration to Preliminary
<input type="checkbox"/> Comprehensive Plan Map Amend.	<input type="checkbox"/> Rezone	<input type="checkbox"/> Short Plat, Final
<input checked="" type="checkbox"/> Comprehensive Plan Text Amend.	<input type="checkbox"/> SEPA	<input type="checkbox"/> Short Plat, Alteration of Final
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Shoreline Exemption	<input type="checkbox"/> Short Plat, Vacation of Final
<input type="checkbox"/> Critical Areas Review	<input type="checkbox"/> Sign (Land Use regulations)	<input type="checkbox"/> Temporary Use Permit
<input type="checkbox"/> Design Review Board Project Review	<input type="checkbox"/> Sign, Master Sign Plan	<input type="checkbox"/> Temporary Use Permit Extension
<input type="checkbox"/> Development Agreement	<input type="checkbox"/> Sign Variance	<input type="checkbox"/> Variance, Administrative
	<input type="checkbox"/> Statement of Restrictions	<input type="checkbox"/> Variance, Hearing

Public Works:

<input type="checkbox"/> Capacity Reservation Certificate	<input type="checkbox"/> Right-of-Way Permit	<input type="checkbox"/> Tree Cutting Permit (Minor LDAP)
<input type="checkbox"/> Land Disturbing Activity Permit, Major	<input type="checkbox"/> Stormwater Drainage Permit	<input type="checkbox"/> Variation from Engineering Standards
<input type="checkbox"/> Land Disturbing Activity Permit, Minor	<input type="checkbox"/> Street Use Permit	<input type="checkbox"/> Water and/or Sewer Connection

Building:

<input type="checkbox"/> Commercial, New building / Addition	<input type="checkbox"/> Demolition	<input type="checkbox"/> Residential Plumbing
<input type="checkbox"/> Commercial, Alteration / Repairs	<input type="checkbox"/> Manufactured Home	<input type="checkbox"/> Residential Mechanical
<input type="checkbox"/> Commercial Tenant Improvement	<input type="checkbox"/> Multi-family (3 units or more)	<input type="checkbox"/> Re-roof
<input type="checkbox"/> Commercial Plumbing	<input type="checkbox"/> Residential, New	<input type="checkbox"/> Sign (Construction of)
<input type="checkbox"/> Commercial Mechanical	<input type="checkbox"/> Residential, Addition / Alteration	<input type="checkbox"/> Siding, Windows and/or Doors

Fire Code:

<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Fireworks Display	<input type="checkbox"/> Standpipe System
<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Fireworks Sales	<input type="checkbox"/> Temporary Tent / Membrane Structure
<input type="checkbox"/> Fire Suppression System	<input type="checkbox"/> High Pile Storage	<input type="checkbox"/> Tank Install / Decommission

Other:

<input type="checkbox"/> Address Request	<input type="checkbox"/> Floodplain Development Permit	<input type="checkbox"/> Site Plan Checklist
<input type="checkbox"/> Design Standards Departure Request	<input type="checkbox"/> Road Name Request	

Other: (list)

4. CONTACT INFORMATION. Use additional sheets if needed to list more contacts.

Applicant (Company and contact name): Geiger Road LLC

Relationship to the Property: Owner Authorized agent

Mailing Address (street, city, state, zip): 4280 SE Mile Hill Dr Suite 200, Port Orchard, WA 98366

Phone: (360) 710-4353 **E-mail:** Lskvinsland@gmail.com

Property Owner (if different than Applicant): _____

Mailing Address (street, city, state, zip): _____

Phone: _____ **E-mail:** _____

Engineer (Company and contact name): _____

Mailing Address (street, city, state, zip): _____

Phone: _____ **E-mail:** _____

Note: Both the Surveyor and the Engineer must be listed for plats.

Surveyor (Company and contact name): _____

Mailing Address (street, city, state, zip): _____

Phone: _____ **E-mail:** _____

Contractor: _____ **Contact Name:** _____

Phone: _____ **E-mail:** _____

Contractor's Mailing Address: _____

Contractor's License/Registration #: _____ **Expiration Date:** _____

City Business License: Yes No (Apply online at: bls.dor.wa.gov) **Revenue Tax# (UBI):** _____

I certify that the contractor(s) (general or specialty) who will perform any of the services for which this permit is issued, is registered with the State of Washington, Department of Labor & Industries, in compliance with chapter 18.27 RCW (law of 1963) under certificate number. _____
Applicant initial here

Authorized Agent Signature: The Authorized Agent, either the Property Owner or the Applicant as listed above, is the primary contact for all project-related questions and correspondence. The Permit Center will email or call the Authorized Agent with requests and/or information about the application. The Authorized Agent is responsible for communicating information to all parties involved with the application. It is the responsibility of the Authorized Agent to ensure their contact information is accurate and that their email account accepts email from the Permit Center.

I affirm that all answers, statements, and information submitted with this application are correct to the best of my knowledge.

OWNER or AGENT: _____ **DATE:** _____

PRINT NAME: _____

Property Owner Signature (select one):

The legal owner of the property is submitting this application, acting as the Agent/Contact for this Project. Sign and date below.

The legal owner of the property authorizes the Applicant to act on his/her behalf as the Agent/Contact for this Project. Sign and date below, or submit a separate signed and dated authorization letter with this application.

By signing this application and applying for approvals under Port Orchard Municipal Code Title 20, the property owner hereby permits free access to the land subject to the application to all agencies with jurisdiction considering the proposal for the period of time extending from the date of application to the time of final action.

OWNER:  **DATE:** 1/28/2020

PRINT NAME: Lars Kvinsland





City of Port Orchard

216 Prospect Street, Port Orchard, WA 98366
(360) 876-4407 • FAX (360) 895-9029

Agenda Staff Report

Agenda Item No.: Business Item 7B
Subject: Adoption of a Resolution Establishing Port Orchard CARES, a Small Business Relief Grant Program

Meeting Date: July 14, 2020
Prepared by: Noah Crocker
Finance Director
Atty Routing No.: N/A
Atty Review Date: N/A

Summary: On March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) which, among other things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund into which Congress appropriated \$150 billion to make payments for specified uses to States and certain local governments.

Guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure.

The Mayor and City Council believe a functioning local economy is critical to protect the health and wellbeing of Port Orchard residents. The failure of small businesses due to the pandemic will create a serious hardship on owners and individuals employed by those businesses and create additional financial burdens on government services by increasing demand for government support to individuals who are unemployed with limited sales tax revenue to fund additional services.

Many businesses in Port Orchard have not yet re-opened or are only open in a limited capacity. Without financial assistance, many businesses will not have the resources to re-open in the future, or if they have attempted to re-open, may have to cease operating. Resources are necessary to help small businesses survive this unexpected economic downturn caused by the unprecedented COVID-19 crises.

The City desires to establish the Port Orchard CARES, a Small Business Relief Grant Program, the focus of which is to provide short-term economic stability via monetary grants to qualifying businesses located within City limits. The program, if authorized by Council, will provide up to \$5,000 per qualifying business that meets the specified program eligibility requirements identified in Exhibit A to the Resolution. If adopted, the City would utilize general funds for this program and seek reimbursement from the CARES program. In particular, the City intends to allocate ~\$102,000 of CARES ACT funding for this program, with a maximum of \$2,000 allocated to a service provider for the administration of the program and \$100,000 for the relief grants to small businesses. The program is expected to run from adoption until September 15, 2020. The criteria for the program are set forth in the Resolution and its Exhibits.

The City has limited resources, including limited available personnel, to administer the Program, and desires to partner with a qualified service provider capable of serving as grant administrator, selected due to its unique qualifications for the performance of this service during this declared state of emergency.

The City has developed the grant program and eligibility requirements as attached to the proposed contract and in compliance with the CARES ACT funding requirements and guidance as provided by Department of Commerce

Recommendation: Staff recommends establishing the Port Orchard Cares, Small Business Relief Grant Program as defined in attachment A.

Relationship to Comprehensive Plan: N/A

Motion for consideration: “I move to adopt a Resolution establishing the Port Orchard Cares, Small Business Relief Grant Program, and authorizing the Mayor to implement the Program.”

Fiscal Impact: ~\$102,000 of CARES Funding

Alternative: Do not approve of Resolution and provide alternative guidance.

Attachment: Resolution and Exhibit A thereto.

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY OF PORT ORCHARD, WASHINGTON,
ESTABLISHING PORT ORCHARD CARES, A SMALL BUSINESS RELIEF
GRANT PROGRAM IN RESPONSE TO THE NOVEL CORONAVIRUS
(COVID-19).**

WHEREAS, On March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) which, among other things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund into which Congress appropriated \$150 billion to make payments for specified uses to States and certain local governments; and

WHEREAS, The Coronavirus Relief Fund is available to reimburse government recipients for necessary expenditures incurred due to the COVID-19 public health emergency that were not accounted for in the government recipient’s most-recently appropriated budget and that were incurred during the period between March 1, 2020 and December 30, 2020; and

WHEREAS, Guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure; and

WHEREAS, the City Council believes a functioning local economy is critical to protect the health and wellbeing of Port Orchard residents, as the failure of small businesses due to the pandemic will create a serious hardship on owners and individuals employed by those businesses, and create additional financial burdens on government services by increasing demand for government support to individuals who are unemployed coupled with a substantial decrease in revenue for the City due to the pandemic; and

WHEREAS, the City Council desires to establish Port Orchard CARES, a Small Business Relief Grant Program, the focus of which is to provide short-term economic stability via monetary grants to qualifying businesses located within City limits; and

WHEREAS, the City Council finds that this program will serve a governmental purpose by wherein in exchange for cash allocations, qualified small businesses will be able to re-open and provide the City’s residents with jobs, services and/or goods, and public services via tax revenue; and

WHEREAS, the City Council has directed staff to build a program and utilize general funds for this program, and seek reimbursement from the CARES program; and

WHEREAS, the City has limited resources, including limited available personnel, to administer the Program, and desires to partner with a qualified service provider capable of serving as grant administrator, selected due to its unique qualifications for the performance of this service during this declared state of emergency; and

WHEREAS, the City has developed the grant program and eligibility requirements, based on the requirements for use of funds established by the Washington Department of Commerce, the administrator for the CARES Act funding allocated to the City; and

WHEREAS, the City shall allocate no more than \$102,000 of CARES ACT funding for this program, with a maximum of \$2,000 allocated to a service provider for the administration of the program and \$100,000 for the relief grants to small businesses; now, therefore,

THE CITY COUNCIL OF THE CITY OF PORT ORCHARD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

THAT: The City Council hereby adopts the recitals expressed above as Findings of Fact in support of this Resolution.

THAT: The City Council hereby establishes the Port Orchard Cares, Small Business Grant Relief Program, and allocates City general funding in the amount of \$102,000 to be utilized for economic recovery response to the impacts resulting from the COVID-19 pandemic. The City Council specifically directs that the \$102,000 be disseminated pursuant to the program criteria attached hereto as Exhibit A. Final selection of the grant recipients shall be determined by the Mayor or designee, based on the parameters set forth in Exhibit A. Each individual grant recipient shall be required to execute a contract with the City memorializing the award, in a form acceptable to the City Attorney.

THAT: The City Council directs the Mayor to adopt any necessary administrative processes to implement this resolution and attached policy, and in compliance with the provisions of state law. The Mayor shall report to the Council any actions taken in accordance with this Resolution and shall do so with thirty (30) days of taking such an action.

PASSED by the City Council of the City of Port Orchard, SIGNED by the Mayor and attested by the Clerk in authentication of such passage this 14th day of July 2020.

Robert Putaansuu, Mayor

ATTEST:

City Clerk, Brandy Rinearson, MMC

**Exhibit A -
City of Port Orchard
Port Orchard Cares Small Business Relief Grant Program**

Purpose

The City of Pacific Small Business Relief and Recovery Grant Program is intended to ensure the economic health of the City of Port Orchard, and thereby improve the public health and welfare for Port Orchard's residents. The grant funded allocated hereunder is designed to help small businesses keep their doors open, protect local jobs threatened by the COVID-19 pandemic, support community recovery, and increase the resiliency of local businesses in our community.

Through the program, eligible small businesses operating in the City of Port Orchard have the opportunity to apply for cash assistance to help with rent and to mitigate the impacts of revenue reductions associated with COVID-19. The City anticipates awarding eligible small businesses with a one-time cash grant of up to \$_____, based on justifiable need and business resiliency.

Administration of Program

The City shall supply the cash grants to qualifying small businesses, consistent with the criteria herein. Due to the City's limited personnel, to effectuate this policy, the City may enter into a services agreement with a qualified non-profit organization to facilitate the timely and effective dissemination of these funds to businesses.

Criteria for Grant Funding:

To be eligible for grant funding, a small business must meet the following criteria:

- Must have a Port Orchard business license
- Been in business for at least one year prior to the date of the application
- Have a physical location in the City of Port Orchard on or before March 1, 2020
- Have no more than 15 full-time employees.
- Engage in a type of business eligible to receive funding by the US Small Business Administration
- Ability to demonstrate loss of revenue due to COVID-19 (Priority given to businesses that were required to close due to the Governor's order)
- Your business has reopened prior to the date of the application
- If you answer yes to all of the above your business may qualify

Permitted Use of Grant Funding:

- Payment of business leasehold rents. Up to 6 months of rent from April thru September 2020 up to \$5,000

Not Permitted Uses for Grant Funding:

- Wages, bonuses or draws by you as the owner. (These expenses were eligible under the PPP loans)
- Operating expenses other than rent
- Businesses that received previous funding under the Working Washington Small Business Emergency Grant program or other local grants
- Not eligible for months that landlord provided rent relief
- Mortgage payments on owner occupied buildings
- Landlord must not have any ownership in business
- No homebased businesses

Required Documentation From Applicants:

- Application – As administered by the non-profit, all businesses seeking funding shall submit an application demonstrating that the business meets the above criteria.
- Evidence of Lease
- Declaration from Landlord evidencing lease
- Documentation related to real estate holding company may be required

Awards will be made to qualified small businesses applicants on a first come, first serve basis, and through the execution of an Agreement between the grant recipient and the City. Awards will be provided in a one-time cash payment. Awarded small businesses may be, through the Agreement, required to report on expenditures and outcomes through a one-time end of program report.



City of Port Orchard

216 Prospect Street, Port Orchard, WA 98366
(360) 876-4407 • FAX (360) 895-9029

Agenda Staff Report

Agenda Item No.: Business Item 7C
Subject: Approval of an Agreement with Kitsap
Economic Development Alliance (KEDA) for
the Administration of the Port Orchard
CARES, Small Business Relief Grant
Program

Meeting Date: July 14, 2020
Prepared by: Noah Crocker
Finance Director
Atty Routing No.: N/A
Atty Review Date: N/A

Summary: On March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) which, among other things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund into which Congress appropriated \$150 billion to make payments for specified uses to States and certain local governments.

Guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure.

The Mayor and City Council believe a functioning local economy is critical to protect the health and wellbeing of Port Orchard residents. The failure of small businesses due to the pandemic will create a serious hardship on owners and individuals employed by those businesses and create additional financial burdens on government services by increasing demand for government support to individuals who are unemployed with limited sales tax revenue to fund additional services.

Many businesses in Port Orchard have not yet re-opened or are only open in a limited capacity. Without financial assistance, many businesses will not have the resources to re-open in the future, or if they have attempted to re-open, may have to cease operating. Resources are necessary to help small businesses survive this unexpected economic downturn caused by the unprecedented COVID-19 crises.

If the City Council elects to adopt a resolution establishing the Port Orchard CARES, a Small Business Relief Grant Program, by this agreement the City will retain a non-profit to administer the program. The City has limited resources, including limited available personnel, to administer the Program, and desires to partner with a qualified service provider capable of serving as grant administrator, selected due to its unique qualifications for the performance of this service during this declared state of emergency.

The Kitsap Economic Development Alliance (“KEDA”) is a Washington nonprofit corporation with a mission to serve as a resource for businesses located in the City of Port Orchard, and to promote economic opportunities in Kitsap County. In furtherance of that mission, KEDA is uniquely knowledgeable of the

currently existing small businesses in Port Orchard, and accordingly uniquely equipped to administer the Program for the businesses of Port Orchard on behalf of the City.

The City has worked with the KEDA to develop the grant program and eligibility requirements as attached to the enacting Resolution for the program and the proposed contract. Final selection of the grant recipients will be determined by the City, and each individual grant recipient will also be required to execute a contract with the City.

Recommendation: Staff recommends authorizing the Mayor to execute the agreement between the City of Port Orchard and the Kitsap Economic Development Alliance for the administration of the program.

Relationship to Comprehensive Plan: N/A

Motion for consideration: “I move to authorize the Mayor to execute the agreement between the City and the Kitsap Economic Development Alliance for the administration of the Port Orchard Cares, Small Business Relief Grant Program.”

Fiscal Impact: ~\$102,000 of CARES Funding

Alternative: Do not approve agreement and provide alternative guidance.

Attachment: Draft KEDA Agreement.

**AGREEMENT FOR THE ADMINISTRATION OF
THE PORT ORCHARD CARES
SMALL BUSINESS RELIEF GRANT PROGRAM**

THIS AGREEMENT is entered into on this ____ day of July, 2020, by and between the City of Port Orchard, a Washington municipal corporation (“City”) and the Kitsap Economic Development Alliance (“KEDA”), a Washington nonprofit corporation, for the administration of the Port Orchard CARES Small Business Relief Grant Program.

RECITALS

A. On March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) which, among other things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund into which Congress appropriated \$150 billion to make payments for specified uses to States and certain local governments.

B. The Coronavirus Relief Fund is available to reimburse government recipients for necessary expenditures incurred due to the COVID-19 public health emergency that were not accounted for in the government recipient’s most-recently appropriated budget and that were incurred during the period between March 1, 2020 and December 30, 2020.

C. Guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure.

D. The State of Washington determined to distribute a certain portion of its share of the CARES Act funds to Washington cities, including the City of Port Orchard, with such funds being administered through the Washington State Department of Commerce.

E. The City has entered into an Interagency Agreement with the Washington State Department of Commerce, which governs the City’s receipt of the CARES Act funds allocated to the City, through the City’s request for reimbursement of eligible expenditures (the “Interagency Agreement”). Under the Interagency Agreement, the City’s reimbursable expenditures must be incurred during the period between March 1, 2020 and October 31, 2020 in order for the State of Washington to closeout its contracts in time to meet the United States Treasury’s December 30, 2020 end date.

F. To address the COVID-19 public health crisis, on March 23, 2020, Governor Inslee issued Proclamation 20-25, “Stay Home -- Stay Healthy,” which prohibited all people in Washington State from leaving their homes with certain exceptions, and generally prohibited all nonessential businesses from conducting business. On May 31, 2020, after extending Proclamation 20-25 several times, Governor Inslee issued Proclamation 20-25.4, which recreates a transition from “Stay Home

-- Stay Healthy” to Safe Start – Stay Healthy” on a County by County basis, and in accordance with a four phase re-opening plan.

G. Currently, Kitsap County is in Phase 2 of the re-opening plan. Many businesses in Port Orchard have not yet re-opened, or are only open in a limited capacity. Without financial assistance, many businesses will not have the resources to re-open in the future, or if they have attempted to re-open, may have to cease operating. Disruptions to workers and businesses are serious, as small businesses are the backbone of our economy, and provide the foundation of employment, services for the community, and revenue for cities and other public agencies to continue to provide essential services for the public welfare and benefit.

H. The City recognizes that one of its essential functions is to secure the health and welfare of the community. Resources are necessary to help small businesses survive this unexpected economic downturn caused by the unprecedented COVID-19 crises. Therefore, the City established Port Orchard CARES, a Small Business Relief Grant Program (“Program”), the focus of which is to provide short-term economic stability via monetary grants to qualifying businesses located within City limits.

I. The Kitsap Economic Development Alliance (“KEDA”) is a Washington nonprofit corporation with a mission to serve as a resource for businesses located in the City of Port Orchard, and to promote economic opportunities in Kitsap County. In furtherance of that mission, KEDA is uniquely knowledgeable of the currently existing small businesses in Port Orchard, and accordingly uniquely equipped to administer the Program for the businesses of Port Orchard on behalf of the City.

J. The City has limited resources, including limited available personnel, to administer the Program, and desires to partner with KEDA as a qualified service provider capable of serving as grant administrator selected due to its unique qualifications for the performance of this service during this declared state of emergency.

NOW, THEREFORE, the Parties mutually agree as follows:

AGREEMENT

1. City’s Duties. The City shall provide the funding for the Port Orchard CARES Program, and shall make grant payments directly to selected grant recipients.

The City shall pay to KEDA for its actual costs in administering the Program in an amount of \$100 for each application processed, not to exceed a total of \$2,000. Upon receipt of an invoice from KEDA the City agrees to pay this amount within thirty (30) days.

2. KEDA’s Duties. KEDA shall administer the Program as follows:

A. The City shall provide and KEDA shall review the executed Interagency Agreement between the City of Port Orchard and the Washington Department of Commerce for

CARES Funding, including any amendments thereto, and shall ensure compliance with the requirements of that Interagency Agreement in effectuation of this Agreement.

B. KEDA shall utilize the eligibility parameters for the Program attached as **Exhibit A** for the selection of grant recipients. Upon selection of said grant recipients, KEDA shall provide to the City the selected application and all supporting documentation for the City's audit. The City has ultimate decision making authority as to the final grant recipients, and reserves the right to reject any application. The City shall inform KEDA of the final grant recipient(s) and allocated funding, and may do so on a rolling basis.

C. KEDA shall notify the final grant recipients upon selection by the City, and shall require all grant recipients to execute the Agreement attached as **Exhibit B** prior to receipt of funding.

D. KEDA shall administer the Program, utilizing the parameters set out in this Agreement, shall administer the Program in a manner which assures fair, equal and non-discriminatory treatment of all persons, including maintaining open hiring and employment practices, and compliance with all requirements of applicable federal, state or local laws or regulations related to hiring and employment practices and providing services to all persons, without discrimination as to any person's race, color, religion, sex, sexual orientation, disabled veteran condition, physical or mental handicap or national origin.

E. KEDA shall perform due diligence to ensure all grant recipients are eligible to receive grant funding under the terms of this Agreement, and KEDA shall document said due diligence via a report to the City. The report shall identify the measures taken by KEDA in detail, and the City reserves the right to request additional information and/or documentation to support each award.

F. KEDA, in conjunction with the City, shall ensure all grant recipients use Program Award Funds only to pay or reimburse Recipient for Eligible Expenses incurred during the time period set forth in this agreement. Eligible Expenses are limited to expenditures for costs of business interruption caused by closures and limited re-openings due to COVID, and must be specifically for COVID-related impacts.

G. KEDA shall ensure all grant recipients shall not use Program Award Funds to cover payroll or other employee-related or business-associated costs for which the grant recipient has received other federal, state or regional funds, including without limitation funds made available under the Payroll Protection Program ("PPP") or unemployment insurance compensation.

H. KEDA shall ensure all Eligible Expenses by grant recipients are incurred between March 1, 2020 and October 31, 2020. Any expenses incurred before or after this period are not Eligible Expenses for Program Award Funds. KEDA agrees that all proposed grant recipients shall be submitted to the City for review on or before September 15, 2020, and that all documentation required under this Agreement shall be submitted to the City no later than October 1, 2020.

I. In administering the Program, KEDA shall comply with and obey all applicable federal, state and local laws, regulations, and ordinances. Should KEDA's administration of the Program be inconsistent with applicable laws, provisions of this Agreement, or otherwise inappropriate, the City shall have the right to the return of any portion of the Funds that are later determined to have been spent in violation of applicable laws. In the alternative, the City may recapture such funds from payments due under this Agreement. The City shall not exercise this right until it has given written notice of noncompliance with applicable laws or this Agreement to KEDA, and allowed KEDA a period of ten (10) days from the date of notice for KEDA to cure the noncompliance. The right of recapture provided in this section is in addition to and not in lieu of any right which Washington law provides for breach of contract.

3. Maintenance of Records. KEDA shall maintain accurate written records, including accounting records such as invoices, sales receipts, and proof of payment, books, documents, data and other evidence that reflects its costs of administering the Program, as well as all of grant recipients direct and indirect expenditures of Program Award Funds. These records must be sufficient to demonstrate that the funds have been used in accordance with Section 601(d) of the Social Security Act. The City may at any time review the documentation to determine KEDA's conformance with the requirements of the Program, and the KEDA shall make available to the City, upon request, all of the KEDA's records and documents with respect to all matters covered by this Agreement.

A. The City may require the KEDA to provide additional documentation if the existing documentation is deemed incomplete.

B. KEDA shall retain all records related to this Agreement for a period of six (6) years following the expiration or termination of this Agreement, whichever occurs later. These records, including materials generated under the contract, shall be subject at all reasonable times to inspection and review by the City, and to an audit by the Washington State Department of Commerce, personnel duly authorized by Commerce, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

C. If any litigation, claim or audit is started before the expiration of the six (6) year period provided in Section 3(b) above, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

D. The terms of this provision shall survive the expiration or termination of this Agreement.

4. Term. This Agreement shall commence upon mutual execution, and terminate upon completion of all duties proscribed herein, or on December 31, 2020, whichever occurs first.

5. Termination. If KEDA fails to fulfil its obligations under this Agreement, the City may terminate this Agreement upon written notice to KEDA specifying the reason for termination and the date of termination, and may seek to recover any Program Award Funds paid to KEDA or in KEDA's possession at the time of termination.

6. No Employee Relationship. KEDA understands and acknowledges that neither KEDA nor any officer, employee or agent of KEDA shall be considered to be an employee of the City, nor entitled to any benefits accorded City employees, by virtue of the services provided under this Agreement. The City shall not be responsible for assuming the duties of an employer with respect to the KEDA or any employee of KEDA.

7. Indemnification. KEDA shall indemnify and hold the City harmless against any claim or liability of any nature in connection with or arising in any manner out of this Agreement. KEDA shall ensure that any recipient of any Program Award Funds shall agree to defend and indemnify the City to the extent and on the same terms and conditions as KEDA.

8. Complete Agreement. This Agreement sets forth the complete expression of the agreement between the Parties, and any oral representations or understandings not incorporated herein are excluded.

9. Waiver. Any waiver by KEDA or the City of the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.

10. Modification. This Agreement may only be amended by written agreement signed by both Parties.

11. Severability. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, and the remainder of the Agreement shall remain in full force and effect.

12. Notices.

Notices to the City of Port Orchard shall be sent to the following address:

City of Port Orchard
Attn: _____
216 Prospect Street
Port Orchard, WA 98366

Notices to KEDA shall be sent to the following address:

13. Assignment of Contract. KEDA shall not assign this Agreement or any of the duties assigned to it hereunder without the prior written consent of the City.

14. Venue. This Agreement shall be governed by the law of the State of Washington and venue for any lawsuit arising out of this Agreement shall be in Kitsap County.

15. Interagency Agreement Amendments. Notwithstanding Section 10 above, the Parties acknowledge that Washington State may require or request changes to the Interagency Agreement or its requirements or provisions. Any changes or alterations to the Interagency Agreement terms and conditions that are applicable or relevant to this Agreement shall be incorporated into this Agreement by amendment of this Agreement, upon notice by the City to KEDA.

16. Public Disclosure. All documents and records comprising the Agreement, and all other documents and records provided to the City by KEDA, are deemed public records under the Washington Public Records Act, Ch. 42.56 RCW, and may be subject to disclosure by the City. The City may be required, upon request, to disclose the Agreement, and the documents and records submitted to the City by KEDA, unless an exemption under the Public Records Act applies.

17. Disclaimer of Liability. Washington State Department of Commerce and the State of Washington are not liable for claims or damages arising from the KEDA's performance of this Agreement.

IN WITNESS WHEREOF, the City and the KEDA have executed this Agreement as of the date first above written.

<p>CITY OF PORT ORCHARD, WASHINGTON</p> <p>By: _____ Rob Putaansuu, Mayor</p> <p>Date: _____</p>	<p>Kitsap Economic Development Alliance</p> <p>By: _____ Typed/Printed Name: _____ Its: _____ Date: _____</p>
<p>APPROVED AS TO FORM:</p> <p>By: _____ Charlotte A. Archer, City Attorney Date: _____</p>	

Exhibit A

Port Orchard Cares Small Business Rent Relief Program

How do I know if my small business qualifies?

- Must have a Port Orchard business license
- Been in business for at least one year prior to the date of the application
- Have a physical location in the City of Port Orchard on or before March 1, 2020
- Have no more than 15 full-time employees.
- Engage in a type of business eligible to receive funding by the US Small Business Administration
- Ability to demonstrate loss of revenue due to COVID-19 (Priority given to businesses that were required to close due to the Governor's order)
- Your business has reopened prior to the date of the application
- If you answer yes to all of the above your business may qualify

What can I use the grant for?

- Payment of business leasehold rents. Up to 6 months of rent from April thru September 2020 up to \$5,000

What things are not allowed?

- Wages, bonuses or draws by you as the owner. (These expenses were eligible under the PPP loans)
- Operating expenses other than rent
- Businesses that received previous funding under the Working Washington Small Business Emergency Grant program or other local grants
- Not eligible for months that landlord provided rent relief
- Mortgage payments on owner occupied buildings
- Landlord must not have any ownership in business
- No homebased businesses

Documentation

- Application
- Evidence of Lease
- Declaration from landlord
- Documentation related to real estate holding company may be required



City of Port Orchard

216 Prospect Street, Port Orchard, WA 98366
(360) 876-4407 • FAX (360) 895-9029

Agenda Staff Report

Agenda Item No.: Business Item 7D
Subject: Approve and Ratify the Mayor's
Extension of Proclamation of Local
Emergency Pursuant to RCW 38.52.070

Meeting Date: July 14, 2020
Prepared by: Charlotte Archer
City Attorney
Atty Routing No.: N/A
Atty Review Date: N/A

Summary: On March 16, 2020, the Mayor issued a Proclamation of Local Emergency (the “Proclamation”) for the City of Port Orchard due to the spread of the novel coronavirus known as COVID-19, pursuant RCW 35A.34.140, RCW 38.52.070(2), and RCW 39.04.280. The Proclamation authorizes department directors, at the direction of the Mayor, to take actions necessary to mitigate and continue to operate, including modified work schedules, reassignment of personnel, and to waive the competitive bidding and public notice requirements for the procurement of goods and services necessary to prepare for, prevent and respond to this emergency. The Mayor will report to the Council throughout the emergency as to the measures taken to protect the public health, safety and welfare. All contracts executed pursuant to this Proclamation will be submitted to the Council at the earliest practical time.

On June 16, in light of the continued state of emergency in the City due to COVID-19, the Mayor extended his Proclamation for an additional ninety days, unless extended or earlier terminated.

Recommendation: The Mayor seeks the Council’s ratification of the Extended Proclamation by motion of the Council.

Relationship to Comprehensive Plan: N/A

Motion for consideration: “I move to approve of and ratify the Mayor’s Extension of the Proclamation of Local Emergency, dated the 16th of June 2020, pursuant to RCW 38.52.070.”

Fiscal Impact: Unknown

Alternatives: N/A

Attachments: June 16, 2020, Proclamation.



**CITY OF PORT ORCHARD
EXTENSION OF
PROCLAMATION OF LOCAL EMERGENCY**

WHEREAS, on March 16, 2020, I as the Mayor of Port Orchard issued a Proclamation of Local Emergency due to the COVID-19 pandemic; and

WHEREAS, the COVID-19 pandemic persists as a global public health and safety emergency, and emergency orders issued by the President of the United States and the Governor of Washington state are on-going; and

NOW, THEREFORE, IT IS PROCLAIMED BY THE MAYOR OF THE CITY OF PORT ORCHARD that a continued emergency exists in the City of Port Orchard as a result of the aforementioned conditions and, therefore:

Section 1. Pursuant to Port Orchard Municipal Code 2.80.210, the Proclamation of Local Emergency issued on March 16, 2020 is hereby extended an additional ninety (90) days from the date of this extension, unless extended or earlier terminated by the Mayor. The terms of that Proclamation of Local Emergency remain in effect for the duration of this extension. The Mayor will submit this to the City Council for ratification as soon as is practicable.

Section 2. A copy of this proclamation shall be disseminated via the City’s regular means for official notices and shall be made available to the media and general public.

Issued by the Mayor of Port Orchard on this 16th day of June, 2020.



Robert Putaansuu, Mayor

ATTEST:



Brandy Rinearson, MMC, City Clerk





**City of Port Orchard
Council Meeting Minutes
Work Study Session Meeting of June 16, 2020**

CALL TO ORDER AND ROLL CALL

Mayor Putaansuu called the meeting to order at 6:30 p.m.

Roll call was taken by the City Clerk as follows:

Councilmember Ashby	Present via Remote Access
Councilmember Chang	Present via Remote Access
Councilmember Clauson	Present via Remote Access
Councilmember Cucciardi	Absent
Councilmember Diener	Absent
Councilmember Lucarelli	Present via Remote Access
Mayor Pro-Tem Rosapepe	Present via Remote Access
Mayor Putaansuu	Present via Remote Access

Staff present via Remote Access: Community Development Director Bond, Long Range Associate Planner Sallee, Assistant City Engineer Hammer, City Engineer Dorsey, Finance Director Crocker, City Attorney Archer and City Clerk Rinearson.

Mayor Putaansuu said Pursuant to the Governor’s “Stay Home - Stay Safe” Order, the City will conduct the meeting through Zoom.

Pledge of Allegiance

Mayor Putaansuu led the audience and Council in the Pledge of Allegiance.

1. Multifamily Property Tax Exemption Requirements-Chapter 3.48

Community Development Director Bond noted the City was approached about 18-months ago by a developer next to the Fred Meyer on Sedgwick who was seeking to have the property designated for Multifamily Tax Exemption. When the request came in, we did not have a process for considering amending our tax exemption map to include that property for the 8-year exemption they were seeking. Being that the City is new at the multifamily tax exemption process, we wanted to develop a process and an approach to better utilize that tool. This has also been discussed at the Land Use Committee, and we came up with 3 types; Type 1 tax exemptions would provide 12-year exemptions for affordable housing and provide additional standards to be met; Type 2 exemptions would be an 8-year exemption to encourage redevelopment with very few strings attached, and would recognize the relatively higher cost of redevelopment as compared to greenfield development; and Type 3

exemptions would be an 8-year exemption for what would generally be characterized as greenfield development, where the City only provides the incentive if certain performance standards are met.

Council, Mayor, and staff discussed Type 1, 2, and 3, transit routes and stops, locations of multifamily tax exemptions, centers designations, maximum rent prices, adopted map, abandoned buildings, cost of development discount, parking, mixed-use buildings, and participation in the City's Transportation Development Rights (TDR).

Mr. Bond noted since Council had no objections, he will start working on the map and bring forward to the Land Use Committee and then back to Council for review before adoption.

Council Direction: No direction was given.

2. 2020 Comprehensive Plan Amendments

Community Development Director Bond said we received several City initiated amendments this year including text and map amendments. We also received one text amendment from a property owner within the City. The City initiated amendments to amend the land use element, the utilities element, the transportation element, adopt a new Transportation Improvement Program (TIP) for both six and twenty-year, and update the list of plans adopted by reference to reflect the correct TIP that is proposed for adoption.

He further explained the proposed text and map amendments which updates the City's Comprehensive Plan, plans list, maps, TIP, several land use designation changes, and the Geiger Road LLC text amendment.

Council, Mayor, and staff discussed the amendments including projects related to growth and development, revisiting rates, City wells, stormwater, future discussion with the Transportation Committee, Public Works Standards, local access streets and roadway designations, grant funding, design process for projects, TIP clarifications, complete streets, zoning map, Kitsap County parcels, and tax exemptions.

Mr. Bond said this topic may go back before Council in July depending on how things go during the Transportation Committee meeting.

Council Direction: No direction was given.

3. Revisions to Residential Design Standards – Chapters 20.32.020, 20.32.40 and 20.122.060

Community Development Director Bond said we were approached by McCormick Communities and Quadrant, as they were looking to buy a McCormick North subdivision and pointed out a handful of design standards, they felt did not make sense. For the most part, staff agreed with the changes they proposed with the exception of one. The amendments were taken to the Planning Commission who

recommended approval of everything except two of the amendments. The amendment that staff did not recommend, the Planning Commission also did not recommend, but they also declined to advance another one of the requests. Now, there are two alternatives; the Planning Commission recommendation; and the staff alternative that shows the additional provision that we recommended, but the Planning Commission did not. We are seeking direction from Council on which alternative to move forward with.

The revisions address elevation requirements for detached houses on sloping lots or lots below adjacent right-of-way; location of primary access to a detached house; allowing “carriage units” in cottage court developments; and amending requirements for front porches.

The issue the Planning Commission did not recommend was the minimum lot width for three car garages be reduced from 74 feet to 60 feet, and the Planning Commission and staff did not recommend allowing two-car side-by-side garages on townhomes. Mr. Bond noted it is up to Council to consider what to bring forward for adoption.

Council, Mayor, and staff discussed the alternatives including parking of golf carts, storage and parking issues, and financials.

Councilmember Lucarelli indicated she would like to drive out and view the development before making a recommendation.

Council Direction: No direction was given.

4. Traffic Impact Fee Study Update and Alternatives

Community Development Director Bond said at the May work study, we brought forward 3 alternatives. Some Councilmembers had questions regarding methodology and the math used to calculate the impact fee.

In response to Mr. Bond, Andrew Bratlien with Transportation Solutions, Inc. explained the spreadsheets outlining the 3 alternatives, cost estimates, local shares, growth share, dollar amounts, and how the total cost translates to the impact fee.

Council, Mayor, and staff discussed the alternatives and agreed they would like to move forward with the red alternative [all Transportation Impact Fee Projects].

Council Direction: No direction was given.

5. Significant Trees and Tree Canopy Protection-Chapter 20.129

Community Development Director Bond noted people were required to receive City Council permission if they wanted to cut down a tree that was bigger than 36 inches. We changed that

requirement a few years ago, as it did not seem like a good use of Council time, so we adopted a more rigid structure where it was administrative and if you wanted to cut a significant tree you had to replace it in a specified ratio. The problem with this came up with the Geiger subdivision where almost all the trees were significant. Replacing 400 trees and a 3-to-1 ratio did not leave any room for houses. Greg Krabbe with McCormick Communities pointed him to a Snohomish County code that was different from our approach. If you are looking to have a tree community moving forward, we need standards that require developers to plant a lot of trees within the development, so they grow strong in conditions and not blow down on houses. Basically, allowing for mass grading activities but requiring that we plan for a twenty-year tree canopy.

A tree canopy ordinance was brought to the Planning Commission that would replace our significant tree ordinance, but we ended up bringing a lot of our significant tree restrictions back and establishing a tree canopy ordinance. This was mentioned to the development community and we did not receive a lot of feedback.

Council, Mayor, and staff discussed the proposed ordinance and the City's current significant tree code.

Council Direction: Staff was asked to reach out to the building and development community and get their feedback on the Planning Commissions proposed changes.

GOOD OF THE ORDER

Mayor Putaansuu spoke to the Phase 3 application; opening of City Hall to the public; future Council and advisory committee meetings; continuing virtual meetings; facemasks in the workplace; use of CARES Act funding; and Small Business Grant Program update.

Finance Director Crocker reported they are working on a contract with the Department of Commerce which will go before Council next week for approval.

Community Development Director Bond reported there is now a webpage for the Downtown Plan update which is linked to the top of the City's website. The survey is now live and can be accessed through the City's website.

ADJOURNMENT

The meeting adjourned at 8:39 p.m. No other action was taken. Audio/Visual was successful.

Brandy Rinearson, MMC, City Clerk

Robert Putaansuu, Mayor



**City of Port Orchard
Council Meeting Minutes
Regular Meeting of June 23, 2020**

1. CALL TO ORDER AND ROLL CALL

Mayor Putaansuu called the meeting to order at 6:30 p.m.

Roll call was taken by the City Clerk as follows:

Councilmember Ashby	Present via Remote Access
Councilmember Chang	Present via Remote Access
Councilmember Clauson	Present via Remote Access
Councilmember Cucciardi	Present via Remote Access
Councilmember Diener	Absent
Councilmember Lucarelli	Present via Remote Access
Mayor Pro-Tem Rosapepe	Present via Remote Access
Mayor Putaansuu	Present via Remote Access

Staff present via Remote Access: Public Works Director Dorsey, Finance Director Crocker, Community Development Director Bond, City Attorney Archer, and City Clerk Rinearson.

Mayor Putaansuu stated pursuant to the Governor’s Stay at Home, Stay Safe order, the City Council will be conducting the meeting via Zoom this evening.

A. PLEDGE OF ALLEGIANCE

Mayor Putaansuu led the audience and Council in the Pledge of Allegiance.

2. APPROVAL OF AGENDA

MOTION: By Councilmember Rosapepe, seconded by Councilmember Clauson, to amend the agenda by excusing Councilmember Diener from tonight’s meeting for personal reasons.

The motion carried.

MOTION: By Councilmember Clauson, seconded by Councilmember Lucarelli, to approve the agenda as modified.

The motion carried.

3. CITIZENS COMMENTS

Greg Krabbe spoke to the proposed development code and expressed appreciation for the hard work that staff and Council have done to adopt the code. He urged Council to adopt the provisions for allowing 3-car garages on lots only 60-feet wide.

Eric Campbell thanked Community Development Director Bond and his staff for the hard work on the development code. He would like Council to adopt the 3-car garage provision.

4. CONSENT AGENDA

- A.** Approval of Voucher Nos. 79726 through 79785 and 79792 through 79871, including bank drafts in the amount of \$499,485.98 and EFT's in the amount of \$3,045.00 totaling \$502,530.98
- B.** Approval of Payroll Check Nos. 79786 through 79791 including bank drafts and EFT's in the amount of \$155,423.90; and Direct Deposits in the amount of \$192,059.40 totaling \$347,483.30.
- C.** Approval of the June 9, 2020, Council Meeting Minutes
- D.** Excusal of Councilmember Diener from Tonight's Meeting for Personal Reasons

MOTION: By Councilmember Clauson, seconded by Councilmember Cucciardi, to approve the consent agenda as modified.

The motion carried.

5. PRESENTATION

A. Kitsap Economic Development Alliance

Mayor Putaansuu noted although the presentation from Kitsap Economic Development Alliance [KEDA] is valuable, it may be best to discuss Cares Funding. He is working on a partnership with KEDA for our Cares Funds. He spoke to the Port Orchard Cares Small Business Rent Relief Program.

John Powers, KEDA Executive Director, provided a brief background of Kitsap County during the COVID-19 pandemic, and difficulties related to the process of the State funded relief to small businesses within Kitsap County. When he and Mayor Putaansuu talked about a similar program for the City, with the City's cares dollars, he encouraged simplicity. KEDA proposed for the City to focus on reimbursing local small businesses within the City for rent incurred during the COVID-19 crisis.

Mayor Putaansuu read into the record criteria for the proposed funding.

6. PUBLIC HEARING

- A. Emergency Interim Zoning Ordinance No. 011-20, Temporarily Suspending Approval and Permit Expiration and Tolling Processing Procedural Deadlines**

Mayor Putaansuu opened the public hearing, and there being no testimony, closed the public hearing at 7:00 p.m.

7. BUSINESS ITEMS

A. Approval of Awarding the Low Bidder and Authorize the Mayor to Execute an Agreement for the City's Official Newspaper

MOTION ON THE FLOOR: By Councilmember Rosapepe, seconded by Councilmember Cucciardi, to approve The Seattle Times Company as the low bidder and authorize the Mayor to execute an agreement with The Seattle Times Company as the City's Official Newspaper in a form acceptable to the City Attorney.

Councilmember Clauson urged Council to vote the current motion down and go back out for bid.

Mayor, Council, and staff discussed circulation numbers, local newspapers, frequency of publications, and State required criteria.

The motion failed. Councilmembers Chang, Ashby, Rosapepe, Cucciardi, Lucarelli, and Clauson voted no.

MOTION: By Councilmember Clauson, seconded by Councilmember Rosapepe, to reject all bids and direct staff to modify the RFP to focus on updating clear distribution numbers to ensure the selected paper has a sufficient circulation within the City, and delegate the Kitsap Sun as the City's temporary newspaper of record.

The motion carried.

B. Adoption of an Ordinance Amending Residential Design Standards in Port Orchard Municipal Code Chapters 20.32.020, 20.32.040 and 20.122.060

MAIN MOTION: By Councilmember Ashby, seconded by Councilmember Cucciardi, to adopt an ordinance amending residential design standards in the Port Orchard Municipal Code Chapters 20.32.020, 20.32.040 and 20.122.060, with the amendment of section 5 under 20.139.015 so that the third line would read *minimum lot width 60 feet or greater* amending the 66 feet to 60 feet for a three-car garage.

Councilmember Rosapepe pointed out that section 5 table states 40 feet up to 66 feet for two-car garages and asked if it would need to change to greater than 60 feet to 100 feet.

AMENDED MOTION: By Councilmember Rosapepe, seconded by Councilmember Clauson, to change section 5, third line down, from 40-feet up to 66-feet to *40-feet to 60-feet*, and the fourth line down should say *greater than, or equal to 60-feet up to 100-feet* for a three car garage.

The amended motion carried.

**The main motion carried.
(Ordinance No. 014-20)**

C. Adoption of a Resolution Approving the Utility Payment Plan Policy

MOTION: By Councilmember Lucarelli, seconded by Councilmember Rosapepe, to adopt a resolution approving the Utility Payment Plan Policy as presented in the resolution.

**The motion carried.
(Resolution No. 026-20)**

D. Adoption of a Resolution Approving an Interagency Agreement with Department of Commerce Related to the COVID-19 CARES Act Funding

MOTION: By Councilmember Rosapepe, seconded by Councilmember Cucciardi, to adopt a resolution authorizing the Mayor to enter into an Interagency Agreement with Department of Commerce, related to the COVID-19 CARES Act Funds for Local Governments in Washington State.

**The motion carried.
(Resolution No. 027-20 and Agreement No. 060-20)**

E. Adoption of a Resolution Approving a Contract with Land Expressions, LLC for the 2020 McCormick Village Park Splash Pad Retrofit Project

MOTION: By Councilmember Clauson, seconded by Councilmember Rosapepe, to adopt Resolution No. 020-20, thereby approving Contract No. C056-20 with Land Expressions, LLC for the 2020 McCormick Village Park Splash Pad Retrofit (Design Development and Ad Ready Design) Project in the amount of \$40,880.00, and documenting the Professional Services procurement procedures.

**The motion carried.
(Resolution No. 020-20 and Contract No. 056-20)**

F. Adoption of a Resolution Approving a Contract with Advanced Diving Services Inc. for the 2020 In-Service Cleaning and Inspection of Potable Water Storage Tanks Utilizing Commercial Divers

MOTION: By Councilmember Lucarelli, seconded by Councilmember Clauson, to adopt Resolution No. 022-20, thereby approving Contract No. C057-20 with Advanced Diving Services, Inc. for the 2020 In-Service Cleaning & Inspection of Potable Water Storage Tanks Utilizing Commercial Divers in the amount not to exceed \$13,539.98.

The motion carried.

(Resolution No. 022-20 and Contract No. 057-20)

G. Adoption of a Resolution to Apply for Grant Funding from the BAFBRB Program Managed by the State Recreation and Conservation Office for 100% Design of Culvert Replacement on Bay Street

MOTION: By Councilmember Chang, seconded by Councilmember Rosapepe, to adopt a Resolution, thereby authorizing the Mayor or designee to apply for grant funding from the BAFBRB Program managed by the RCO, to commit to a grant match of 15% from the City, and to execute all documentation necessary to effectuate the grant to fund 100% design of the culvert replacement for the Bay Street/Annapolis Creek culvert repair.

**The motion carried.
(Resolution No. 024-20)**

H. Adoption of a Resolution to Apply for Grant Funding from the BAFBRB Program Managed by the State Recreation and Conservation Office to Remove a Culvert on Sidney Road

MOTION: By Councilmember Lucarelli, seconded by Councilmember Clauson, to adopt a Resolution, thereby authorizing the Mayor or designee to apply for grant funding from the BAFBRB Program managed by the RCO, to commit to a grant match of 15% from the City, and to execute all documentation necessary to effectuate the grant to remove the Sidney Road culvert at Ruby Creek and replace it with a bridge.

**The motion carried.
(Resolution No. 023-20)**

I. Approval of a Noise Exemption Permit to Kristin Waters for a July 4th Celebration

Councilmember Clauson would like to reach out to all of Ms. Waters neighbors and let them know about the celebration.

Community Development Director Bond noted his department can send out notices to the neighbors.

MAIN MOTION: By Councilmember Clauson, seconded by Councilmember Cucciardi, to approve the requested permit as presented.

AMENDED MOTION: By Councilmember Rosapepe, seconded by Councilmember Ashby, to limit this from 5:00 p.m. until 11:00 p.m.

City Clerk Rinearson noted the code allows noise until 11:00 p.m., so this permit would not be needed.

Councilmember Rosapepe, seconded by Councilmember Ashby, withdrew the amended motion.

The main motion passed. Councilmember Rosapepe voted no.

8. DISCUSSION ITEMS (No Action to be Taken)

A. Cares Funding

Mayor Putaansuu noted this discussion was held earlier with Mr. Powers during the presentation portion of the agenda.

9. REPORTS OF COUNCIL COMMITTEES

Mayor Putaansuu reported the Finance Committee is scheduled to meet July 14th. The Economic Development and Tourism Committee is scheduled to meet July 13th. The Land Use Committee is scheduled to meet July 6th.

Councilmember Lucarelli reported on the June 16th Utilities Committee meeting. The next meeting is scheduled for July 21st. She reported on the June 15th Festival of Chimes and Lights Committee meeting.

Councilmember Clauson reported on the June 17th Sewer Advisory Committee meeting.

Councilmember Ashby reported on the June 23rd Transportation Committee meeting, Kitsap Regional Coordinating Council [KRCC].

Mayor Putaansuu reported on the Kitsap Public Health Board.

10. REPORT OF MAYOR

The Mayor reported on the following:

- Downtown merchants and sidewalks;
- City facility public meeting spaces;
- Employee key cards;
- Community Center updates;
- Website updates;
- Public Works job openings; and
- City Hall parking updates.

11. REPORT OF DEPARTMENT HEADS

City Attorney Archer reported the extension of the OPMA [Open Public Meetings Act] Proclamation expires at the end of this month.

Public Works Director Dorsey reported on library repairs, Well No. 13 contract, and Bay Street Pedestrian Pathway NEPA [National Environmental Policy Act] update.

Community Development Director Bond reported on the downtown subarea plan and campus survey.

12. CITIZEN COMMENTS

There were no citizen comments.

13. EXECUTIVE SESSION

There was no executive session.

14. ADJOURNMENT

The meeting adjourned at 8:51 p.m. No other action was taken. Audio/Visual was successful.

Brandy Rinearson, MMC, City Clerk

Robert Putaansuu, Mayor