

**JOINT POULSBO CITY COUNCIL AND  
PLANNING COMMISSION MEETING OF MARCH 17, 2009**

**M I N U T E S**

**PRESENT:** Mayor Quade; Councilmembers: Berry-Maraist, Erickson, Rudolph, Stern.  
Planning Commission Members: Hanson, Henry, Nordnes, Stevens, Coleman, Thayer, Wells.  
Staff: Berezowsky, Loveless, Kasiniak, Stephens.  
Also present: Karla Boughton, kb Consulting

**ABSENT:** Councilmembers Crowder, Lord, McGinty.

**MAJOR BUSINESS ITEMS**

- \* \* \* Transportation Chapter
- \* \* \* Transportation section of the Capital Facility Plan (CFP)

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Quade called the meeting to order in the Council Chambers at 6:01 PM and lead the Pledge of Allegiance.

**2. CITIZEN COMMENTS**

- a. Tom Anderson, North Kitsap School District, requested the Council and Planning Commission keep in mind the transportation needs for school buses and school traffic, when discussing the transportation element of the Comprehensive Plan.

Councilmember Stern questioned what the school district may do to address the pedestrian traffic issues at the junior high and high schools; Anderson explained a solution has not been identified to improve the pedestrian traffic and safety, but it will continue to be evaluated. Mayor Quade advised the school district will be made aware of and included in discussions regarding the upcoming Highway 305 closure.

Councilmember Rudolph commented on the gravel pathways at Strawberry Field and the elementary school are not being maintained.

**3. TRANSPORTATION CHAPTER**

Karla Boughton, kb Consulting, provided an overview of the transportation element of the Comprehensive Plan relating to roadways, bike ways, pedestrian facilities and public transit; and the policy direction on:

- Streets-
  - New street or reconstructed streets meet City design standards and maintain level of service (LOS)
  - New traffic impact on City street must be mitigated
  - New streets and connections shall be consistent with City's Comprehensive Transportation Circulation Plan Map.

Boughton advised the map is conceptual, and actual alignment will be based on topography, property ownership or other features.

- Level of service and concurrency-
  - The City will strive for LOS level C but for concurrency purposes, maintain a level at no less than level E
  - Exemptions to the LOS requirements
  - Intersection LOS is based on the Highway Capacity manual
  - Establishes a new program to monitor the LOS of all City owned roadways and intersection
- Transportation Safety
  - Enhanced and new efforts by ensuring adequate lighting
  - Evaluate safety conditions
  - Identify sight distance standards
  - Establish a traffic calming program
  - A process for citizens to submit requests
  - Review City construction standards at a minimum of five years
- Citywide Transportation System
  - Focuses on providing multiple and overlapping methods of traveling around the City
  - Interconnected and overlapping transportation grid
  - Connections between residential and commercial areas
  - New residential developments will require through connections with existing or future residential developments
- Pedestrian Sidewalks and Bicycle Lanes
  - Sidewalk are to be required and located on all public streets
  - City to maintain a sidewalk improvement program, reviewed annually and funded by the City

- o Work to provide pedestrian connections in established neighborhoods that have poor or no connections
- o Identify appropriate streets where the existing shoulders can be designated as a new bicycle lane

Councilmember Berry-Maraist suggested the Council and Planning Commission discuss the feasibility of connecting several trails to Clallam County and Bainbridge Island; and encouraged trails be incorporated into the Comprehensive Plan. Councilmember Erickson suggested language be added to the Comprehensive Plan in support of the North Kitsap Trail Association.

#### **4. TRANSPORTATION SECTION OF THE CAPITAL FACILITY PLAN (CFP)**

Boughton explained the existing Transportation Plan was evaluated and several deficiencies were identified based on LOS. Improvements that are necessary to serve the 2025 travel demand and retain LOS standards include:

- o 32 projects to add sidewalks, turn lanes, bicycle lanes and other upgrades to existing roads.
- o 7 projects to add new roadway segments. These include new connections in anticipated growing areas of the City.
- o 11 projects to improve the capacity of intersections with signalization, channelization, roundabouts, and two-way or all-way stops.
- o 13 locations identified for Traffic Demand Management (TDM) strategies.

Most identified projects are growth related and will be implemented gradually, as growth occurs. The total estimated cost of all the projects is \$125 million. \$74 million of the total includes new sub-collector roads to support new subdivisions and will be constructed by developers. \$11 million would come from anticipated funding through gas tax, grants, other agencies and/or real estate excise tax. The remaining necessary funds would come from impact fees; the City budget, through the annual budget and general obligation bonds; and any grants that can be obtained. The priority projects are identified in the 6 year Transportation Improvement Plan (TIP). Boughton explained, if City revenue falls short to fund a TIP project, according Growth Management Act (GMA) the City must identify alternate funding sources, revise the LOS standards or reassess the land use chapter to ensure a balance between land uses, revenues and LOS.

Councilmember Erickson questioned what the LOS standard is for Washington State Department of Transportation (WSDOT) and Kitsap County, suggesting there be consistency among jurisdictions.

Councilmember Rudolph reported the Public Works Committee discussed the following, in regards to connectivity of existing neighborhoods:

- The need for vehicle connectivity should be supported by a traffic analysis, with pedestrian connectivity required
- Impacts to the neighborhood need to be mitigated
- Require an alternatives analysis
- More connections for larger neighborhoods
- Keep in mind the schools, parks and major destinations when planning for connections

Boughton advised any policies out of the discussion should be included in the Comprehensive Plan; Rudolph stated the committee has not formed recommendations as of yet, it was only discussion. The Committee will bring forward a recommendation to the Council, to be included in the Comprehensive Plan.

Commissioner Thayer suggested the policy regarding consistent level of service on City-owned streets, be clarified to specify what will be required based on the type of project proposed.

Councilmember Erickson recommended Low Impact Development (LID) techniques be encouraged in road design standards, and language be added to the Comprehensive Plan.

Councilmember Stern proposed language be added to promote telework and telecommuting in the Transportation section; Council and Planning Commission concurred.

Commissioner Coleman suggested clarification be made, regarding state versus city street arterial and local access collector maps, for consistency.

Commissioner Thayer questioned the totals for the transportation facilities funding strategy costs, and how they were determined. Boughton stated she would clarify with the consultant the determination of the costs and clarify the costs in the Comprehensive Plan. Thayer also questioned if the costs listed in the funding strategy section were in 2009 dollars; Boughton explained the projects in the 2009 6 year TIP are in 2009 dollars, however the projects included on the 20 year plan are in 2006 dollars. Councilmember Stern suggested all the costs included in the Comprehensive Plan be updated to 2009 dollars and the consumer price index (CPI) be included.

Councilmember Rudolph suggested the road classification map be updated to reflect the new connection at 7<sup>th</sup> Avenue and State Route 305, and remove

the connections that are not feasible, specifically the Vetter Road and Burnt Road connection.

Councilmember Erickson recommended language regarding ferry support be added in the Transportation section. Planning Director Berezowsky stated the ferry system is not inside the City; however regional organization coordination is mentioned in Transportation section, and the Washington State Ferry system can be added in that section.

Commissioner Wells questioned why the burden of mitigating street standards into already established neighborhoods, is solely on new developers, and not shared with an existing development or neighborhood. Berezowsky stated we cannot require existing neighborhoods to bring the streets to City standards.

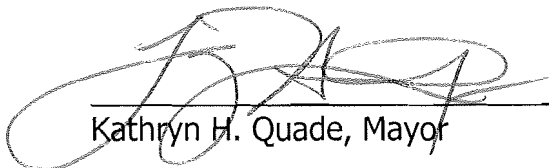

Mayor Quade welcomed new Planning Commissioners Jim Henry and Stephanie Wells and thanked the Planning Commission for their hard work.

## **5. CONTINUED COMMENTS FROM CITIZEN**

- a. Dan Baskins commented when calculating impact fees, the streets that are not feasibly developable, should not be included.

## **6. ADJOURNMENT**

**MOTION:** Erickson/Stevens. Move to adjourn at 8:03 PM.  
Motion carried unanimously.

  
Kathryn H. Quade, Mayor  
Ray Stevens, Planning Commission Chair

ATTEST:

  
Nicole Stephens, Deputy City Clerk

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