



MAY CITY COUNCIL MEETINGS:

05/01/23: Business Meeting
 05/08/23: Workshop Meeting
 05/15/23: Business Meeting
 05/29/23: City Offices Closed

Meetings are subject to change.

Please view our website calendar for an up-to-date meeting schedule:
www.cityofpt.us/calendar

Consider applying to be on a City Advisory Board or Commission.

Visit our website for descriptions, applications, and meeting schedules:

www.cityofpt.us

For more information, contact the City Clerk's Office at:
 (360) 379-5083.

The following Boards and Commissions have current and upcoming vacancies:

- Arts Commission
- Historic Preservation Committee
- Library Advisory Board
- Lodging Tax Advisory Committee
- Parks, Recreation, Trees & Trails

CITY OF PORT TOWNSEND
250 MADISON STREET
(360)385-3000
WWW.CITYOFPT.US

A NOTE FROM COUNCIL MEMBER AISLINN DIAMANTI (PICTURED) AND PLANNING COMMISSIONER VIKI SONNTAG



Usually, changes to the zoning code – the rules governing housing development – proceed incrementally with a bias for preserving the status quo. Both of us have been a witness to how slow this process can be. So taking a running start on the zoning changes needed to address the housing crisis, via the Tactical Infill initiative, was a welcome change of pace.

The recent amendments to our zoning code aim to level the playing field for small-scale housing development. By lowering barriers to building smaller, lower cost homes and increasing the code's flexibility, these practical changes increase the affordability of near-term housing options. They also help community-based organizations such as Habitat for Humanity, Olympic Housing Trust, and Community Build provide below-market rate housing.

Some highlights from the code changes are:

- Port Townsend becomes the first city in Washington State to allow tiny house on wheels (THOWs) as accessory dwelling units (ADUs). At half the cost of the least expensive foundation built ADU, THOWs are a fast and affordable housing option for many. The Department of Planning and Community Development is working on a streamlined application package that will keep permitting costs for THOWs below \$1,000.
- The new code simplifies cottage housing design requirements. Through public comments, we heard a lot of folks express interest in small-scale housing communities. The revisions to the cottage housing code make it easier to cluster houses economically.
- The ordinance reduces permitting requirements for small-scale projects. The cost of permitting small-scale, more affordable housing developments was burdensome. The new requirements will help fast-track community-driven housing projects.

There's lots more to be done on the path to preserve and create affordable housing, but Ordinance 3306 sets the foundation for a housing plan that will help secure housing as a basic need for all income levels.

PT LIBRARY - STORYTIMES

Regularly scheduled library storytimes will be on break from May 3 - June 5, while we promote our Summer Reading program. Our Youth Services team will be visiting local schools and sharing information about upcoming programs and events. We will resume having weekly storytimes on June 6, with the start of Storytime in the Park. In the meantime, families are invited to join us at 11:00 a.m. on Saturday, May 6, for Storytime at the Port Townsend Farmers Market.

RHODODENDRON FESTIVAL

The Jefferson County 88th Annual Rhododendron Festival was established in 1935. Check out the events at:

www.rhodyfestival.org



A NOTE FROM CITY MANAGER JOHN MAURO

Thank you for reading this newsletter and for your interest in our community. I firmly believe that a more informed community is a more engaged community. I also believe that a more engaged community is a stronger, a more resilient, a better community. Thanks for doing your part to stay up on what's happening!

The invitation is this: find something you're passionate about and let's work together. There are many ways to get informed and engaged in our community. This includes getting involved with the City, but it also includes a wealth of incredible organizations we're grateful to have here. I am deeply motivated by making a difference and I know the City team is too. Like many of those around us, dig in and you can make a difference.

To those ends, we're always trying to improve the way we communicate, engage, and partner. Since I started three years ago – and with COVID challenging us to innovate – we have tried a number of new ways beyond this newsletter. For instance:

- **Engage PT** is the web portal for City-related initiatives, events, and decisions that may affect you: cityofpt.us/engage
- **Our renewed volunteer program** is now part of Engage PT. You can learn more at that webpage and consider a range of ways to get involved, including the many boards and commissions – or even running for a Council seat!
- **KPTZ kindly hosts Brewocracy Now!**, a radio show I co-host each week on Thursday from 12:30 - 1:00 p.m.: 91.1 FM or kptz.org.
- **Coffee with the City Manager** is back on, the first Friday of each month from 9 - 10:30 a.m., currently hosted by Velocity downtown at the Northwest Maritime Center.
- **Follow us on Facebook** at <https://www.fb.me/CityofPT>
- **Our local papers** regularly pick up City news from regular press releases and from City perspective pieces on key issues.
- **Town Hall meetings** have been an institution in PT – and still are – but we've also started doing Virtual Town Hall meetings too.
- **City Hall's Front Desk and Public Experience Liaisons** are available to help when you walk through the front door of City Hall or call (360) 385-3000, Monday through Thursday from 9:00 a.m. - 4:00 p.m.
- **Online resources** are expanding, including our new e-permitting portal: cityofpt.us/planning-community-development/page/inspection-and-permitting-portal
- Staff and City Council had a monthly booth at the **PT Farmers Market** the last few years, highlighting current initiatives and ways to get involved.
- **Collaboration between local government agencies and our community** has likely never been this strong, with quarterly meetings of the national award-winning Intergovernmental Collaborative Group.

Whether you care about housing, parks, the pool, the golf course, streets, other issues – or absolutely all of them – we want to be sure you know how to plug in and contribute to a positive future for PT.

This brings me to two final points.

First, we launched our Annual Report this month. This is the third time we've taken a big look at the previous year's accomplishments and challenges and provided an in-house readable summary. You can find that report here: cityofpt.us/annualreport. A big thanks to Gretchen Harmon and Ron Logghe who worked hard to bring it together.

Finally: an introduction. I'm thrilled to announce the selection of Shelly Leavens as our first Communication and Marketing Manager. We were excited to have a number of very qualified candidates. Shelly stood out for her deep leadership skills; her clear, approachable, and strategic communications and marketing style and acumen; her collaborative ethos; and her strong commitment to positive change in this community. Shelly has transitioned from her recent role as Executive Director of the Jefferson County Historical Society and brings a wealth of experience as an artist, storyteller, communicator, and change-maker. Please welcome Shelly, who started with the City on May 4th. And please watch this space – her hire is a significant step forward in improving how we communicate, engage, and work together to make a real difference in our community.



Coffee with the City Manager
First Friday of each month
May 5, 9 - 10:30 a.m.
Velocity, 431 Water Street

Tactical Infill Zoning Changes = Fewer Barriers to Creating Housing Opportunities

As Council Member Diamanti explains above, the zoning code amendments City Council passed March 27, 2023, with Ordinance 3306 and many people are asking how to put the new code to work. The Tactical Infill Project endeavored to reform zoning rules to empower local residents to add to the housing supply.

The following bullets are a summary of some of the modifications passed to remove barriers to creating housing:

- Permit two accessory dwelling units (ADU's)
- Streamline review of cottage housing
- Permit tiny house on wheels (THOW) in a variety of circumstances (effective July 1, 2023). See info below for details.
- Provide for innovative ways for development flexibility to achieve comprehensive plan densities, including "unit lot" subdivisions
- Further reduce mandatory off-street parking requirements
- Permit Employer Provided Housing in certain zones
- Clarify condominium, cooperative, or other collective ownership forms
- Tackle various other minor provisions consistent with the infill project

The Department of Planning and Community Development has been working on implementation and outreach to understand what's changed. We have published handouts on our website and new application forms for some of the processes. Check out the new info here: <https://cityofpt.us/planning-community-development>

While Ordinance 3306 is currently in effect, a portion of the ordinance relating to THOWs is not effective until July 1, 2023. Because staff has received a lot of questions and interest in using this type of housing, here is a sneak peek at some of the information on THOWs and the applications that will be required.

WHAT IS A THOW?

THOW is shorthand for a 'Tiny House on Wheels.' Also known as Park Models, this form of factory-built structure (not a building, therefore not subject to building codes) are primarily intended for use as a moveable, seasonal, temporary, recreational place to stay. THOWs in Port Townsend will be required to meet additional construction standards on top of Park Model standards to increase energy efficiency and be suitable for year-round, day-to-day use as a dwelling.

WHERE CAN THEY BE PLACED?

THOWs may be permitted as ADUs in R-I, R-II, and R-III zones subject to the provisions of Section 17.16.020 PTMC. Refer to the City's zoning map to determine the zone for a specific property:

<https://cityofpt.maps.arcgis.com/home/index.html>

THOWs may also be placed in a Tiny House on Wheel Community that has been approved as a conditional use in either the C-II, C-II(s) or R-III zones.

WHAT STANDARDS MUST THOWS MEET?

Any THOW proposed for use as an ADU must meet national standards as a Park Model (ANSI 119.5 and the National Electrical Code, NFPA 70, Article 552) as evidenced by a label from the State Department of Labor and Industries (L&I). Also, THOWs must document they meet City of Port Townsend specific construction standards (PTMC 17.58.030) as evidenced by a certification from a licensed Architect or Engineer licensed to practice in the State of Washington. Permits for accessory dwelling unit, plumbing, foundation pad and driveway development will be required. The units will need to be supplied with power and will need a separate electrical permit from L&I. They must be connected to City utilities or a septic system. Connections must be permanent—garden hoses for water supply and composting toilets are not allowed. Building permits for any front porches or entry steps may be required if there are four or more exterior front steps and/or a front porch that is over 30 inches in height. Staff are currently assembling additional information and application forms - stay tuned for more information as we approach July 1.

You can learn more about various City projects, and zoning reforms such as Tactical Infill by visiting EngagePT:

www.cityofpt.us/engagept

Check back as the City will be working on possible further zoning reforms as the year continues.

Learn more about this project, or access Ordinance 3306, by visiting the project website:

<https://cityofpt.us/planning-community-development/page/residential-building-capacity>

or by scanning this QR code:



PUBLIC WORKS

Did you know that one of the biggest reasons behind our streets falling apart has to do with stormwater drainage? Often, our streets fall apart from the outside in, due to water at the edge of the roadway. As the City takes on repair of and restoration of our streets system, the first step is addressing stormwater runoff from the roadway surface. This means the City will begin installing ditches, rain gardens, and where possible, catch basins and drainage pipes along the following streets. Work is expected to begin in May along the following streets:

- Hancock Street between 9th and SR20
- Hendricks Street between 9th and 12th
- Holcomb Street between 7th and 10th
- Cleveland Street between 12th and 14th
- 25th Street between Sheridan and Holcomb
- Hancock Street between 3rd and SR20
- Jackman Street between 45th and 49th
- Fillmore Street between Jefferson and Washington
- Pacific Street at Milo Street

Due to the lack of a formal storm drain system, the City must rely on roadside ditches and infiltration as much as possible. Many of our streets originally had ditches and some streets never were built with appropriate drainage. Since drainage is a sensitive topic, we ask for your cooperation in helping us make the best out of a hard situation. Please see the banked capacity link on the City's EngagePT website at:

<https://cityofpt.us/engagept/page/infrastructure> for additional information.

Many thanks from your Engineering and Streets Departments.



PARKS TEAM

For over 15 years, an informal group of community volunteers have been working to improve the two parcels that make up the 6.72 acres now known as Sather Park on Morgan Hill. Initially volunteers known as the "No Ivy League" focused on removal of English ivy, poison hemlock and other invasive species. With that huge amount of work mostly completed, the community took on a number of projects to continue restoration over the past 12 months.

One of the new projects was to trim and thin the outside perimeter to allow for a mix of native shrubs, sword ferns and ground covers to get more light and flourish. Another project was to trim and thin the perimeter trail that surrounds the Sather Forest to make it safer for mountain bikers and hikers. Many of the Douglas firs and western red cedars have been dying and falling from a common disease called laminated root rot.

Three test planting projects have been completed to see which species of trees might best thrive in Sather Park. The first project involved selective placement of a dozen or so donated western white pines. The second project involved selective placement of a dozen or so native big leaf maples, Oregon white oak, and vine maples. Port Townsend Garden Center provided the plants at a generous discount so the donations totaling \$1,450 could buy more trees than planned. The third planting was an area roughly 100 feet by 200 feet that was thinned and planted with donated big leaf maples, dawn redwood and a mix of shrubs including native huckleberry, Oregon grape, salal and snow-berry.

With the test plantings complete, the community of volunteers will focus on maintenance and working with Port Townsend Parks and Trails on a long term strategy to create a healthy forest and recreation facility for years to come.

