CITY OF PORT ORCHARD
Planning Commission
216 Prospect Street, Port Orchard, WA 98366
(360) 874-5533 planning@cityofportorchard.us

PLANNING COMMISSION MEETING AGENDA
Tuesday, November 1, 2022 – 6:00 pm

***** Attendees and Planning Commissioners may attend in person at City Hall or via Zoom*****

Join Zoom Meeting, Public Link: https://us02web.zoom.us/j/88585029741
Dial-in (phone audio) only: + 1 253 215 8782

Webinar ID: 885 8502 9741

Planning Commissioners please use individual webinar links.

1. **Call to Order: 6:00 p.m.**
   Pledge of allegiance**.**

2. **Welcome and Introduction.**
   Planning Commission and City Staff Introductions.

3. **Audience Comments:** Topics not listed for public hearing on tonight's agenda.
   Please limit comments to **3 minutes.**

4. **Approval of Minutes from October 4, 2022.** *(Attachment)* *(ACTION)*

5. **Business Items:**

   a) **PUBLIC HEARING: POMC 20.132 Subdivision Entrance Signs** *(Attachment)*
   DCD staff has prepared a draft ordinance outlining proposed changes to POMC 20.132 to include standards for Subdivision Entry Signs. The proposed changes to POMC 20.132 have been prepared for the Planning Commission's review.

   b) **PUBLIC HEARING: Title 20 Annual Housekeeping Ordinance** *(Attachment)*
   DCD staff continually tracks errors, inconsistencies, outdated references, and omissions in Title 20 POMC (Unified Land Use and Development Code) and gathers these into one corrections ordinance each year – generally known as the annual Title 20 "housekeeping ordinance". These proposed corrections to Title 20 for 2022 have been prepared for the Planning Commission's review.

   c) **DISCUSSION: POMC 20.132 Temporary Signage** *(Attachment)*
   DCD staff has prepared a draft ordinance with examples of temporary sign code language from other Washington cities. DCD staff asks that the Planning Commission review the draft code and discuss if the draft amending POMC 20.132 is appropriate to take to a public hearing at the December 6th meeting.

   d) **DISCUSSION: Public Participation Plan, 2024 Comprehensive Plan Update** *(Attachment)*

e) **DISCUSSION: City of Port Orchard Stormwater and Watersheds Comprehensive Plan 2023** *(Attachment)*

6. Adjourn

Next Planning Commission Meeting – December 6, 2022

CITY OF PORT ORCHARD
Planning Commission Minutes
216 Prospect Street, Port Orchard, WA 98366
Phone: (360) 874-5533 • Fax: (360) 876-4980

Planning Commission Meeting Minutes
October 4th, 2022
Hybrid Zoom Teleconference

COMMISSIONERS:
Present: Bek Ashby, Joe Morrison, Tyler McKlosky, Dave Bernstein, and Stephanie Bailey.
Absent: Annette Stewart, and Phil King.

STAFF:
Senior Planner Jim Fisk, and Assistant Planner Josie Rademacher.

1. CALL TO ORDER: Vice Chair Ashby called the meeting to order at 6:05 p.m. and led the Pledge of Allegiance.

2. WELCOME AND INTRODUCTION: Vice Chair Ashby introduced the present Planning Commissioners, Commissioner Morrison, Commissioner Mcklosky, Commissioner Bernstein, Commissioner Bailey and present City staff members, Senior Planner Jim Fisk, and Assistant Planner Josie Rademacher.

3. PUBLIC COMMENTS: There were no comments from the public regarding issues not on the agenda.

4. APPROVAL OF MINUTES FROM SEPTEMBER 6TH, 2022: Commissioner Morrison made a motion to approve the minutes as presented from the September 6th meeting. Commissioner Bernstein seconded the motion. The motion passed unanimously.

5. BUSINESS ITEMS:

A. DISCUSSION: POMC 20.132 TEMPORARY SIGNAGE

Senior Planner Jim Fisk reintroduced the temporary signage code amendments as a separate item compared to last meeting's business item that brought temporary signage and subdivision entry signs together as one item.

Fisk shared an exhibit that showed examples of temporary signage in the right-of-way across the City. Fisk stated that POMC 20.132 as currently written, does not have a way to regulate the pick-up and removal of temporary signage. Per guidance from the Planning Commission at last month's meeting, Staff has compiled examples from other jurisdictions (Gig Harbor, Covington, and Monroe) to share with the Planning Commission as possible ideas for a future code amendment. Fisk offered Planning Commissioners to have a discussion on the topic and receive guidance on how Staff should proceed.

Staff was directed by the Planning Commission to draft look into other examples from other Cities and compile examples of both temporary signage for the Commission to review to determine next steps. The Planning Commissioners expressed interest in using examples from other cities to draft

an ordinance amending POMC 20.132 to include additional regulations for temporary signage for City Council to review for adoption.

B. DISCUSSION: POMC 20.132 SUBDIVISION ENTRY SIGNAGE

Senior Planner Jim Fisk shared that POMC 20.132 does not have regulations for subdivision signage, although it has been something that developers have expressed interest in creating subdivision signage for their projects. Per guidance from the Planning Commission at last month's meeting, Staff has drafted an ordinance amending POMC 20.132 to include regulations for Subdivision Entry Signage. Fisk offered Planning Commissioners to have a discussion on the draft ordinance and receive guidance on how Staff should proceed.

The public hearing is scheduled for November 1, 2022 Planning Commission meeting.

C. DISCUSSION: POMC TITLE 20 ANNUAL "HOUSEKEEPING" AMENDMENTS

Senior Planner Jim Fisk shared that DCD staff continually tracks errors, inconsistencies, outdated references, and omissions in Title 20 POMC (Unified Land Use and Development Code) and gathers these into one corrections ordinance each year – generally known as the annual Title 20 "housekeeping ordinance". Fisk shared the proposed corrections to Title 20 for 2022 have been prepared for the Planning Commission's continued review.

The public hearing is scheduled for November 1, 2022 Planning Commission meeting.

ADJOURN: Chair Stewart adjourned the meeting at 7:00 pm.

_____

Annette Stewart, Chair

_____

Nick Bond, Community Development Director

CITY OF PORT ORCHARD
DEPARTMENT OF COMMUNITY DEVELOPMENT

216 Prospect Street, Port Orchard, WA 98366
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PLANNING COMMISSION STAFF REPORT

Agenda Item No:	5(a)	**Meeting Date:**	November 1, 2022
Subject:	Public Hearing Revisions to POMC 20.132 – Subdivision Entry Sign	**Prepared by:**	Nick Bond, Development Director

Issue: On June 27, 2017 the City of Port Orchard adopted a sign code which is consistent with the Reed v. Town of Gilbert Decision issued by the Supreme Court of the United States (SCOTUS) in 2015. Port Orchard's current sign regulations address signage type, size, placement and design, but is entirely content-neutral.

Currently, POMC 20.132 does not provide standards for free standing sign related to subdivision entry points. In fact, most subdivisions are not permitted free-standing signage based on the associated residential zoning designation. POMC 20.132.210(2)(b) requires a free-standing sign to be located a minimum of 30 feet from any residential zoned property. However, if the property is residentially zoned, a free-standing sign cannot be 30 feet from the property which it would be constructed or from itself.

The proposed code amendment creates a free-standing sign type permitted in residential districts with specific development regulations related to sign area and height. The amendment creates certain location requirements in relation to subdivision entry points and defines what a subdivision entry sign is.

Staff introduced regulations for subdivision entry signs at the October 4, 2022 Planning Commission meeting where the Planning Commission requested that staff continue to review subdivision entry signage and develop an Ordinance to amend the Port Orchard Municipal Code creating a free-standing sign type for subdivision entries.

Staff discussed the current proposal with the Land Use Committee on October 19, 2022 where the Committee directed staff to continue with the current proposal as drafted. Staff notified the Department of Commerce of the proposed changes on October 14, 2022 and requested an expedited 15-day review for comment after the issuance of a SEPA Determination of Nonsignificance on October 14, 2022.

At the October 4, 2022 Planning Commission meeting staff was directed to schedule a public hearing for the November 1 ,2022 Planning Commission meeting. Public notice for the tonight's public hearing was properly noticed consistent with the requirements of POMC 20.25 on October 14, 2022. As of the date of Report preparation, the Department of Community Development has not received comments regarding the proposed code amendment.

The proposed language to be included in the ordinance, are presented for the Planning Commission's review and recommendation to the City Council.

Recommendation: Staff recommends approval of the proposed amendments to Port Orchard Municipal Code 20.132 as presented.

Suggested Motion: "I move to recommend that the City Council approve an ordinance amending in Port Orchard Municipal Code 20.132, as presented."

Attachments: Ordinance amending POMC 20.132

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PORT ORCHARD, WASHINGTON, REGARDING SUBDIVISION ENTRY SIGNS, AMENDING SECTIONS 20.132.040, 20.132.090, 20.132.210, AND 20.132.290, OF THE PORT ORCHARD MUNICIPAL CODE TO PROVIDE A FREE-STANDING SIGN TYPE FOR RESIDENTIAL SUBDIVISIONS PROVIDING FOR CORRECTIONS, SEVERABILITY, AND PUBLICATION; AND SETTING AN EFFECTIVE DATE.

WHEREAS, a 2015 decision of the United States Supreme Court (Reed v. Town of Gilbert) necessitated a review of the City's sign regulations; and

WHEREAS, the Reed decision ruled that, in most instances, local government sign regulations must be "content neutral"; and

WHEREAS, on June 27, 2017, the City Council adopted Port Orchard Municipal Code (POMC) 20.132, Ord. 024-17, containing the City of Port Orchard's development standards for permanent and temporary signage; and

WHEREAS, POMC 20.132, does not make provision for a free-standing sign associated with residential subdivisions; and

WHEREAS, the City Council desires to amend POMC Sections 20.132.040, 20.132.090, 20.132.210 and 20.132.320 to create development standards for a free-standing sign type for residential subdivisions; and

WHEREAS, on October 14, 2022, the City's SEPA official issued a determination of nonsignificance for the proposed amendment, which was published and provided to the public in accordance with POMC 20.160.190 and WAC 197-11-510, and there have been no appeals; and

WHEREAS, this Ordinance was submitted to the Department of Commerce for 15-day expedited review on October 14, 2022 which was granted by Commerce and the requisite time has now passed to allow this ordinance to be adopted; and

WHEREAS, on October 14, 2022, the City issued a Notice of Public Hearing for the proposed amendments to POMC 20.132.040, 20.132.090, 20.132.210 and 20.132.320, which was published and provided to the public in accordance with POMC 20.25.050; and

WHEREAS, the Planning Commission conducted a public hearing on the substance of this Ordinance on November 1, 2022, and recommended adoption by the City Council; and

WHEREAS, the City Council, after careful consideration of the recommendation from the Planning Commission, all public comment, and the Ordinance, finds that this Ordinance is consistent with the City's Comprehensive Plan and development regulations, the Growth Management Act, Chapter 36.70A RCW, and that the amendments herein are in the best interests of the residents of the City and further advance the public health, safety and welfare; now, therefore,

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

SECTION 1. Recitals. The recitals set forth in this ordinance are hereby incorporated as if fully set forth herein.

SECTION 2. The Port Orchard Municipal Code, Section 20.132.040, is hereby amended to read as follows:

20.132.040 Prohibited signs.

No person shall erect, alter, maintain or relocate any of the following signs in the city:

(1) Animated Signs. A rotating or revolving sign or signs where all or a portion of the sign moves in some manner. This includes any sign animated by any means, including: fixed aerial displays; balloons; pennants; spinners, propellers, whirling, or similar devices designed to flutter, rotate or display other movement under the influence of the wind, including flag canopies and feather signs not otherwise allowed in this chapter; streamers, tubes, or other devices affected by the movement of air or other atmospheric or mechanical means. This does not include historic signs and historic replica signs where the applicant is able to prove, through documentation or other evidence, that the original historic sign produced the same motion/movement and is proposed in the same location. A flag, as defined in this chapter, shall not be considered an animated sign.

(2) Nuisance Signs. Any signs which emit smoke, visible particles, odors and sound, except that speakers in drive-through facilities shall be permitted.

(3) Bench or furniture signs greater than one square foot in area.

(4) Flashing Signs or Lights. A sign that contains an intermittent or flashing light source, or a sign that includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Flashing light sources are prohibited. Signs with an exposed light source, exceeding the equivalent of 25 watts per incandescent lamp, including clear light bulbs which do not flash on a theater marquee except for neon incorporated into the design of the sign are also prohibited. Electronic message center signs and digital signs are allowed under the provisions of POMC 20.132.200, Electronic message center (EMC) signs.

(5) Hazardous Signs. Any sign that constitutes a traffic hazard or detriment to traffic safety by reason of its size, location, movement or method of illumination, or by obstructing the vision of drivers, or by distracting from the visibility of an official traffic control device by diverting or tending to divert the attention of drivers or moving vehicles from traffic movements on streets, roads, intersections or access facilities. No sign shall be erected so that it obstructs the vision of pedestrians or by glare or method of illumination constitutes a hazard to pedestrians or traffic. No sign may interfere with, mislead or confuse traffic.

(6) No sign may impede free ingress and egress from any door, window or exit way required by building and fire regulations.

(7) Permanent Signs on Vacant Lots, Parcels or Easements. No permanent sign, except a subdivision entrance sign, shall be located on a vacant lot, parcel or easement. No permanent sign shall be located on a lot, parcel or easement as the principal use of that lot, parcel or easement. Signs may only be established as an accessory use to a principally permitted use. Provided, however, that subdivision entrance signs may be located on tracts under common ownership of a Homeowner's Association.

(8) Portable signs on wheels (trailer signs), changeable copy portable signs and illuminated portable signs.

(9) Abandoned signs.

(10) Signs on utility poles or trees.

(11) Off-Site Controlled Signs. Any sign that is programmed and/or controlled off site.

SECTION 3. Section 20.132.090 of the Port Orchard Municipal Code is hereby amended to read as follows:

20.132.090 Sign illumination.

(1) General. No temporary sign may be illuminated. No sign located in a residential zone may be illuminated, except that on parcels two acres in size or greater or a subdivision entrance sign, signs may be halo illuminated or illuminated as necessary for allowable digital signs. Permanent signs allowed by this chapter may be nonilluminated, or illuminated by internal light fixtures, halo illuminated, or have external indirect illumination, unless otherwise specified. All illuminated signs shall comply with the time limitations of subsection (4) of this section.

(2) Externally Illuminated Signs.

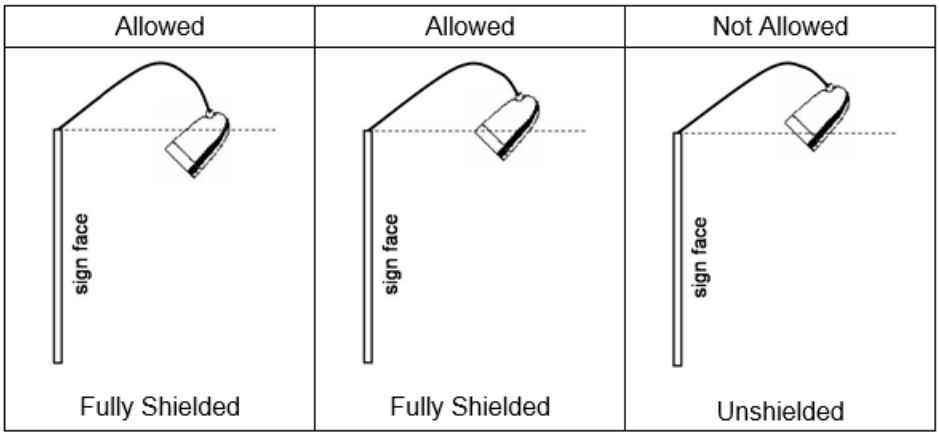
(a) Except as provided in this subsection, externally illuminated signs shall be illuminated only with steady, stationary, fully shielded light sources directed solely onto the sign without causing glare. Light shielding shall ensure that the lamp or light source is not visible beyond the premises and shall further ensure that the light is contained within the sign face.

(b) A light fixture mounted above the sign face may be installed with its bottom opening tilted toward the sign face, provided:

(i) The bottom opening of the light fixture is flat (i.e., it could be covered by a flat board allowing no light to escape); and

(ii) The uppermost portion of the fixture's opening is located no higher than the top of the sign face, as shown in Figure 1 below. Light fixtures aimed and installed in this fashion shall be considered fully shielded.

Figure 1
External Sign Lighting Configurations
Permitted and Prohibited External Sign Lighting Configurations



(3) Internally Illuminated Signs.

(a) Internally illuminated signs shall be constructed with an opaque sign face background with translucent text and symbols and/or logo shields. If the sign owner desires to have the entire sign face visible at night, an external light source may be used to illuminate the sign, subject to the illumination standards in this chapter.

(b) In no case may an internally illuminated sign, a digital sign or an electronic message center sign exceed a light output of 50 nits in a residential zone or 100 nits in a nonresidential zone during nighttime hours.

(c) Neon sign lighting is allowed in nonresidential zones only and shall not exceed 100 nits per sign face. An example of a neon sign is shown in Figure 2 below.

Figure 2

Neon Sign 

(4) Time Limitations. All signs over three square feet in area shall be turned off by 11:00 p.m., or when the business closes, whichever is later. Signs subject to time limitations are required to have functioning and properly adjusted automatic shut-off timers.

SECTION 4. Section 20.132.210 of the Port Orchard Municipal Code is hereby amended to read as follows:

20.132.210 Freestanding signs.

The installation or modification of a freestanding sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC 20.132.030. Freestanding signs, as defined in this chapter, include monument signs, pole signs, and other signs permanently mounted or supported on the ground by posts or braces. No sign permit shall be issued for a freestanding sign which does not comply with the following standards:

(1) Number.

(a) The number and type of freestanding signs for single and multiple tenant uses are derived from the use, zone, location and length of development site frontage as described in this section.

(b) One freestanding sign is allowed for each site frontage. Flag lot sites with frontage on a public street are permitted one freestanding sign on the frontage providing primary access to the site.

(c) Where more than one freestanding sign is proposed on a site with multiple frontages, a minimum of 60 linear feet shall separate each sign.

(2) Location.

(a) No freestanding sign shall be permitted on any site that does not have street frontage.

(b) Freestanding signs, except subdivision entrance signs, shall be set back a minimum of five feet from the street-side property line, a minimum of 25 feet from any interior side lot line and a minimum of 30 feet from any residential zoned property.

(c) No freestanding sign shall be located in the triangular area(s) measured 15 feet by 15 feet where a driveway enters onto a street, or in any other area which may obstruct the vision of motorists so as to create a safety hazard. The short legs of the triangular area shall be measured along the site frontage and perpendicular to the site frontage at the intersecting driveway. Additionally, all signs are subject to the public works standards regarding sight distances.

(d) A freestanding sign may not be approved in conjunction with a roof-mounted sign, or where a roof-mounted sign exists.

(3) Height, Support Width, and Area by Freestanding Sign Type.

(a) Top Mounted Pole Signs.

Figure 8

Pole Sign 

Top mounted pole signs shall meet the following sign area, height, and support width requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height	~~Minimum~~ Maximum Support Width
< 50 feet	24 square feet	6 feet	40% of sign width
50 – 99 feet	36 square feet	10 feet	40% of sign width
100 feet and over	50 square feet	12 feet	40% of sign width

(b) Pole and Mast Arm Hanging Signs.

Figure 9

Pole and Mast Arm Sign 

Pole and mast arm hanging signs shall meet the following sign area, height, and support width requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height
< 50 feet	16 square feet	10 feet
50 – and over	16 square feet	10 feet

(c) Double Post-Mounted Freestanding Sign.

Figure 10

Double Post-Mounted Freestanding Sign 

Double post-mounted freestanding signs shall meet the following sign area and height requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height
< 50 feet	30 square feet	6 feet
50 – 150 feet	42 square feet	7 feet
150 feet and over	56 square feet	8 feet

(d) Monument Freestanding Signs.

Figure 11

Monument Freestanding Sign

Monument freestanding signs shall meet the following sign area, base width and height requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height	Minimum Sign Base Width
< 50 feet	30 square feet	6 feet	100% of sign width
50 – 150 feet	42 square feet	7 feet	100% of sign width
150 feet and over	56 square feet	8 feet	100% of sign width

(e) Subdivision Entrance Signs

Figure 11a

Subdivision Entrance Sign

Subdivision Entrance signs shall meet the following sign area and height requirements which shall be based on the number of entrances to a residential subdivision:

Number of residential subdivision	Maximum number of subdivision	Maximum Area per Face	Maximum Height	Minimum Sign Base Width

entrances	entrance signs			
1 or more	2 per entrance	100 square feet	5 feet	100% of sign width

Location: The location of subdivision entrance signs shall be subject to the approval of the building official; no portion of a subdivision identification sign shall be within a public right-of-way or public easement, except where authorized by a street-use permit granted by City Council. Subdivision entrance signs shall be located on a separate tract, not on a resultant Lot of the residential subdivision, within 50 feet of the adjacent street centerline intersection, at least five feet from an adjacent right-of-way, and satisfy sight visibility standards.

(4) Design Requirements.

(a) Freestanding signs shall be of a style, material, and design compatible with the associated building.

(b) Berming shall not be used to exceed the maximum allowable height of freestanding signs.

(c) For monument signs or signs surrounded by a framework, the area of the surrounding structure shall not exceed the allowable sign area by more than 20 percent.

(d) Freestanding signs should be sited so that they integrate with the location of street trees and other site landscaping, and to avoid obscuring the view of adjacent freestanding signs.

(e) Landscaping at the base of a freestanding sign is required, providing a landscaped area equal to square footage of one face of the freestanding sign; however, this provision does not apply to temporary freestanding signs.

(f) If a sign is proposed in a landscaped area, either an existing landscaped area or required landscaping for new development, the sign shall be compatible with the existing or proposed landscaping, and shall be shown on the landscaping plan if applicable.

Figure 12

Landscaped Monument Freestanding Sign

Figure 13

Landscaped Pole and Mast Arm Hanging Freestanding Sign

SECTION 5. Section 20.132.290 of the Port Orchard Municipal Code is hereby amended to read as follows:

20.132.290 Definitions.

The words and phrases used in this section shall be construed as defined in this chapter, unless the context clearly appears otherwise. Unless specifically defined in this section, the definitions set forth in other provisions of this code shall likewise apply to this chapter.

"A"

"Abandoned sign" means a sign, the face of which has been removed or is broken and is not refaced within 180 days thereafter. Abandoned signs shall also include signs with rusted, faded, peeled, cracked or otherwise deteriorated materials or finishes that have not been repaired within 90 days after the city provides notice of the sign's deteriorated condition under the city's enforcement chapter (Chapter 20.02 POMC).

"Accessory sign" means a permanent, freestanding sign of limited height and size that provides supplemental opportunity for freestanding signage on a site.

"Aerial sign" means a freefloating balloon, kite or similar object not directly secured to property within the city.

"A-frame sign" means signs capable of standing without support or attachment. See also "portable sign."

"Alter" means to change the copy, color, size, shape, illumination, position, location, construction or supporting structure of a sign, not including ordinary maintenance.

“Area of a sign” means the smallest square, rectangle, parallelogram or circle that will enclose the extreme limits of writing, representation, logo, or any figure of similar character, together with any frame, background area, structural trim, or other materials or color forming an integral part of the display or used to differentiate such sign from the background against which it is placed. The supports or uprights on which any such sign is supported shall not be included in determining the sign area. The area of signs with two faces shall be considered to be the area of the largest face. The area of signs with three or more faces shall be considered to be the area of the largest face or one-half the area of all of the faces, whichever is less.

“Awning or canopy sign” means a sign affixed to or imprinted on an attached shelter composed of nonrigid materials such as an awning or a permanent architectural projection or composed of nonrigid materials on a supporting framework, affixed to the exterior wall of a building or extending over a door, entrance, window or outdoor service area. This definition does not apply to gas station canopies and similar permanent, rigid structures, which shall be regulated in the same manner as other buildings according to zoning and land use requirements.

“B”

“Business activity” means an enterprise offering goods, services, or other consideration to the public, in legal occupancy of a site or of a specific portion of a site and under separate and distinct management from any other enterprise located on the same site.

“Business frontage” means the horizontal dimensions of a building or individual business elevation measured at ground level.

“C”

Canopy or Awning Sign. See definition under “awning or canopy sign.”

“Changeable copy sign” means a sign or portion thereof which is designed to have its message or copy readily changed manually or by remote or automatic means without altering or replacing the face or surface. Changeable copy signs support hard-copy text or graphics and do not use digital or electronic text or images.

“D”

“Digital sign” means a changeable copy sign with monochrome LED (light emitting diodes) text, graphics or symbols over a black, nonilluminated background.

“E”

“Electronic message center sign” means an electrically activated changeable copy sign having variable message and/or graphic presentation capability that can be electronically programmed by computer or handheld device from a remote location. EMC signs typically use light emitting diodes (LEDs) or liquid crystal display (LCD) as a lighting source.

“Elevation” means the visible vertical plane of the side of a building from ground level to the roof line.

“Elevation, primary” means the side of a building directly abutting either a street or a parking area. A business owner may choose which elevation is considered the primary elevation, except that in a multitenant building, the elevation which is contiguous to other businesses shall be the primary elevation.

“Elevation, secondary” means any elevation of a building not determined to be a primary elevation.

“F”

“Facade” means the elevation of a building extending from the ground level up to the bottom of the fascia on a pitched roof building, and up to the top of the wall or parapet on a flat roof building. The area of a facade for purposes of calculating allowable wall signage includes the area of the windows and doors but excludes openings that do not have solid coverings, such as breezeways, colonnades and gateways that extend to the backside of the building.

“Face” means the area enclosed within a perimeter consisting of a series of straight lines at right angles enclosing the extreme limits of characters, lettering, logos, illustration or ornamentation, together with any material or color as to differentiate the sign from the background material on which it is placed.

“Fascia” means an architectural term for a vertical frieze or board under a roof edge or which forms the outer surface of a cornice, visible to an observer.

“Feather sign” means a freestanding type of attention-getting device that resembles a sail made of fabric or nylon affixed to a single lightweight pole used for promotional or advertising purposes.

“Flag” means a flat piece of cloth, with distinctive colors, patterns or symbols, having one end of the cloth attached to a vertical staff (directly or by rope and pulley mechanism) and all other ends freeflowing under natural movement of wind.

“Flag canopy” means a line of flags, or a series of lines of flags, suspended above a site.

“Flashing sign” means an electric sign or portion thereof, except electronic message center signs, which changes light intensity in a sudden transitory burst, or which switches on and off in

a constant pattern in which more than one-third of the nonconstant light source is off at any one time.

“Freestanding sign” means any sign which is supported by a solid base, posts, poles or braces located in or upon the ground, and which is independent from any building or other structure.

“Freeway” means a limited access highway, state route or interstate.

“Freeway oriented sign” means a sign within 150 feet of a freeway right-of-way that has its sign face parallel to, perpendicular to, angled toward, or otherwise readable from the freeway right-of-way.

“Frontage” means the property line of an individual lot, tract or parcel that abuts a public or private street right-of-way, excluding alleys and private driveways. The number of frontages on a lot is the same as the number of public or private street rights-of-way that the lot abuts.

“G”

“Gross leasable space” means area of a single leasable space, regardless of the number of tenants or leases within the space.

“H”

“Halo illuminate” means a light source placed behind totally opaque letters or symbols so that the light reflects off the wall or background to which the letters or symbols are mounted, rather than emanating through the letters or symbols, creating a halo effect that leaves the letters or symbols viewable in silhouette form only.

“Height of sign” means the overall height of the sign above grade directly below or at the base of the sign.

“I”

“Illegal sign” means a sign which does not conform to the requirements and standards of this chapter and which does not meet the criteria of a nonconforming sign as defined in this definitions section.

“Integrated development site” means any commercial or noncommercial development site, regardless of the number of lots or individual tenants, that is developed with common parking, layout, architecture or design features.

“Item of information” means a word, figure, logo, abbreviation or other symbolic representation.

“L”

“Logo” means a design of letters, colors or symbols used as a trademark or for identification in lieu of, or in conjunction with, other signs.

“Logo shield” means a logo contained within an area no greater than four square feet, incorporated into a larger sign face or designed as an individual sign or component of a sign containing individually mounted sign graphics.

“Lot line” means a line that separates two lots.

“Luminance” means the photometric quality most closely associated with the perception of brightness. Luminance is measured in candelas per square meters or “nits.”

“M”

“Mansard” means a roof with two slopes on each side of the four sides, the lower steeper than the upper.

“Master sign plan” means a coordinated sign plan which includes the details of all signs (not including exempt or temporary signs) which are or will be placed on a site.

“Monument sign” means a freestanding low profile sign with the sign width greater than the sign height and designed with a solid base and background.

“Motion” means the depiction of movement or change of position of text, images or graphics. Motion shall include, but not be limited to, visual effects such as dissolving and fading text and images, running sequential text, graphic bursts, lighting that resembles zooming, twinkling or sparkling, changes in light or color, transitory bursts of light intensity, moving patterns or bands of light, expanding or contracting shapes and similar actions.

“Multitenant development” means a development consisting of three or more leasable spaces.

“N”

“Natural grade” means the topographic condition or elevation of a site or portion of a site over the past five years, or the finished grade of an approved site development plan. Changes to grade or elevation resulting from fill, mounding or berming within five years preceding any requested permit other than a site development plan shall not be considered natural grade for permitting purposes.

“Neon sign” means a sign with illumination affected by a light source consisting of a neon or other gas tube which is bent to form letters, symbols or other shapes.

“Nighttime hours” means from one-half hour before sunset to one-half hour after sunrise.

“Nits” means a unit of measure of brightness or luminance. One nit is equal to one candela/square meter.

“Nonconforming sign” means any sign, which at one time conformed to all applicable requirements and standards of this chapter, including all permit requirements, but which subsequently ceased to so conform due to changes in such requirements and standards.

“Nonresidential zone” means, in the context of this chapter, any zone that does not include residential dwelling units except for mixed use zoning districts where residential units are located above or behind nonresidential uses and the ground floor streetscape is characterized by commercial and other nonresidential uses.

“O”

“Opaque” means a material that does not transmit light from an internal illumination source.

“P”

“Painted sign” means a sign painted directly on a building or on material which is then attached to a building. See also “wall sign.”

“Pan-channel” means a sign graphic that is constructed of a three-sided metal channel, usually having a light source contained within the channel. The open side may face inward, resulting in silhouette lighting, or it may face outward to allow full illumination. The open side of the channel may be enclosed with a translucent material.

“Parapet” means a protective wall or barrier projecting above any canopy, balcony or roof.

“Permanent sign” means a sign constructed of weather resistant material and intended for permanent use and that does not otherwise meet the definition of “temporary sign.” Wall-mounted sign holders designed for insertion of signs and posters shall be considered permanent signage and subject to all standards of this chapter.

“Pole sign” means a sign mounted on a pole that is permanently inserted into or affixed to the ground.

“Portable sign” means a freestanding sign that is readily moveable and not permanently affixed to the ground, including A-frame or sandwich board signs, pole signs mounted on weighted bases, and similar signs that are used on more than a temporary basis.

“Projecting sign” or “projection sign” means a sign attached to a building with the face not parallel to the vertical surface of the building. Projecting signs include signs projecting directly from walls, or signs hanging from porch ceilings or other support structures.

“R”

“Raceway” means a box-type conduit to house electrical wires for signs and used to support and/or affix signage on a wall.

“Right-of-way” is the strip of land platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles and/or utilities.

“Roadway” means that portion of the street improved, designed, or ordinarily used for vehicular travel and parking, exclusive of the sidewalks and shoulder. Where there are curbs, the roadway is the curb-to-curb width of the street.

“Roof line” means the uppermost edge of the roof or the top of the parapet, excluding mechanical equipment screens, whichever is highest. Where a building has several roof levels, the roof line shall be the one belonging to that portion of the building on which the sign is located.

“Roof-mounted sign” means a sign which has a point of attachment to the roof or mansard of a building. Architectural projections, including mechanical equipment screens, above any parapet or roof line whose sole function is a background for signs shall be considered a sign structure. A sign on such an architectural projection shall be considered a roof sign.

“S”

Sandwich Board Sign. See “A-frame sign” definition.

“Service island sign” means a permanent sign displayed on the service island canopy of a gas station, bank, carwash, or other use that provides a canopy cover for vehicles. Service island signs are not the same as awning or canopy signs as otherwise defined by this chapter.

“Sign” means letters, figures, symbols, trademarks, or logos, with or without illumination, intended to identify any place, subject, person, firm, business, product, article, merchandise or point of sale. A sign also includes balloons attached to sign structures, products, streamers, spinners, pennants, flags, inflatables or similar devices intended to attract attention to a site or business, as well as architectural or structural forms, illuminated panels, spandrels, awnings and other structural or architectural features not common to classic vernacular or noncorporate regional architecture and that are intended to convey a brand, message or otherwise advertise a location or product, whether or not such features include text or graphics and whether or not they serve other practical purposes such as lighting, covering or enclosure of persons or

products. A sign includes any device which streams, televises or otherwise conveys electronic visual messages, pictures, videos or images, with or without sound or odors. Refer to POMC 20.132.040, Prohibited signs, for a list of prohibited signs.

“Signable area” means the area of the largest rectangular portion of a face of a building to which a sign is affixed or proposed to be affixed, which can be included within parallel, vertical and horizontal lines uninterrupted by significant architectural features of the building.

“Sign walker” means a sign carried by a person.

“Site” means a unit of land, together with all improvements thereon, determined as follows:

(1) A unit of land which may be conveyed separately from any and all adjacent land without the requirement of approval of a boundary line adjustment, short plat or a preliminary plat.

(2) Two or more buildings or business activities that are or will be related to each other physically or architecturally, such as by sharing off-street parking facilities, so as to form an integrated development, such as a shopping center, industrial park, or office complex.

“Spandrel” means a panel or box-type structure that spans between and/or is connected to the support columns of a porch, colonnade or canopy, usually for architectural embellishment and/or signage purposes.

“Special event sign or temporary sign” means signs or advertising displays or a combination thereof which advertise or attract public attention to a special one-time event, including but not limited to the opening of a building or business activity, the sale of goods and services at discounted or otherwise especially advantageous prices, or similar event.

“Static” means without motion.

“Story” means that portion of a building included between the upper surface of a floor and the upper surface of the floor or ceiling next above.

"Subdivision entrance sign" means a free-standing sign located at an entrance of a residential subdivision.

“Suspended sign” means a sign mounted above a sidewalk adjacent to a business, affixed to a beam, overhang, roof or other fixture that is an integral part of a building.

“T”

“Temporary sign” (which may include special event sign) means any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, excluding portable signs as defined by this chapter, including any poster, banner, placard, stake sign or sign not placed in the ground with concrete or other means to provide permanent support, stability and rot prevention. Temporary signs may only be made of nondurable materials including, but not

limited to, paper, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than 20-ounce fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this chapter, except that post-mounted temporary signs allowed in POMC 20.132.270, Temporary signs, which are located on properties that are actively listed or marketed for sale or rental or actively under development or construction, may be made of durable materials. Temporary signs of durable materials shall be removed when such properties are no longer actively listed or marketed for sale or rental or actively under development or construction. If site development or construction ceases or is suspended for a period of more than 180 days, such signs shall be removed until construction or development resumes.

“Tenant space” means the entire building which encompasses a building or use on a site; or in buildings designed for multitenant occupancy, it is the space between demising walls and which has an independent entrance to common corridors or to the outside. Portions of tenant spaces that are sublet to or otherwise allowed to be used by persons or businesses other than the principal person or business of a tenant space are not considered tenant spaces in the context of this chapter.

“U”

“Unshielded lighting” means an external illumination source which is exposed to view from a publicly accessible area.

“W”

“Wall sign” means a sign which is attached parallel to or painted on a wall, including parapet or canopy fascia, or a building.

“Width of sign” means the total horizontal dimension of a sign, including all frames or structures.

“Window” means the entire window unit including individual sashes or panes that might otherwise divide the area between the head, jamb and sill; except that in commercial storefront window assemblies, a single “window” is the glass area between each mullion that divides the window assembly, whether installed as a single piece of glass or as multiple pieces of glass divided by muntins.

“Window sign” means a sign that is attached to or is intended to be seen in, on or through a window of a building and is visible from the exterior of the window.

SECTION 6. Corrections. Upon the approval of the city attorney, the city clerk and/or code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

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

SECTION 8. Publication. This Ordinance shall be published by an approved summary consisting of the title.

SECTION 9. Effective Date. This Ordinance shall take effect and be in full force and effect five days after publication, as provided by 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 _____ day of _____ 2022.

_____
Robert Putaansuu, Mayor

ATTEST:

SPONSOR:

_____
Brandy Wallace, MMC, City Clerk

_____
Scott Diener, Councilmember

APPROVED AS TO FORM:

_____
Charlotte A. Archer, City Attorney

PUBLISHED:
EFFECTIVE DATE:

CITY OF PORT ORCHARD
DEPARTMENT OF COMMUNITY DEVELOPMENT

216 Prospect Street, Port Orchard, WA 98366
Ph.: (360) 874-5533 • FAX: (360) 876-4980

PLANNING COMMISSION STAFF REPORT

Agenda Item No:	5(b)	**Meeting Date:**	November 1, 2022
Subject:	Discussion: Annual Housekeeping Amendments	**Prepared by:**	Nick Bond, Development Director

Issue: DCD staff continually tracks errors, inconsistencies, outdated references, and omissions in Title 20 POMC (Unified Land Use and Development Code) and gathers these into one corrections ordinance each year – generally known as the annual Title 20 "housekeeping ordinance". These proposed corrections to Title 20 for 2022 have been identified and the proposed action for the Planning Commission's review.

Staff introduced the code sections identified to be addressed in the 2022 Housekeeping Ordinance at the September 6, 2022 Planning Commission meeting. At the October 4, 2022 Planning Commission meeting staff provided an explanatory document listing each correction in numerical order, in redline strikeout/underline format, with explanations at the head of each change. The Planning Commission directed staff to schedule a public hearing regarding amendments at the November 1, 2022 Planning Commission Meeting.

Staff discussed the housekeeping amendments with the Land Use Committee on October 19, 2022 where the Committee directed staff to continue with the current proposal as drafted. Staff notified the Department of Commerce of the proposed changes on October 14, 2022 and requested an expedited 15-day review for comment after the issuance of a SEPA Determination of Nonsignificance on October 14, 2022.

Public notice for the tonight's public hearing was properly noticed consistent with the requirements of POMC 20.25 on October 14, 2022. As of the date of Report preparation, the Department of Community Development has not received comments regarding the proposed code amendment.

The proposed language to be included in the ordinance, are presented for the Planning Commission's review and recommendation to the City Council.

Recommendation: Staff recommends approval of the proposed amendments to Titles 5, 10, and 20 of the Port Orchard Municipal Code for Housekeeping purposes; repealing Section 5.88.010 POMC and Chapter 10.96 POMC; amending the following sections of the POMC: 20.31.010, 20.32.010, 20.39.250, 20.39.355, 20.100.070, 20.124.040, 20.127.160, 20.127.330, 20.180.040 and 20.200.018 as presented.

Suggested Motion: "I move to recommend that the City Council approve an ordinance amending in Port Orchard Municipal Code to Titles 5, 10, and 20 for Housekeeping purposes, as presented."

Attachments: Ordinance amending POMC Titles 5, 10, and 20 for Housekeeping purposes

ORDINANCE NO. __ -22

AN ORDINANCE OF THE CITY OF PORT ORCHARD, WASHINGTON, ADOPTING MINOR REVISIONS AND CORRECTIONS TO TITLES 5, 10, AND 20 OF THE PORT ORCHARD MUNICIPAL CODE (POMC) FOR HOUSEKEEPING PURPOSES; REPEALING SECTION 5.88.010 POMC AND CHAPTER 10.96 POMC; AMENDING THE FOLLOWING SECTIONS OF THE POMC: 20.31.010, 20.32.010, 20.39.250, 20.39.355, 20.100.070, 20.124.040, 20.127.160, 20.127.330, 20.180.040 AND 20.200.018; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on June 13, 2017, the Port Orchard City Council adopted ordinance 019-17 establishing a new unified development code (Title 20 POMC); and

WHEREAS, since the adoption of ordinance 019-17, on an annual basis the City has docketed, considered and adopted amendments to Title 20, to correct minor errors and internal conflicts and to clarify development regulations, pursuant to Chapter 20.06.020(7); and

WHEREAS, the City may adopt amendments to the City's development regulations pursuant to RCW 36.70A.106**;** and

WHEREAS, on October 14, 2022, the City submitted to the Department of Commerce a request for expedited review of the proposed minor revisions and corrections to Title 20, pursuant to RCW 36.70A.106(3)(b); and

WHEREAS, on October 14, 2022, the City's SEPA official issued a determination of non-significance for the proposed adoption of minor revisions and corrections to Title 5, 10 and 20, and there have been no appeals; and

WHEREAS, on October 19, 2022, the City Council's Land Use committee reviewed the proposed minor revisions and corrections to Title 5, 10 and 20, and directed staff to bring an ordinance to the full Council for review; and

WHEREAS, on November 1, 2022, the Planning Commission held a duly-noticed public hearing on the proposed adoption of minor revisions and corrections to Titles 5, 10, and 20, and **public testimony was received**, and the Planning Commission recommended approval of the proposed ordinance; and

WHEREAS, the City Council, after careful consideration of the recommendation from

the Planning Commission, all public comment, and the Ordinance, finds that this Ordinance is consistent with the City's Comprehensive Plan and development regulations, the Growth Management Act, Chapter 36.70A RCW, and that the amendments herein are in the best interests of the residents of the City and further advance the public health, safety and welfare; **now, therefore,**

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

SECTION 1. The City Council adopts all of the "Whereas" sections of this ordinance as findings in support of this ordinance.

SECTION 2. The Port Orchard Municipal Code, Section 5.88.010, is hereby repealed in its entirety.

SECTION 3. The Port Orchard Municipal Code, Chapter 10.96, is hereby repealed in its entirety.

SECTION 4. The Port Orchard Municipal Code, Section 20.31.010, is hereby amended to read as follows:

20.31.010 Zones established.

(1) The following zones are hereby established:
(a) Greenbelt (GB).
(b) Residential 1 (R1).
(c) Residential 2 (R2).
(d) Residential 3 (R3).
(e) Residential 4 (R4).
(f) Residential 5 (R5).
(g) Residential 6 (R6).
(h) Residential mixed use (RMU).
(i) Neighborhood mixed use (NMU).
(j) Commercial mixed use (CMU).
(k) Business professional mixed use (BPMU).
(l) Downtown mixed use (DMU).
(m) (Downtown) Gateway mixed use (GMU).
(n) Commercial corridor (CC).
(o) Commercial heavy (CH).

(p) Industrial flex (IF).
(q) Light industrial (LI).
(r) Heavy industrial (HI).
(s) Civic institutional (CI).
(t) Parks and recreation (PR).
(u) Public facilities (PF).

(2) The following overlay districts are hereby established:
(a) View protection overlay district (VPOD).
(b) Downtown height overlay district (DHOD).
(c) Self-storage overlay district (SSOD).
(d) Ruby Creek overlay district (RCOD).
(e) McCormick Village Overlay District (MVOD).

(3) The location and boundaries of the various zones are shown on the city's adopted zoning map and are codified in this title and made a part of this title. Overlay district boundaries may be shown on the city's adopted zoning map, may be codified elsewhere in this code, or be adopted as a standalone map. Changes in the boundaries of the zones or overlay districts, including application or amendment or interim zoning, shall be made by ordinance adopting or amending the zoning map or alternatively in the case of an overlay district, by amending the standalone overlay district map or code section.

(4) Maps may be kept electronically in a geographic information system (GIS). Copies published online or electronically do not constitute originals. Map originals must be kept on file with the Port Orchard city clerk and must indicate the date of the adoption and most recent amendment.

SECTION 5. The Port Orchard Municipal Code, Section 20.32.010, is hereby amended to read as follows:

20.32.010 Building type descriptions.

(1) Detached House.

(a) A building type that accommodates one dwelling unit on an individual lot with yards on all sides. A new manufactured home shall be considered a detached house for the purposes of this title. "New manufactured home" means any manufactured home required to be titled under RCW Title 46, which has not been previously titled to a retail purchaser, and is not a "used mobile home" as defined in RCW 82.45.032(2). A new manufactured home shall be treated as a detached house for the purposes of this title.

(b) Zones where permitted: R1, R2, R3, R6, NMU, BPMU, GB.

(2) Backyard Cottage.

(a) A small self-contained accessory dwelling located on the same lot as a detached house but physically separated.

(b) Zones where permitted: R1, R2, R3, R6, NMU, BPMU, GB.

(3) Cottage Court.

(a) A building type that accommodates five to 12 detached dwelling units organized around an internal shared courtyard.

(b) Zones where permitted: R1, R2, R3, R6, NMU, BPMU.

(4) Duplex: Side-by-Side.

(a) A building type that accommodates two dwelling units on an individual lot separated vertically side by side that share a common wall.

(b) Zones where permitted: R2, R3, NMU, BPMU.

(5) Duplex: Back-to-Back.

(a) A building type that accommodates two dwelling units on an individual lot separated vertically with one unit located directly behind the other unit that share a common wall.

(b) Zones where permitted: R2, R3, NMU, BPMU.

(6) Attached House.

(a) A building type that accommodates two attached dwelling units located on two separate lots that share a common wall along a lot line.

(b) Zones where permitted: R2, R3, NMU, BPMU.

(7) Fourplex.

(a) A building type that accommodates three to four dwelling units vertically or horizontally integrated.

(b) Zones where permitted: R3, R4, R5, NMU.

(8) Townhouse.

(a) A building type that accommodates three or more dwelling units where each unit is separated vertically by a common side wall and located on its own lot. Units cannot be vertically mixed. A subdivision or short subdivision may be required to construct townhouse units.

(b) Zones where permitted: R2 (~~two to~~ three to four dwelling unit buildings only), R3, R4, R5, NMU, CMU, GMU, BPMU.

(9) Apartment.

(a) A building type that accommodates five or more dwelling units vertically and horizontally integrated.

(b) Zones where permitted: R3, R4, R5, NMU, CMU, GMU.

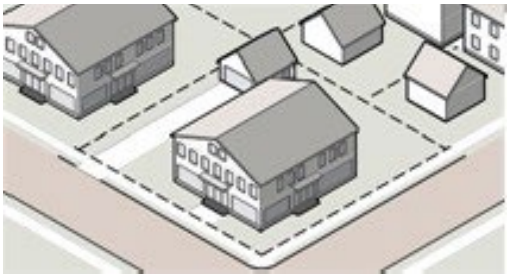
(10) Live-Work.

(a) A building type that accommodates three or more units. Units allow for residential and nonresidential uses in the same physical space. Units may be vertically or horizontally mixed.

(b) Zones where permitted: RMU, NMU, CMU, GMU, DMU, IF, CC.

(11) Shopfront House.

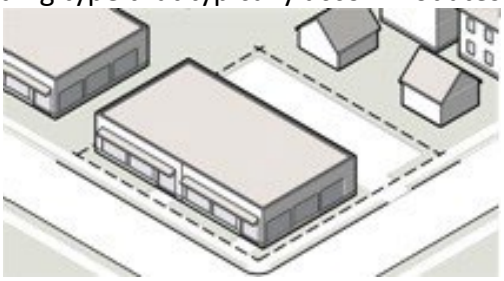
(a) A building type that typically accommodates ground floor retail, office or commercial uses with upper-story residential or office uses at a scale that complements the existing residential character of the area.



(b) Zones where permitted: NMU, CMU, RMU, GMU, CC, BPMU.

(12) Single-Story Shopfront.

(a) A single-story building type that typically accommodates retail or commercial uses.



(b) Zones where permitted: CMU, CC, CH, DMU, GMU.

(13) Mixed Use Shopfront.

(a) A building type that typically accommodates ground floor retail, office or commercial uses with upper-story residential or office uses.

(b) Zones where permitted: BPMU, CMU, DMU, CC.

(14) General Building.

(a) A building type that typically accommodates ground floor retail, office, or commercial uses with upper-story residential or office uses.

(b) Zones where permitted: BPMU, CMU, GMU, CC, CH, IF, IL, IH, CI, PR, PF.

(15) Manufactured or Mobile Home Park.

(a) A cluster of manufactured or mobile homes configured such that more than one mobile home is located on a lot, parcel, or tract. A manufactured or mobile home park typically features land or unsubdivided lots leased or rented by the manufactured or mobile home owner.

(b) Zones where permitted: none. New manufactured or mobile home parks are not permitted. Existing legal nonconforming manufactured or mobile home parks may be maintained and the homes therein may be replaced.

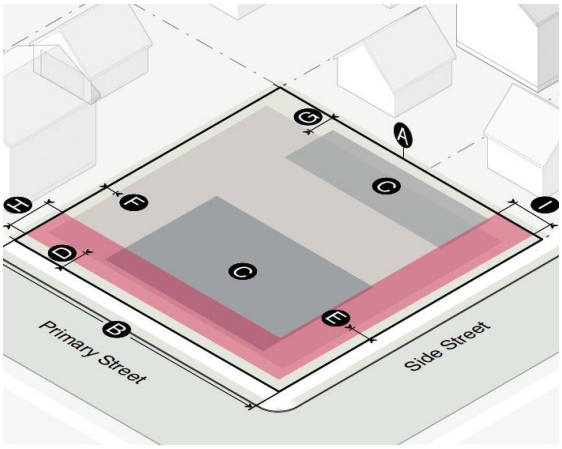
(16) Accessory Building.

(a) An accessory building is any building of which the form and use are subordinate in both purpose and size, incidental to and customarily associated with a permitted principal building and use located on the same lot.

SECTION 6. The Port Orchard Municipal Code, Section 20.32.090, is hereby amended to read as follows:

20.32.090 Townhouse.

(1) Definition. A building type that accommodates ~~two~~ three or more dwelling units where each unit is separated vertically by a common side wall and located on its own lot. Units cannot be vertically mixed. A subdivision or short subdivision may be required to construct townhome units.
(2) Districts where allowed: R2 (three to four unit residential attached only), R3, R4, R5, RMU, NMU, CMU, GMU, BPMU.



(3) Lot and Placement.

(a) Minimum site area: 5,000 square feet minimum.

(b) Minimum site width: 70 feet.

(c) Minimum lot area: set by district.

(d) Minimum lot width: set by district.

(e) Maximum lot coverage: set by district.

(f) Primary street setback: set by district.

(g) Side street setback: set by district.

(h) Side interior setback: set by district.

(i) Rear setback: set by district.

(4) Dwellings allowed per site/lot: one minimum, no maximum.

(5) Build-to Zone (BTZ).

(a) Building facade in primary street BTZ: set by district.

(b) Building facade in secondary street BTZ: set by district.

(6) Height and Form.

(a) Maximum principal building height: three stories/35 feet maximum.

(b) Accessory structure: 24 feet maximum.

(c) Minimum ground floor elevation: two feet minimum.
(d) Unit width: 20 feet minimum.
(e) Number of units permitted in a row: six maximum.
(f) Transparency ground story: 20 percent minimum.
(g) Transparency upper story: 20 percent minimum.
(h) Blank wall area: 35 feet maximum.
(i) Pedestrian Access.
(i) Entrance facing primary street: required.
(j) Building Elements Allowed.
(i) Awning/Canopy. See POMC 20.122.020.
(ii) Balcony. See POMC 20.122.030.
(iii) Porch. See POMC 20.122.060.
(iv) Stoop. See POMC 20.122.070.
(k) Parking Location.
(i) Front/corner yard restrictions: not allowed in front/corner yards.
(ii) Garage door restrictions. See POMC 20.139.015.

SECTION 7. The Port Orchard Municipal Code, Section 20.39.250, is hereby amended to read as follows:

20.39.250 Parks and open space.
(1) Defined. Uses focusing on natural areas consisting mostly of vegetation, passive or active outdoor recreation areas, and having few structures. Parks and open space includes the following:

(~~2~~a) Golf Course. A golf course is a public or private recreational facility that contains a golf course, and may contain ancillary facilities such as a driving range, pro shop, storage and maintenance buildings, clubhouse, meeting rooms and restaurant.

(~~3~~b) Cemetery. Land or structures used for burial or internment of the dead. For purposes of this code, pet cemeteries are considered a subclassification of this use.

(~~4~~c) Park, Recreation Field. An area used for outdoor play or recreation, often containing recreational equipment such as slides, swings, climbing frames, ballfields, soccer fields, basketball courts, swimming pools, and tennis courts. May include passive and active recreation.

SECTION 8. The Port Orchard Municipal Code, Section 20.39.335, is hereby amended to read as follows:

20.39.355 Personal services.
(1) Defined. A facility involved in providing personal or repair services to the general public.

Personal services include, but are not limited to, the following:

(a) Beauty, hair or nail salon;

(b) Catering establishment;

(c) Cleaning establishment, dry-cleaning or laundry drop-off facility, laundromat, washeteria;

(d) Copy center, printing, binding, photocopying, blueprinting, mailing service;

(e) Funeral home, funeral parlor, mortuary, undertaking establishment, crematorium;

(f) Landscaping services;

(g) Locksmith;

(h) Optometrist;

(i) Palmist, psychic, medium, fortunetelling;

(j) Repair of appliances, bicycles, canvas product, clocks, computers, jewelry, musical instruments, office equipment, radios, shoes, televisions, watch or similar items;

(k) Tailor, milliner or upholsterer;

(l) Tattoo parlor or body piercing;

(m) Taxidermist;

(n) Tutoring; ~~and~~

(o) Wedding chapel~~.~~; and

(p) Massage parlor

SECTION 9. The Port Orchard Municipal Code, Section 20.39.335, is hereby amended to read as follows:

20.100.070 Cul-de-sac streets.

Except where projecting into adjacent unsubdivided areas, any street having only one vehicular access to another street shall be terminated by a permanent turnaround. Standards for both the turnaround and its street approach are set forth within this section. Exceptions to these standards shall be discouraged due to firefighting and solid waste collection requirements. Any turnaround, either temporary or permanent, that does not meet these requirements shall be permanently signed for no parking or marked as a fire lane in accordance with the adopted PWESS.

(1) That portion of any street extending from an intersection to a turnaround shall be improved and rights-of-way platted with the minimal dimensions provided in Table 20.100.070(1) below.

Table 20.100.070(1): Width for Cul-de-sac Streets for Certain Activities

Activity Served	Paving Width*	Right-of-Way Width	Additional Requirements
Less than 12 dwellings	~~32'~~20'	~~52'~~45'	300 feet maximum length
12 – 25 dwelling	~~34'~~20'	~~56'~~45'	450 feet maximum

units			length – Single-family, duplex only**
Nonresidential zoning districts (except as otherwise specified)	~~36'~~26'	~~56'~~52'	300 feet maximum length
Industrial districts	~~40'~~26'	~~62'~~52'	300 feet maximum length

* Measured from the front of adjoining curbs.

** Cul-de-sacs (dead-end streets) serving triplex, quadraplex and higher density multifamily uses shall be discouraged. Exceptions may be granted by the hearing examiner where no alternative exists and meeting the industrial districts standard or in infill development situations.

(2) The turnaround portion of any cul-de-sac shall be improved, and rights-of-way platted, as prescribed below:

Table 20.100.070(2): Width for Cul-de-sac Turnarounds for Certain Activities

Activity Served	Paving Width*	Right-of-Way Width	~~Additional Requirements***~~
Residential and nonresidential zoning districts (except as otherwise specified)	90' diameter	110' diameter ~~or 100' with 10' utility and sidewalk easement**~~	~~Shall be a min. of 10' of ROW or ROW/Easement Combination behind curb~~
Industrial districts	~~100'~~ 96' diameter	120' diameter	

* Measured to front of adjoining curbs.

~~** Seven feet to provide room for fire hydrants and other utilities, streetlights and traffic/no parking signs, and satisfy ADA compliance.~~

~~*** Or in accordance with the engineering standards and specifications.~~

SECTION 10. The Port Orchard Municipal Code, Section 20.124.040, is hereby amended to read as follows:

20.124.040 Bicycle parking required.

(1) Bicycle parking facilities shall be provided for new buildings or facilities, additions to or enlargements of existing buildings, or for changes in the use of buildings or facilities that result in the need for additional auto parking facilities in accordance with the parking requirements in POMC 20.124.140 and where required in Table 20.124.140. The director is authorized to

approve modifications to these standards when the applicant successfully demonstrates that the proposed alternative layout, location, design or type of racking meets the intent of these standards.

(2) The number of required bicycle parking spaces shall be calculated as shown in Table 20.124.140.

(3) Individual bicycle parking spaces shall be a minimum of 75 inches long by 24 inches wide for each space. Where double-sided multi-racks are utilized resulting in overlapping of bicycle parking spaces, the minimum bicycle parking space for two bicycles shall be 100 inches long by 36 inches wide.

(4) Bicycle parking racks shall be located in areas visible from public right-of-way and shall be provided with adequate lighting if intended for use after dark. A minimum of 50 percent of the required number of bicycle parking spaces shall be located within 50 feet of a public entrance to the building requiring bicycle parking spaces.

(5) Bicycle parking racks shall support the bikes in a stable, upright position, without damage to wheels, frame or other components.

(6) Bicycle parking racks shall support the frame of the bicycle at two points of contact and at least one wheel. Racks shall allow the frame and one wheel to be locked to the rack, regardless of whether the front wheel is removed or not. Racks shall be securely anchored. Racks shall accommodate a wide variety of sizes and types of bicycles, including those with water bottles or without kick stands.

(7) Bicycle parking racks shall be permanently mounted/installed within private property on solid surfaces. Racks placed adjacent to sidewalks shall not encroach upon required pedestrian access ways, accessible routes or accessible passing space areas.

(8) Access shall be provided to each required bicycle parking space. Aisles shall have a width of at least three feet to the front, rear or side of the bicycle parking spaces.

(9) Racks shall be placed a minimum of 24 inches away from walls and other elements that may create an obstacle to accessing the bike parking spaces.

(10) Where the required bicycle parking spaces cannot be properly located upon the property generating the need for bicycle parking, the owner or applicant of the property generating the need for bicycle parking may apply for a street use from the city for permission to locate the bicycle parking on city right-of-way.

(11) New and existing nonresidential uses, buildings and facilities may substitute up to 10 percent of the required vehicular spaces for additional bike parking. Substitutions shall be made based on one vehicular parking space for at least six bicycle parking spaces.

SECTION 11. The Port Orchard Municipal Code, Section 20.127.160, is hereby amended to read as follows:

20.127.160 Landscaped block frontage standards.

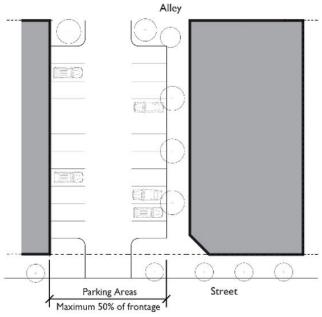
(1) Description/Purpose. The landscaped block frontage designation emphasizes landscaped frontages and clear pedestrian connections between buildings and the sidewalk and serves the purpose of including attractive vegetation within the streetscape. This designation applies to all streets designated landscaped in POMC 20.127.130, Community design framework maps, and ~~the~~ all development in residential zones.

Figure 20.127.160(1)
Landscaped Block Frontage Vision and Key Standards

(2) Standards. All development as set forth in POMC 20.127.130 on sites containing a landscaped block frontage designation must comply with the following standards (on applicable block frontages):

Table 20.127.160(2)
Landscaped Block Frontage Standards

Element	Standards	Examples and Notes
Building placement	10-foot minimum front setback, except where greater setbacks are specified in the district in Chapter 20.122 POMC or where future right-of-way need and/or acquisitions have been identified in city plans. ⇒	See POMC 20.127.230 for special design provisions associated with ground level residential uses adjacent to a sidewalk.
Building entrances	Building entrances must be visible and directly accessible from the street. ⇒ For uses that front on multiple mixed designated block frontages, an entry	

	along both streets is encouraged, but not required.	
Facade transparency	25 percent minimum for buildings design with ground level nonresidential uses. ⇒ 20 percent minimum for residential uses. ⇒ Windows must be provided on all habitable floors of the facade.	Also see POMC 20.127.140 for additional clarification on transparency standards.  Facade transparency example.
Weather protection	Provide weather protection at least three feet deep over primary business and residential entries.	
Parking location Also see Chapter 20.124 POMC for related parking requirements	Parking must be placed to the side, rear, below or above uses. For multi-building developments, surface and structured parking areas (ground floor) are limited to no more than 50 percent of the street frontage. Private or shared garage entries must occupy no more than 50 percent of facade width. Provide a 10-foot minimum buffer of landscaping between the street and off-street parking areas meeting the standards of Chapter	

	20.128 POMC. ⇒	
Landscaping Also see Chapter 20.128 POMC for related landscaping standards	The area between the street and building must be landscaped, private porch or patio space, and/or pedestrian-oriented space. For setbacks adjacent to buildings with windows, provide low level landscaping that maintains views between the building and the street. Also provide plant materials that screen any blank walls and add visual interest at both the pedestrian scale and motorist scale. For extended wall areas, provide for a diversity of plant materials and textures to maintain visual interest from a pedestrian scale.	 Example of low level landscaping that screens foundation walls, provides visual interest, and maintains views from dwelling units to the street.
Sidewalk width	Six-foot minimum sidewalks are required. Wider sidewalks may be required where designated in other code sections or in the public works standards.	

(3) Departure Criteria. Departures from the above standards that feature the ⇒ symbol will be considered by the reviewing authority (the director or hearing examiner, as appropriate), provided the alternative proposal meets the purpose of the standards, plus the following criteria:

(a) Building Entrances. Block frontages with steep slopes and/or those facing busy arterial streets and very limited pedestrian traffic may warrant some flexibility to this standard (particularly in residential districts).

(b) Facade Transparency. The proposed alternative design treatment of facade area between ground level windows provides visual interest to the pedestrian and mitigates impacts of any blank wall areas. No less than 40 percent of the facade between 30 inches and 10 feet above the sidewalk may be approved with a departure.

(c) Parking Location. There must be an acceptable tradeoff in terms of the amount and quality of landscaped area that is integrated with the development and the applicable parking location departure. Plus, the alternative must include design features to successfully mitigate the visual impact of additional parking areas along designated landscaped streets.

SECTION 12. The Port Orchard Municipal Code, Section 20.127.330, is hereby amended to read as follows:

20.127.330 Nonmotorized circulation and design.

(1) Purpose.

(a) To improve the pedestrian and bicycling environment by making it easier, safer, and more comfortable to walk or ride among residences, to businesses, to the street sidewalk, to transit stops, through parking lots, to adjacent properties, and to connections throughout the city.

(b) To enhance access to on- and off-site areas and pedestrian/bicycle paths.

(2) Access to Sidewalk. All buildings must feature pedestrian connections to a sidewalk per applicable block frontage standards in Article II of this chapter. See subsection (4) of this section for access design requirements.

Figure 20.127.330(2)
Examples of Direct Pedestrian Access to Buildings from the Street

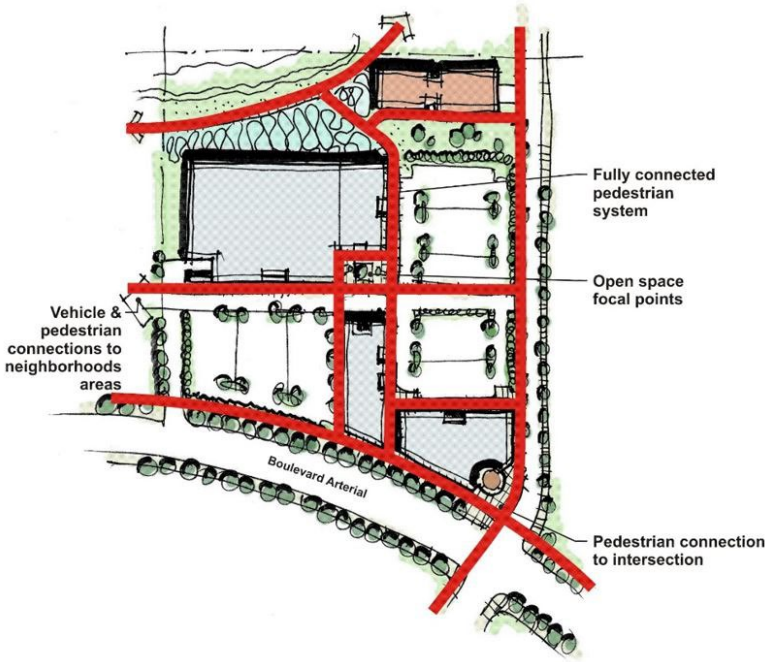
(3) Internal Circulation.

(a) For sites with multiple buildings, pedestrian paths or walkways connecting businesses and residential entries on the same development site must be provided. Routes that minimize walking distances must be utilized to the extent practical.

Departures will be allowed where steep slopes prevent a direct connection or where an indirect route would enhance the design and/or use of a common usable open space. See subsection (4)

of this section for walkway design standards.

Figure 20.127.330(3)(a)
Internal and External Pedestrian Connections Are Important

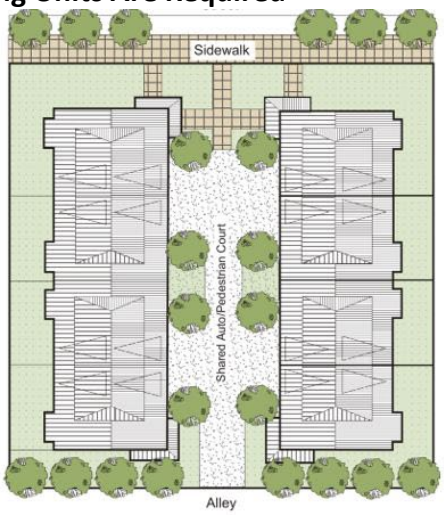


(b) Sites with Residential Units. Provide direct pedestrian access between all ground related unit entries and a public street or to a clearly marked walkway network or open space that has direct access to a public street. Residential developments must provide a pedestrian circulation network that connects all main entrances on the site to other areas of the site, such as:

(i) Parking areas.
(ii) Recreational areas.
(iii) Common outdoor areas.
(iv) Any pedestrian amenities.

For townhouses or other residential units fronting the street, the sidewalk may be used to meet this standard.

Figure 20.127.330(3)(b)(i)
Direct Walkways between the Street and Dwelling Units Are Required



The entries of the example on the left connect directly to a public sidewalk while the entries in the right example connect to a common path that extends to the sidewalk.

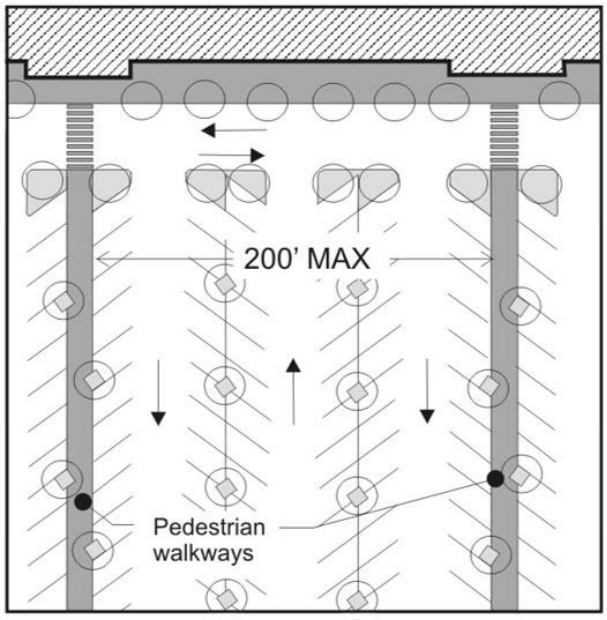
Figure 20.127.330(3)(b)(ii)
Examples of Attractive Pedestrian Connection through a Residential Development

(c) Crosswalks are required when a walkway crosses an on-site paved area accessible to vehicles. Crosswalks must contain contrasting material (such as concrete) and/or patterns (such as stamped asphalt), excluding painted surfaces.

(d) Pedestrian Walkways through Parking Lots. Developments with 50 parking spaces or more must provide specially marked or paved walkways through parking areas. At least one walkway must be provided every four rows of parking or at a maximum spacing of 200 feet. The walkways must provide a safe connection to the building entrance and meet the walkway

design standards set forth in subsection (4) of this section. See examples below.

Figure 20.127.330(3)(d)
Parking Area Walkway Standards and Examples



Note the location of the parking lot walkway in the upper right example (connecting shops in one building to the main entry of a grocery store).

Note in both examples that the concrete walkway extends into the vehicular area to provide a highly visible and safe crosswalk.

(e) Connections to Adjacent Properties (Including Parks and Trails). Except for when adjacent properties have less than five dwelling units, provide pedestrian walkways that connect to adjacent properties. Public sidewalks in the right-of-way shall not count towards this requirement.

Departures will be allowed where it is determined that internal connections are not necessary or practical due to shallow lot depths, steep slopes, or other contextual challenges.

(f) Barriers that limit future pedestrian access are prohibited. Gates that limit access to employees are permitted. See subsection (4) of this section for walkway design standards.

(4) Walkway Design.

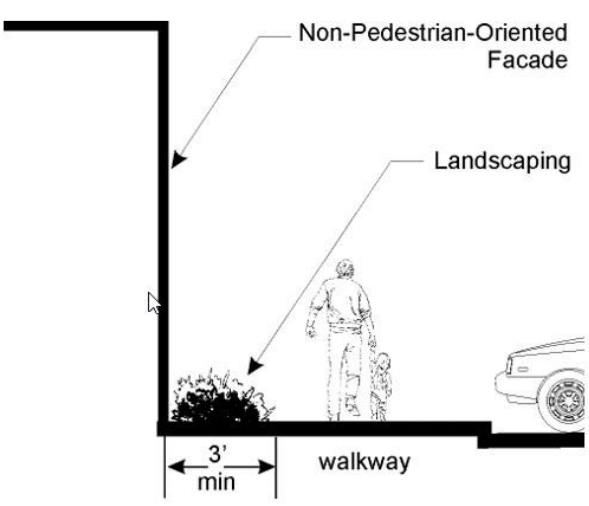
(a) All internal pedestrian walkways must have a minimum five-foot-wide unobstructed walking surface, except where wider walkways are prescribed in this article or where the applicable uses and context dictate wider walkways.

(b) Where parking is adjacent to perpendicular or angled parking and does not utilize wheel stops as described in POMC 20.124.100, an extra two feet of walkway width must be provided to mitigate for parked vehicles overhanging the walkway.

(c) Pedestrian walks must be separated from structures at least three feet for landscaping except where the adjacent building facade meets the storefront block frontage standards per POMC 20.127.120(2).

Departures will be considered where other landscaping and/or facade design treatments to provide attractive walkways are proposed. Examples include sculptural, mosaic, bas-relief artwork, or other decorative treatments that meet the purpose. Figure 20.127.330(4)(c) below provides one example.

Figure 20.127.330(4)(c)
Standards for Internal Walkways Adjacent to Buildings



Internal walkways adjacent to building walls that do not meet storefront facade standards must provide at least three feet of landscaping to enhance the character of the walkway. The reviewing authority will consider alternative treatments, such as decorative walls (right example).

(d) Walkway design where multi-tenant commercial or mixed use buildings 100 feet or

more in length abut parking lots. Such walkways must feature a 12-foot wide sidewalk with:

(i) Eight feet minimum unobstructed width.

(ii) Trees, as approved by the director or hearing examiner, placed at an average of 50 feet on-center and placed in grates or in planting strips as set forth in subsection (4)(d)(iii) of this section.

Departure: Breaks in the tree coverage will be allowed near major building entries to enhance visibility.

(iii) Planting strips may be used between any vehicle access or parking area and the walkway; provided, that the trees required above are included and the walkway meets the applicable width standards herein and the combined walkway and planting strip is at least 12 feet wide.

(iv) See also POMC 20.127.340(4), internal roadway design.

Figure 20.127.330(4)(d)
Example of a Successful Pedestrian Sidewalk between Parking Lot and Storefront

SECTION 13. The Port Orchard Municipal Code, Section 20.180.040, is hereby amended to read as follows:

20.180.004 Exempt development.

(1) No development activity shall be exempt from the requirements of this chapter, unless the permit is listed below. The following types of permits are not subject to the capacity reservation

certificate (CRC) process because they do not create additional long-term impacts on transportation facilities, additional sewer capacity in the city's waste water treatment plant, or a need for more potable water from the city's water system:

(a) Administrative interpretations;
(b) Sign permit;
(c) Street vacations;
(d) Demolition permit;
(e) Street use permit;
(f) Interior alterations of a structure with no change in use;
(g) Excavation/clearing permit;
(h) Hydrant use permit;
(i) Right-of-way permit;
(j) Single-family remodeling with no change of use;
(k) Plumbing permit;
(l) Electrical permit;
(m) Mechanical permit;
(n) Excavation permit;
(o) Sewer connection permit;
(p) Driveway or street access permit;
(q) Grading permit;
(r) Tenant improvement permit <u>with no change in use</u>;
(s) Fire code permit;
(t) Design review.

Notwithstanding the above, if any of the above permit applications will generate any new p.m. peak hour trips, require additional sewer capacity, or increase water consumption, such application shall not be exempt from the requirements of this chapter.

(2) Transportation. This chapter shall apply to all applications for development or redevelopment if the proposal or use will generate any new p.m. peak-hour trips. Every application for development shall be accompanied by a capacity reservation certificate application. Developments or redevelopments that will generate one or more new projected vehicle trips that will pass through an intersection or roadway section identified with a level of service below the acceptable level noted in the transportation element in the city's comprehensive plan, or that will generate 15 or more new p.m. peak hour trips, shall also be required to submit information for a traffic report pursuant to POMC 20.180.011(2)(b).

(3) Water. This chapter shall apply to all applications for development or redevelopment if the proposal or use requires water from the city's water system (not West Sound Utilities). In addition, this chapter shall apply to existing developments to the extent that the property owner requires water for a use not disclosed on a previously submitted water service application or a previously submitted application for a capacity reservation certificate.

(4) Sewer. This chapter shall apply to all applications for development or redevelopment if the proposal or use requires sewer from the city's sewer system (not West Sound Utilities). In addition, this chapter shall apply to existing developments to the extent that the property owner requires sewer for a use not disclosed on a previously approved request for sewer service or a previously approved application for a capacity reservation certificate.

SECTION 14. The Port Orchard Municipal Code, Section 20.200.018, is hereby amended to read as follows:

20.200.018 Appeals.

Whenever the fire code authority shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the codes do not apply or that the true intent and meaning of the codes have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire authority within 30 days from the date of the decision in accordance with Section ~~108~~ 113 of the 2018 Edition of the International Fire Code, as adopted herein.

SECTION 15. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of constitutionality of any other section, sentence, clause or phrase of this ordinance.

SECTION 16. Corrections. Upon the approval of the city attorney, the city clerk and/or code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

SECTION 17. Effective Date. This ordinance shall be published in the official newspaper of the city and shall take full force and effect five (5) days after the date of publication. A summary of this ordinance in the form of the ordinance title may be published in lieu of publishing the ordinance in its entirety.

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 **th day of ** 2022.

Robert Putaansuu, Mayor

ATTEST:

Brandy Wallace, MMC, City Clerk

APPROVED AS TO FORM:

Charlotte A. Archer, City Attorney

Sponsored by:

Scott Diener, Councilmember

PUBLISHED:

EFFECTIVE DATE:

CITY OF PORT ORCHARD
DEPARTMENT OF COMMUNITY DEVELOPMENT

216 Prospect Street, Port Orchard, WA 98366
Ph.: (360) 874-5533 • FAX: (360) 876-4980

PLANNING COMMISSION STAFF REPORT

Agenda Item No:	5(c)	**Meeting Date:**	November 1, 2022
Subject:	Revisions to POMC 20.132 – Temporary Signage	**Prepared by:**	Nick Bond, Development Director

Issue: On June 27, 2017, the City of Port Orchard adopted a sign code which is consistent with the Reed v. Town of Gilbert Decision issued by the Supreme Court of the United States (SCOTUS) in 2015. Port Orchard's current content-neutral sign regulations address signage type, size, placement, and design.

The current regulations allow temporary signage as defined in Port Orchard Municipal Code (POMC) 20.132.290 to be placed within public right-of-way outside of the roadway provided the temporary signage placement is consistent with the regulations of POMC 20.132.270. Currently, regulations are not in place to allow City staff to remove temporary signage unless the placement, size or material is inconsistent with the minimum code requirements. City staff cannot remove dilapidated signage as POMC 20.132.270 indicates the person responsible for placement of the sign is also responsible for its removal.

Recently, staff has been made aware of a significant amount of temporary signage in public right-of-way. POMC 20.132 does not regulate or have measures to enforce temporary signage removal, such as the signage shown in the attached exhibit. Temporary signage that meets the standards outlined in POMC 20.132.270 does not require a permit.

At the September 6th Planning Commission meeting, DCD staff asked for guidance on how they would like staff to proceed. The Planning Commission concluded that revisions should be made to POMC 20.132, and that Planning Commissioners would like staff to gather examples from other jurisdictions to review the manner temporary signage is regulated in other communities.

At the October 4th Planning Commission meeting, DCD staff compiled examples from other jurisdictions to receive further guidance on which, out of the examples provided, would be appropriate to include in the revisions to POMC 20.132.270. Planning Commissioners directed Staff to draft an ordinance that includes the favored examples from other jurisdictions. Staff began the process of drafting an ordinance and would like the Commission's guidance on details regarding permit logistics, such as cost, duration of permit, sign limit.

At the October 19th Land Use Committee meeting, staff shared that with guidance from the Planning Commission, staff compiled examples from other jurisdictions' adopted code and is currently drafting regulations to address temporary signage. The Land Use Committee seemed generally receptive to the

direction that staff received from the Planning Commission. The committee requested to review the draft language after Planning Commission recommendation and prior to City Council action.

A draft ordinance has been compiled based on Planning Commission's direction and other jurisdictions' adopted code. The draft ordinance is presented for the Planning Commission to review the materials, continue discussion, and provide direction to staff on possible code amendments regarding the details listed below.

Outstanding issues as we draft an ordinance amending POMC 20.132 are:

- Duration of Temporary Sign Permit
- Number of signs per applicant limit
- Location requirements

The Planning Commission is requested to hold a public hearing at the December 6th, 2022 Planning Commission meeting.

Recommendation: The Planning Commission should review the proposed revisions to 20.132 prior to scheduling a public hearing. Staff recommends that a public hearing be scheduled for December 6th, 2022, on the proposed amendment.

Attachments: Redline Draft POMC 20.132.270 Temporary Signage Code

20.132.270 Temporary signs.

~~(1) No Permit Required. A temporary sign does not require a sign permit but shall comply with the following standards:~~

(1) Permitting. All temporary signs shall have an approved city permit attached to the sign face. The permit, a sticker showing an expiration date, must be affixed to each temporary sign. Temporary Sign Permits are Type I permits. Permits can be acquired through the Department of Community Development. Permits are valid for XXX days at a time. All signs with expired permits or no permit attached will be removed.

~~(2) Removal. Temporary signs shall be removed if the sign is in need of repair, is worn, dilapidated or creates a public nuisance.~~

(2) Removal. Temporary signs with expired permits or no permit attached shall be removed. Temporary signs shall be removed if the sign is in need of repair, is worn, dilapidated or creates a public nuisance.

(3) Materials. See POMC 20.132.100, Sign materials, and the definition of "temporary sign" in POMC 20.132.290, Definitions.

(4) City Property (Excluding City Right-of-Way). Temporary signs on city-owned property (excluding city right-of-way) are allowed only in conjunction with an approved special event permit.

(5) City Right-of-Way Outside of the Roadway. Temporary signs are prohibited in the roadway. Temporary signs on city right-of-way placed outside of the roadway must comply with the following requirements:

(a) Location. Allowed only between the property line and the back of the nearest curb, or where no curb exists, between the property line and the nearest edge of the roadway pavement. Signs may not be placed on sidewalks, driveways or other paved areas designed for pedestrian or vehicular use, in roundabouts or center medians, areas of the public right-of-way that are not accessible by a sidewalk, improved pedestrian facility and/or multi-modal pathway or as conditioned in a street use permit.

(b) Approval of Abutting Owner. Approval of the abutting owner is recommended.

(c) Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a street use permit.

(d) Size and Height. Limited to four square feet, and three feet in height.

~~(e) Dilapidated or Nuisance Signs. Any temporary sign in the right-of-way that is dilapidated or a nuisance shall be removed by the person responsible for placement of the sign.~~

(e)~~(f)~~ Other Signs. The city may allow ~~permanent or~~ oversize signs in city rights-of-way for a special event provided the applicant obtains both a street use permit and a special event permit.~~with a street use permit.~~

(6) Residential Zones. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this section and the following:

(a) Window Signs. Limited to no more than one temporary window sign per residential unit, not to exceed four square feet.

(b) Freestanding Signs (Includes Post-Mounted, Stake and Portable Signs).

(i) Single-Family Zones. Each temporary freestanding sign shall not exceed four square feet in size and five feet in height, if the sign is mounted on the ground, and not to exceed three feet in height if the sign is stake-mounted or portable. No more than 32 square feet of temporary freestanding signage may be located on any one site.

(ii) Multifamily Zones. Each temporary freestanding sign shall not exceed six square feet in size and five feet in height if the sign is post-mounted on the ground, and not to exceed three feet in height if the sign is stake-mounted or portable. No more than 32 square feet of temporary freestanding signage may be located on any one site.

(iii) Developments. One post-mounted sign of up to eight feet in height and 32 square feet shall be allowed in association with a residential subdivision, during the period of active site development and construction. Such sign may not be permanently installed, and shall be removed upon completion of construction of all homes in the associated subdivision. If site development or construction ceases or is suspended for a period of more than 180 days, the sign shall be removed until construction or development resumes.

(c) Surface-Mounted Signs. Limited to sites two acres or larger:

(i) Size. The total amount of temporary signage on a site, whether in one sign or multiple signs, must equal no more than 32 square feet.

(ii) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing or abutting the street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

(7) Nonresidential Zones. Temporary signs are allowed on nonresidentially zoned property in accordance with the requirements of this section and the following:

(a) Window Signs. Limited to 25 percent of the window area, subject to the window sign requirements of POMC 20.132.280, Window signs.

(b) Freestanding Signs (Including Post-Mounted, Stake and Portable Signs). One sign per street frontage meeting the following conditions:

Size/height: limited to four square feet and five feet in height if the temporary sign is mounted on the ground, and not to exceed three feet in height if the temporary sign is portable.

(c) Surface-Mounted Signs.

(i) Size. The total amount of temporary signage on a site, whether in one sign or multiple signs, must equal no more than 30 square feet.

(ii) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing the abutting street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

(8) Temporary Signs on Large Properties, Residential or Nonresidentially Zoned Properties. The following temporary signs may be placed on any site at least two acres in size, in accordance with the requirements of this section and the following:

(a) Type. Any type.

(b) Number/Size/Height. One sign per street frontage. Not to exceed 32 square feet and up to eight feet above ground level.

(c) Exclusivity. The sign allowed under this subsection is in lieu of and shall not be displayed with or be in addition to other temporary signs allowed by this section. (Ord. 024-21 § 1; Ord. 024-17 § 2 (Exh. 1)).

CITY OF PORT ORCHARD
DEPARTMENT OF COMMUNITY DEVELOPMENT

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PLANNING COMMISSION STAFF REPORT

Agenda Item No:	5d	**Meeting Date:**	November 4, 2022
Subject:	Discussion: 2024 Comprehensive Plan Periodic Update - Public Participation Plan	**Prepared by:**	Nick Bond, AICP, Development Director

Issue: The Department of Community Development is beginning the 2024 Comprehensive Plan Periodic Update, which is proposed to be adopted by December 2024. Comprehensive Plan updates potentially interest residents in and around Port Orchard, businesses, utility providers and public service providers, staff have prepared a draft Public Participation Program to provide the Comprehensive Plan update a schedule and proposed actions to engage the public in the update process, to indicate how information will be disseminated to a broad range of interested parties, and to provide multiple options for the public to provide comments and other input to reviewing bodies.

The draft Public Participation Program introduces the City's 2024 Comprehensive Plan periodic update schedule, provides the purpose and objectives of the update, and identifies opportunities for the public to provide input through surveys, workshops, and public meetings. Additionally, the program indicates the roles of the public, decision makers and other reviewers, and describes the methods and tools that will be used to obtain public participation.

The draft program has been provided for the Planning Commission's review and input. The proposed public participation plan is presented for the Planning Commission's review. The Planning Commission is requested to hold a public hearing at the November 1 ,2022 Planning Commission meeting. After a recommendation from the Planning Commission the Public Participation Plan and the Planning Commission's recommendation will be forwarded to the City Council for action.

Attachments: Draft Public Participation Program for 2024 Comprehensive Plan Periodic Update

City of Port Orchard 2024 Comprehensive Plan Update

Public Participation Program

City of Port Orchard Department of Community Development
Mailing Address: 216 Prospect St., Port Orchard WA 98366
Physical Address: 720 Prospect Street, Port Orchard
Phone: (360)874-5533
E-mail: planning@cityofportorchard.us
Website: https://www.cityofportorchard.us/2024-comprehensive-plan-periodic-update/
Facebook: https://www.facebook.com/people/City-of-Port-Orchard-Government/100064446051899/

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I. INTRODUCTION

Port Orchard is conducting a periodic review of its Comprehensive Plan as required by the Washington State Growth Management Act (GMA). As a city in Kitsap County, Port Orchard is required to complete its update by December 31, 2024. The entire Comprehensive Plan will be reviewed and updated with review to include the following elements or chapters:

- Introduction
- Land Use
- Housing
- Parks
- Natural Systems
- Climate
- Economic Development
- Utilities
- Transportation
- Capital Facilities
- Appendices

In addition to the review and update of these elements and chapters, the City will also conduct a consistency evaluation to ensure that its development regulations are consistent with the updated comprehensive plan, the Growth Management Act, Vision 2050, and the Kitsap Countywide Planning Policies.

The GMA requires early and continuous public participation in the Comprehensive Plan and Municipal Code Update in RCW 36.70A.140:

Each county and city that is required or chooses to plan under RCW 36.70A.040 shall establish and broadly disseminate to the public a public participation program identifying procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations implementing such plans. The procedures shall provide for broad dissemination of proposals and alternatives, opportunity for written comments, public meetings after effective notice, provision for open discussion, communication programs, information services, and consideration of and response to public comments [...]

The purpose of this document is to identify the City of Port Orchard's public participation objectives, approach, audiences, schedule, and opportunities for public participation. This document may be updated over time to reflect the needs of the Comprehensive Plan and Municipal Code Update project and experiences in early outreach to ensure public participation is effective.

II. OBJECTIVES

The Port Orchard Comprehensive Plan Update Public Participation Objectives include:

- Meeting the public participation goals of the Growth Management Act.

- Offering engaging opportunities to the Port Orchard community to participate in planning and comment on the future of the city.
- Providing objective information to assist the public in understanding issues and solutions.
- Providing opportunities for the public to provide feedback through all phases of the review.
- Using a variety of participation methods (such as meetings, media, social media, mailers, etc.) to offer all residents a variety of ways to participate.
- Making the review inclusive to people of all ages, races, cultures, and genders.
- Making the plan itself easily accessible to residents of the community.
- Asking questions of the community in order to gain new insights about Port Orchard and choices about the Comprehensive Plan polices, regulations, and implementation strategies.
- Identifying GMA requirements, policy trade-offs, and opportunities to voice unique conditions about Port Orchard.

III. APPROACH

The 2016 Comprehensive Plan Periodic Update was a major overhaul of the City's guiding document. In 2024, the City envisions a light refresh of the 2016 document to address regional objectives, changes to state law, and changes in community preferences. The City intends to check in with the public on progress toward achieving previously stated goals while seeking input on how to best achieve regional objectives and implement state law.

The City has hired a team of consultants lead by AHBL, Inc. to assist with the 2024 periodic update. The City has other consultants working on related plans that will be utilized in the comprehensive plan update process including:

- Water System Plan
- Sewer System Plan
- Stormwater System Plan
- Housing Action Plan
- Transportation Plan and Modelling

Other recently completed plans and reports will also inform the planning process and include but are not limited to:

- The 2022 Port Orchard Parks, Recreation, and Open Space Plan
- The 2021 Kitsap County Buildable Lands Report
- The Port Orchard Downtown Subarea Plan
- The Ruby Creek Subarea Plan
- The McCormick Village Subarea Plan
- The South Kitsap School District Capital Facilities Plan
- The West Sound Utilities District Water System Plan
- The West Sound Utilities District General Sewer Plan
- The Blackjack Creek Watershed Assessment Protection and Restoration Plan
- The City's 6- and 20-Year Transportation Improvement Programs
- The Bethel Sedgwick Corridor Plan

The City has a separate contract with Transportation Solutions, Inc. (TSI) to assist with updating the City's transportation model and transportation element, though TSI is also a member of the team led by AHBL. The City is working with other consultants on updates to utility system plans and these system plan updates will be utilized to inform the Utilities Element Update. The City and the consultant team will consult with West Sound Utility District and the City of Bremerton to inform the Utilities Element of the Comprehensive Plan. The Housing Action Plan currently under development using Department of Commerce Grant funds will inform the Housing Element. The entire Comprehensive Plan update process will be Finally, the recently completed Parks, Recreation, and Open Space Plan adopted in 2022 will be used as the basis for the Parks Element.

IV. AUDIENCES

There are several audiences - individuals and agencies - that will participate in the 2024 Port Orchard Comprehensive Plan Update, and each will become engaged in the process in different ways:

- General Public: Port Orchard residents, property owners, and business owners.
- Elected and Appointed Officials: City Councilmembers, Planning Commissioners, Design Review Board Members.
- Non-City Service Providers: West Sound Utility District, City of Bremerton (Water), South Kitsap Fire District, Kitsap Transit, South Kitsap School District, etc.
- Non-governmental Organizations: Chamber of Commerce, Rotary Club of Port Orchard and other service clubs, the Port Orchard Bay Street Association (POBSA), Kitsap Alliance of Property Owners (KAPO), etc.
- State, Regional, and Other Local Governments: Puget Sound Regional Council, Kitsap County, Kitsap Regional Coordinating Council, The Suquamish Tribe, and the cities of Bremerton, Gig Harbor, Poulsbo, and Bainbridge Island, WSDOT, the Department of Commerce, the Department of Ecology, the Port of Bremerton, and the Department of Natural Resources.

V. ROLE OF DECISION MAKERS

City Council: The City Council will provide policy guidance and is the final decision maker for the Comprehensive Plan update. Council members will be notified of public workshops and are invited to participate early on in the planning process. All public workshops will be noticed appropriately so that all Council members are able to fully participate in these events in the event of a quorum. The Council will receive periodic briefings on the update and will review the Planning Commission recommendations on the periodic update to the Comprehensive Plan. Council will hold a public hearing on the final draft periodic update to the Comprehensive Plan prior to taking final action.

Planning Commission: The Planning Commission will provide policy recommendations for the periodic update to the Comprehensive Plan and ensure that the public is involved throughout the process. The Planning Commission will review the draft update on a chapter-by-chapter basis, providing opportunities for public comments while providing feedback and recommendations to the administration. All public workshops will be noticed appropriately so that all Planning Commission members are able to fully participate in these events in the event of a quorum. The Planning Commission shall forward its final recommendation to the City

Council for the periodic update no later than October 31, 2024.

Administration: The Administration will oversee staff and consultant work on the periodic update. They will facilitate public meetings and present draft materials to the Planning Commission and City Council for review. They will revise documents as needed and provide all materials to Planning Commissioners and City Council members in a timely manner.

VI. ROLE OF THE PUBLIC

The Comprehensive Plan is primarily written for and with guidance from the public. It contains their preferences, ideas, and policy objectives. During the update is important to retain the public's interest by making citizen participation as accessible as possible. This will be accomplished through advertising, outreach, stakeholder involvement, and numerous public events.

Goal 11 of the GMA requires citizen participation and coordination: *"Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts."* The Washington State Department of Commerce lists benefits of including citizens in the process:

- Enhances the quality of planning by incorporating a wide variety of information and perspectives.
- Allows communities to make decisions based on shared values.
- Engage citizens in the ownership of local land use challenges and solutions.
- Educates and empowers citizens.
- Supports swift and efficient project implementation.
- Ensures that good plans remain relevant over time.
- Fosters a sense of community, and trust in government.

This Public Participation Program is intended to supplement existing City regulations and procedures for the processing and adoption of policy materials and development regulations.

VII. METHODS AND TOOLS

Techniques for public participation vary in scale, technology, structure, and timing. The primary means of participation will be the traditional public meeting at several key points during the update process. Meetings will likely be held in a hybrid virtual/in-person format to ensure that all members of the public are encouraged to participate. All meetings offering virtual engagement components will be recorded to provide citizens with an opportunity to follow this process at their convenience. Port Orchard has a historical lack of citizen interest in planning processes, so it essential to encourage involvement from as wide an audience and as early as possible.

The following tools will be employed to achieve widespread and ongoing citizen involvement:

- Public open houses and meetings
    - Background presentations, educational lectures, workshops, roundtables, one-on-one interviews, activities, games, etc.
    - Encouragement of participation by attendees
    - Effective notice:
        - Underrepresented groups will be specifically targeted for outreach
        - The date, time, and location of events will be published early enough

and widely enough for all interested citizens to be notified
    - Notice will be published in the City's official newspaper of record
    - Regular press releases will be published ahead of public meetings, and city staff will be available for interested reporters and media outlets
    - Postings in public spaces, social media updates, and email subscription lists
- Focus events
    - Small scale focus groups with underrepresented members of the community (at schools, businesses, neighborhood centers, etc.
    - Presentations and workshops with community organizations and neighboring jurisdictions
- Opportunities for open discussion
    - Speaking sessions and roundtables at meetings
    - Additional public comment periods at Planning Commission, Council, and sub-committee meetings
- Written comments
    - Online meetings
    - Public feedback
    - Online surveys
    - Comment forms available at public meetings
- Surveys
    - Online and paper surveys will be conducted to collect public opinion on a wide range of topics and from a diverse and representative sample.
- Distribution of background information
    - The current Comprehensive Plan and other relevant documents will be easily accessible on the City website and available at the Port Orchard branch of the Kitsap Regional Library.
    - Information will be shared with the Planning Commission, city departments, and regional agencies as needed.
- Public hearings
    - The Planning Commission will conduct public hearings on the draft plan elements and on the final draft plan prior to making a recommendation to the City Council. Written and oral testimony will be accepted at public hearings.
    - The City Council will conduct a public hearing on the final draft plan prior to adoption. Written and oral testimony will be accepted at this public hearing.
- SEPA
    - The city's environmental process will include opportunities for the public to provide comments on the proposed plan and its possible adverse impacts.
- Interested Parties List
    - The city will build and maintain an interested party's notification list and provided notice to interested parties when opportunities to participate in public workshops or to provide testimony exist.

XIII. SCHEDULE AND OPPORTUNNITIES FOR PUBLIC PARTICIPATION

(See Appendix A attached)

IX. CONCLUSION

A public meeting was held to discuss the draft Public Participation Program on November 1, 2022 by the Port Orchard Planning Commission to review and provide comments on the draft Program. A subsequent public hearing on this Program was held on December 6, 2022 by the Planning Commission at which time the plan was recommended for approval by the City Council. The Port Orchard City Council adopted the program at its regular meeting on December 13, 2022. This program may be updated administratively as conditions change or additional resources to support outreach activities become available. A current copy of the program shall be available for viewing at the front counter of the Department of Community Development and on the city's website.

		2022				2023												2024											
		September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
Task 1	***Gap Analysis of the City's Planning and Policy Documents***																												
1.1	Collect Data and Review Current Plans and Policies																												
Task 2	***Public Engagement***																												
2.1	Prepare a Public Participation Plan																												
2.2	Public Workshops																												
2.2.1	*Update Kick-off and Visioning Workshop*					X																							
2.2.2	*Policy Workshop*							X																					
2.2.3	*Land Use Strategies Workshop*									X																			
Task 3	***Draft Subarea Plan Development***																												
3.1	Prepare First Complete Draft of the Document																												
3.2	Demographic/Market Analysis																												
3.3	Design Analysis																												
3.4	Land Use/Urban Design Plan																												
3.5	Technical Analysis																												
3.6	Prepare First Complete Drafts of the Subarea Plans																												
3.7	Prepare Revised Final Draft of the Subarea Plans																												
3.8	Public Workshop with Subarea Plans													X															
Task 4	***Draft Comprehensive Plan Update***																												
4.1	Prepare First Complete Draft of the Document																												
4.2	Prepare Revised Draft of Comprehensive Plan																												
4.3	Public Workshop for Comprehensive Plan Update															X													
Task 5	***SEPA Environmental Review, Final Drafts, and Adoption***																												
5.1	Draft Plans and SEPA Checklist																												
5.2	Planning Commission Meetings																								X	X	X		
5.3	City Council Meetings																									X	X	X	
5.4	Final Plans																												
Task 6	***Development Regulations and Critical Areas Code Update***																												
6.1	Development Regulations Update																												
6.2	Critical Areas Code Update																												

X - Meeting Date

SEPA DRAFT
CITY OF PORT ORCHARD STORMWATER AND WATERSHEDS COMPREHENSIVE PLAN 2023

Prepared for
City of Port Orchard

Prepared by
Herrera Environmental Consultants, Inc.

HERRERA

CITY OF PORT ORCHARD STORMWATER AND WATERSHEDS COMPREHENSIVE PLAN 2023

Prepared for
City of Port Orchard
216 Prospect Street
Port Orchard, Washington 98366

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SEPA DRAFT
October 21, 2022

ACKNOWLEDGEMENTS

This Stormwater and Watersheds Comprehensive Plan (Plan) was produced through the combined efforts, ideas, and contributions of the following City of Port Orchard staff, appointed and elected officials, and consultants. Photos courtesy of Herrera staff.

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FIGURES

ACRONYMS AND ABBREVIATIONS

BMP	best management practice
CTE	Career & Technical Education
CIP	Capital Improvement Program
City	City of Port Orchard
Ecology	Washington State Department of Ecology
ESA	Endangered Species Act
FTE	full time equivalent
GIS	geographic information systems
GMA	Growth Management Act
IDDE	Illicit Discharge Detection and Elimination
LID	low impact development
MS4	Municipal Separate Storm Sewer System
NA	not applicable
NPDES	National Pollutant Discharge Elimination System
O&M	operations and maintenance
Permit	Western Washington Phase II Stormwater Permit
PMC	Port Orchard Municipal Code
QAPP	Quality Assurance Project Plan
RCW	Revised Code of Washington
SAM	Stormwater Action Monitoring
SMAP	Stormwater Management Action Plan
STEM	science, technology, engineering, and math
TMDL	Total Maximum Daily Load
UGA	Urban Growth Area
UIC	underground injection control
WAC	Washington Administrative Code
WRIA	Water Resource Inventory Area
WREC	Watershed Restoration and Enhancement
WSPER	West Sound Partners for Ecosystem Recovery
WSSOG	West Sound Stormwater Outreach Group

INTRODUCTION

Stormwater Runoff and Effects

The City of Port Orchard (City) operates a system of drainage pipes and ditches to convey stormwater runoff to receiving waters including streams and Sinclair Inlet. The drainage system prevents and minimizes damage to private properties, city streets, and other infrastructure. As rain falls and travels across hard surfaces, such as roofs, yards, and streets, pollutants are picked up and carried to receiving waters. The City is faced with the challenge to convey runoff safely, while minimizing adverse high-flow impacts (erosion, flooding, and sediment deposition) and water quality degradation to receiving waters.

In 2008, the City established the Storm Drainage Utility (Utility) to create a funding source to address stormwater and receiving water management issues citywide. State and federal regulations related to stormwater have evolved since 2007, when the City was issued its first National Pollutant Discharge Elimination System (NPDES) Western Washington Phase II Stormwater Permit (Permit) from the Washington Department of Ecology (Ecology), leading to more stringent requirements for implementing projects, programs, and maintenance.

Purpose of this Plan

Water resources in the City of Port Orchard include freshwater streams, marine water shorelines and estuaries, upland wetlands, and aquifers underground. These waters support aquatic wildlife, terrestrial wildlife, and people, in the form of recreation and drinking water.

> *A watershed is the area of land where surface water flows to a receiving water body: supporting salmon in a stream, where children play at the beach, or the nearshore environment nourishing shellfish and forage fish.*

The City has chosen to develop and implement its first surface and stormwater comprehensive plan with a focus on watersheds spanning the landscape and stormwater influence on water resources. This approach recognizes the ecosystem function and value of receiving waters and maps out a plan to accommodate future growth, correct existing flooding problems, involve the public, preserve functioning habitat, and enhance habitat where opportunities are found.

This Stormwater and Watersheds Comprehensive Plan (Plan) sets a course for stormwater programs and capital projects for years to come and addresses current and anticipated regulatory requirements, future development, existing flooding and water quality concerns,

infrastructure maintenance and management, and the resources needed for the City to fully implement this plan.

City of Port Orchard Stormwater and Watersheds Comprehensive Plan Vision Statement

The City's intent is to complete a plan that is well thought out, detailed, and directs the activities of staff over the next 20 years on initiatives to improve water quality, human/environmental health, citizen satisfaction and the wise use of City resources. The Plan is intended to provide consistent, stable guidance on the direction of the City for meeting the Plan's goals, regardless of staffing levels and personnel changes.

The ideal future outcome of the Plan is a financially stable, permit compliant program that meets the needs of the citizens of Port Orchard and promotes sustainable development, while fostering community relationships and protecting the City's environmental resources.

Long-term Goals

All functions performed or influenced by the stormwater management program can be divided into ten major elements. City staff developed goals for each program element.

Flood Reduction	• Conveyance infrastructure that meets the Public Works Engineering Standards (City Standards) (convey the 100-yr return period flow; 50-yr return period flow if the 100-yr overflow does not threaten buildings and critical structures) for the entire city. • The City's tidally influenced stormwater infrastructure is resilient to tidal fluctuation including projected sea level rise. • The City has a complete understanding of system deficiencies and a plan to address those deficiencies that is balanced with available funding.
Groundwater and Surface Water Quality	• Infiltrated stormwater does not negatively affect groundwater quality. • Streams meet water quality standards for aquatic life.
Groundwater and Surface Water Quantity	• Groundwater supply is replenished by infiltration from developed areas at a rate that is equal to the volume infiltrated under natural forested conditions. • Streams have adequate summer flow volume and natural winter storm flow regimes to support local aquatic life.

Habitat Enhancement	• City-influenced streams are fully restored to forested hydrologic conditions and meets designated uses and water quality standards. • City culverts that carry fish-bearing streams allow fish to pass unimpeded. • Pocket estuaries adjacent to city lands are ecologically functional and not negatively affected by stormwater runoff or hydraulic constraints from stormwater infrastructure. • Shorelines adjacent to city lands are not negatively affected by stormwater. • City watersheds are characterized and prioritized according to potential environmental restoration, conservation, or development so that investments in stormwater and watershed projects can be directed to where they achieve the maximum benefit.
Mapping and Asset Management	• Stormwater system asset attributes and conditions are tracked and managed in one cohesive system that is compatible with all other city systems. • The stormwater system asset management system supports planning and prioritizing repairs, upgrades, and maintenance, as well as generating and tracking work orders to support annual review and evaluation.
Public Participation (Education, Outreach, and Involvement)	• Community members understand the relationship between their actions and stormwater quantity and quality and take action to minimize their stormwater impacts and habitat damage. • City residents and people that work in the city support the mission of the stormwater and watersheds program. • The community has access to public natural areas for education and aesthetic enjoyment without creating negative impacts to sensitive habitat. • The community views stormwater and watershed management and planning as a necessary function for citizen enjoyment of water resources.
Pollutant Source Control	• Pollutants from developed lands and roads do not enter surface water or groundwater at levels that are harmful to aquatic life or human health. • Citizens and businesses implement pollution prevention practices to the maximum extent feasible.

Infrastructure Operations & Maintenance	• All City-owned and privately-owned stormwater infrastructure, including flow control and water quality facilities, functions as designed.
Development Practices	• All development and redevelopment projects comply with City Standards for stormwater management. • The City's approach to development and redevelopment oversight enables money spent on stormwater management to have the maximum benefit for water resources. • Runoff from all manmade development and construction sites is mitigated by stormwater facilities in accordance with current City Standards prior to discharge to surface water bodies.
Comprehensive Planning, Administration, and Funding	• The City's storm drainage utility has a comprehensive strategy to manage infrastructure, protect water resources, restore damaged habitats, and ensure sustainable development. • The City's storm drainage utility is adequately funded to meet regulatory requirements and the stormwater related needs of citizens. • Existing property owners and developers pay for an equitable share of the necessary improvement and expansion of the City's stormwater system. • The City has a complete understanding of existing unmanaged manmade surfaces and a plan to retrofit those surfaces that is balanced with available funding.

Opportunities and Challenges

Opportunities

The process to develop this Plan allowed City staff to identify long-term goals, describe the ideal state for managing stormwater runoff, and identify and plan capital projects to invest in the future of the city stormwater system. Existing activities, future programs and projects, and future regulatory requirements were evaluated when developing this Plan. The process of developing this Plan has provided the opportunity to set a road map for the future of stormwater management.

Challenges

The City is operating its stormwater program according to the 2019-2024 Permit (Ecology 2019). Challenges facing the City include implementing the increasing NPDES permit requirements: business source control and inspection program, public education, reporting, watershed

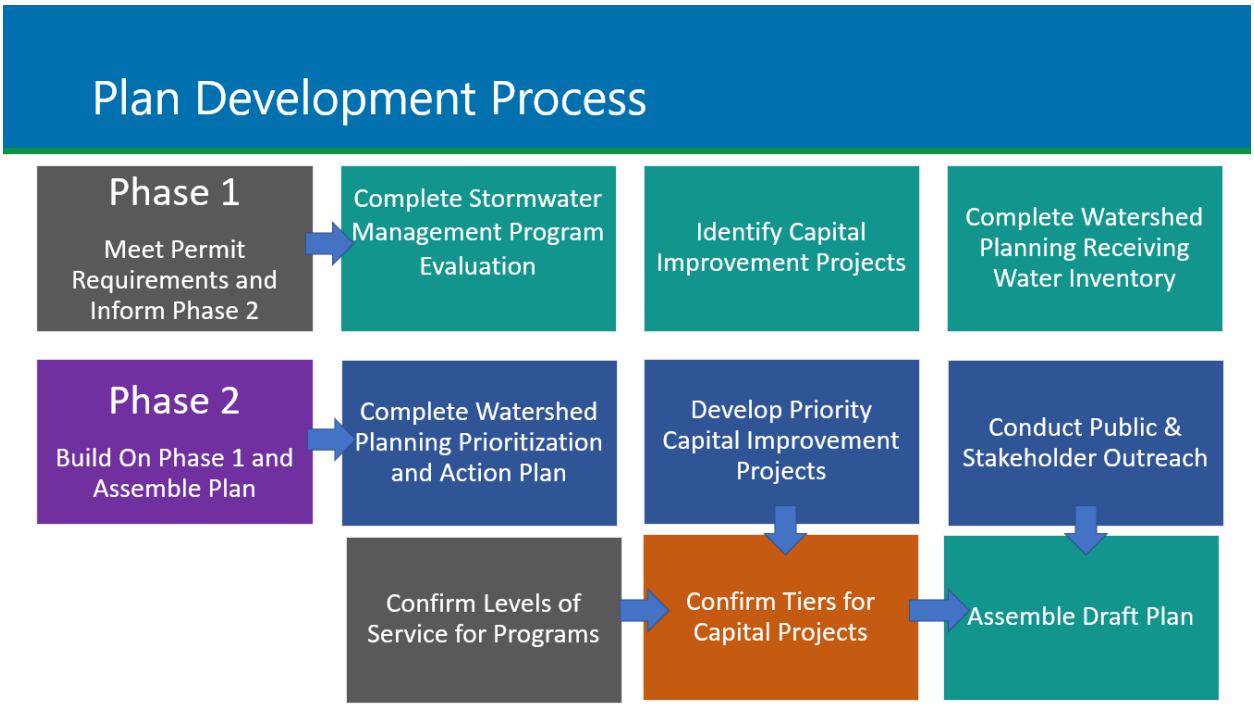
planning, and adoption of a new stormwater manual. Additionally, a new NPDES Permit will be issued in 2024 and is expected to have additional requirements.

Lack of dedicated staff time is the primary challenge facing the City. Staff conduct the activities required by the NPDES Permit, track progress, and report to Ecology on an annual basis. Staff also respond to flooding and water quality issues submitted by citizens and conduct inspections during construction, post-construction, and for maintenance of selected stormwater drainage facilities. The City lacks available staff time to manage stormwater capital projects and submit and manage grant applications and funds.

Surface Water and Stormwater Comprehensive Plan Development

City staff and consultants conducted detailed analyses to support the conclusions and recommendations in later sections of the Plan. The analyses included interviews with City staff, a staffing needs evaluation, field review of problem sites, development of Capital Improvement Program (CIP) projects, and calculation of funding needs to implement the Plan. Figure 1 below illustrates the process that was used to develop the Plan.

Figure 1. City of Port Orchard Stormwater and Watersheds Comprehensive Plan Process.



BACKGROUND

City Watersheds

Within the City of Port Orchard, there are 18 distinct watersheds (see Figure 2). These watersheds were delineated and characterized as part of the City's Watershed Inventory and Assessment (Herrera 2022a). The major watersheds (or watersheds with the most jurisdictional control) located within the City include:

- Annapolis Creek,
- Downtown-County Campus,
- Anderson Creek (Gorst),
- Caseco Creek,
- Johnson Creek,
- Blackjack Creek (including Lower, Middle, and Upper Blackjack Creeks),
- Melcher Creek,
- Ross Creek,
- Ruby Creek, and
- Stream 270.

The minor watersheds (or watersheds with the least jurisdiction control) located within the City include:

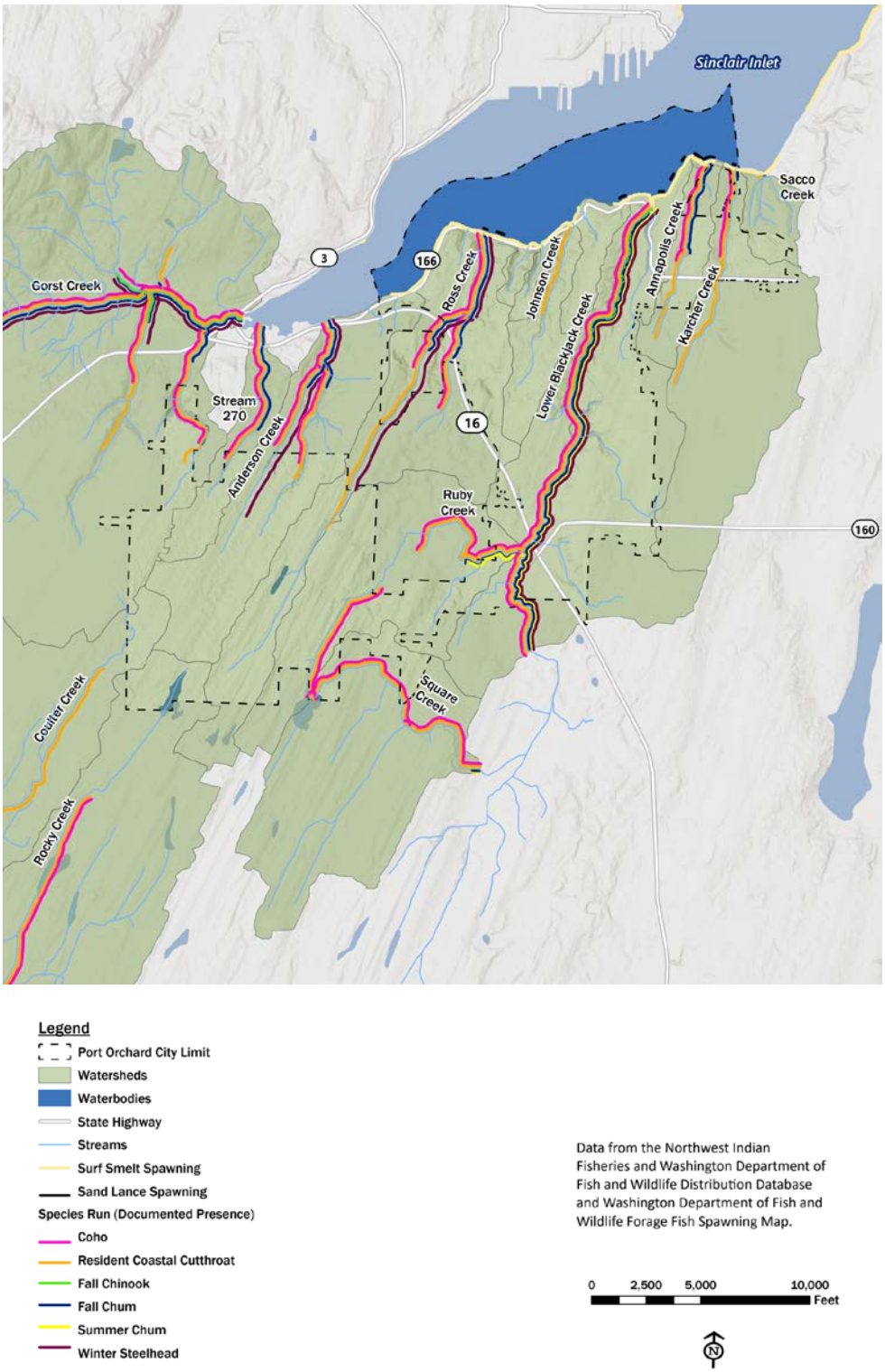
- Karcher Creek,
- Coulter Creek,
- Anderson Creek,
- Rocky Creek,
- Sacco Creek, and
- Square Creek.

Figure 2. City of Port Orchard Watersheds.

Some watersheds support salmon while others support other aquatic species (see Figure 3). Streams, such as Johnson Creek, Annapolis Creek, Karcher Creek and Stream 270, support up to three salmonid species, while other larger stream systems associated with valued wetlands, such as Lower Blackjack Creek, Anderson Creek, Ross Creek, and Ruby Creek, support a wider variety of salmonid species which may include fall and summer chum, coho, fall chinook and steelhead. Smaller stream systems such as Downtown County Campus, Melcher Creek and Caseco Creek, do not support salmonids and may host other species including sculpin, freshwater eels, and other small stream aquatic species.

Important species that utilize the nearshore marine environment of Sinclair Inlet are forage fish including surf smelt and sand lance (see Figure 3). These small fish serve to provide recreation for local families in the form of "smelting" during the open season at Ross Point, and provide an essential food source for larger fish, seals, and river otter, to name a few local wildlife often seen from City shorelines. Refer to the City's Watershed Inventory and Assessment (Herrera 2022a) for detailed characteristics of each watershed.

Figure 3. Presence of Key Stream and Nearshore Fish Species in City of Port Orchard Watersheds.



Stormwater Influences on Watersheds

The City stormwater system (inlets, pipes, ditches, culverts, and ponds) collects runoff from streets, yards, rooftops, and parking lots (see Figure 4). That runoff is discharged through stormwater outfalls to either waterbodies (streams or marine nearshore) or to an adjacent municipality. The degree of influence that the City stormwater system has on each watershed can be categorized from low to high by examining several factors (see Figure 5 and Table 1), including the percentage of the watershed that is within the City, the percent of impervious area within the watershed, and the number of stormwater outfalls. Higher values for each of these factors indicates a higher degree of stormwater influence within that watershed. City stormwater influence is highest in the Downtown County Campus, Annapolis Creek, and Johnson Creek watersheds, and lowest in the more rural watersheds or those with limited City presence such as the Square Creek, Stream 270, Gorst Creek, Rocky Creek, and Coulter Creek watersheds.

Figure 4. City of Port Orchard Stormwater Infrastructure.

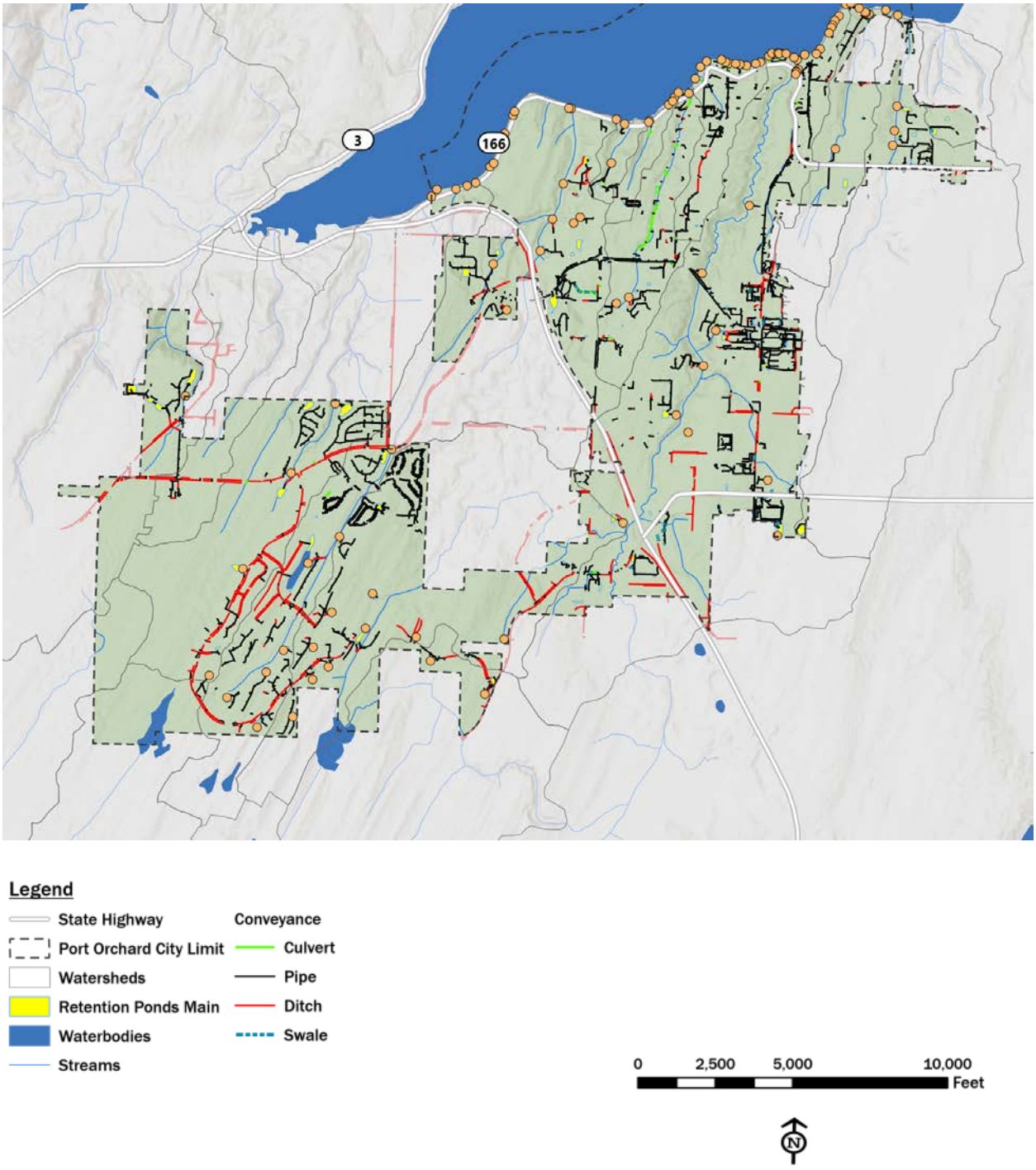


Figure 5. City of Port Orchard Stormwater Influence within Watersheds.

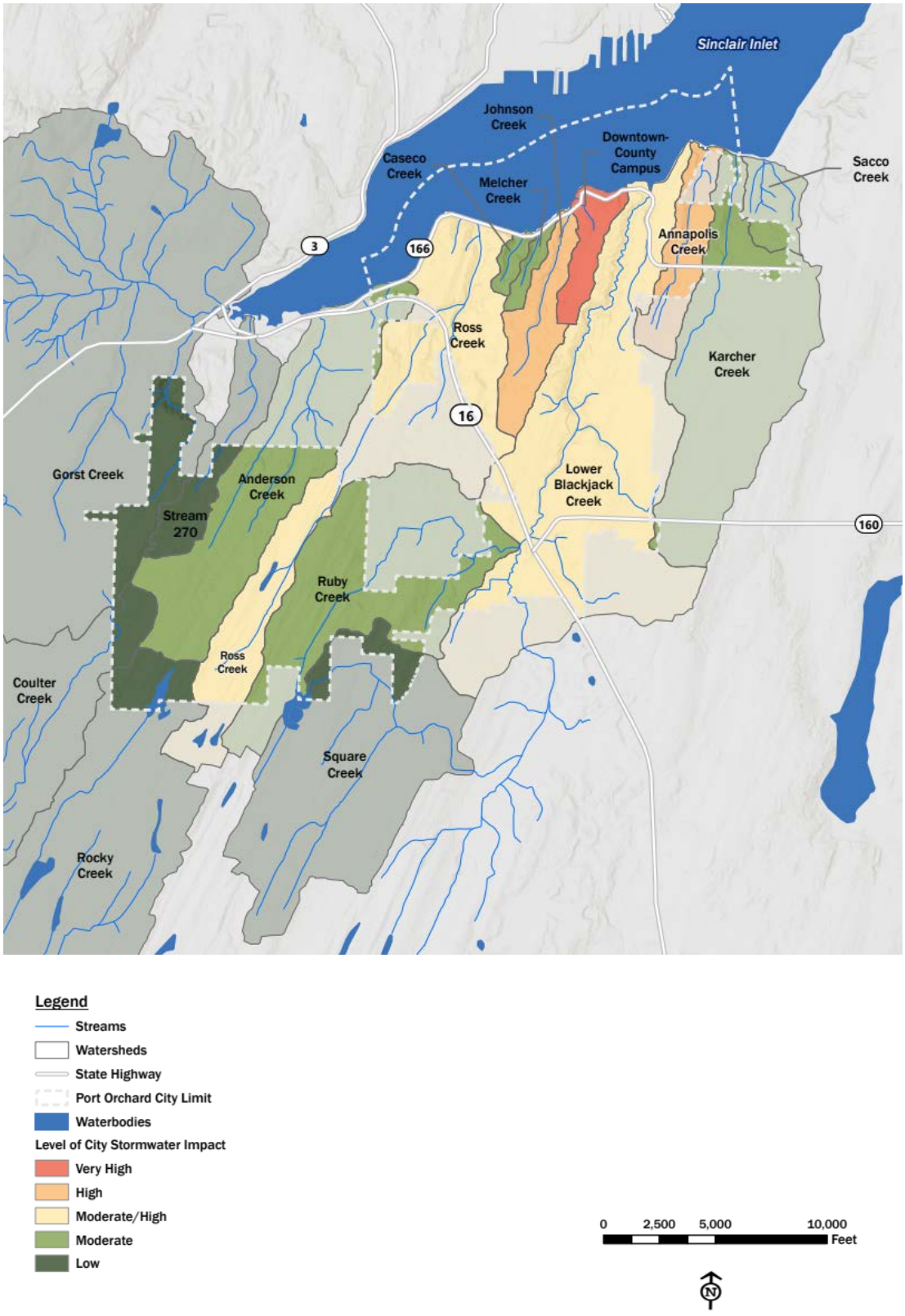


Table 1. City of Port Orchard Watershed Stormwater Impact Rating.					
Watershed Name	**Level of City Stormwater Impact**	**Percent City Lands within the Watershed**	**Percent Watershed Impervious Area**	**City Outfalls to Watershed Stream**	**City Outfalls to Sinclair Inlet**
Downtown County Campus	Very High	100%	50%	0	10
Annapolis Creek	High	55%	30%	1	4
Johnson Creek	High	100%	29%	2	2
Lower Blackjack Creek	Moderate/High	68%	22%	10	12
Ross Creek	Moderate/High	65%	13%	10	13
Melcher Creek	Moderate	100%	12%	0	3
Caseco Creek	Moderate	100%	12%	1	1
Anderson Creek	Moderate	60%	9%	4	5
Ruby Creek	Moderate	54%	5%	6	NA
Karcher Creek	Moderate	11%	28%	3	0
Sacco Creek	Moderate	22%	18%	0	0
Square Creek	Low	7%	4%	1	NA
Stream 270	Low	45%	3%	0	NA
Gorst Creek	Low	5%	4%	1	NA
Rocky Creek	Low	1%	2%	0	NA
Coulter Creek	Low	1%	<1%	0	NA

NA=not applicable

Applicable Policies and Regulations

In addition to addressing drainage and water quality concerns impacted by stormwater runoff, the SWMP must also comply with several local, state, and federal regulatory requirements. They include:

NPDES Permit

The 2019-2024 Permit (Ecology 2019) has broad requirements associated with stormwater runoff and requires the City to develop distinct program components. The first Phase II Permit was issued by Ecology in 2007, reissued in 2012, and again in 2019. The requirements for the City's stormwater program have become more stringent with each new permit issuance. The permit requires that the City's program meet requirements in 11 primary areas:

- Stormwater planning
- Public education and outreach
- Public involvement and participation
- Municipal separate storm sewer system (MS4) permit mapping and documentation
- Illicit discharge detection and elimination (IDDE)
- Controlling runoff from new development, redevelopment, and construction sites
- Operations and maintenance (O&M)
- Source control program for existing development
- Compliance with Total Maximum Daily Load (TMDL) requirements
- Monitoring and assessment
- Reporting requirements

The Washington State Growth Management Act (GMA)

The Washington State Growth Management Act (GMA) is a series of statues, which include requirements for the inventory and protection of environmentally critical areas. Environmentally critical areas include steep slopes, wetlands, and streams (Chapter 36.70A of the Revised Code of Washington [RCW]). The GMA also requires fast-growing cities and counties to develop comprehensive plans to ensure environmentally responsible and economically sustainable development, which includes planning for stormwater related capital facilities. One of the goals of the GMA is to promote intensification of development inside the municipal Urban Growth Area (UGA) where "urban growth shall be encouraged and outside of which growth can occur only if it is not urban in nature" (RCW 36.70A.110).

Port Orchard Municipal Code

Several chapters of the Port Orchard Municipal Code (POMC) govern aspects of stormwater management on new development and redevelopment project sites, as well as inspection and maintenance requirements for private stormwater facilities. The primary chapters in the POMC related to surface and stormwater management include:

- Chapter 13.06 – Storm Drainage Utility
- Chapter 15.30 – Illicit Discharge Prevention, Detection, and Elimination
- Chapter 20.150 – Stormwater Drainage

Ecology Total Maximum Daily Load Implementation Plans

A TMDL cleanup action is required for water bodies that have been identified as impaired on Ecology's Section 303(d) list due to poor water quality. The City implements actions in compliance with the Sinclair/Dyes Inlet Fecal Coliform TMDL as required per Appendix 2 of the Permit.

The Federal Endangered Species Act

The Federal Endangered Species Act (ESA) prohibits the take of all listed species, including a take that could result from the City's stormwater facility operations or private development stormwater management activities that are permitted by the City.

The Underground Injection Control Program

The underground injection control (UIC) program is a federal program intended to ensure that underground sources of drinking water are protected from surface discharges to the ground. In the State of Washington, the UIC program is administered by Ecology through Chapter 173-218 of the Washington Administrative Code (WAC). The Guidance for UIC Wells that Manage Stormwater (Ecology 2006) lays out the requirements for UIC wells, and Ecology has included additional guidance in the latest version of the Stormwater Management Manual for Western Washington, released in 2019.

Program Accomplishments

Since the Storm Drainage Utility was founded in 2008, the City of Port Orchard has made significant progress in reducing detrimental effects of stormwater runoff on receiving waters in and around Port Orchard. The City has planned and built capital projects to alleviate drainage problems throughout the City. The City has also provided stewardship opportunities through education and outreach. These accomplishments are described in chronological order below, beginning in 2019:

- 2019: City staff hosted a springtime shoreline cleanup and beach education activity. Participants were encouraged to remove any trash they encountered, as well as recovering and removing any riprap or shoring materials that had fallen on the beach from the upland shoreline. While participants worked, City staff provided educational guidance regarding ecosystem recovery efforts, shoreline biodiversity, effects of stormwater on shoreline habitats and anthropogenic effects on intertidal habitats in general.

- 2019: City staff provided outreach to assist with stormwater, stream, and habitat education at South Kitsap High School, supporting the school's Career & Technical Education and science, technology, engineering, and math (CTE/STEM) program. This outreach event included providing demonstrations and descriptions of methods for establishing student stewardship activities relating to monitoring water quality, measuring discharge and habitat and riparian monitoring methods at Annapolis Creek.

- 2019: The City completed the Tremont Street Widening project, which included stormwater detention, oil control, and enhanced treatment to protect critical downstream creeks and waterways (i.e., Johnson and Ross Creeks). Detention was provided by two underground stormwater vaults, a 164-foot-long by 20-foot-wide by 10-foot deep vault on the west end of the project and 100-foot-long by 20-foot-wide by 10-feet-deep vault on the east end, to provide flow control for downstream water bodies and mitigate stormwater issues. Stormwater conveyance was also upgraded to properly accommodate the volume of flow in the area.

- 2020: The City began developing the Downtown Basin Stormwater Plan. The area surrounding the downtown basin is shown in Figure 6. This plan is developing a roadmap for implementing water quality treatment and flow control best management practices for water quality outcomes in receiving waters. It will include the identification of feasible actions and implementable capital improvement projects that will modernize infrastructure and provide flow control in the downtown and nearshore areas of Port Orchard.

Figure 6. Aerial Image of the City of Port Orchard's Downtown Basin.

(photo courtesy of City of Port Orchard)

- 2021: City staff participated in the West Sound Partners for Ecosystem Recovery Lead Entity for Water Resource Inventory Area (WRIA) 15 and the Watershed Restoration and Enhancement Committee for WRIA 15. This committee connected and engaged citizens and stakeholders in watershed level discussions and actions relating to water quality, salmon enhancement, and stormwater.

Future Development

Vacant lands are targeted for development and the watersheds within the City limits are developing rapidly. The City of Port Orchard, due to its proximity to the urban centers of Bremerton and Tacoma and connection to Seattle via ferry transportation, is designated as a "high capacity transit community" by the Puget Sound Regional Council (Puget Sound Regional Council 2020). The City is expected to grow as much as 36% by 2044 (Kitsap Regional Coordinating Council 2022).

New development and redevelopment are regulated in accordance with the most recent flow control and water quality standards in the 2019 Public Works Engineering Standards and defined in POMC Chapter 20.150.06. The City adopts the following by reference:

- 2019 Washington State Department of Ecology Stormwater Management Manual
- 2012 Puget Sound Partnership Low Impact Development (LID) Technical Guidance Manual for Puget Sound
- Definitions, minimum requirements, and adjustment and variance criteria found in Appendix 1 of the Permit, with exception of the erosivity waiver.

Critical areas are regulated in accordance with POMC Chapter 20.162 addressing wetlands, fish and wildlife habitat conservation areas and related plans, geologically hazardous areas and related reports, frequently flooded areas, and critical aquifer recharge areas.

Recently, the City completed the Ruby Creek Subarea Plan (City of Port Orchard 2022). The plan vision was to foster densification, future growth, walkable neighborhood, and business amenities, while accommodating the natural function of Ruby Creek and Blackjack Creek (see Figure 7). Similar planning efforts within the City will accommodate both people and aquatic species.

Figure 7. Aerial Rendition of the north end of the City of Port Orchard's Ruby Creek Neighborhood (City of Port Orchard 2022).

Climate Change

In 2020, the City of Port Orchard collaborated with Kitsap County and the City of Bremerton to develop the Kitsap County Climate Change Resiliency Assessment (Kitsap County 2020). The assessment reviewed and summarized current and future climate change drivers, impacts, and risks for Kitsap County. These projected impacts were grouped into impacts to social and economic systems and biophysical impacts, of which the following are related to this Plan:

- Public infrastructure and support systems (stormwater),
- Hydrology & hydrogeology (hydrologic changes and stream and riverine flooding), and
- Habitat (freshwater and aquatic habitat).

As part of the assessment, specific impacts to the City of Port Orchard were evaluated and have been summarized by the City's stormwater management component in Table 2.

Table 2. City of Port Orchard Climate Change Impacts.	
Stormwater Management Component	**Climate Change Impact**
Stormwater Infrastructure	• Potential overload, degradation, and damage of stormwater infrastructure from saltwater intrusion and/or flood inundation
Stream Flows	• Winter stream flooding will become more frequent • Lower spring and summer flows
Groundwater Supply	• Groundwater recharge may be affected by hydrologic changes (e.g., increasing water temperatures, declining summer flows, and sea level rise)
Flood Risk	• Higher flood risk for low-lying coastal infrastructure, including stormwater conveyance and facilities
Water Quality	• Regionally, warmer stream temperatures
Habitat	• Cold-water fish species across multiple life-cycle stages will be impacted by hydrologic changes • Wetland habitats are likely to contract and threaten shelter for juvenile fish and habitats for a variety of species • Aquatic benthic invertebrates, amphibians, and salmonids will be impacted and will have downstream ecosystem and food-web impacts

CAPITAL IMPROVEMENT PROGRAM (CIP)

This chapter summarizes the surface water and stormwater capital improvement program (CIP). The purpose of the CIP is to define capital projects that make progress towards the City's long-term goals including:

- Flood Reduction
- Groundwater and Surface Water Quality
- Groundwater and Surface Water Quantity
- Habitat Enhancement
- Public Participation (Education, Outreach, and Involvement)
- Infrastructure Operations & Maintenance
- Comprehensive Planning, Administration, and Funding

Problem and Project Identification

Previous surface water and stormwater plans and input from City staff were used to develop an initial list of problems to be addressed during work on this Plan. Surface and stormwater plans reviewed included the following:

- 2018 Port Orchard Comprehensive Plan (City of Port Orchard 2018)
- Blackjack Creek Watershed Assessment and Protection and Restoration Plan (ESA 2017)
- Ruby Creek Subarea Plan (City of Port Orchard 2022)
- Downtown Basin Stormwater Plan (Reid Middleton 2020)
- 2018 Annapolis Creek Culvert Replacement – 30% Design & Permitting Coordination Report (Reid Middleton 2018)
- Blackjack Creek Floodplain Restoration Project Engineering Design Plans (City of Port Orchard 2020)

Additional problems were identified by surveying City staff through Esri's ArcGIS Survey123 and hosting workshops with the City. Problems were evaluated using desktop methods and field evaluation to assess site-specific opportunities and constraints. Potential capital projects were developed to address the problems. The initial list of projects, problem descriptions, and solutions are provided in Appendix B.

Project Prioritization

The initial surface water and stormwater CIP project list was ranked by City staff to determine the top 10 projects. The top 10 projects are shown in Figure 8. Once the top 10 projects were chosen, these projects were prioritized using a quantitative process that considered further input from City staff, review of background documents, and field reconnaissance of existing problems. This prioritization was then used to develop an implementation schedule that emphasized early completion of the projects providing the greatest benefit. An overview of the CIP prioritization is

included in Table 3. Detailed prioritization results and CIP project summary sheets are provided in Appendix B. The primary goals of the CIP projects and the project implementation schedule are included in the Surface Water Management Program Evaluation and Recommendations and Plan Implementation Sections, respectively.

Figure 8. City of Port Orchard Top 10 Capital Projects.

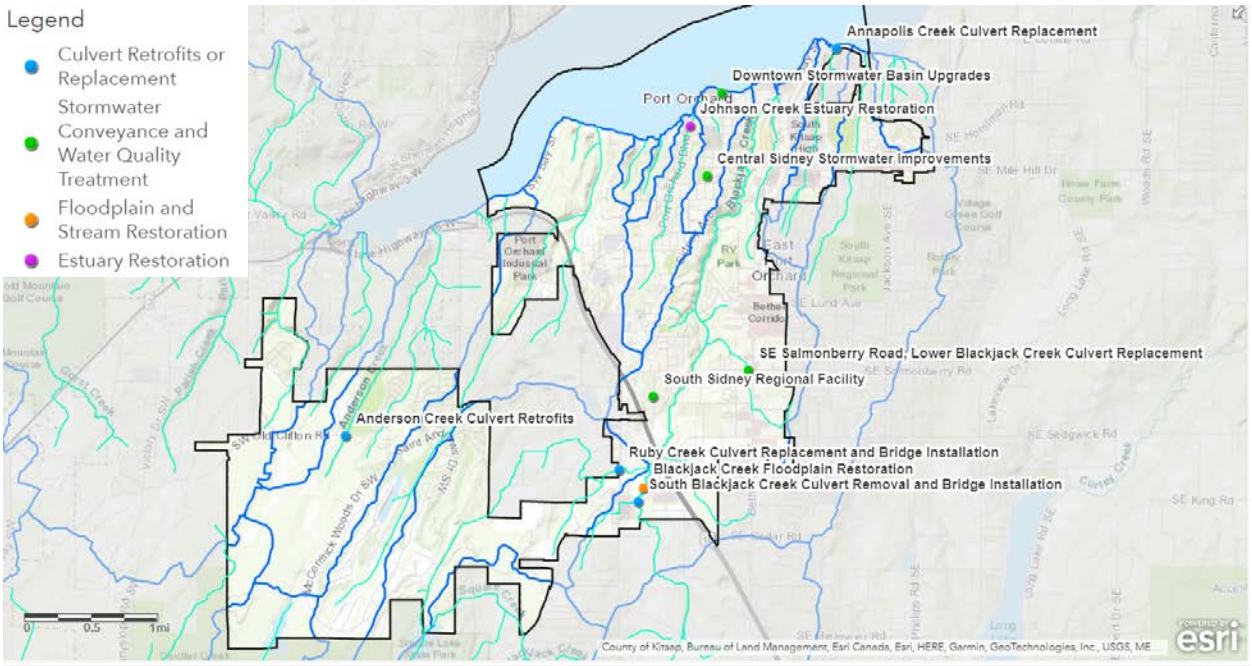


Table 3. Prioritized Projects and Ranking.		
Rank	**Project Name**	**Score**
1	South Sidney Regional Facility	70
	Johnson Creek Estuary Restoration	
3	Downtown Basin Stormwater Upgrades	55
	South Blackjack Creek Floodplain Restoration	
	Central Sidney Stormwater Improvements	
6	Annapolis Creek Culvert Replacement	45
7	SE Salmonberry Road, Lower Blackjack Creek Culvert Retrofit	40
9	Ruby Creek Culvert Replacement	35
	South Blackjack Creek Culvert Removal and Bridge Installation	
10	Anderson Creek Culvert Replacement	30

Surface Water Management Program Evaluation and Recommendations

This section is organized by long-term goals for the Plan and includes summarized programmatic and capital project recommendations for the surface water management program. Detailed tables of recommendations with associated funding and staffing requirements are provided in City of Port Orchard Stormwater and Watersheds Program Evaluation and Recommendations (Herrera 2022c) and Appendix A. Implementation of these recommendations are discussed in the Staffing and Funding Needs section of the Plan. Three levels of service were defined for stormwater program activities:

- **Level 1** represents activities needed to address gaps between existing service levels and the 2019–2024 NDPES Phase II Permit requirements. This level ensures compliance with the 2019–2024 NPDES Phase II Permit.

- **Level 2** includes everything in Level 1 and several additional improvements to expand public education and stewardship opportunities, implement the new asset management program, and increase staffing to adequately inspect construction projects and private stormwater facilities to improve environmental protection.

- **Level 3** represents staffing and funding to move towards achieving the City's goals. This level of service would result in the greatest benefits for the community and the environment, but would have the highest cost. Level 3 includes further expansion of public education and stewardship opportunities, including creating a volunteer stream team that would be trained on monitoring activities. Some monitoring activities include benthic index of biotic integrity (B-IBI) sampling, and habitat/invasive species monitoring and management.

Capital projects are not divided into levels of service. Different levels of service for capital projects and stormwater program activities, and associated rate impacts, will be examined during the financial analysis.

Flood Reduction	**Capital Projects:** • Annapolis Creek Culvert Replacement • Downtown Basin Stormwater Upgrades • Johnson Creek Estuary Restoration • SE Salmonberry Road, Lower Blackjack Creek Culvert Retrofit • South Blackjack Creek Floodplain Restoration • South Blackjack Creek Culvert Removal and Bridge Installation

Groundwater and Surface Water Quality	**Level 1:** • Respond to spills and water quality complaints • Develop Pollution Control Program Plans (Quality Assurance Project Plan [QAPP] equivalent) to monitor stream health and provide water quality status updates • Make annual payments to the collective fund for S8 Monitoring and Assessment • Seek opportunities to participate with Kitsap County and other local jurisdictions in an integrated and coordinated monitoring assessment program • Provide information as requested for effectiveness and source identification studies that are under contract with Ecology as active Stormwater Action Monitoring (SAM) projects • 0.25 FTE for Water Quality Technician **Levels 2 and 3:** • Same as Level 1 **Capital Projects:** • Central Sidney Stormwater Improvements • Downtown Basin Stormwater Upgrades • South Sidney Regional Facility
Groundwater and Surface Water Quantity	**Capital Projects:** • South Blackjack Creek Floodplain Restoration • Central Sidney Stormwater Improvements • South Sidney Regional Facility
Habitat Enhancement	**Level 1:** • Conduct outreach on private property tree preservation and wetland buffers within Lower Blackjack Creek Catchment to align with the SMAP **Levels 2 and 3:** • Same as Level 1 **Capital Projects:** • Anderson Creek Culvert Replacement • Ruby Creek Culvert Replacement • South Blackjack Creek Floodplain Restoration • Johnson Creek Estuary Restoration

Mapping and Asset Management	**Level 1:** • Update the City's MS4 map on an ongoing basis, including all known connections from the MS4 to a privately owned stormwater system • Collect size and material data for known MS4 outfalls during the normal course of inspections and maintenance and update electronic records • Locate and map additional outfall • 0.25 FTE for geographic information systems (GIS) Technician **Level 2:** • Select and implement an asset management software • 0.50 FTE for Asset Management Specialist **Level 3:** • Same as Level 2

Public Participation (Education, Outreach, and Involvement)	**Level 1:** • Review and update existing public education materials as needed • Develop materials for one new target audience and subject area annually • Partner with West Sound Stormwater Outreach Group (WSSOG) on implementing social marketing campaigns • Host and/or advertise volunteer events related to stewardship opportunities and provide opportunities for public input • Continue collaborations with local builders' associations and participating in West Sound Partners for Ecosystem Recovery (WSPER) and Watershed Restoration and Enhancement (WREC) • 0.25 FTE for Education Specialist **Level 2:** • Develop an education and outreach plan for commercial and private facility owners related to LID principles and practices • Expand the partnership with South Kitsap School District • Additional 0.50 FTE for Education Specialist (0.50 FTE total) **Level 3:** • Develop materials for two additional target audiences and two additional subject areas annually (three target audiences and three subject areas total when combined with the Level 1 tier) • Create a volunteer stream team • Additional 0.5 FTE for Education Specialist (1.0 FTE total) **Capital Projects:** • Central Sidney Stormwater Improvements • Johnson Creek Estuary Restoration • South Sidney Regional Facility

Pollutant Source Control	**Level 1:** • Update the City's website with pollution control best management practice (BMP) resources • Perform field screening and tracking of illicit connections, illicit discharges, and spills • Continue to implement spill hotline and staff training program • Report illicit discharge data to Ecology using WQWebIDDE • Review and update public education materials gathered by the Business Inspection Group (BIG) to create a basic set of resources for the City's source control program • Provide enhanced source control technical assistances to businesses within the Lower Blackjack Creek Catchment • 0.25 FTE for Source Control Program Coordinator **Level 2:** • Increase staff support to screen outfalls on an annual basis • Develop additional public education materials to supplement those gathered by the BIG to create a broader set of resources for the City's source control program **Level 3:** • Same as Level 2

Infrastructure Operations & Maintenance	**Level 1:** • Continue to implement a program to verify adequate long-term O&M of stormwater treatment and flow control BMPs/facilities • Use a third-party contractor to conduct private facility inspections • Document inspections and enforcement actions for private stormwater flow control and treatment BMPs/facilities • Perform spot checks and inspections after storms • Inspect catch basins and maintain as needed • Conduct additional outfall inspections • Clean targeted catch basins in Lower Blackjack Creek Catchment • Continue to implement staff training program **Level 2:** • Have a dedicated inspector to conduct private facility inspections • Inspect and maintain additional catch basins • 0.50 – 1.0 FTE for O&M Technician (0.50 FTE in 2024, 1.0 FTE in 2025-2028) **Level 3:** • Same as Level 2 **Capital Projects:** • Downtown Basin Stormwater Upgrades • Johnson Creek Estuary Restoration • SE Salmonberry Road, Lower Blackjack Creek Culvert Retrofit

Development Practices	**Level 1:** • Continue to implement stormwater plan review, inspection, and escalating enforcement processes • Refine and improve inspections and enforcement procedures • Conduct annual review of stormwater standards • Continue to implement staff training program • Add engineering capacity to the capital project design team to assist with stormwater retrofit projects and upcoming SMAP implementation projects • Develop a policy and standards for considering more intense future precipitation and sea level rise in stormwater capital improvement projects • 0.25 FTE for Engineer **Level 2:** • Have a dedicated inspector to conduct construction inspections • 1.0 FTE for Construction Inspector • Increase engineering capacity for the capital project design team to assist with stormwater retrofit projects and upcoming SMAP implementation • Additional 0.25 FTE for Engineer (0.50 FTE total) **Level 3:** • Increase engineering capacity for the capital project design team to assist with stormwater retrofit projects and upcoming SMAP implementation • Develop a policy and standards for new and redevelopment projects to design for more intense future precipitation • Additional 0.25 FTE for Engineer (0.75 FTE total)

Comprehensive Planning, Administration, and Funding	**Level 1:** • Continue to meet regularly to direct planning, development, and implementation of the City's Stormwater and Watersheds Comprehensive Plan, SMAP development, and continue to review and implement LID code updates • Implement the SMAP activities • Prepare annual reports summarizing coordination with long-range planning efforts • Annually assess administrative or regulatory barriers to implementation of LID principles or LID BMPs • 0.25 FTE for Planner **Levels 2 and 3** • Same as Level 1 **Capital Projects:** • Downtown Basin Stormwater Upgrades • Johnson Creek Estuary Restoration • South Sidney Regional Facility • South Blackjack Creek Culvert Removal and Bridge Installation

WATERSHED PLANNING

The NPDES Permit required the City to conduct watershed planning using a process defined by the permit as Stormwater Management Action Planning (SMAP). The SMAP process requires the City to view their watersheds through the lens of receiving water health with the goal of prioritizing stormwater management actions in watersheds where those actions can have the greatest benefit.

This planning was completed in three distinct steps:

- Develop an inventory of watershed attributes, including conditions, uses, stormwater influence, and social equity (Herrera 2022a),
- Apply a prioritization process to identify the highest priority watershed and catchment (Herrera 2022b), and
- Complete an "Action Plan" (i.e., Stormwater Management Action Plan) that includes actions, costs, and a schedule (Herrera 2022d).

The inventory of City watersheds is summarized in the Background Section of this Plan. The goal of watershed prioritization was to identify the watershed where City investments in stormwater management are most likely to lead to environmental improvements. The first step in the prioritization process was to characterize the nearshore and stream habitat conditions within major watersheds (see Figure 9). Watersheds showing moderate or good habitat conditions would benefit from proactive actions; facility retrofits and enhanced stormwater program actions would protect or restore ecosystem function in these watersheds. The City will prioritize capital projects and stormwater program actions in watersheds with moderate or good habitat conditions. However, the City also intends to invest in watersheds with poor habitat conditions to alleviate flooding and address water quality issues, where feasible.

Figure 3 shows the overall stream habitat and nearshore conditions by major watershed. Table 4 summarizes the analysis of each critical salmon life cycle stage condition and the nearshore forage fish habitat condition for each major watershed. The City selected the Lower Blackjack Creek watershed for development of the Action Plan with the goal of protecting existing good habitat and receiving water health while addressing issues such as stream temperature and erosion.

Lower Blackjack Creek watershed was selected as the highest priority watershed based on the following characteristics:

- High receiving water use, including use by multiple salmonid species
- Moderate level of development and future growth
- Good water quality and habitat condition
- Higher jurisdiction control
- Promotes other plans and projects, most notably the Blackjack Creek Watershed Assessment and Restoration Plan (ESA 2017).

The Permit recommends identifying a 400-600 acre size catchment for the SMAP (see Figure 10). Catchment A of Lower Blackjack Creek watershed was identified as the highest priority catchment in the City for this purpose. Catchment A is 615 acres and has diverse land use: commercial, single-family residential, multi-family residential, high-use state highways, and City roads. Three retrofit projects, a floodplain reconnection project, and several programmatic actions are identified to protect the Lower Blackjack Creek when implemented over a 20-year planning period.

Figure 9. City of Port Orchard Major Watershed Stream and Nearshore Habitat Conditions.

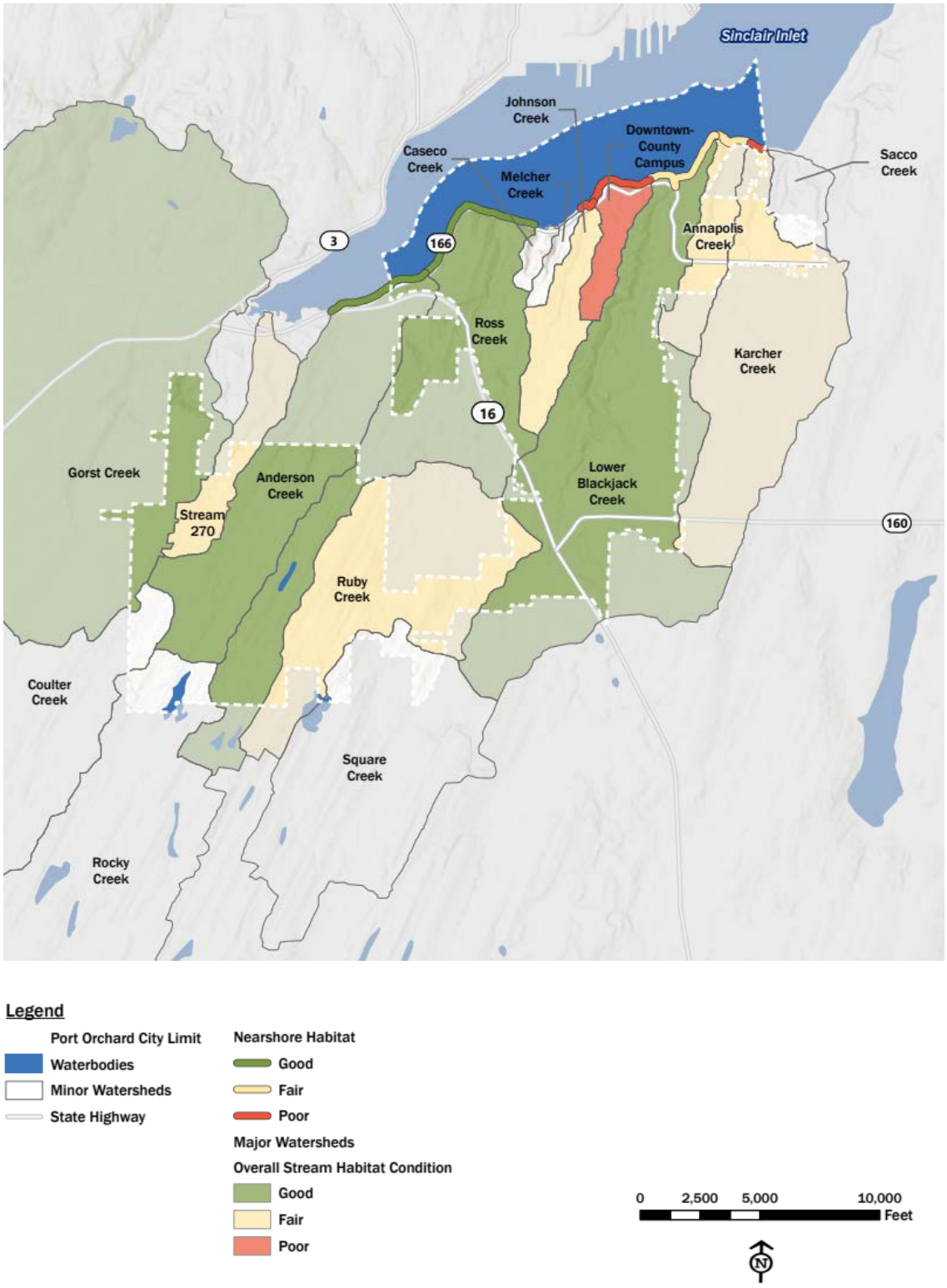
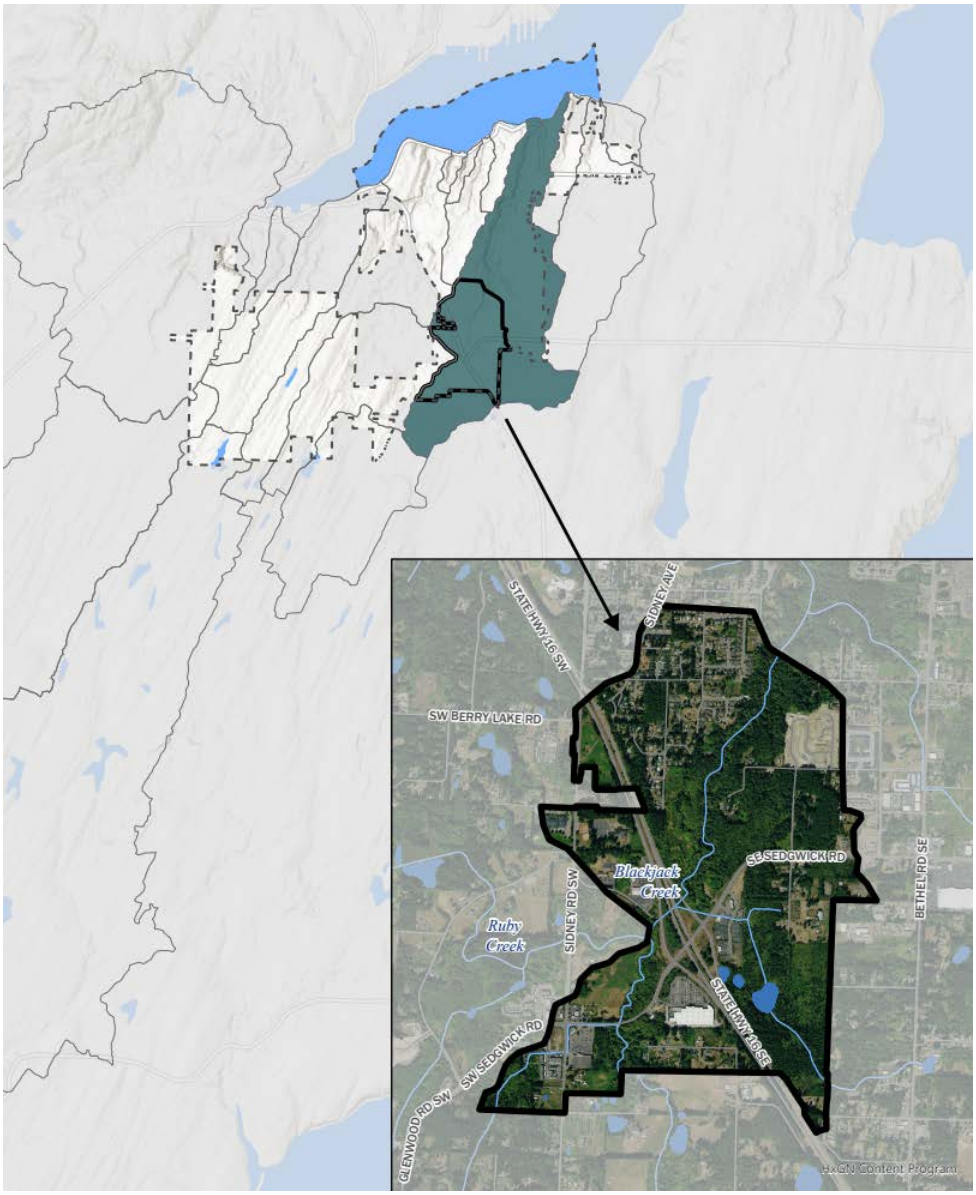


Table 4. Summary of Major Watershed Habitat Conditions.				
Major Watershed	**Watershed Habitat Condition for Salmon and Forage Fish**			
	Salmon Life Cycle Support			**Salmon and Forage Fish in the Marine Nearshore**
	Migration	**Spawning**	**Rearing**	**Sinclair Inlet Nearshore**
Anderson Creek (Gorst)	Good	Good	Good	Good
Annapolis Creek	Poor	Good	Fair	Fair
Downtown County Campus	Poor	Poor	Poor	Poor
Gorst Creek	Fair	Good	Good	Fair
Johnson Creek	Poor	Good	Good	Poor
Karcher Creek	Poor	Good	Good	Poor
Lower Blackjack	Good	Good	Good	Fair
Ross Creek	Fair	Fair	Fair	Good
Ruby Creek	Good	Fair	Poor	NA*
Stream 270	Poor	Good	Good	NA

NA = not applicable

*NA= Ruby Creek is an upper watershed with no nearshore areas on Sinclair Inlet; Gorst, Sacco and Stream 270 have no City lands on the Sinclair Inlet.

Figure 10. City of Port Orchard Lower Blackjack Creek Catchment A.



Legend

- Port Orchard City Limit
- Watersheds
- Catchment Boundary
- Lower Blackjack Creek Watershed
- Waterbodies
- State Highway

0 0.75 1.5 3 Miles

N

HERRERA

Plan Implementation

This section presents detailed information on implementing the recommended surface water and stormwater program activities presented in Surface Water Management Program Evaluation and Recommendations section and the capital projects described in Capital Improvement Program section. The major components of plan implementation include addressing staffing and resource needs, completion of CIP projects, interdepartmental collaboration, interagency collaboration, and utility finances.

CIP Plan Implementation

The CIP projects are described in Capital Improvement Program section and additional detail on each project can be found in the project summary sheets (Appendix B). Table 5 presents an implementation schedule that balances project priority, project complexity, and coordination with other projects. The project implementation schedule was based on project priority at the time this Plan was developed and will be updated as the financial analysis is completed.

Table 5. Capital Improvement Program Implementation Schedule.[1]							
Project Name	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Out Years[2]**
Annapolis Creek Culvert Replacement		$400,000	$800,000				
South Sidney Regional Facility		$700,000		$2,800,000			
Downtown Basin Stormwater Upgrades					$1,760,000	$1,100,000	$982,000
Ruby Creek Culvert Replacement					$400,000	$1,200,000	
Johnson Creek Estuary Restoration							$2,500,000
Ongoing Conveyance System Improvement Program							$13,000,000
SE Salmonberry Road, Lower Blackjack Creek Culvert Retrofit							$300,000
South Blackjack Creek Floodplain Restoration							$7,000,000
South Blackjack Creek Culvert Removal and Bridge Installation							$1,600,000
Central Sidney Stormwater Improvements							$4,000,000
Anderson Creek Culvert Replacement							$1,600,000
Total	**$0**	**$1,100,000**	**$800,000**	**$2,800,000**	**$2,160,000**	**$2,300,000**	**$30,982,000**

[1] All costs are in 2022 dollars.

[2] The projects listed in the 'out years' column have not been scheduled during the planning period.

Staffing and Funding Needs

Under the current level of staffing, City staff can address surface water and stormwater problems that arise on a daily basis and troubleshoot specific issues that arise with development project reviews. However, they are not fully able to perform activities that would enable continual improvement of the City's surface water management program. Current staffing levels will not be adequate to meet the rest of the requirements of the 2019–2024 Phase II Permit and long-term goals defined as part of this Plan. The activities listed in the Surface Water Management Program Evaluation section of the Plan will require additional staffing and funding. Below are the number of full time equivalents (FTEs), staff positions, and funding that are recommended for each level of service (see Figures 11 through 13 and Tables 6 and 7). The chosen level of service will be determined by the financial analysis discussed in the following section. Refer to Appendix A for a detailed estimate of staffing and funding needs.

Figure 11. Level 1 Full Time Equivalents and Staff Positions.

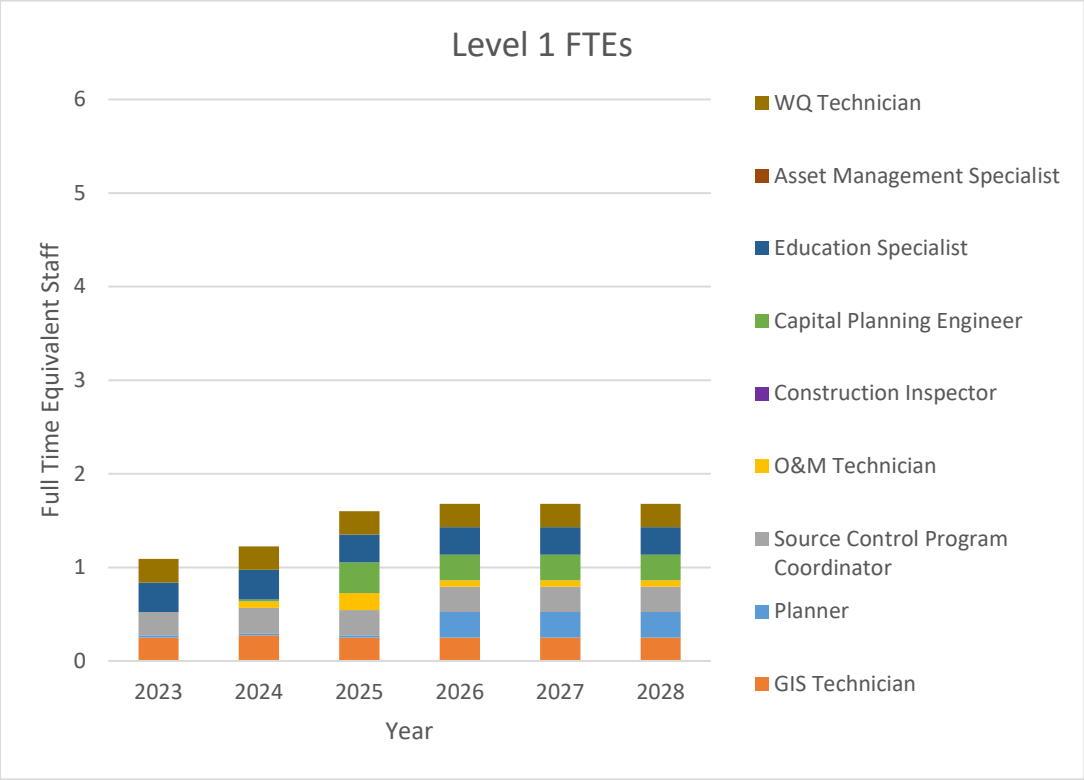


Figure 12. Level 2 Full Time Equivalents and Staff Positions.

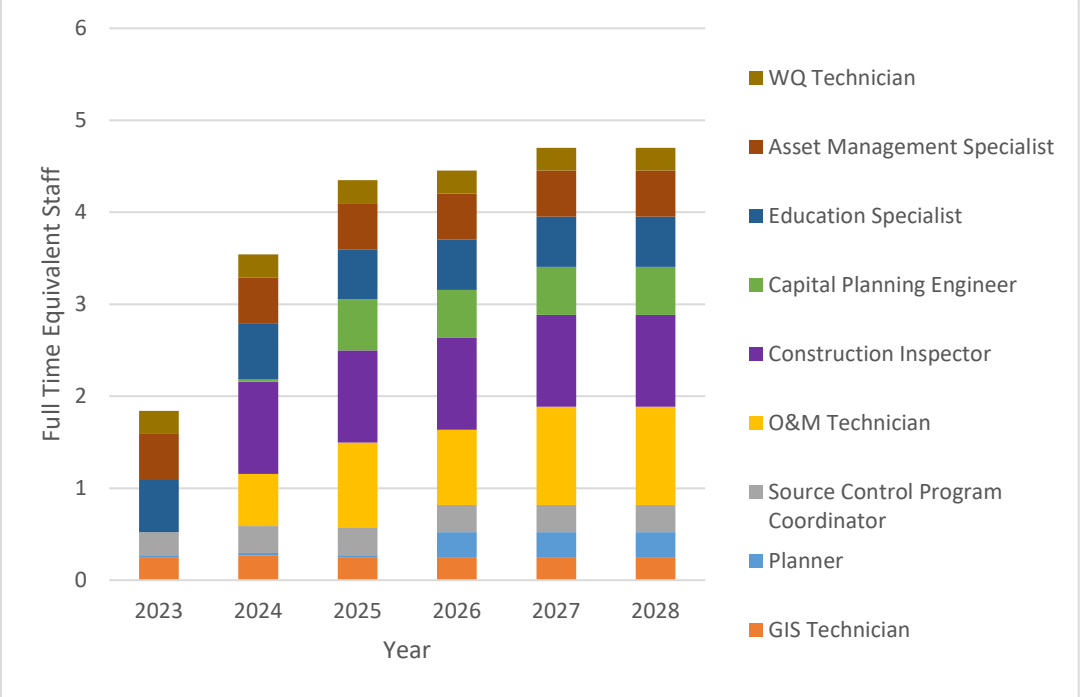


Figure 13. Level 3 Full Time Equivalents and Staff Positions.

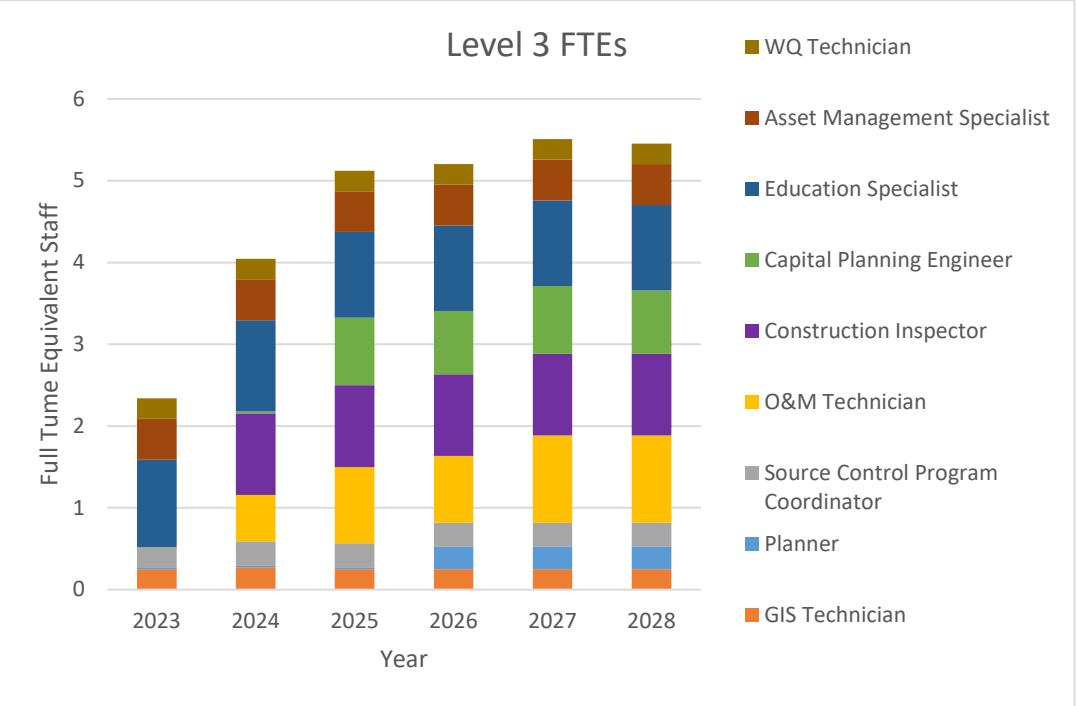


Table 6. Staff FTE Summary by Year and Tier.						
Tier	**Year 1**	**Year 2**	**Year 3**	**Year 4**	**Year 5**	**Year 6**
	2023	**2024**	**2025**	**2026**	**2027**	**2028**
Level 1 Total	1.09	1.23	1.60	1.68	1.68	1.68
Level 2 Total	1.84	3.54	4.35	4.45	4.70	4.70
Level 3 Total	2.34	4.04	5.12	5.20	5.51	5.45

Table 7. Funding Summary by Year and Tier.							
Tier	**Year 1**	**Year 2**	**Year 3**	**Year 4**	**Year 5**	**Year 6**	**Total**
	2023	**2024**	**2025**	**2026**	**2027**	**2028**	
Level 1 Total	$10,000	$10,000	$60,000	$10,000	$10,000	$10,000	$110,000
Level 2 Total	$30,000	$30,000	$60,000	$10,000	$10,000	$10,000	$150,000
Level 3 Total	$30,000	$30,000	$60,000	$10,000	$110,000	$10,000	$250,000

Financial Analysis

The activities and projects listed in this section will be funded by revenue from the stormwater utility. A financial analysis will be conducted to define utility rate adjustments that are necessary to implement this plan. During the financial analysis, the City will evaluate the regulatory needs and surface water- and stormwater-related issues facing the City to find a balance between level of service and increased utility rates.

Linkages to Other City Programs

Interdepartmental Collaboration

The City of Port Orchard Stormwater Management Program is led by staff in the Public Works Department. Plan implementation will require contributions from staff in Operations and Maintenance, Engineering, Community Development, and Finance.

Interagency Collaboration

To address ongoing regional efforts, the City should continue to work with regional stakeholder groups and local governments in shared drainage basins to manage and treat stormwater effectively. Below are agencies and regional programs to collaborate with.

Comprehensive Stormwater Planning

- The Cities of Bremerton, Bainbridge Island, Poulsbo, and Kitsap County Coordination for the Dyes/Sinclair Inlets Fecal Coliform TMDL Implementation Plan.
- Future Stormwater Management Action Planning requirements may need coordination with Kitsap County, City of Bremerton, and Pierce County for shared drainage basins.

Public Education and Public Involvement

- West Sound Stormwater Outreach Group (WSSOG) coordinating regional messaging and programs.
- Kitsap Conservation District coordinating potential future efforts including the homeowner rain garden cost share program.
- South Kitsap School District coordinating school stormwater curriculum and field trips.

Capital Improvement Projects and Programs

- Suquamish Tribe, and other relevant tribes, reviewing salmon habitat projects.
- WSPER prioritizing regional salmon habitat projects.
- Washington State Department of Fish and Wildlife for reviewing projects and the impacts to fish habitat.
- Washington State Department of Transportation for City projects adjacent to state lands.

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APPENDIX A

Stormwater Management Program Staffing and Funding Matrix

Table A-1. Recommended Activities for Stormwater Planning.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Interdisciplinary team	$0	0	$0	0	0	The interdisciplinary team will continue to meet regularly to direct planning, development, and implementation of the City's Stormwater and Watersheds Comprehensive Plan, SMAP development, and continue to review and implement LID code updates. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Long-range planning	$0	0	$0	0	0	Prepare report summarizing coordination with long-range planning efforts. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Due January 2023)												
LID code review	$0	0	$10,000	40	0.023	The City will continue to annually assess whether any administrative or regulatory barriers to implementation of LID principles or LID BMPs were identified. Assumes $10,000 of consultant support and 40 staff hours annually. (Ongoing starting 2023)	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	40	40	40	40	40	40
Receiving water assessment	$0	0	$0	0	0	Receiving water assessment has been completed. (Due March 2022)												
Receiving water prioritization	$0	0	$0	0	0	Receiving water prioritization has been completed. (Due June 2022)												
SMAP	$0	0	$0	0	0	Prepare a Stormwater Management Action Plan (SMAP) for one high priority area. Assumes funding has already been set aside for this work and staff support would be included with the current level of storm drainage utility funding. (Due March 2023)												
SMAP implementation	$0	0	$0	442	0.25	Implement the SMAP. Assumes 0.25 FTE of staff time will be needed starting in 2026 to carry out activities defined in the SMAP.										442	442	442
Level 1 Total	**$0**	**0**	**$10,000**	**482**	**0.27**		**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**40**	**40**	**40**	**482**	**482**	**482**
Level 2																		
All activities from Level 1	$0	0	$10,000	482	0.27	Same assumptions as Level 1.	$10,000	$10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	40	40	40	482	482	482
Level 2 Total	**$0**	**0**	**$10,000**	**482**	**0.27**		**$10,000**	**$10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**40**	**40**	**40**	**482**	**482**	**482**
Level 3																		
All activities from Level 2	$0	0	$10,000	482	0.27	Same assumptions as Level 2.	$10,000	$10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	40	40	40	482	482	482
Level 3 Total	**$0**	**0**	**$10,000**	**482**	**0.27**		**$10,000**	**$10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**40**	**40**	**40**	**482**	**482**	**482**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-2. Recommended Activities for Public Education and Outreach.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
General awareness public education materials	$0	0	$0	221	0.125	Review and update existing public education materials as needed. Develop materials for one new target audience and one new subject area annually. Assumes 0.125 FTE of staff time will be needed starting in 2023. (Ongoing)							221	221	221	221	221	221
SMAP outreach	$0	80	$0	80	0.05	Add additional Mutt Mitt pet waste pick up stations and conduct outreach within Lower Blackjack Creek Catchment to align with the SMAP. Outreach topics include private property stormwater impacts, stormwater practices, tree preservation, and wetland buffers. Assumes 0.05 FTE of staff time will be needed starting in 2024. (Ongoing starting 2024)									80	80	80	80
Evaluate behavior change program	$0	0	$0	0	0	Evaluation of the Mutt Mitt program has been completed. (Due July 2020)												
Implement social marketing for existing program	$0	80	$0	0	0	Partner with WSSOG on implementing a natural lawn care social marketing campaign as a behavior enhancement in attempt to reduce the use of chemical lawn treatments from 2021-2023. Assumes 80 hours total of additional staff time needed for implementation in 2023. (Ongoing through 2023)							40	40				
Report behavior changes	$0	160	$0	0	0	Summarize the changes in understanding and adoption of targeted behaviors related to the behavior change program. Assumes 80 hours of additional staff time needed in 2023 and 2024. (Due March 2024).							80	80				
Continue stewardship opportunities	$0	0	$0	221	0.125	Continue to host and/or advertise volunteer events related to stewardship opportunities (shoreline cleanups and rain gardens). Assumes 0.125 FTE of staff time will be needed starting in 2023. (Ongoing)							221	221	221	221	221	221
Level 1 Total	**$0**	**320**	**$0**	**522**	**0.3**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**562**	**562**	**522**	**522**	**522**	**522**
Level 2																		
All activities from Level 1	$0	320	$0	522	0.3	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -	562	562	522	522	522	522
Develop LID outreach materials	$20,000	80	$0	0	0	Develop education and outreach materials for commercial and private facility owners related to LID principles and practices. Assumes $20,000 of consultant support and 80 hours of staff support in 2024. (Complete in 2024).		$ 20,000						80				
Expand stewardship opportunities	$0	0	$0	442	0.25	Expand the public education program by creating two additional stewardship opportunities and including field demonstrations/ interactive monitoring in the partnership with South Kitsap School District. Assumes 0.25 FTE of staff time will be needed starting in 2023. (Ongoing starting 2023)							442	442	442	442	442	442
Level 2 Total	**$20,000**	**400**	**$0**	**964**	**0.55**		**$ -**	**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ -**	**1004**	**1084**	**964**	**964**	**964**	**964**
Level 3																		
All activities from Level 2	$20,000	400	$0	964	0.55	Same assumptions as Level 2.	$ -	$ 20,000	$ -	$ -	$ -	$ -	1004	1084	964	964	964	964
Develop new general awareness public education materials	$0	0	$0	442	0.25	Develop materials for two additional target audiences and two additional subject areas annually. Assumes 0.25 FTE of staff time will be needed starting in 2023. (Ongoing starting 2023)							442	442	442	442	442	442
Expand stewardship opportunities	$0	0	$0	442	0.25	Create a volunteer stream team for the City that would be trained on monitoring activities such as B-IBI sampling, and habitat/invasive species monitoring and management. Assumes 0.25 FTE of staff time will be needed starting in 2023. (Ongoing starting 2023)							442	442	442	442	442	442
Level 3 Total	**$20,000**	**400**	**$0**	**1848**	**1.05**		**$ -**	**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ -**	**1,888**	**1,968**	**1,848**	**1,848**	**1,848**	**1,848**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-3. Recommended Activities for Public Involvement and Participation.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Collaborate with local stakeholders	$0	0	$0	0	0	Continue collaborations with local builders' associations related to permit changes and stormwater issues. Continue participation in WSPER, WREC, WSSOG and expanding ways to reach and involve overburdened communities. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Post SWMP Plan and Annual Report	$0	0	$0	0	0	Continue to post SWMP and latest Annual Report on City's website. Assumes funding and staff support would be included with the current level of SWM funding. (Ongoing)												
Level 1 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 2																		
All activities from Level 1	$0	0	$0	0	0	Same assumptions as Level 1.												
Level 2 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 3																		
All activities from Level 2	$0	0	$0	0	0	Same assumptions as Level 2.												
Level 3 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-4. Recommended Activities for MS4 Mapping and Documentation.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Ongoing map updates	$0	0	$0	442	0.25	Continue to update the City's MS4 map on an ongoing basis. Assume 0.25 FTE additional staff time needed starting in 2023 to manage additions and updates to stormwater mapping. (Ongoing)							442	442	442	442	442	442
Locate and map additional outfalls	$0	40	$0	0	0	Locate and map additional outfalls. Assumes 40 hours total of additional staff time needed to find and document outfalls. (Complete by 2024)								40				
Map outfall attributes	$0	0	$0	0	0	Continue to collect size and material data for known MS4 outfalls during the normal course of inspections and maintenance and update records. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Map known private connections	$0	0	$0	0	0	Continue to map all known connections from the MS4 to a privately owned stormwater system. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Due August 2023)												
Continue to maintain electronic maps	$0	0	$0	0	0	Map new private connections when as-builts are received. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Level 1 Total	**$0**	**40**	**$0**	**442**	**0.25**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**442**	**482**	**442**	**442**	**442**	**442**
Level 2																		
All activities from Level 1	$0	40	$0	442	0.25	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -	442	482	442	442	442	442
Implement asset management system	$0	0	$0	884	0.50	Work with consultant to select asset management software and implement new asset management system. Assume that funding for consultant (and staff time to manage the consultant) is already in place and 0.5 FTE is needed to implement and manage this program starting in 2023. (Ongoing)							884	884	884	884	884	884
Level 2 Total	**$0**	**40**	**$0**	**1,326**	**0.75**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**1,326**	**1,366**	**1,326**	**1,326**	**1,326**	**1,326**
Level 3																		
All activities from Level 2	$0	40	$0	1,326	0.75	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -	1,326	1,366	1,326	1,326	1,326	1,326
Level 3 Total	**$0**	**40**	**$0**	**1,326**	**0.75**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**1,326**	**1,366**	**1,326**	**1,326**	**1,326**	**1,326**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-5. Recommended Activities for Illicit Discharge Detection and Elimination.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Post pollution control BMP resources	$0	0	$0	0	0	Continue to update the City's website with pollution control BMP resources. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Field screening	$0	0	$0	0	0	Continue field screening for illicit connections and illicit discharges. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Staff training program	$0	0	$0	0	0	Continue to implement staff training program. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Source tracing/respond to spills and water quality complaints	$0	0	$0	0	0	Continue to respond to spills and water quality complaints. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Report to Ecology	$0	0	$0	0	0	Report illicit discharge data to Ecology using WQWebIDDE. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Level 1 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 2																		
All activities from Level 1	$0	0	$0	0	0	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -	0	0	0	0	0	0
Integrate IDDE into asset management system	$0	0	$0	0	0	Integrate IDDE tasks into asset management system. Assume this work will be performed by staff implementing the asset management system (see Table B-4), so no additional staff time needed.												
Level 2 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 3																		
All activities from Level 2	$0	0	$0	0	0	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -	0	0	0	0	0	0
Level 3 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-6. Recommended Activities for Controlling Runoff from New Development, Redevelopment, and Construction Sites.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Ordinance	$0	0	$0	0	0	The Port Orchard Municipal Code (POMC) update to adopt Ecology's 2019 SWMMWW has been completed. (Due June 30, 2022)												
Stormwater plan review	$0	0	$0	0	0	Continue to implement stormwater plan review program. Assumes funding and staff support (including the recent new hire) would be included with the current level of storm drainage utility funding. (Ongoing)												
Stormwater standards review	$0	0	$0	40	0.02	Conduct a review of stormwater standards on an annual basis. Assumes 0.02 FTE of staff time will be needed starting in 2024. (Ongoing starting 2024)								40	40	40	40	40
Permit tracking system	$0	0	$0	0	0	Refine and improve the stormwater plan review, inspection, and escalating enforcement processes. Assumes funding and staff support (including the recent new hire) would be included with the current level of storm drainage utility funding. (Ongoing)												
Staff training program	$0	0	$0	0	0	Provide training opportunities for inspection practices, recordkeeping, and erosion control, update the staff training plan as needed, and improve record keeping/documentation of training for City staff. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Level 1 Total	**$0**	**0**	**$0**	**40**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**40**	**40**	**40**	**40**	**40**
Level 2																		
All activities from Level 1	$0	0	$0	40	0	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -		40	40	40	40	40
Construction inspections	$0	0	$0	1,768	1.00	Hire a dedicated stormwater inspector (1 FTE starting in 2024) to assist with construction inspections. (Ongoing)								1,768	1,768	1,768	1,768	1,768
Level 2 Total	**$0**	**0**	**$0**	**1,808**	**1.02**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**1,808**	**1,808**	**1,808**	**1,808**	**1,808**
Level 3																		
All activities from Level 2	$0	0	$0	1,808	1.02	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -		1,808	1,808	1,808	1,808	1,808
Level 3 Total	**$0**	**0**	**$0**	**1,808**	**1.02**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**1,808**	**1,808**	**1,808**	**1,808**	**1,808**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-7. Recommended Activities for Operations and Maintenance.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Private facility inspections	$0	0	$0	0	0	Continue implement private facility inspectors via a third-party contractor. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Maintenance SOPs	$0	0	$0	0	0	Stand-alone SOPs, to address the practices, policies, and procedures listed in the NPDES permit, have been developed. (Due December 2022)												
Public facility inspections and maintenance	$0	0	$0	0	0	Continue to annually inspect and maintain municipally owned or operated stormwater treatment and flow control BMPs/facilities according to permit conditions. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Spot checks	$0	0	$0	0	0	Continue to implement spot checks and inspections after major storms. Assumes funding and staff support would be included with the current level of SWM funding. (Ongoing)												
Catch basin inspections	$0	0	$0	0	0	Continue to inspect catch basins and maintain as needed. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
O&M training	$0	0	$0	0	0	Continue to implement training programs for staff whose work could impact stormwater. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Outfall inspections	$0	200	$0	0	0	Inspect additional outfalls. Assumes locating and mapping outfalls process is complete and 200 hours total of additional staff time needed to inspect the outfalls in 2025. (Complete in 2025)									200			
Catch basin cleanings	$0	0	$0	120	0.07	Clean targeted catch basins in the Lower Blackjack Creek Catchment to align with the SMAP. Assumes 0.07 FTE of staff time will be needed starting in 2024. (Ongoing starting 2024)								120	120	120	120	120
Conduct annual SWPPP inspections	$0	0	$0	0	0	Continue to conduct annual SWPPP inspections. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
SWPPP training	$0	0	$0	0	0	Conduct and document SWPPP training for staff. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Level 1 Total	**$0**	**200**	**$0**	**120**	**0.07**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**120**	**320**	**120**	**120**	**120**
Level 2																		
All activities from Level 1	$0	200	$0	120	0.07	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -		120	320	120	120	120
Private facility inspections	$0	0	$0	884	0.50	Add 0.25 FTE in 2024 and increase to 0.5 FTE total in 2026 to implement private facility inspections with City inspectors. (Ongoing)									442	442	884	884
Catch basin inspections	$0	0	$0	884	0.50	Add 0.5 FTE in 2024 to support catch basin inspection and cleaning. (Ongoing)								884	884	884	884	884
Level 2 Total	**$0**	**200**	**$0**	**1,888**	**1.1**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**1004**	**1,646**	**1,446**	**1,888**	**1,888**
Level 3																		
All activities from Level 2	$0	200	$0	1,888	1.1	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -		1004	1,646	1,446	1,888	1,888
Level 3 Total	**$0**	**200**	**$0**	**1,888**	**1.1**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**1004**	**1,646**	**1,446**	**1,888**	**1,888**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-8. Recommended Activities for Source Control Program for Existing Development.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Ordinance	$0	0	$0	0	0	The City's Stormwater Ordinance to address source control program and enforcement has been developed. (Due August 2022)												
Source control inventory	$0	0	$0	0	0	The City's initial source control inventory has been developed. (Due August 2022)												
Review/update public education materials	$0	0	$0	40	0.02	Review and update public education materials gathered by the Business Inspection Group (BIG) to create a basic set of resources for the City's source control program. Assumes ongoing staff support of 40 hours per year starting in 2023 to update materials. (Ongoing)							40	40	40	40	40	40
Source control inspections	$0	0	$0	280	0.16	Conduct annual source control inspections on 20% of the businesses and/or properties included in the updated source control inventory. Prioritize inspections in the Lower Blackjack Creek Catchment to align with the SMAP. Assumes 0.16 FTE will be needed to implement the inspection program (total staff need for Source Control will be 0.25 FTE). (Ongoing starting in 2023)							280	280	280	280	280	280
Investigate complaints	$0	0	$0	40	0.02	Investigate sites identified through legitimate complaints. Assumes approximately 40 hours of staff support needed annually. (Ongoing starting January 2023)							40	40	40	40	40	40
Source control recordkeeping	$0	0	$0	80	0.05	Ongoing maintenance of inspection records and enforcement documentation. Assumes 80 hours of staff support needed annually starting in 2023 to implement recordkeeping system. (Ongoing)							80	80	80	80	80	80
Enhanced business source control technical assistance	$0	0	$0	40	0.02	Provide enhanced source control technical assistances to businesses within the Lower Blackjack Creek Catchment. Assumes 0.02 FTE of staff time will be needed starting in 2024. (Ongoing starting 2024)								40	40	40	40	40
Staff training program	$0	0	$0	0	0	Conduct and document source control training for staff. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing starting in 2023)												
Level 1 Total	**$0**	**0**	**$0**	**480**	**0.27**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**440**	**480**	**480**	**480**	**480**	**480**
Level 2																		
All activities from Level 1	$0	0	$0	480	0.27	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -	440	480	480	480	480	480
Develop additional public education materials	$20,000	0	$0	40	0.02	Develop additional public education materials to supplement those gathered by the BIG and developed as part of Level 1 to create a broader set of resources for the City's source control program. Assumes $20,000 of consultant support in 2023 and ongoing staff support of 40 hours per year starting in 2024 to update materials. (Ongoing)	$ 20,000							40	40	40	40	40
Level 2 Total	**$20,000**	**0**	**$0**	**520**	**0.29**		**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**440**	**520**	**520**	**520**	**520**	**520**
Level 3																		
All activities from Level 2	$20,000	0	$0	520	0.29	Same assumptions as Level 2.	$ 20,000	$ -	$ -	$ -	$ -	$ -	440	520	520	520	520	520
Level 3 Total	**$20,000**	**0**	**$0**	**520**	**0.29**		**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**440**	**520**	**520**	**520**	**520**	**520**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-9. Recommended Activities for Total Maximum Daily Load (TMDL) Requirements.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
IDDE screening in high priority areas	$0	0	$0	0	0	Prioritize IDDE screening in areas discharging to Sinclair Inlet via Blackjack, Annapolis, and Karcher Creeks and to shorelines (2021-2023). Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Continue into 2023)												
Pollution Prevention Control Plan and ongoing monitoring	$0	0	$0	442	0.25	Develop a Pollution Prevention Control Plan (QAPP equivalent) to monitor stream health and provide water quality status updates by the end of 2023. Assume cost to prepare Pollution Prevention Control Plan is included with the current level of storm drainage utility funding, but that implementation in 2023 and beyond would require 0.25 FTE staff support. (End of 2023 for Plan; Ongoing for monitoring)							442	442	442	442	442	442
Level 1 Total	**$0**	**0**	**$0**	**442**	**0.25**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**442**	**442**	**442**	**442**	**442**	**442**
Level 2																		
All activities from Level 1	$0	0	$0	442	0.25	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -	442	442	442	442	442	442
Level 2 Total	**$0**	**0**	**$0**	**442**	**0.25**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**442**	**442**	**442**	**442**	**442**	**442**
Level 3																		
All activities from Level 2	$0	0	$0	442	0.25	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -	442	442	442	442	442	442
Level 3 Total	**$0**	**0**	**$0**	**442**	**0.25**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**442**	**442**	**442**	**442**	**442**	**442**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-10. Recommended Activities for Monitoring and Assessment.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Regional status and trends monitoring	$0	0	$0	0	0	The City should continue to pay into the Regional Status and Trends Monitoring at the annual contribution amount specified in Appendix 11 of the 2019-2024 permit. This is already included in the annual budget. The City should also seek opportunities to participate with Kitsap County and other local jurisdictions in an integrated and coordinated monitoring assessment program.												
Effectiveness studies and source identification studies	$0	0	$0	0	0	The City should continue to pay into the Regional Effectiveness Studies and Source Identification Studies at the annual contribution amount specified in Appendix 11 of the 2019-2024 permit. This is already included in the annual budget.												
TMDL requirements	$0	0	$0	0	0	The City will continue to implement monitoring required by TMDLs (see Table B-9 for funding and staffing).												
Level 1 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 2																		
All activities from Level 1	$0	0	$0	0	0	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -						
Level 2 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 3																		
All activities from Level 2	$0	0	$0	0	0	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -						
Level 3 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-11. Recommended Activities for Reporting.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Annual report and SWMP plan updates	$0	0	$0	0	0	Continue to update the SWMP plan and answer the Annual Report questions each year. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Due March 31st each year)												
Record keeping	$0	0	$0	0	0	Continue retaining records for a minimum of 5 years. Assumes funding and staff support would be included with the current level of storm drainage utility funding. (Ongoing)												
Level 1 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 2																		
All activities from Level 1	$0	0	$0	0	0	Same assumptions as Level 1.	$ -	$ -	$ -	$ -	$ -	$ -						
Level 2 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**
Level 3																		
All activities from Level 2	$0	0	$0	0	0	Same assumptions as Level 2.	$ -	$ -	$ -	$ -	$ -	$ -						
Level 3 Total	**$0**	**0**	**$0**	**0**	**0**		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-12. Recommended Activities for Other SWM Program Support.							Funding						Staff Hours					
Recommendation	One-Time[a]		Ongoing[b]			Assumptions	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	Funding	Staff Support (hours)	Funding	Staff Support (hours/ year)	FTE[c]		2023	2024	2025	2026	2027	2028	2023	2024	2025	2026	2027	2028
Level 1																		
Capital project design and project management	$0	0	$0	442	0.25	Add engineering capacity to the capital project design team to assist with stormwater retrofit projects and upcoming SMAP implementation projects. Assumes the addition of 0.25 FTE starting in 2025. (Ongoing)									442	442	442	442
Climate change in capital improvement projects	$50,000	100	$0	0	0	Develop a policy and standards for considering more intense future precipitation and sea level rise in stormwater capital improvement projects. Assumes $40,000 of consultant support and 100 hours of staff time in 2025.			$ 50,000						100			
Level 1 Total	**$50,000**	**100**	**$0**	**442**	**0.25**		**$ -**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**0**	**0**	**542**	**442**	**442**	**442**
Level 2																		
All activities from Level 1	$50,000	100	$0	442	0.25	Same assumptions as Level 1.	$ -	$ -	$ 50,000	$ -	$ -	$ -			542	442	442	442
Additional capital project design and project management	$0	0	$0	442	0.25	Increase engineering capacity for the capital project design team to assist with stormwater retrofit projects and upcoming SMAP implementation projects. Assumes the addition of 0.25 FTE starting in 2025. (Ongoing)									442	442	442	442
Level 2 Total	**$50,000**	**100**	**$0**	**884**	**0.50**		**$ -**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**0**	**0**	**984**	**884**	**884**	**884**
Level 3																		
All activities from Level 2	$50,000	100	$0	884	0.50	Same assumptions as Level 2.	$ -	$ -	$ 50,000	$ -	$ -	$ -			984	884	884	884
Additional capital project design and project management	$0	0	$0	442	0.25	Increase engineering capacity for the capital project design team to assist with stormwater retrofit projects and upcoming SMAP implementation projects. Assumes the addition of 0.25 FTE starting in 2025.									442	442	442	442
Climate change in private development projects	$100,000	100	$0	0	0	Develop a policy and standards for new and redevelopment projects to design for more intense future precipitation. Assumes $40,000 of consultant support and 100 hours of staff time in 2027.					$ 100,000						100	
Level 3 Total	**$150,000**	**200**	**$0**	**1,326**	**0.75**		**$ -**	**$ -**	**$ 50,000**	**$ -**	**$ 100,000**	**$ -**	**0**	**0**	**1,426**	**1,326**	**1,426**	**1,326**

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

Table A-13. Cost Summary by Program Area, Year, and Tier.

Program Area	Tier	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
		2023	2024	2025	2026	2027	2028	
Stormwater Planning	Level 1	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	**$60,000**
	Level 2	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	**$60,000**
	Level 3	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	**$60,000**
Public Education and Outreach	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$20,000	$0	$0	$0	$0	**$20,000**
	Level 3	$0	$20,000	$0	$0	$0	$0	**$20,000**
Public Involvement and Participation	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
MS4 Mapping and Documentation	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Illicit Discharge Detection and Elimination	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Controlling Runoff from New Development, Redevelopment, and Construction Sites	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Operations and Maintenance	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Source Control Program for Existing Development	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$20,000	$0	$0	$0	$0	$0	**$20,000**
	Level 3	$20,000	$0	$0	$0	$0	$0	**$20,000**
TMDL Requirements	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Monitoring and Assessment	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Reporting	Level 1	$0	$0	$0	$0	$0	$0	**$0**
	Level 2	$0	$0	$0	$0	$0	$0	**$0**
	Level 3	$0	$0	$0	$0	$0	$0	**$0**
Other SWM Support	Level 1	$0	$0	$50,000	$0	$0	$0	**$50,000**
	Level 2	$0	$0	$50,000	$0	$0	$0	**$50,000**
	Level 3	$0	$0	$50,000	$0	$100,000	$0	**$150,000**

Table A-14. Cost Summary by Year and Tier.							
Tier	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	**Total**
	2023	2024	2025	2026	2027	2028	
Level 1 Total	**$10,000**	**$10,000**	**$60,000**	**$10,000**	**$10,000**	**$10,000**	**$110,000**
Level 2 Total	**$30,000**	**$30,000**	**$60,000**	**$10,000**	**$10,000**	**$10,000**	**$150,000**
Level 3 Total	**$30,000**	**$30,000**	**$60,000**	**$10,000**	**$110,000**	**$10,000**	**$250,000**

Table A-15. Staff Hours Summary by Program Area, Year, and Tier.

Program Area	Tier	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
		2023	2024	2025	2026	2027	2028	
Stormwater Planning	Level 1	40	40	40	482	482	482	**1,566**
	Level 2	40	40	40	482	482	482	**1,566**
	Level 3	40	40	40	482	482	482	**1,566**
Public Education and Outreach	Level 1	562	562	522	522	522	522	**3,212**
	Level 2	1,004	1,084	924	964	964	964	**5,904**
	Level 3	1,888	1,968	1,848	1,848	1,848	1,848	**11,248**
Public Involvement and Participation	Level 1	0	0	0	0	0	0	**0**
	Level 2	0	0	0	0	0	0	**0**
	Level 3	0	0	0	0	0	0	**0**
MS4 Mapping and Documentation	Level 1	442	482	442	442	442	442	**2,692**
	Level 2	1,326	1,366	1,326	1,326	1,326	1,326	**7,996**
	Level 3	1,326	1,366	1,326	1,326	1,326	1,326	**7,996**
Illicit Discharge Detection and Elimination	Level 1	0	0	0	0	0	0	**0**
	Level 2	0	0	0	0	0	0	**0**
	Level 3	0	0	0	0	0	0	**0**
Controlling Runoff from New Development, Redevelopment, and Construction Sites	Level 1	0	40	40	40	40	40	**200**
	Level 2	0	1,808	1,808	1,808	1,808	1,808	**9,040**
	Level 3	0	1,808	1,808	1,808	1,808	1,808	**9,040**
Operations and Maintenance	Level 1	0	120	320	120	120	120	**800**
	Level 2	0	1,004	1,646	1,446	1,888	1,888	**7,872**
	Level 3	0	1,004	1,646	1,446	1,888	1,888	**7,872**
Source Control Program for Existing Development	Level 1	440	480	480	480	480	480	**2,840**
	Level 2	440	520	520	520	520	520	**3,040**
	Level 3	440	520	520	520	520	520	**3,040**
TMDL Requirements	Level 1	442	442	442	442	442	442	**2,652**
	Level 2	442	442	442	442	442	442	**2,652**
	Level 3	442	442	442	442	442	442	**2,652**
Monitoring and Assessment	Level 1	0	0	0	0	0	0	**0**
	Level 2	0	0	0	0	0	0	**0**
	Level 3	0	0	0	0	0	0	**0**
Reporting	Level 1	0	0	0	0	0	0	**0**
	Level 2	0	0	0	0	0	0	**0**
	Level 3	0	0	0	0	0	0	**0**
Other SWM Support	Level 1	0	0	542	442	442	442	**1,868**
	Level 2	0	0	984	884	884	884	**3,636**
	Level 3	0	0	1,426	1,326	1,426	1,326	**5,504**

Table A-16. Staff Hours Summary by Year and Tier.

Tier	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	2023	2024	2025	2026	2027	2028
Level 1 Total	**1,926**	**2,166**	**2,828**	**2,970**	**2,970**	**2,970**
Level 2 Total	**3,252**	**6,264**	**7,690**	**7,872**	**8,314**	**8,314**
Level 3 Total	**4,136**	**7,148**	**9,056**	**9,198**	**9,740**	**9,640**

Table A-17. Staff FTE Summary by Year and Tier.

Tier	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
	2023	2024	2025	2026	2027	2028
Level 1 Total	**1.09**	**1.23**	**1.60**	**1.68**	**1.68**	**1.68**
Level 2 Total	**1.84**	**3.54**	**4.35**	**4.45**	**4.70**	**4.70**
Level 3 Total	**2.34**	**4.04**	**5.12**	**5.20**	**5.51**	**5.45**

Table A-18. Funding and Staffing Summary by Program Area and Tier.

Program Area	Tier	One-Time[a]		Ongoing[b]		
		Funding	Staff Support (hours)	Funding	Staff Support (hours/year)	FTE[c]
Stormwater Planning	Level 1	$0	0	$10,000	482	0.27
	Level 2	$0	0	$10,000	482	0.27
	Level 3	$0	0	$10,000	482	0.27
Public Education and Outreach	Level 1	$0	320	$0	522	0.30
	Level 2	$20,000	400	$280	964	0.30
	Level 3	$20,000	400	$0	1,848	1.05
Public Involvement and Participation	Level 1	$0	0	$0	0	0
	Level 2	$0	0	$0	0	0
	Level 3	$0	0	$0	0	0
MS4 Mapping and Documentation	Level 1	$0	40	$0	442	0.25
	Level 2	$0	40	$0	1,326	0.75
	Level 3	$0	40	$0	1,326	0.75
Illicit Discharge Detection and Elimination	Level 1	$0	0	$0	0	0
	Level 2	$0	0	$0	0	0
	Level 3	$0	0	$0	0	0
Controlling Runoff from New Development, Redevelopment, and Construction Sites	Level 1	$0	0	$0	40	0
	Level 2	$0	0	$0	1,808	1.02
	Level 3	$0	0	$0	1,808	1.02
Operations and Maintenance	Level 1	$0	200	$0	120	0
	Level 2	$0	200	$0	1,888	1.07
	Level 3	$0	200	$0	1,888	1.07
Source Control Program for Existing Development	Level 1	$0	0	$0	480	0.27
	Level 2	$20,000	0	$0	520	0.29
	Level 3	$20,000	0	$0	520	0.29
TMDL Requirements	Level 1	$0	0	$0	442	0
	Level 2	$0	0	$0	442	0
	Level 3	$0	0	$0	442	0
Monitoring and Assessment	Level 1	$0	0	$0	0	0
	Level 2	$0	0	$0	0	0
	Level 3	$0	0	$0	0	0
Reporting	Level 1	$0	0	$0	0	0
	Level 2	$0	0	$0	0	0
	Level 3	$0	0	$0	0	0
Other SWM Support	Level 1	$50,000	100	$0	442	0.25
	Level 2	$50,000	100	$0	884	0.50
	Level 3	$150,000	200	$0	1,326	0.75

[a] One-time activities are completed once, such as hiring a consultant to develop new training materials

[b] Ongoing activities occur every year, such as continuing an inspection program or annual review of procedures

[c] FTE, or Full-time equivalent staff, assumes 1,768 hours worked per year for one full-time staff member

APPENDIX B

CIP Initial Project List, Project Summary Sheets, and Project Prioritization

Table 1. Initial Capital Improvement Projects, Problem Descriptions, and Solutions.

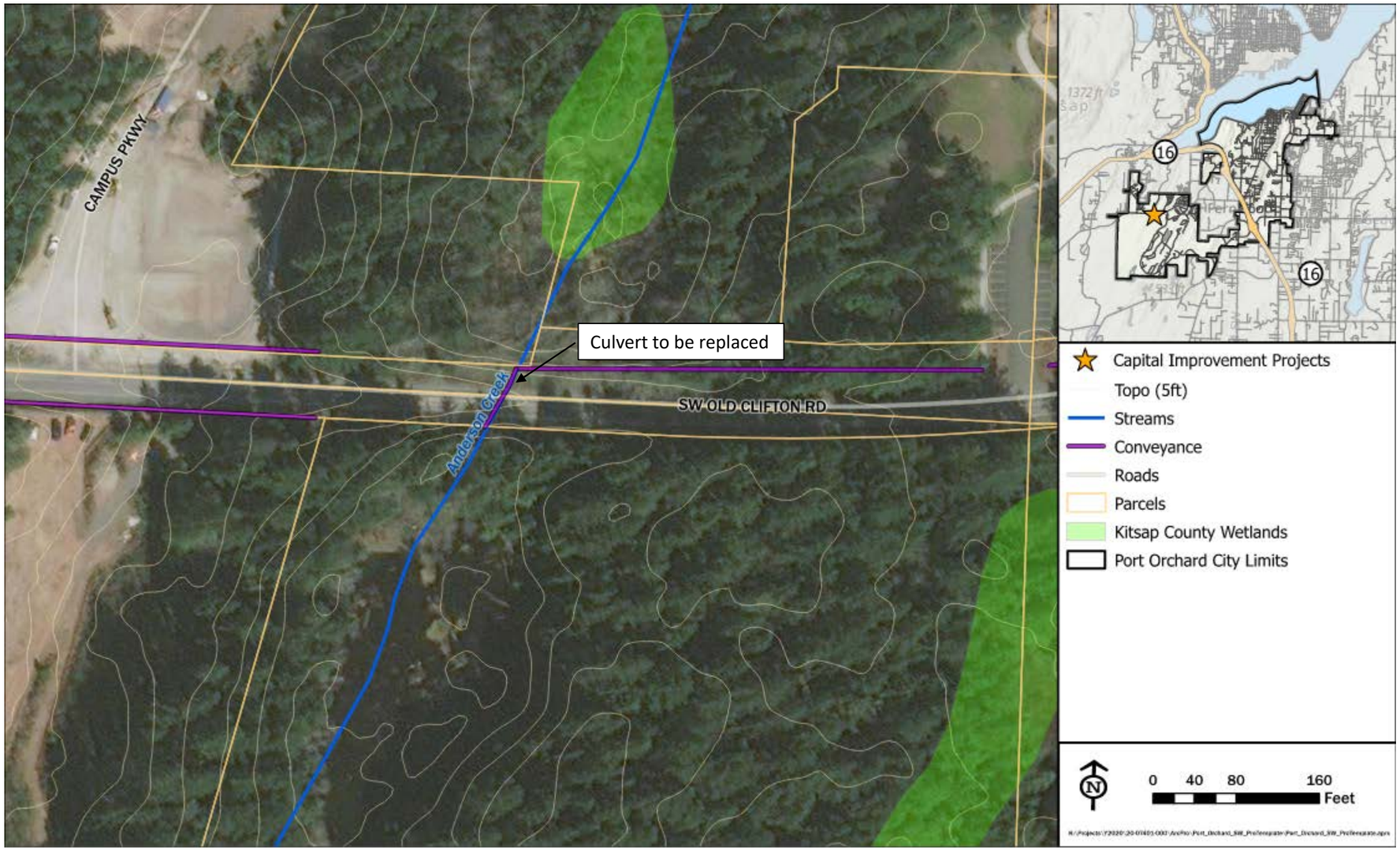
ID	Project Name	Basin	Problem Description	Solution	Project Type
1	Anderson Creek Culvert Retrofits	Anderson Creek	The two existing culverts are undersized for fish passage and have not been able to be inspected in the past 10 years.	Replace undersized culverts with fish passable box culverts or a bridge. Coordinate the project with water main replacement on Old Clifton Road.	Culvert Retrofits or Replacement
2	Annapolis Creek Culvert Replacement	Annapolis Creek	The existing culvert is failing, which is impairing upstream estuary conditions, and contributing to local flooding and property damage.	Replace the failing culvert with new modern fish passable culvert and restoring estuary processes upstream. 30% design has been completed by Reid Middleton. Currently in the process of selecting a preferred alternative.	Culvert Retrofits or Replacement
3	SE Salmonberry Road Lower Blackjack Creek Culvert Replacement	Lower Blackjack Creek	The existing culvert at SE Salmonberry Road crossing has collapsed.	Replace the failing culvert with new modern fish passable culvert. Coordinate with Bethel and Sedgwick Road Corridor Stormwater Improvement projects.	Culvert Retrofits or Replacement
4	Blackjack Creek Floodplain Restoration and Stormwater Management	Lower Blackjack Creek	The mainstem of Blackjack Creek and the surrounding floodplain are impaired. The floodplain currently lacks adequate water storage.	Restore natural channel configuration and floodplain function on Blackjack Creek to improve stormwater treatment, infiltration, and water storage for low flows.	Floodplain and Stream Restoration
5	Blackjack Creek Storm Outfall Assessment and Retrofits	Lower Blackjack Creek	There are multiple storm outfalls that need rehabilitation. The outfalls have inadequate energy dissipation, infiltration, and water quality treatment.	Rehabilitate the outfalls.	Outfall Condition Assessment and Rehabilitation
6	Central Sidney Stormwater Improvements	Downtown-County Campus	Old and undersized stormwater infrastructure is resulting in frequent flooding of the roadway and private property. Stormwater runoff currently discharges untreated to Unnamed Stream negatively affecting aquatic organisms.	Construct adequately sized stormwater conveyance infrastructure throughout the neighborhood and construct a regional facility / stormwater park to provide flow control and water quality treatment in accordance with current stormwater requirements.	Stormwater Conveyance and Water Quality Treatment
7	Downtown Basin Stormwater Upgrades	Downtown-County Campus	The Downtown-County Campus Basin has inadequate conveyance, water quality treatment, and flow control to manage stormwater runoff.	The Downtown Basin Stormwater Plan is underway. It includes infrastructure, condition assessment, and modeling. The work will define approximately five new capital projects.	Stormwater Conveyance and Water Quality Treatment
8	Glenwood Road Ruby Creek Culvert Replacement	Ruby Creek	There are multiple undersized fish barrier culverts and drainage issues near Glenwood Road.	Remove undersized culverts and replace with fish passable culverts.	Culvert Retrofits or Replacement
9	Johnson Creek Stream Realignment	Johnson Creek	There are 18 fish barrier culverts along Johnson Creek, many of which are unnecessary. Johnson Creek also has alignment issues.	Feasibility assessment and alternatives analysis for realigning Johnson Creek and Port Orchard Boulevard to restore stream channel function and fish passage. This will involve removing the 18 culverts and potentially installing fish passable culverts.	Culvert Retrofits or Replacement (Full Stream Realignment)
10	Johnson Creek Estuary Restoration	Johnson Creek	The Johnson Creek estuary has been filled by development and contains potentially contaminated soils.	Feasibility assessment and alternatives analysis to restore the estuary. Remove two 30" pipes in the easement and restore the estuary. This will require property acquisition at the mouth of Johnson Creek.	Estuary Restoration
11	McCormick Woods Drive Culvert Barrier Replacement	Anderson Creek	There are three failing culverts along McCormick Woods Drive that need to be removed and replaced.	Remove the three failing culverts and replace with fish passable culverts.	Culvert Retrofits or Replacement
12	Port Orchard East Shoreline Acquisition and Easement Right	Lower Blackjack Creek	Stormwater outfalls in the Eastern Shoreline are not accessible for inspection and maintenance. The shoreline is currently inaccessible to the public.	Acquire access to all shoreline properties east of Rockwell Park to eastern city limit.	Shoreline Acquisition
13	Rockwell Area Stormwater Improvements	Lower Blackjack Creek	The Rockwell Area has inadequate water quality treatment. The area also has a high groundwater table and steep grade resulting in high stormwater flow rates and sediment accumulation at the following intersections: Bay Street and Seattle Avenue; Bay Street and Rockwell Avenue.	Install water quality treatment system(s) for the Rockwell Area.	Water Quality Treatment
14	Ross Creek Beaver Dam Analogs Installation	Ross Creek	Ross Creek and the surrounding floodplain are impaired. The floodplain currently lacks adequate water storage.	Install beaver dam analogs or other in-stream elements to improve floodplain connectivity in the most effective areas.	Floodplain and Stream Restoration
15	Ross Creek Estuary Restoration and Beach Recreation Area	Ross Creek	The Ross Creek estuary is impaired and there is limited public recreation access at the nearby beaches.	Restore estuary function and processes in Ross Creek and open privately owned beaches for recreation activities.	Estuary Restoration Shoreline Acquisition
16	Sidney Road SW Ruby Creek Culvert Replacement and Bridge Installation	Ruby Creek	There is a failing culvert under Sidney Road SW. The culvert is a fish barrier due to a plunge pool and elevation drop.	Replace the culvert under Sidney Road SW.	Culvert Retrofits or Replacement

Table 1. Initial Capital Improvement Projects, Problem Descriptions, and Solutions.					
ID	**Project Name**	**Basin**	**Problem Description**	**Solution**	**Project Type**
17	Silver Creek Rehabilitation	Lower Blackjack Creek	Silver Creek, a Type F tributary to Blackjack Creek, requires rehabilitation to restore its original fluvial function.	Redirect flow into a deep pipe, trapezoidal channel, or through private property.	Floodplain and Stream Restoration Stormwater Conveyance
18	South Blackjack Creek Culvert Removal and Bridge Installation	Lower Blackjack Creek	There is a failing fish barrier culvert under Sedgwick Road. The culvert needs to be removed and replaced.	Remove culvert under Sedgwick Road and replace with a large span bridge. Coordinate with TIP projects.	Culvert Retrofits or Replacement
19	South Sidney Regional Facility	Lower Blackjack Creek	Old and undersized stormwater infrastructure is resulting in frequent flooding on Sherman Avenue and private property in nearby cul-de-sacs. There is no visible stormwater conveyance system nearby. Stormwater runoff currently discharges untreated to Blackjack Creek negatively affecting aquatic organisms. There is also a need for residential pedestrian connectivity between Bravo Terrace and South Sidney.	Construct a regional facility that includes infiltration. This project will require property acquisition.	Water Quality Treatment
20	Westbay Stormwater Improvements	Lower Blackjack Creek	Old and undersized stormwater infrastructure is resulting in localized flooding. There is currently no water quality treatment in the area. Stormwater runoff currently discharges untreated to Sinclair Inlet negatively affecting aquatic organisms. The area has steep slopes and limited right-of-way, making this a difficult project.	Install stormwater conveyance and water quality treatment infrastructure.	Stormwater Conveyance and Water Quality Treatment

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

ANDERSON CREEK CULVERT REPLACEMENT

Existing Site Plan



Site Characteristics and Constraints

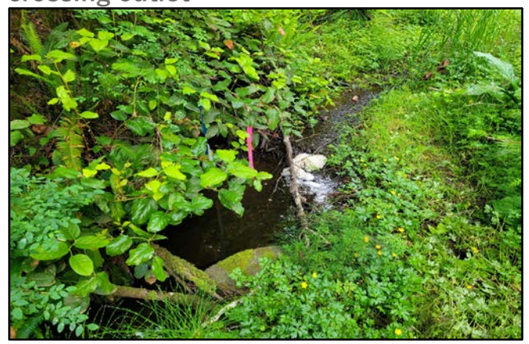
Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities	Other
• Anderson Creek Basin • Crossing located in upper watershed • Tributary confluence ~2 miles downstream with multiple active and relic beaver ponds upstream and downstream	• Road ROW • City owned property downstream of crossing	• Flat stream grade • 15 feet of culvert cover	• Underlying soils consist of Shalcar muck • Very poorly drained soil	• Stream channel surrounded by wetlands and multiple beaver ponds	• Existing storm and water along Old Clifton Road • New development ongoing	• Semi-frequent wildlife/traffic incidents reported

Problem Description

The existing 36-inch concrete culvert is undersized and submerged due to upstream and downstream beaver activity, creating backwater conditions through the crossing.

Existing Conditions

Newly installed stormwater input at the crossing outlet



Channel conditions looking upstream from the crossing inlet

Wetland and stream conditions looking downstream from the crossing outlet

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City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

ANDERSON CREEK CULVERT REPLACEMENT

Project Description

Replace existing 36-inch culvert with a bridge structure or large arch/box culvert to accommodate fish and wildlife passage through the crossing. A larger structure sized to accommodate flow, debris, and sediment transport during high flow events, including potential failure of the beaver dam will provide long-term resilience to local infrastructure and restore natural ecological processes.

Structure size likely 25 – 35 feet to accommodate geomorphic setting with wetlands and beaver activity.

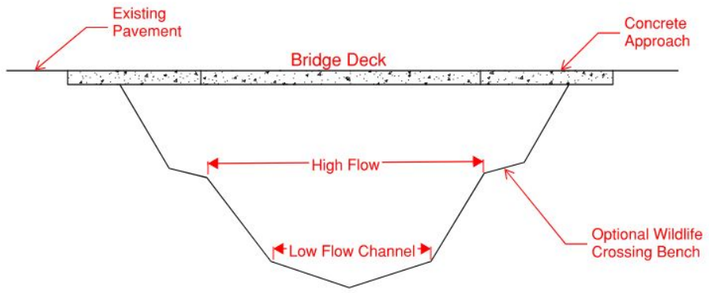
Permits Required

Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
SEPA DNS
Right-of-Way Permit
Commercial Permit
Critical Areas Documentation

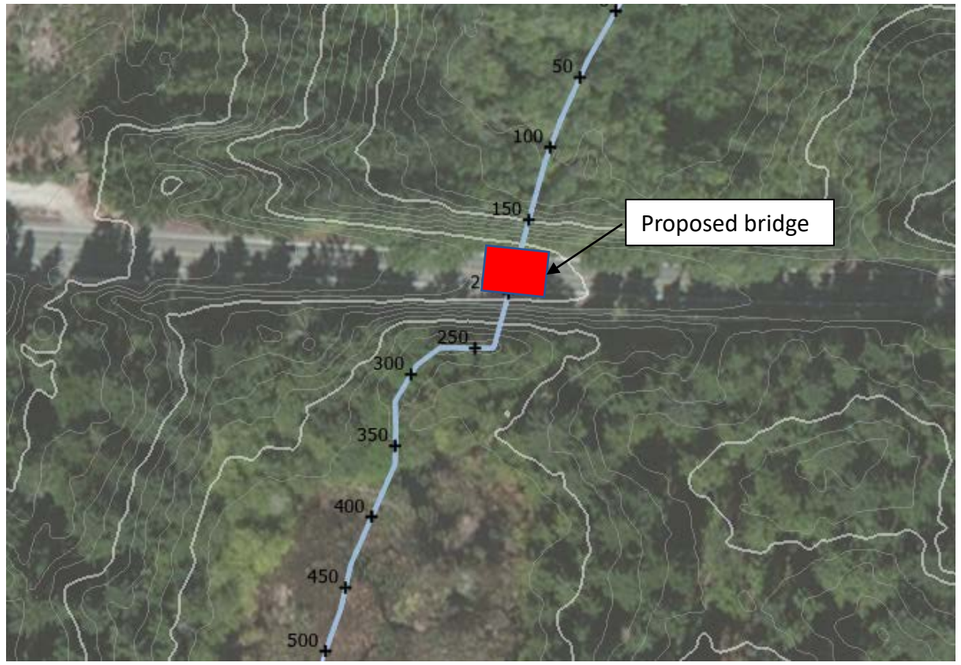
Estimated Costs

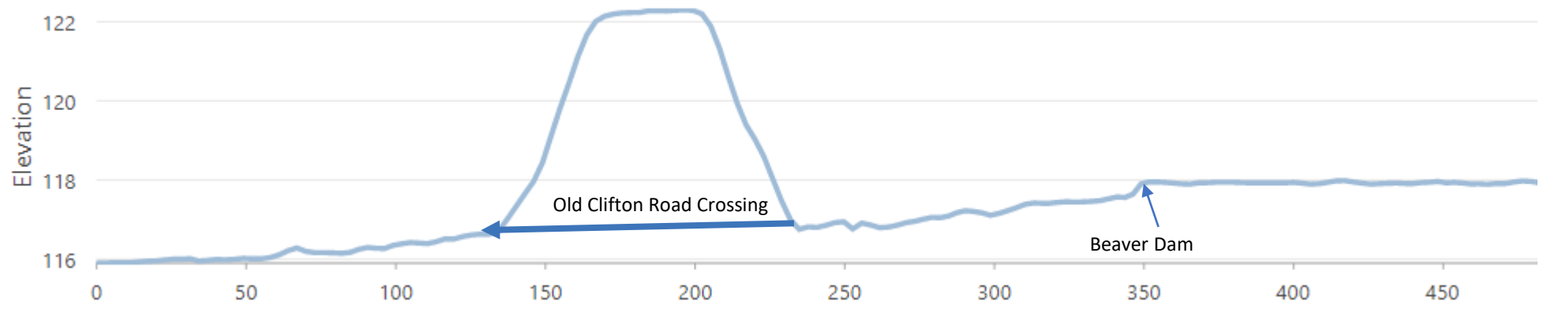
Total Design + Permitting + Construction Cost (2022)
$1,600,000

Concept Site Plan



Channel Section





Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
5	0	5	10	5	0	5	30

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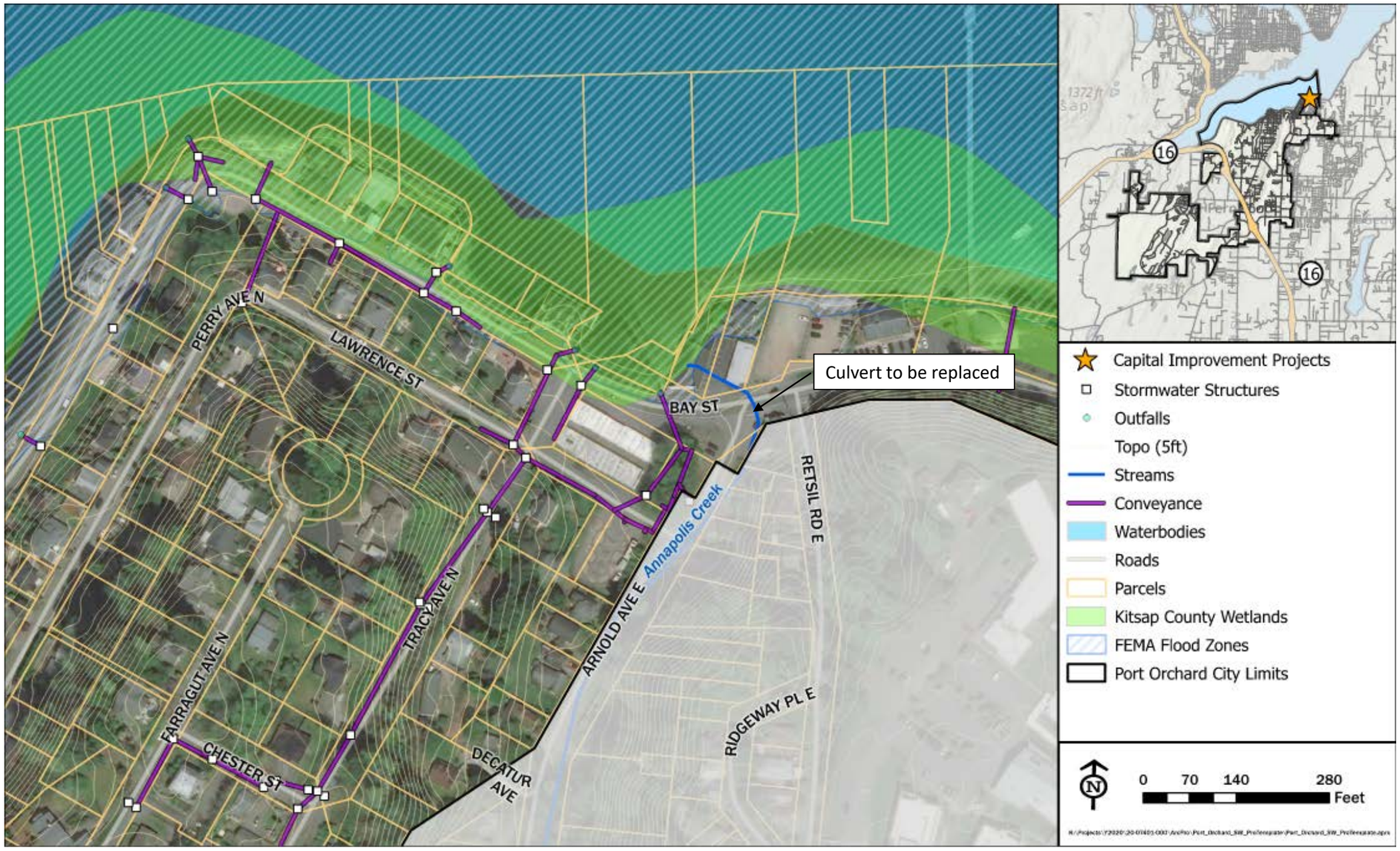
City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

ANNAPOLIS CREEK CULVERT REPLACEMENT

Existing Site Plan



Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities
• Annapolis Creek Basin	• Bay Street ROW	• Flat stream grade • 9 feet elevation drop from road to culvert invert	• Site soils consist of fill material, beach, and estuary deposits • Groundwater at 7 feet	• Fish stream channel and shoreline	• Existing sewer force main and water main along Bay Street

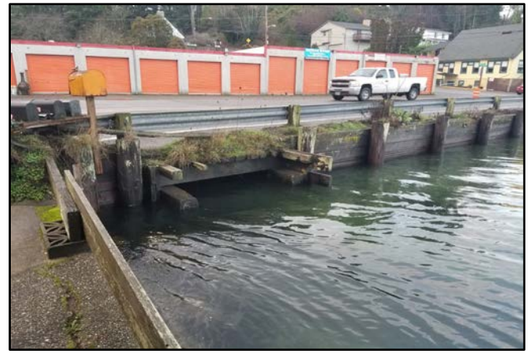
Problem Description

The existing wood-framed box culvert under Bay Street is deteriorating causing maintenance costs to increase. Flooding occurs in the area due to tidal influences. The 36-inch culvert that connects to the box culvert creates a fish passage barrier.

Existing Conditions

36-inch culvert inlet

Existing utilities crossing through box culvert



Wood-framed box culvert at high tide

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

ANNAPOLIS CREEK CULVERT REPLACEMENT

Project Description

Replace existing 36-inch culvert and wood-framed box culvert with a 12-ft wide bottomless concrete box culvert on concrete foundations. Existing utilities will continue to pass through the culvert walls.

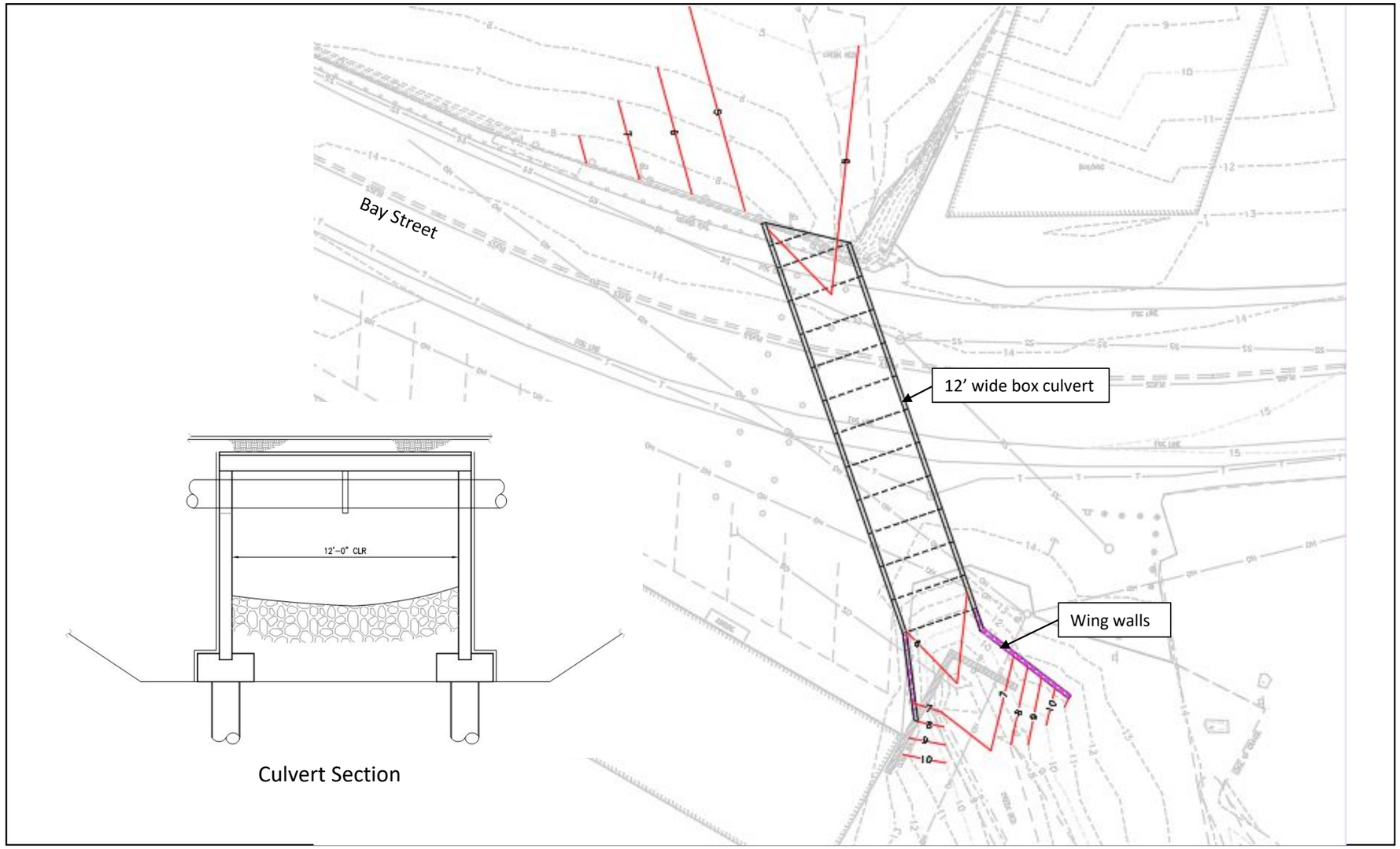
Permits Required

Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
SEPA DNS
Right-of-Way Permit
Commercial Permit
Critical Areas Documentation
Shoreline Permit

Estimated Costs

Total Construction Cost (2022)
$1,200,000

Concept Site Plan



Culvert Section

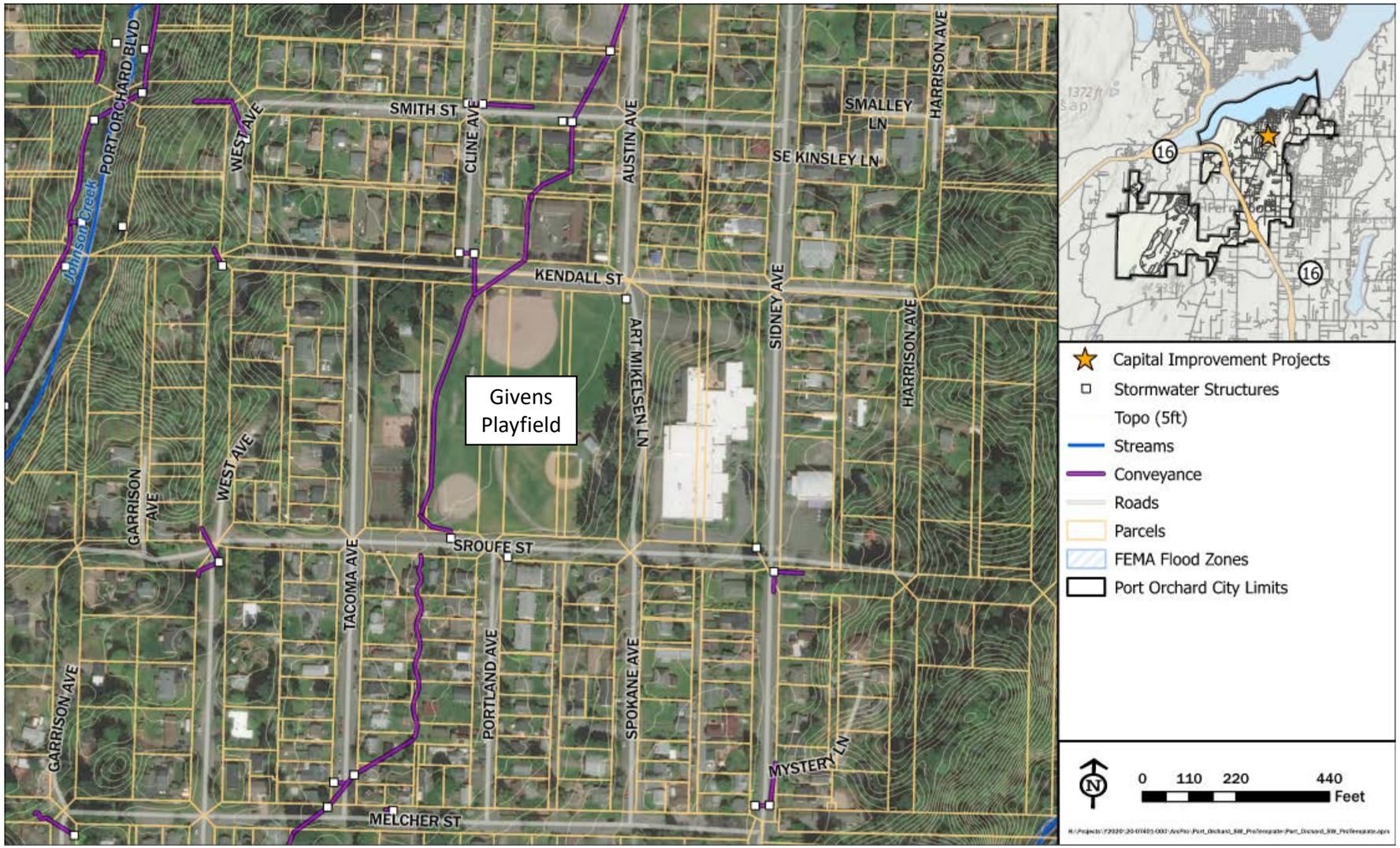
Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
15	0	5	10	5	0	10	45

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

CENTRAL SIDNEY STORMWATER IMPROVEMENTS

Existing Site Plan



Problem Description

Old and undersized stormwater infrastructure in the vicinity of Givens Playfield is resulting in frequent flooding of the roadway and private property. Stormwater runoff currently discharges untreated to Unnamed Stream (not shown) negatively affecting aquatic organisms.

Existing Conditions

Givens Playfield Facing East (Courtesy of Explore Port Orchard)

Givens Playfield Facing North (Courtesy of Google Earth)

Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities	Other
• Downtown-County Basin	• Available space is located near existing ditch and underneath the baseball fields	• Steeper slopes on eastern and southern sides of Givens Playfield	• Mostly Harstine gravelly ashy sandy loam (Hydrologic Soil Group C)	• No critical areas	• Existing stormwater ditch flows south to north through Givens Playfield • Overhead powerlines may be in conflict	• Givens Playfield is owned by the City of Port Orchard

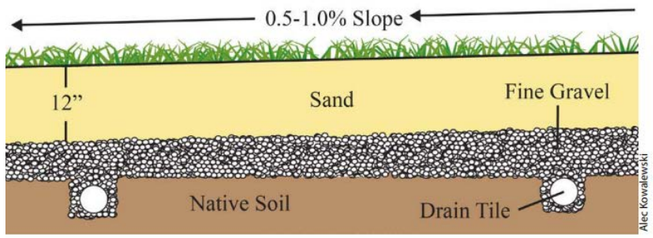
City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

CENTRAL SIDNEY STORMWATER IMPROVEMENTS

Project Description

Construct a bioswale through Givens Playfield to help convey flow and treat stormwater. Install new synthetic turf with a subsurface drainage system at Givens Playfield to provide additional flow control in accordance with current stormwater requirements.

Design Precedents



Subsurface Drainage Example (Courtesy of Pacific Northwest Extension)

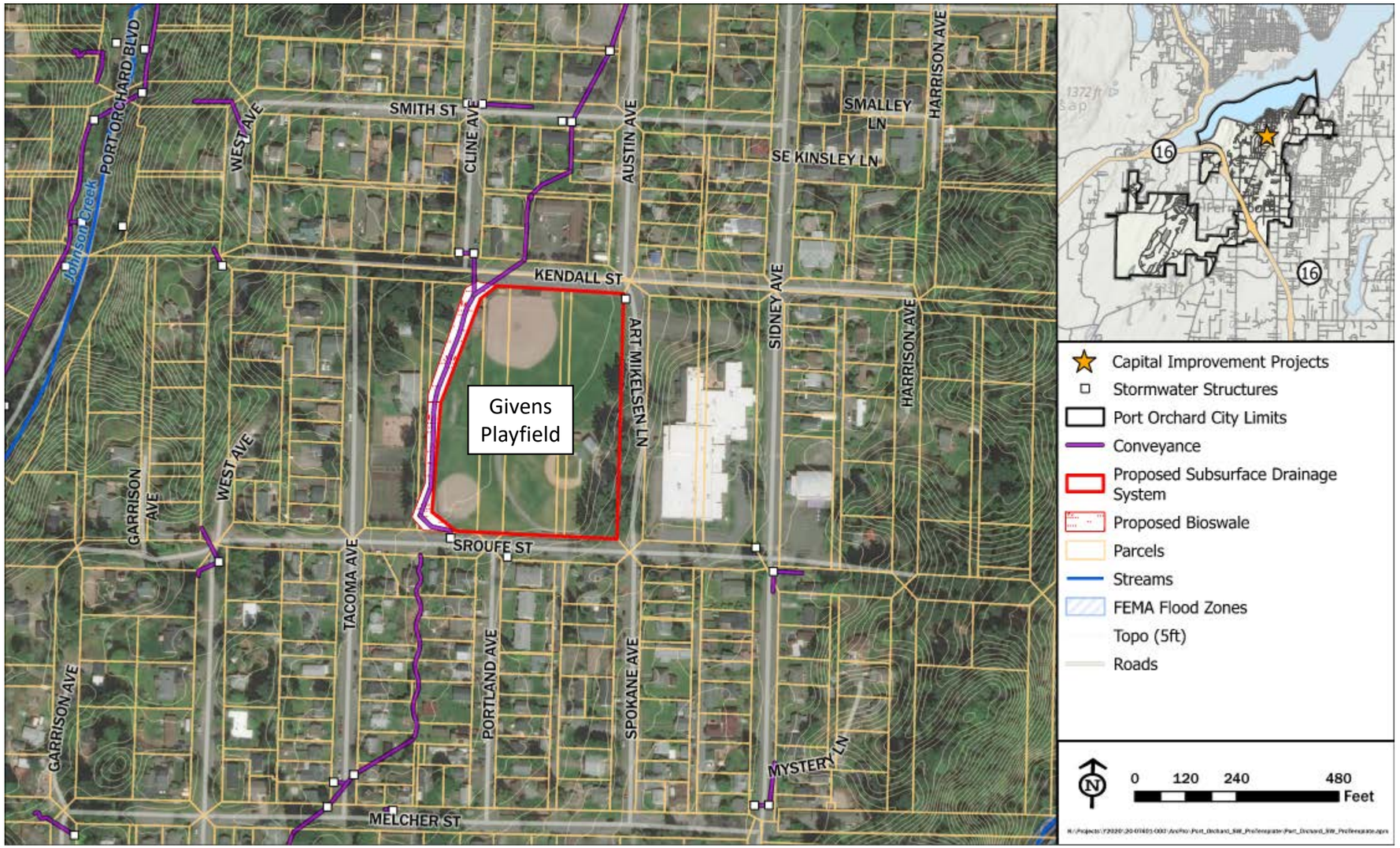
Bioswale Example

Estimated Costs

Total design + construction + permitting cost does not include lights, fencing, dugouts, walkways, and emergency vehicle access.

Total Design + Permitting + Construction Cost (2022)
$4,000,000

Concept Site Plan



Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
5	10	10	10	0	10	10	55

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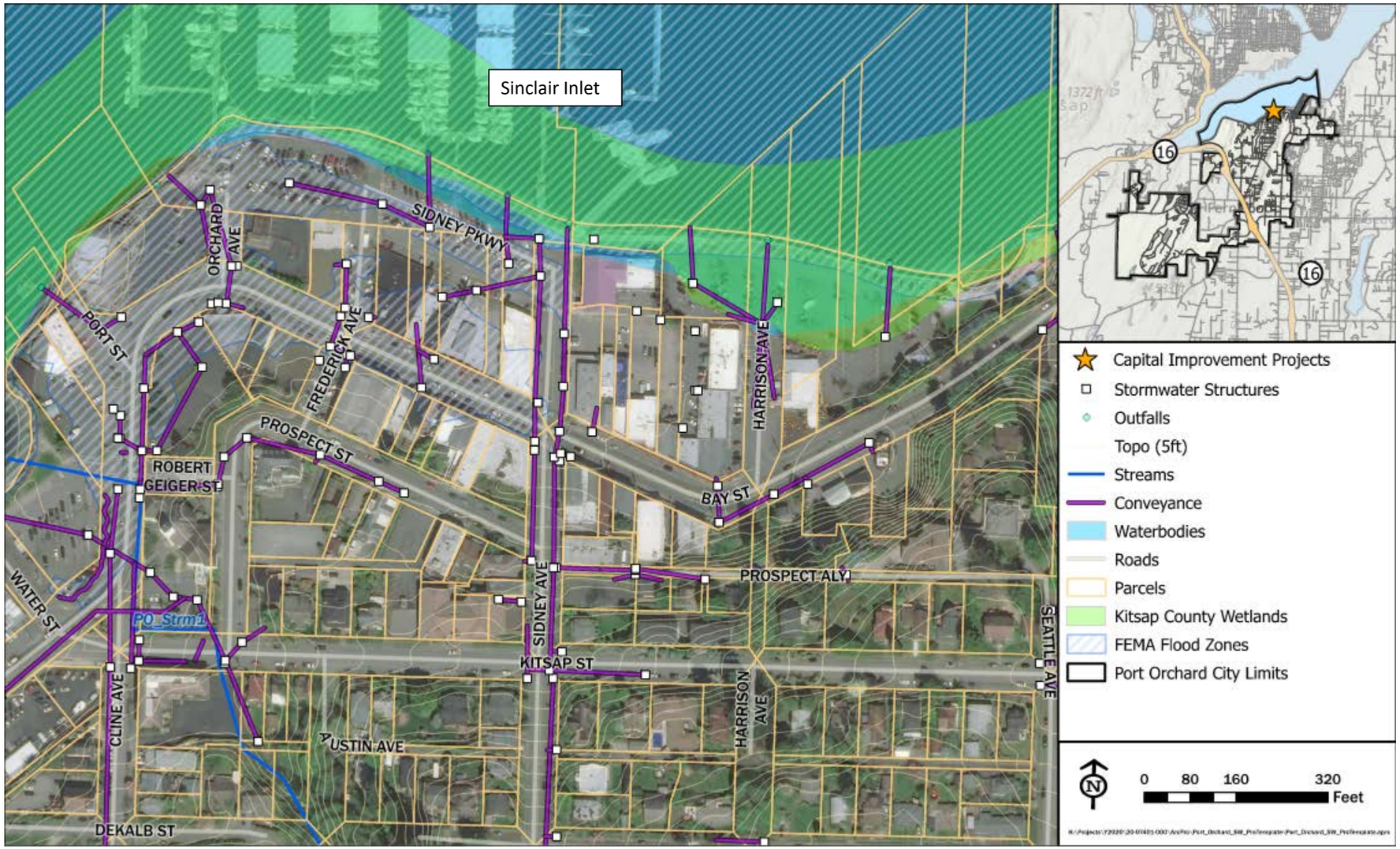
City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

DOWNTOWN STORMWATER BASIN IMPROVEMENTS

Existing Site Plan



Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities
• Downtown-County Campus Basin	• Public Road ROWs • City owned parking lots in marina and boat launch	• Steep slopes in the upper part of the basin • Flatter grades north of Bay Street	• Site soils consist of Harstine gravelly ashy sandy loam in the upper basin • Urban land-Alderwood in the lower basin	• Stream channel • Shoreline	• Existing water, sewer, and storm pipes throughout the basin

Problem Description

Most of the stormwater from the basin discharges to Sinclair Inlet without treatment. Some of the existing infrastructure is under capacity and pipe routing is inefficient. Flooding of the lower basin occurs during high tide events.

Existing Conditions

Typical drain inlets in Downtown Basin

Drainage structure with crossing utility pipes

One of two water quality facilities in Downtown Basin

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City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

DOWNTOWN STORMWATER BASIN IMROVEMENTS

Project Description

Install tide gates in new manhole structures at all outfall pipes directly discharging into Sinclair Inlet. Install water quality vaults in centralized locations to collect and treat stormwater runoff. Replace and reconfigure convoluted storm pipe systems to new water quality facilities. Remove smaller pipe outfalls prone to tidal flooding. Install optional detention vault (2500 CF) to reduce flooding during large tidal and storm events.

Permits Required

Right-of-Way Permit
Commercial Permit

Estimated Costs

Total Design + Permitting + Construction Cost (2022)
$1,760,000

Concept Site Plan

Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
15	15	0	0	10	0	15	55

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

DOWNTOWN STORMWATER BASIN IMROVEMENTS

Project Description

Install tide gates in new manhole structures at all outfall pipes directly discharging into Sinclair Inlet. Install water quality vaults in centralized locations to collect and treat stormwater runoff. Replace and reconfigure convoluted storm pipe systems to improve function and maintenance. Install optional detention vaults (2500 CF) to reduce flooding during large tidal and storm events.

Permits Required

Right-of-Way Permit
Commercial Permit

Estimated Costs

Total Design + Permitting + Construction Cost (2022)
$970,000 (Near City Hall) or $1,100,000 with Optional Detention $982,000 (Near Kitsap County Courthouse)

Concept Site Plan

Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
15	15	0	0	10	0	15	55

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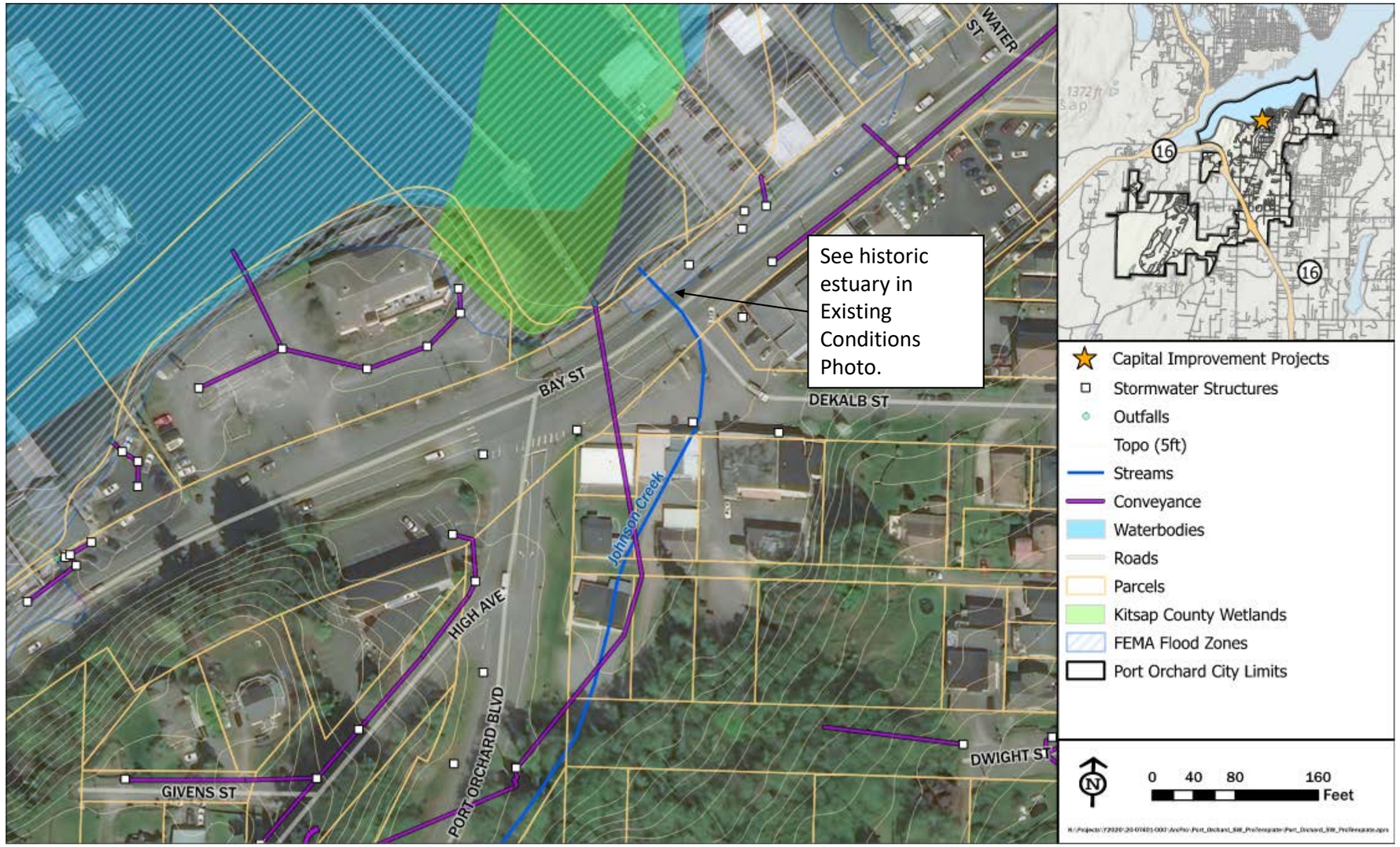
City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

JOHNSON CREEK ESTUARY RESTORATION

Existing Site Plan



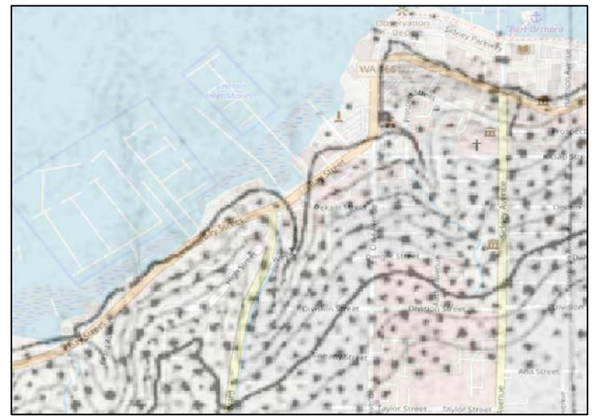
Problem Description

Johnson Creek and its estuary were piped and filled during development of Port Orchard. Estuary habitat has been completely lost and fish passage is difficult at best. Several businesses and houses as well as SR 116 are built over the fill. Multiple major utility lines are routed along SR 116.

Existing Conditions

Johnson Creek shoreline area (historical estuary highlighted yellow)

Downstream end of culvert under public dock



Historical T-Sheet (#t1637, ca. 1881) showing extent of estuary fill

Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities	Other
• Johnson Creek Basin • Mouth of Johnson Creek, within middle to high end of tidal range of Sinclair Inlet	• Heavily constrained by existing structures, SR 116, and Port Orchard Boulevard	• Site is relatively flat and accessible	• Extensive fill • Area within historical tidal zone	• Marine Shoreline • Stream	• Multiple utilities cross Johnson Creek under SR 116	• Property acquisition is required

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City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

JOHNSON CREEK ESTUARY RESTORATION

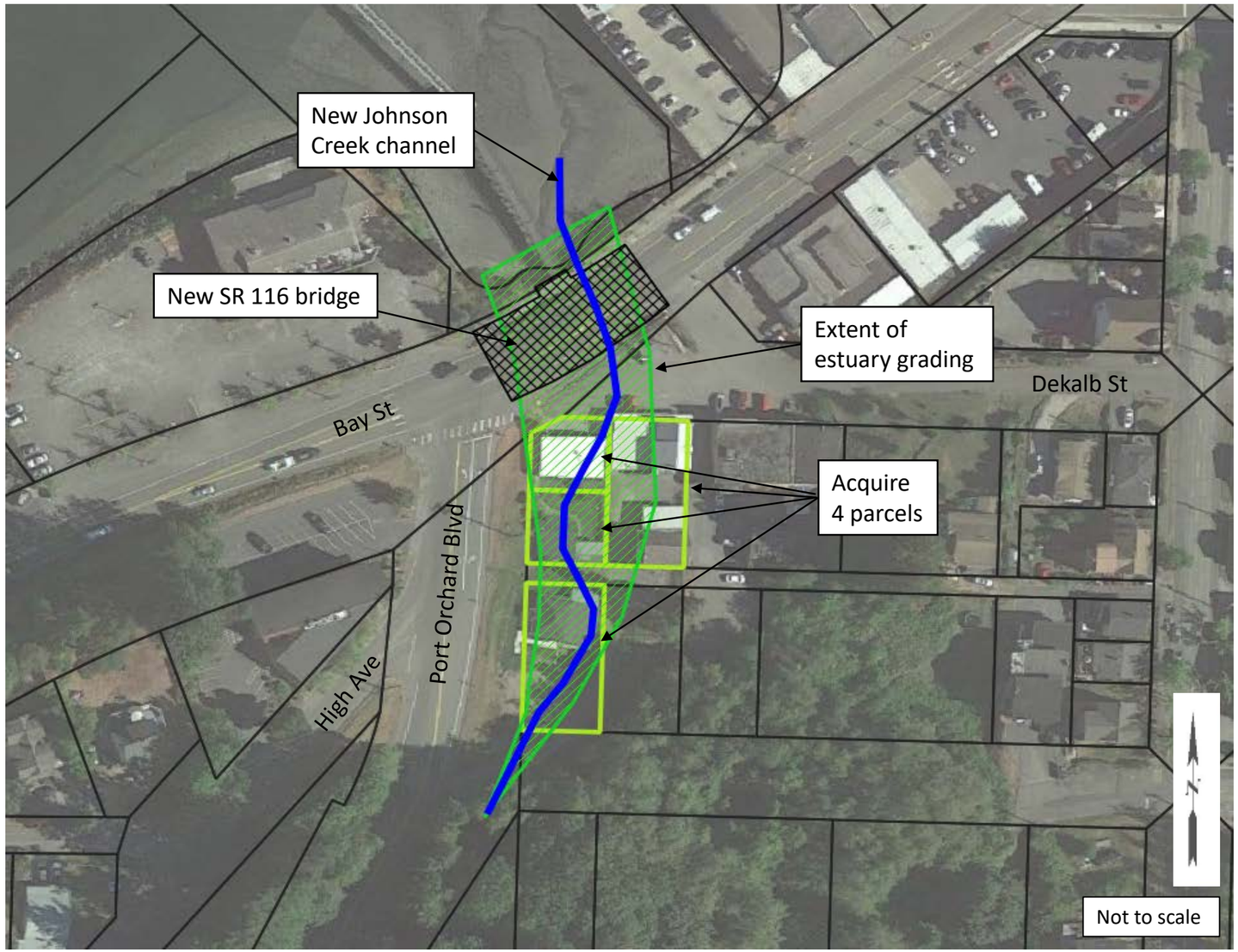
Project Description

Restoration of the Johnson Creek Estuary will require acquisition of multiple properties prior to removal of structures and fill from the nearshore. Coordination with WSDOT will be required for construction of a bridge on SR 116, replacement of existing utility lines, and connection of pedestrian access to the public pier. Additional investigation of the stability of Port Orchard Boulevard will be required. The central location and nearby parking makes the estuary an excellent location for walkways, overlooks, and educational opportunities.

Permits Required

Hydraulic Project Approval (WDFW)
USACE Section 404
SEPA DNS
Right-of-Way Permit
Cultural Resources (DHAP)
Critical Areas Documentation
Shoreline Permit

Concept Site Plan



Estimated Costs

Total Cost (2022)
Property Acquisition and Easements: $2,500,000 Planning, Design, and Permitting: $1,000,000 Construction: $2,500,000 **Total Project Cost: $6,000,000**

Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
5	10	5	15	10	10	15	70

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

RUBY CREEK CULVERT REPLACEMENT

Existing Site Plan

Problem Description

Existing 8' wide CMP elliptical culvert has a damaged inlet and rusted bottom and is a partial fish barrier.

Existing Conditions

Damaged culvert inlet

Rusted culvert outfall with short water surface drop

Geotextile fabric-lined upstream right bank

Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities	Other
• Ruby Creek Basin • Mixed – sparse residential, lawn/pasture, new dense residential, forested	• Sidney Rd ROW. • Need temporary construction easements on private property	• Flat stream gradient • Approximately 12 feet of fill cover over the culvert	• Site soils consist of Bellingham silty clay loam	• Streams and wetlands - WDFW habitat assessment reports frequent areas of ponding and beaver activity.	• Existing water main within Sidney Road. • Storm outfall enters downstream channel from the north	• New dense residential development under construction within contributing basin – new culvert should be sized appropriately for increased storm flood magnitude and time period.

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

RUBY CREEK CULVERT REPLACEMENT

Project Description

Replace existing culvert under Sidney Road SW with a proposed bottomless 14-ft wide box culvert using trenchless methods for installation.

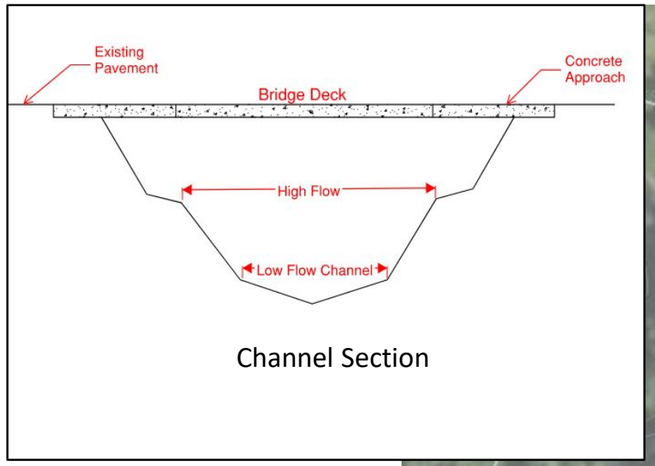
Permits Required

Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
SEPA DNS
Right-of-Way Permit
Commercial Permit
Critical Areas Documentation

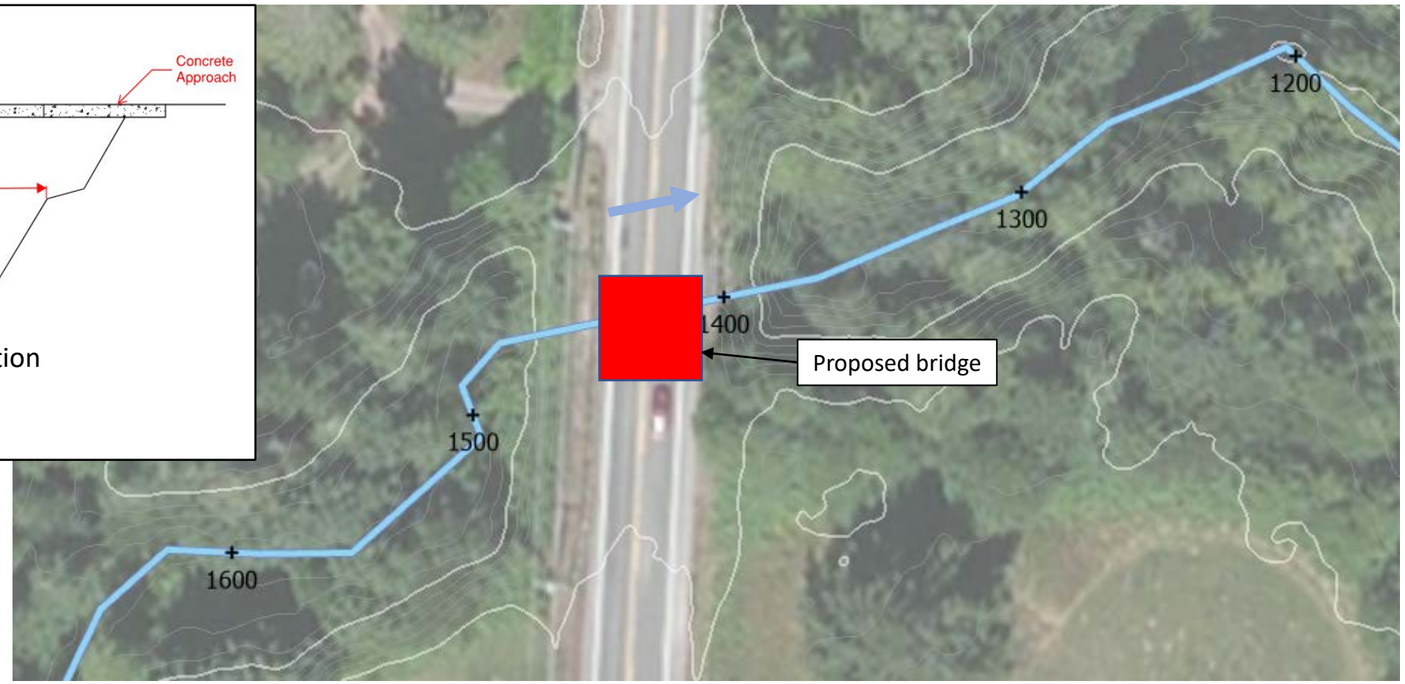
Estimated Costs

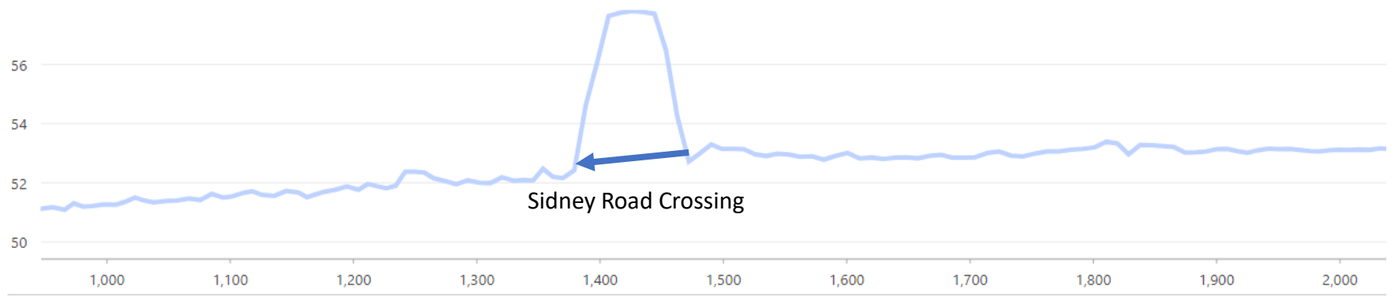
Total Design + Permitting + Construction Cost (2022)
$1,600,000

Concept Site Plan



Channel Section





Distance (ft) from Blackjack Creek Confluence

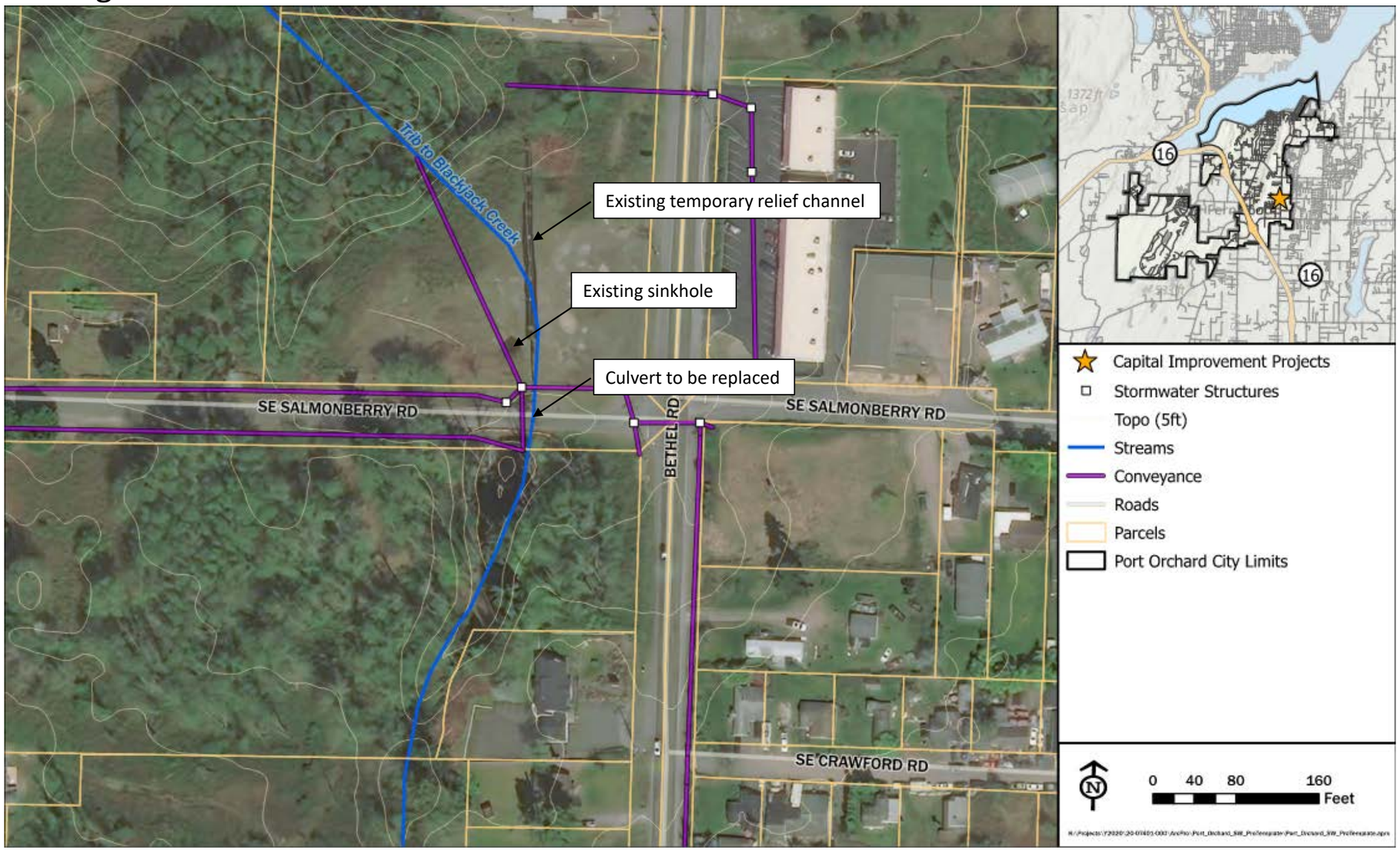
Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
5	0	5	10	5	0	10	35

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SE SALMONBERRY RD, LOWER BLACKJACK CREEK CULVERT RETROFIT

Existing Site Plan



Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities	Other
• Lower Blackjack Creek Basin • Wild Fish Conservancy (WFC) 2013 survey found the upstream headwaters at Bethel Road near Sylvis Lane	• SE Salmonberry Rd ROW • Will require property easements	• Flat road and culvert grades	• Site soils consist of Ragnar fine sandy loam	• Stream channel	• No existing water and sewer services within Salmonberry. • Storm culverts present	• WFC observed Type-F flow into the Salmonberry road culvert in 2013, pre-blockage

Problem Description

Previous work to convey stream channel under Salmonberry Road and through private property with a culvert has failed. Flooding occurs at the Salmonberry Road crossing. The culvert across the site is damaged and caused sinkhole on the property. Drainage fix with temporary relief channel and piping is not functioning properly.

Existing Conditions

Upstream stream/pond

Sinkhole on property from damaged culvert

Temporary relief channel dug on northern property

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SE SALMONBERRY RD, LOWER BLACKJACK CREEK CULVERT RETROFIT

Project Description

Remove and replace existing crossing culverts under SE Salmonberry Road with new storm conveyance system. New storm pipe system to extend from channel outfall to an existing swale channel west of the crossing. The swale drains to the Blackjack Creek tributary channel. It's anticipated that a fish passage culvert is not required since fish habitat only occurs north of SE Salmonberry Road.

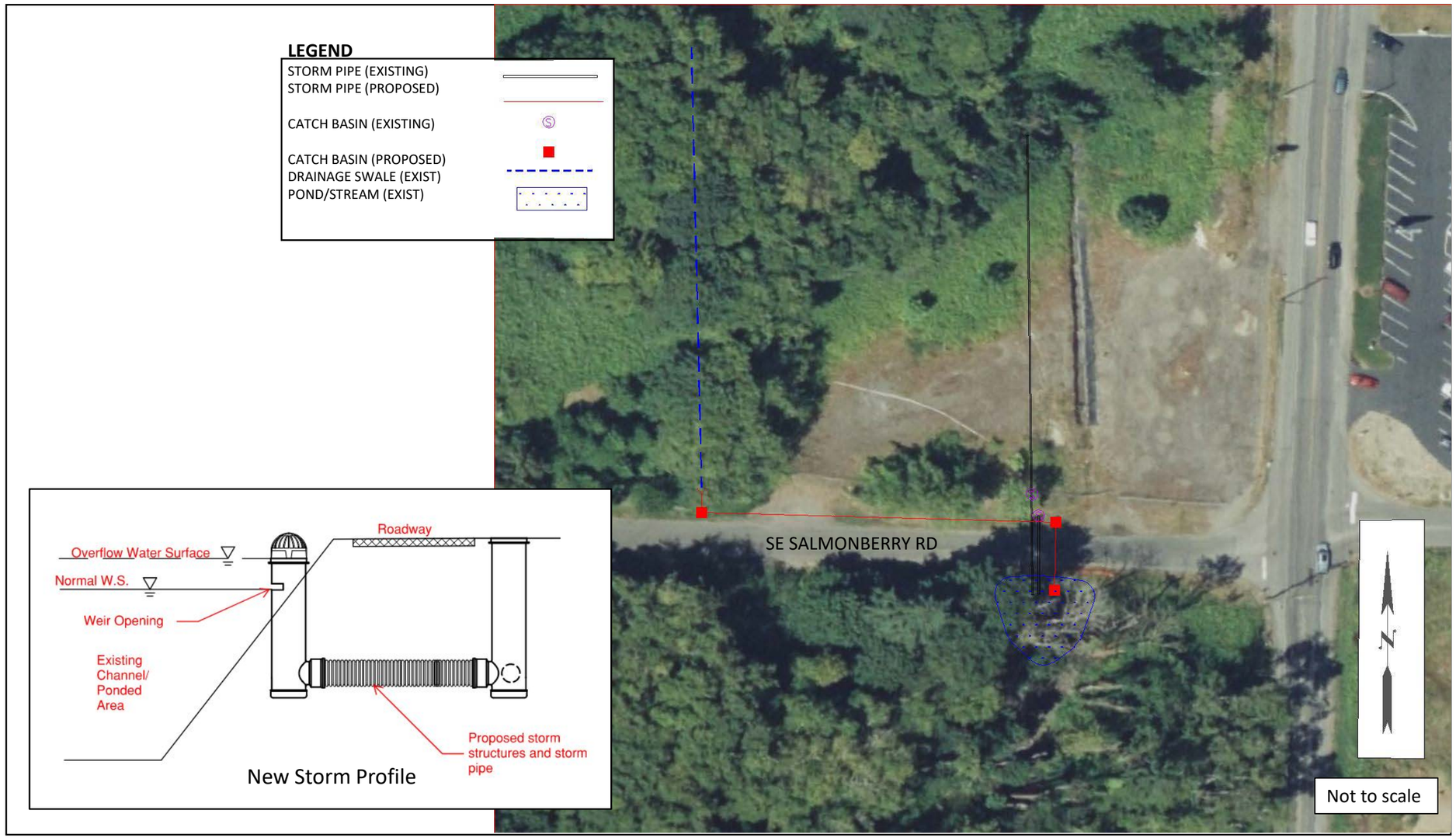
Permits Required

Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
SEPA DNS
Right-of-Way Permit
Commercial Permit
Critical Areas Documentation

Estimated Costs

Total Design + Permitting + Construction Cost (2022)
$300,000

Concept Site Plan



Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
15	0	5	5	10	0	5	40

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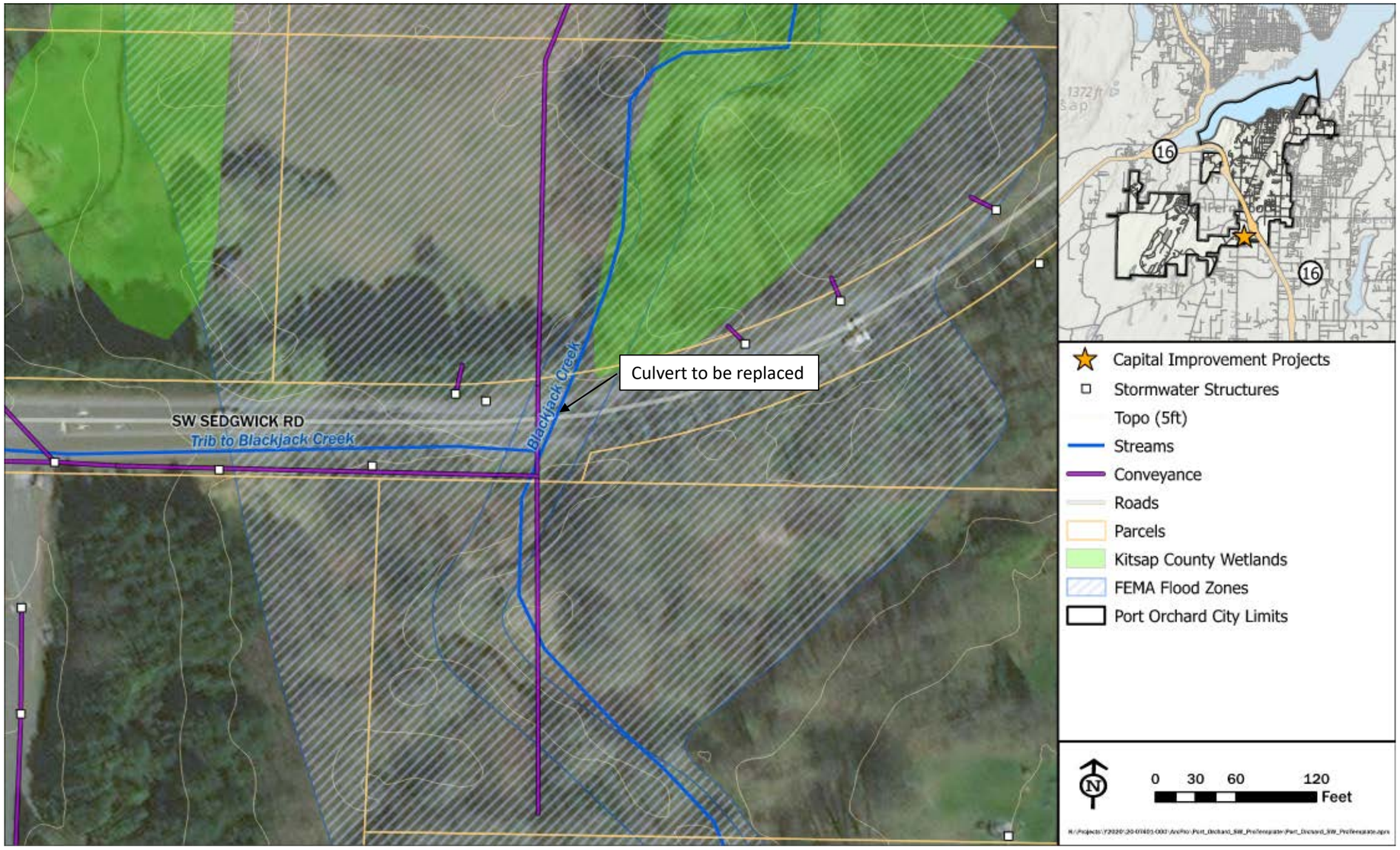
City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SOUTH BLACKJACK CREEK CULVERT REPLACEMENT

Existing Site Plan



Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities
• South Blackjack Creek Basin • Productive fish stream, areas of ditched channel through pasture and un-channelized wetland	• SW Sedgwick Road ROW • Need temporary construction easements on private property	• Flat road and culvert grades • Less than 5 feet of pipe cover	• Site soils consist of Bellingham silty clay loam	• Fish stream channel, FEMA flood zone, and overbank wetlands	• Existing water main within SW Sedgwick Road • Storm culverts present

Problem Description

Existing CMP culvert is undersized for the site and restricts ecological and floodplain function.

Existing Conditions

SW Sedgewick Road

Stream channel stretch upstream of crossing

Culvert inlet

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SOUTH BLACKJACK CREEK CULVERT REPLACEMENT

Project Description

Replace existing culvert under SW Sedgwick Road with a bridge structure (40'x26'). A wider structure may be necessary to accommodate upstream debris potential and floodplain backwater effects. Further geomorphic investigation will be needed to access the stream sediment debris concerns.

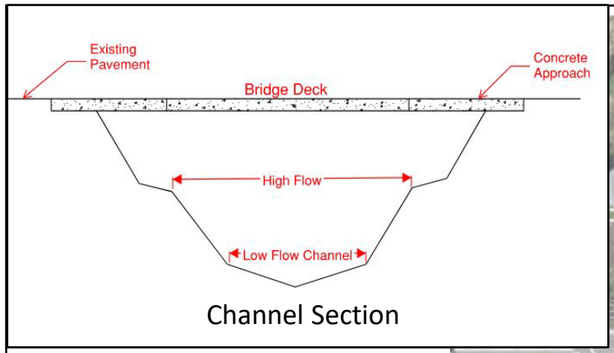
Permits Required

Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
SEPA DNS
Right-of-Way Permit
Commercial Permit
Critical Areas Documentation

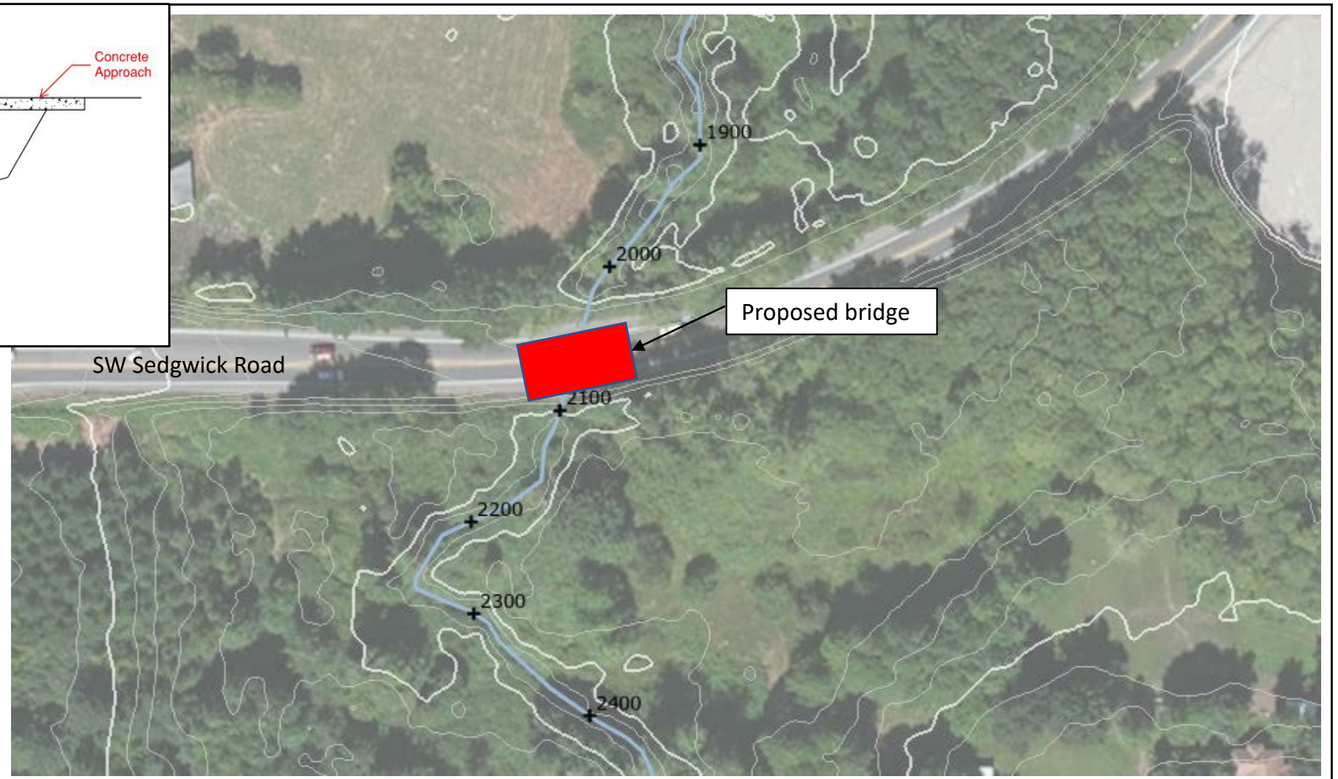
Estimated Costs

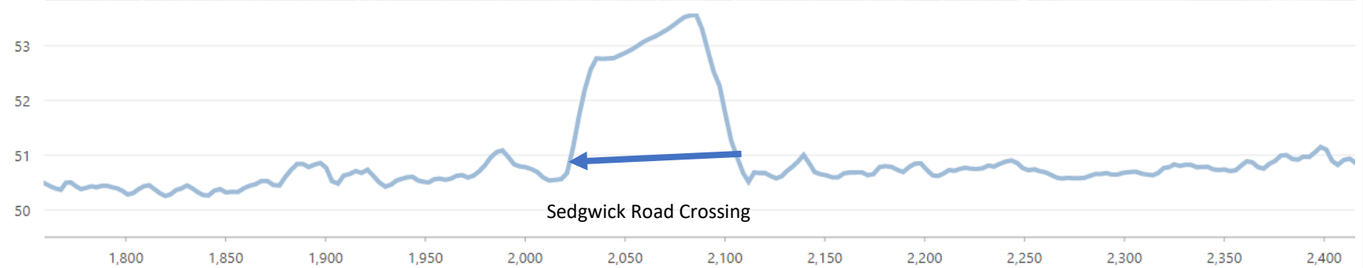
Total Design + Permitting + Construction Cost (2022)
$1,600,000

Concept Site Plan



Channel Section





Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
5	15	10	5	5	0	10	35

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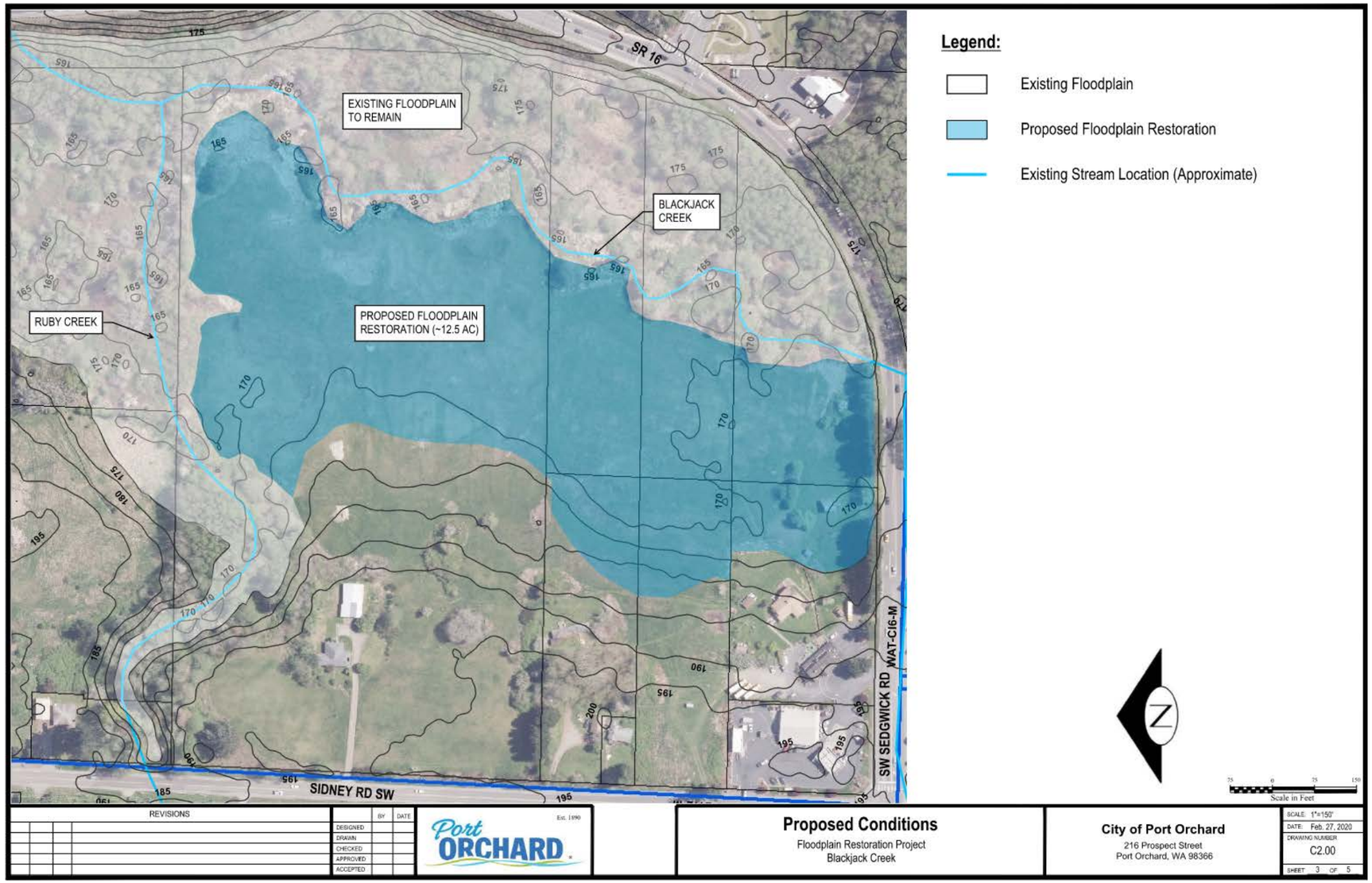
SOUTH BLACKJACK CREEK FLOODPLAIN RESTORATION

Existing Site Plan



Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities
• Stream with good fish habitat, but limited floodplain and wetland connectivity.	• Floodplain and wetland habitat, designated FEMA Flood Zone west of Blackjack Creek.	• Shallow gradient throughout open space, with slope upward towards Sidney Road SW.	• Soils in the flood zone are dominated by Kitsap silt loam and Bellingham silty clay loam.	• Freshwater emergent wetlands; Chinook and chum salmon and steelhead stream use; and FEMA flood zone.	• Existing water main along SW Sedgwick Road.

Problem Description

Existing reach of Blackjack Creek is confined along eastern edge of the open space with minimal floodplain and wetland connectivity. While the stream channel has good riparian cover, vegetation throughout the property is a mix of native and invasive species. A rock dam located approximately 50 feet upstream from the confluence with Ruby Creek likely contributes to the observed backwatered conditions and supports established wetlands within the floodplain.

Existing Conditions

Good riparian cover over stream

Adjacent floodplain and wetland habitat

Placed rock dam immediately downstream of confluence with Ruby Creek

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SOUTH BLACKJACK CREEK FLOODPLAIN RESTORATION

Project Description

The main objective of the project is to increase floodplain connectivity. The project includes creating alluvial streambeds for off channel habitat with depressional water storage and placing large woody debris on Blackjack and Ruby Creeks. A mix of coniferous trees and riparian understory will be planted to create a wetland forest complex. This project was designed by the City of Port Orchard. It may be impacted by upcoming work by the Washington Department of Transportation and Kitsap Transit on State Road (SR) 16 and SR 16 Park and Ride, respectively.

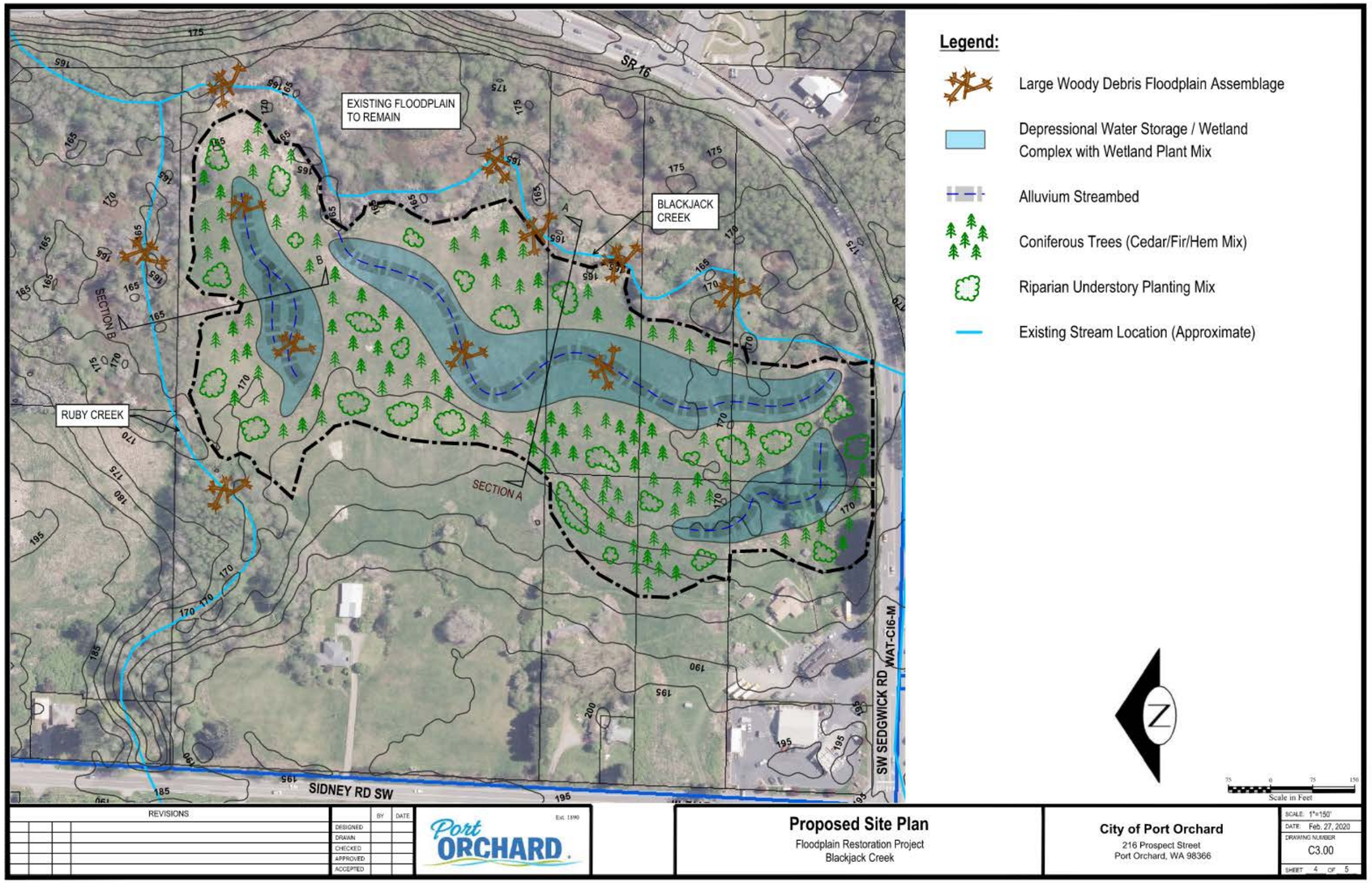
Permits Required

Section 7 ESA Consultation and Magnuson-Stevens Fishery and Conservation Act
Section 106 Review
SEPA DNS
Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
Critical Areas Documentation

Estimated Costs

Total Cost (2022)
Planning, Design, and Permitting: $1,000,000 Construction: $5,000,000 Property Acquisition: $1,000,000 **Total Project Cost: $7,000,000**

Concept Site Plan



Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
15	0	15	15	0	5	5	55

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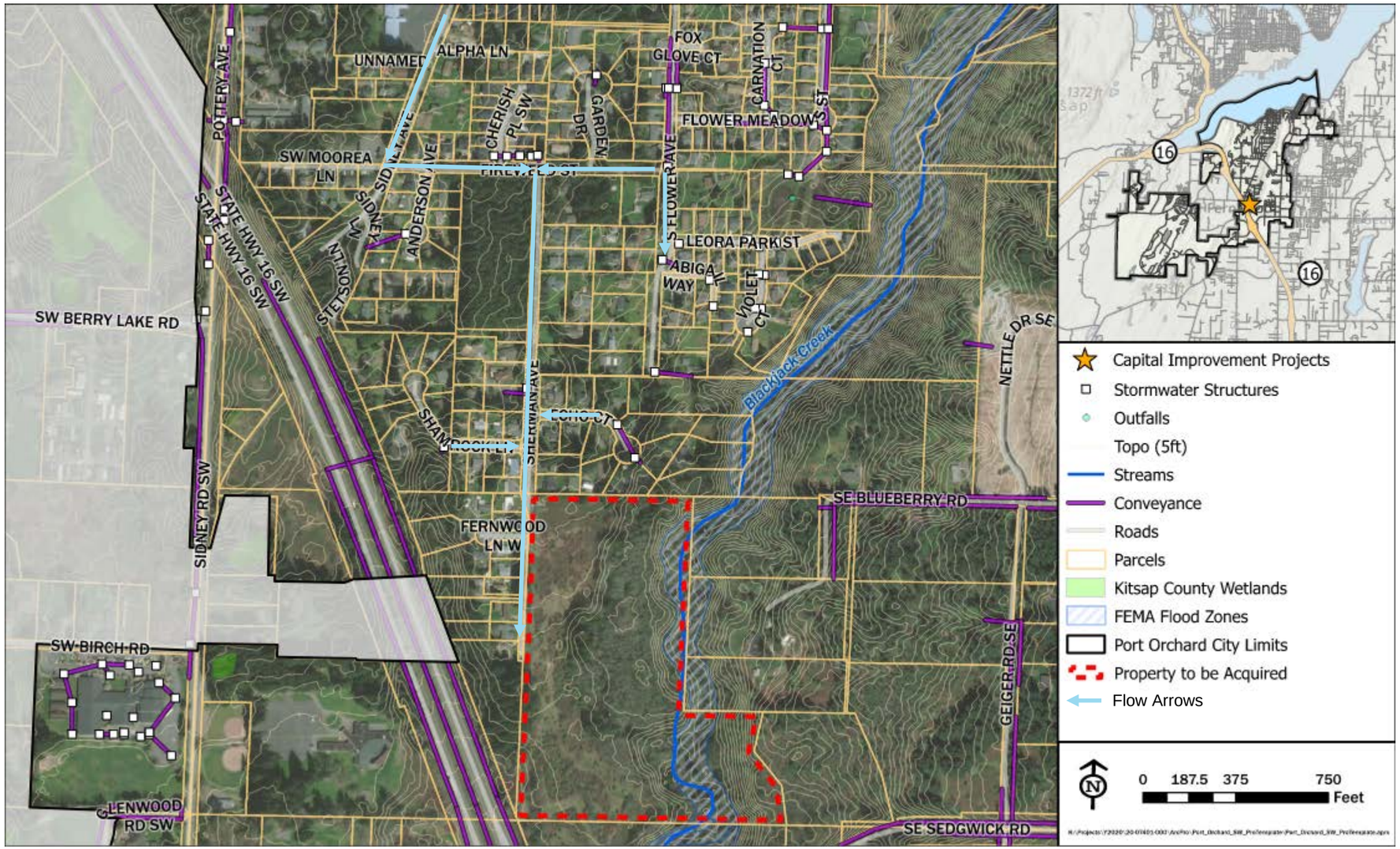
City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SOUTH SIDNEY REGIONAL FACILITY

Existing Site Plan



Problem Description

Old and undersized stormwater infrastructure is resulting in frequent flooding on Sherman Avenue and private property in nearby cul-de-sacs. There is no visible stormwater conveyance system nearby. Stormwater runoff currently discharges untreated to Blackjack Creek negatively affecting aquatic organisms.

Existing Conditions

Undeveloped Parcel at the South End of Sherman Avenue
(Photos Courtesy of Google Earth)

Site Characteristics and Constraints

Basin	Available Space	Grades and Elevations	Soils and Groundwater	Critical Areas	Utilities
• Lower Blackjack Creek	• No available space without property acquisition	• Steeper slopes on eastern and southern sides of the property	• Mostly Kitsap Silt Loam (Hydrologic Soil Group A)	• Stream buffer located on the east side of the property	• No known utility conflicts on the property • Multiple ROW utilities (e.g., overhead power, gas, water, sewer) are present

City of Port Orchard Stormwater and Watersheds Comprehensive Plan – Capital Improvement Projects

SOUTH SIDNEY REGIONAL FACILITY

Project Description

Build a new regional stormwater facility on the parcel southeast of Sherman Avenue. The facility will provide centralized flow control and treatment of an approximately 30-acre upstream drainage area extending from Sidney Avenue to Sherman Avenue. The facility could incorporate elements from constructed wetlands, bioretention, and infiltration ponds. The facility will serve as a neighborhood amenity and will enhance aesthetics, biodiversity, and habitat. A combination of surface (swale) and subsurface (piped) stormwater conveyance will be constructed to convey flow to the facility. This project will require property acquisition.

Design Precedent

Whispering Firs Stormwater Park Example (Photo Courtesy of Contech Engineered Solutions, LLC)

Permits Required

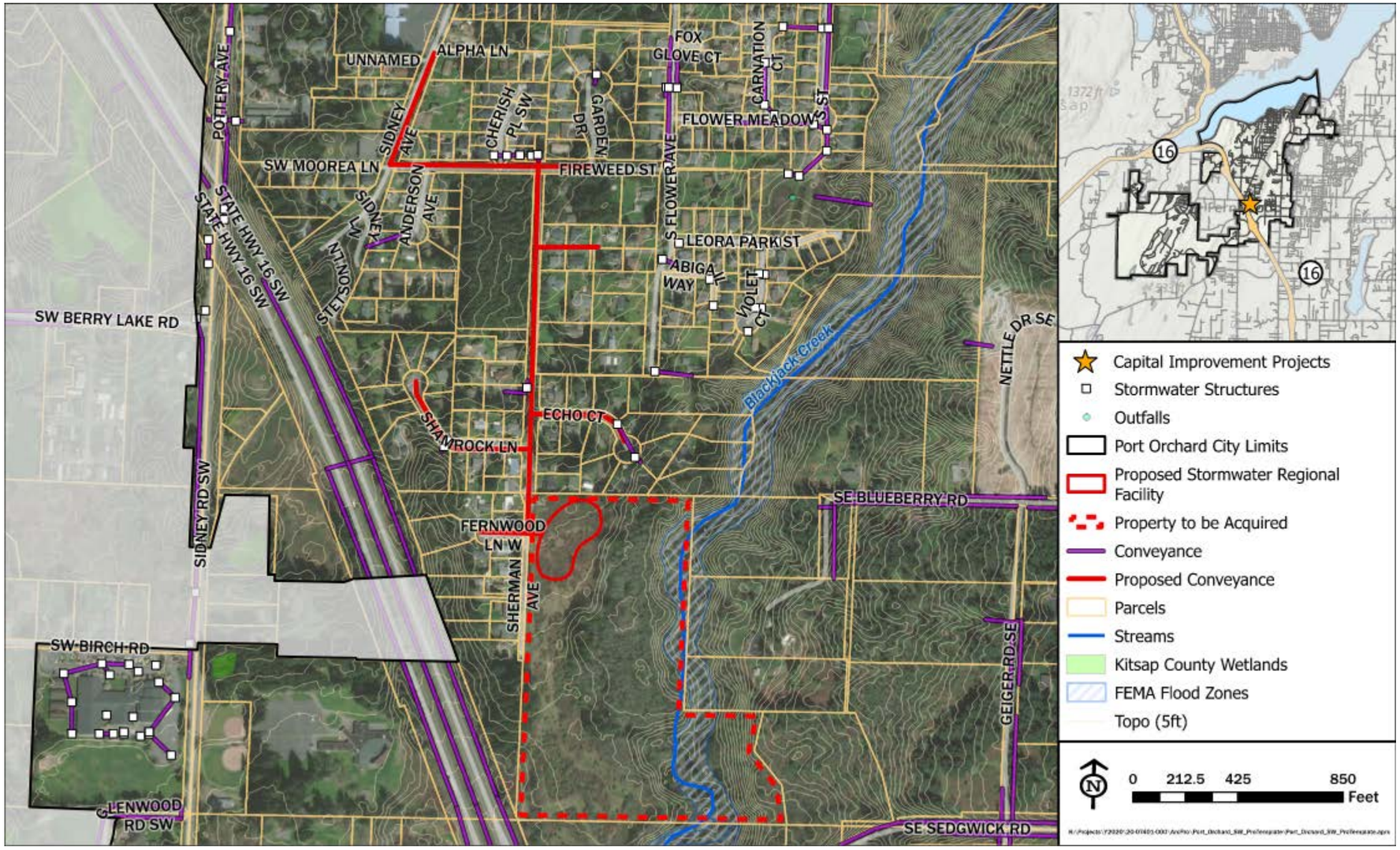
Hydraulic Project Approval (WDFW)
USACE Section 404 Permit
SEPA DNS

Estimated Costs

Total design + permitting + construction cost does not include property acquisition.

Total Design + Permitting + Construction Cost (2022)
$3,500,000

Concept Site Plan



Prioritization Matrix

Program Elements (0 - 15 Scale)							
Flood Reduction	Groundwater and Surface Water Quality	Groundwater and Surface Water Quantity	Habitat Enhancement	Infrastructure Operations and Maintenance	Public Participation (Education, Outreach, and Involvement)	Comprehensive Planning, Administration, and Funding	Total
5	15	10	10	0	15	15	70

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October 2022

		Anderson Creek Culvert Retrofits	Annapolis Creek Culvert Replacement	South Blackjack Creek Floodplain Restoration	Central Sidney Stormwater Improvements	Downtown Basin Stormwater Upgrades	Johnson Creek Estuary Restoration	Ruby Creek Culvert Replacement	SE Salmonberry Road, Lower Blackjack Creek Culvert Replacement	South Blackjack Creek Culvert Removal and Bridge Installation	South Sidney Regional Facility
Goals and Outcomes	**Primary Criteria**	**Habitat Enhancement**	**Flood Reduction**	**Groundwater and Surface Water Quality**	**Flood Reduction**	**Groundwater and Surface Water Quality**	**Groundwater and Surface Water Quality**	**Habitat Enhancement**	**Flood Reduction**	**Groundwater and Surface Water Quality**	**Flood Reduction**
Flood Reduction Outcomes	**Points**										
Prevents property damage caused by flooding or damage to other utilities	15		15	15		15			15		
Prevents flooding of a major street (arterial or larger)	10									10	
Prevent flooding of a low-volume street or improves City's ability to respond to flood events or minor nuisance flooding	5	5			5		5	5			5
No impact to flood reduction	0										
Groundwater and Surface Water Quality Improvement Outcomes	**Points**										
Major water quality improvements for receiving water bodies	15					15					15
Moderate water quality improvements for receiving water bodies or improves City's ability to control pollutants and perform water quality improvement activities	10				10		10				
Minor water quality improvements for receiving water bodies	5										
No water quality improvements for receiving water bodies	0	0	0	0				0	0	0	
Groundwater and Surface Water Quantity Improvement Outcomes	**Points**										
Major improvements to summer streamflow and/or groundwater supply	15			15							
Moderate improvements to summer streamflow and/or groundwater supply	10				10						10
Minor improvements to summer streamflow and/or groundwater supply	5	5	5				5	5	5	5	
No improvements to summer streamflow and/or groundwater supply	0					0					
Habitat Enhancement Outcomes	**Points**										
Corrects a significant fish passage barrier or creates significant habitat	15			15			15				
Corrects a fish passage barrier (but immediate benefits are limited due to other barriers) or creates a moderate amount of new habitat/public amenity	10	10	10		10			10			10
Minor improvements to habitat or public amenity	5								5	5	
No habitat enhancement	0					0					
Infrastructure Operations and Maintenance Outcomes	**Points**										
Major reduction level of effort needed by operations and maintenance	15										
Moderate reduction of level of effort needed by operations and maintenance	10					10	10		10		
Minor reduction of level of effort needed by operations and maintenance	5	5	5					5		5	
No benefit to operations and maintenance personnel	0			0	0						0
Public Participation (Education, Outreach, and Involvement) Outcomes	**Points**										
High-level opportunity for public participation	15										15
Mid-level opportunity for public participation	10				10		10				
Limited opportunity for public participation	5			5							
No opportunity for public participation	0	0	0			0		0	0	0	
Comprehensive Planning, Administration, and Funding Outcomes	**Points**										
Strong candidate for external funding (e.g., fish passage grant, water quality grant, transportation grant)	15					15	15				15
Average candidate for external funding (e.g., fish passage grant, water quality grant, transportation grant)	10		10		10			10		10	
Weak candidate for external funding (e.g., fish passage grant, water quality grant, transportation grant)	5	5		5					5		
Not a candidate for external funding	0										
TOTAL SCORE		**30**	**45**	**55**	**55**	**55**	**70**	**35**	**40**	**35**	**70**
RANK		**10**	**6**	**3**	**3**	**3**	**1**	**8**	**7**	**8**	**1**