



# Transportation & Public Works Committee Meeting Minutes

Thursday, October 1, 2020  
5:30 PM – 6:30 PM  
\*\* Virtual Meeting \*\*

Members:	Present:	Absent:	Commence: 5:34 PM
			Adjourn: 6:59 PM
Peter Kwon, Chair			
Pam Fernald			
Takele Gobena			

Other Councilmembers participating: Mayor Sitterley; CM Tombs; CM Hill

Staff Coordinators: Will Appleton, Public Works Director; Florendo Cabudol, City Engineer

Other Staff Participating: Kamal Mahmoud, Eng. Manager; Mary Mirante-Bartolo, City Attorney; Anita Woodmass, Analyst; Gwen Voelpel, Deputy City Manager; Mark Johnsen, Sr. Asst. City Attorney; Trevor Ralph, Civil Engineer

Public Comment.	None
1. Approve Prior Meeting's Minutes	September 3 Minutes were approved to go to RCM
2. Blueline Group Contract Amendment for Spot Drainage Project	<p>Discussion/Recommendation</p> <p>Trevor Ralph, Civil Engineer, presented the topic. The City is in the final stages of design for the Spot Drainage project. It consists of 11 locations of storm drainage repair or improvements only, identified by PW Maintenance as areas needing the repairs/improvements. The City would like to incorporate the construction management element of this project into the current scope of work/contract with Blueline Group. This scope of work is estimated to cost \$33,000. A portion of the funding necessary for this increased scope is available within the current budget (\$25,000 from design savings), the balance of \$8,000 will need to be allocated from the 403 fund.</p> <p>Construction management services will include review of all submittals, preparation of final as-built drawings, requests for information and other related services as needed. In addition, Blueline Group is experienced in construction management services and will train several of our civil engineers in this skill as part of their contract.</p> <p>Staff selected this route in order to capitalize on efficiencies, Alternatively, going out for quotations, the full selection interviewing and</p>

	<p>selection process, and another design team needing to come up to speed on a smaller project that BlueLine Group is already familiar with, would take additional staff time and money, which would be a loss of the efficiency.</p> <p>The Committee recommended that approval of the contract amendment to be brought to the October 13 or 27 Regular Council Meeting consent agenda.</p>
<p>3. Right of Way Standards</p>	<p>Discussion/Recommendation</p> <p>Public Works Director Will Appleton introduced the topic, using a PowerPoint presentation. The purpose of the topic before Committee at this time is to remind committee of the issues, and present feedback from the stakeholders meeting held on September 29, 2020.</p> <p>The proposed changes in code to the ROW Standards is to provide clarity, consistency and predictability for the development community; influence the pace and sequencing of our ROW development, and enhance safety and mobility of the public realm.</p> <p>This topic has been in progress and review for 21 months, partly delayed by COVID-19. It has been through three T&amp;PW reviews, four Planning Commission reviews, including two public hearings, and two stakeholders meetings. SEPA has been issued, and a Department of Commerce review has been completed.</p> <p>Next Steps include T&amp;PW review today, October 1; Planning Commission, and Council review and approval on October 27, 2020.</p> <p>The code changes include  Frontage Improvements – when frontage improvements are required  Deferral of Improvements  ROW dedication  ROW Cross Section – what we want the frontage improvements to look like.</p> <p>When Frontage Improvements are triggered would be any new construction or expansion of 1,000 SF or greater than 50% gross floor area; or new Single Family home or ADU in excess of \$250,000 to build. Also change of use will no longer trigger the requirement.</p> <p>Right of Way dedication may be required as a condition of development approval in order to incorporate improvements that are necessary to mitigate the direct impacts of the proposed development. Developers need to dedicate the underlying land needed to construct frontage improvements so that the improvements are within the ROW.</p> <p>The deferral of improvements code changes address developers that wish to defer improvements, but may leave town and defer that onto future buyers of property, and the needed improvements do not essentially get made. This has happened in SeaTac, so the code change is to bond future improvements so that the required improvements will get made.</p>

	<p>The ROW Cross Section code changes address the new desired roadway improvements that the City has chosen through the Sidewalk Committee (similar to the new South 166<sup>th</sup> Sidewalk project), that include six feet of sidewalk, landscape strips, parking widths, pedestrian lighting and other improvements.</p> <p>Staff pointed out that our current code was developed in 2004, and is out of date. These proposed changes will bring the code up to date with our current desired requirements, and provide clarity and consistency for developers.</p> <p>Many questions were raised surrounding the topic of new single family homes or ADU's triggering additional frontage improvement requirements. 54 developer community stakeholders were invited to a meeting this week, and less than 10 attended. But, if new single family homes trigger the improvements, then essentially every homeowner is a developer, and should be informed of these changes.</p> <p>The costs associated with sending our notices to all homeowners, and the time delays in trying to provide additional stakeholder meetings was discussed.</p> <p>Meeting Outcome: Committee approved this topic moving forward to Council with the following change: remove the frontage improvement requirement for new single family homes and ADU's in excess of \$250,000. No further stakeholder outreach is required. The requirement for single family and ADU frontage improvements may be revisited at another time for a more extensive discussion and stakeholder outreach.</p>
4. Adjourn	Adjourn Meeting