



CITY OF

SEQUIM

DEPARTMENT OF COMMUNITY DEVELOPMENT

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## **SEQUIM PLANNING COMMISSION**

**Civic Center**

**152 West Cedar Street**

**Sequim, WA 98382**

**6:00 P.M.**

**Tuesday, October 17, 2017**

### **Agenda**

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:**  
PC: Mahalick, Protze, Shah, Smith, Wendt and Wiseman, Potter.
- 2. APPROVAL OF MINUTES:** September 19, 2017
- 3. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA**
- 4. NEW BUSINESS**
  - a. Continuation of Public Meeting for Willow Creek Manor Major Preliminary Subdivision:** Barry Berezowsky
- 5. UNFINISHED BUSINESS - None**
- 6. DIRECTOR'S REPORT**
- 7. GOOD OF THE ORDER**
- 8. ADJOURNMENT**

**Next Meetings: November 7, 2017 (tentative)**

## MEMORANDUM

DATE: 10/11/2017

TO: City of Sequim Planning Commission

FROM: Barry Berezowsky

RE: Willow Creek Manor Preliminary Plan Continued Public Meeting

In preparation for the Continued Willow Creek Manor Public Meeting I have attached the following materials:

- The agenda for the Continued Public Meeting scheduled for October 17, 2017.
  - Minutes from the September 19, 2017 Public Meeting.
  - A revised phasing plan that altered some lot sizes in Phase B to bring the phases density up to 4 du/ac.
  - Revised conditions of approval regarding Carisbrook Avenue.
  - Gibson Traffic Consultants, Inc., MEMORANDUM-Willow Creek Manor-HOA Comment Response.
    - Attachment A – Letter from Robert & Marla Greibenow
  - Transportation Solutions Inc. (TSI) Willow Creek Manor HOA Comment Response Review
  - Transportation Solutions Inc. (TSI) Willow Creek Manor HOA Comment Response Review Follow-up.
  - Letter from Bob & Cece Fitton.
  - Letter from Jeff Cole to Robert & Maria Griebenow.
  - Letter from Jeff Cole to Maple View Farms, LLC.
  - Letter from Bob & Cece Fitton.
  - Letter from Robert & Marla Griebenow.
  - Letter from Robert & Marla Griebenow.
-

**SEQUIM PLANNING COMMISSION**

**Public Meeting**

**Sequim Civic Center**

**152 West Cedar Street**

**Sequim, WA 98382**

**6:00 P.M.**

**Tuesday, September 19, 2017**

**Minutes**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:**

Present: Roger Wiseman, Olaf Protze, Gary Smith, Karen Mahalick, Dave Potter

Excused: John Wendt

**APPROVAL OF MINUTES:** September 5, 2017

**ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA**

None

**NEW BUSINESS**

**a. Public Hearing & Workshop SUB17-002 Willow Creek Manor Major Preliminary Subdivision**

Open public hearing 6:09 pm

Public Hearing presentation for the Willow Creek Subdivision Phases B - E presented by Barry Berezowsky, Community Development Manager. Berezowsky explained the surrounding property and location, the zoning, proposed storm-water, phasing plan, and utilities.

Berezowsky stated the project meets the requirements of the Sequim Municipal Code and the project is not detrimental to the public health, safety and welfare. The project mitigates impacts identified under Chapter 16.04.

Berezowsky stated Phase B, the first phase, is to be completed by June 1, 2018 and will include 36 lots. This phase has an average net density of 3.87 units/acre. Phase C to be completed by December 1, 2021 will include 27 lots. This phase has an average net density of 4.35 units/acre. Phase D to be completed by December 1, 2021 will include 34 lots. This phase will have a net density of 5.38 units/acre. Phase E to be completed by December 1, 2022 or within 5 years from preliminary plat approval and will include 24 lots. This phase will have a net density of 7.19 units/acre. Phase F to be completed within five years from preliminary plat approval will include 7 lots. This phase will have a net density of 5.16 units/acre.

He showed some photos of the area north of existing Broadmoor Avenue, north from W. Sequim Bay Road and south from the family farm house

The Willow Creek Manor preliminary plat is consistent with the city's Comprehensive Land Use Plan. It is consistent with the Future Land Use Map (FLUM), and protects the character of the existing single family neighborhoods by providing a range of lots sizes for future detached single family housing. The streets meet the City's street standards providing sidewalks to promote walking as alternative mode of transportation and help enhance neighborhood quality.

Berezowsky identified 3 conditions that are unique to this subdivision. The first condition of this project includes identifying the existing farm and farming conditions immediately adjacent to this subdivision continue. The seller of the proposed created lots must comply with RCW 64.06.022 and place language on the face of the plat, and include in the notice to title and promise to convey to real property between existing property owner and potential future property owners that active farming will continue to happen in the immediate area.

The second condition states that Carisbrook Avenue must be used for construction access and where necessary be improved to accommodate construction vehicles. No construction access will be permitted off of Broadmoor Avenue. All equipment must be staged through Carisbrook Avenue (which acts as an easement through Mr. Cole's Property) to West Sequim Bay Road and not through Broadmoor Avenue so as to not interfere with the existing neighborhood.

The third condition is Carisbrook Avenue and all road infrastructures, i.e. PUD water, CenturyLink/Wave Cable and Highland Irrigation, must be constructed with the development of any future Phase after the construction of Phase B and shall be designed to the City's neighborhood street standard, providing a minimum 50 foot right-of-way.

This third condition is up for potential re-consideration as the City received a technical memorandum September 19, 2017 at 3:00 pm from the applicant's transportation consultant and staff will be asking for a continuation after public comment. Staff will contract with a private transportation engineer to review this memorandum and provide comments before staff returns back to the Planning Commission and City Council.

Berezowsky revisited density for proposed Phase B. Phase B will have 3.87 units/acre a fraction shy of 4 units/acre, and has all underground infrastructures in place. Code does not provide direction that indicates rounding up. Staff reviewed code and came up with a plausible argument as to why staff should recommend to you and you to City Council to approve Phase B with only 3.87 units/acre.

Square footages can be removed from some of the lots near the storm pond and add that square footage to the storm pond, thereby reducing the lots size, reducing the square footage, and increase dwelling unit per acre count in Phase B. Staff will work on this and bring it back recommendations to the Planning Commission.

Berezowsky recommends withholding Planning Commission approval until such time as staff can review the recently submitted traffic memorandum.

Commissioner Shah asked about recent memorandum.

David Garlington Public Work Director stated the developer put together a traffic impact analysis that looked at several intersections near and in the subdivision. The memorandum submitted is in response to a neighbor's request about the traffic volumes on Broadmoor Avenue. Garlington expressed the need for time for consultant to review and for staff to make a decision that the traffic analysis addresses the build out and that Broadmoor would not be geometrically more than be can be handled. Garlington is requesting four weeks.

Cece Finton- chose not to speak

Lori Schmidt – Resident of Broadmoor. Loves peacefulness and sees increase in traffic. We have George and cats lay in middle of street. Even though Broadmoor is split in two sections at the entrance that meets code, when you have that many people being in and out of there, our street is not long enough to support that much traffic. She is for development but there has to be another access going out which would make a huge difference. Traffic safety is an issue.

Jerry Schmidt – chose not to speak

Jeff Cole – Owner Developer. He appreciates the home owner's in phase B off Broadmoor, the letter (amendment) he got from the traffic consultant was in response from their request for the second point of access to come off Carisbrook on West Sequim Bay Road. The memo states up to 1200 projected trips that the entire development would create, that the road as it sits can handle 2000 plus trips, so it is still only half of what it could hold. It meets the criteria. The condition to go all the way from his drive way to West Sequim Bay Road; it is farther from Phase E to West Sequim Bay Road than Phase E to Broadmoor; it would double his cost. He would have to put in streets, sidewalks, fire hydrants that would be destroyed as he plans to continue to farming activities on his property. He bought as historic farm. It is part of family heritage since 1900. He will continue to farm until last feasible moment. In complete agreement about disclosure of farming activities. He likes how HOA is set up. He is trying to add 128 homes in the city of Sequim; it is a desirable location. He is happy to answer questions.

City Attorney Kristine Nelson-Gross stated this time is limited to Planning Commission questions only.

Mr. Cole signed up for public comment.

List against – Davie Bier – wants same amount of time as Mr. Cole. He looks at the City's mission and value statement. He questions the 3.87 units/acre. Broadmoor cannot handle 1200 cars. He lives at end of Broadmoor; traffic is incredible as people drive by looking at properties. Giving Jeff opportunity to come up with this report prior to this meeting is unreasonable. Time should be set aside as there are some disputes. Is this what another reasonable municipality would do? Are there other cities that have streets with 1200 vehicles using them at 1.3 mile long?

Marry Bier – chose not to speak

Bob Richey – He is concerned with split entrances in this development and in other existing developments are the good, bad and ugly. He passed out pictures of Sunrise Meadows, it was a Littlejohn development there is no distance between the actual split entrance and the Y that asks you to go to the right or left. There are a lot of advantages to this. No one in this development shares 100% of the ingress and egress traffic. Sun Meadows on West Sequim Bay Road have 2 split entrances; not sure if built together; no one suffers 100% ingress and egress traffic. Next is Jennie's Meadows has single point of split access. There is future development planned below the upper lots so they will suffer 90% ingress/egress traffic. Willow Creek entrance is split for ¼ mile long to where street becomes one. No lots in Phase C through E will suffer 100% of traffic. Request Planning Commission require Carisbrook Avenue linked to Phase B construction as stated in staff report.

Judy Richey– chose not to speak

Phillip Woods – chose not to speak

Commissioner Mahalick entertained a motion to table until October 17, 2017 until we have read the memorandum submitted regarding the traffic report. Commissioner Shah made a motion to table, seconded by Commissioner Smith. **Motion approved.**

Public Meeting has been continued. Additional comments or information may be included in the next meeting.

Barry Berezowsky stated any information submitted or emailed will be included in the next packet.

Adoption of Minutes – a couple of modifications to bring back and will be approved.

#### **UNFINISHED BUSINESS**

None.

#### **DIRECTOR'S REPORT**

Barry Berezowsky stated he has set in on interviews to replace the Community Development specialist. He is looking forward to having a full staff and will bring that new staff member to the commission meeting for introductions.

#### **GOOD OF THE ORDER**

None.

#### **ADJOURNMENT at 7:12.**

**MOTION** to adjourn by Commissioner Shah seconded by Commissioner Potter. **Carried Unanimously.**

Respectfully submitted,

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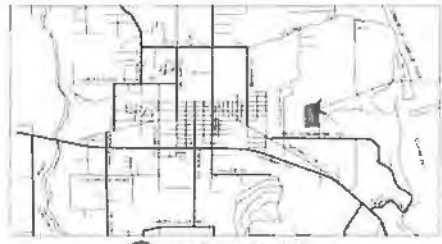
Ann Hall  
Secretary to the Commission

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Karen Mahalick  
Chair

Next meeting: September 19, 2017

DEVELOPMENT SUMMARY	
PHASE 1 (2014-2015)	100% COMPLETE
PHASE 2 (2016-2017)	100% COMPLETE
PHASE 3 (2018-2019)	100% COMPLETE
PHASE 4 (2020-2021)	100% COMPLETE
PHASE 5 (2022-2023)	100% COMPLETE
PHASE 6 (2024-2025)	100% COMPLETE
PHASE 7 (2026-2027)	100% COMPLETE
PHASE 8 (2028-2029)	100% COMPLETE
PHASE 9 (2030-2031)	100% COMPLETE
PHASE 10 (2032-2033)	100% COMPLETE
PHASE 11 (2034-2035)	100% COMPLETE
PHASE 12 (2036-2037)	100% COMPLETE
PHASE 13 (2038-2039)	100% COMPLETE
PHASE 14 (2040-2041)	100% COMPLETE
PHASE 15 (2042-2043)	100% COMPLETE
PHASE 16 (2044-2045)	100% COMPLETE
PHASE 17 (2046-2047)	100% COMPLETE
PHASE 18 (2048-2049)	100% COMPLETE
PHASE 19 (2050-2051)	100% COMPLETE
PHASE 20 (2052-2053)	100% COMPLETE
PHASE 21 (2054-2055)	100% COMPLETE
PHASE 22 (2056-2057)	100% COMPLETE
PHASE 23 (2058-2059)	100% COMPLETE
PHASE 24 (2060-2061)	100% COMPLETE
PHASE 25 (2062-2063)	100% COMPLETE
PHASE 26 (2064-2065)	100% COMPLETE
PHASE 27 (2066-2067)	100% COMPLETE
PHASE 28 (2068-2069)	100% COMPLETE
PHASE 29 (2070-2071)	100% COMPLETE
PHASE 30 (2072-2073)	100% COMPLETE
PHASE 31 (2074-2075)	100% COMPLETE
PHASE 32 (2076-2077)	100% COMPLETE
PHASE 33 (2078-2079)	100% COMPLETE
PHASE 34 (2080-2081)	100% COMPLETE
PHASE 35 (2082-2083)	100% COMPLETE
PHASE 36 (2084-2085)	100% COMPLETE
PHASE 37 (2086-2087)	100% COMPLETE
PHASE 38 (2088-2089)	100% COMPLETE
PHASE 39 (2090-2091)	100% COMPLETE
PHASE 40 (2092-2093)	100% COMPLETE
PHASE 41 (2094-2095)	100% COMPLETE
PHASE 42 (2096-2097)	100% COMPLETE
PHASE 43 (2098-2099)	100% COMPLETE
PHASE 44 (2100-2101)	100% COMPLETE
PHASE 45 (2102-2103)	100% COMPLETE
PHASE 46 (2104-2105)	100% COMPLETE
PHASE 47 (2106-2107)	100% COMPLETE
PHASE 48 (2108-2109)	100% COMPLETE
PHASE 49 (2110-2111)	100% COMPLETE
PHASE 50 (2112-2113)	100% COMPLETE
PHASE 51 (2114-2115)	100% COMPLETE
PHASE 52 (2116-2117)	100% COMPLETE
PHASE 53 (2118-2119)	100% COMPLETE
PHASE 54 (2120-2121)	100% COMPLETE
PHASE 55 (2122-2123)	100% COMPLETE
PHASE 56 (2124-2125)	100% COMPLETE
PHASE 57 (2126-2127)	100% COMPLETE
PHASE 58 (2128-2129)	100% COMPLETE
PHASE 59 (2130-2131)	100% COMPLETE
PHASE 60 (2132-2133)	100% COMPLETE
PHASE 61 (2134-2135)	100% COMPLETE
PHASE 62 (2136-2137)	100% COMPLETE
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PHASE 65 (2142-2143)	100% COMPLETE
PHASE 66 (2144-2145)	100% COMPLETE
PHASE 67 (2146-2147)	100% COMPLETE
PHASE 68 (2148-2149)	100% COMPLETE
PHASE 69 (2150-2151)	100% COMPLETE
PHASE 70 (2152-2153)	100% COMPLETE
PHASE 71 (2154-2155)	100% COMPLETE
PHASE 72 (2156-2157)	100% COMPLETE
PHASE 73 (2158-2159)	100% COMPLETE
PHASE 74 (2160-2161)	100% COMPLETE
PHASE 75 (2162-2163)	100% COMPLETE
PHASE 76 (2164-2165)	100% COMPLETE
PHASE 77 (2166-2167)	100% COMPLETE
PHASE 78 (2168-2169)	100% COMPLETE
PHASE 79 (2170-2171)	100% COMPLETE
PHASE 80 (2172-2173)	100% COMPLETE
PHASE 81 (2174-2175)	100% COMPLETE
PHASE 82 (2176-2177)	100% COMPLETE
PHASE 83 (2178-2179)	100% COMPLETE
PHASE 84 (2180-2181)	100% COMPLETE
PHASE 85 (2182-2183)	100% COMPLETE
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PHASE 89 (2190-2191)	100% COMPLETE
PHASE 90 (2192-2193)	100% COMPLETE
PHASE 91 (2194-2195)	100% COMPLETE
PHASE 92 (2196-2197)	100% COMPLETE
PHASE 93 (2198-2199)	100% COMPLETE
PHASE 94 (2200-2201)	100% COMPLETE
PHASE 95 (2202-2203)	100% COMPLETE
PHASE 96 (2204-2205)	100% COMPLETE
PHASE 97 (2206-2207)	100% COMPLETE
PHASE 98 (2208-2209)	100% COMPLETE
PHASE 99 (2210-2211)	100% COMPLETE
PHASE 100 (2212-2213)	100% COMPLETE



SEQUIM VICINITY MAP  
NO SCALE

CITY OF SEQUIM MAJOR SUBDIVISION (SUB 17/002) FOR  
WILLOW CREEK MANOR  
IN SECTION 21, TOWNSHIP 30 NORTH, RANGE 3 WEST, W.M.  
CITY OF SEQUIM, CLALLAM COUNTY



PROJECT INFORMATION

PROJECT NAME	WILLOW CREEK MANOR
OWNER	SEQUIM CITY
DESIGNER	ZENOVIC ASSOCIATES
DATE	NOVEMBER 5, 2017

DRAWING NOTES

1. SEE SHEET 17-001 FOR GENERAL NOTES.
2. SEE SHEET 17-002 FOR GENERAL NOTES.
3. SEE SHEET 17-003 FOR GENERAL NOTES.
4. SEE SHEET 17-004 FOR GENERAL NOTES.
5. SEE SHEET 17-005 FOR GENERAL NOTES.
6. SEE SHEET 17-006 FOR GENERAL NOTES.
7. SEE SHEET 17-007 FOR GENERAL NOTES.
8. SEE SHEET 17-008 FOR GENERAL NOTES.
9. SEE SHEET 17-009 FOR GENERAL NOTES.
10. SEE SHEET 17-010 FOR GENERAL NOTES.

HORIZONTAL AND VERTICAL  
DATA  
DATE: 11/05/17  
BY: JZ

GENE QUINN  
11/05/17

**NOT FOR CONSTRUCTION**  
THESE PLANS ARE PRELIMINARY ONLY AND ARE  
INTENDED FOR USE IN OBTAINING MAJOR  
SUBDIVISION APPROVAL THROUGH THE CITY OF  
SEQUIM. CONSTRUCTION DRAWINGS WILL BE  
ISSUED AFTER MAJOR SUBDIVISION APPROVAL IS  
OBTAINED.

CALL BEFORE YOU DIG  
800 474 5555  
FOR UNDERGROUND UTIL. TX  
LOCATION SERVICE

PHASING PLAN  
Scale: 1" = 100'

ZENOVIC ASSOCIATES  
INCORPORATED  
1000 EAST WASHINGTON STREET  
SEASIDE, WA 98138  
PH: 360-455-1234  
WWW.ZENOVIC.COM

COVER SHEET

NOVEMBER 5, 2017  
PRELIMINARY



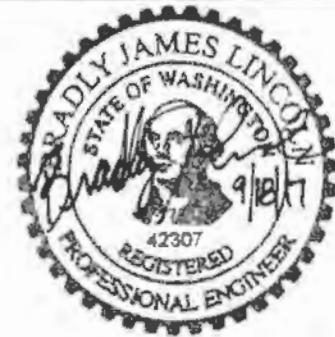
## ENGINEERING DEPARTMENT COMMENTS

- ~~11. Carisbrook Avenue and all in road infrastructure (such as, but not limited to, Clallam County PUD, Centurylink/Wave Cable and the Highland Irrigation District) must be constructed with the development of any future Phase after the construction of Phase B and shall be designed per the City's Neighborhood Street Standards, providing a minimum right-of-way of 50 feet.~~
11. With the development of any future Phase after Final Platting of Phase B, one of the following traffic management techniques must be implemented.
- I. A second access not utilizing Broadmoor Street must be constructed in accordance with the City's Neighborhood Street Standards, providing a minimum public right-of-way width of 50 feet and must include all in road infrastructure such as, but not limited to, City water and sewer, Clallam County PUD power, Centurylink/Wavecable and the Highland Irrigation District irrigation.
  - II. Traffic calming measures targeting speed reduction and management designed in accordance with National Association of City Transportation Officials (NATCO) Urban Street Design Guide, developed in cooperation with the Broadmoor Home Owners Association and the City of Sequim and approved by the Public Works Director, must be construction along the portion of Broadmoor Street extending from the intersection of Berkshire & Broadmoor Street to Rhodefer Road. Traffic calming measures include but are not limited to medians, pinch points, chicanes, lane shifts, speed tables, and lane narrowing through the demarcation of a separated pedestrian facility located along one side of the street in lieu of on-street parking.
12. With the development of any future Phase after Final Platting of Phases B and any subsequent phase, a second access not utilizing Broadmoor Street must be constructed in accordance with the City's Neighborhood Street Standards, providing a minimum public right-of-way width of 50 feet and must include all in road infrastructure such as, but not limited to, City of Sequim water and sewer, Clallam County PUD power, Centurylink/Wave cable and the Highland Irrigation District irrigation. This condition is not required if the second access is constructed in lieu of the traffic calming measures set forth #11 above.
13. A concrete curb delineated traffic circle including entry deflection where warranted to provide speed control must be constructed as part of Phase B at the intersection of Broadmoor and Berkshire Rd.



**MEMORANDUM**

To: Jeff Cole  
From: Brad Lincoln, PE  
Subject: Willow Creek Manor – HOA Comment Response  
Date: September 18, 2017  
Project: GTC #17-077



This memorandum provides a response to the comments dated September 7, 2017 from Robert and Marla Griebenow. This comment response pertains to the comments regarding the volume of traffic along Broadmoor Street (see attached) and the request for connection via Carisbrook Avenue with Phase B (the first phase of the Willow Creek Manor development).

**1. BACKGROUND**

Broadmoor Street currently consists of 30 feet of pavement that provides a 22-foot traveled way and an 8-foot parking lane, based on discussions with City of Sequim staff. The 30 feet of pavement is more than the current City of Sequim standard, which only calls for a 28-foot pavement section.

The site plan shows 28 lots along Broadmoor Street and 128 lots that will be created with the Willow Creek Manor development. There are anticipated to be a total of 156 units that will have access via Broadmoor Street and Carisbrook Avenue. These 156 units are anticipated to generate 1,485 average daily trips.

**2. ROADWAY STANDARDS**

The City of Sequim does not provide daily trip thresholds for different roadway types. However, the American Association of State Highway and Transportation Officials (AASHTO) identifies recommended roadway widths in Table 5-5 of *A Policy of Geometric Design of Highways and Streets (6<sup>th</sup> Edition, 2011)*. AASHTO is typically identified as the foundation for local jurisdiction standards. Table 5-5 identifies that 20 feet of traveled way is sufficient for up to 1,500 average daily trips and 22 feet of traveled way is sufficient for up to 2,000 average daily trips.

**3. CONCLUSIONS**

The existing units along Broadmoor Street and the 128 units of the Willow Creek Manor development are anticipated to generate less than 1,500 average daily trips. Broadmoor Street includes 22-feet of traveled way and an 8-foot parking lane, which is sufficient for up to 2,000 average daily trips using AASHTO recommendations. The Willow Creek Manor development should therefore not be conditioned to construct Carisbrook Avenue as requested with Phase B. Carisbrook Avenue should only be connected to W Sequim Bay Road as part of the normal construction phasing of the Willow Creek Manor development.

# Attachments

September 7, 2017

To: Barry Berezowsky, Community Development Director

From: Robert and Marla Griebenow

Subject: Willow Creek Manor 128 lot Preliminary Major Subdivision (SUB 17-002)  
Heavy Traffic on Broadmoor Street Creating an Unsafe Situation

Mr. Berezowsky:

Our concern is the heavy traffic on the existing Broadmoor Street due to the additional 128-lot development, whose future residents will use Broadmoor Street for vehicle access. We request the completion of Carlsbrook Avenue, from Phase B to West Sequim Bay Road, be conditional on the development of Phase B, the first stage of development; therefore creating two access roads. Using Broadmoor Street for the sole access to the proposed development will create an unsafe situation for Broadmoor Street residents.

The reasons below justify our request.

1. The traffic impact analysis, dated June 2017, reviews the affected intersections but does not address the traffic demand versus capacity on Broadmoor Street. Broadmoor Street, a 30-foot wide, curvilinear street with 30 lots/driveways is not designed for the traffic frequency if it is the sole access to the proposed development. Traffic numbers would be: 1238 daily trips from the 128-lot development, Phases B – E and 290 daily trips from the existing 30-lot development, Phase A.
2. Carlsbrook Avenue is designed as a collector, without driveways, so it provides a more time efficient and safer connection to West Sequim Bay Road.
3. Carlsbrook Avenue provides a more direct route to Sequim Bay Road for anticipated house construction traffic.

Thank you for considering our request.

Sincerely,

Current residents of Broadmoor Street  
Robert and Marla Griebenow  
206-227-0147, 253-223-2549  
maabeg1@msn.com



Table 5-5. Minimum Width of Traveled Way and Shoulders

Design Speed (km/h)	Minimum Width of Traveled Way (m) for Specified Design Volume (veh/day)				Design Speed (mph)	Minimum Width of Traveled Way (ft) for Specified Design Volume (veh/day)			
	under 400	400 to 1500	1500 to 2000	over 2000		under 400	400 to 1500	1500 to 2000	over 2000
20	5.4	6.0 <sup>a</sup>	6.0	6.6	15	18	20 <sup>a</sup>	20	22
30	5.4	6.0 <sup>a</sup>	6.6	7.2 <sup>b</sup>	20	18	20 <sup>a</sup>	22	24 <sup>b</sup>
40	5.4	6.0 <sup>a</sup>	6.6	7.2 <sup>b</sup>	25	18	20 <sup>a</sup>	22	24 <sup>b</sup>
50	5.4	6.0 <sup>a</sup>	6.6	7.2 <sup>b</sup>	30	18	20 <sup>a</sup>	22	24 <sup>b</sup>
60	5.4	6.0 <sup>a</sup>	6.6	7.2 <sup>b</sup>	40	18	20 <sup>a</sup>	22	24 <sup>b</sup>
70	6.0	6.6	6.6	7.2 <sup>b</sup>	45	20	22	22	24 <sup>b</sup>
80	6.0	6.6	6.6	7.2 <sup>b</sup>	50	20	22	22	24 <sup>b</sup>
90	6.6	6.6	7.2 <sup>b</sup>	7.2 <sup>b</sup>	55	22	22	24 <sup>b</sup>	24 <sup>b</sup>
100	6.6	6.6	7.2 <sup>b</sup>	7.2 <sup>b</sup>	60	22	22	24 <sup>b</sup>	24 <sup>b</sup>
					65	22	22	24 <sup>b</sup>	24 <sup>b</sup>
All speeds	Width of graded shoulder on each side of the road (m)				All speeds	Width of graded shoulder on each side of the road (ft)			
	0.6	1.5 <sup>a,c</sup>	1.8	2.4		2	5 <sup>a,c</sup>	6	8

<sup>a</sup> For roads in mountainous terrain with design volume of 400 to 600 veh/day, use 5.4-m [18-ft] traveled way width and 0.6-m [2-ft] shoulder width.

<sup>b</sup> Where the width of the traveled way is shown as 7.2 m [24 ft], the width may remain at 6.6 m [22 ft] on reconstructed highways where there is no crash pattern suggesting the need for widening.

<sup>c</sup> May be adjusted to achieve a minimum roadway width of 9 m [30 ft] for design speeds greater than 60 km/h [40 mph].

### Right-of-Way Width

Providing right-of-way widths that accommodate construction, adequate drainage, and proper maintenance of a highway is a very important part of the overall design. Wide rights-of-way permit the construction of gentle slopes, resulting in reduced crash severity potential and providing for easier and more economical maintenance. The procurement of sufficient right-of-way at the time of the initial construction permits the widening of the roadway and the widening and strengthening of the pavement at a reasonable cost as traffic volumes increase.

In developed areas, it may be necessary to limit the right-of-way width. However, the right-of-way width should not be less than that needed to accommodate all the elements of the design cross sections, utilities, and appropriate border areas.

### Medians

Medians are generally not provided for local rural roads. For additional information on medians, see Section 5.3 on "Local Urban Streets."



8250 - 165th Avenue NE  
Suite 100  
Redmond, WA 98052-6628  
T 425-883-4134  
F 425-887-0898  
www.tsinw.com

September 29, 2017

Matt Klontz, PE  
City of Sequim  
152 West Cedar Street  
Sequim, WA 98382

Subject: Willow Creek Manor HOA Comment Response Review

Dear Mr. Klontz:

This letter summarizes our review of the Willow Creek Manor HOA Comment Response Memorandum prepared by Gibson Traffic Consultants, (GTC) dated September 18, 2017. The review addresses three City concerns.

- a) Determine if the *HOA Comment Response Memo* fully defines the operational impacts to Broadmoor Street from routing of Phase A, B, C, D, E & F traffic entirely on Broadmoor Street.
- b) If the *HOA Comment Response Memo* insufficiently describes the operational impacts, what impacts remain to be addressed by the developer's traffic engineer?
- c) What traffic volume threshold would make the Broadmoor Street operationally deficient?

The conclusions and recommendations of this review are based upon our review of the following documents and information:

- Proposed preliminary plat prepared by Clark Land Office dated August 15, 2017
- *Traffic Impact Analysis Report* prepared by Gibson Traffic Consultants dated June 2017
- *Comment Response Memo* prepared by Gibson Traffic Consultants dated June 18, 2017
- Available satellite imagery
- FHWA Highway Functional Classification Concepts, Criteria and Procedures, 2013 Edition

Responses to each City concern follows.

- a) Determine if the *HOA Comment Response Memo* fully defines the operational impacts to Broadmoor Street from routing of Phase A, B, C, D, E & F traffic entirely on Broadmoor Street.

Operational impacts are determined by comparing the traffic volumes on a street to the capacity of the street. Street capacity is related to the physical features of the street and the functional classification of the street. The trip generation estimated for the Willow Creek Manor project using the ITE Trip Generation Manual, 9<sup>th</sup> Edition is summarized in Table 1.

**Table 1 – Trip Generation by Phase**

Phase	Units	Average Daily Trips	Cumulative Average Daily Trips
A	30	286	286
B	36	343	629
C	27	257	886
D	34	324	1210
E	24	229	1439
F	7	67	1506

The operational capacity of a residential street is more related to livability than vehicle capacity in terms of acceptable volume. The Federal Highway Administration publication, *Highway Functional Classification Concepts, Criteria and Procedures, 2013 Edition*; provides recommended AADT limits for various functional classifications. Table 2 is a copy of Table 3-6 of the FHWA Guide.

**Table 2: VMT and Mileage Guidelines  
by Functional Classifications - Collectors and Locals**

	Collectors		Local
	Major Collector <sup>2</sup>	Minor Collector <sup>2</sup>	
<b>Typical Characteristics</b>			
<b>Lane Width</b>	10 feet - 12 feet	10 - 11 feet	8 feet - 10 feet
<b>Inside Shoulder Width</b>	0 feet	0 feet	0 feet
<b>Outside Shoulder Width</b>	1 feet - 6 feet	1 feet - 4 feet	0 feet - 2 feet
<b>AADT<sup>1</sup> (Rural)</b>	300 - 2,600	150 - 1,110	15 - 400
<b>AADT<sup>1</sup> (Urban)</b>	1,100 - 6,300 <sup>2</sup>		80 - 700
<b>Divided/Undivided</b>	Undivided	Undivided	Undivided
<b>Access</b>	Uncontrolled	Uncontrolled	Uncontrolled

1- Ranges in this table are derived from 2011 HPMS data.

2- Information for Urban Major and Minor Collectors is approximate, based on a small number of States reporting.

3- For this table, Rural States are defined as those with a maximum of 75 percent of their population in urban centers.

Broadmoor Street is an urban Local Street and as such has a maximum capacity in AADT of 700 vehicles per day. The capacity of local streets is not so much related to the maximum number of vehicles the street can move, rather the maximum number of vehicles the street can accommodate and still function as a local street that allows safe driveway operations, on-street parking, and pedestrian and bicycle mobility.

The GTC memorandum uses an American Association of State Highway Transportation Officials, (AASHTO) publication to establish a capacity based upon roadway features only, without consideration of livability.

Using the FHWA guidance, Broadmoor Street reaches its operational capacity after an additional 44 units access the street. This is equivalent to the development of Phase B and 8 units of Phase C.

- b) If the *HOA Comment Response Memo* insufficiently describes the operational impacts, what impacts remain to be addressed by the developer's traffic engineer?

The developer's traffic engineer should consider the functional classification of Broadmoor Street and evaluate the operational impacts based upon residential livability vs. highway operations. Other factors not addressed in the TIA are non-motorized continuity and potential speeding issues.

- Broadmoor Street has a curvilinear alignment that tends to mitigate travel speeds compared to a straight alignment.
- Broadmoor Street has sidewalk on one-side. How will the sidewalks in the proposed development be integrated into Broadmoor Street?
- Broadmoor Street is wide enough to allow on-street parking. Parking is not marked. On-street parking could mitigate speeds, or on-street parking could be replaced with a striped shoulder on the south side of the street to provide a non-motorized facility with continuity to the sidewalks in the proposed development.
- The proposed intersection of Broadmoor Street and Berkshire Street should be designed to reduce speeds and support non-motorized users. A mini-roundabout could provide both speed control and pedestrian mobility.

- c) What traffic volume threshold would make Broadmoor Street operationally deficient?

According to FHWA Guidance Broadmoor Street is an urban Local Street and as such has a maximum capacity in AADT of 700 vehicles per day.



Matt Klontz  
September 29, 2017  
Page 4 of 4

If you have any questions regarding this review I encourage you to contact me at your earliest convenience.

Sincerely,  
**Transportation Solutions, Inc.**

A handwritten signature in black ink, appearing to read "Victor Salemann", is written over a light gray horizontal line.

Victor Salemann, PE  
Principal

Attachment

C:\Users\Owner\Dropbox (TSI)\TSI Projects\2017\217049 Willow Creek Manor\Final Comment Response Letter.docx





8250 - 165th Avenue NE  
Suite 100  
Redmond, WA 98052-6628  
T 425-883-4134  
F 425-867-0898  
www.tsinw.com

October 9, 2017

Matt Klontz, PE  
City of Sequim  
152 West Cedar Street  
Sequim, WA 98382

Subject: Willow Creek Manor HOA Comment Response Review Follow-up

Dear Mr. Klontz:

This letter summarizes our response to questions regarding our initial review comments dated September 29, 2017. You asked for clarification regarding the use of the 700 vpd threshold for a local street and for additional discussion of how much development could be reasonable approved without a second access.

The 700 vpd threshold is based upon the functional classification of the street rather than its geometric dimensions. As stated previously, the operational capacity of a residential street is more related to livability than vehicle capacity in terms of acceptable volume. The Federal Highway Administration publication, *Highway Functional Classification Concepts, Criteria and Procedures, 2013 Edition*; provides recommended AADT limits for various functional classifications. Broadmoor Street is a local street and for it to function as a local street (safe driveway ingress/egress, ability to cross the street, quiet enjoyment of front yards) the volume should not generally exceed 700 vpd. There is a gap in Table 3-6 of the Guide relative to the maximum volume threshold for a local street and the minimum volume threshold for an urban collector street. The minimum threshold for an urban collector is 1,100 vpd. This leaves a gray area for AADT volumes between 700 and 1,100 vpd.

According to the FHWA Guide, volumes above 1,100 vpd would change the character of Broadmoor Street to that of an urban collector, which it is not. Volumes between 700 vpd and 1,100 vpd could be considered acceptable if speed, a key factor in the operation of a local street, is managed.

The trip generation estimated for the Willow Creek Manor project using the ITE Trip Generation Manual, 9<sup>th</sup> Edition is summarized in Table 1. On the following page.

**Table 1 - Trip Generation by Phase**

<b>Phase</b>	<b>Units</b>	<b>Average Daily Trips</b>	<b>Cumulative Average Daily Trips</b>
A	30	286	286
B	36	343	629
C	27	257	886
D	34	324	1210
E	24	229	1439
F	7	67	1506

Using the 1,100 vpd as an ultimate threshold, phases A, B, and C could be developed without a second access. The estimated AADT would be 886 vpd, 186 vpd above the desired 700 vpd threshold for a local street, but below the 1,100 vpd minimum threshold for an urban collector.

Traffic calming is commonly used to mitigate the impacts of high traffic volumes on local streets and/or speeding. In this case traffic calming would be beneficial to mitigate exceeding the 700 vpd threshold by reducing speeds on Broadmoor Street to preserve its operation as a local street. Traffic calming options include:

- The proposed intersection of Broadmoor Street and Berkshire Street would be designed to reduce speeds and support non-motorized users. A mini-roundabout could provide both speed control and pedestrian mobility.
- Parking on Broadmoor Street could be defined with curb bulb-outs to encourage orderly parking and reduce speeds by reducing the perceived width of the street.
- The south side of Broadmoor Street could be striped as a shoulder with no parking, designated for non-motorized uses.
- Speed humps could be utilized as a speed reduction technique for relatively short distances.

If you have any questions regarding this review I encourage you to contact me at your earliest convenience.

Sincerely,  
**Transportation Solutions, Inc.**



Victor Salemann, PE  
Principal

Attachment



Received

SEP 19 2017

City of Sequim  
DCD/ Public Works

Sept 18th 2017

To: Bob and Cece Fitton  
CC: Barry Berezowsky, Community Development Manager  
RE: Willow Creek Manor City of Sequim SUB 17/002 & SEPA-011

To Bob and Cece Fitton,

I am writing in response to the letter logged in by the City of Sequim Sept. 11th 2017 requesting a provision in regards to the completion of Carisbrook Avenue as a public street connecting to West Sequim Bay Rd as a condition to any further development of Willow Creek Manor.

Please see the memorandum by Gibson traffic consultants dated Sept 18th 2017 (attached). The memo essentially shows that the road is wide enough for all of the trips to use it. Also, the TIA showed that the intersections would operate at acceptable levels of service even if all the trips went out Broadmoor. The roads and intersections are wide enough to handle all the trips.

As I mentioned in the meeting I provided for the HOA and again in the community meeting on Sept 6th 2017. I am making available the undeveloped portion of Carisbrook as a emergency point of access as well as directing the contractors engaged for the horizontal improvement required for the finalization of future phases B,C,D,E,F to use Carisbrook.

Since there will be years before future phases D,E,F would be developed as per the phasing schedule, its is our intention is to continue in our historic farm operations for as long as possible which would make it impractical to finish Carisbrook to West Sequim Bay Rd.. The heavy equipment use and livestock on the farm would destroy the street and pose a much grater risk to public safety if in fact the unimproved portion of Crisbrook was completed and dedicated to the city than additional traffic on Broadmoor would pose.

Sincerely,

Jeff Cole



John L. Scott  
REAL ESTATE



Received

SEP 19 2017

City of Sequim  
DCD/ Public Works

Sept 18th 2017

To: Robert and Marla Griebenow  
CC: Barry Berezowsky, Community Development Manager  
RE: Willow Creek Manor City of Sequim SUB 17/002 & SEPA-011

I am writing in response to the two letters dated Sept. 7th 2017 addressing your traffic concerns, Please see the memorandum from Gibson Traffic consultants dated Sept 18th, 2017. The memo essentially shows that the road is wide enough for all of the trips to use it. Also, the TIA showed that the intersections would operate at acceptable levels of service even if all the trips went out Broadmoor. The roads and intersections are wide enough to handle all the trips.

Since there will be years before future phases D,E,F would be developed as per the phasing schedule, its is our intention is to continue in our historic farm operations for as long as possible which would make it impractical to finish Carisbrook to West Sequim Bay Rd.. The heavy equipment use and livestock on the farm would destroy the street and pose a much grater risk to public safety if in fact the unimproved portion of Crisbrook was completed and dedicated to the city before the later phases are finalized than additional traffic on Broadmoor would pose.

As I mentioned in the meeting I provided for the HOA and again in the community meeting on Sept 6th 2017. I am making available the undeveloped portion of Carisbrook as a emergency point of access as well as directing the contractors engaged for the horizontal improvement required for the finalization of future phases B,C,D,E,F to use Carisbrook.

Regarding the HOA, the new subdivision application in no way negates the current CC&R's currently recorded against your property and already addresses the addition of future phases. Your assurance that I had no interest in serving on the board was taken out of context as I was trying to assure you that I like how the HOA is being run and didnt anticipate making any changes.

If the board desires for me to take a more active role then I would be happy to oblige.

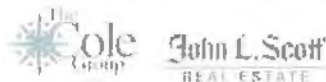
Sincerely,



Jeff Cole

PREMIER SUBDIVISION SITUATED IN THE CITY OF SEQUIM ~ WWW.WILLOWCREEKMANORPROPERTIES.COM

PHONE 360-316-1177 ~ INFO@WILLOWCREEKMANORPROPERTIES.COM



Received

SEP 19 2017

City of Sequim  
DCD/ Public Works



Sept 18th 2017

To: Maple View Farm, LLC  
CC: Barry Berezowsky, Community Development Manager  
RE: Willow Creek Manor City of Sequim SUB 17/002 & SEPA-011

Dear Gary, Ben, Troy and Janice Smith,

I am writing in response to the letter dated Sept. 4th 2017 addressing drainage and additional disclosures. We have had the property surveyed by Clark Land Office and the current culvert under Carisbrook that you are concerned about terminates on our side of the property line and follows a ditch also on our property, however I have addressed all of your concerns regarding drainage with our engineering firm (Zenovich and Associates) and have been assured there will be no question of offsite drainage or drainage to the Highland Irrigation Ditch as proposed in the plan.

As far as the disclosure to all future homeowners, I am in agreement with the language as I too intend to continue in farming operations for as long as feasible.

Sincerely,

Jeff Cole

Bob and Cece Fitton  
130 Broadmoor Street  
Sequim, WA 98382  
[bobandcece316@gmail.com](mailto:bobandcece316@gmail.com)

Received  
SEP 11 2017  
City of Sequim  
DCD/ Public Works

City of Sequim  
Department of Community Development  
c/o Barry Berezowsky  
152 West Cedar Street  
Sequim, WA 98382

Re: Willow Creek Manor Major Preliminary Subdivision (File No/s: SUB17-002 & SEPA-011)

We are concerned about Broadmoor being the sole access for the many large trucks, heavy equipment, and other construction vehicles, as well as new residents going to and coming from 128 new lots.

Broadmoor Street and Rhodefer Road are both narrow residential streets, with a sidewalk/trail on only one side. They both get heavy use by walkers and cyclists, because of the proximity to Carrie Blake Park and the Olympic Discovery Trail running along Rhodefer. Many people extend their regular walks and bike rides by including Broadmoor both on the sidewalk and the street itself. We ourselves walk Broadmoor twice a day for our regular dog walks, and can personally attest to the popularity of this area with walkers. Also, with the mailboxes near the west end of Broadmoor (on the non-sidewalk side), many current residents cross the street at that point daily.

We therefore think, in the interest of pedestrian safety, that a second access road, into the EAST end of the development is needed at the outset of the construction phase, to lessen the traffic burden on both Broadmoor and Rhodefer (neither of which is a through street).

  
  
Bob and Cece Fitton

September 25, 2017

SEP 26 2017

City of Sequim  
DCD/ Public Works

To: Barry Berezowsky, Community Development Director

From: Robert and Marla Griebenow

Subject: Willow Creek Manor 128 lot Preliminary Major Subdivision (SUB 17-002)  
Willow Creek Manor – GTC Broadmoor Street Capacity Analysis

Mr. Berezowky:

The GTC Broadmoor Street Capacity Analysis, dated 18 September 2017, states that the street is sufficient for 1500 – 2000 average daily trips. The analysis is based only on an AASHTO table. It does not consider the following existing, physical conditions on Broadmoor Street:

1. Broad moor is curved, not straight. Capacity analysis should consider geometric design conditions. For example, a curved road has a lesser capacity than a straight road.
2. Broadmoor has driveways along both sides of the street at an average of 90 feet between them, closer than 150 feet which is considered normal. The movements in and out of the driveways onto the street have not been considered and will thus reduce the street vehicle capacity.
3. There is a parallel parking lane along the street, acknowledged by GTC. However, the reduction in roadway vehicle capacity, due to on-street parking, was not considered in the street vehicle capacity analysis.

In summary, the vehicle capacity of Broadmoor Street should be reduced significantly below the numbers stated in the 18 September, GTC letter.

Thank you for consideration of our comments. Our goal is not to stop the development, but to share the vehicle traffic from the proposed development between Broadmoor Street and Carisbrook Avenue.

Sincerely,

Robert and Marla Griebenow  
110 Broadmoor Street  
Sequim, WA 98382  
206-227-0147, 253-223-2549  
maabeg1@msn.com

Received

SEP 26 2017

City of Sequim  
DCD/ Public Works

September 26, 2017

To: Barry Berezowsky, Community Development Director

From: Robert and Marla Griebenow

Subject: Willow Creek Manor 128 lot Preliminary Major Subdivision (SUB 17-002)  
City of Sequim Subdivision Code, Section 17.32.110 Two Access Points

Mr. Berezowky:

The referenced Subdivision Code Section specifies two-access points for developments with over 4 lots. The existing subdivision (Broadmoor Street) was designed and built considering the two access points combined into one (2 - 20-foot entrances separated by a landscape median) at the intersection of Broadmoor and Rhodefer. Jeff Cole considers Broadmoor Street, Phase A of his development, thus allowing use of the two-access point combined entrance for his proposed 128-lot development.

The proposed 128-lot development proposed is, however, a new, separate development. Although Mr. Cole has named his development Willow Creek, Phases B – F, it is no longer part of the original phased development approved in 2007. That development permit has expired. The currently proposed subdivision is a separate development with a new permit process. Therefore, the proposed development cannot use the existing entrance at the intersection of Broadmoor and Rhodefer to satisfy Section 17.32.110.

We request that the City of Sequim require the new, proposed development build two separate entrances, one at the east end of Broadmoor and one at the south end of Carisbrook Avenue (West Sequim Bay Road).

Thank you for consideration of our comments. Our goal is not to stop the development, but to share the vehicle traffic from the proposed development between Broadmoor Street and Carisbrook Avenue.

Sincerely,

Robert and Marla Griebenow  
110 Broadmoor Street  
Sequim, WA 98382  
206-227-0147, 253-223-2549  
maabeg1@msn.com