

**Oak Harbor Planning Commission
Regular Meeting Minutes
July 26, 2016**

1. Call to Order - 7:30 p.m.

2. Roll Call

Present:

Greg Wasinger
Bruce Freeman
Jes Walker-Wyse
Cecil Pierce
Hal Hovey
Alyssa Merriman

Absent:

Sandi Peterson

Staff Present:

Steve Powers, Development Services Director
Cac Kamak, Senior Planner
Dennis Lefevre, Senior Planner
Ray Lindenburg, Associate Planner
Arnold Peterschmidt, Project Engineer

2. Approval of Minutes – June 28, 2016

Motion: Jes Walker-Wyse moved to approve the June 28, 2016 minutes as presented. Motion seconded by Hal Hovey, unanimously approved.

3. Public Comment

No comments.

4. TRANSPORTATION PLAN UPDATE – Public Hearing

Mr. Peterschmidt displayed a PowerPoint presentation (Attachment 1) and reviewed the purpose, background, goals and policies, planning process, community outreach methods and the 20-year project list.

The public hearing was opened at 7:44 p.m.

Planning Commission Discussion

Planning Commission questioned staff about the term “concurrency” and about the Gun Club Road extension project.

Seeing no public comment the public hearing was closed at 7:46 p.m.

Motion: Cecil Pierce moved to recommend that the City Council approve Resolution No. 16-23 adopting the 2016 City of Oak Harbor Transportation Plan. Motion seconded by Bruce Freeman, unanimously approved.

5. SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) – Public Hearing

Mr. Peterschmidt displayed a PowerPoint presentation (Attachment 2) and reported that the TIP has been updated to reflect the Transportation Plan update. Arnie Peterschmidt reported that the City is required by State law to submit an approved six-year Transportation Improvement Program. The primary purpose of the TIP is to facilitate use of Federal transportation funds awarded to the City. The submittal process is accomplished in conjunction with the Regional Transportation Planning Organization (RTPO). Once approved by the Council, the City's TIP is submitted to the RTPO. In turn, the RTPO submits a regional TIP to the State. The State then prepares a statewide TIP. The incorporation of the City's projects into this statewide TIP is what enables the City to spend Federal funds on local transportation projects. Mr. Peterschmidt reviewed the projects listed in the TIP.

The public hearing was opened at 7:53 p.m.

Planning Commission Discussion

Planning Commission questioned staff about what determines whether or not a project receives State funding. Mr. Peterschmidt stated that it is a competitive process that involves submitting an application for evaluation and if the project matches the criteria better than others it will get funded.

Motion: Cecil Pierce moved to recommend that the City Council adopt the 2017-2022 Six-Year Transportation Improvement Program. Motion seconded by Hal Hovey, unanimously approved.

6. CODE AMENDMENTS – TIME EXTENSIONS FOR PLATS – Public Meeting

Cac Kamak displayed a PowerPoint presentation (Attachment 3) and reported that RCW 58.17.140 sets time period to file Final Plats and Preliminary Plats; that time limit is set at 5 years. During the down economic period the State legislature made several changes to extend that time in 2010, 2012 and 2013. Mr. Kamak reviewed the platting process and detailed how the legislature changes applied the time extensions for preliminary plats and vesting period for final plats. Mr. Kamak stated that staff will present the code amendments that implement the legislative changes at the next Planning Commission meeting.

Meeting adjourned at 8:04 p.m.

Minutes submitted by: Katherine Gifford

City of Oak Harbor Transportation Plan



Transportation Plan

- **Required element of City's Comprehensive Plan per the Growth Management Act (GMA)**
- **Consider various modes**
- **Level of Service**
- **Needed facilities and services (20 yrs)**
- **Funding program**
- **Transportation Element Adopted June 2016**
- **Adoption of Complete Plan**



Plan Outline

1. Introduction
2. Conditions and Trends
3. Community & Stakeholder Outreach
4. Transportation Goals & Policies
5. Future Transportation Vision
6. Capital Plan
7. Implementing the Transportation Element

Transportation Goals & Policies

1. Safe for all users
2. Connected and efficient
3. Multimodal
4. Financially and environmentally sustainable
5. Complementary of the City's land use and adopted plans
6. Integrated with the regional transportation network



Planning Process

Transportation Plan

LAYERED NETWORK

- Identifies priority users on individual streets
- Based on existing travel patterns and input from City staff and community

LEVEL OF SERVICE

- Auto
- Bicycle
- Pedestrian

TRANSPORTATION PROJECT LIST

- 20 Year List
- Year Capital Improvement Program
- Concurrency
- Impact Fee Program

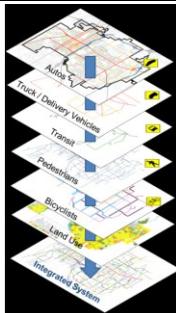


Table 4: Pedestrian Accommodation Descriptions

Within Pedestrian Priority Network	
	Pedestrian facility* where indicated in Pedestrian Priority Network, with a buffer
	Pedestrian facility* provided on one side of the street
	No pedestrian facility



Oak Harbor
City of Oak Harbor

Community & Stakeholder Outreach

Public Input & Outreach

- **November 2015**
 - Priority Networks
 - Identified Needs
- **February 2016**
 - Draft Project List
 - Feedback
- **Online Survey**
 - How residents travel today?
 - What modes need the most attention?



Community & Stakeholder Outreach



Financially Constrained 20 Year Project List

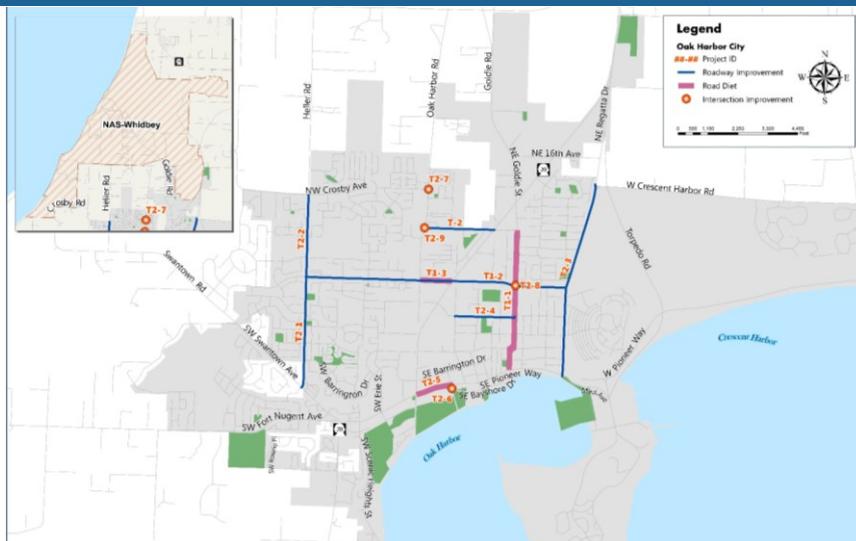
Project	Description	Planning Level Cost
Pavement Maintenance	<ul style="list-style-type: none"> Annual pavement maintenance and overlay program 	\$2.3M
NE 7th Avenue Roadway and Pedestrian Improvements	<ul style="list-style-type: none"> Full reconstruction of the roadway Construction of the missing sidewalks on the north side of road and multiuse path on the south side of the road 	\$4.7M
	Total	\$ 7M

20 Year Program with Contingency Projects

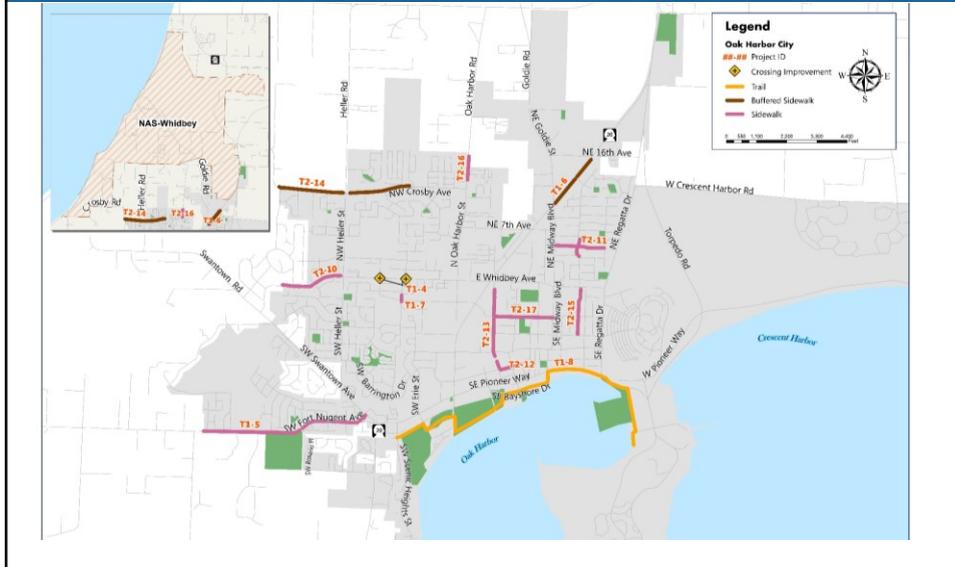
Project Needs	Description	20 Year Program	Tier 1	Tier 2
Auto/Freight Priority Projects	Traffic signals, intersection improvements, multimodal roadway improvements	\$4.7M	\$20.7M	\$29.9M
Pedestrian Projects	Sidewalks, crossings	\$0	\$1.6M	\$4.8M
Bicycle Projects	Bike lanes, sharrows, trails	\$0	\$688K	\$675K
Pavement Maintenance	Overlay and pavement repair	\$2.3M	\$0	\$0
	Total	\$ 7M	\$ 23.0M	\$ 35.4M



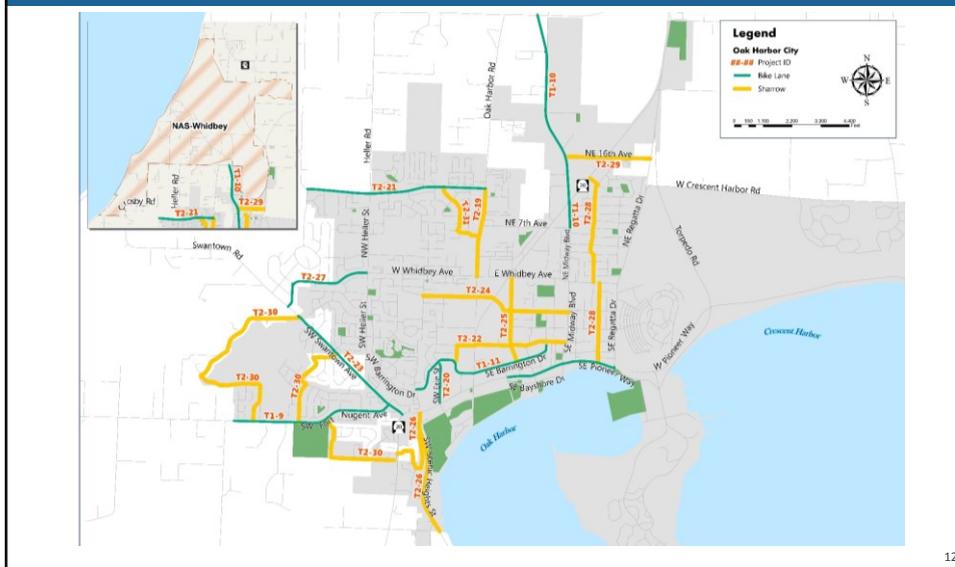
20 Year Project List: Roadway



20 Year Project List: Pedestrians



20 Year Project List: Bicycles



Questions?

Arnie Peterschmidt

apeterschmidt@oakharbor.org

Dennis Lefevre

dlefevre@oakharbor.org

Kendra Breiland

k.breiland@fehrandpeers.com

Transportation Improvement Program 2017-2022



Planning Commission

7/26/16

Purpose

- Meet the public hearing requirement
- Seek Planning Commission's recommendation of the 2017-2022 Transportation Improvement Program (TIP) to City Council



Planning Commission

7/26/16

2

Background

- Required by State Law
- Updated every year
- 6 year plan
- TIP is used to facilitate use of Federal transportation funds on City projects



Background

- Plan is forwarded to the Island Transportation Planning Organization (ITPO)
- ITPO in turn submits a regional TIP to the State
- State prepares statewide TIP in January of each year



Projects

1. NE 7th Avenue Reconstruction – N. Oak Harbor St. to SR-20
2. NW Heller Street Overlay – W. Whidbey Ave. to NW Crosby Ave.



NE 7th Ave Reconstruction

- Federal Surface Transportation Funds
- State Transportation Improvement Board
- Local Match
- Total Estimate \$4.7M
- Design: 2018
- Right-of-Way 2019
- Construction 2020



NW Heller St. Overlay

- Federal Surface Transportation Funds
- Local Match
- Total Estimate: \$361K
- Design 2017
- Construction 2017



Funding

- No funds required to develop TIP



Requested Action

- Conduct a public hearing for the 2017-2022 TIP
- Recommend that City Council adopt the 2017-2022 six-year Transportation Improvement Program



PLAT EXTENSIONS CODE AMENDMENTS



Planning Commissions

7/27/2016

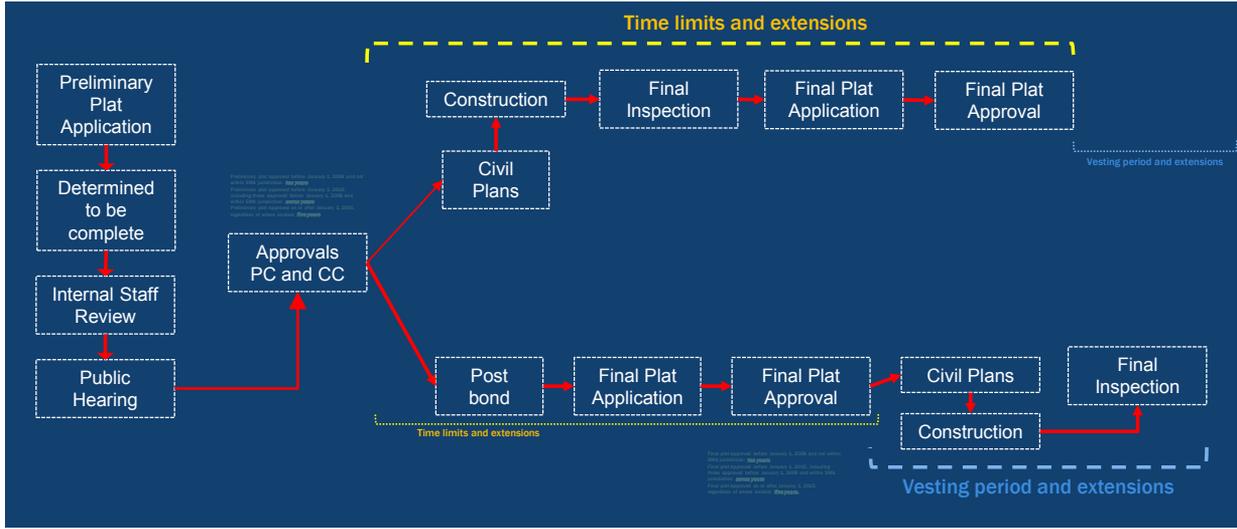


PLAT EXTENSIONS

- RCW 58.17.140 – sets time period to file Final Plats and Preliminary Plats
- That time limit is set at 5 years
- During down economical period legislature made several changes to extend that time – 2010, 2012 and 2013
- The changes extended filing periods to seven, nine and ten years
- The time periods apply differently based on when the Preliminary Plat was approved and whether it is under the SMA
- The time periods apply to preliminary plat extensions and final plat vesting



PLATTING PROCESS



- **Preliminary plat** approved before January 1, 2008 and not within SMA jurisdiction: **ten years**
- **Preliminary plat** approved before January 1, 2015, including those approved before January 1, 2008 and within SMA jurisdiction: **seven years**
- **Preliminary plat** approved on or after January 1, 2015, regardless of where located: **five years**

- **Final plat** approved before January 1, 2008 and not within SMA jurisdiction: **ten years**
- **Final plat** approved before January 1, 2015, including those approved before January 1, 2008 and within SMA jurisdiction: **seven years**
- **Final plat** approved on or after January 1, 2015, regardless of where located: **five years**

Planning Commission



Questions?



PLAT EXTENSIONS
CODE AMENDMENTS

Planning
Commission