





Draft Comprehensive Plan

October 2026 | Planning Commission Recommended Draft











CITY OF
SEQUIM

CITY OF SEQUIM 2025 COMPREHENSIVE PLAN ACKNOWLEDGEMENTS

CITY COUNCIL

Kelly Burger, Position 1
Dan Butler, Position 2
Pete Tjemsland, Position 3
Rachel Anderson, Position 4 Mayor
Brandon Janisse, Position 5
Harmony Rutter, Position 6
Nicole Hartman, Position 7 Deputy Mayor

PLANNING COMMISSION

Larry Hueth, Position 1
Eileen Cummings, Position 2 Chair
Will Habel, Position 3
Alex Fane, Position 4
Karen Mahalick, Position 5
Dennis Lefevre, Position 6
Julianne Coonts, Position 7 Vice-Chair

CITY STAFF

Matt Huish, City Manager
Kristina Nelson-Gross, City Attorney
Karla Boughton, DCED Director
Travis Simmons, Senior Planner
Scott Radden, former Senior Planner + GIS
Emily Coler, Permit Coordinator
Nick Waters, Administrative Assistant
Paul Bucich, Public Works Director (retired)
Chris Goins, Public Works Director
Nick Dostie, City Engineer
Amy Dougherty, Business Assets Senior Manager - Public Works
Meggan Uecker, Resource Analyst
Hannah Merrill, Parks & Events Manager
Katie Cole, former Project Engineer
Austin Wagner, Associate Engineer

CONSULTANTS

Leland Consulting Group: Housing Element + Housing Appendices (Housing Needs Assessment, Land Capacity Analysis, Adequate Provisions, Racially Disparate Impacts); Housing and Economic Market Analysis

Cross Sound Consulting: Goals and Policies

SCJ: Public Engagement

Otak: Supplemental Environmental Impact Statement

Capital Facilities Plan Appendix:
Transportation: Transpo Group
Sewer: RH2
Water: Wilson Engineering

CITIZENRY

Thank you to the many citizens, residents, and stakeholders who completed surveys, spoke to us at community events, attended meetings, and submitted comments. We appreciate the engagement, and your input helped shape this plan and the future of Sequim.

JAMESTOWN S'KLALLAM TRIBE LAND ACKNOWLEDGMENT

The land that we know as Sequim [sxʷčkʷíyəŋ "soo-ch-kwee-ing"] was once inhabited solely by first peoples known as the S'Klallam [nəxʷsƛ̓áyəm'"new-sklai-yem"] People, represented by the three Tribal Governments, Lower Elwha Klallam, Jamestown S'Klallam and Port Gamble S'Klallam. We serve as stewards of the land within the City of Sequim with the same care and consideration the S'Klallam / Klallam Tribes has and continues to provide. This acknowledgement is a respect to the S'Klallam People and their history.

ANCESTRAL LANDS OF THE COAST SALISH

Sequim is located in the traditional aboriginal territory of the Coast Salish peoples, who live around the Salish Sea in what is now Washington State and the Canadian province of British Columbia. The Coast Salish Tribes have lived here since time immemorial and while each tribe is unique, all share in having a deep historical connection and legacy of respect for the land and natural resources. These sovereign tribal nations enrich the region through environmental stewardship, cultural heritage, and economic development, and collaborate with local governments to shape the region's future.

Contents

CHAPTER 1 INTRODUCTION AND VISION 6
CHAPTER 2 LAND USE 13
CHAPTER 3 COMMUNITY CHARACTER 29
CHAPTER 4 HOUSING 36
CHAPTER 5 TRANSPORTATION 44
CHAPTER 6 CAPITAL FACILITIES AND UTILITIES 55
CHAPTER 7 PARKS AND OPEN SPACE 69
CHAPTER 8 ECONOMIC DEVELOPMENT 76
CHAPTER 9 NATURAL ENVIRONMENT 90
CHAPTER 10 CLIMATE AND RESILIENCE 105
CHAPTER 11 PARTICIPATION, EVALUATION AND IMPLEMENTATION 118
CHAPTER 12 APPENDICES 122

ACRONYMS AND ABBREVIATIONS

ADA - American Disabilities Act
ADU - Accessory Dwelling Unit
BAS - Best Available Science
BMPs - Best Management Practices
CAO- Critical Areas Ordinance
CFP- Capital Facilities Plan
CIP - Capital Improvement Program
CPI - Consumer Price Index
CPP - Countywide Planning Policies
GMHB - Growth Management Hearings Board
CTR - Commute Trip Reduction
DNR - Washington State Department of Natural Resources
DU - Dwelling Unit
Ecology - Washington State Department of Ecology
EPF - Essential Public Facility
ESA - Endangered Species Act
GIS - Geographic Information System
GMA - Growth Management Act
HOV - High Occupancy Vehicle
ILA - Interlocal Agreement
LDR – Low-Density Residential
LID - Low Impact Development
LOS - Level of Service
NPDES - National Pollutant Discharge Elimination System
OFM - Washington State Office of Financial Management
Plan - Comprehensive Plan
PRD - Planned Residential Development
PUD - Public Utility District
RCW - Revised Code of Washington
SEPA - State Environmental Policy Act
SMC – Sequim Municipal Code
SMP - Shoreline Master Program
SOV - Single Occupancy Vehicles
SR - State Route
TDM - Transportation Demand Management
TIP - Transportation Improvement Program
TSM - Transportation System Management
UGA - Urban Growth Area
WAC - Washington Administrative Code
WDFW - Washington State Department of Fish and Wildlife
WSDOT - Washington State Department of Transportation
WUTC - Washington Utilities and Transportation Commission

CHAPTER 1 INTRODUCTION AND VISION

1.1 Sequim's Comprehensive Plan

The City of Sequim's Comprehensive Plan reflects the community's diverse needs, values, and aspirations while aligning with the Washington State Growth Management Act (GMA). Known for its small-town feel, stunning natural surroundings, and vibrant downtown, Sequim has thrived from thoughtful planning and community involvement. As the city continues to grow, it embraces change while preserving its unique character, enhancing quality of life, and fostering a sustainable future. This plan provides a roadmap with clear goals, policies, and strategies to guide responsible development, support a strong local economy, and ensure Sequim remains a welcoming and connected community for all residents who call Sequim home.

1.2 Vision Statement

Sequim is the vibrant heart of the Sequim-Dungeness Valley, preserving its small-town charm while embracing sustainable growth. By directing development into well-planned, mixed-use hubs along Washington Avenue, the city fosters a walkable, connected, and diverse community that supports all ages and lifestyles. Sequim values its surrounding rural lands, prioritizing environmental stewardship, resource efficiency, and the protection of natural beauty. The City's commitment to smart growth, a robust transportation network, and a thriving local economy enhances its role as a place for culture, recreation, and essential services. A spirit of volunteerism and civic engagement strengthens Sequim's identity, ensuring a welcoming, safe, and resilient community.

This Vision Statement has guided the drafting of this Comprehensive Plan and expresses residents' wishes for the future in a general sense. It is the basis for all that follows in the Comprehensive Plan.

1.3 Guiding Community Principles

Sequim's community principles are integral to supporting Sequim's vision statement. These guiding principles are the foundation for the other goals and policies enumerated throughout the plan.

- **Preserve Sequim's Community Character** – Balance growth with Sequim's small-town character, supporting its sense of place, natural beauty, and economic vitality.
- **Diverse Housing and Community** – Support a variety of housing options and lifestyles to accommodate all ages, incomes, and household types.
- **Ensure Focused Growth** – Concentrate growth in key areas like downtown and Washington Avenue nodes, ensure walkability, mixed-use spaces, and access to essential services.
- **Connected and Accessible** – Expand transportation choices with safe, efficient streets, bike paths, and pedestrian-friendly infrastructure.

- **Enrich Community Life** – Provide diverse recreational, cultural, and educational opportunities that evolve with the city's changing demographics.
- **Protect the Environment** – Sustain the natural beauty of Sequim while adapting to climate change impacts.
- **Support Businesses** – Foster a thriving business environment that retains small businesses, attracts larger employers, and encourages innovation.
- **Strengthen Education** – Promote inclusive, high-quality education to empower residents and support community growth.
- **Engage the Community** – Establish transparent processes that involve residents and reflect community priorities in decision-making.

1.4 Planning Context

Sequim's Comprehensive Plan ("The Plan") is a legal and policy document that serves as the vehicle to achieve the City's vision of the future. In short, it's a blueprint for building upon the existing character, physical development, and infrastructure provision of the city. The plan takes a long-range perspective on topics that address the physical, social, and economic health of the city. Plan guidance is intentionally general, providing broad policy direction that will be translated into action through specific implementation programs or regulatory actions developed by the City. The Plan is a living document, adaptable to evolving conditions, and offering a framework for the consideration of policy changes. The Plan has these characteristics:

- Long Range – Based on a 20-year vision of the city;
- Predictable – Site specific and clearly states how properties will be zoned and used in the future;
- Consistent – Internally consistent and is consistent with regional and subarea plans;
- Flexible - Will continue to evolve through its annual amendments and updates and the required 10-year review and five-year check-in, the plan will be adjusted to changing needs, unforeseen circumstances and new local or regional trends;
- and as the name implies, Comprehensive – Organizes and coordinates the complex interrelationships among people, land, resources, natural environmental systems, and public facilities in such a way as to protect the future health, safety, and welfare of the residents.

The Growth Management Act

The passage of the Growth Management Act (GMA) in 1990 fundamentally changed the way comprehensive planning is carried out in Washington State. The central premise of the GMA is that spontaneous and unstructured growth and development is wasteful of our natural resource base and costly to the provision of public services and facilities. By managing growth and development, the negative effects can be minimized, and the benefits can be maximized.

The GMA requires state and local governments to manage growth by identifying and protecting critical areas and natural resource lands, designating urban growth areas, preparing comprehensive plans, and implementing them through capital investments and development regulations. This approach to growth management is unique among states.

Rather than centralize planning and decision-making at the state level, the GMA built on Washington's strong traditions of local government control and regional diversity. The GMA established state goals, set deadlines, offered direction on how to prepare local comprehensive plans and regulations, and set forth requirements for early and continuous public participation. Within the framework provided by the mandates of the Act, local governments have many choices regarding the specific content of comprehensive plans and implementing development regulations.

GMA identifies fifteen planning goals that are intended to guide the development and adoption of comprehensive plans and the development regulations that support the plans. Local plans must implement these goals in a balanced manner:

- **Urban Growth**: Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
- **Reduce Sprawl:** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
- **Transportation**: Encourage efficient multimodal transportation systems that will reduce greenhouse gas emissions and per capita vehicle miles traveled and are based on regional priorities and coordinated with county and city Comprehensive Plans.
- **Housing:** Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing and using stock.
- **Economic Development:** Encourage economic development throughout the state that is consistent with adopted comprehensive plans. Promote economic development opportunities for all residents of the state, especially for unemployed and disadvantaged persons and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
- **Property Rights:** Private property rights must not be taken for public use without just compensation having been made. The property rights of landowners must be protected from arbitrary and discriminatory actions.
- **Permits:** Applications for both state and local governmental permits should be processed in a timely and fair manner to ensure predictability.
- **Natural Resource Industries:** Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands and discourage incompatible uses.
- **Open Space and Recreation**: Retain recreational opportunities, enhance fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.
- **Environment**: Protect and enhance the environment and enhance the state's high quality of life, including air and water quality and the availability of water.
- **Participation and Coordination**: Encourage the involvement of residents in the planning process, including the participation of vulnerable populations and overburdened communities, to ensure coordination between communities and jurisdictions to reconcile conflicts.

- **Public Facilities and Services:** Ensure that those public facilities and services necessary to support development must be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
- **Historic Preservation**: Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.
- **Climate Change and Resiliency**: Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.
- **Shorelines of the State**: The goals and policies of the Shoreline Management Act as set forth in RCW 90.58.020.

Since its passage, the GMA has responded to ambiguities through Growth Management Hearings Board interpretations resulting from resident or governmental petition. Also, as Washington's population increases and funding priorities change, the GMA responds through new legislative mandates and amendments.

The Countywide Planning Policies
To achieve coordinated regional planning efforts, the GMA requires that counties and the cities therein develop policy framework to guide development of each jurisdiction's comprehensive plan. Each local comprehensive plan must demonstrate that such policies have been followed in its development.

The Clallam Countywide Planning Policies (CWPPs) address issues that transcend city boundaries, such as setting Urban Growth Areas, accommodating housing and job demand, natural systems protection, siting of essential public facilities, accommodating affordable housing, promotion of contiguous and orderly development, and addressing transportation and capital facilities. The CWPPs provide a framework to promote consistency among comprehensive plans within Clallam County.

1.5 Public Engagement and Involvement

The GMA places a high degree of importance on participation and establishes early and continual participation as the basis for the community's comprehensive planning process. The importance of participation is reflected in Statewide Planning Goal 11 which states, "(11) Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts."

Community involvement has been, and will continue to be, an important component of comprehensive planning. Without the community's participation any plan developed regardless of its technical caliber or literary quality will prove meaningless and ineffectual. Many of the proposed Plan updates were identified from the feedback received through community engagement as well as policy direction from the City Council and Planning

Commission. The public engagement and involvement program provided opportunities to ensure that every interested person who wishes to express an opinion had the ability to do so.

The Public Participation Plan specified how the city will engage and inform the community during efforts to update the Plan and included the following goals:

- To provide the public with timely information, an understanding of the process, and opportunities to review and comment, and to have those comments forwarded to the City's decision makers.
- Ensure that information about the process is provided to the public early in the process and at regular intervals thereafter, to maximize public awareness and participation in the process.
- Actively solicit information from residents, property owners, and stakeholders about their concerns, questions, and priorities for the future of Sequim land uses and the City's Comprehensive Plan.
- Encourage the public to informally review and comment on the update throughout the process.
- Incorporate public comment into the review process prior to significant milestones or decision-making.
- Provide forums for formal public input at milestones prior to decision-making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.
- Engage populations that are traditionally under-represented in planning processes (e.g., people of color, lower-income residents, working adults, youth, older adults, and non-English speaking residents).

Public participation is an integral part of the planning process. Early and continuous public participation brings diverse viewpoints and values into the decision-making process and enables the city to make more informed decisions. These collaborative efforts build mutual understanding and trust between the city and the public they serve. The goal of the Public Participation Plan was to provide all residents, property owners, business owners, and other stakeholders, an opportunity to understand and participate in the Comprehensive Plan update process. A summary of public participation for the 2025 Comprehensive Plan update is provided in Appendix C of the comprehensive plan.

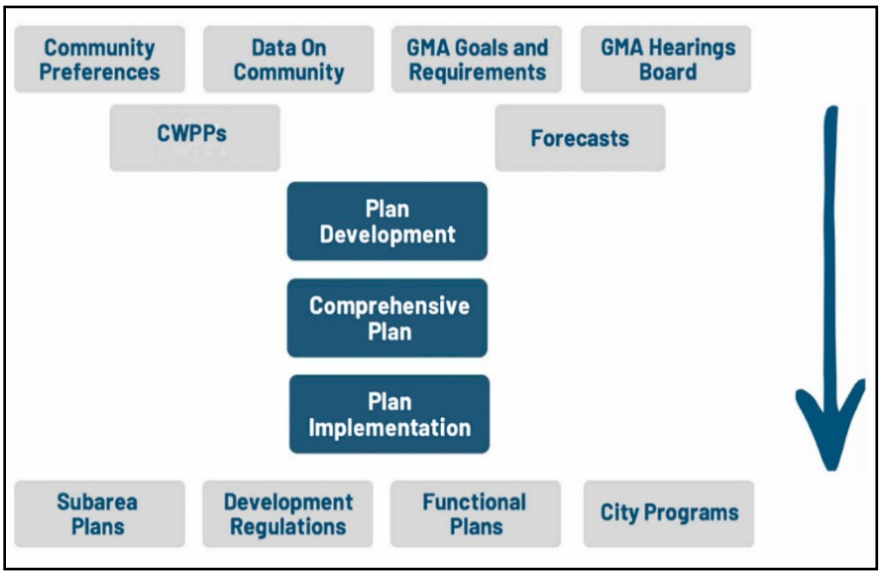
1.6 How the Comprehensive Plan is Implemented

There are several tools used to implement The Plan. The main methods are through development regulations, such as zoning and critical area ordinances, and second, through capital improvement plans, such as sewer, water, parks, and traffic. These two tools constantly weigh the City's financial ability to support development against its minimum population obligations and environmental protection. It is the Plan goals and policies that the development regulations and capital improvement plans are based upon.

Comprehensive Plan Amendments

Amendments to The Plan are necessary from time to time to respond to changing conditions and needs. The GMA requires that amendments to a comprehensive plan be considered no

more frequently than once per year (except for years where comprehensive plans are updated).



Proposed amendments to the Plan must be considered concurrently so that the cumulative effect of various proposals can be ascertained. In considering proposed amendments to The Plan, proposals will be evaluated for intent and consistency with The Plan, and whether a change in conditions or circumstances from the initial adoption, or new information is present which was not available at the time of the initial adoption of the Plan. The Planning Commission reviews proposed amendments to the plan and forwards recommendations to the City Council.

Updates to the Comprehensive Plan

The GMA requires that comprehensive plans be reviewed and updated as necessary, at least every 10 years, outside of the optional annual review process, with a 5-year check-in. Further, Clallam County must review, at least every 10- years, its designated urban growth areas. Clallam County reviews the densities permitted within both the incorporated and unincorporated portions of the County for the Buildable Lands Report the year prior to the 10-year periodic update cycle. In conjunction with this review by the county, each city located within an urban growth area must review the densities permitted within its boundaries, and the extent to which the growth occurring has located within a city or within the unincorporated portions of urban growth areas.

1.7 Organization of the Plan

Chapters of the Comprehensive Plan

The Comprehensive Plan is a legal document consisting of text, goals and policies that are adopted by the City Council to guide public and private land use decisions, and a series of maps.

- Section 1 is the plan's policy document, which contains all goals and policies.
- Section 2 is the Comprehensive Plan's appendices, which include technical data, housing needs assessment, land capacity analysis, capital facilities plan, transportation plan and public participation plan.

The Plan consists of eight chapters. The GMA prescribes seven specific chapters that must be contained in a comprehensive plan. The City has added one optional element:

Required:
Land Use
Housing

Optional:
Community Character

Transportation
Capital Facilities and Utilities
Parks, Recreation and Open Space
Economic Development
Climate and Resiliency/Environment

The goals and policies contained within each of the chapters of Section 1 are the heart of the plan, and present direction for guiding Sequim's growth.

A *goal* is a direction-setter. It is an ideal future end, condition or statement related to the public health, safety, or general welfare towards which planning, and implementation measures are directed. A goal is a general expression of community values and, therefore, is abstract in nature.

A *policy* is a specific statement that guides decision-making. It indicates a clear commitment of the local legislative body. A policy is based upon a comprehensive plan's goals and the analysis of the data. A policy is put into effect through implementation measures such as zoning, land division, and environmental ordinances.

Plan Interpretation
This Plan provides a guide and framework for regulatory and non-regulatory actions for growth that expresses the vision of Sequim residents. In order to maintain internal consistency between the general Plan policies, the following general rules of construction are intended to be used for interpreting the Plan:

- Policies are intended to be mutually supportive and are to be read collectively, not individually.
- More specific policies must control more general policies.
- Comprehensive Plan Land Use Map re-designation proposals should reflect and be based on the policies of the Plan. Any amendment of the Comprehensive Plan Land Use map is subject to the annual Plan amendment process, the subarea plan amendment process, or the 10-year Comprehensive Plan review, as applicable.

CHAPTER 2 LAND USE

2.1 Plan Context

One of the fundamental roles of the Comprehensive Plan is to anticipate, guide, and plan for growth in a way that helps the city achieve its vision. The plan is a tool to look ahead to the likely growth and ensure that the city's plans for land uses, infrastructure, and services are aligned. The Land Use Chapter is one of the mandatory elements of the Comprehensive Plan under the Growth Management Act (GMA). This chapter addresses the general pattern of land use within the city and provides the framework for other plan Chapters that guide other aspects of land use.

The Land Use goals and policies outlined in this chapter will achieve Sequim's vision by providing for planned growth that contributes and enhances Sequim's unique and special character. Further, the policies in this chapter work in tandem with the 2045 Comprehensive Future Land Use Plan Map, Figure LU-1, which illustrates the location of various land use categories. Critical areas protection, climate resilience, and hazard mitigation are integrated land use considerations and are addressed in the Natural Environment and Climate and Resilience Chapters.

2.1.1 Sequim's Setting

Nestled in the heart of the Dungeness Valley on the North Olympic Peninsula, the City of Sequim enjoys a stunning natural setting defined by its proximity to both the Olympic Mountains and the Strait of Juan de Fuca. Sheltered by the Olympic rain shadow, Sequim experiences significantly less rainfall than surrounding areas, earning it the nickname "The Blue Hole." This unique climate fosters a landscape of rolling farmland, vibrant lavender fields, and open prairie lands that contrast with the dense evergreen forests of the nearby Olympic National Park. The Dungeness River, a vital regional waterway that originates in the mountains and flows into the Strait, supports a rich ecosystem and provides an important natural corridor for wildlife.

To the north, Sequim is near the expansive waters of the Strait of Juan de Fuca, where the coastline offers views of distant islands and passing marine life, including orcas, seals, and migratory birds. The region's beaches, estuaries, and tidal flats provide critical habitat for shorebirds and salmon populations, contributing to the area's ecological diversity. South of the city, the Olympic Mountains rise, their snow-capped peaks forming a striking backdrop to the valley below. The combination of maritime influences, fertile agricultural lands, and protected natural areas makes Sequim a uniquely scenic and environmentally rich place to live, work, and explore.

2.1.2 Sequim's History

The community that would become Sequim has been home to the S'Klallam people for time immemorial and possesses a rich social and religious culture based on the abundant natural resources of the Northwest Coast. "S'Klallam" derives from "nuxsklai'yem," the original Salish language name for the S'Klallam people, meaning "strong people." The Jamestown S'Klallam Tribe is one of three S'Klallam bands; the others are the Lower Elwha Klallam and the Port Gamble S'Klallam Tribes. The S'Klallam Tribe entered into the Point No Point Treaty with the United States in 1855 but resisted removal to the reservation of the Twana people at

Skokomish. They remained in their traditional areas, and in 1874, the S'Klallams from the village at Dungeness privately purchased 210 acres of land, establishing Jamestown. The population of Jamestown at the time was around 100, with about 17 families buying into the acreage. Citizens of the tribe supported themselves by gardening, farming, fishing, and working in the pulp mills in the surrounding area. Today, the Jamestown S'Klallam Tribe operates various enterprises and is one of the largest employers in Clallam County. European and American settlers began arriving in the Dungeness Valley in the mid-19th century. Farming became a primary activity, and the construction of the Sequim Ditch in the 1890s brought irrigation from the Dungeness River to the valley, significantly expanding agricultural capacity. This system supported the development of dairy farming, berry crops, and general agriculture.

The community that would become Sequim was initially named Seguin. Between 1868 and 1907, it developed basic infrastructure, including a school, post office, and irrigation system. In 1907, a clerical error on a postal report changed the spelling to "Sequim," which was not formally corrected and has remained in use.

Sequim was incorporated as a town in 1913. In 1914, the Seattle, Port Angeles, and Western Railway reached the town, providing freight services that continued until the tracks were removed in 1986. The route was later repurposed as part of the Olympic Discovery Trail. During the 20th century, Sequim remained a small community focused on agriculture. Transportation improvements, including Highway 101, increased regional access and supported economic development. Starting in the late 20th century, Sequim experienced residential growth, new residents drawn to the area's climate and location.

Economic activity expanded to include tourism, retail, and healthcare. The development of the local lavender industry became a notable part of the area's identity and includes events such as the annual Lavender Festival. Other events, such as the Irrigation Festival, the longest-standing festival in the state, speak to Sequim and the Dungeness Valley's farming and agricultural history, and Sunshine Festival in early spring celebrates Sequim's microclimate, both of which are a regional draw to the city.

2.1.3 Land Use Context

Early Urban Form and Past Development Patterns

Sequim's urban pattern began to take shape more than a century ago, even before its official incorporation. The community's earliest growth followed a traditional urban form rooted in the geographic grid of township, range, and section lines—visible today in the city's central intersection at Washington Street and Sequim Avenue. Early subdivisions followed this grid, creating small residential lots, walkable blocks, and a mix of local businesses along the main street. This form established a small central compact, connected, and accessible town center where goods and services were readily available to residents.

In the 1960s, Sequim followed national trends as development shifted toward auto-oriented suburban patterns. With the rise of freeways and mortgage incentives, neighborhoods began offering larger homes on larger lots with less emphasis on connectivity. Since 1980, Sequim has largely grown through isolated subdivisions rather than integrated neighborhoods.

These developments often feature cul-de-sacs, long blocks, and few connections to adjacent areas.

Retail, Services, and Regional Role
Sequim also serves as the primary commercial and important service hub for the North Olympic Peninsula. More than 30,000 people rely on Sequim for weekly shopping and services at its regional big-box retailers. The city's primary commercial land use designations are based on the markets they serve - community and tourist retail are consolidated along the Washington corridor and regional retail continues to grow on the west side.

Employment Growth
To support economic diversity and living-wage job creation, Sequim is identifying strategic sites for light industrial, assembly, and business park development, particularly in underutilized areas along East Washington and large vacant parcels. Sites like the Pacific Northwest National Laboratory near Sequim Bay offer long-term potential for high-tech, clean industry. These land use strategies will help Sequim grow as a complete, sustainable city with a strong local economy.

2.1.4 Population and Housing 2045 Forecast

Planning to accommodate an estimated growth in population is a fundamental requirement of the GMA. Clearly, in RCW 36.70A.115, the Washington State Legislature set forth the expectation and requirement that jurisdictions accept responsibility for population growth:

"*Counties and cities that are required or choose to plan under RCW 36.70A.040 should ensure that, taken collectively, adoption of and amendments to their comprehensive plans and/or development regulations provide sufficient capacity of land suitable for development within their jurisdictions to accommodate their allocated housing and employment growth, as adopted in the applicable countywide planning policies and consistent with the twenty-year population forecast from the office of financial management.*"

The Washington State Office of Financial Management (OFM) has the explicit responsibility for preparing the growth management population projections for each county planning under the GMA. OFM prepares a reasonable range of population growth projected over 20 years that is required to be used in growth management planning. County officials, also required by GMA, are responsible for selecting a 20-year GMA planning growth allocation from within the range of high and low projections prepared by OFM. Within each county, population distributions for cities, towns, and unincorporated areas are worked out among the affected local jurisdictions as part of regional planning processes. Clallam County, in coordination with its cities, establishes the countywide population distribution that all jurisdictions must plan for and accommodate. Sequim's population allocation includes city limits.

Exhibit LU-1 Sequim Growth Allocations

Population Distribution	2020 Population (Census)	+ New Population Allocation	= 2045 Total Population
Sequim City	8,024	2,959	10,983
Sequim UGA	1,577	477	2.054
Total	**9.601**	**3,436**	**13,037**

Housing Units	**2020 Housing Units (Census)**	**+ New Housing Allocation**	**= 2045 Total Housing Units**
Sequim City	4,369	1,850	6,219
Sequim UGA	769	298	**1,067**
Total	**5,138**	**2,148**	**7,286**
Jobs	**2020 Jobs**	**+ New Jobs Allocation**	**= 2045 Total Jobs**
Sequim City	4,437	909	**5,346**

Source: Clallam County, Census, LEHD

It is imperative, however, to highlight the difference between planning for allocated population growth and the actual realization of population growth. The GMA in RCW 36.70A.115 states that cities should "provide sufficient capacity of land suitable for development within their jurisdictions to accommodate their allocated housing and employment growth." And RCW 36.70A.110(2) states, "…each city within the county should include areas and densities sufficient to permit the urban growth that is projected to occur…"

These statements clearly demonstrate that GMA requires jurisdictions to plan for and provide enough available land and capacity to accommodate its population growth allocation. Sequim's population allocation is not a target or a stopping point of possible growth; it is the minimum amount of growth the city must plan for.

When growth occurs is dependent on the national, regional, and local economic and housing markets. The city as a government does not generate, initiate, or dictate when people move, new businesses locate, or how many houses the market can support. The City of Sequim's responsibility under GMA is to be prepared, through comprehensive land use planning, to accommodate these new residents, houses, and jobs, while maintaining the community's valued quality of life.

2.2 Goals and Policies

The following goals and policies are intended and will facilitate Sequim moving into its future in a manner that is consistent with the City's Vision Statement and Guiding Principles, while ensuring it is meeting the requirements of the Growth Management Act (GMA) and its regional share of future population and employment allocations.

The Land Use Chapter is divided into the following sections:
Growth Accommodation
Land Use Designations
Residential Land Use
Commercial Land Use
Mixed Use Land Use
Employment Land Use
Other Land Uses
Master Planning
Annexations
Urban Growth Areas

Drainage, Flooding and Storm Water
Groundwater Protection
Future Land Use Map

2.2.1 Growth Accommodation

Population and housing growth accommodation lies at the heart of the GMA, embodying a comprehensive approach to the challenge of preparing for future development. GMA serves as a guiding framework, aiming to accommodate population growth while protecting critical areas, natural and community assets, and identity.

GOAL LU-1
Consistent with the requirements of the Growth Management Act, provide orderly growth that enhances and respects the City's character, natural and small city setting, while planning for the population, employment, and housing targets allocated to Sequim by Clallam County.

Policy LU-1.1
Provide for appropriate urban residential densities within the city to practically plan for and accommodate the population allocation of 2,959 new residents, 1,850 new housing units, and 909 jobs by the year 2045 within the city limits. The allocation is not a commitment to ensure that the market will deliver growth during the defined planning period.

Policy LU-1.2
Utilize the Future Land Use Map (FLUM) as a growth framework that provides a basis for land use regulation, transportation planning, and capital improvement programming. Ensure the City's Zoning Map is consistent with the FLUM and its land use designations.

Policy LU-1.3
Support a walkable, well-designed city that reflects Sequim's small-town character, offers a variety of housing choices and neighborhood-scale mixed uses, and promotes active transportation and accessible transit options.

Policy LU-1.4
Ensure the necessary public services and capital facilities are provided through the development review process to support the City's planned urban growth at its adopted levels of service, consistent with state and local law.

Policy LU-1.5
Support coordinated planning efforts among jurisdictions, agencies, tribes, ports, and Clallam County. Participate in and ensure consistency with countywide planning policies.

2.2.2 Land Use Designations

Land use designations play a fundamental role in shaping the physical, economic, and social landscapes of Sequim. This involves the strategic delineation of areas for residential, commercial, employment, and recreational purposes, reflecting Sequim's vision for growth and development.

Land use designations provide a roadmap for decision-makers, developers, and residents, fostering a balance between growth, economic vitality, and environmental stewardship. Retaining and enhancing Sequim's high quality of life and special character are very important to its citizens, and the preferred land use pattern recognizes that many uses can be good neighbors if designed and developed well.

Exhibit LU-2 Comprehensive Plan Land Use Designations

Land Use Designation	General Purpose
Low-Density Residential (LDR)	Supports detached single-family homes, small-scale attached housing (such as plexes and townhomes), accessory dwelling units, cottages and appropriate middle housing types.
Community Mixed-Use (CMU)	Provide residents with centralized access to retail businesses and services that meet community-wide needs, create a complementary mix of community-serving retail, personal and professional services, public facilities, transient lodging, and multifamily-attached housing types.
Lifestyle District (LD)	Encourage development of diverse, mixed-use neighborhoods that offer a variety of housing types, services, and amenities designed to support livability and meet the evolving needs of residents of all ages.
Downtown District (DD)	Serves as the city's civic and cultural hub, blending retail, residential, and public spaces to foster a vibrant, walkable downtown core. Encourage a mix of work, living, and recreation within the heart of the city.
Neighborhood Business (NB)	Allow retail sales and services routinely needed by neighborhood residents in locations that are convenient to nearby neighborhoods and offer the potential to grow as mixed-use neighborhood centers.
Highway Commercial (HC)	Meet the needs of tourists and other visitors by providing a range of uses at the primary access to the city at US 101 interchanges, while also offering services and conveniences that serve the needs of residents.
Regional Commercial (RC)	Allow retail and service uses, primarily "big box" stores and national retailers that serve the regional market that includes the entire North Olympic Peninsula. Provide local and regional residents with convenient access at a highway interchange to major retailers.
High-Tech Light Industrial (HTLI)	Provides appropriate locations for uses such as office, light industrial, light manufacturing/assembly, clean energy, science and technology research and

Land Use Designation	General Purpose
	development, food and beverage production with tasting room and other similar uses.
Heavy Commercial/ Warehouse (HC/W)	Provides locations for heavy commercial and warehouse uses that accommodate needed business activities with a sensitivity to compatibility with adjacent uses.
Opportunity Areas (OA)	Provides a mix of residential, services, and employment where combining uses vertically or horizontally increases the community's residential, economic base and job opportunities.
Planned Resort Community (PRC)	Enable the realization of a planned resort community that includes a mix of year-round and seasonal residences, tourist accommodations, and the commercial and other uses to serve them, utilizing a master planning process.
Public (P)	Acknowledge existing government buildings, schools, public safety and other public uses essential for community services and civic functions.
Open Space (OS)	Open spaces under state agency ownership and intended to be long-term protected open space.
Agriculture Conservancy (AG)	Maintain agricultural use for the benefits of an urban community for food production or on any parcel that is preserved in perpetuity or easement to maintain agricultural use.

GOAL LU-2
Create a vibrant community through a balanced mix of land uses, including residential, commercial, employment, recreational, public use, and open space, to serve the City's current and future residents.

Policy LU-2.1
Provide development standards for all zoning districts that identify uses, building heights, setbacks, access, landscaping, signage, parking, screening, and other appropriate dimensional and aesthetic standards.

Policy LU-2.2
Create a pattern of land use that encourages alternative methods of transportation such as transit, walking, rolling, and bicycling, for daily activities, and reduces reliance on automobiles.

Policy LU-2.3
Recognize Sequim's attractive natural setting that contributes to the City's "small town" appearance, while maintaining its ability to accommodate population growth. As it is within the City's legal authority, encourage the retention, protection and connection of open areas through critical area protection or other appropriate regulatory authority.

Policy LU-2.4
Adopt land use regulations that promote equitable access to jobs, education, and essential resources, and ensure planning processes consider the City's diversity, varied needs, and the well-being of marginalized populations.

Policy LU-2.5
Encourage development and redevelopment of underutilized lands to promote infill across all zones.

Policy LU-2.6
Preserve historic, cultural, and natural resources that are significant to the Sequim community and the region.

2.2.3 Residential Land Use

The residential land use designation connects with housing choice and variety, playing a pivotal role in determining the diversity and accessibility of housing options within Sequim. The way land is designated for residential use significantly influences the types of housing structures that can be developed, from single-family homes to multi-unit dwellings. The designation not only dictates the physical form of housing but can also facilitate a range of unit types.

The Low-Density Residential (LDR) Land Use Designation is the primary residential land use designation in Sequim and allows for a density range of 4-9 dwelling units (du) per acre. This district is intended to recognize and maintain established low urban density residential areas, create residential areas that promote neighborhood livability, and provide for additional related uses such as schools, parks, and utility uses necessary to serve immediate residential areas. In addition to single-family detached, small-scale attached housing types and other middle housing types are allowed within this designation. To ensure compatibility, the City's development regulations will include appropriate site and building design standards, and maximum density will be maintained, except in cases with demonstrated public benefit (i.e. affordable housing).

GOAL LU-3
Within the Low-Density Residential land use designation, encourage a variety of low-density housing options for residents at all life stages and economic segments throughout the city.

Policy LU-3.1
The Low Density Residential (LDR) land use designation has a density range of a minimum 4 du/net acre to a maximum of 9 units/gross acre. In addition to detached single-family housing, small-scale attached housing and middle housing types are allowed within this designation. The City's development regulations will include appropriate site and building design standards to ensure compatibility, and maximum density will be maintained with the opportunity for increased density with demonstrated public benefit (such as affordable housing).

Policy LU-3.2

Encourage a variety of housing sizes, densities, and types, facilitate a more economically diverse housing stock and site design, by identifying flexible development standards. Examples include planned residential development, infill incentives, cottage developments, zero lot line developments and lot averaging, to be identified as appropriate in the City's development regulations.

Policy LU-3.3
Support unobtrusive and compatible home business and service providers using their homes as a business base.

Policy LU-3.4
To the extent possible, new residential development amenities, such as walkways, trails, or bike paths, be connected and open to the public.

Policy LU-3.5
Encourage mixed uses in neighborhoods, such as corner store retail and personal services to locate at appropriate locations where local economic demand and design solutions demonstrate compatibility with the neighborhood.

Policy LU-3.6
Encourage safe multimodal connections from residential areas to transit facilities.

2.2.4 Commercial Land Use

Sequim's commercial landscape is characterized by a diverse array of business districts that cater to both local residents and regional visitors. The heart of Sequim's commercial activity is Downtown, where small-scale neighborhood businesses thrive alongside picturesque Washington Avenue. The downtown area often hosts community events and serves as a gathering place for residents and visitors alike.

Beyond the downtown core, Sequim accommodates larger commercial entities that serve the broader Olympic Peninsula region. Its large retail stores and highway-oriented businesses offer a comprehensive range of goods and services. Additionally, Sequim's commercial zoning includes districts that blend professional and personal services with recreational and social amenities. Land Use Designations supportive of commercial land uses include Regional Commercial (RC), Highway Commercial (HC), and Neighborhood Commercial (NC).

GOAL LU-4
Provide for a range of commercial land uses that can sufficiently meet the demand for retail, professional and personal services, and regional stores that meet the retail and service needs of the community and the north Olympic Peninsula region.

Policy LU-4.1
Designate sufficient land for anticipated commercial land uses on the Future Land Use Map, considering its population allocation, employment forecasts, housing targets, and north Olympic Peninsula regional retail and service needs.

Policy LU-4.2

Provide for a mix of uses, including retail, office, professional and personal services, social, recreation, and civic within the commercial designations. Identify a variety of uses that support the regional, community, convenience, and neighborhood commercial needs.

Policy LU-4.3
Promote a Northwest architectural character and landscaped amenities in commercial development that enhances existing commercial areas, while reinforcing Downtown's pedestrian-friendly design and creating a cohesive, attractive built environment for residents and visitors.

Policy LU-4.4
Encourage the infill, renovation, or redevelopment of existing commercial areas that may be experiencing underutilization.

2.2.5 Mixed Use Land Use

Mixed-use development blends residential housing, commerce, and professional and personal services in shared environments. In Sequim, mixed-use areas support higher residential densities and efficient land use, reduce reliance on cars, and support areas that reflect the city's small-town character. These areas are key to accommodating growth while enhancing livability, economic opportunity, and community interaction. Land Use Designations supportive of mixed use include Downtown (DD), Community Mixed Use (CMU), Lifestyle (LS), and Opportunity Areas (OS).

GOAL LU-5
Establish mixed-use districts that integrate housing, services, and employment to foster economic vitality and housing diversity. These districts will serve residents, businesses, and visitors, while accommodating higher-density residential development in livable environments.

Policy LU-5.1
Support development in Sequim's Community Mixed Use (CMU), Lifestyle (LS), and Opportunity Areas (OA) that provide a flexible mix of housing, retail, services, and public spaces. Encourage site and building design that supports flexible uses, multimodal access, and a sense of place.

Policy LU-5.2
Allow higher-density multifamily housing in the City's mixed-use zoning districts, taking advantage of areas that are accessible and serviced by urban facilities and services, public transportation, employment, commercial services, recreational opportunities, and other supporting amenities.

Policy LU-5.3
Support the integration of residential, service, and employment uses, both vertically and horizontally, within planned mixed-use developments, allowing for a diverse mix of uses in larger project designs.

2.2.6 Employment Land Use

Sequim's industrial and manufacturing landscape, though limited, plays a role in the City's economic strategy. Sequim aims to attract new jobs by leveraging specific land use designations such as High-Tech Light Industrial (HTLI), Opportunity Areas (OA), and Heavy Commercial Warehouse (HC/W). These zones are tailored to support not only traditional commerce but emerging technological and light manufacturing industries, as well as residential within the OA designation.

GOAL LU-6
Support emerging economic development opportunities and new jobs by providing flexibility for employment, light manufacturing, and assembly uses within the city.

Policy LU-6.1
Maintain a sufficient inventory of land for office, commercial, industrial, and technical uses to accommodate the projected employment growth of approximately 1,000 jobs over 20 years.

Policy LU-6.2
Encourage new businesses and industrial uses to locate in areas that can maximize available and planned infrastructure, have reasonable access to major transportation corridors, and have few natural limitations. Seek to expand and diversify the city's economic base and living-wage employment opportunities.

Policy LU-6.3
Ensure safe and efficient access to regional transportation routes, enhancing freight mobility and multimodal connections for employees.

Policy LU-6.4
Ensure locations for heavy commercial and warehouse uses that accommodate needed business activities with a sensitivity to compatibility with adjacent uses.

2.2.7 Other Land Uses

Promote the sustainable development of public facilities, open spaces, and agricultural areas to enhance community well-being, environmental stewardship, and economic resilience.

GOAL LU-7
Ensure that public lands, open spaces, and agricultural conservancy areas are planned and managed to provide lasting public, environmental, and community benefits.

Policy LU-7.1
The Public land use identifies existing public uses, such as schools, government buildings, utilities, and emergency response services. Future public uses will be identified through amendments to the Future Land Use Map either through an annual amendment or a periodic update process.

Policy LU-7.2
Utilize the Open Space land use designation to identify land for passive recreational opportunities, natural habitat preservation, and provision of undeveloped open spaces throughout the urban environment of Sequim.

Policy LU-7.3
Retain the Agricultural Conservancy land use for its long-term benefits within an urban community as open space and food production.

2.2.8 Master Planning

The Master Plan zoning overlay is intended for property that would benefit from coordination with the City for future development. The Master Plan will be an integrated document that, when adopted, will define the development of the subject property. At a minimum, a Master Plan will identify proposed land uses, densities, public areas, drainage and transportation provisions, environmental and critical areas protection, design guidelines, anticipated phasing plan, appropriate mitigations, and affords the property owner, community, and City predictability for the project's implementation.

GOAL LU-8
Use master planning for areas in the City where large-scale site development coordination is necessary or beneficial to the City and property owner(s).

Policy LU-8.1
Provide development regulations to allow for master planning, related criteria, contents, processing, and other appropriate standards. In addition to the Planned Resort Community (PRC) land use designation/zoning, other geographic areas may be proposed by the City or property owner for master planning when coordination is appropriate for proposed large-scale new development, substantial renovation, or reconstruction.

2.2.9 Annexations

Every city must be included within an urban growth area. The GMA states that "it is appropriate that urban government services be provided by cities, and urban government services should not be provided in rural areas." (RCW 36.70A.110(3)).

Consistent with this goal of controlling the spread of urban growth, GMA limits the territory that a city may annex to that which lies within its urban growth area. And while limiting the territorial extent of annexations, GMA facilitates the process of annexation through the very comprehensive planning process it mandates. Thus, GMA makes annexations a part of the overall planning process and essentially eliminates much of the annexation decision-making process in cities.

The annexation issue facing cities planning under GMA is not whether to annex, but rather the question is when to annex. Ultimately, a city will annex to the limits of its urban growth area. The timing of that expansion will depend on several factors, including population growth, the housing market and the city's ability to provide urban services in that area.

GOAL LU-9
Ensure orderly transition within the City's designated urban growth area over the 20-year planning period and facilitate development of this area through appropriately planned and efficient delivery of urban services.

Policy LU-9.1

The City should neither propose to annex nor accept requests to annex unincorporated territory located outside of its Urban Growth Area.

Policy LU-9.2
Annexation of large areas is encouraged, although individual property owners should not be prevented from pursuing annexation. When possible, annexations should consider including both sides of streets and roads, including right-of-way and utility easements to support cohesive service delivery and neighborhood connectivity.

Policy LU-9.3
Encourage annexations that promote logical and cohesive growth of the City. Annexations should aim to:

- Eliminate unincorporated islands or irregularities in the City's boundaries.
- Follow clear, logical boundaries such as streets or significant topographic features.
- Support the efficient and effective delivery of public services and infrastructure.
- Enhance community connectivity and overall quality of life.

Policy LU-9.4
The City will process annexations in accordance with Washington State annexation laws in a timely and efficient manner, facilitate public notification of proposed annexations, identify annexation procedures within the City's development regulations, and develop informational materials to be available on the City's website.

Policy LU-9.5
Land Use Designations have been identified on the City's Future Land Use Map for unincorporated Sequim UGA areas and are intended to provide the zoning for property upon annexation.

2.2.10 Urban Growth Areas

One of the features of the Growth Management Act (GMA) is for counties and their cities to designate urban growth areas (UGAs). The GMA defines UGAs as areas of land "within which urban growth should be encouraged, and outside of which growth can occur only if it is not urban in nature." Generally, urban growth is defined as more intense and dense development that requires public services such as sewer and water. The purpose of UGAs is to concentrate development in defined areas to promote efficient land use, infrastructure development, and transportation planning. This concentration helps preserve rural and natural areas.

GOAL LU-10
Adjustment or expansion of Sequim Urban Growth Areas will be considered as set forth in GMA and applicable Countywide Planning Policies.

Policy LU-10.1
The City and Clallam County will review the Sequim Urban Growth Area every 10 years as required by GMA, and/or occur through the comprehensive plan's periodic update process.

Policy LU-10.2

Adjustment or expansion of the Sequim UGA may be necessary because of the 10-year review or if a new or increased population, housing or employment allocation to Sequim necessitates additional land use capacity. Adjustment or expansion of the Sequim UGA will be as set forth in the Clallam Countywide Planning Policies and/or GMA.

Policy LU-10.3
As required by GMA (RCW 36.70A.215.1.b), the City will identify, evaluate, and enact appropriate reasonable measures to accommodate projected growth before considering expansion of the Sequim Urban Growth Area.

2.2.11 Drainage, Flooding, and Stormwater

The effective management of drainage systems is crucial to mitigate the risks of flooding and ensure the sustainability of water resources. As land-use patterns evolve and impacts of climate change are felt, there is a growing need to address stormwater runoff and underscores the importance of proactive measures to prevent flooding.

GOAL LU-11
Manage stormwater to ensure compliance with applicable federal, state and local requirements.

Policy LU-11.1
Manage the stormwater system in Sequim to protect public safety, prevent public and private property damage, protect and work to enhance water quality, and provide for the safety and enjoyment of citizens, including the ongoing maintenance of stormwater facilities.

Policy LU-11.2
Implement regulations that avoid, minimize, and mitigate erosion, sedimentation, and stormwater runoff problems related to land clearing, grading, development, and roads. Encourage on-site infiltration of stormwater.

Policy LU-11.3
Support low-impact development (LID) techniques in site planning for stormwater management and mitigation with a goal of enhancing water quality.

2.2.12 Groundwater Protection

Groundwater aquifers supply water to surface water and to public and private wells that provide drinking water. Rainfall contributes to surface water and recharges the groundwater as precipitation infiltrates through the soil. Adequate protection of groundwater resources as well as conservation are important to ensure the City's ability to provide clean and available public water.

GOAL LU-12
Safeguard the quantity and quality of long-term groundwater supply using appropriate regulatory means and conservation efforts.

Policy LU-12.1
Evaluate, minimize, and mitigate unavoidable impacts on groundwater quality and quantity during the planning and development review process. Ensure proposed plans and project

design address the effect of impervious surfaces and other factors affecting groundwater quantity and quality.

Policy LU-12.2
Ensure the City's public groundwater sources provide a water supply that meets all federal and Washington State Department of Health drinking water quality standards.

Policy LU-12.3
Develop and implement a proactive water use efficiency and conservation program, based upon the goals and recommendations identified in the City's most current water system plan, City climate and sustainability studies, and other relevant City reports. Support public education and outreach on water efficient practices and conservation opportunities.

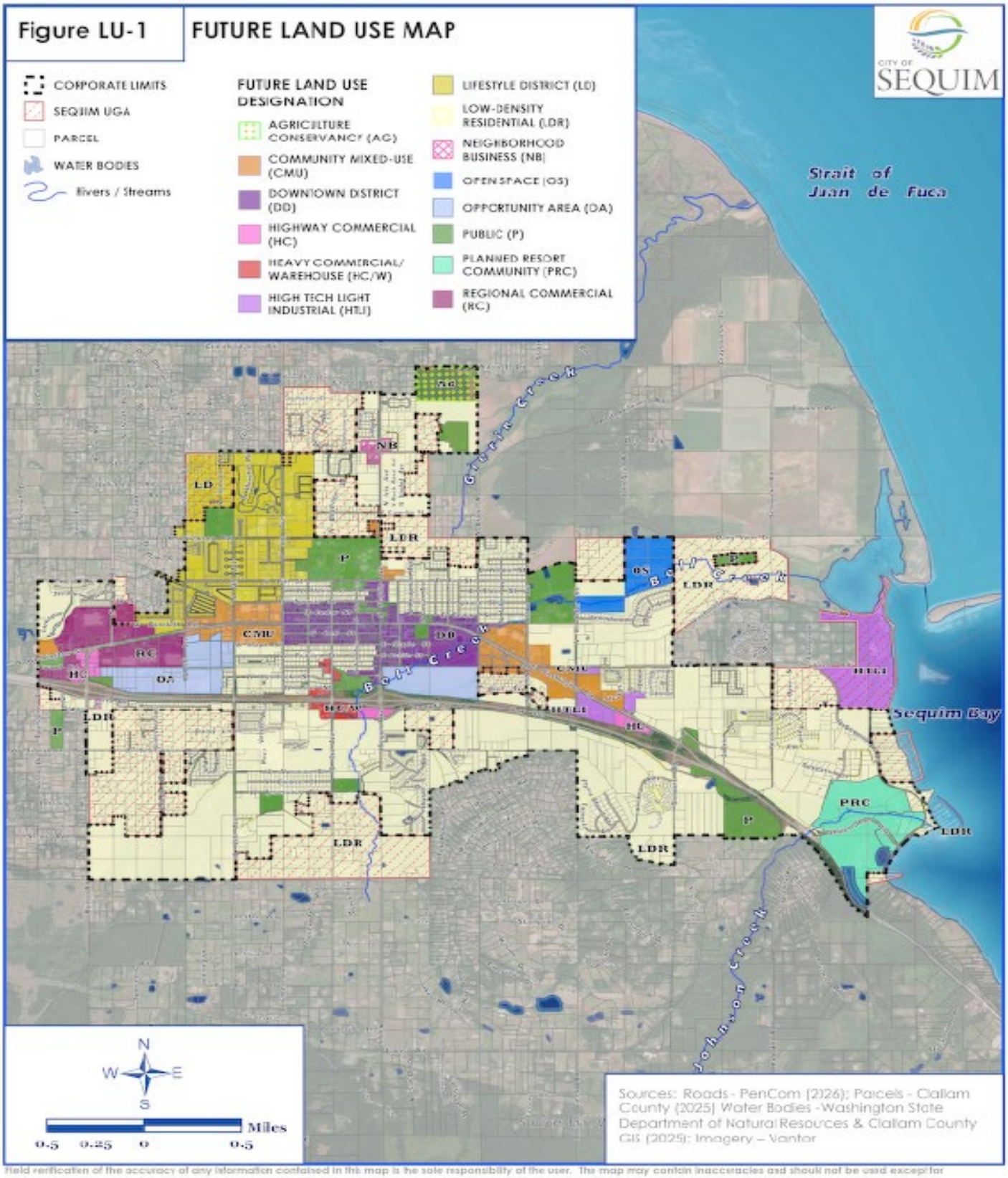
2.2.13 Wildfire Resiliency and Firewise Practices

Although Sequim has historically experienced a lower wildfire risk than some other regions of Washington, changing climate conditions and longer dry seasons are heightening vulnerability to wildfire. Proactive land use planning and Firewise practices help reduce fire risk to people, property, and natural resources.

GOAL LU-13
Promote community safety, resilience, and environmental stewardship by reducing the risk and impacts of wildfires through land use planning, education, and collaboration.

Policy NE-13.1
In coordination with regional fire districts and Washington Department of Natural Resources, encourage the implementation of Firewise concepts in forest and urban interface/intermix areas as appropriate.

Policy NE-13.2
Provide educational material and resources for new and existing property owners to use in lowering their risk for wildland fires, including fire resistive construction techniques, construction and maintenance of defensible spaces, fire-resistant landscapes, fuel reduction, and land use practices.



Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions or decisions made based on the information contained in this map.

CHAPTER 3 COMMUNITY CHARACTER

3.1 Plan Context

The character of a community is influenced by a variety of factors, including its residents, social network, schools, community and business organizations, history, built environment, and natural resources. Although it is not possible to legislate a strong community, public policy can provide a framework that supports desirable characteristics. Community cohesiveness develops in many ways. It can come from a shared vision for the community, nurtured by community events, or developed through the use of public places for interaction.

The Community Character Chapter provides a framework for shaping the future form and character of Sequim. This chapter focuses on placemaking and on those physical features that shape the setting for life in the community. It addresses the building and site design, public spaces and landscapes, streetscapes and other physical features.

The Community Character Chapter is not a required Comprehensive Plan chapter under State law; however, because of the value Sequim places on character, the City has chosen to include it as an additional chapter in the Comprehensive Plan. This chapter plays a critical role in maintaining and improving the physical quality of the environments that define the City's identity and give character to its commercial districts and residential neighborhoods.

3.2 Goals and Policies

This chapter is complementary to other chapters of the Comprehensive Plan, and many of the policies identified in this chapter may be included or further refined in other chapters. This chapter considers the following aspects of Community Character:

- People and Public Places
- Entrances, Gateways, Landmarks, and Wayfinding
- Building and Site Review
- Streets and Pathways
- Downtown Sequim
- Cultural and Historic Resources, and Landmarks

3.2.1 People and Public Places

The best public places appeal to the broadest number of people: young and old, residents and visitors, workers and shoppers. Public places should draw people because they are comfortable, attractive, and convenient. Public art and community activities also draw people together and express the diversity of a community's character.

GOAL CC-1
Provide well-designed and interesting public places that foster community cohesiveness and interaction while showcasing the natural features of Sequim and the Dungeness Valley.

Policy CC-1.1
Continue to support longstanding and new community festivals and events that reflect the heritage and cultural traditions of the community.

Policy CC-1.2
Support the development of inter-generational recreational and cultural programs that celebrate Sequim's heritage and community diversity.

Policy CC-1.3
Preserve, develop, and enhance community gathering places such as, but not limited to parks, public facilities, community markets and event venues throughout the City.

Policy CC-1.4
Design and build Sequim's public buildings with quality, sustainable materials and construction techniques to serve as a model to the community, and to enhance their function as community gathering places and encourage site and building design that enhances Sequim's natural features.

Policy CC-1.5
Incorporate and provide a display opportunity for art in and outside of public buildings and provide opportunities for artists to contribute to public art within parks, bridges, or other public facilities.

Policy CC-1.6
Continue support of the City's Arts Commission to review and make recommendations on public art, funding opportunities, and identify locations suitable for art installations.

Policy CC-1.7
Support the use of public spaces – including parks, plazas, streetscapes, and landmarks – as platforms for community-led education, storytelling, and cultural interpretation that reflect Sequim's history, identity, and civic life.

Policy CC-1.8
Partner with local institutions such as the library, museum, and schools to expand opportunities for public education through place-based exhibits, interpretive signage, and programs that connect people to Sequim's past, present, and future.

Policy CC-1.9
Encourage public art, including murals and street art, reflects the diversity, history, and identity of the Sequim community and fosters a sense of belonging in public spaces.

3.2.2 Entrances, Gateways, Landmarks, and Wayfinding

People orient themselves in their community by remembering certain features, including unique public views, defined entrances, and landmarks. These features can also set one community apart from another and are part of what defines the unique character of a place. Preserving key features and creating new ones can help define and enhance Sequim's character.

GOAL CC-2
Provide residents and visitors with positive, identifiable images that reflect Sequim's unique characteristics and create a sense of place and belonging.

Policy CC-2.1
Continue and support the establishment of gateways into the city and emphasize these entrances with distinctive design elements such as symbolic markers, signage, monuments, water-wise landscaping, or other design features.

Policy CC-2.2
Enhance the visual appeal of the city by developing a signage and wayfinding program that identifies Sequim, is cohesive throughout the city, and links the community's resources to its residents and visitors.

Policy CC-2.3
Identify opportunities to highlight and preserve Sequim's distinctive public views, such as those of the Olympic Mountains and notable community features through site design and orientation.

Policy CC-2.4
Encourage schools, places of worship, library and other public or semi-public buildings to design facilities that reflect Sequim's unique characteristics and serve as community landmarks.

3.2.3 Building and Site Review

Quality and pleasing design is as important in the details of a building and site as a development's contribution is to the urban character of the city. As Sequim continues to grow, the quality of buildings, sidewalks, and vegetation are important. These elements involve a consideration of building bulk and character, lighting, planting, signs, and other elements that compose the built environment.

GOAL CC-3
Promote high-quality building and site design that is complementary to the community's character while encouraging architectural variety. Support the integration of new urban design elements in commercial, residential multiplexes, and mixed-use developments.

Policy CC-3.1
Utilize design standards and design review to accomplish the following for new commercial and mixed-use development:

- Include architectural features that create visual interest;
- Use of high-quality, durable, and sustainable materials;
- Architectural elements that provide protection from the weather;
- The height and bulk of buildings are proportional and appropriate to the site and surrounding natural and built environment;
- Roof forms include visual focal points and variation in detail, including pitch, terraced and cornice roof forms;
- Rooftop equipment is creatively concealed, and
- Landscaping that unifies site design and creates character.

Policy CC-3.2
Design standards for commercially zoned areas should support key elements of the northwestern architectural style while complementing the existing character of adjacent buildings or areas.

Policy CC-3.3
For large buildings or development with multiple buildings, similar design features and characteristics must be included in all buildings to create continuity, while also allowing individual architectural designs.

Policy CC-3.4
Encourage new development to incorporate art in building and site design that reinforces community identity, creates unique places, and provides a basis for community pride and ownership. Encourage diversity in content, media, and placement to reflect an array of cultural influences.

Policy CC-3.5
Support the integration of distinctive, city-themed design elements, such as color palettes, motifs, and iconography, in site and building design features to reflect Sequim's natural environment, history, culture, and community values.

Policy CC-3.6
Require landscaping that contributes to and is an integral part of how a site interacts with the built and natural environment, and:

- Retains, enhances, and creates character and a sense of place;
- Utilizes native trees and plants, when feasible;
- Enhances water and air quality;
- Minimizes water consumption;
- Provides aesthetic value;
- Softens or disguises less aesthetically pleasing features of a site; and
- Provides buffers for transitions between uses or helps protect natural features.

3.2.4 Streets and Pathways

Streets and pathways can be more than just a means of getting from one point to another. They can define how the city is viewed as one passes through it and create a sense of unique character. Elements of design, such as width, provisions for different users, material treatments, and vegetation, affect the quality of a traveler's trip and the sense of place. Attracting people into the public realm means supporting them with safe street crossings, sidewalks, walkways, and bicycle routes as important connections between different places in the city. Street corridors and pathways tie different parts of Sequim together and should instill public pride through their design.

GOAL CC-4
Provide connectivity and attractive streets that enhance the City's aesthetics and sense of place.

Policy CC-4.1
Design and create sidewalks, bikeways, and paths to increase connectivity for people by providing safe and direct, or convenient links throughout the city.

Policy CC-4.2
Identify streets in the city that could be considered for special treatment due to their importance, location, activity, and connection to public spaces. Such treatments could include elements such as:

- Specially designed landscaped island(s);
- Unique crosswalk treatments;
- Unique and interesting street lighting;
- Sidewalk furniture;
- Street landscaping and sidewalk planters; and
- Low Impact Development (LID) features.

Policy CC-4.3
Promote the planting of low-maintenance landscaping and street trees to enhance City rights-of-way and improve the pedestrian environment.

Policy CC-4.4
Encourage the development and maintenance of a catalog of approved public street furniture and streetscape elements, such as benches, bike racks, lamp posts, and signage, that reflect Sequim's identity. Support opportunities for residents, businesses, and organizations to purchase or donate customized street furniture and amenities that enhance public spaces, promote community pride, and maintain design consistency.

Policy CC-4.5
Encourage and support volunteer opportunities and programs that improve business frontages, assist with exterior maintenance and enhance the care and maintenance of publicly landscaped areas.

3.2.5 Downtown Sequim

Downtown Sequim is a vibrant hub for local gatherings, shopping, dining, and community connection. Residents and visitors alike enjoy its charming, walkable core, where a visit to the Farmers Market can lead to lunch with friends, browsing lavender boutiques, and exploring local art galleries. Views of the Olympic Mountains and the eclectic charm of Washington Street, lined with small storefronts, colorful awnings, and street-facing facades, add to its unique character.

Beyond commerce, Downtown is also home to places that reflect the heart of Sequim—from the Veterans of Foreign Wars hall to the local co-op and cherished community spaces, it's where connection and everyday life flourish.

GOAL CC-5
Promote an economically healthy Downtown that is unique, attractive, and offers a variety of retail, office, service, residential, cultural, and recreational opportunities.

Policy CC-5.1
Preserve and enhance the existing character and scale of the Downtown Corridor through control of height, scale, and design while reinforcing the area as a primary identifying feature of Sequim, setting it apart from the rest of the city.

Policy CC-5.2
Preserve the eclectic character of Washington Street by encouraging individual small storefronts with street-facing facades, awnings, and distinctive design elements that contribute to a pedestrian-oriented, human-scale environment.

Policy CC-5.3
Identify and improve walking, rolling, and biking routes to Downtown Sequim as a pedestrian and biking-friendly destination. Provide safe methods, such as treated crosswalk paths and pedestrian islands, where people can cross major streets at regular and convenient intervals.

Policy CC-5.4
Encourage revitalization strategies and preservation efforts for the restoration of buildings, walkways, and features of the Downtown and surroundings, which recognize the historic traditions of Sequim and the Sequim-Dungeness Valley region.

3.2.6 Cultural and Historic Resources, and Landmarks

The City of Sequim values its rich historic and cultural heritage as central to its identity, rural character, and community pride. With sites listed on both the National and Washington State Historic Registers, including the Sequim Opera House, the City emphasizes preservation as a key element in its comprehensive planning—supporting heritage tourism, recognizing Native and pioneer histories, and protecting archeological resources as part of responsible future development.

The Sequim community values locally significant historic and cultural resources—such as irrigation ditches, barns, vistas, and traditional land use patterns—as key elements of its agricultural and coastal heritage. It also recognizes the importance of ancient Native American sites, some over 14,000 years old.

The City can enrich the lives of its citizens and its appeal to visitors by commemorating its past. In some cases, this may mean active involvement in the preservation of landmarks, or continued support of the efforts of the Sequim Museum's important task of retaining the link with previous generations.

The Jamestown S'Klallam Tribe is a valued partner in economic development, natural resource stewardship, and cultural preservation in the Sequim-Dungeness Valley. The City and Tribe work together to protect historical and cultural sites.

GOAL CC-6
Protect, conserve, celebrate, and enhance cultural, historical, and archaeological resources throughout the City of Sequim.

Policy CC-6.1

Cooperate with the Sequim Museum, Jamestown S'Klallam Tribe, other organizations and interested citizens in identifying cultural, historical, and archaeological resources that provide unique insights into the history of the area and the city.

Policy CC-6.2
Promote and support cultural events and resources that enrich community life such as theater, music, art and sculptures.

Policy CC-6.3
Protect and steward Tribal cultural sites and resources as vital to Sequim's shared heritage. Coordinate with Tribal governments and the Washington State Department of Archaeology and Historic Preservation during City review of development proposals as appropriate.

Policy CC-6.4
Partner with the Tribe to maintain the visibility and prominence of indigenous culture and identity; and on projects that benefit economic health, recreational opportunities, and quality of life in the community.

Policy CC-6.5
Incorporate interpretative signage, historic street names, and features reflecting original historic designs into park projects, transportation projects, and buildings when feasible, as a means of commemorating past events, persons of note, and City history.

Policy CC-6.6
Assist developers, landowners, and interested citizens in obtaining grants and tax incentives for the reuse and rehabilitation of designated historic sites and buildings.

Policy CC-6.7
Partner with the Tribe to preserve the presence of native flora and fauna that are inherent to the traditions and lifestyles of the S'Klallam people.

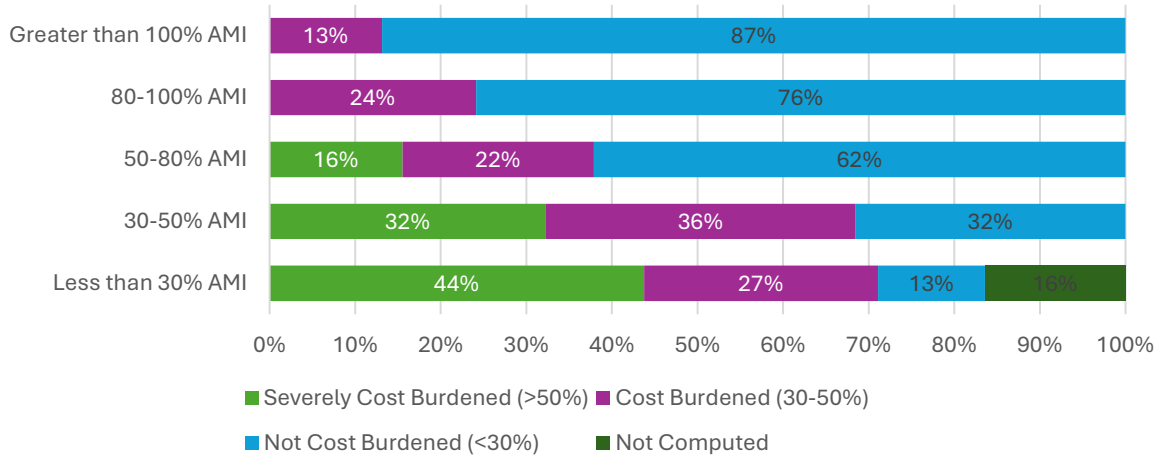
Policy CC-6.8
Recognize the Sequim-Dungeness Valley's agricultural heritage and its continuing contribution to community identity, local food production, education, tourism, and economic vitality. Support opportunities for interpretation, public art, events, wayfinding, and partnerships.

CHAPTER 4 HOUSING

4.1 Plan Context

Housing is the foundation of a thriving community, shaping how people connect with neighbors, engage with services, and participate in civic life. As Sequim grows in population and opportunity, ensuring access to a diverse range of housing options becomes increasingly important. Like many communities across the region, Sequim faces pressure on its housing supply, which has contributed to rising costs and limited availability—particularly for moderate- and lower-income households.

Exhibit H-1 Household Cost Burden by Income Band in Sequim



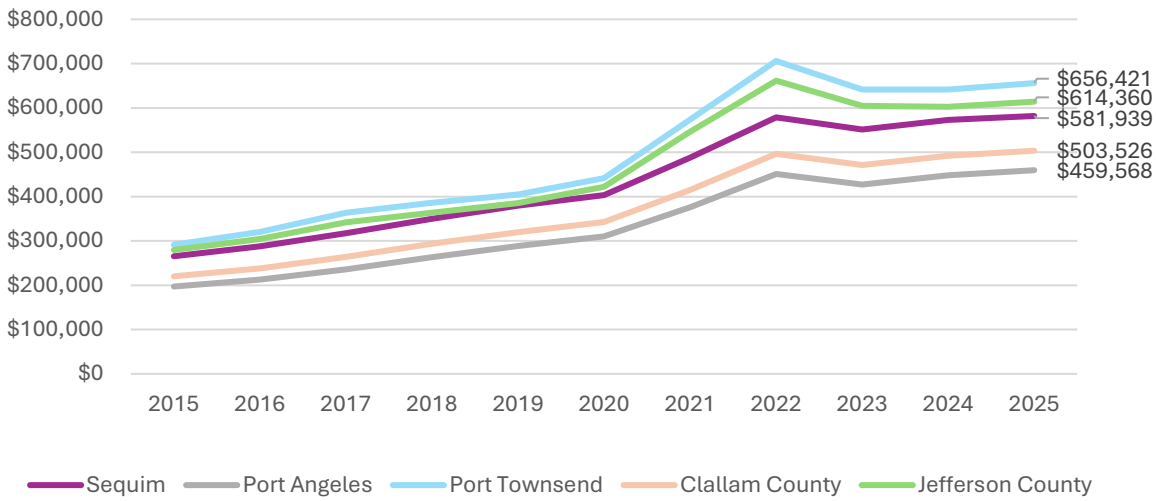
Source: US Department of Housing and Urban Development 2016-2020 Comprehensive Housing Affordability Strategy (CHAS). AMI=Area Median Income; 2024 family AMI for Clallam County is $93,900.

Sequim's small-town charm and natural beauty continue to draw new residents, and thoughtful planning is necessary to balance growth with the preservation of community character. In alignment with the Growth Management Act (GMA), Sequim aims to accommodate future population growth by expanding its housing choices and stock. The Housing Chapter reflects the diverse needs of the community while endeavoring to ensure that development remains welcoming, sustainable, and reflective of Sequim's small-town identity.

As mandated by the GMA, comprehensive plans must include a housing element that analyzes existing and projected housing needs, identifies sufficient land capacity for future development, and establishes policies to ensure the availability of affordable housing for all economic segments of the community.

Sequim faces multiple interrelated challenges in meeting these requirements. The rising construction and borrowing costs and limited local construction labor, coupled with an aging population and increasing demand, has placed significant pressure on the existing housing stock. As housing costs rise, it becomes increasingly difficult for low- and moderate-income households—including young families and service workers—to find suitable and affordable housing within the city.

Exhibit H-2 Typical Home Price in Sequim and Olympic Peninsula Jurisdictions



Source: Zillow Home Value Index (ZHVI).

4.1.1 Future Housing Projections

The Washington State Department of Commerce provided countywide projections of housing needs for all counties in Washington State. In Clallam County, the County and its cities collaboratively decide how to allocate its 20-year housing allocation. For Sequim, the 2045 housing allocation that it must plan for and accommodate is 1,850 housing units in city limits.

In 2021, the Washington Legislature changed the way communities are required to plan for new housing. House Bill 1220 amended the Growth Management Act to instruct local governments to "plan for and accommodate housing affordable to all economic segments of the population of the state." These requirements include an inventory and analysis of existing and projected housing needs, including "units for moderate, low, very low and extremely low-income households", as well as "emergency housing, emergency shelters and permanent supportive housing (PSH)."

Exhibit H-3 2020-2045 County Allocations by Income Level for the City of Sequim and Urban Growth Area

	Allocation by Income Level							
	0-30% Non-PSH	0-30% PSH	>30-50% AMI	>50-80% AMI	>80-100% AMI	>100-120% AMI	>120% AMI	Emergency Housing/Beds
City Limits	623	280	568	227	80	61	11	191
UGA	100	45	91	37	13	10	2	0
Total	723	325	659	264	93	71	13	191

Source: Clallam County Resolution 101, 2024, Resolution 94, 2025, and Sequim Housing Needs Assessment (Appendix A-1)
PSH=Permanent Supportive Housing
AMI=Area Median Income; 2024 family AMI for Clallam County is $93,900.

Appendix A to the Comprehensive Plan includes additional documents and analysis that, when combined with this chapter, meet the GMA requirements for Housing Element. Included in Appendix A is a Housing Needs Assessment (A-1), Adequate Provisions (A-2), Land Capacity Analysis (A-3 including capacity by income band and STEP (Shelters, Transitional, Emergency and Permanent Supportive) housing, and Racially Disparate Impacts analysis (A-4). As recommended by Department of Commerce, below is a summary of the documents in Appendix A:

- The **Housing Needs Assessment** provides a comprehensive evaluation of Sequim's existing and future housing needs to support the 2025 Comprehensive Plan update and comply with GMA. The assessment examines population and household characteristics, housing inventory, affordability, special housing needs, workforce trends, housing market conditions, and projected housing demand through 2045.

- The **Adequate Provisions** checklists are a tool for analyzing current residential zoning to determine regulatory and other barriers to middle housing, accessory dwelling units, low- to mid-rise apartments, and permanent supportive housing. Development code updates are included with the 2025 Comprehensive Plan update that implements recommendations included in these checklists.

- The **Land Capacity Analysis** found that under existing zones, Sequim has sufficient land capacity to accommodate its 2045 housing targets at all income bands. There was a small surplus of land capacity from what would be needed to serve households earning under 80% of AMI for the 2045 planning horizon. Several land use redesignations to mixed-use zoning are included on the Future Land Use Map (Figure LU-1), increasing the capacity for multifamily housing and ensuring a buffer of available capacity. The land capacity analysis results by income band under existing and redesignations/rezoning as part of the 2025 Comprehensive Plan update are shown in Exhibit H-4 below.

Exhibit H-4 Land Capacity for Housing by Income Band under existing and planned zoning, 2020-2045

Income Band as a % of AMI	Aggregated Housing Needs	Total Capacity	Surplus/Deficit	Total Capacity	Surplus/Deficit
		Existing Zoning		Proposed Zoning w/Comprehensive Plan Update	
0-80%	1,698	1,702	4	1,918	220
80-120%	141	2,628	2,477	2,618	2,477
120%+	11	2,094	2,083	2,094	2,083
Total	**1,850**	**6,414**	**4,564**	**6,629**	**4,779**

Source: Appendix A-3 Land Capacity Analysis

The Emergency Housing Land Capacity Analysis found adequate capacity for Sequim's target of 191 emergency shelter beds within the Regional Commercial, Highway Commercial, Community Mixed Use, and Opportunity Area districts.

- The **Racially Disparate Impacts** analysis found that Sequim's demographics reflect those of Clallam County and are less diverse than the state overall. Black and Asian households are less likely to be homeowners than white and Hispanic households. According to the Department of Commerce's displacement risk map, Sequim has a lower displacement risk than other County cities like Port Angeles and Forks.

4.2 Goals and Policies

The Housing Chapter is divided into the following sections:

- Accommodate Growth and Housing Provision
- Existing Housing and Neighborhoods
- Affordable and Subsidized Housing
- Design and Development Standards

4.2.1 Accommodating Growth and Housing Provision

Encouraging a diverse mix of housing types is essential to meeting the needs of a growing and changing community. As Sequim continues to grow, encourage and provide for a range of housing options—such as single-family homes, townhomes, cluster housing, small, mid- and high-rise multiplexes, accessory dwelling units, and mixed-use. This variety will accommodate different lifestyles and incomes and contribute to meeting Sequim's future housing allocation of 1,850 new units by 2045.

GOAL H-1
Plan for sufficient housing and ensure a variety of housing types and densities at all income levels to meet the needs of a growing and diverse community.

Policy H-1.1
Zone land and establish densities sufficient for the City's projected population and housing growth allocations by income level.

Policy H-1.2
Expand housing capacity and unit provision by updating City's development regulations to remove barriers and expand residential options within the residential and mixed-use zoning districts. Consider a variety of techniques and seek to pair higher densities near services and transportation facilities.

Policy H-1.3
Allow the development of accessory dwelling units (ADUs) consistent with the requirements of RCW 36.70A.681. Streamline permitting, offer education and resources, and consider the creation of a pre-approved ADU permit program.

Policy H-1.4
In future updates, consider creating a new medium-density zoning district that allows a variety of housing types and higher densities than the Low-Density Residential land use category.

Policy H-1.5

Monitory and periodically update data on housing types, household characteristics, rental housing, affordability, vacancy rates, and other indicators identified in Appendix A-1 Housing Needs Assessment, to evaluate changing housing needs and inform City policies and regulations.

GOAL H-2
Expand "middle housing" unit types where residential uses are allowed.
Policy H-2.1
Reduce barriers and expand the variety of housing types known as "middle housing" within the City's development regulations wherever residential is allowed. Examples of middle housing types include duplexes, triplexes, fourplexes, townhomes, multiplexes, stacked flats and cluster housing.

Policy H-2.2
Allow for infill through unit lot subdivisions, short subdivisions, and binding site plans of smaller housing types, such as cluster housing, multiplexes, townhouses, and accessory dwelling units, into the R4-9 residential zoning district and within established residential neighborhoods, ensuring maximum density is maintained and using objective design standards to ensure fit and quality.

4.2.2 Existing Housing and Neighborhoods

Preserving existing housing allows residents to stay in their homes, fostering a sense of community continuity. This social cohesion can be vital for the well-being of residents and neighborhood stability. Older homes can be more affordable than new construction. Preserving existing housing stock can help maintain a mix of housing options, including affordable ones.

GOAL H-3
Strengthen and preserve the City's existing neighborhoods and housing stock.

Policy H-3.1
Recognize mobile and manufactured home parks as an important source of Naturally Occurring Affordable Housing (NOAH) and community stability through zoning map overlay. Support other efforts such as relocation assistance and partnerships with residents, nonprofits, or housing authorities to facilitate long-term preservation or cooperative ownership where feasible.

Policy H-3.2
Support private efforts to preserve the existing quality housing stock by maintaining sound units, rehabilitating substandard units, and replacing severely deteriorated units.

Policy H-3.3
Program regular infrastructure planning and maintenance in residential neighborhoods to ensure their ability to support existing housing.

Policy H-3.4
Coordinate with local organizations and agencies to provide sufficient and affordable home maintenance and support services.

Policy H-3.5
Encourage infill that also respects the existing built characteristics of the surrounding neighborhood.

4.2.3 Affordable and Subsidized Housing

An increasing challenge is affordable housing opportunities for all economic segments of the population. A primary concern is the growing disparity between household income and the rising cost of housing. In recent years, housing prices have increased at a pace that exceeds wage growth, resulting in a widening affordability gap. This trend challenges the economic diversity and long-term stability of the community. The state legislature responded to this challenge by requiring GMA jurisdictions to identify housing units needed by income band, ensure sufficient land capacity, and identify and remove barriers to housing provision. Sequim's analysis of these requirements is found in Appendix A.

The City carries out its affordable housing goals and policies through ensuring adequate zoned land, removing barriers, providing regulatory incentives, and supporting housing providers and programs.

GOAL H-4
Promote and facilitate the provision of affordable, safe and suitable housing for people of all ages and income levels.

Policy H-4.1
Identify alternative development standards, density bonuses, fee reduction or waivers, and other incentives intended to support and increase low- to moderate-income housing. Include provisions within development regulations for these provisions, considering those specifically authorized by RCWs 36.70A.540 and 35.83.

Policy H-4.2
Provide higher densities housing within mixed-use zones to support workforce needs that can promote equitable access to jobs and services.

Policy H-4.3
Support and participate in Clallam County's regionally coordinated housing strategy through its Housing Solutions Committee.

Policy H-4.4
Promote and encourage, and where feasibility participate in, partnerships with private developers, property owners, nonprofit organizations, housing authorities, faith-based organizations and other providers to provide housing and home ownership opportunities for low- and moderate-income households, including shared or limited-equity housing, lease-purchase options, co-living, and land trusts and cooperatives.

Policy H-4.5
Keep informed of emerging housing options or incentives that may increase affordable housing stock and incorporate them into development regulations as appropriate.

Policy H-4.6
Continuously evaluate local state, federal, nonprofit and private-sector opportunities to address affordable housing funding gaps, including as appropriate an affordable housing property tax levy or credit, grants, fee reductions or credits, surplus land donation, multifamily tax exemption, infrastructure assistance and other authorized funding tools. Support low- and moderate- income housing funding opportunities through available non-profit, state, and federal programs.

Policy H-4.7
Encourage rooms for rent as affordable housing, which benefit those on a fixed income with those of low income, thereby strengthening their social safety net and increased sense of community.

Policy H-4.8
Disperse housing for low- and moderate-income households throughout the city near transportation hubs and services and discourage the disproportionate concentration of such housing in any one geographical area.

Policy H-4.9
Allow affordable housing development on faith-based organizations properties consistent with the requirements of RCW 36.70A.545.

Policy H-4.10
Recognize that housing affordable to below 50% AMI will likely need assistance beyond market-rate development, such as direct government-assisted housing programs, subsidies or funding mechanisms, partnerships with affordable housing developers, and public or donated land contributions.

GOAL H-5
Ensure vulnerable and underserved populations have access to safe, stable, and supportive housing.

Policy H-5.1
Increase access to Shelters, Transitional, Emergency, and Permanent Supportive (STEP) Housing by supporting safe, stable, and affordable housing options that provide individuals and families experiencing homelessness with resources and services needed to achieve long-term housing stability. Ensure development regulation updates are consistent with relevant laws for siting and permitting STEP housing.

Policy H-5.2
Monitor potential risks of physical, economic, or cultural displacement associated with public investments and private development. When potential impacts are identified, consider appropriate measures to promote housing stability and equitable outcomes for all community members.

Policy H-5.3

Support equitable access to housing opportunities by identifying and addressing any identified displacement risks and exclusion in housing caused by policies, plans, and programs, and ensure housing policies and regulations further fair housing choice.

Policy H-5.4
Partner with service providers who offer rental assistance, job training, mental health support, and other essential services to mitigate homelessness and support vulnerable populations.

Policy H-5.5
Allow indoor emergency shelters and emergency housing as permitted uses in all zoning districts where hotels are allowed, consistent with RCW 35.21.683.

4.2.4 Design and Development Standards

Development and design standards play a crucial role in shaping the character, functionality, and attractiveness of Sequim's neighborhoods. To support housing variety, these standards must be flexible, clear, and supportive of a wide range of housing types while maintaining quality, compatibility, and livability.

GOAL H-6
Include clear, objective and appropriate zoning, building and site design standards that support quality, attractiveness, and character in the City's development regulations.

Policy H-6.1
Update the City's Development Regulations to include and revise as appropriate, objective building design, landscaping, parking and other site elements for multifamily housing, multiplexes, and mixed-use structures.

Policy H-6.2
Promote higher densities within the Downtown District, Lifestyle District and Mixed-use Districts to provide convenient access to services, shopping, jobs, and transit.

Policy H-6.3
Review and update the City's permit procedures to improve permit timelines and minimize additional costs to housing provision. Evaluate the creation of pre-approved or permit-ready building plans and other administrative tools to facilitate lower-cost housing types, ensuring consistency with applicable health, safety, utility, installation and building code requirements.

Policy H-6.4
Promote aging in place by encouraging or incentivizing universal design standards, accessible housing features, and home retrofitting.

CHAPTER 5 TRANSPORTATION

5.1 Plan Context

The Transportation Chapter provides the policy framework to guide short-range and long-term development and maintenance of the multi-modal transportation system that includes roadways, bikeways, pedestrian facilities, and public transit within the city limits of Sequim.

In addition, the Transportation Chapter, together with Appendix B - the 2026 Transportation Master Plan (TMP) and the Capital Facilities Plan (CFP), as well as the City's Six-Year Transportation Improvement Program (TIP), collectively fulfills the transportation element requirements of the Growth Management Act (RCW 36.70A.070).

An overview of Sequim's transportation system inventory is included in Appendix B-2, Transportation Master Plan. It describes the existing transportation system, including streets and roads, public transportation, bicycles and pedestrians. The transportation improvement plan is presented in the TMP and identifies the transportation infrastructure improvements needed to support the projected land use through 2045.

Sequim faces several transportation-related challenges in accommodating the population and economic growth that is expected over the next twenty years. These include:

- Providing many alternate and multi-modal route options to move around the city safely and efficiently.
- Accommodating Sequim's allocated housing growth, which will primarily be in large areas of undeveloped and/or vacant land where streets constructed to City standards do not currently exist. The timing and who pays for the street improvements will most likely be developers and market driven.
- Improvement of the City's existing local access streets, while also ensuring new streets are constructed to maintain an appropriate level of service.
- Expanding and connecting active transportation facilities and routes within and outside the city, including connections to the Olympic Discovery Trail
- Identifying funding sources for needed improvements.

The City's vision for its transportation system is to provide a safe, balanced and efficient multi-modal transportation system that is consistent with the City of Sequim's Vision Statement and will adequately serve the future growth and development of the City and its Urban Growth Area.

5.2 Goals and Policies

The goals and policies contained in this chapter provide a framework for short-range and long-term transportation planning and implementation decisions required of the City of Sequim.

The goals and policies included cover the following categories:

- Network Consistency and Streets
- Level of Service and Concurrency
- Transportation Safety
- Land Use and Transportation Planning

- Transportation Funding
- Regional Coordination
- Multi-Modal Transportation
- Public Transportation
- Accessibility and Equity
- Transportation and Air Quality
- Parking

5.2.1 Network Consistency and Streets

The primary purpose of the transportation network is to support the development of the land uses, densities, and intensities envisioned by the Land Use chapter. The City's network and streets must be available to accommodate the transportation demand generated by the land use policies and subsequent housing and employment development.

GOAL TR-1
Provide a complete transportation network that safely accommodates all modes of travel while increasing efficiency and safety for all users.

Policy TR-1.1
Continue to maintain and expand upon the Transportation Master Plan's modal system maps that delineates the quality of travel experience as well as types of street uses.

Policy TR-1.2
Implement and enforce the City's adopted engineering design standards consistent with the Functional Classification designations for all streets. Review and evaluate the City's Engineering Standards on regular intervals to ensure the City is being responsive to potential changes and needs of the City's street system.

Policy TR-1.3
Enhance traffic flow through the Downtown Core by prioritizing development that improves East-West travel alternatives. Support land use and infrastructure improvements that establish Prairie Street as a preferred east-west travel route alternative to Washington Street.

Policy TR-1.4
Guide development of new Local Streets to form a well-connected network that provides safe, direct and convenient access to the existing roadway network for automobiles, bicycles and pedestrians. New residential developments should be consistent with the Future Multimodal Transportation Network in the Transportation Master Plan. Cul-de-sac construction requires the approval of the City Engineer.

Policy TR-1.5
All new developments must be required to provide vehicle, bicycle, and pedestrian connections with adjacent existing or future residential developments. Develop connectivity policies and requirements and ensure consistency with legal nexus parameters.

GOAL 2
Streets must be constructed to improve the function, safety, and appearance of the citywide street system.

Policy TR-2.1
Require all streets constructed or reconstructed within the City to meet the City's Engineering Design Standards and comply with the City's Complete Streets Policy (SMC 12.02). Roads must be designed to maintain the identified multimodal level of service standards and in accordance with the transportation networks identified in the 2025 Transportation Master Plan Update, included as an Appendix to this Comprehensive Plan.

Policy TR-2.2
Require development projects mitigate traffic impacts through the construction of improvements, financial contribution in lieu of such construction, payment of impact fees imposed under RCW 82.02, implementation of transportation demand strategies, transit services, or any other method that is acceptable to the City and that will result in actual mitigation for the impacts of the development.

Policy TR-2.3
Manage a street preservation program to keep the City's streets in conditions that are cost-effective to maintain and functional to travel.

Policy TR-2.4
Design roads within the freight mobility network to accommodate truck standards. Discourage truck travel outside of the freight mobility network to minimize truck intrusion in the downtown core and within residential neighborhoods.

Policy TR-2.5
Encourage on-site infiltration of stormwater through rain gardens or other assets that contribute to groundwater recharge and decrease runoff in street improvements where soils allow.

Policy TR-2.6
Encourage the use of drought-tolerant, climate-adapted trees and landscaping within public rights-of-way, where feasible, to conserve water, enhance streetscapes, support urban tree canopy, and reduce long-term maintenance needs.

5.2.2 Level of Service and Concurrency

Transportation level-of-service standards and concurrency are key requirements of the GMA Washington Growth Management Act. By policy and regulation, the City of Sequim is

required to ensure that transportation facilities needed to serve growth are in place when development occurs, or within six years of the completion of the development.

Vehicle Level of Service (LOS)	
A:	Free-flow conditions
B:	Stable operating conditions
C:	Stable operating conditions, but individual motorists are affected by the interaction with other motorists
D:	High density of motorists, but stable flow
E:	Near-capacity operations, with speeds reduced to a low but uniform speed
F:	Over capacity, with delays

Level of Service (LOS) is the quantitative measure of traffic operational conditions. Intersection LOS is based upon the delay experienced by a vehicle when passing through an intersection. LOS thresholds vary by type of intersection control (signal, stop sign or roundabout). For transportation facilities planning, the LOS measure for each facility type provides direction as to what, how much, where and when transportation improvements may be needed.

Concurrency is one of the goals of the GMA and refers to the timely provision of transportation facilities relative to the demand for them. The GMA requires transportation improvements or strategies to accommodate development impacts need to be made "concurrent with development" and is further defined by the GMA to mean any needed "improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within six years" (RCW 36.70A.070(6)(b)). Local governments have flexibility regarding how to apply concurrency; the City of Sequim has adopted a concurrency ordinance codified in SMC 20.10.

GOAL TR-3
Maintain the adopted level of service for the City's transportation system that mitigates the impacts of new growth and is adequate to serve adjoining land uses.

Policy TR-3.1
Develop a transportation system that achieves the following level of service (LOS) standards:

- Vehicular LOS: all City streets and intersections, except for Washington Street, are developed and maintained to provide a minimum of LOS D. Washington Street has a LOS F standard within downtown (5th to Brown) and must maintain a minimum of LOS E outside of downtown.
- Pedestrian LOS: all Pedestrian Priority Routes have facilities which provide a Pedestrian Level of Traffic Stress (PLTS) 1 or 2, and PLTS 1 is established for the Olympic Discovery Trail.
- Bicycle LOS: all roadways or routes in the Bicycle Network have facilities which provide Bicycle Level of Traffic Stress (BLTS) 1 or 2, and BLTS 1 is established for the Olympic Discovery Trail.

Policy TR-3.2
Ensure the ongoing preservation of the multimodal level of service standards through annual updates to the City's Six-Year Transportation Improvement Program.

Policy TR-3.3

Develop and maintain a system for monitoring transportation concurrency and LOS of all city-owned transportation facilities to ensure the appropriate and adequate performance of the City's transportation system, consistent with the LOS standards identified in Policy TR-3.1.

GOAL TR-4
Administer a concurrency ordinance to ensure a consistent level of service on City-owned streets, and as mandated by the Growth Management Act (GMA).

Policy TR-4.1
Administer a concurrency ordinance which prohibits development approval if the development causes the level of service on a City-owned transportation facility to decline below the adopted Level of Service standards of Policy TR-3.1, unless transportation improvements or strategies to accommodate the impacts of the development are made concurrent with the development.

5.2.3 Transportation Safety

Transportation safety is a fundamental component of Sequim's transportation system and community quality of life. A safe transportation network supports mobility, accessibility, and reliability while reducing the risk of crashes and conflicts among users.

GOAL TR-5
Provide a safe, efficient, and reliable transportation system.

Policy TR-5.1
Ensure high safety standards for all roadway users, including motorists, pedestrians, bicyclists and people rolling by implementing safety improvements and recommendations identified in the City's Comprehensive Safety Action Plan (CSAP) and/or Local Roadway Safety Plan (LRSP). The recommendations in these plans must be updated on a regular basis to reevaluate safety needs and maintain consistency with safety funding programs.

Policy TR-5.2
Develop a Neighborhood Traffic Calming Policy which recognizes and balances the competing needs of mobility and safety in residential neighborhoods. Identify criteria that would trigger a need for traffic calming measures and an identified process for how citizens may submit a request to the City for traffic calming technique consideration.

5.2.4 Land Use and Transportation Planning

The Comprehensive Plan strengthens the integration of land use and transportation planning, by emphasizing the connection between the City's transportation system and the City's land use vision. Neighborhood connectivity, improvement of existing streets to City standards, and protection of surface water quality are priorities in the land use planning process.

The City's Transportation Master Plan is a plan that implements the Transportation Chapter policies and is included as an Appendix B to the Comprehensive Plan. The Transportation Plan addresses the City's transportation network, evaluates current transportation characteristics and forecasts how these characteristics are expected to change in the future based on Sequim's allocated growth. Based upon the City's 2045 population, housing, and

employment growth forecasts, as well as the City's land use plan, the Transportation Master Plan includes a traffic forecasting model, which identifies the future travel demand. Using this model, an increase in travel demand was assigned to the City's road network to identify future conditions and evaluate future capacity needs. Based upon the model, the Transportation Master Plan identified projects needed by 2045, which serve as the basis of the transportation section of the Comprehensive Plan's Capital Facilities Plan.

GOAL TR-6
Coordinate land use and transportation planning to manage growth.

Policy TR-6.1
Improve connectivity of the City's neighborhoods and commercial areas by planning an integrated system of public streets, sidewalks, paths, and bikeways that supports a balanced and accessible transportation facilities to services, healthcare, parks, shopping, and residential.

Policy TR-6.2
Acquire needed rights-of-ways based on Sequim's Street Engineering standards and the City's Comprehensive Plan Transportation Maps during development proposal review and approval. However, right-of-way acquisition by the City through a public project (or public/private combination) may be necessary to ensure adequate level of service is maintained and needed improvements are completed during the required time frame.

Policy TR-6.3
Establish transportation needs and requirements of proposed development projects early in the permit review process.

Policy TR-6.4
Ensure environmental protection, water quality, and other applicable environmental standards, through best management practices during the design, construction, and operation of the City's transportation system.

Policy TR-6.5
Maintain and regularly update the City's Transportation Master Plan. This plan is the guide for implementing and funding strategy for the City's transportation programs, projects and services.

5.2.5 Transportation Funding

As additional demands are placed on the transportation system, funding should be allocated to finance needed improvements. Transportation improvements should be paid by those who benefit from them - in proportion to the level of use or benefit derived. Thus, since the system serves multiple uses, it has multiple funding sources: existing businesses and residents (the city's general fund, transportation benefit district); pass-through users (gas and motor vehicle taxes); and new development (impact fees).

To ensure that funding and improvement keep pace with needs and meet system requirements, the City has a 6-year Transportation Improvement Program (TIP), identifying system needs and cost estimates. The TIP is updated every year, with new transportation cost

estimates, available revenues, and outside funding sources (grants and loans) are reassessed. In addition, new transportation needs are prioritized, identifying any high-priority system needs.

GOAL TR-7
Design a transportation funding plan that is equitable, efficient, sustainable, reliable, and has a variety of funding source options.

Policy TR-7.1
Prioritize project funding according to the priorities of the Capital Facilities Element and the Six-Year Transportation Improvement Plan (TIP).

Policy TR-7.2
Develop a schedule of funding mechanisms to ensure new development contributes its fair share to the financing of needed transportation improvements and expansions consistent with the Transportation Master Plan and concurrency requirements of this Comprehensive Plan.

Policy TR-7.3
If a funding shortfall occurs as a result of change in revenue assumptions used to identify funding for programmed capital improvements, the City will:

- Identify alternative sources of funding for needed improvements;
- Revise its LOS standards to match available revenues;
- Reassess the Comprehensive Plan and revise it as appropriate to achieve a balance between land use, revenues, and level of services.

Policy TR-7.4
Manage the Transportation Benefit District (SMC 2.70) to fund local road improvement, preservation and non-motorized/active transportation projects.

Policy TR-7.5
Pursue a variety of federal, state, regional, and local funding sources to ensure a stable and equitable transportation system.

5.2.6 Regional Coordination

All jurisdictions within Clallam County coordinate on shared transportation systems and agree to abide by shared policies called Countywide Planning Policies (CPPs). The Clallam CPPs emphasize the development of efficient, multimodal transportation systems that align with regional priorities and are coordinated with the comprehensive plan.

GOAL TR-8
Coordinate with regional transportation entities to ensure maximum connectivity and interoperability of transportation systems in the region.

Policy TR-8.1
Coordinate transportation system operations, planning and project implementation Clallam County, Jefferson County, the Peninsula Regional Transportation Planning Organization (PRTPO) and the Washington State Department of Transportation (WSDOT).

Policy TR-8.2
Coordinate with Clallam Transit and Jefferson Transit relative to the planning and operation of public transit services and facilities within the City.

Policy TR-8.3
Coordinate with WSDOT and Clallam County to provide convenient linkages between existing and planned regional paths and trails.

Policy TR-8.4
Encourage WSDOT to anticipate needs for future on/off-ramps and interchanges where applicable within city limits, especially at the US-101 bypass interchange with Simdars Road and Washington Street.

Policy TR-8.5
Encourage and support the provision of regional express transportation services that provide connections to airports and ferry terminals.

5.2.7 Multi-Modal Transportation

Sequim is committed to building a safe, accessible, and connected transportation network that supports walking, bicycling and rolling as real alternatives to driving. Policies guide new developments to align with planned pedestrian and bicycle routes, ensure ADA access, and support shorter, safer connections across the City. The City has identified level of service standards for multi-modal alternatives in Policy TR-3.1.

GOAL TR-9
Promote the development of safe and convenient active transportation (pedestrian, bicycle, and mobility scooter) user networks that encourage access to and from residential neighborhoods, parks, schools, civic buildings, commercial and employment areas, and economic opportunity areas.

Policy TR-9.1
Require all future development and improvement to be consistent with the Functional Classification System, Bicycle Network, Pedestrian and Mobility Scooter Priority Routes, as well as ADA requirements.

Policy TR-9.2
Obtain and preserve public rights-of-way or easements from developers to provide for a highly connected transportation network, as well as for the implementation of the Bicycle Network and Pedestrian and Mobility Scooter Priority Routes.

Policy TR-9.3
To mitigate effects of development on local transportation infrastructure, require new developments to assist in the funding of transportation system improvements and/or changes to traffic patterns to accommodate safe, multimodal access into and around the development, when meeting legal nexus parameters.

Policy TR-9.4
Support and promote bikeshare programs.

Policy TR-9.5
Develop and maintain active transportation facilities that support walking, bicycling and rolling as alternatives to motor vehicle travel.

Policy TR-9.6
Leverage the Olympic Discovery Trail (ODT) for multimodal, intracity travel in a way that supports the transportation system, tourism, and local commerce.

Policy TR-9.7
Encourage development in proximity to the ODT to provide bicycle amenities.

Policy TR-9.8
Coordinate with the City's Parks Department to establish preferred locations for nodes along the ODT with amenities, such as water bottle filling stations, benches, shade trees, bathrooms, bike tools.

Policy TR-9.9
Identify a preferred alternative to connect ODT from North Sequim Avenue to Blake Avenue via a multi-use path.

Policy TR-9.10
Pursue temporary, short term, and non-capital facilities projects that can quickly and efficiently work towards a complete multi-modal network.

5.2.8 Public Transportation

Public transportation provides an increasingly important alternative to single-occupancy vehicles. A strong transit system will focus on serving the needs of local and regional residents, employees, and businesses.

GOAL TR-10
Facilitate the creation of a public transportation system that provides an alternative to vehicle travel and reduces single-driver trips.

Policy TR-10.1
Support the provision of alternative transit services, such as express taxi service or Interlink (dial-a-ride) service, which may be well-suited to the unique needs of Sequim's older demographic.

Policy TR-10.2
Encourage increased public transportation options within Sequim. Coordinate with Clallam Transit to identify opportunities and implement services that increase transit capacity, provide shuttle service or allow for on-demand transit options throughout the City.

Policy TR-10.3
In coordination with Clallam Transit, incorporate transit-supportive infrastructure, such as bus turnouts, transit signage, and bus stop improvements, when warranted by the adjacent land use and densities.

4.2.9 Accessibility and Equity

The City's transportation network also addresses the needs of vulnerable communities such as children, older adults, people of color, low-income populations, people with mobility challenges, and those without access to a personal vehicle. The federal Americans with Disabilities Act promotes access to the transportation system by removing barriers, creating access ramps at intersections and other key locations, facilitating the use of transit, and providing appropriate pavement marking and signalization.

GOAL TR-11
Transportation improvements within the City must promote transportation equity through services and infrastructure improvements.

Policy TR-11.1
Build an accessible transportation system focused on intermodal connectivity and removal of barriers to personal physical mobility.

Policy TR-11.2
Maintain an ADA Transition plan, which will identify non-compliant facilities and barriers in the public right of way such as curb ramps, sloped curbs, crosswalks, pedestrian push buttons, and driveways. The plan will prioritize locations and develop an implementation strategy.

Policy TR-11.3
Promote programs and projects that expand bicycle and pedestrian facilities and access to transit for historically underserved areas and neighborhoods.

GOAL TR-12
Minimize the negative impacts of the transportation system on ecological, environmental, civic, and human health.

Policy TR-12.1
Ensure that minority populations and people with low income do not incur disproportionately adverse health effects or environmental degradation from transportation programs and projects.

Policy TR-12.2
Encourage public input and engagement on transportation projects. Implement measures to solicit feedback from a diverse range of populations, including minorities and vulnerable populations.

5.2.10 Transportation and Air Quality

The City's transportation system needs to be designed to contribute to a sustainable community that supports land use and environmental policies, as well as the State's Climate Commitment Act's goal to reduce greenhouse gases that contribute to climate change.

GOAL TR-13
Strive to protect air quality, reduce pollution, and support reduction of vehicle miles traveled.

Policy TR-13.1
Observe and support state clean air acts and follow the requirements of Chapter 173-420 Washington Administrative Code (WAC) "Conformity of Transportation Activities to Air Quality Implementation Plan."

Policy TR-13.2
Support and coordinate with federal, state and regional actions to facilitate the transition towards alternative fuels, electric engines, and other technologies that contribute towards emissions reductions.

Policy TR-13.3
Reduce pollution and greenhouse gases by encouraging alternatives to the single-occupancy vehicle, including walking, bicycling and rolling (active transportation), telecommuting/teleworking, van rideshare, and transit, which results in the reduction of vehicle miles traveled.

Policy TR-13.4
Encourage installation of Electric Vehicle (EV) charging stations on privately owned property and explore options for the development of charging facilities on publicly owned property.

5.2.11 Parking

As Sequim continues to grow, managing parking effectively is key to maintaining a vibrant, accessible, and pedestrian-friendly urban environment.

GOAL TR-14
Balance the demand for parking with the availability of on-street and off-street parking facilities to support an attractive urban form and ensure the needs of businesses, drivers and pedestrians are all equally met.

Policy TR-14.1
Continue to develop and enforce guidelines for on-street and off-street parking facilities as specified in the Development Code.

Policy TR-14.2
Update the City's study of residential and commercial/retail parking supply adequacy periodically and update parking requirements as necessary.

Policy TR-14.3
Encourage shared parking agreements in the Downtown Core to ensure that parking is not oversupplied and that the Downtown Core remains a pedestrian-friendly zone.

Policy TR-14.4
Provide convenient, safe, and accessible public parking for vehicles and recreational vehicles close to the Downtown Core.

Policy TR-14.5
Develop special event specific parking and circulation management plans for recurring events that affect public streets, public parking and/or emergency access.

CHAPTER 6 CAPITAL FACILITIES AND UTILITIES

6.1 Capital Facilities Plan Context

Successfully planning for the development of major capital facilities, such as water, sewer, public safety, roads, and park systems, is extremely challenging and requires a disciplined and comprehensive process. That process is traditionally accommodated through the development and implementation of the City's functional plans. The City's Water System Comprehensive Plan and General Sewer Comprehensive Plan are examples of such functional plans, as is the City's Transportation Master Plan and Parks and Open Space Plan. Together, these inform the Sequim's Capital Facilities Plan (CFP), found in Appendix B of this plan, which assesses the capital needs of facilities and utility infrastructure of the City, and the cost of improvements.

Developing the CFP provides the opportunity for a detailed, professional assessment of background information, current and future needs, and alternative strategies for meeting those needs. This chapter acts as a policy reference to the CFP, the various functional plans, and capital improvement and investment programs.

Sequim owns and manages a number of capital facilities, including its roads, parks, water and sewer lines, and administrative buildings. In addition to facilities owned and managed by the City, there are a number of publicly owned capital facilities managed by other entities that provide for some of Sequim's public capital facility needs. These include but are not limited to, public utility district facilities, schools, libraries, fire protection, public transit and park-and-ride facilities.

Planning decisions made regarding these facilities are made by the responsible governing bodies. These decisions include the construction of new facilities, improvements to existing facilities, the levels of service provided by those facilities, and the sources of revenue and financing for needed facilities. Such decisions also recognize the evolving and adaptive role of technology in the provision of capital facilities.

Even though Sequim doesn't manage all capital facilities in the city, the City does have a significant influence on capital facilities planning and development by its authority to regulate land uses and the requirement to adopt a comprehensive plan. In addition, the Growth Management Act (GMA) requires Sequim to demonstrate that all capital facilities serving the city have been considered, and that planning is done in a coordinated and comprehensive fashion.

Sequim faces several challenges in continuing to achieve the community's desired land use vision and accommodating the growth expected over the next twenty years. These include:

- Accommodating Sequim's share of population, employment, and housing growth, which will partially be located in large areas of vacant land where public utilities do not currently exist. The timing and who pays for the infrastructure improvements will most likely be developer and market driven.
- Improving and maintaining existing aging infrastructure with limited funds.
- Ensuring adequate local funding for the various capital facilities' needs.

6.2 Capital Facilities Goals and Policies

6.2.1 Citywide Service

Sequim provides a full array of urban services to accommodate the City's existing population, jobs, and visitors, and must ensure it has sufficient capacity to accommodate its anticipated growth. The City's capital facilities implement the future Land Use Map (Figure LU-1), improve efficient use of urban land, reduce service delivery costs, and implement the Urban Growth Goal of GMA by encouraging development in urban areas where adequate public facilities and services exist or can be provided efficiently.

GOAL CF-1
Protect the public health, safety, and welfare of residents while enhancing the quality of life in Sequim through the planned and proactive provision of public facilities.

Policy CF-1.1
When planning, developing, and administering the City's capital improvement program, the City Council must give priority consideration as follows:

1. Protect public health and safety;
2. Support the continued provision of existing City services consistent with the expectations of the community, as expressed in the City's adopted Level of Service (LOS) standards;
3. Provide infrastructure to support the vision of Sequim's future as articulated in the Comprehensive Plan;
4. Maintain, rehabilitate, or replace the City's facilities and infrastructure as necessary to extend the useful life of existing facilities and ensure continued efficiency and conservation of energy and resources; and
5. Provide facilities which meet the special needs of the community, such as those supported by voter-approved bonds.

Policy CF-1.2:
Coordinate with healthcare providers, public-health agencies, emergency medical-service providers, Tribal healthcare providers, and regional partners to support healthcare and medical-service access needs associated with population growth, demographic change, emergency preparedness, and climate-related hazards.

6.2.2 Level of Service Standards

Level of Service is the standard adopted by the City of Sequim to measure the adequacy of services being provided. For capital facilities planning, the LOS measure for each facility type provides direction as to what, how much, where, and when new capital facilities are, or may be, needed.
Once an LOS has been established, the performance of a capital facility can be measured. A capital facility operating at or above the established LOS indicates no need for improvements or new facilities. A facility operating below the established LOS is an indication that there may be a need for improvements, new facilities, or evaluation of the LOS. However, if funding is not available to bring the service back to the established level, then the LOS is re-examined to determine if it is appropriate.

GOAL CF-2

Establish capital facility level-of-service (LOS) standards in order to determine long-term capital facility and funding requirements.

Policy CF-2.1
Level of service standards are established for the following types of facilities:

- **Water system:** A flow volume that meets instantaneous peak demand together with projected fire flows, and sufficient storage volumes to comply with Washington State Department of Health regulatory requirements.
- **Sewer system:** A conveyance system which allows collection of peak wastewater discharge plus infiltration and inflow.
- **Stormwater:** Manage stormwater to ensure compliance with applicable federal, state and local requirements.
- **Parks and recreational facilities** per most recently adopted Parks and Open Space (POS) Plan.
- **Transportation:** The Transportation LOS is identified in Transportation Policy TR-3.1.

6.2.3 Ensuring Adequate Capital Facilities

One of the more challenging aspects in managing growth is ensuring that needed public facilities are available when growth occurs. The ultimate full development of the Future Land Use Plan is contingent on the development of needed infrastructure in a timely and orderly fashion.

The GMA requires that public facilities and services be adequate to serve new development upon occupancy and use, without decreasing current service levels to the rest of the community below locally established standards. This concept is generally known as concurrency, also called adequate public facilities. Concurrency requires: (1) facilities to serve the development to be in place at the time of development (or for some types of facilities, that a financial commitment is made to provide the facilities within a specified period of time); and (2) such facilities have sufficient capacity to serve development without decreasing levels of service below minimum standards adopted in the CFP.

The GMA requires concurrency for transportation facilities. GMA requires all other public facilities to be "adequate" (see RCW 19.27.097, 36.70A.020, 36.70A.030, and 58.17.110).

The CFP and the City's functional plans evaluate the needs of the City's capital facilities in their ability to provide adequate capacity for existing and anticipated population growth. The list of projects identified in the CFP and six-year CIP, when implemented, ensure that the City's capital facilities remain adequate for the adopted levels of service.

GOAL CF-3
Provide adequate public facilities by constructing needed capital improvements that: 1) repair or replace obsolete or worn-out degraded facilities; 2) eliminate existing deficiencies; and 3) meet needs of future development, in a time frame that is consistent with the requirements of the Growth Management Act and is in concert with the City's annual budget cycle.

Policy CF-3.1

The City must ensure that there is adequate long-term capacity for its water wastewater and stormwater needs:

1. Water: The City must ensure there is sufficient instantaneous water demand and fire flow to support the 20-year utility needs for the water utility. This realistically results in the need to increase water utility rates periodically to ensure the utility is able to finance its necessary capital improvements.
2. Sanitary Sewer: The City must ensure there is sufficient financial capacity to support the 20-year utility needs for sewer utility and stormwater management. This realistically results in the need to increase sewer utility rates periodically to ensure the utility is able to finance its necessary capital improvements.
3. Stormwater: The City must ensure there is sufficient financial capacity to support the 20-year capital improvement needs for stormwater management. This may result in the need to evaluate the current financial strategy funding stormwater management activities and infrastructure and result in a recommendation to implement a standalone stormwater utility.

Policy CF-3.2
The City must provide, or require others to provide, the capital improvements listed in the schedule of capital improvements in the Capital Facilities Plan. The capital improvements identified on the 6-year CIP may be modified as follows:

- The identified capital improvements are updated in conjunction with the budget process;
- Pursuant to GMA, the identified capital improvements may be amended during any calendar year with annual comprehensive plan amendments or the budget process;
- The schedule of the capital improvement may be adjusted by ordinance not deemed to be an amendment to the Plan for corrections, updates, and modifications concerning costs or revenue sources; acceptance facilities pursuant to dedications that are consistent with the plan; or the date of construction (so long as it is completed within the 6-year period) of any facility identified as a capital improvement.

Policy CF-3.3
Impacts of development on public utilities occur at the same time as occupancy of development authorized by a final development permit. Verification of adequate public utilities will be required at the time of a building permit.

6.2.4 Capital Facilities Plan

The City's Capital Facilities Plan (CFP) is the City's long-term financing and implementation plan, in which needed capital improvements to the City's public facilities and infrastructure are identified. The objective of the CFP is to identify capital facility needs and funding mechanisms to finance the construction, reconstruction, and acquisition of needed assets because of growth, aging facilities, changing needs, and Sequim's desire to improve the city's capital investments.

The City will ensure that the CFP list of capital improvements is implemented.

The identified capital improvement projects are listed as a 20-year list of projects, with a 6-year Capital Improvement Program (CIP) serving as short-term budgetary priority for implementing the CFP.

It is the intent of the City to continually manage the CFPs 2045 project list and 6-year CIP to ensure its relevancy and update as necessary during the City's annual comprehensive plan amendment process. As the City completes projects on its 6-year CIP, new projects from the 2045 project list will then move onto the 6-year CIP.

There are numerous revenue sources to fund the capital improvement projects identified. Revenues can come from various sources, including local taxes, utility rates, state revenues, bond issues, and state and federal grants.

GOAL CF-4
Develop a funding strategy and financing plan to meet the City's capital facility programmatic needs identified in the City's Capital Facilities Plan.

Policy CF-4.1
The City must develop a multi-year financing plan based on the City's capital facility needs identified in the City's Comprehensive Plan Capital Facilities Plan.

Policy CF-4.2
Adopt the City's Six-Year Capital Improvement Program (CIP) as the short-term budgetary process for implementing the long-term Capital Facilities Plan (CFP). Ensure that project priorities, funding allocations, and financing strategies incorporated in the CIP are consistent with the long-term CFP. The capital facility improvements included in the City's annual budget must be consistent with the Six-Year CIP.

Policy CF-4.3
Utilize every possible funding source to finance capital improvements. Funding sources available to the City include: local taxes, monthly user fees, state revenues, county revenues, general obligation and revenue bonds, state loan programs, sale or lease of City-owned property, state and federal grants, impact and general facility fees, local improvement districts or other special assessments, and donations.

Policy CF-4.4
If a funding shortfall occurs as a result of a change in revenue assumptions used to identify funding for programmed capital improvements, the City will:

- Identify alternative sources of funding for needed improvements;
- May revise its LOS standards to match available revenues; and
- Reassess and revise the Comprehensive Plan and Capital Facilities Plan as appropriate to achieve a balance between land use, revenues, and level of service.

GOAL CF-5
Provide needed public facilities that are within the ability of the City to fund, or within the City's authority to require others to fund the facilities.

Policy CF-5.1

Existing development must pay for the capital improvements that reduce or eliminate existing deficiencies, some or all of the replacement of obsolete or degraded facilities and may pay a portion of the cost of capital improvements needed by future development. The payment for these improvements may take the form of monthly user fees, charges for services, special assessments and/or taxes.

Policy CF-5.2
Future development pays its fair share of the capital improvements needed to address the impact of its development. Future development's payment of its fair share of capital improvements may take the form of, but are not limited to, voluntary contributions, impact and connection fees, dedication of land, provision of public facilities, future payment of user fees, charges for services, special assessments and taxes. Upon completion of payment of its fair share of capital improvements, "future" development becomes "existing" development and contributes to paying the costs of the replacement of obsolete or degraded facilities as described in Policy CF-5.1 above.

Policy CF-5.3
All development permits issued by the City that require capital improvements by sources of revenue that have not been approved or implemented (such as future debt requiring referendum) must be conditioned on the approval or implementation of the indicated revenue sources, the payment of necessary funds by private parties, or the substitution of a comparable amount of revenue from existing sources.

Policy CF-5.4
Follow the principle that growth must pay for the growth-related portion of capital facilities. The City will administer an impact fee system under the authority of GMA that will:

- Impose fees only for system improvements that are reasonably related to growth;
- Structure the impact fee system so that impact fees do not exceed the proportionate share of the costs of system improvements attributable to growth, and are reasonably related to the new development;
- Balance impact fee revenues with other public revenue sources in order to finance system improvements that serve new development;
- Use fee proceeds for system improvements that will reasonably benefit the new development;
- Prohibit the use of fee proceeds for correcting existing capital facility deficiencies; and
- Pool fees as appropriate to more efficiently fund capital facilities resulting from new growth.

Policy CF-5.5
Require non-City entities that propose to have the City of Sequim impose impact fees for them to prepare Capital Facility Plans that include:

- Plans for capital improvements and construction over a 20-year horizon;
- A demonstration of how facility and service needs are determined;
- An annually updated six-year (or longer) finance plan that demonstrates how capital needs are anticipated to be funded; and
- Population projections consistent with those used in developing the City's Comprehensive Plan.

6.2.5 Functional Plans

Successfully planning for the development of major capital facilities, such as water, sewer, storm water, roads, and park systems, requires a disciplined and comprehensive process. That process is accommodated through the development of functional plans. The City's Water System Plan, General Sewer Plan, Transportation Master Plan, and Parks and Open Space Plan are examples of such functional plans.

GOAL CF-6
Develop and regularly update functional plans and comprehensively assess capital facility needs and strategies for addressing such needs.

Policy CF-6.1
Use functional plans to guide the development of the City's capital priorities and investment decisions in the following functional areas:

- Water utility system;
- Sanitary Sewer utility system;
- Storm water and surface water management;
- Parks and open space;
- Transportation; and
- Other functional areas as identified.

Policy CF-6.2
Include in the functional plans the following features necessary for maintaining an accurate account of long-term capital facility needs and associated costs to the City, and consistency with the Comprehensive Plan.

- A description of the current capital facility infrastructure and the cost of its operation and maintenance;
- A description of current capital facility deficiencies and appropriate funding strategies to remedy these deficiencies;
- An analysis of capital facilities needed through the appropriate planning period;
- An analysis specifying how capital facilities will be financed and maintained; and
- An analysis and recommendations to prioritize projects in the City's Six-Year Capital Improvement Program.

Policy CF-6.3
Functional plans must identify conceptual alignments for necessary new capital facilities, such as roadways and utility corridors, and must be based upon the best available technical analysis at the time. Actual construction of the capital facility alignments will be based upon topography, technical final engineering design, and property owner willingness.

Policy CF-6.4
Functional plans must be updated at least every five to ten years to ensure:

- Response to changing infrastructure needs in both developed and developing areas of Sequim;
- Ensure that the functional plans are consistent with the Comprehensive Plan, including compliance with the Land Use Chapter; and
- Comply with State law.

Policy CF-6.5
Require that new functional plans and updates to existing functional plans conform to the following review process:

- Administratively review updates that are consistent with and do not impede the implementation of the Comprehensive Plan; and
- Use the Comprehensive Plan amendment review process to consider new functional plans or updates for:
    - A functional plan section that responds to Growth Management Act requirements;
    - Facilities that are insufficient and therefore identify improvements necessary to serve planned growth identified in the Comprehensive Plan; or
    - New or revised policies that are to be inserted into the Comprehensive Plan.

6.2.6 Siting of Essential Public Facilities

The GMA requires the Comprehensive Plans to include a process for identifying and siting Essential Public Facilities (EPF). According to the GMA, no local comprehensive plan may preclude the siting of essential public facilities.

The GMA (36.70A.200 RCW) defines EPFs as those "that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, State and local correctional facilities, solid waste handling facilities, opioid treatment programs including both mobile and fixed-site medication units, recovery residences, harm reduction programs excluding safe injection sites, and in-patient facilities including substance use disorder treatment facilities, mental health facilities, group homes, community facilities as defined in RCW 72.05.020, and secure community transition facilities as defined in RCW 71.09.020."

GOAL CF-7
Siting essential public facilities of a state, regional, or local nature must be consistent with applicable land use policies and regulations.

Policy CF-7.1
The Comprehensive Plan and development regulations must not preclude the siting of Essential Public Facilities. The City zoning ordinance must identify the process for siting a local essential public facility.

6.3 Utilities Chapter Context

The Growth Management Act (GMA) requires the City to include a Utilities Chapter within its Comprehensive Plan consisting of the general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to, electrical lines, telecommunication lines, and natural gas lines (RCW 36.70A.070(4)).

The Utilities Chapter contains the goals and policies necessary to and maps that guide the siting of utility service facilities in the city. The main purpose of this chapter is to ensure that utility services provided by both public and private purveyors will be supportive of the comprehensive plan and be available to support the growth and development anticipated

during the planning period. The goals and policies also address the quality, reliability, safety, and regulation of the services provided.

Like many cities, Sequim's utilities are provided by a combination of City-managed and non-city-managed providers. Depending on their service, these are variously state-regulated, federally licensed and/or municipally franchised providers.

6.4 Utilities Goals and Policies

6.4.1 City-Managed Utilities

City-managed utilities include sanitary sewer and water utilities. These utilities are enterprise operations that are self-supporting and separate from the City's General Fund. Detailed descriptions and assessments of City-managed utilities are included in Appendix B, Capital Facility Plan.

- The Sewer Utility operates, maintains, and extends the sewage collection system to respond to the needs of residents and commercial establishments. The collection system discharges into interceptors which transport the sewage to the City's Wastewater Treatment Plant.

- The Water Utility operates, maintains, and distributes water through mains constructed, operated, and maintained by the City to residential and commercial users.

GOAL UT-1
Provide the development and maintenance of all City-managed utilities at the appropriate levels of service to accommodate the City of Sequim's projected growth.

Policy UT-1.1
The City must adopt design and construction standards for all City-managed utilities. The City must review its utility construction standards periodically to ensure the City's standards remain contemporary and relevant to the changing needs of the City.

Policy UT-1.2
Require sewer and water connections for all new development and land use redevelopment, consistent with City construction standards.

Policy UT-1.3
Existing single-family homes with working septic systems and private wells may continue to utilize these facilities, provided there are no health or environmental problems.

Policy UT-1.4
All new water and sewer mains must be installed in public right-of-way, and the use of private easements for such locations must be minimized to the extent feasible.

Policy UT-1.5

Sewers intended to serve new development must be gravity unless topography or technical design reasons prevent obtaining gravity flow. In those specific cases where gravity flow cannot be achieved, lift stations may be considered by the City.

Policy UT-1.6
Provide a water supply that complies with all federal and Washington State Department of Health drinking water regulatory requirements and standards.

Policy UT-1.7
Provide for adequate design, construction, sampling, management, maintenance, and operation practices to supply safe and high-quality drinking water in a reliable manner with quality suitable for intended use, including for domestic usage, irrigation usage, and sufficient supply for emergencies and fire flow protection.

Policy UT-1.8
Develop and implement a proactive water use efficiency and conservation program, based upon the goals and recommendations set forth in the most current water system functional plan.

Policy UT-1.9
Ensure water quality by looping new water systems with existing systems to the extent feasible in order to enhance reliability, reduce dead spaces and strengthen system resilience.

Policy UT-1.10
Manage the stormwater system in Sequim to protect public safety, prevent public and private property damage, protect and work to enhance water quality, and provide for the safety and enjoyment of citizens, including the ongoing maintenance of stormwater facilities.

Policy UT-1.11
Implement programs, projects, and maintenance measures to ensure compliance with the applicable Washington State Department of Ecology NPDES permit requirements.

Policy UT-1.12
Promote the recycling of solid waste materials by providing opportunities for convenient recycling and by developing and distributing educational materials on recycling, composting, and other waste reduction methods.

Policy UT-1.13
Continue participating in Clallam County's solid waste management planning to ensure a regional approach to solid waste management.

6.4.2 Non City-Managed Utilities

The Washington Utilities and Transportation Commission (WUTC) has the authority from State law to regulate the services and define the costs that a utility can recover, to ensure that the utility acts prudently and responsibly.

Electrical Service

Electric utility service in the City of Sequim is provided by Clallam County Public Utility District No. 1 (Clallam PUD). Clallam PUD is a publicly owned, non-profit utility that serves the majority of Clallam County with electric power. The utility purchases wholesale electricity primarily from the Bonneville Power Administration (BPA), which generates power from federal hydroelectric dams on the Columbia River. This makes the electricity supplied to Sequim residents and businesses largely renewable, reliable, and relatively low in carbon emissions.

Clallam PUD owns and operates the local infrastructure needed to deliver electricity, including substations, distribution lines, poles, and meters. The utility is responsible for maintaining the electric grid within the city and responding to outages or system maintenance needs. Customers receive electric bills directly from Clallam PUD and can access services such as online billing, efficiency rebates, and outage reporting. As a public utility district, Clallam PUD is governed by an elected board of commissioners who oversee policies, rates, and service improvements in the interest of its customers.

Telecommunication Services

Telecommunication is the transmission of information in the form of electronic signals of sound, images and/or data by wire, radio, optical cable, electromagnetic, or other similar means. Telecommunications includes but are not limited to, telephone, personal wireless services, microwave, and cable, broadband, and fiber optic.

Telecommunications utilities are provided by private companies, and their infrastructure is located throughout the city and includes lines, poles, cables, antennas, towers, and system hubs. In most cases, these telecommunication services will use existing utility corridors, public rights-of-way, and City-owned properties other than rights-of-way, and will be able to provide services to all parts of the city. The telecommunications industry continues to change rapidly from fiber optics to digital technology.

Telephone: Telephone service in the City of Sequim is primarily provided by the incumbent local exchange carriers (ILEC), which offers both traditional landline service and Voice over Internet Protocol (VoIP) through DSL and fiber internet networks. The ILEC maintains the region's telephone infrastructure, including lines, switching equipment, and customer service operations.

In addition to the ILEC, residents and businesses can choose from a variety of other telecommunications providers offering phone services via internet-based systems (VoIP) or mobile networks. These providers use wired or wireless networks to deliver voice services, giving customers multiple options for home and business phone connectivity.

Personal Wireless: Personal wireless facility communication services use radio waves to transmit voice and/or data using the radio frequency spectrum. These services include, but are not limited to, commercial mobile services (e.g. cellular), unlicensed wireless services, and common carrier wireless exchange services. Personal wireless facility communication services use ground-based directional receivers (antennae) that may be located on freestanding poles and towers or on buildings and structures. Each antenna has ancillary power and radio equipment. Sequim recognizes that providing personal wireless facility

communication service involves adapting to changing technologies that may make current forms of receivers obsolete and removable.

Internet/Fiberoptics: Cable television and broadband services in the City of Sequim are primarily provided by regional cable and internet providers over a hybrid fiber-coaxial (HFC) network. This system uses fiber optic lines for high-capacity data transmission between central facilities and neighborhood nodes, with coaxial cables delivering the final connection to individual homes and businesses.

Residents and businesses can access a range of services, including high-speed internet, digital cable, and home phone service. Networks are maintained and upgraded to meet customer demand, though service availability may vary slightly by location. Additional broadband and streaming options may also be available through satellite, wireless, or smaller local providers serving the Olympic Peninsula.

Solid Waste

Solid waste collection service in the City of Sequim is provided by Waste Connections of Washington – Murrey's Disposal Company, a private waste management company contracted by the City. Waste Connections is the exclusive provider of solid waste collection and disposal services in the City, including curbside pickup of residential and commercial garbage, recycling, and yard waste within city limits.

Service is offered on a scheduled basis, with customers selecting from various cart sizes and pickup frequencies to suit their needs. In addition to regular collection, Olympic Disposal also provides bulky item pickup, special event services, and seasonal yard waste programs. The company operates under a franchise agreement with the City, ensuring that rates, service standards, and environmental compliance are maintained according to local and state regulations.

GOAL UT-2

Encourage the provision of non-City managed utilities, facilities, and services that meet the needs of the City and accommodate future population and economic growth.

Policy UT-2.1

Work with providers to appropriately site new utility facilities to maintain a reliable level of service and accommodate growth. Provide data and population projections to assist providers in their utility planning.

Policy UT-2.2

Ensure the City's Comprehensive Plan and development regulations are consistent with and does not impair the fulfillment of public service obligations imposed upon utility providers by federal and State law.

Policy UT-2.3

Ensure reasonable access to rights-of-way for all providers consistent with federal and State laws.

Policy UT-2.4

Ensure that utilities are provided consistent with applicable rules, regulations, and prudent utility practices.

GOAL UT-3
Locate utilities to minimize impacts on public health and safety, the surrounding development, the environment, and interference with other public facilities.

Policy UT-3.1
Place utility facilities along public rights-of-way and encourage underground distribution lines in accordance with City and State rules and regulations.

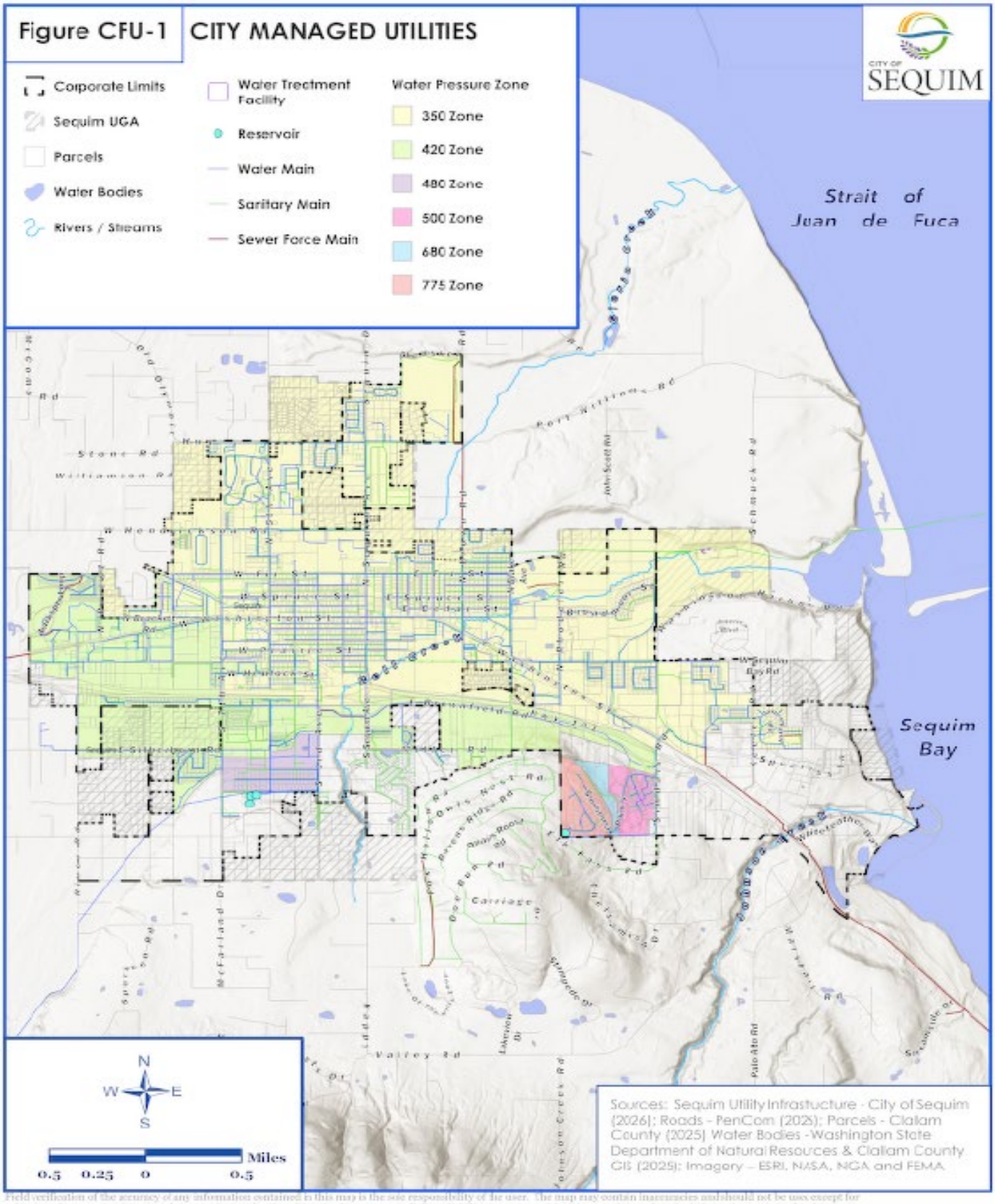
Policy UT-3.2
Coordinate the design and timing of installation and repair of utilities with street improvements whenever possible.

Policy UT-3.3
Protect the City's rights-of-way from unnecessary damage and interference and ensure restoration to pre-construction conditions or better.

Policy UT-3.4
Minimize visual impacts of personal wireless telecommunication facilities (excluding small wireless facilities) by establishing location priorities. Placement for new personal wireless telecommunication facilities must be in the following priority: 1) Attach on existing telecommunication facilities; 2) Attach antennas within rights-of-ways and on existing structures (power poles, buildings, water towers); 3) Non-residential zoning districts; 4) Residential zoning districts.

Policy UT-3.5
Wireless telecommunication facilities must be camouflaged by employing best available stealth technology. This may be accomplished by the use of compatible materials, location, color, and/or other strategies to achieve minimum visibility of the facility as viewed from public streets or residential properties.

Policy UT-3.6
Establish landscaping standards for plantings beneath utility lines to ensure species selection and placement maintain clearance and support reliable utility service.



Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions or decisions made based on the information contained in the map.

CHAPTER 7 PARKS AND OPEN SPACE

7.1 Plan Context

The City of Sequim's approach to parks and open space planning is guided by the 2022 Sequim Parks and Open Space Plan. This Plan serves as a blueprint for park and open space improvements, aiming to address current needs and anticipate future demands. It outlines strategies for enhancing existing parks, developing new recreational facilities, and preserving natural areas. This Chapter has been informed by the 2022 Parks and Open Space plan and has been augmented to ensure compliance with Growth Management Act (GMA) requirements for parks planning.

7.2 Goals and Policies

This Chapter is complementary to other chapters of the Comprehensive Plan, and many of the policies identified in this Chapter may be included or further refined in other chapters. This Chapter considers the following aspects of Parks and Open Space:

- Community Engagement and Communications.
- Parks and Open Spaces.
- Trails.
- Site Design and Operations.
- Administration and Management.

7.2.1 Community Engagement and Communications

The City is committed to working with residents, volunteers, and local organizations to plan, improve, and promote parks and programs. By supporting open communication and strong partnerships, Sequim aims to build a parks system that reflects community needs and encourages pride and participation.

GOAL POS-1
Encourage and support public involvement in park and recreation issues.

Policy POS-1.1
Involve residents and stakeholders in park and recreation facility planning and design and recreation program development to solicit community input, facilitate project understanding and engender public support.

Policy POS-1.2
Encourage and promote City-sponsored and coordinated volunteer park improvement and beautification projects from a variety of individuals, service clubs, school groups, churches, businesses and non-profit organizations.

Policy POS-1.3
Support the Parks, Arbor and Recreation Board as the forum for public discussion of parks and recreation issues.

Policy POS-1.4
Conduct periodic joint sessions when determined necessary between the Parks, Arbor and Recreation Board (PARB) and other standing City boards, such as the Planning Commission,

Arts Commission, and with the City Council to improve coordination and discuss policy matters of mutual interest pertaining to recreational resources, opportunities, and funding.

Policy POS-1.5
Continue to communicate park news, recreation programs, festivals, and events. Use a variety of methods and media to increase public awareness of local and citywide recreational opportunities.

Policy POS-1.6
Create and maintain a park and trail facilities map and coordinate with local trails and tourism organizations to distribute online and print materials.

Policy POS-1.7
Develop a coordinated sign program, with consistent branding and maps, which provides a user-friendly guide to the location of parks, trails, and park amenities.

7.2.2 Parks and Open Spaces

Sequim envisions a park and recreation system that inspires and connects people of all ages and abilities. By blending vibrant spaces for play, quiet places for reflection, and trails for recreation and mobility, the City is building a future where parks are at the heart of community life. Every new field, plaza, and open space will help create a healthier and more vibrant Sequim for generations to come.

GOAL POS- 2
Provide a diversity of park and recreation facilities and a balance of opportunities for both passive and active recreation and that meets the needs of different age groups, abilities, and interests.

Policy POS-2.1
Develop recreation facilities that provide sites for special events, sports tournaments and athletic events, which can be sources of tourism and an economic benefit to the City of Sequim.

Policy POS-2.2
Program, improve and maintain Sequim's community parks and trails to serve the greater Sequim- Dungeness Valley as a regional draw for recreation and park activities.

Policy POS-2.3
Explore options to upgrade and expand athletic fields and park amenities to provide extended year-round use.

Policy POS-2.4
As suitable land and funding become available, secure locations for new parks and open spaces, with a focus on underserved areas of the City.

Policy POS- 2.4A
Locate neighborhood parks within walking distance (1/2-mile) of existing and proposed neighborhoods with passive and informal active open space.

Policy POS-2.4B
Integrate small, special use parks and plazas that serve residents within a 1/4-mile radius and visitors to downtown into the City's urban fabric to meet specific open space needs, such as providing respite, play for children, and specialized activities for all ages.

Policy POS-2.5
Identify and prioritize lands for inclusion in the parks and open space system based on factors such as contribution to level of service, connectivity, preservation and scenic or recreational opportunities for residents.

Policy POS-2.6
Designate and retain wetlands, stream corridors, floodplains, and other critical areas that provide essential habitat for priority plant or wildlife species as passive open space, such as the Johnson and Bell Creek corridors, which can contribute to habitat connectivity and reduced fragmentation.

Policy POS-2.7
Acquire land for open spaces and trails through municipal, state and federal programs, such as stormwater management and wildlife/wetland protection.

Policy POS-2.8
Work with nonprofit groups (e.g., North Olympic Land Trust, Peninsula Trails Coalition), local tribes (e.g. Jamestown S'Klallam), agencies, utilities, and private landowners to secure conservation and trail easements and improve access to open space and trail connections

Policy POS-2.9
Partner with internal City departments and outside agencies to identify opportunities to coordinate and accommodate dual use of lands associated with parks, public utilities, green infrastructure, stormwater and active transportation projects.

7.2.3 Trails

Sequim's growing trail network opens the door to adventure, connection, and discovery. Whether on foot or by bike, these trails weave through parks, neighborhoods, and open spaces, making it easier for everyone to explore the community and the natural beauty that surrounds it. As a key regional asset, the Olympic Discovery Trail plays a vital role in this network, linking Sequim to neighboring communities and providing residents and visitors with scenic access to the broader Olympic Peninsula.

GOAL POS-3
Maintain and extend a well-connected system of trails and walkways to link park and recreation facilities and other community destinations.

Policy POS-3.1
Connect the community to nature and parks and open spaces through a system of regional and local trails and paths for walking and bicycling.

Policy POS-3.2
Continue to coordinate with Clallam County to support a connected trail network that provides continuous walking and biking access between parks and other key destinations.

Policy POS-3.3
Integrate the siting of proposed trail segments into the development review process; require development projects along designated trail routes to be designed to incorporate trail segments as part of the project.

Policy POS-3.4
Locate trails in areas that are important to preserve and connect as open spaces, such as wooded areas, drainage corridors, shorelines, scenic vistas, and others. Locate trails along drainage corridors, when possible, to do so without degrading the environmental functions and values of the area.

Policy POS-3.5
Provide trailhead accommodation, as appropriate, to include parking, wayfinding signage, restrooms and other amenities.

Policy POS-3.6
Provide connecting multi-modal access to key trailheads located just outside City limits in coordination with county transportation improvements.

7.2.4 Site Design and Operations

Maintaining an efficient park system ensures accessible, safe and sustainable public spaces for the Sequim community.

GOAL POS-4
Maintain and operate a modern, efficient park system that provides a high level of user comfort, safety and aesthetic quality, and protects capital investments.

Policy POS-4.1
Maintain all parks and facilities in a manner that keeps them in safe and attractive condition; repair or remove damaged components immediately upon identification. Track and monitor City maintenance costs of parks, trails, and open space facilities.

Policy POS-4.2
Design and maintain parks and facilities to offer universal accessibility for residents of all physical capabilities, skill levels and age as appropriate; in compliance with the Americans with Disabilities Act (ADA) Standards for Accessible Design.

Policy POS-4.3
Develop City-owned or maintained park sites based on master plans, management plans, or other adopted strategies to ensure parks reflect local needs, community input, recreational and conservation goals and available financial resources.

Policy POS-4.4

Design and maintain parks using sustainable, low-impact practices, including native vegetation and consistent materials, conserve water resources, support habitat, and minimize maintenance.

Policy POS-4.5
New parks and upgraded/renovated facilities should consider unique design traits that add to Sequim's sense of place while still meeting the standards for quality amenities and site furnishings that limit maintenance and operations costs.

Policy POS-4.6
Incorporate cultural resources in the design and development of new park and recreation facilities and provide interpretive opportunities where appropriate.

Policy POS-4.7
Encourage the incorporation of public art, interpretative features, and enhanced entry and directional signage in parks, trails, and other public spaces across the city. Collaborate with the Arts Commission as appropriate.

Policy POS-4.8
Limit the use of pesticides for vegetation management in public parks and open spaces as appropriate, encourage integrated pest-management practices, use of the least toxic effective methods where practicable, and environmentally sensitive application and maintenance practices.

Policy POS-4.9
Develop and utilize specific park master plans for existing and new parks to guide design and improvements, while allowing flexibility on final or ongoing placement and uses.

7.2.5 Administration and Management

To ensure the sustainability of the parks system, it is essential to allocate sufficient resources, secure funding through partnerships and grants, and explore innovative financing options.

GOAL POS-5
Responsibly plan and manage the City's physical, human, and financial resources to ensure the protection of park and recreation facilities as essential public assets.

Policy POS-5.1
Provide sufficient financial and staff resources to maintain the overall parks and recreation system to high standards.

Policy POS-5.2
Continue to allocate staff time and resources to programs and activities that can leverage existing resources (e.g. managing volunteer programs, and partnerships with local schools and organizations, and grant development and administration).

Policy POS-5.3
Update and adopt a six-year Capital Improvement Plan (CIP) every two years as part of the budget process to address current recreation interest and park system capital needs.

Policy POS-5.4
Periodically review and update the park impact fee rates and maintain a park impact fee system to help pay for improvements to accommodate growth.

Policy POS-5.5
Pursue alternative funding options and dedicated revenues for the acquisition and development of parks and facilities, such as private donations, sponsorships, partnerships, state and federal grant sources, among others.

Policy POS-5.6
Pursue and maintain public/private agreements to help offset operations and maintenance of park system facilities or the operational cost of providing recreational programs, where appropriate.

Policy POS-5.7
Continue to partner with public, private and non-profit providers, such as organized sports leagues, to plan for projects and expand specialized facilities.

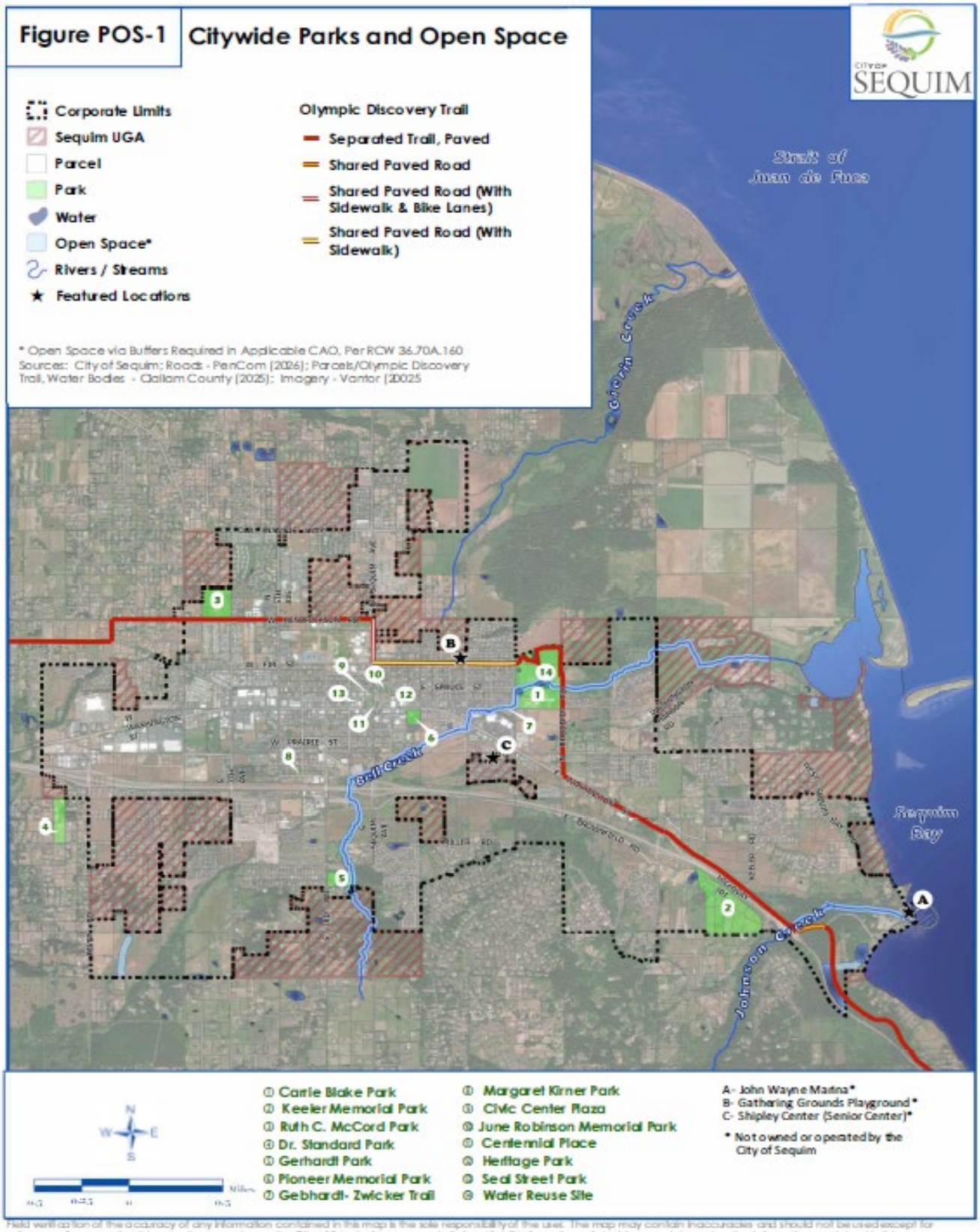
Policy POS-5.8
Explore options for ongoing subsidies to provide access to affordable recreation programs for disenfranchised youth through scholarships and other assistance programs.

Policy POS-5.9
Explore opportunities to replace open space requirements for residential developments with an in-lieu fee. If an in-lieu fee is decided, the funds should be designated for public parks, trails, shoreline access and open space acquisition and amenities.

Policy POS-5.10
Consider incentives in development standards to encourage developers to provide pocket parks, plazas, courtyards, raingardens and pedestrian connections.

Policy POS-5.11
Promote professional development opportunities that strengthen the core skills and engender greater commitment from Staff, Board members and key volunteers, to include trainings, materials and/or affiliation with the National Recreation & Park Association (NRPA) and the Washington Recreation & Park Association (WRPA).

Policy POS-5.12
Update the Parks, Open Space and Trails plan periodically to maintain alignment with State grant requirements and funding opportunities.



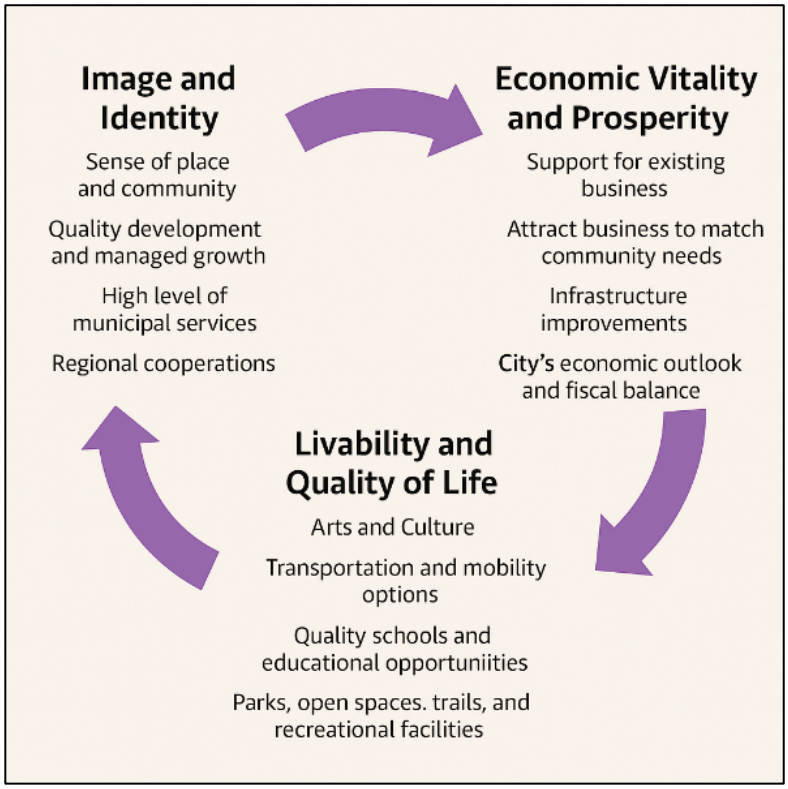
Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. This map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions or decisions made based on the information contained in this map.

CHAPTER 8 ECONOMIC DEVELOPMENT

8.1 Plan Context

Economic vitality is essential for achieving Sequim's vision of the future, strengthening the community through the expansion of its business sector, economic opportunities, and employment base. Economic development should balance economic growth, stability, environmental protection, efficient use of land, and preservation of Sequim's identity and character.

The Economic Development Chapter is built upon the understanding that the City's economy is intrinsically tied to its quality of life, as well as the identity it presents to others, whether they are visitors, shoppers, residents, developers, or employers.



To be successful in the future, Sequim needs to build on its strong sense of community, while also providing land availability and infrastructure to areas where companies can locate and provide family wage employment. The City recognizes that a healthy economy provides opportunities for diverse segments of the community. While the City can lead and participate in economic development and revitalization, it takes effective partnerships with the business community to be successful and retain a livable and economically viable community.

The Economic Development Chapter, therefore, provides a policy framework that identifies how the community can retain successful businesses while pursuing future economic development opportunities.

This chapter includes policies related to:

- Positive Business Climate
- Education and Workforce Development
- Planning and Infrastructure
- Economic Development Implementation
- Partnerships
- Livability and Economic Vitality
- Recreation and Tourism

8.2 Existing Conditions and Future Employment Forecast

8.2.1 Existing Conditions

Sequim enjoys a diverse economy anchored by key sectors such as healthcare, retail, hospitality, and education. Healthcare stands as the city's largest employment sector, with food service, retail trade and education services as other top employment sectors.

Exhibit ED-1 Employment in Sequim, 2012-2022

	2012	2022	Change	Share of Clallam County
Health Care and Social Assistance	971	1,101	130	21%
Retail Trade	819	984	165	33%
Accommodation and Food Services	551	652	101	29%
Educational Services	438	507	69	25%
Administration & Support, Waste Management and Remediation	174	297	123	33%
Construction	103	253	150	19%
Other Services (excluding Public Administration)	222	169	(53)	24%
Professional, Scientific, and Technical Services	133	161	28	23%
Finance and Insurance	134	139	5	39%
Public Administration	131	124	(7)	6%
Real Estate and Rental and Leasing	48	66	18	26%
Arts, Entertainment, and Recreation	80	50	(30)	5%
Manufacturing	44	40	(4)	4%
Transportation and Warehousing	4	36	32	6%
Wholesale Trade	35	31	(4)	10%
Information	24	14	(10)	7%
Agriculture, Forestry, Fishing and Hunting	13	4	(9)	1%
Mining, Quarrying, and Oil and Gas Extraction	0	0	0	0%
Utilities	11	0	(11)	0%
Management of Companies and Enterprises	1	0	(1)	0%
Total	3,936	4,628	692	

Source: U.S. Census Bureau via LEHD OntheMap.

Regionally, the main job sectors are health care, retail, accommodation and food services, and public administration. A large share of the public administration jobs is due to the presence of the Jamestown S'Klallam Tribe, which operates healthcare facilities, a resort, and other facilities on the peninsula. Many tribal jobs are classified as public administration by the U.S. Census Bureau. While the healthcare sector has been growing in Clallam County, Jefferson County has seen health care employment cut in half. Across the two counties, the construction industry grew the most between 2012 and 2022, adding 868 jobs over that period.

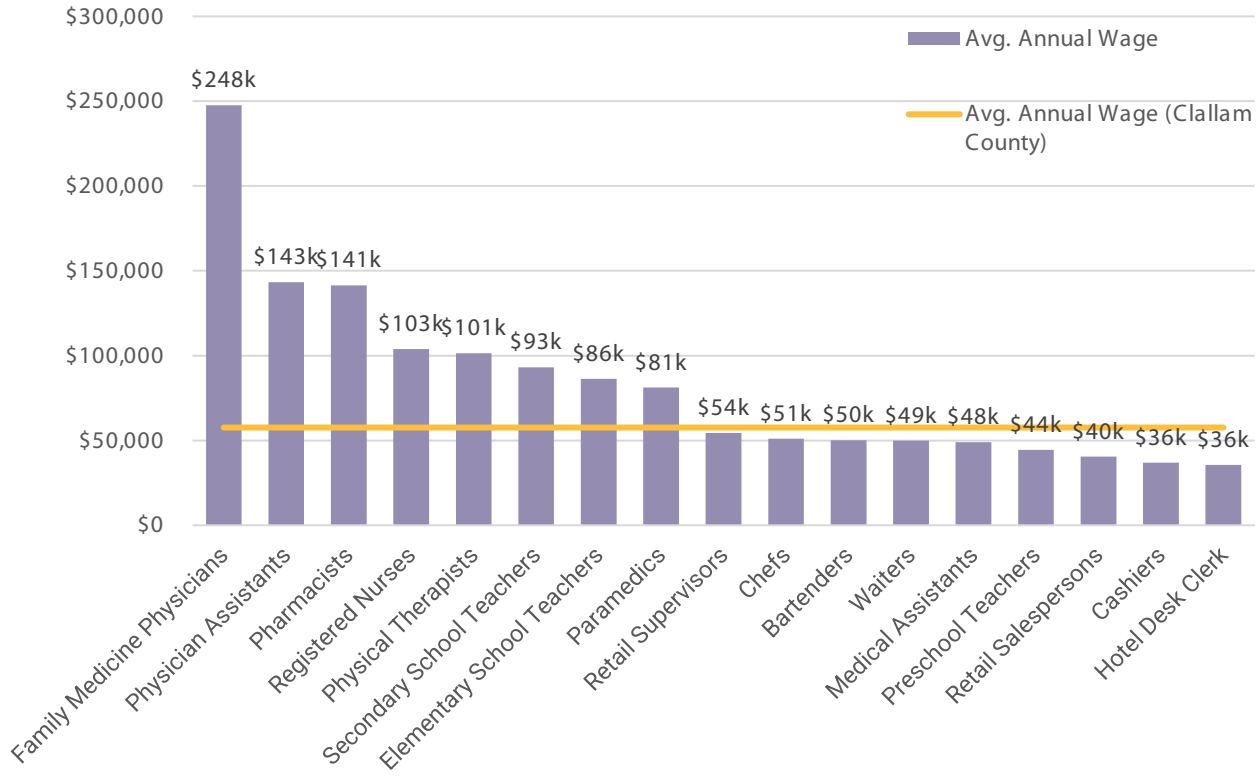
Exhibit ED-2 Employment in Clallam and Jefferson Counties, 2012-2022

	Clallam County			Jefferson County			Total		
	2012	2022	Change	2012	2022	Change	2012	2022	Change
Health Care and Social Assistance	3,914	5,165	1,251	1,459	731	(728)	5,373	5,896	523
Retail Trade	2,660	2,950	290	873	1,049	176	3,533	3,999	466
Accommodation and Food Services	1,828	2,240	412	800	1,009	209	2,628	3,249	621
Public Administration	2,092	2,060	(32)	737	713	(24)	2,829	2,773	(56)
Educational Services	1,835	2,022	187	635	667	32	2,470	2,689	219
Construction	788	1,306	518	324	674	350	1,112	1,980	868
Manufacturing	1,487	1,059	(428)	636	588	(48)	2,123	1,647	(476)
Other Services (excluding Public Administration)	1,108	700	(408)	464	492	28	1,572	1,192	(380)
Arts, Entertainment, and Recreation	816	937	121	155	154	(1)	971	1,091	120
Professional, Scientific, and Technical Services	499	715	216	220	338	118	719	1,053	334
Administration & Support, Waste Management and Remediation	502	889	387	121	154	33	623	1,043	420
Agriculture, Forestry, Fishing and Hunting	575	670	95	98	155	57	673	825	152
Transportation and Warehousing	528	648	120	64	111	47	592	759	167
Wholesale Trade	312	325	13	160	199	39	472	524	52
Finance and Insurance	351	353	2	120	129	9	471	482	11
Real Estate and Rental and Leasing	238	250	12	127	100	(27)	365	350	(15)
Information	180	215	35	179	124	(55)	359	339	(20)
Utilities	126	130	4	56	85	29	182	215	33
Management of Companies and Enterprises	146	160	14	0	0	0	146	160	14
Mining, Quarrying, and Oil and Gas Extraction	6	15	9	9	14	5	15	29	14
	19,991	22,809	2,818	7,237	7,486	249	27,228	30,295	3,067

Source: U.S. Census Bureau via LEHD OntheMap.

Exhibit ED-3 shows the average annual wage for common jobs in Sequim's top employment sectors, including health care, education, retail, hospitality, and food service. Health care and education jobs typically pay more than jobs in the tourism sector, but all of these jobs are crucial to Sequim's economy.

Exhibit ED-3 Wages for Jobs in Top Sectors



Source: U.S. Bureau of Labor Statistics Quarterly Census of Employment and Wages, Western Washington Non-Metropolitan Area (2023).

Major employers in Sequim include Olympic Medical Center, which provides comprehensive healthcare services to the community, and the Jamestown S'Klallam Tribe, which operates various enterprises such as healthcare facilities and the 7 Cedars Casino, contributing to both employment and tourism. The Pacific Northwest National Laboratory's Marine and Coastal Research Laboratory, located in Sequim, is the U.S. Department of Energy's only marine laboratory, providing an important source of high-wage jobs in the community.

Sequim's economy is further supported by a range of retail businesses, including national chains like Walmart, Costco, and The Home Depot. In Sequim, retail supports both residents and the tourism economy. Although tourism revenue is seasonal, Sequim attracts retail shoppers from a wide trade area year-round. The city's strategic location near Olympic National Park and its reputation as a welcoming community with a high quality of life attract tourists and new residents alike, bolstering sectors such as hospitality, construction, and real estate. This blend of industries contributes to Sequim's economic resilience and growth.

Additionally, Sequim's unique climate and agricultural heritage have fostered a growing agritourism industry, particularly centered around lavender farming, which has become a significant draw for visitors. Sequim’s annual Lavender and Irrigation Festivals draw thousands of tourists each year, bringing significant revenue to the city’s retail and hospitality industries. Sequim's strategic location along U.S. Route 101 and its proximity to natural attractions like the Olympic National Park and the Dungeness National Wildlife Refuge

enhance its tourism potential. There are also potential opportunities to increase tourism in the off-season by promoting local concerts and events and promoting holiday-specific programming.

The City's economic development efforts focus on leveraging these assets while promoting sustainable growth. Initiatives include supporting local businesses, encouraging mixed-use development in the zoned opportunity areas, focused attention on recruitment of high-wage jobs, and investing in infrastructure improvements to accommodate both residents and visitors.

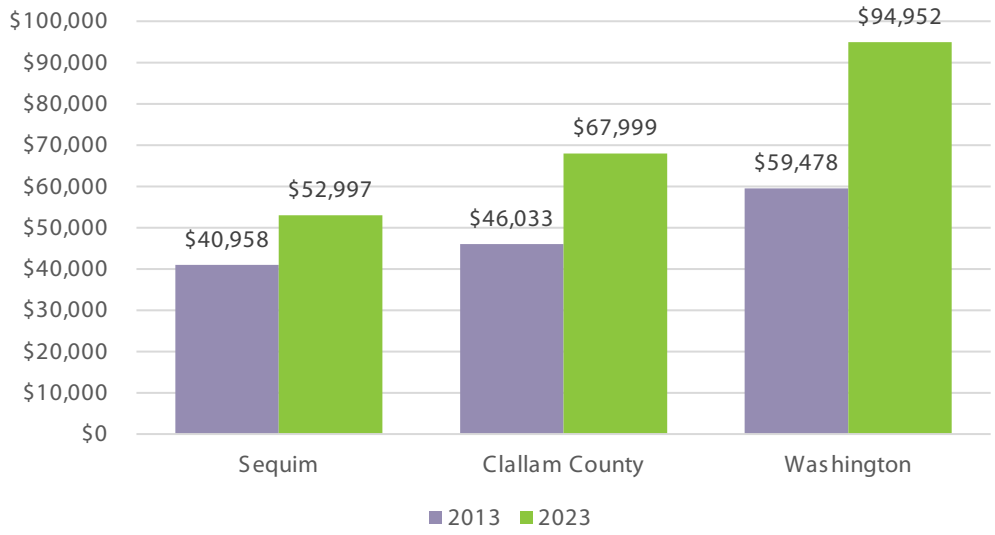
Economic Indicators

Income and Wages

Using the 2023 5-Year Community Survey Estimates, Exhibit ED-2 shows households in Sequim have a median household income of $52,997, which is lower than both Clallam County and the state of Washington as a whole. However, the Census does not include capital gains, retirement accounts like 401ks, or savings accounts as income.

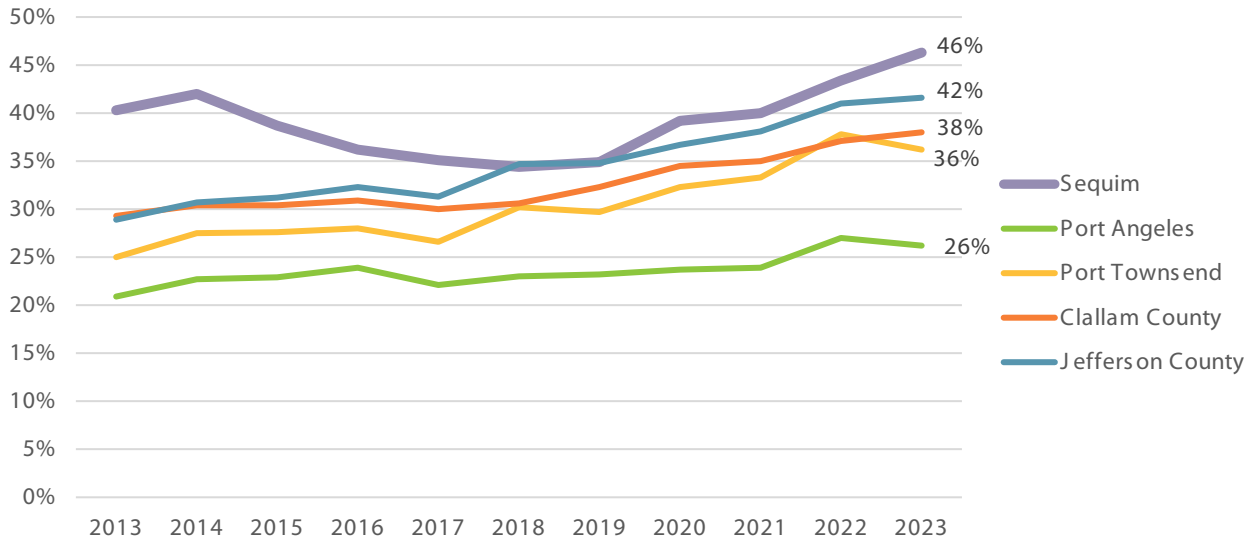
Because Sequim has a high share of retirees, the lower median income does not necessarily indicate reduced spending power or is an accurate indicator of wealth. Washington's median income levels increased by approximately 59.6% between 2013 and 2023, while Sequim's median income levels increased by 29.4% during the same period.

Exhibit ED-4 Median Household Income



Source: U.S. Census Bureau, American Community Survey 2023 5-Year Estimates

Exhibit ED-5 Share of Households with Retirement Income



Source: U.S. Census Bureau 2023 Five-Year ACS (Table DP03)

Workforce Profile

Based on the U.S. Census Bureau's tool, OnTheMap, Sequim had approximately 4,628 total jobs (2022). Additionally, approximately 79.5% of Sequim residents were employed outside the city. Among jobs within the city, 13.3% were held by Sequim residents, with the remainder held by residents from cities and jurisdictions elsewhere in the region.

The largest industries in terms of the number of jobs held by workers in Sequim businesses are:

- Healthcare and Social Assistance – 1,101 jobs (23.8%)
- Retail Trade – 984 jobs (21.3%)
- Accommodation and Food Services – 652 jobs (14.1%)
- Educational Services –507 jobs (11%)
- Administration and Support, Waste Management and Remediation – 297 jobs (6.4%)

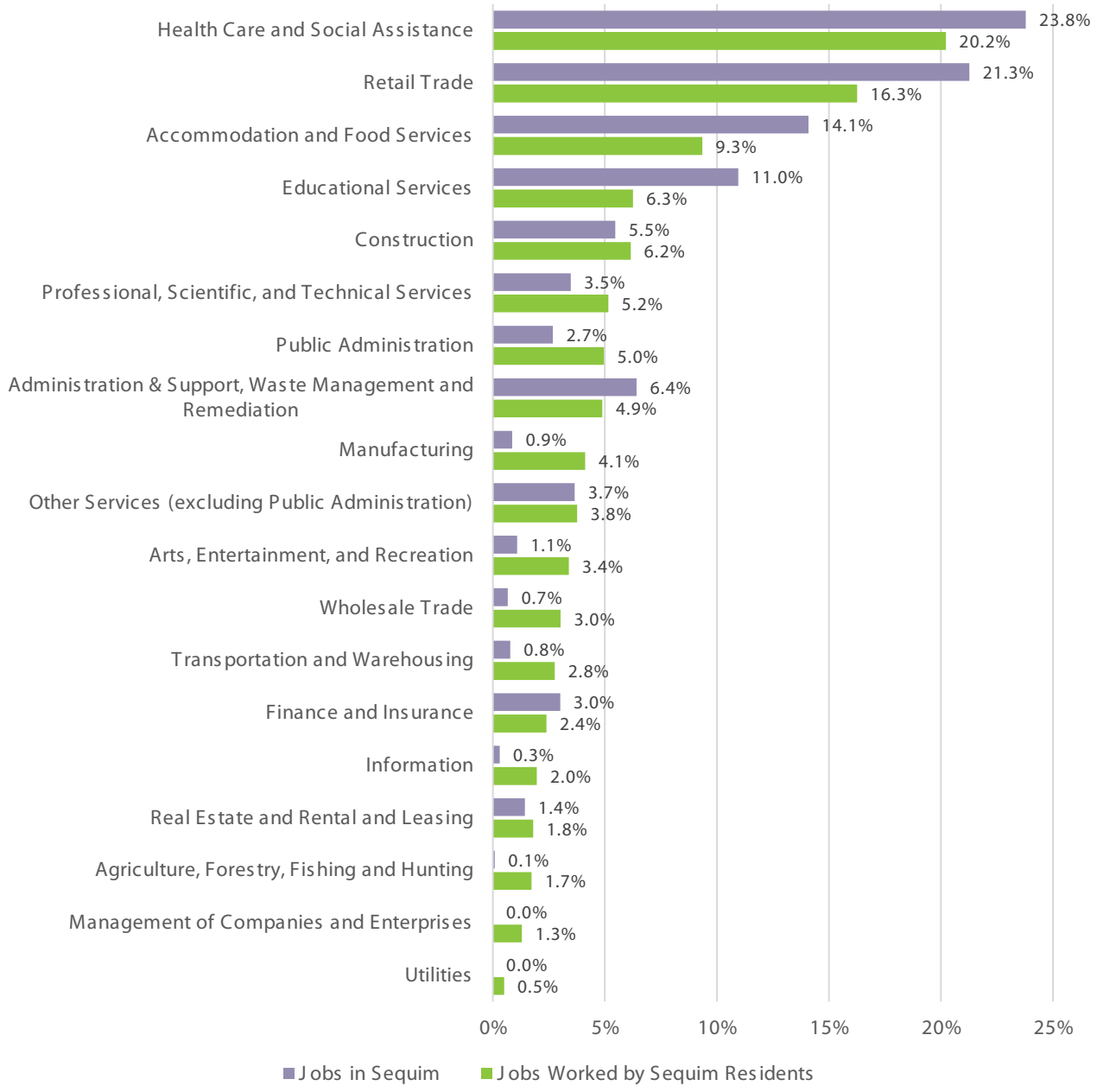
Sequim residents work primarily in the following industries, which are both inside and outside of the city limits:

- Healthcare and Social Assistance – 608 jobs (20.2%)
- Retail Trade – 489 jobs (16.3%)
- Accommodation and Food Services – 281 jobs (9.3%)
- Educational Services – 188 jobs (6.3%)
- Construction – 185 jobs (6.2%)

Exhibit ED-6 shows the distribution of jobs by industry for workers working inside Sequim, as well as for Sequim residents working inside and outside of the city. Healthcare and social

assistance are the biggest industries for those working in Sequim, as well as the largest industry employing Sequim residents.

Exhibit ED-6 Sequim Employment by Industry



Source: U.S. Census Bureau OnTheMap, 2022

As shown in Exhibit ED-7, 616 of the 4,628 jobs located within Sequim are held by people who also live in Sequim; the other 4,012 jobs are filled by employees who commute into the city. It is estimated that 2,391 of the city's residents travel outside Sequim for work.

Exhibit ED-7 Commuting Patterns in Sequim



Source: U.S. Census OnTheMap, https://onthemap.ces.census.gov/

8.2.2 2045 Employment Growth Forecast

Clallam County has provided the City of Sequim with a 2045 employment growth forecast of 909 new jobs between 2020 and 2045. The city's Land Capacity Analysis found sufficient capacity to accommodate this projected employment growth (detailed in Appendix A-3).

8.3 Challenges and Opportunities

Sequim is strongly positioned for continued economic vitality; however, the City will need to respond to key challenges and opportunities as it continues to expand as a competitive city.

The Built Environment

Sequim needs diverse business and employment zoning districts and building types to attract new development, adjust to market trends, and remain attractive to key commercial and industrial sectors. The Land Use Chapter, zoning and development regulations must provide for the land use and building types necessary to achieve the City's economic development goals. Moreover, the City will need to ensure the necessary infrastructure is planned and available to support these commercial centers.

Available Land

Sequim's employment zones, including the Opportunity Areas and the High Tech Light Industrial zone, have vacant land to support development. As other cities in the region are considering substantive rezones or UGA expansions, Sequim maintains an adequate supply of land in the city to support new commercial and mixed-use development.

Opportunity Zones

The Sequim Opportunity Zone has two specific zoned areas – Bell Creek Opportunity Area and River Road Opportunity Area. While River Road OA has realized some development since its designation, Bell Creek OA retains substantial development potential.

Mobility Challenges

Population, employment, and tourism growth have increased the movement of people and goods traveling on the local and regional transportation system. Economic success will require a range of transportation options. This will require both local and regional resources to ensure that the region's transportation network is able to maintain the movement of people and goods in an efficient and timely manner. Highway101 is a critical corridor for residents, tourism, and freight movement, and its maintenance and functionality are essential to the region's economy.

Tourism and Visitor Experiences
Each year, an increasing number of tourists visit Sequim to enjoy the beautiful natural surroundings, outdoor recreation opportunities, downtown, and to participate in agro-tourism-related activities, including multiple annual festivals. Sequim is centrally located on the Olympic Peninsula and is a natural place to stop as visitors enjoy the entire Olympic Peninsula. Tourism is a key sector in Sequim's economy, but it is highly seasonal with visits to the city peaking in the summer. Sequim has the opportunity to increase visits in the off-season by promoting local cultural and holiday events in the winter.

Workforce Housing
To support a healthy economy, there is a need for housing options for workers at all income levels in a variety of housing types. Attention to housing affordability and especially workforce housing, has become and will continue to be a challenge.

8.4 Goals and Policies

8.4.1 Positive Business Climate

Sequim's economic vitality is closely tied to its small-town character, variety of employers, entrepreneurial spirit, and quality of life. The City's commercial and employment districts serve as essential hubs for jobs, services, and investment. Sequim's strong identity, effective partnerships and access to outdoor recreation make it an attractive location for small businesses, skilled workers, and new residents.

Maintaining a positive business climate requires coordination across City services, strategic partnerships, and policies that support business retention, expansion, and innovation. A positive economic climate is a major factor in business location decisions, and is comprised of several factors that the City influences:

- Desirable quality of life
- Reasonable, predictable, and stable land use regulations
- High-quality public services and facilities
- Diverse and affordable workforce housing opportunities

When these factors are aligned, a community has a powerful advantage in the marketplace. Sequim is in a strong position on many of these fronts and should take a facilitative approach to encourage business investment and committed interest in business growth.

GOAL ED-1
Encourage the retention of unique small businesses that reflect Sequim's character while supporting existing and new retail, production, light industrial, and other businesses that contribute to a diverse economy.

Policy ED-1.1
Foster a business climate that supports recruitment, retention, and expansion of the city's economic base.

Policy ED-1.2
Support the retention and expansion of existing businesses by partnering with business and tourism organizations and economic development agencies, to promote local goods, services and businesses.

Policy ED-1.3
Support and encourage a culture of creativity, entrepreneurship and innovation which helps promote job growth and new business creation, including artisanal and small-scale producers.

Policy ED-1.4
Review and update development uses and standards to support evolving commercial and employment needs, including opportunity areas, regional commercial, and high technical light industrial zoning districts.

Policy ED-1.5
Collect and share economic data and information that promotes existing and new economic activity.

Policy ED-1.6
Facilitate efforts of businesses and institutions to train workers and support and advocate for continuing education opportunities for Sequim's business and health care community.

Policy ED-1.7
Pursue economic development initiatives that enable the City to maintain high-quality services and fiscal health.

8.4.2 Education and Workforce Development

A skilled, adaptable workforce is essential to Sequim's long-term economic resilience. Local education partners, including Peninsula College, Western Washington University, the Sequim School District, and regional workforce organizations, play a critical role in preparing for a changing economy. By supporting career training and youth engagement, a workforce that aligns with emerging industries and local employment needs can be cultivated.

GOAL ED-2
Support academics, educational options, career and trades training and lifelong learning.

Policy ED-2.1
Support and partner with educational institutions to maximize resources and improve the quality of life for both city residents and students. Support and collaborate with Peninsula College, Western Washington University, Sequim School District, and other education institutions to:

- Enhance the quality of education at all grade levels
- Support the academic and technical training provided by higher education that serves the Olympic Peninsula

- Encourage the development of affordable and attainable programs that meet the changing needs of employers and employees
- Encourage educational institutions, governments, and businesses to provide opportunities for youth to see and experience a variety of employment and business opportunities.

Policy ED-2.2
Support programs that encourage high school students to explore early college and trade opportunities to help build a strong foundation for future careers.

8.4.3 Planning and Infrastructure

Sequim's land use and infrastructure planning are central to supporting business growth and maintaining a well-functioning community. By aligning land use capacity, development standards, and infrastructure investments with economic goals, the City ensures that employment areas remain efficient, connected, and attractive for private investment. The City's commitment to planning ensures that the city's infrastructure, utilities, parks, and other resources can meet the needs of Sequim's residents, respond to changing development pressures, and set the direction for desired changes in the City.

GOAL ED-3
Provide sufficient land for commercial and employment uses, the infrastructure and public facilities necessary to support economic growth, and an efficient permit process.

Policy ED-3.1
Monitor and maintain an adequate supply of developable employment lands to accommodate the forecasted growth and accomplish the City's economic development goals.

Policy ED-3.2
Maintain an efficient, timely, predictable, and customer-focused permit process, conducted in a manner that integrates multiple city departments into a coordinated entity.

Policy ED-3.3
Identify and remove barriers to redevelop underutilized and/or vacant land and buildings, while providing flexibility and incentives as appropriate.

Policy ED-3.4
Maintain public infrastructure and capital facilities planning and implementation to support a positive economic climate, anticipating needs and coordinating investments with economic development opportunities.

8.4.4 Economic Development Implementation

Economic development is a dynamic field, and to remain competitive, Sequim supports and participates with the Clallam County Economic Development Council and the North Olympic Development Council's economic strategies.

GOAL ED-4

Create a Sequim-focused economic strategic plan that remains flexible and responsive to changing market conditions.

Policy ED-4.1
Use the 2025 Housing and Economic Market Analysis as a foundation for identifying Sequim's economic strengths, challenges, and strategic opportunities. Regularly update economic strategies using current data and trend monitoring, including future updates to the Housing and Economic Market Analysis.

Policy ED-4.2
Accommodate a mix of jobs and actively seek expansion of higher wage employment opportunities.

Policy ED-4.3
Support the retention and expansion of local businesses through coordinated outreach, permitting assistance, and partnership with regional economic organizations.

Policy ED-4.4
Encourage economic development through incentives, tracking and analysis of economic and planning data to inform decision making, business assistance services, and strategic investments.

Policy ED-4.5
Monitor telecommunication, high-speed internet, and technology trends to ensure businesses and the community have access to modern infrastructure.

Policy ED-4.6
Recognize quality of life as a key economic driver by fostering an environment where residents can telework, launch businesses, or bring employment with them.

8.4.5 Partnerships

Sequim's economic success depends on strong relationships with businesses, nonprofits, tribes, neighboring municipalities and regional agencies. Partnerships expand resources, support business retention and recruitment, and enhance the city's visibility as a destination for investment. Sequim is fortunate to have some very capable organizations that play major roles in marketing, retention, and recruitment.

GOAL ED-5
Maintain, advocate and work in partnership with regional and community alliances that improve the quality of life and economic vitality within the City of Sequim.

Policy ED-5.1
Continue to participate with the regional Economic Development Councils as a primary resource to provide advice and data on economic development issues, retaining and expanding existing industries, including industry clusters, and attracting new job opportunities.

Policy ED-5.2

Continue to partner with the Sequim-Dungeness Valley Chamber of Commerce and other organizations to promote and market the city's businesses and retail districts.

Policy ED-5.3
Encourage public and nonprofit organizations to enter into partnership arrangements with private business interests to facilitate economic development projects.

Policy ED-5.4
Recognize that economic vitality on the Olympic Peninsula is interconnected across jurisdictions, and support collaboration among cities, counties, tribes, ports, and regional partners to advance shared economic development strategies.

8.4.6 Livability and Economic Vitality

The quality, character, and richness of place has become a key driver of the economic competitiveness of cities and regions. High-speed telecommunications allow talented workers and businesses to locate anywhere, increasing the importance of livability factors such as a high-quality built environment, environmental protection, parks and recreation opportunities, cultural attractions, and entertainment. Quality of life also requires affordable and diverse housing options that provide workers with opportunities to live close to their jobs.

GOAL ED-6
Continue to invest in the quality-of-life attributes that support Sequim's economy and attractiveness to new businesses.

Policy ED-6.1
Ensure that development standards promote high quality design and urban amenities while providing the flexibility needed to attract investment.

Policy ED-6.2
Ensure development regulations support and allow for a range of housing options, especially workforce housing.

Policy ED-6.3
Maintain and implement programs specifically designed to improve Sequim's community appearance, including consideration of litter and weed abatement, and property maintenance.

Policy ED-6.4
Collaborate with local residents, nonprofit, civic and arts organizations, to identify opportunities for year-round programming that increase opportunities for community engagement and celebration.

Policy ED-6.5
Support enhancement of access to natural features, such as the Dungeness River, Sequim Bay, the Olympic Discovery Trail, and the city's park system.

8.4.7 Recreation and Tourism

With its blend of natural beauty, outdoor adventure, and small-town charm, Sequim is a popular destination for tourists and recreation seekers. The city and Dungeness Valley attract visitors year-round with lavender farms, scenic trails, and proximity to the Olympic National Park. With walkable downtown, seasonal festivals, and easy access to both mountain and marine environments, Sequim provides a welcoming and diverse recreation experience for all ages.

GOAL ED-7
Continue to encourage tourism as an economic driver and promote the city's and Sequim-Dungeness Valley's features and assets, natural environment, agricultural industry, heritage, and cultural and culinary attractions.

Policy ED-7.1
Support Sequim as a tourist destination by promoting year-round tourism efforts and community events.

Policy ED-7.2
Encourage the development of expanded lodging options to support overnight stays by tourists and other visitors, while monitoring short-term rentals and gauging their impact on the community.

Policy ED-7.3
Support the agricultural activities that contribute to Sequim's tourism economy, particularly lavender farming, farm tours, seasonal events, and local food production.

CHAPTER 9 NATURAL ENVIRONMENT

9.1 Plan Context

The Natural Environment Chapter implements the vision of Sequim as a city enriched with valued natural features that enhance the quality of life for the community. The streams, hillsides, prairies and other natural features have shaped the city's character.

As Sequim continues to grow, the impact of that growth on the natural environment becomes more pronounced. In order to adequately meet the need for protection and preservation, the Natural Environment Chapter sets a framework that recognizes the relationship between Sequim's natural environment, land use planning, and a variety of regulatory and non-regulatory efforts. Impacts of development are minimized primarily through environmental regulations while most enhancements to the natural environment are primarily through non-regulatory and voluntary efforts.

Balancing the conservation and protection of the natural environment with population growth, economic development goals, and increasing recreational access is a key purpose of statewide planning rules and regulations. Direction is provided through statewide planning goals, the Growth Management Act (GMA), and the Shoreline Management Act (SMA). Statewide Planning Goal 10 (RCW 36.70A.020) instructs jurisdictions to: "Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water."

This Chapter includes goals and policies to protect the natural environment and to guide future growth in a manner that minimizes impacts. The Natural Environment goals and policies address:

- Environmental Stewardship
- Critical Areas
- Shorelines
- Energy and Sustainability
- Urban Forestry

9.2 Goals and Policies

9.2.1 Environmental Stewardship

Of the many roles the City of Sequim must fulfill, one of its most demanding is that of steward of the city's natural environment. The demand is challenging to the city because it has the requirement to accommodate and plan for urban densities, with the responsibility to ensure that the environment is managed wisely. Through the Comprehensive Plan, numerous goals and policies are articulated to help the city achieve its vision for the future. No one goal or policy is pursued to the exclusion of others. In weighing environmental protection against other needs, including urban growth, housing, economic development, and recreation opportunities, the City balances these goals and achieves protection through a variety of means, including regulation of property, incentives, and public programs.

GOAL NE-1
Protect, sustain and provide for healthy and diverse ecosystems within Sequim.

Policy NE-1.1
Protect critical areas, habitat and the natural environment through land use plans, management plans and programs, comprehensive park plans, development regulations and site-specific project review.

Policy NE-1.2
Maintain regulations such as the Critical Areas Ordinance (CAO), which provide protection for all regulated critical areas – a) wetlands; b) areas with a critical recharging effect on aquifers (aquifer recharge areas); c) frequently flooded areas; d) fish and wildlife habitat conservation areas; and e) geologically hazardous areas.

- The City's CAO development standards shall incorporate and utilize appropriate and applicable Best Available Science (BAS) for purposes of designating and protecting all regulated critical areas and give "special consideration" to conservation and protection measures for anadromous fisheries.
- Provide provisions for reasonable use of property according to legal precedent and laws within the CAO.
- The City shall utilize qualified third-party environmental consultants and, as appropriate, coordinate with state agency technical resources to support consistent implementation of the Critical Areas Ordinance and application of Best Available Science.

Policy NE-1.3
Work in concert with federal and state agencies, tribes and environmental-focused organizations to protect critical areas and environmentally sensitive areas.

Policy NE-1.4
Promote innovative and environmentally sensitive practices in site planning, design, materials selection, construction and maintenance.

Policy NE-1.5
Support environmental stewardship on private and public lands through partnerships and voluntary efforts to protect, restore and enhance the quality and functions of the City's critical areas, wildlife and associated buffers.

9.2.2 Critical Areas

The Washington State GMA requires every county and city to adopt policies and development regulations that designate and protect critical areas (RCW 36.70A.060(2)), which are defined, mapped (to the greatest extent feasible), and regulated in the City's Critical Areas Ordinance (CAO). Critical areas are defined in RCW 36.70A.030(5) as: Wetlands; Areas with a Critical Recharging effect of Aquifers used for potable water; Frequently Flooded Areas; Geologically hazardous areas; and Fish and Wildlife Habitat Conservation Areas.

Science plays a central role in delineating critical areas, identifying functions and values, and identifying protection strategies. GMA requires counties and cities to include the BAS when reviewing and revising their critical areas policies and regulations (RCW 36.70A.172) to protect the functions and values of critical areas and must give "special consideration" to

conservation or protection measures necessary to preserve or enhance anadromous fisheries.

Wetlands
Wetlands are designated critical areas that are integral features of the Sequim landscape and the local hydrologic cycle. In wetlands, the presence of water at or near the surface creates distinct soil types and supports a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

Wetlands reduce floods, contribute to stream flows, improve water quality, provide fish and wildlife habitat, and offer opportunities for research and scientific study and outdoor education. Each wetland provides various beneficial functions, but not all wetlands perform all functions, nor do they perform all functions equally well. Large wetlands, and those hydrologically associated with lakes, streams and shorelines, have relatively more important functions in the watershed than small, hydrologically isolated wetlands.

GOAL NE-2
Protect the water quality, flows and ecological integrity of wetlands by appropriately regulating land uses and stormwater, through the development review process.

Policy NE-2.1
The City's Critical Areas Ordinance protects existing wetland functions to maintain water quality, preservation, and wildlife habitat. New developments adjacent to protected wetlands shall be subject to vegetative buffers as identified in the Critical Areas Ordinance and other applicable development standards to ensure protection of the wetland and buffer during all phases of development.

Policy NE-2.2
Create and maintain a wetland map using the most recent information available and by including wetland identification and delineations completed in conjunction with a land use permit.

Policy NE-2.3
Wetland identification, delineation and rating shall be as according to Washington State Department of Ecology's currently adopted manual and rating system, or as amended hereafter. The City's Critical Areas Ordinance identifies these documents as the appropriate documents for wetland identification, delineation, and rating.

Policy NE-2.4
Promote the public awareness of the role of wetlands in climate adaptation through their function in flood reduction, water storage and groundwater recharge. Provide public education through the City website, printed handouts, links to relevant Washington State Department of Ecology wetland resources, and other outreach methods.

Critical Aquifer Recharge Areas
The GMA requires the classification of recharge areas for aquifers according to the vulnerability of the aquifer. Vulnerability is the combined effect of hydrogeological

susceptibility to contamination and the contamination loading potential. High vulnerability is indicated by land uses that contribute to contamination that may degrade groundwater and hydrogeological conditions that facilitate degradation. Low vulnerability is indicated by land uses that do not contribute contaminants that degrade ground water and those conditions that do not facilitate degradation.

GOAL NE-3
Ensure safe and adequate water supplies and protect groundwater quality from potential contaminant sources by identifying, classifying and protecting vulnerable aquifer recharge areas.

Policy NE-3.1
Continue to support identification and mapping of aquifer recharge areas within the city and its urban growth area. Such areas are subject to regulations to protect the integrity of identified aquifer recharge areas.

Policy NE-3.2
Proposed development in areas identified as a Critical Aquifer Recharge Area may be required to prepare a hydrogeological report. The City's Critical Areas Ordinance sets forth the criteria for when such a report is required and the information to be included.

Policy NE-3.3
Include regulations in its Critical Areas Ordinance to enhance recharge of aquifers. These regulations should include: low impact development standards that provide for infiltration of storm water and Best Management Practices (BMPs) required for smaller developments that is exempted from requirements for constructed stormwater facilities.

Policy NE-3.4
Limit the storage, handling, and use of hazardous materials in Critical Aquifer Recharge Areas to minimize the risk of groundwater contamination.

Frequently Flooded Areas
Frequently flooded areas are lands in the floodplain subject to at least a one percent or greater chance of flooding in any given year, or within areas subject to flooding due to high groundwater. These areas include, but are not limited to, streams, rivers, lakes, coastal areas, wetlands, and areas where high groundwater forms ponds on the ground surface. The Federal Emergency Management Agency (FEMA) delineates flood hazards along major river and stream corridors to identify areas at risk from floodwater. This information is used for both floodplain management and insurance rating. FEMA maps have been adopted by the city. The mapping includes those areas inundated by 100-year and 500-year floods. When assessing the potential for a flood hazard on a given site, the City's development review staff utilizes the FEMA maps.

GOAL NE-4
Reduce the risk of damage to life, property, and the natural environment from flooding through appropriate regulatory means.

Policy NE-4.1

Preserve the natural flood storage functions of 100-year floodplains where feasible. encourage and emphasize non-structural methods for flood prevention and damage reduction, as appropriate. No blockage of floodwater is allowed that could impact neighboring properties.

Policy NE-4.2
Encourage maintenance of natural vegetation in floodplains to minimize runoff into streams and reduce the damage caused by increased stream flow, stream velocity, and flooding.

Policy NE-4.3
Continue participating in FEMA's Community Rating System (CRS) program to reduce flood risk and insurance costs for residents.

Geologically Hazardous Areas
Geologically hazardous areas are places highly susceptible to erosion, landslides, earthquakes, or other geologic events. Geologically Hazardous Areas and Areas of Geologic Concern have been identified and mapped. The map is intended to serve as a guide to the general location, based upon identified soil types, the potential likelihood of a geologically hazardous area. Site-specific topographic, survey, and geologic information is required with development proposals to determine the existence and extent of such areas, and if such hazards can be mitigated.

GOAL NE-5
Manage development in geologically hazardous areas to protect public health and safety.

Policy NE-5.1
The Critical Areas Ordinance provides standards that assist in protecting human life, property and essential services from potential geologic hazards. Site-specific studies submitted with development proposals in areas mapped as geologically hazardous areas are required to evaluate the risk, potential impacts, and identify necessary mitigations measures, such as setbacks, site design and construction practices identified through the site-specific study to minimize risks.

Policy NE-5.2
Classify and map known geologically hazardous areas and areas of geologic concern. Incorporate information from site-specific geotechnical reports and erosion problems into the City's Geographic Information System to ensure the map remains relevant.

Policy NE-5.3
Protect geologically hazardous areas, especially forested steep slopes, recognizing that these areas provide multiple critical area functions, such as preserving vegetated areas for wildlife habitat, linking habitats to valley riparian areas, stabilizing slopes, and allowing for groundwater infiltration providing a water source to wetlands and streams.

Policy NE-5.4
Minimize and control soil erosion during and after development using best available technology, best management practices, and other development restrictions. Allow the City

to place additional conditions when determined necessary in identified geologically hazardous areas.

Fish and Wildlife Habitat Conservation Areas

Fish and wildlife habitat conservation means land management for maintaining population of species in suitable habitats within their natural geographic distribution so that the habitat available is sufficient to support viable populations over the long term and isolated subpopulations are not created. This does not mean always maintaining all individuals of all species, but it does mean not degrading or reducing populations or habitats so that they are no longer viable over the long term. Counties and cities should engage in cooperative planning and coordination to assure long-term population viability.

Fish and wildlife habitat conservation areas contribute to the state's biodiversity and occur on both publicly and privately-owned lands. Designating these areas is an important part of land use planning for appropriate densities, urban growth boundaries, open space corridors, and incentive-based land conservation and stewardship programs. (WAC 365-190-130(1).

Streams Classification

All identified streams in the city are classified according to the Washington State stream classification systems. The City's CAO utilizes the State Interim Water Typing in WAC 222-16-031 to define stream types. This stream classification system provides "special consideration" of anadromous fisheries.

Fish and Wildlife Habitat Conservation Area Designation

Washington State Department of Fish and Wildlife (WDFW) has developed a catalog of habitats and species considered to be priorities for conservation and management. WAC 365-190-130(4) strongly suggests that local jurisdictions base their fish and wildlife habitat conservation areas designation on the WDFW priority habitat and species listings.

According to the WDFW Priority Habitats and Species List priority species include Federal and State Endangered, Threatened, Sensitive, and Candidate species; animal aggregations (e.g. heron colonies, bat roost sites) considered vulnerable; and species of recreational, commercial, or tribal importance that are vulnerable. These priority species require protective measures for their survival due to their population status, sensitivity to habitat alteration, and/or recreational, commercial, or tribal importance. Priority habitats are habitat types or elements which offer unique or significant value to a diverse assemblage of species. A priority habitat may consist of a unique vegetation type (e.g. shrub-steppe) or dominant plant species (e.g. juniper savannah), a described successional stage (e.g. old-growth forest), or a specific habitat feature (e.g. cliffs.)

The WDFW Priority Habitat and Species program includes Roosevelt elk, like those in the Sequim herd, as priority species within certain habitats. Priority habitats for elk include calving areas, migration corridors and winter and summer range.

Bell Creek

Bell Creek is a relatively small independent drainage to salt water on the east side of the Dungeness plain, entering Washington Harbor on the marine shoreline just outside (north) of the mouth of Sequim Bay. It is 3.8 miles long and drains a watershed of over 3100 acres (8.9

mi2). Bell Creek flows from the uplands of Happy Valley and the north flank of Burnt Hill through the eastern portion of the City of Sequim and into a lagoon at Washington Harbor. During at least one time in its geologic history, it is believed to have been the active channel of the Dungeness River. In more recent times, it probably operated as an ephemeral stream fed by precipitation runoff. Bell Creek has historically served as a conveyance channel for irrigation water. Much of the creek has been heavily altered by rural and urban development. The lower 2.0 miles of Bell Creek are channelized, and the lower 0.25 miles is diked. The creek is thought to be primarily spring fed, with stable flows and a limited floodplain.

Johnson Creek

Johnson Creek is the primary creek within the Sequim Bay Subbasin within the City of Sequim and is the third largest stream in the Sequim Bay watershed. Johnson Creek flows in a northeast direction from the foothills of the Olympic Mountains into the west side of Sequim Bay at Pitship Point (near the John Wayne Marina). The total drainage basin area for Johnson Creek is approximately 6.3 square miles, 14 percent of which is located within the city limits.

GOAL NE-6
Protect biological diversity by appropriately regulating fish and wildlife habitat conservation areas.

Policy NE-6.1
The City's Critical Areas Ordinance requires vegetative buffers along surface waters to protect streams, anadromous fish, bird and wildlife habitat. New development is subject to buffers or resource management areas, as identified in the Critical Areas Ordinance and other applicable development standards.

Policy NE-6.2
Protect the natural habitat functions of listed or candidate Endangered Species. The City's Critical Areas Ordinance establishes appropriate vegetative buffers, protection measures and procedures for habitat conservation.

Policy NE-6.3
Encourage public-private partnerships and voluntary efforts to protect, restore, and enhance fish, migratory birds and wildlife habitat.

Policy NE-6.4
Encourage informational and educational programs and activities dealing with the protection of wildlife. An example of such a program is the Habitat at Home program established by the State's Department of Fish and Wildlife.

Policy NE-6.5
Avoid/minimize fine sediment inputs to creeks by eliminating or controlling sediment sources by requiring best management practices and the preparation of an erosion and sediment control plan for sites where vegetation clearing, earth movement, or other soil disturbing activities are proposed to occur.

Policy NE-6.6

Prioritize recommendations for Bell Creek and Johnson Creek identified in the Elwha-Dungeness Watershed Plan to improve water quality, instream flows, and habitat.

9.2.3 Shorelines

The Shoreline Management Act (SMA) (RCW 90.58) establishes the concepts of preferred uses and priority uses in shoreline areas. RCW 90.58.020 indicates that preferred uses are those "which are consistent with control of pollution and prevention of damage to the natural environment or are unique to or dependent upon use of the state's shorelines." This section further states that priority uses include single-family residences, ports, shoreline recreational uses, water-dependent industrial and commercial developments and other developments that provide opportunities for the public to access the shoreline environment. To the maximum extent possible, the shorelines should be reserved for "water-oriented" uses, including "water-dependent", "water-related" and "water-enjoyment" uses, as defined in the SMA.

The overarching policy is that "the public's opportunity to enjoy the physical and aesthetic qualities of natural shorelines of the state are preserved to the greatest extent feasible, consistent with the overall best interest of the state and the people generally." Coordinated planning is necessary to protect the public interests associated with the shorelines of the state, while, at the same time, recognizing and protecting private property rights. The City's Shoreline Master Program (SMP) implements and supports these state policy objectives through goals, policies and development standards specific to the shoreline. Additionally, the SMP includes public access policies and provisions, which encourage and protect opportunities for physical and visual access to shorelines.

The City's shoreline jurisdiction includes all shorelines, which are in the eastern portion of city limits. As required by the SMA, the City has established shoreline environment designations, which serve as an "overlay" to the City's Comprehensive Plan land use designations. These designations are applied to specific shoreline areas to guide the use and development of these areas. There are six environments applied to the City's shorelines – Urban, Urban Conservancy, Research District, Shoreline Residential, Natural and Aquatic; these environments have been mapped in the City's SMP, available on the City of Sequim's website. The goals and policies specific to the Shorelines within the city are included in the SMP and are incorporated into this element by reference.

9.2.4 Energy and Sustainability

Energy and sustainability efforts promote resource conservation, reduced emissions, and environmental resilience. These policies support renewable energy, energy-efficient design, and sustainable development to ensure a healthy, livable community.

GOAL NE-7
Promote sustainability by supporting the use of solar energy, energy conservation, green construction practices, alternatives to single-occupancy vehicle travel, and air quality to enhance environmental and community health.

Policy NE-7.1
Encourage new subdivisions to accommodate use of passive and active solar energy systems with special attention given to street, lot, and building orientation. Accommodate active solar

installations on roofs and ground-mounted on site when there is no direct impact to surrounding properties.

Policy NE-7.2
Include the impact on solar access for all properties when considering revisions to building height and bulk regulations within development regulations.

Policy NE-7.3
Encourage energy conservation measures in private development projects to achieve energy-efficient development through a combination of site planning, landscaping, building design, and construction practices.

Policy NE-7.4
Support "green construction" by promoting building practices that incorporate energy efficiency, sustainable and locally sourced materials, low-impact site design, and construction waste reduction.

Policy NE-7.5
Continue to administer the City's storm and surface water regulations to reduce water quantity and quality impacts from runoff.

Policy NE-7.6
Encourage conservation by using alternative energy sources and energy management technologies.

Policy NE-7.7
Protect natural resources that sequester and store carbon such as wetlands, estuaries, stream buffers, and urban tree canopy.

Policy NE-7.8
Reduce vehicle miles traveled and driving alone through land use and transportation strategies that provide opportunities and access to walking, biking, and transit. Support state efforts to electrify the transportation system.

Policy NE-7.9
Improve air quality through continued coordinated land use and transportation planning and management.

Policy NE-7.10
Consider policies and programs for purchasing clean and efficient fuels for city vehicles and equipment.

9.2.5 Urban Forestry

Urban forests are dynamic ecosystems that provide critical benefits to people and wildlife. Urban forests help to filter air and water, control storm water, reduce the impact of high winds, conserve energy, and provide animal habitat and shade. They add beauty, form, and structure to urban design. By reducing noise and providing places to recreate, urban forests

strengthen social cohesion, spur community revitalization, and add economic value to communities.

The City of Sequim is a "Tree City" as designated by Tree City USA, a nationwide program of the Arbor Day Foundation. The City's Parks, Arbor, and Recreation Board (PARB), include among its duties, advising the City regarding the Tree City program, and the planting, maintenance, and enhancement of trees, shrubs, and bushes located on public property including parks and rights-of-way, and to secure the benefits conferred by a prudently managed urban forest.

GOAL NE-8
Recognize that trees provide many important benefits to our natural and built community and the City recognizes and enhances these benefits by encouraging the preservation and management of trees on public and private lands, protecting from unnecessary removal or damage, and promoting the planting of new trees.

Policy NE-8.1
Continue to support and assist the City's Parks, Arbor and Recreation Board in its efforts for the promotion, preservation, and enhancement of Sequim's public tree resources.

Policy NE-8.2
Maintain the city's status as a Tree City USA as designated by the Arbor Day Foundation through the following measures:

- Maintain certification through various programs and activities long term.
- Strive to achieve annual growth awards from the Arbor Day foundation as a part of long-term implementation of the Tree City designation.
- Consider programs and policies which will further recognize the city's efforts in relation to community forestry.

Policy NE-8.3
Existing trees within a proposed development project is an important factor in its site planning, including determination of building, parking, open space and other feature locations. Tree preservation provisions that encourage the early consideration of tree protection during design and planning of development proposals are developed for inclusion in the City's Development Regulations.

Policy NE-8.4
Trees naturally adapted to local conditions should be encouraged and incorporated in all new public project landscaping. City public projects and capital improvement projects should be designed to conserve trees to the maximum extent possible.

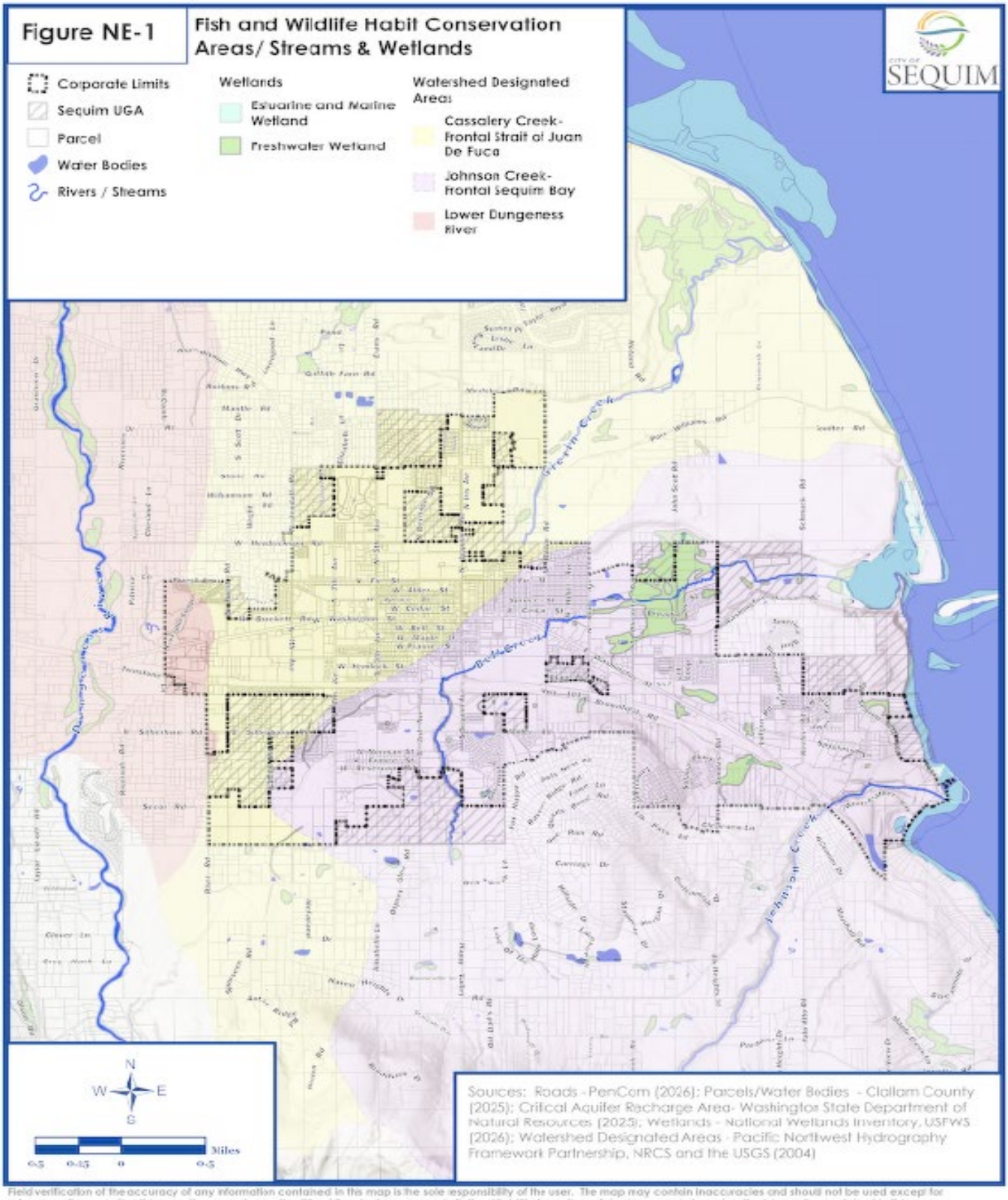
Policy NE-8.5
When funding is available, complete an assessment of the urban tree canopy to evaluate the extent, health, and diversity of trees across the city.

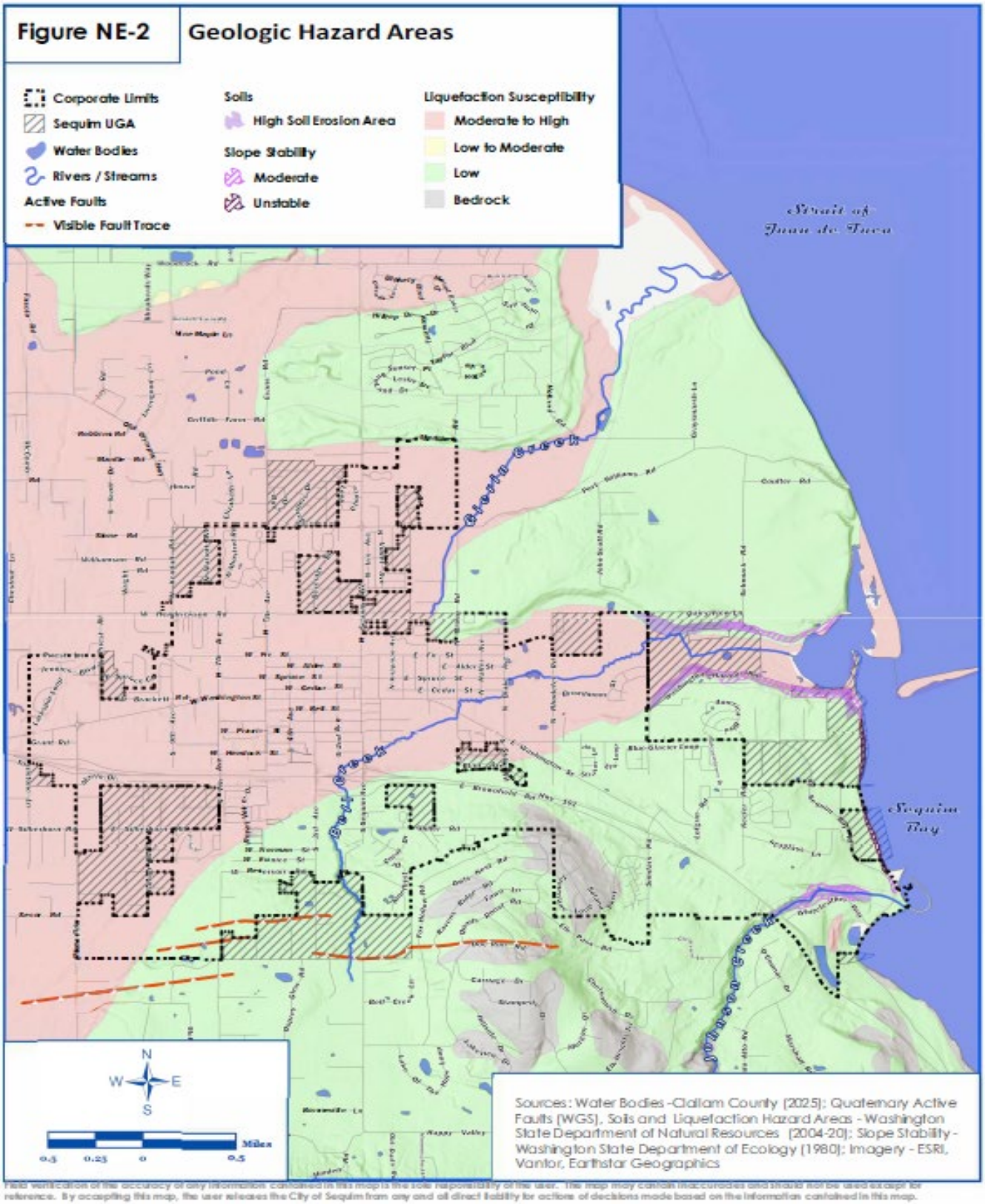
Policy NE-8.6
Conserve Garry Oaks, cactus, and other plants designated and identified as being significant and indigenous to Sequim's distinctive climate.

Policy NE-8.7
Enhance the City's urban tree canopy to support community resilience, mitigate urban heat and stormwater runoff. This can be accomplished through a program of tree planting in public areas, including street trees, public parks, public open spaces, and public facilities. Consider programs that create incentives for residents and businesses to plant trees on their private property, in addition to any required applicable landscaping standards.

Policy NE-8.8
In coordination with regional fire districts and Washington Department of Natural Resources, encourage the implementation of Firewise concepts in forest and urban interface/intermix areas as appropriate.

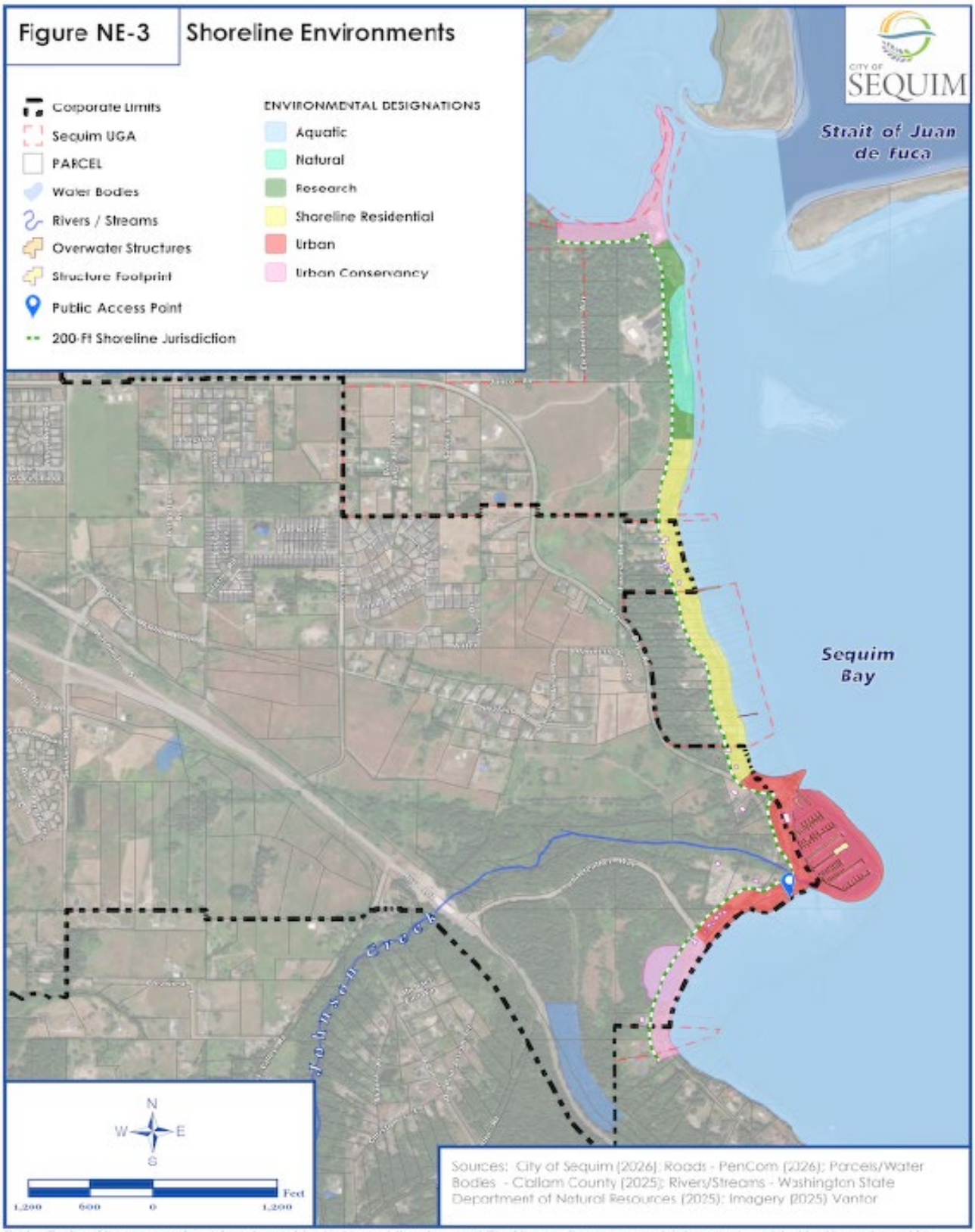
Policy NE-8.9
Provide educational material and resources for new and existing property owners to use in lowering their risk for wildland fires, including fire-resistant construction techniques, construction and maintenance of defensible spaces, fire-resistant landscapes, fuel reduction, and land use practices.


Figure NE-1
Fish and Wildlife Habit Conservation Areas/ Streams & Wetlands
Corporate Limits
Sequim UGA
Parcel
Water Bodies
Rivers / Streams
Wetlands
Estuarine and Marine Wetland
Freshwater Wetland
Watershed Designated Areas
Cassalery Creek-Frontal Strait of Juan De Fuca
Johnson Creek-Frontal Sequim Bay
Lower Dungeness River
CITY OF SEQUIM
N
W
E
S
Miles
0.5 0.25 0 0.5
Sources: Roads - PenCom (2026); Parcels/Water Bodies - Clallam County (2025); Critical Aquifer Recharge Area- Washington State Department of Natural Resources (2023); Wetlands - National Wetlands Inventory, USFWS (2026); Watershed Designated Areas - Pacific Northwest Hydrography Framework Partnership, NRCS and the USGS (2004)
Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions or decisions made based on the information contained in this map.

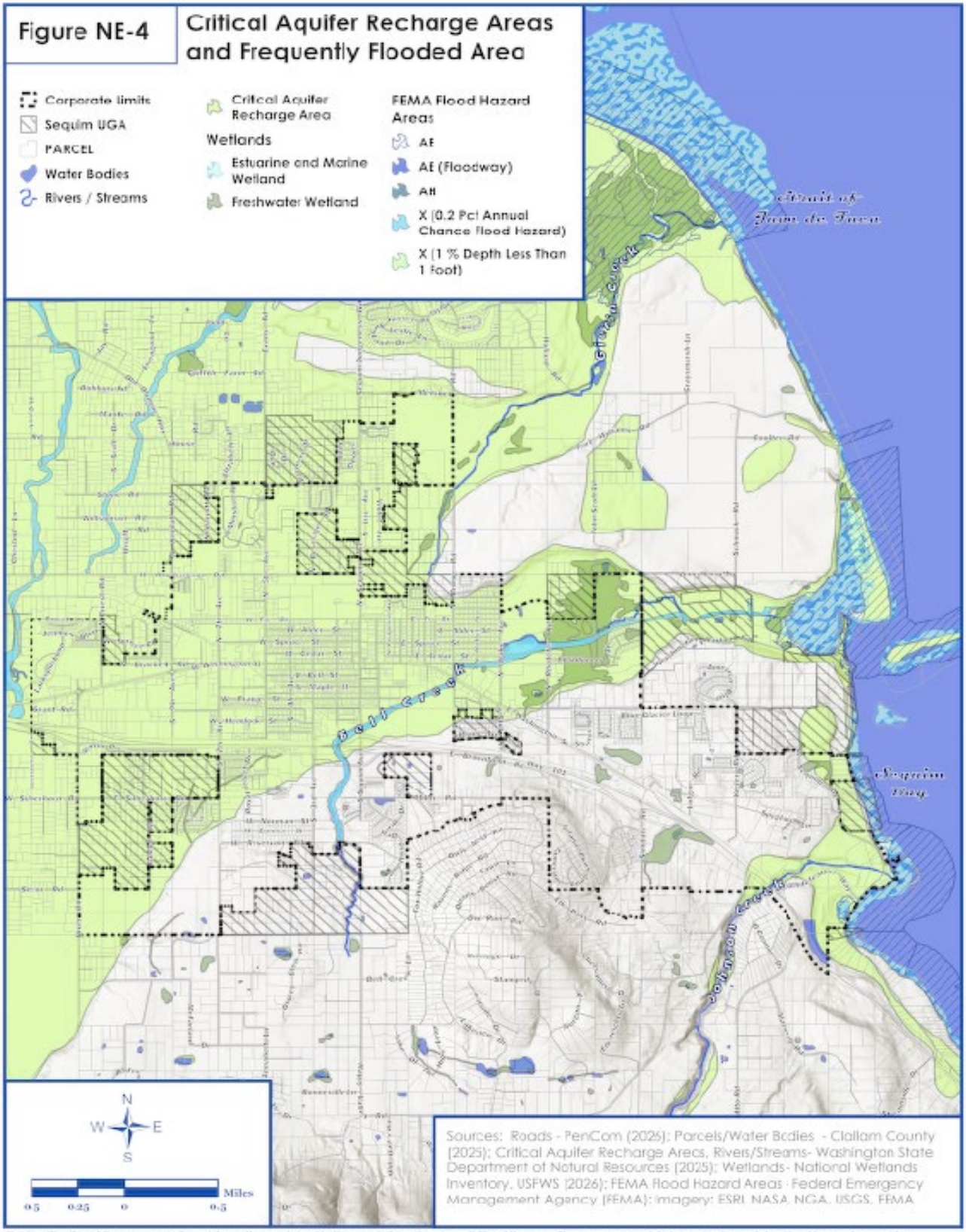


Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions of decisions made based on the information contained in this map.

Note: Areas of Geologic Concern are included within Geologic Hazards identified.



Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions or decisions made based on the information contained in this map.



Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all directliability for action of decisions made based on the information contained in this map.

CHAPTER 10 CLIMATE AND RESILIENCE

10.1 Chapter Context

10.1.1 Introduction

In 2023, the Washington State legislature passed House Bill 1181, declaring that municipalities planning under the Growth Management Act must integrate climate and resiliency policies in their comprehensive plans. The Washington State Department of Commerce (COM) created guidance for cities that have laid the framework for this element. That framework includes assessing the City's climate sensitivities and adaptive capacity and characterizing its vulnerabilities and risks to specific natural hazards.

The City participated in the 2024 update to the Clallam County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP), which provides a framework and identifies mitigations for Clallam County jurisdictions to reduce vulnerability to natural and human-caused hazards, including climate change.

10.1.2 GMA Requirements

Washington's Growth Management Act (GMA) requires quickly growing Washington cities and counties to develop comprehensive plan elements that respond to challenges associated with population growth. Amended in 2023 by HB1181, the GMA now requires integrating climate policies into comprehensive plan updates.

The goal of HB 1181 is to ensure that comprehensive plans:

- adapt to and mitigate climate change;
- reduce greenhouse gas (GHG) emissions and per capita vehicle miles traveled (VMT);
- prepare for climate impact scenarios;
- foster resilience to climate impacts and natural hazards;
- protect and enhance environmental, economic, and human health and safety, and advance environmental justice.

Commerce led a multi-year project to develop model element guidance, which provides steps and pathways to integrate both a climate resilience and mitigation sub-element into a comprehensive plan, either as a set of integrated policies or a standalone element. For Sequim, these required policy changes address the Resilience Sub-Element requirements to consider climate impacts and increase resilience across local sectors. Sequim is not required to address requirements in the GHG Emissions Reduction Sub-Element at this time. The Resilience Sub-element must include measures to mitigate natural hazards exacerbated by climate change and adapt to unavoidable impacts. Specifically, policies must:

- **Requirement 1**: Address natural hazards created or aggravated by climate change, including sea level rise, landslides, flooding, drought, heat, smoke, wildfire, and other effects of changes to temperature and precipitation patterns.
- **Requirement 2**: Identify, protect, and enhance natural areas to foster climate resilience, as well as areas of vital habitat for safe species migration.

- **Requirement 3**: Identify, protect, and enhance community resilience to climate impacts, including social, economic, and built-environment factors, which support adaptation to climate impacts consistent with environmental justice.

HB 1181 also identifies that the Climate Element recognize and promote as many co-benefits of climate resilience as possible, such as climate change mitigation, salmon recovery, forest health, ecosystem services, and socioeconomic health and resilience.

This Climate and Resiliency Chapter aligns with Commerce guidance and identifies policies to foster sustainable and equitable planning. Other chapters within the comprehensive plan, such as the Natural Environment, Transportation and Capital Facilities, also contain policies that address these requirements.

Additionally, the City has two resolutions that directly address climate and resiliency. Resolution 2012-11 Greenhouse Gas defines the City's Greenhouse Gas Emission Reduction Policy, and Resolution 2016-16 Sustainability and Resiliency. Both Resolutions include strategies that have been incorporated into this Chapter.

10.1.3 Clallam County's Hazard Vulnerability and Risk Assessment

As part of the MJHMP planning process, a Vulnerability and Risk Assessment (MJHMP Section 4) of different potential hazards was conducted. Hazards assessed include flood, drought, landslide, sea level rise, severe weather, and wildfire, among others. Climate change has the potential to exacerbate many of these hazards that may impact Clallam County, and the MJHMP also considered how each hazard would intersect or become more significant with the impacts of climate change. Exhibit CR-1 summarizes the projected hazards within Clallam County that will be exacerbated by climate change.

Exhibit CR-1 Projected Climate Change Impacts for Clallam County



Source: Clallam County Climate Vulnerability Assessment, 2024

One of the primary outputs of the Vulnerability and Risk Assessment is the determination of which critical facilities are located within hazard zones. A summary of critical facilities that intersect with hazard areas throughout the county is provided in MMJHMP Appendix D-2: Vulnerability Summary for Critical Facilities. This information is valuable as it shows if certain critical facilities are vulnerable and to which jurisdiction.

Additionally, the Vulnerability and Risk Assessment considered four priority sectors for Clallam County and reported a vulnerability score based methodology that evaluate Climate Risk, Adaptive Capacity, and Vulnerability; these are presented in Exhibits CR-2 through CR-5 below. The *Climate Risk* column indicates the extent to which systems encounter climate

hazards, as well as how likely those sectors are affected by those climate hazards. The *Adaptive Capacity* column represents the systems' ability to adapt to climate impacts through activities like building or retrofitting infrastructure, adopting natural solutions, or behavior and policy changes. The *Vulnerability* column is an overall rating relative to both risk and adaptive capacity.

Community Health and Well-being

Climate impacts pose significant risks to health and community well-being, such as extreme heat, wildfire smoke, and severe weather events, likely to increase heat-related illnesses, air quality issues, and infrastructure damage. Vulnerable populations, including Tribal communities, older, and low-income residents, face heightened risks, underscoring the need to strengthen emergency response, public health services, and community resilience.

Exhibit CR-2 Community Health and Well-being Climate Vulnerability Scoring

Sector	Climate Risk	Adaptive Capacity	Vulnerability
Public Health	Mod - High	Low - Mod	Mod - High
Emergency Management	High	Moderate	Mod - High
Community Resources	Mod - High	Moderate	Moderate

Source: Climate Vulnerability Assessment, 2024

Natural Environment and Water Resources

Clallam County's natural environment and water resources face growing threats from climate impacts, including hotter temperatures, decreased summer rainfall, reduced snowpack, melting glaciers, and more intense precipitation events. These changes pose risks to aquatic species like salmon and shellfish, increase the vulnerability of trails and open spaces to flooding and drought, and jeopardize freshwater supplies through reduced storage, saltwater intrusion, and higher demand.

Exhibit CR-3 Natural Environment and Water Resources Climate Vulnerability Scoring

Sector	Climate Risk	Adaptive Capacity	Vulnerability
Ecosystems and Critical Areas	Mod - High	Mod - High	Moderate
Parks, Trails, and Open Space	Low	Mod - High	Low
Water Supply	Mod - High	Moderate	Moderate

Source: Climate Vulnerability Assessment, 2024

Economic Development and Land Use

Clallam County's economy, rooted in natural resource industries and tourism, faces moderate vulnerability to climate impacts due to its dependence on natural resources and limited supply chain routes. Many workers in climate-impacted jobs, for example, fisheries, construction or agritourism, face physical health risks as well as risks from economic impacts from possible resource degradation of climate change.

Exhibit CR-4 Economic Development and Land Use Climate Vulnerability Scoring			
Sector	**Climate Risk**	**Adaptive Capacity**	**Vulnerability**
Local Industries and Businesses	Mod – High	Moderate	Moderate
Land Use and Resource Lands	Low – Mod	Moderate	Moderate

Source: Climate Vulnerability Assessment, 2024

Built Infrastructure

Aging and undersized infrastructure faces significant climate risks, including flooding, sea level rise, and extreme heat, which threaten roadways, housing, stormwater systems, and energy networks. Key vulnerabilities include highways at risk of inundation, aging housing stock exposed to wildfire hazards, stormwater systems, and energy infrastructure that may struggle to meet future demands, particularly in remote areas.

Exhibit CR-5 Built Infrastructure Climate Vulnerability Scoring			
Sector	**Climate Risk**	**Adaptive Capacity**	**Vulnerability**
Transportation	Mod - High	Moderate	Moderate
Housing	High	Low - Mod	High
Water Systems	Mod - High	Mod - High	Mod - High
Energy	High	Moderate	Mod - High

Source: Climate Vulnerability Assessment, 2024

Other Risk and Vulnerability Considerations

The Vulnerability and Risk Assessment component of the 2024 MJHMP also provides an account of previous natural hazards that have affected Sequim and establishes a hazard ranking for each type of hazard based on the probability of it happening again or continuously, how large the impact is expected to be, and the number of areas it will affect. As reported in Exhibit CR-6 below, the most probable hazards identified are wildfire smoke and drought, with a "high" rank. Severe weather, including windstorms and extreme heat, flooding, and utility failures, all ranked "medium".

Exhibit CR-6 Sequim Climate Hazard Assessment and Ranking	
Hazard Type	**Hazard Planning Prioritization Consideration**
Wildfire Smoke	High
Drought	High
Severe Weather - Windstorm	Medium
Utility Failure/Power Outage	Medium
Severe Weather – Extreme Heat	Medium
Flood	Medium
Wildfire	Low
Landslide	Low

Source: City of Sequim Annex, MJHMP Volume 2, 2024, Table 3-3

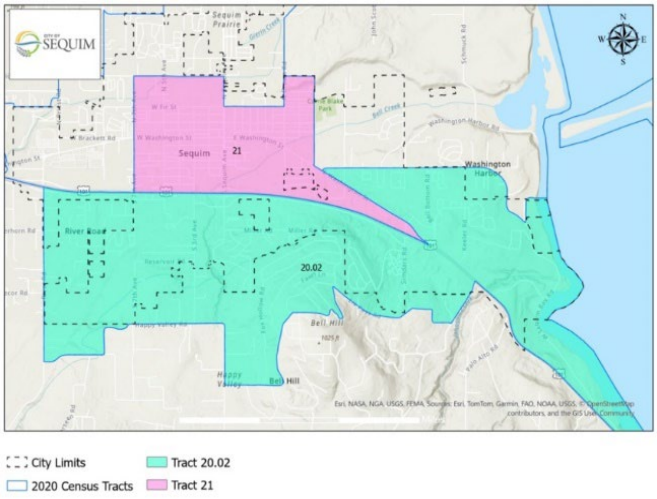
In addition to potential physical or geographic hazards, socially vulnerable populations (the people most susceptible to the immediate effects of hazards) were also identified using the

Centers for Disease Control and Prevention (CDC) and the Washington State Department of Health Social Vulnerability Index (SVI).

Determining vulnerable populations was based on census tracts and concentrations of certain demographics within them. Sequim's Census Tract 20.02 (green) was identified as medium-high vulnerability, and Census Tract 21 (pink) was identified as high vulnerability. These census tracts generally included concentrations for the following indicators of social vulnerability identified by Washington's SVI:

- Persons with income below 150% of the poverty rate;
- Persons aged 65 or older;
- Civilian noninstitutionalized population with a disability;
- Persons reporting minority status; and
- Persons living in mobile homes.

Exhibit CR-7 Census Tracts 20.02 and 21



10.1.4 Climate and Resiliency Mitigation Measures

The City has identified a comprehensive series of mitigation objectives and supporting actions that are focused on reducing vulnerability and maximizing loss reduction from hazards. Mitigation actions prioritize various goals such as expanding capabilities (planning and regulatory, administrative, financial, education and awareness), infrastructure/capital improvement projects, natural systems and nature-based solutions, and socially vulnerable populations considerations.

Mitigation actions that accomplish these priorities in response to climate-related hazards are summarized in Exhibit CR-8 below and are included in detail in the MJHMP Volume 2. Most of the identified mitigation actions address multiple objectives.

Exhibit CR-8 City of Sequim Mitigation Actions

Mitigation Action Description	Hazards Addressed	Status
Capital Project Improvements		
Replace the 3-mile 12" water main from Ranney Well (infiltration gallery) beginning near the Dungeness River and ending at the Reservoir Road Reservoirs.	Floods, Utility Failure, Winter Storm,	Identified for future CIP
Purchase a portable water purification system and small tanks. Prepare multiple sites and equipment to operate the water purification.	Earthquake, flooding, tsunami	Identified for future CIP
Locate site for new potable water reservoir, purchase property, design and construct.	Winter storms, flooding	Identified for future CIP

Mitigation Action Description	Hazards Addressed	Status
Construct deep water well (>600 feet) to increase resiliency and reliability within the water system.	Utility Failure, Drought, Water Shortage	Current Project; 2nd well future CIP
Capture stormwater and re-infiltrate using green stormwater infrastructure to benefit the watershed.	Flooding, Drought, Wildfire	Partnership with Clallam County on Project Planning
Install an energy storage microgrid for storing solar energy and backup generators in critical City facilities.	All hazards	Funding application submitted in 2024 for Guy Cole
Protect/reinforce Johnson Creek Trestle for the Olympic Discovery Trail.	Earthquake, Flooding, Landslide, Winter Storm	Funding for Design secured in 2024
Construct capital improvements on West Sequim Bay Road, a critical evacuation route to Highway 101. Evaluate solutions for Pitship Bridge to protect the asset from flooding and storm surge.	Flood, Sea Level Rise	Preliminary Proposal Developed; Funding being pursued
Programmatic Activities		
Update risk assessments, including GIS analysis, for landslides, dam/reservoir failures, tsunamis, with substantial changes.	Landslides, Tsunamis, Dam/Reservoir Failure	Establish as GIS priority
Identify temperature-controlled storage needs for emergency supplies and a plan for procurement of both storage and supplies for essential government functions.	Disease, Active Shooter/Terrorism, All Hazards	Ongoing
Develop and maintain a Reliable Backup Program for Critical City Data Entry Post-Disaster	All hazards	In progress (2025)
Implement asset management using GIS for all capital facilities.	All hazards	In progress (2025)
Coordinate Emergency Management/Incident Response trainings for North Olympic Peninsula jurisdictions.	All hazards	In progress (2025)
Public education of potential hazards, local agency response, and preparedness.	All hazards	Ongoing
Develop risk assessment and response plan for vulnerable populations regarding excessive heat, cold, smoke inhalation – including loss of power and/or ability to transport.	All hazards	MJHMP and Mitigation Priorities
Participate in the County-wide Community Wildfire Protection Plan as a stakeholder. Utilize technical findings to understand areas of local vulnerability and relevant	Wildfire	In progress (2025)

Mitigation Action Description	Hazards Addressed	Status
risk reduction strategies. Conduct wildfire risk assessment for the City of Sequim and Fire District 3.		

Source: City of Sequim; MJHMP Volume 2, 2024

In addition, Sequim has made investments in emergency and hazard preparedness through a coordinated, multi-layered approach. These efforts include a robust partnership with Clallam County Fire District #3 to support an active Community Emergency Response Team (CERT) and provide community hazard preparedness education. The City is committed to providing dedicated emergency preparedness staff support as well as engaging in regular training and exercises with first responders and regional partners.

The City has also established partnerships with local businesses and organizations to support community emergency response needs and has incorporated the use of drone technology to enhance situational awareness and damage assessment. Together, these proactive measures position Sequim to respond more effectively and resiliently in the event of a hazard or emergency.

10.2 Goals and Policies

The following goals and policies are organized under the eleven climate sectors identified by the Washington State Department of Commerce:

1. Water Resources
2. Ecosystems
3. Agriculture & Food Systems
4. Buildings & Energy
5. Economic Development
6. Zoning & Development
7. Emergency Management
8. Health & Wellbeing
9. Transportation
10. Waste Management
11. Cultural Resources & Practices

These eleven sectors were consolidated and adjusted into the following eight sections to best represent the City of Sequim's approach to climate resiliency.

10.2.1 Water Resources

As regional precipitation patterns shift and mountain snowpack is reduced, the City should plan for more variable and extreme conditions affecting local water supply. A climate-resilient future includes management of water resources through conservation, reuse, stormwater integration, sustainable landscaping practices, and working cooperatively with water resource partners in the Dungeness Watershed while retaining the City's decision-making authority.

GOAL CR-1
Protect, conserve, and enhance water resources in Sequim to create more climate-resilient water systems.

Policy CR-1.1
Explore opportunities for water collection and storage to prepare for decreased snowpack and increased rainfall.

Policy CR-1.2
Manage water resources sustainably by integrating effective stormwater practices, preventative system maintenance, water conservation measures, increased reclaimed water use, climate-appropriate plant selection, and responsible landscape management, and working cooperatively with water resource partners in the Dungeness Watershed while retaining the City's decision-making authority.

Policy CR-1.3
Support the expanded use of reclaimed water from its water reclamation system as a sustainable and climate-resilient resource. The City will prioritize water reuse for potable and non-potable applications such as irrigation, landscaping, groundwater recharge, and environmental restoration, where technically and economically feasible, and consistent with applicable state permits, water quality requirements, and protection of public health and the environment. Promote educational materials that highlight the benefits and safety of reclaimed water use and help encourage its implementation in private developments.

Policy CR-1.4
Promote efficient water use through infrastructure improvements, public education, incentives, and landscaping standards. Conservation efforts support drought resilience and reduce potable water demand.

10.2.2 Ecosystems

The City is dedicated to preserving the ecological features that make up the surrounding natural environment and provide invaluable ecosystem services. The upkeep and restoration of these elements is vital to the community's ability to withstand a changing climate, keep businesses and local industries afloat, and preserve native cultural ties to the land. Sequim aims to collaborate with tribes, residents, and other stakeholders to maintain ecological and hydrological integrity, allowing niche industries to continue to thrive, and future generations to enjoy the same natural scenery.

GOAL CR-2
Increase the City's adaptability to climate change by supporting ecological restoration projects, preserving environmental assets, and ensuring the vitality of local waterways and green spaces.

Policy CR-2.1
Invest in restoration of riparian areas and local waterways to increase watershed vitality, improve habitat, reduce flood risk, and curb bank erosion.

Policy CR-2.2
Promote urban forestry to restore, retain, and enhance parks, open spaces and greenbelts to increase tree canopy and maximize carbon storage opportunities.

Policy CR-2.3
Consider and research the benefits of acquiring a Green City Certification, such as the Evergreen Community Designation from WA DNR, to streamline and receive guidance on urban forestry management as well as create more opportunities to receive environmental grants.

Policy CR-2.4
Implement as appropriate, actions identified in salmon recovery plans to improve the climate resilience of streams and wetlands.

10.2.3 Agriculture, Food Systems, and Local Business

The City is committed to protecting the local supply chain from climate change, including local agriculture, businesses, and industries. Through educating stakeholders on the climate risks to livelihoods and investing in self-sustenance and local food resiliency strategies, the City can be better equipped to handle potentially adverse climate effects on local food production.

GOAL CR-3
Support a sustainable local and regional agriculture sector that sequesters carbon, provides local jobs and food supply, and is resilient to the impacts of climate change.

Policy CR-3.1
Partner with regional agricultural and economic development organizations to conduct assessments of climate impacts on tourism, the economy, and industries resilient on local food production, incorporating unique climate scenarios like Sequim's micro-climate. Support small businesses to adapt their operations and promote local sourcing.

Policy CR-3.2
Encourage partnerships between local farms/farmers, businesses and residents on local food production and food rescue projects, composting, and green waste recycling projects.

10.2.4 Cultural Resources and Practices

The City recognizes the importance of acknowledging and celebrating the local cultural ties to the natural environment. Traditional environmental practices used by Native American communities can serve a unique educational role in community resilience today.

GOAL CR-4
Preserve and promote cultural, agricultural heritage and traditional environmental practices by collaborating with tribes, farmers and educational organizations to solidify ecological knowledge as a cornerstone for community sustainability.

Policy CR-4.1
Collaborate with tribes to identify traditional environmental stewardship methods that can be employed to protect historical and cultural assets from climate risks.

Policy CR-4.2
Collaborate with schools and tribes to develop community-driven initiatives to integrate traditional ecological knowledge and native stewardship practices into environmental

adaptation. Engage cultural heritage to give members of the community insight into sustainability and resilience.

Policy CR-4.3
Coordinate with tribes to protect access to important cultural sites. Prevent the development and degradation of surrounding lands that could jeopardize the area's integrity in a climate event.

Policy CR-4.4
Work toward protecting ecosystem functions that support Tribal Treaty Rights and preserve culturally significant resources, including but not limited to archaeological and sacred sites, ecosystems, traditional foods, plants, and resources at risk from climate change impacts.

10.2.5 Emergency Management

The City is part of the emergency responder network that responds to climate-related and other disasters. Utility infrastructure is some of the most at-risk facilities relative to climate threats like wildfires, more volatile storms, and sea level rise. As climate-related disasters increase, the City must also increase coordination with the regional emergency response network including utility providers, prepare to support citizens in the wake of disasters, and inventorying/assessing current weak points in the infrastructure system to be fully prepared for climate-related emergencies.

GOAL CR-5
Collaborate with Clallam County, Fire District 3, Jamestown S'Klallam Tribe, Public Utility District and other emergency responders to promote and invest in programs, inventory systems, and technologies that strengthen the City's infrastructure resilience, response capabilities and ability to rebound after a natural disaster or extreme climate event.

Policy CR-5.1
Coordinate emergency preparedness and response efforts with Clallam County and regional partners to promote a unified and effective approach to public safety consistent with the Clallam County and Sequim Comprehensive Emergency Management Plans (CEMP).

Policy CR-5.2
Explore the development of resilience hubs for extreme weather and other climate-related events, considering accessibility for all.

Policy CR-5.3
Collaborate regionally to ensure continuity of operations in the event of supply chain issues from climate events or natural disasters.

Policy CR-5.4
Identify and support initiatives to provide at-risk populations with PPE (personal protective equipment) during wildfire and smoke-related events.

Policy CR-5.5

Maintain a vulnerable infrastructure inventory to assess what facilities and transportation networks may be jeopardized during a state of emergency. Include relevant criteria such as infrastructure age, expected lifespan, and criticality to city functionality.

Policy CR-5.6
Coordinate with utility providers and support efforts to ensure energy infrastructure is capable of withstanding extreme weather events or natural disasters. Vulnerable systems should be replaced and/or retrofitted to increase reliability. Landscaping and trees shall be placed to avoid interference with utility infrastructure.

Policy CR-5.7
Advocate for increased grid reliability, energy storage and alternative energy capacity in state and local policy.

Policy CR-5.8
Consider code updates that require utilities to be located underground, increasing long-term reliability and reducing exposure to climate-related disasters.

10.2.6 Health, Well-Being, and Climate Justice

Ensuring the health and well-being of Sequim's population requires a proactive, equitable approach that prioritizes community resilience. Climate justice, ensuring all individuals have equal protection from climate risks and access to adaptive resources, is a guiding principle. Sequim must also prepare for climate migration, as its relatively temperate environment may attract new residents seeking relief from more climate-impacted regions.

GOAL CR-6
Enhance community resiliency equitably, improving the safety and health of vulnerable populations during emergencies, and fostering a proactive approach to climate justice.

Policy CR-6.1
Continue to strengthen strategies for evacuating vulnerable populations with reduced mobility or a lack of transportation means.

Policy CR-6.2
Ensure home energy efficiency programs have equitable access and research ways to subsidize entry into these programs for low-income households.

Policy CR-6.3
Ensure equitable access to information and influence on decision-making about climate hazards and preparedness by utilizing a variety of mechanisms, including regional notification systems, social and other media, and other engagement.

10.2.7 Transportation

Sequim aims to emphasize both equitable and ecologically sustainable transportation. Creating better access for vulnerable communities, adopting cleaner technologies, and promoting a reduction in personal vehicle usage are key to helping us evolve into an environmentally sound transportation system.

The City of Sequim's Transportation Master Plan establishes a long-term vision for improving mobility options consistent with the City's climate goals. As part of the City's broader climate change response, the transportation system should contribute to reducing greenhouse gas emissions (GHG), enhancing community resilience, and protecting natural resources. By prioritizing safe, connected, and low-carbon travel options, such as walking, biking, public transit, and emerging clean technologies, the City supports the other co-benefits of climate action, such as community health.

GOAL CR-7
Minimize the negative impacts of the transportation system on ecological, environmental, civic, and human health. Improve multi-modal connectivity to reduce vehicle miles traveled (VMT).

Policy CR-7.1
Prioritize pedestrian and bicycle infrastructure connectivity to essential services, increasing viable active transportation options for reducing total vehicle miles travelled.

Policy CR-7.2
Promote and adopt the usage of alternative fuels, electric engines, and other technologies that allow the transportation network to reduce its total emissions.

Policy CR-7.3
Ensure transportation projects provide equitable access for minority, low-income, and vulnerable populations, avoid disproportionately adverse health or environmental impacts, and include public engagement that seeks input from all community members.

Policy CR-7.4
Incentivize and support carpooling, ride share, public transportation opportunities, and other shared transportation initiatives.

10.2.8 Development, Buildings, and Energy

Reducing greenhouse gas (GHG) emissions and preparing the built environment for climate impacts are important climate response strategies. Actions such as supporting low-carbon construction practices, transitioning municipal equipment to clean technologies and promoting green building design, help align development with climate response objectives.

GOAL CR-8
Integrate programs and development practices that work toward reducing the City's GHG emissions and waste while reducing climate impacts and risk to the built environment.

Policy CR-8.1
Utilize zoning and critical area protections to direct new development away from areas with the highest disaster-risk and environmentally sensitive areas.

Policy CR-8.2
Incentivize green building certifications, energy-efficient technologies, low-carbon materials, and the reuse of construction waste for new development.

Policy CR-8.3
Continue alternative materials for parking lots and large paved surfaces in new developments to reduce stormwater runoff, consistent with the current Department of Ecology Stormwater Management Manual and best practices.

Policy CR-8.4
Transition the City vehicle fleet to electric and hybrid engines when possible, starting with the least fuel-efficient and oldest vehicles.

Policy CR-8.5
Transition City maintenance, landscaping, and construction machinery from gas-operated to electric when applicable.

Policy CR-8.6
Provide educational resources on and encourage building features such as vertical gardens, green roofs, skylights, and rain gardens to passively increase carbon sequestration and stormwater runoff quality. If appropriate, consider such features' contribution to a project's landscaping or open space requirements.

CHAPTER 11 PARTICIPATION, EVALUATION AND IMPLEMENTATION

11.1 Chapter Context

The adoption of the Comprehensive Plan is a commitment to a coordinated vision for Sequim's future. The success of the Plan is measured by its active use by elected officials, City staff, partner agencies, residents, businesses, and property owners. The City Council shall use the Plan as a guide for carrying out the community's vision, adopting and updating regulations, and making public investment decisions that support adopted goals and respond to changing conditions.

The Plan also helps guide budget and capital investment decisions by identifying the public facilities, services, and resources needed to serve current and future residents of the City. The Plan should be used to inform the City's capital facilities planning, capital improvement programming, utility planning, transportation planning, parks planning, and other functional plans and implementation measures.

11.2 Goals and Policies

Public Participation

The Growth Management Act requires procedures for early and continuous public participation in the development and amendment of comprehensive plans and development regulations. Sequim's Plan should reflect broad community input and the priorities and values of residents, businesses, property owners, and partner agencies.
Broad-based public participation is essential to maintaining an effective and useful Comprehensive Plan.

Public participation in major Comprehensive Plan updates is only one part of that work. The community should also have opportunities to participate as the Plan is implemented, including review of development regulation updates, functional plan updates, capital planning, and major public projects. Different levels and methods of involvement may be appropriate at different stages of plan preparation and implementation.

GOAL PI-1
Value public participation and promote broad-based involvement by members of the Sequim community in the update, amendment, and implementation of the Comprehensive Plan.

Policy PI-1.1
Provide early and continuous opportunities for public participation in GMA planning initiatives by using the communication and outreach tools available to the City, including the City website, online open houses, surveys, mailed or published notices, workshops, and open houses.

Policy PI-1.2
Coordinate public participation, as appropriate, with the Planning Commission, City Council, Clallam County, special purpose districts, utility providers, school districts, tribal

governments, neighboring jurisdictions, and state or regional agencies to ensure coordination.

Implementation and Evaluation
Achieving the goals and policies of the Comprehensive Plan depends on taking action. Although the City may not have sufficient resources to implement all strategies at once, meaningful progress can be made by identifying priorities, coordinating implementation tools, and aligning work programs and funding decisions with adopted policy direction.

GOAL PI-2
Maintain and implement a Comprehensive Plan that embodies the future vision for Sequim and carries out the City's local, regional, and statewide responsibilities.

Policy PI-2.1
Ensure that development regulations, functional plans, departmental work programs, the City budget, capital improvement priorities, and other implementing measures are consistent with and reinforce the Comprehensive Plan.

Policy PI-2.2
Use the Comprehensive Plan as the City's primary long-range policy guide for land use decisions, public investments, development regulations, and growth management actions.

Policy PI-2.3
Conduct a comprehensive review of the Plan during each state-required periodic update cycle. The review should analyze city conditions and needs, changes in state law, new demographic and economic data, permit activity, infrastructure needs, and the effectiveness of existing goals and policies, and update the Plan as needed.

Policy PI-2.4
Prepare implementation progress reports or similar monitoring summaries when required by state law or when needed to inform future policy decisions, capital planning, or Plan amendments.

Policy PI-2.5
Use the City's capital facilities planning, six-year capital improvement programming, utility planning, transportation planning, and annual budgeting process to help carry out the Plan and prioritize investments needed to serve planned growth.

Policy PI-2.6
Ensure that implementation of development regulations respects constitutional protections for private property and is carried out in a manner consistent with applicable law.

Amending the Comprehensive Plan.
Amendments to the Plan should retain the broad perspective of the community vision, remain consistent with the goals and policies of the Plan, and comply with the intent and requirements of the Growth Management Act.

Comprehensive Plan amendments may include, but are not limited to:

1. Amendments to narrative text, goals, and policies;
2. Amendments to the Future Land Use Map or other Comprehensive Plan maps;
3. Amendments to capital facilities planning and related implementation measures; and
4. Related amendments to development regulations needed to maintain internal consistency.

Proposed amendments may be initiated by the City, the Planning Commission, the City Council, other public agencies, property owners, or individual citizens, subject to applicable City procedures. Except where otherwise allowed by law, amendments should generally be considered on an annual basis and reviewed in a coordinated manner so that the cumulative effect of proposed changes can be evaluated.

Amending Narrative Text, Goals, and Policies
Amendments to Plan text, goals, and policies will generally be based on the need to clarify intent, respond to changed conditions, incorporate new information, implement new legal requirements, or provide updated policy direction.

Amending Comprehensive Plan Maps
Amendments to the Future Land Use Map or other Comprehensive Plan maps may be proposed when conditions have changed, when the existing designation no longer reflects adopted policy direction, when a mapping error is identified, or when new information supports a change. Site-specific redesignation requests should be evaluated for consistency with the overall Plan, infrastructure availability, surrounding land uses, and the public interest.

Where amendments implicate City planning area boundaries, intergovernmental coordination, or other jurisdictional actions outside the sole authority of the City, such amendments shall be processed consistent with applicable countywide planning policies, applicable interlocal agreements, and state law.

Capital Facilities Planning and Functional Plan Updates
Amendments may be needed as projects are completed, priorities change, new projects are identified, funding sources are secured, or updated level-of-service analysis indicates revised needs.

Functional plans and master plans provide more detailed implementation guidance for major systems and services. When a functional plan is fully updated or selectively amended, the City should evaluate whether a corresponding Comprehensive Plan amendment or implementing regulation change is needed to maintain consistency.

Emergency Amendments
Emergency amendments to the Plan may be considered outside the annual review cycle when authorized by state law and City code, and when necessary to respond to a condition involving public health, safety, or welfare, or another legally recognized emergency circumstance.

GOAL PI-3
Process Comprehensive Plan amendments in conformance with the requirements of the Growth Management Act and the Sequim Municipal Code.

Policy PI-3.1
Process amendments to the Comprehensive Plan and related development regulations pursuant to applicable provisions of the Sequim Municipal Code, including maintenance of an annual amendment docket and coordinated review of non-exempt amendments.

Policy PI-3.2
Consider proposed annual amendments as a package, to the extent practical, so that the cumulative effect of proposed changes to the Plan, map designations, and development regulations can be evaluated.

Policy PI-3.3
Allow amendment proposals to be initiated by the Department of Community and Economic Development, the Planning Commission, City Council, other jurisdictions and agencies, individual citizens, and affected property owners, subject to applicable procedures and submittal requirements.

Policy PI-3.4
Provide public notice and public hearing opportunities for Plan amendments consistent with state law and City procedures, with the Planning Commission serving as the primary advisory body and the City Council taking final legislative action unless otherwise provided by law.

Policy PI-3.5
Allow amendments to capital facilities planning and related implementation measures to occur outside the annual amendment cycle when authorized by law, including when adopted concurrently with the City's budget or capital planning process.

Policy PI-3.6
When a functional plan is fully updated or selectively amended, the responsible department should circulate the draft for review by appropriate City staff, commissions, partner agencies, and the public, and determine whether a corresponding Comprehensive Plan amendment should be docketed.

Policy PI-3.7
Recognize that emergency amendments may require modifications to the standard annual amendment process but should be limited to circumstances authorized by law and supported by the appropriate findings.

CHAPTER 12 APPENDICES

Appendix A Housing and Land Use
- Appendix A-1 Housing Needs Assessment
- Appendix A-2 Adequate Provisions
- Appendix A-3 Land Capacity Analysis
- Appendix A-4 Racially Disparate Impacts Analysis
- Appendix A-5 Land Use

Appendix B-1 Capital Facilities Plan
- Appendix B-1A Sanitary Sewer Capacity Memo

Appendix B-2 Transportation Master Plan

Appendix C Public Participation

Housing Needs Assessment

Introduction

Washington's Growth Management Act (GMA) requires all cities and counties to conduct a housing needs assessment (HNA) as part of their comprehensive plan update. According to the Washington Department of Commerce, an HNA is an informational document intended to help jurisdictions understand who lives and works in their communities, the number and types of housing units that are available, whether certain groups face specific housing challenges, and whether there is sufficient capacity to meet future needs.

The elements of the HNA are based on requirements by the GMA, the HB1923 Housing Action Plan, and the HUD Consolidated Plan. *Required* elements include:

- Population characteristics: count and forecasts
- Household characteristics: count, income, tenure, and cost burden
- General housing inventory: unit count by type and size
- Special housing inventory: count of subsidized housing units, group homes, and care facilities
- Gap analysis: housing units available to various income brackets and future demand projections
- Land capacity analysis: land available to meet housing unit demand

Optional elements include:

- Special Housing Needs: identification and count of groups with special housing needs, including disabled and homeless residents
- Workforce profile: local workforce characteristics, jobs to housing ratio, and employment trends
- Housing market conditions: development trends, sales prices, rent and vacancy rates, and housing condition, production, and affordability
- Special housing inventory: inventory of housing for homeless individuals, including shelters and transitional housing
- Gap analysis: alignment of household size to housing unit sizes and units needed for special demographic groups
- Land capacity analysis: land available to meet special housing needs

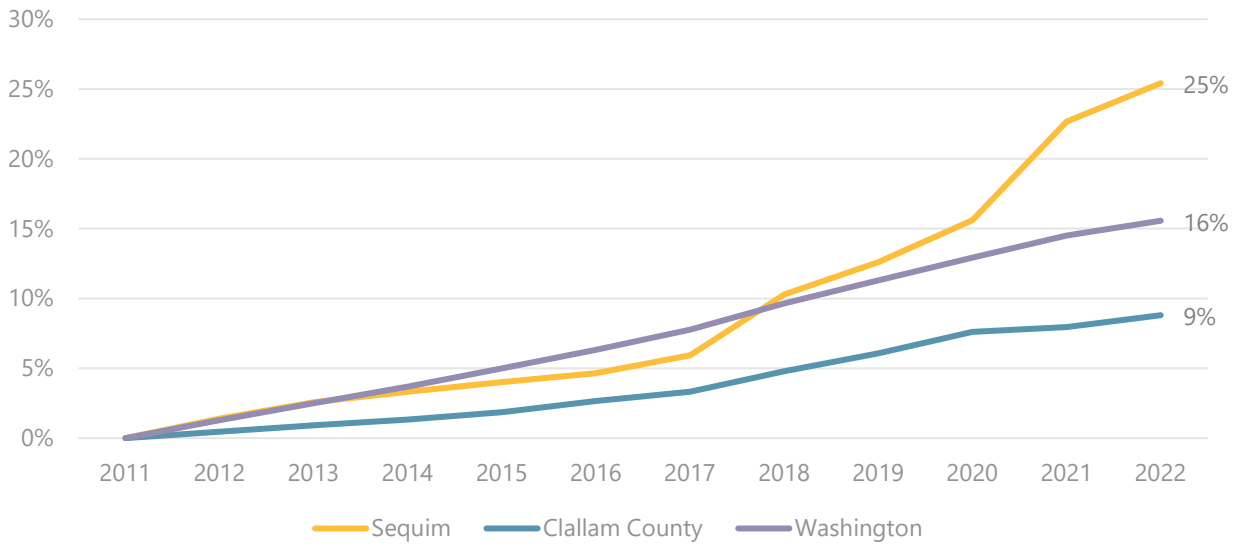
Collecting and analyzing this data will provide context to the City of Sequim as it updates the Housing element of its Comprehensive Plan by providing needed context on the current state of housing in the community as well as projections for future demand. As the City updates its housing goals and policies, it should refer to this document to understand the specific housing needs and challenges within the community.

Community Profile

Population Characteristics

Sequim, Washington, located in Clallam County, has a population of 8,073 residents as of 2022. Since 2011, the population of Sequim has grown by 25 percent while the County grew by nine percent. Since 2017, population growth in Sequim has outpaced statewide growth rates.

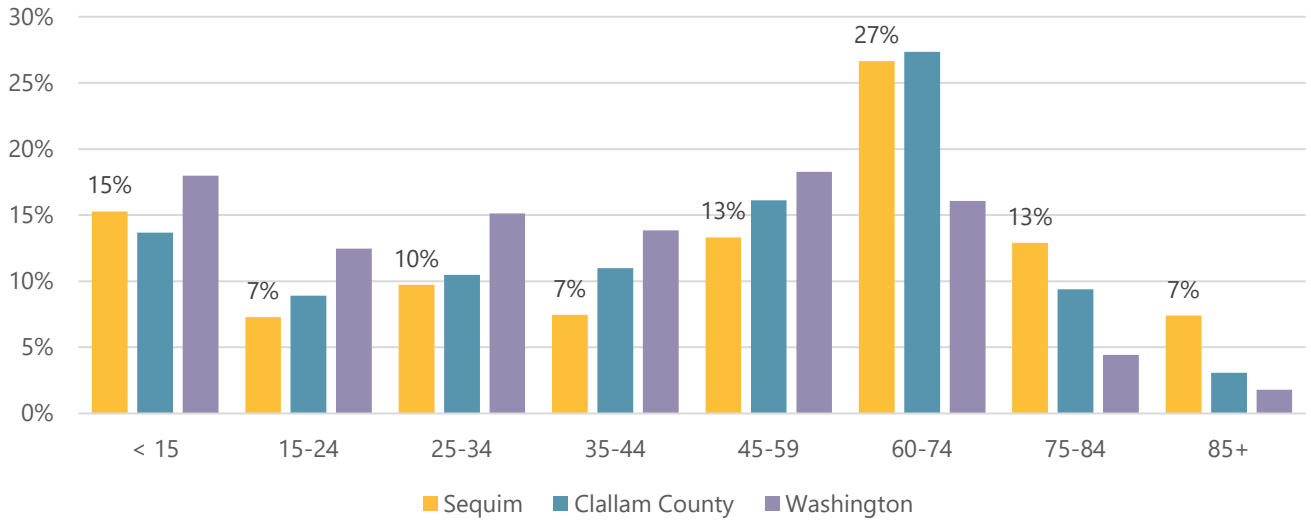
Figure 1. Cumulative Population Growth, 2011-2022



Source: US Census Bureau 5-Year ACS, Table DP05.

The median age in Sequim is 57.1, higher than both the County (51.2) and the state (38). In Sequim, 20 percent of the population is 75 years or older, compared with 12 percent countywide. Over a quarter of Sequim residents are between the ages of 60 and 74 years old. However, Sequim also has a slightly higher share of school-aged children under 15 years old than the County, which has 14 percent.

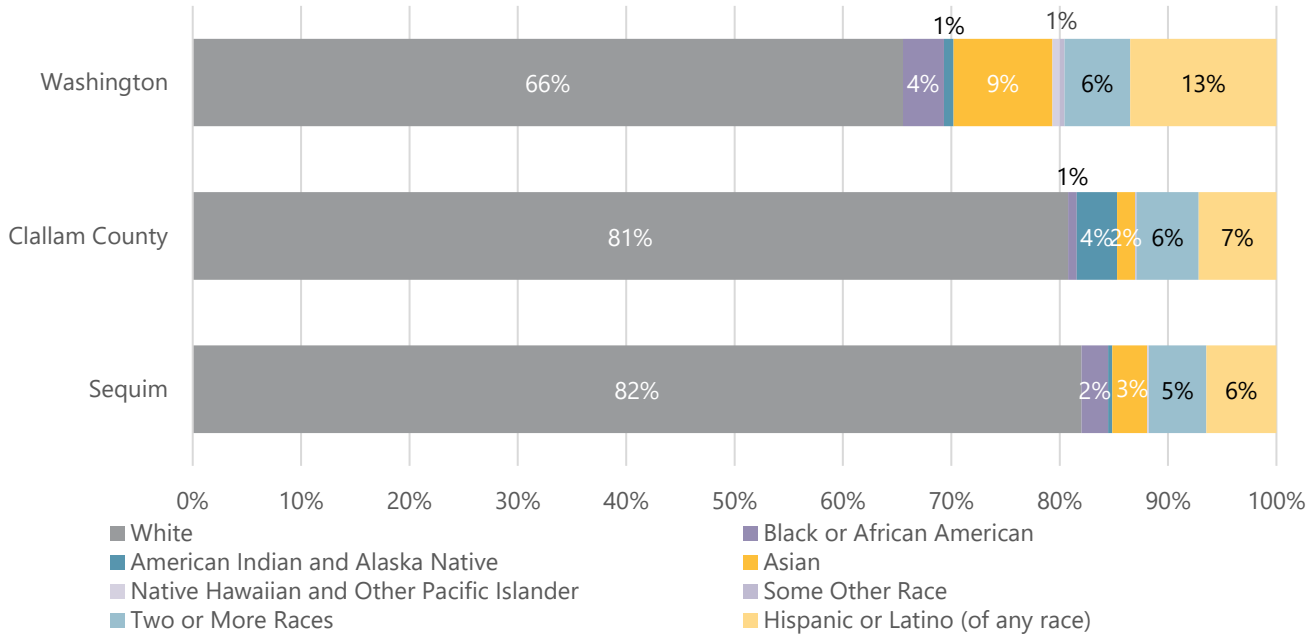
Figure 2. Share of Population by Age Group – Sequim, Clallam County, and Washington



Source: US Census Bureau 2022 5-Year ACS, Table DP05.

In Sequim, 82 percent of residents are white (non-Hispanic), six percent are Hispanic or Latino, three percent are Asian, and two percent are Black.

Figure 3. Race and Ethnicity in Sequim, Clallam County, and Washington

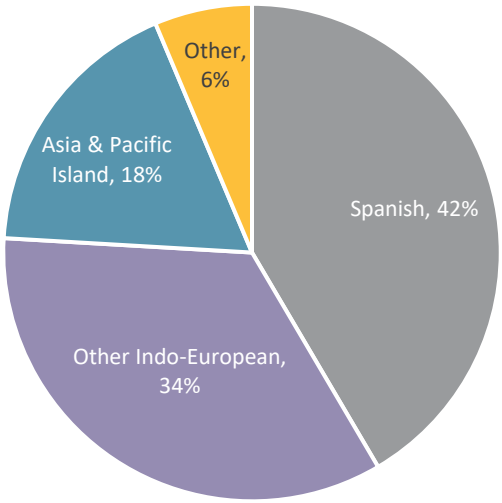


Source: US Census Bureau 2022 5-Year ACS, Table DP05.

In Sequim, just under five percent of the population speaks a language other than English at home, compared with 5.7 percent in Clallam County and over 20 percent statewide. Among those who

speak other languages at home, 42 percent speak Spanish and 34 percent speak an Other Indo-European language.

Figure 4. Non-English Languages Spoken at Home in Sequim

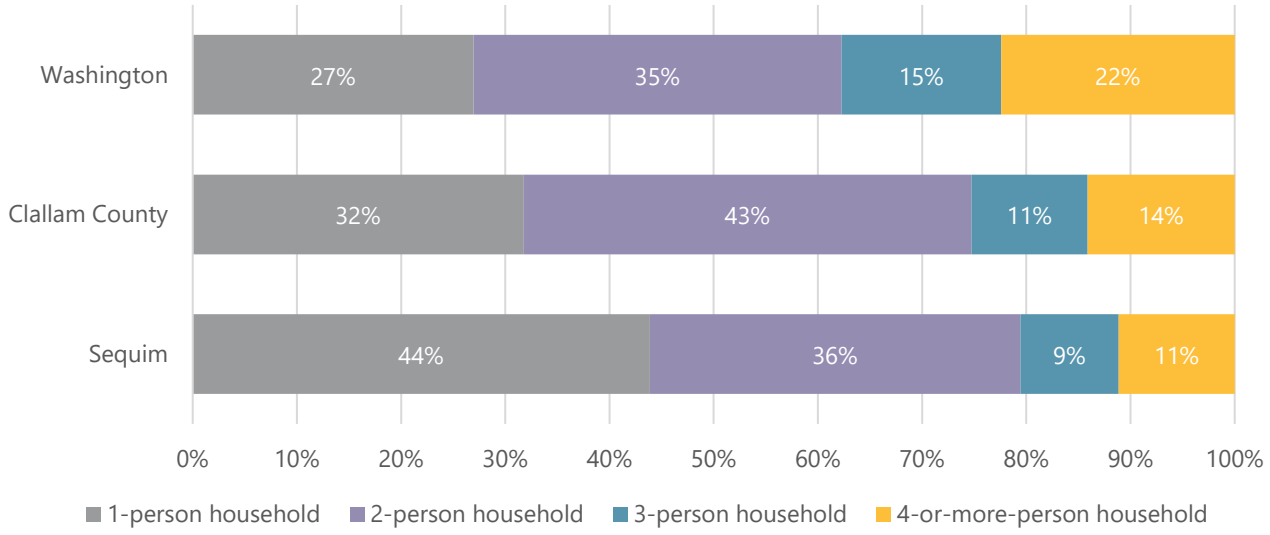


Source: US Census Bureau 2022 5-Year ACS, Table S1601.

Household Characteristics

There are 3,969 households in Sequim as of 2022, including 2,025 family households and 1,944 non-family households. Of the family households, 70 percent are married-couple families. The average number of people per household is 1.92 for owner households and 1.99 for renter households, well below the statewide averages of 2.66 and 2.30, respectively. In Sequim, 44 percent of households have just one person, while an additional 36 percent have two people. The median household in Sequim has 1.93 residents, compared with 2.22 in Clallam County and 2.51 statewide. Sequim's smaller household sizes could indicate potential demand for smaller housing units, including studios and one-bedrooms, especially more accessible units that can help serve seniors who wish to age in their communities.

Figure 5. Share of Households by Number of Residents



Source: US Census Bureau 2022 5-Year ACS, Table S2501.

Sequim's households are split relatively evenly between family and non-family households, largely due to the high share of residents living alone. More than a quarter of households (27 percent) are seniors living alone, while 16 percent of family households include children under 18 years old.

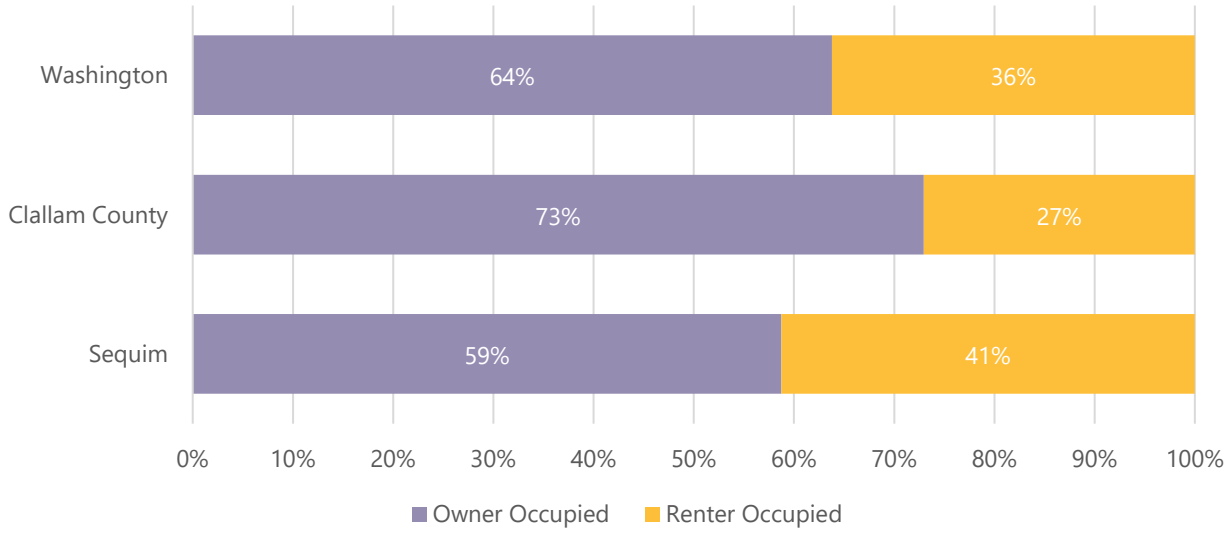
Figure 6. Household Characteristics in Sequim

	Number	% of Total
Family households	**2,025**	**51%**
Married-couple family	1,423	36%
Other family	602	15%
With own children (under 18)	648	16%
Non-family households	**1,944**	**49%**
Householder living alone	1,741	44%
Householder 65+	1,074	27%

Source: US Census Bureau 2022 5-Year ACS, Table S2501.

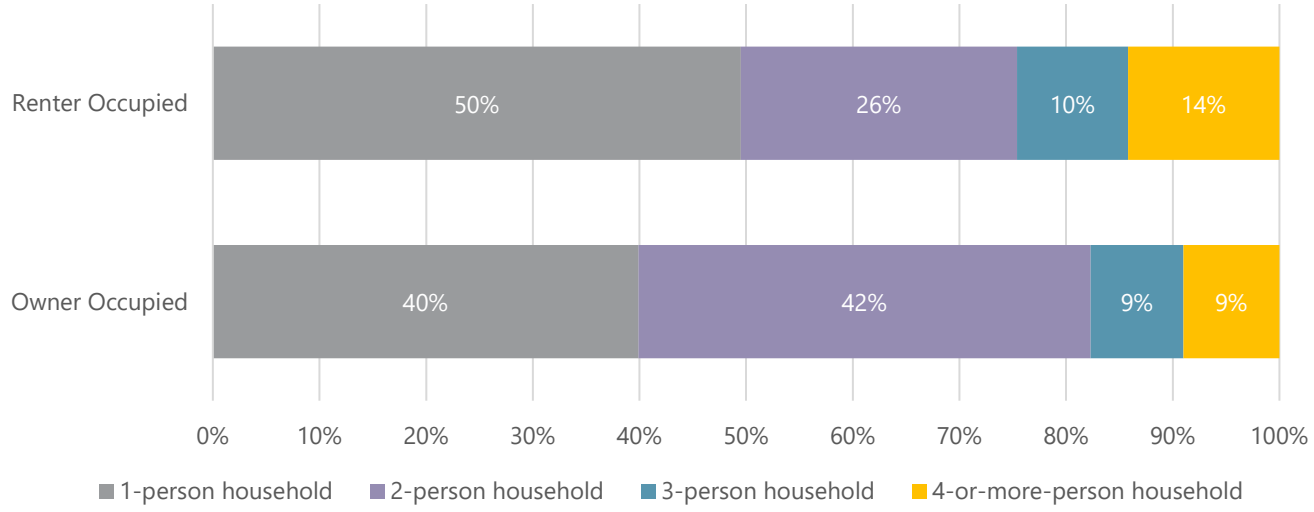
Sequim has 1,638 renter-occupied housing units and 2,331 owner-occupied housing units. The city has a higher share of renter households (41 percent) than the County (27 percent) or the state (36 percent). Half of the city's renter-occupied housing units have one person, compared with 40 percent of owner-occupied units. However, 82 percent of owner-occupied units have one to two residents compared with 76 percent of renter-occupied units. Among seniors living alone in Sequim, 37 percent rent their homes.

Figure 7. Housing Units by Tenure



Source: US Census Bureau 2022 5-Year ACS, Table S2501.

Figure 8. Housing Units by Tenure and Household Size in Sequim



Source: US Census Bureau 2022 5-Year ACS, Table S2501.

The US Department of Housing and Urban Development defines overcrowded households as those with more than 1.5 residents per bedroom. Because Sequim's average household size is relatively small, there is not a high rate of overcrowding. As of 2022 none of the owner-occupied housing units meet this definition of overcrowding, while 29 rooms in renter-occupied units are considered overcrowded. The vast majority of housing units in Sequim do not have more than one occupant per room.

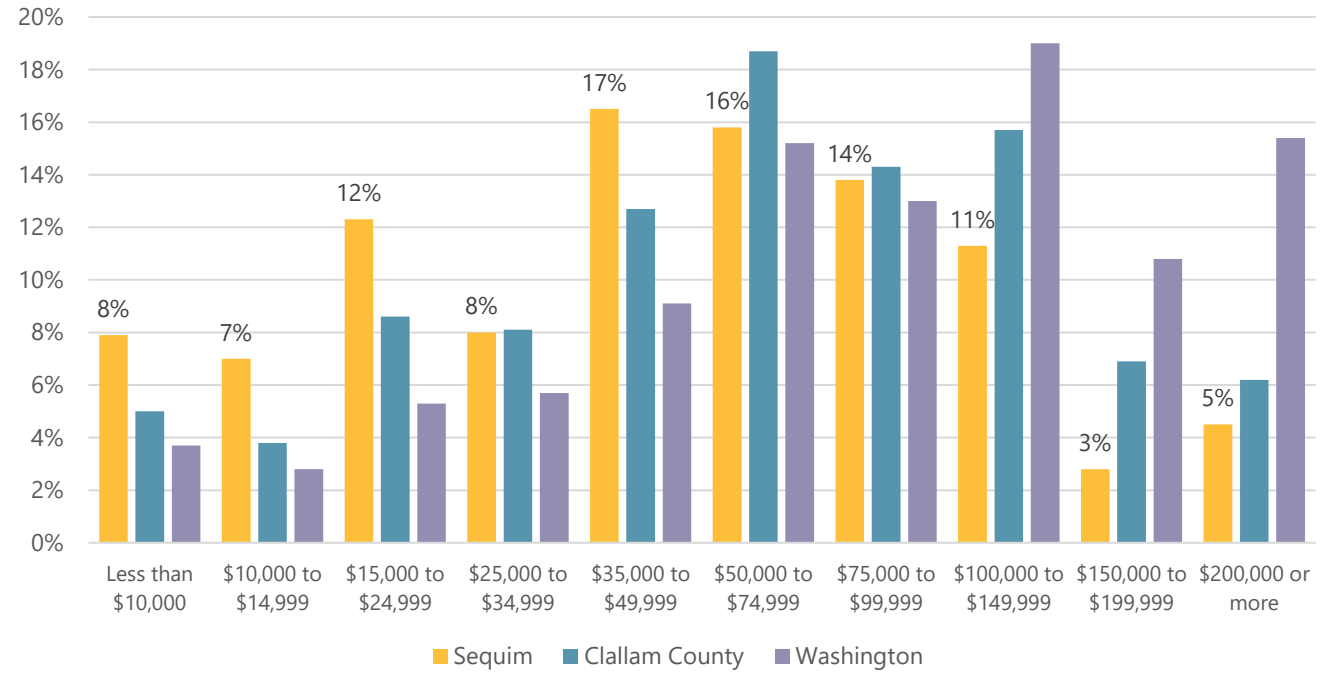
Figure 9. Occupants per Room by Tenure in Sequim

	Owner Occupied	Renter Occupied
1.00 or less occupants per room	2,331	1,558
1.01 to 1.50 occupants per room	0	51
1.51 or more occupants per room	0	29

Source: US Census Bureau 2022 5-Year ACS, Table S2501.

The median household income in Sequim is $48,105, lower than the countywide median of $66,108. Over a third of Sequim's households make below $35,000 annually, compared with 26 percent in Clallam County and 18 percent statewide.

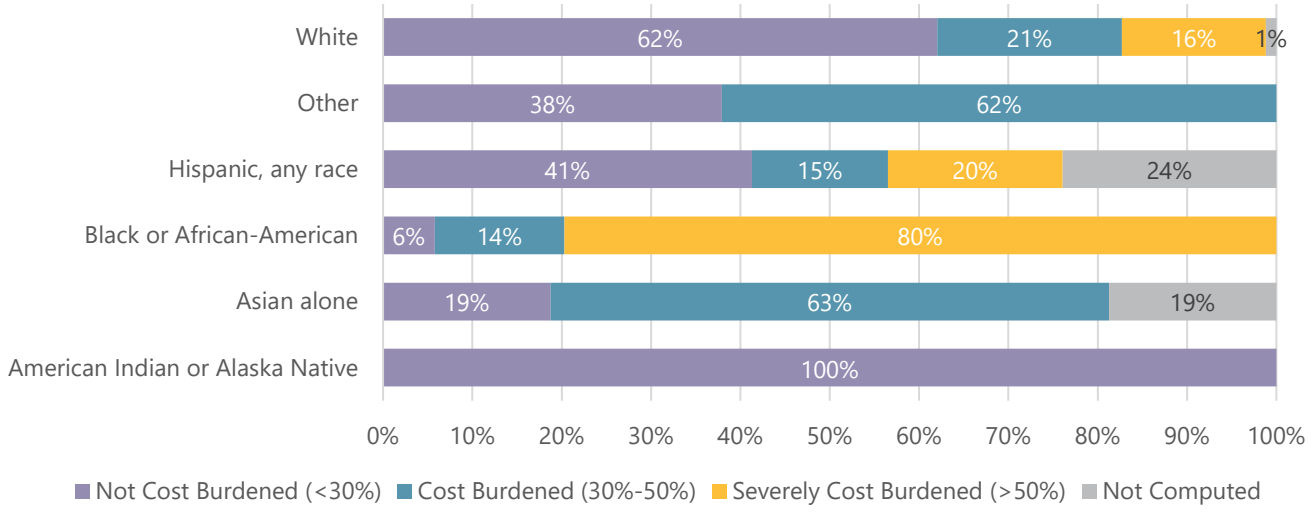
Figure 10. Household Income Distribution in Sequim, Clallam County, and Washington



Source: US Census Bureau 2022 5-Year ACS, Table S1901.

The US Department of Housing and Urban Development defines cost burdened households as those spending more than 30 percent of their income on housing costs. Severely cost burdened households spend more than 50 percent of their income on housing costs. In Sequim, 42 percent of households are cost burdened (spending over 30 percent of their income on housing costs). This includes 29.5 percent of owner households and 59 percent of renter households. While 38 percent of Sequim's 2,950 white households are cost burdened, 94 percent of the city's 69 Black households are cost burdened. Among Hispanic/Latino households of any race, 59 percent (135 households) are cost burdened.

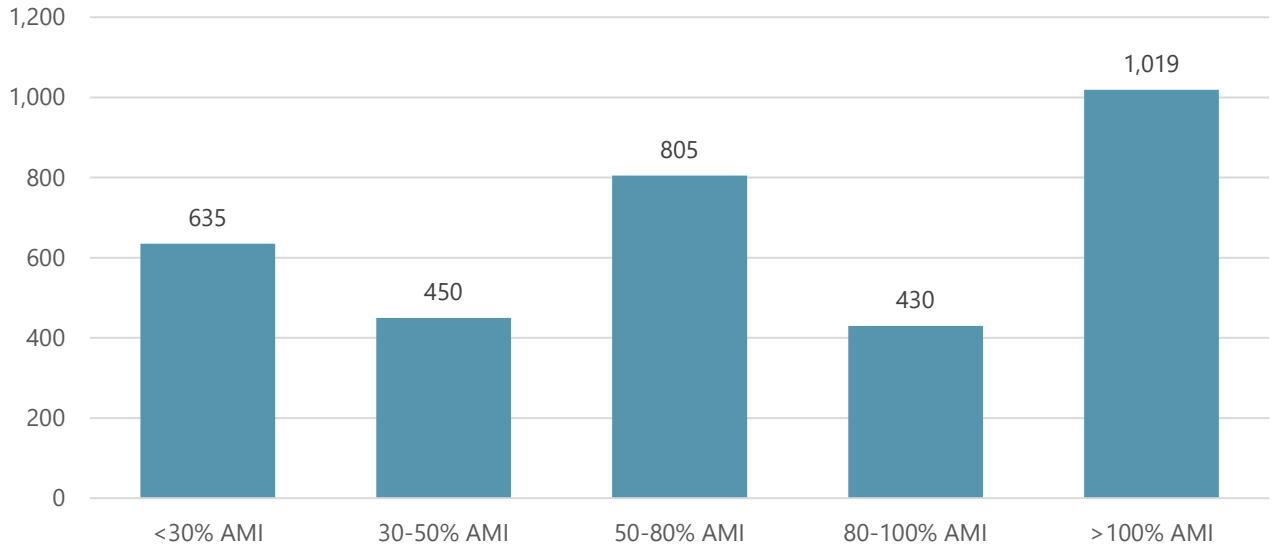
Figure 11. Share of Cost Burdened Households by Race & Ethnicity



Source: US Department of Housing and Urban Development 2016-2020 Comprehensive Housing Affordability Strategy (CHAS).

According to 2020 data from the US Department of Housing and Urban Development, over 1,000 households in Sequim earn more than the Area Median Income (AMI), while 1,890 make less than 80 percent AMI. The AMI for Clallam County as of 2024 is $93,900.

Figure 12. Number of Households by Income Level in Sequim



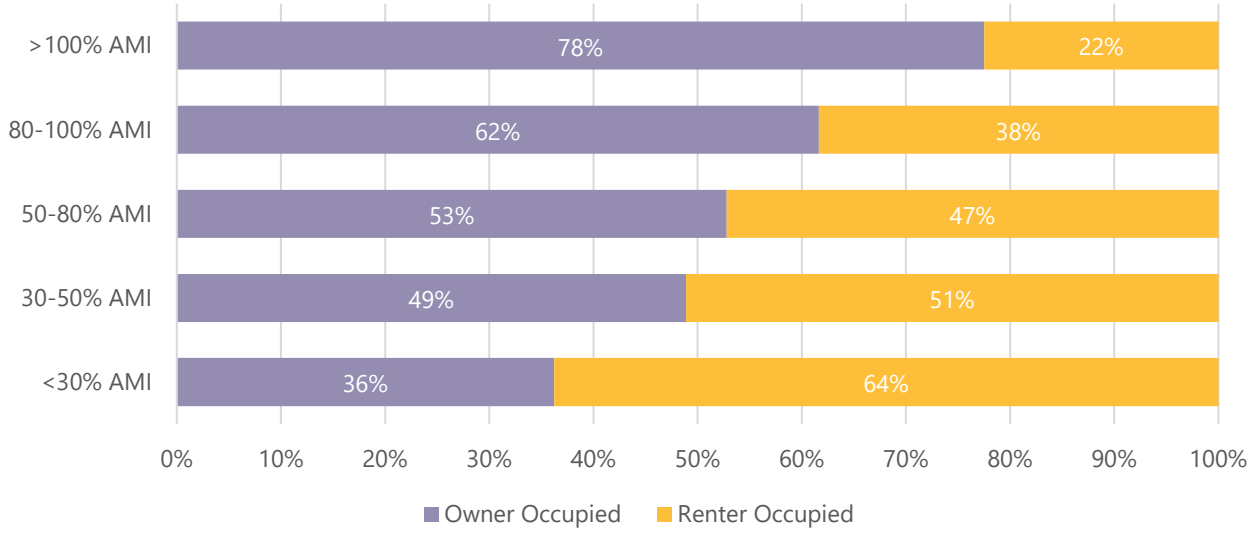
Source: US Department of Housing and Urban Development 2016-2020 Comprehensive Housing Affordability Strategy (CHAS).

In Sequim, home ownership is correlated with household income. While 78 percent of households making above the AMI own their homes, the same is true for 36 percent of households making less than 30 percent AMI.

Seniors make up approximately 42 percent of Sequim's population. Many of these households are retirees, meaning that while their incomes may be lower than a working-age household, they may have assets from investments, retirement accounts, social security benefits, or the sale of a previous home that are not counted as income by the US Census Bureau. As a result, seniors are more likely to own their homes despite having lower reported incomes than households aged 45 to 64 years old.

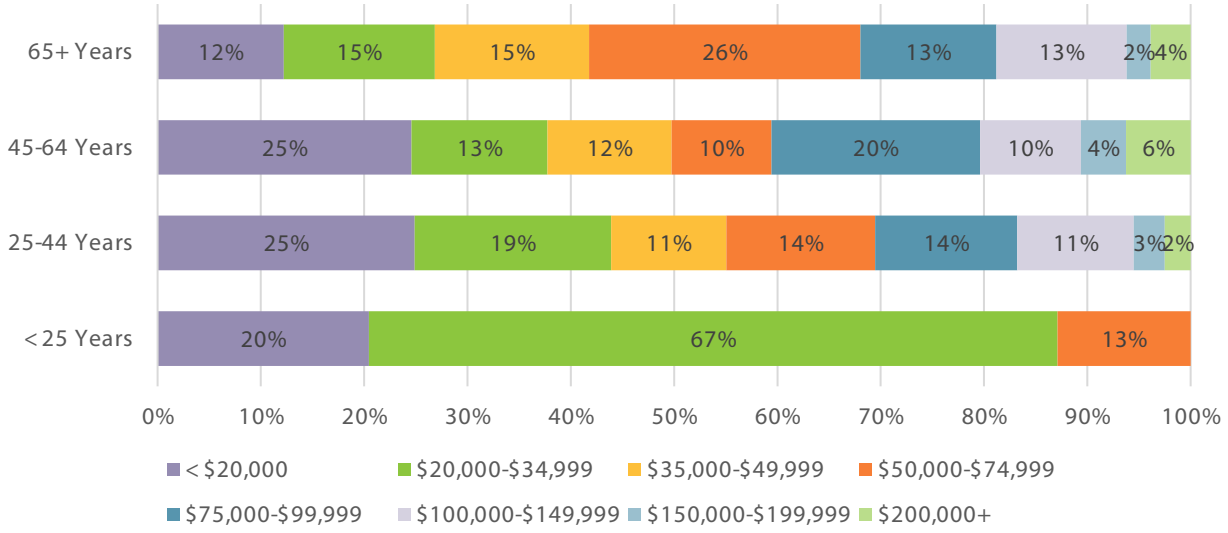
Additionally, a lower median income by seniors does not necessarily indicate reduced spending power or is an accurate indicator of wealth. Washington's median income levels increased by approximately 59.6% between 2013 and 2023, and Sequim's median income levels increased by 29.4% during the same period.

Figure 13. Households by Income Band and Tenure in Sequim



Source: US Department of Housing and Urban Development 2016-2020 Comprehensive Housing Affordability Strategy (CHAS).

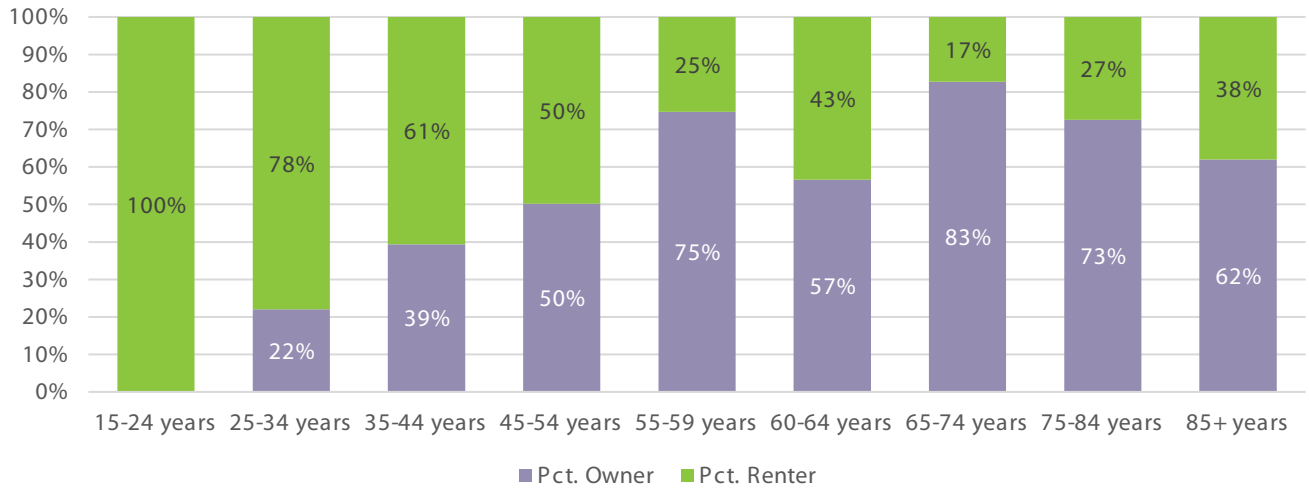
Figure 14. Household Income by Age Group in Sequim



Source: US Census Bureau 2023 Five-Year ACS (Table B19037).

In Sequim, older households are more likely to be homeowners than renters. Among householders who are 65 years or older, 76 percent own their homes. Householders who are between 65 and 74 years old have the highest rate of homeownership at 83 percent.

Figure 15. Tenure by Age Group in Sequim

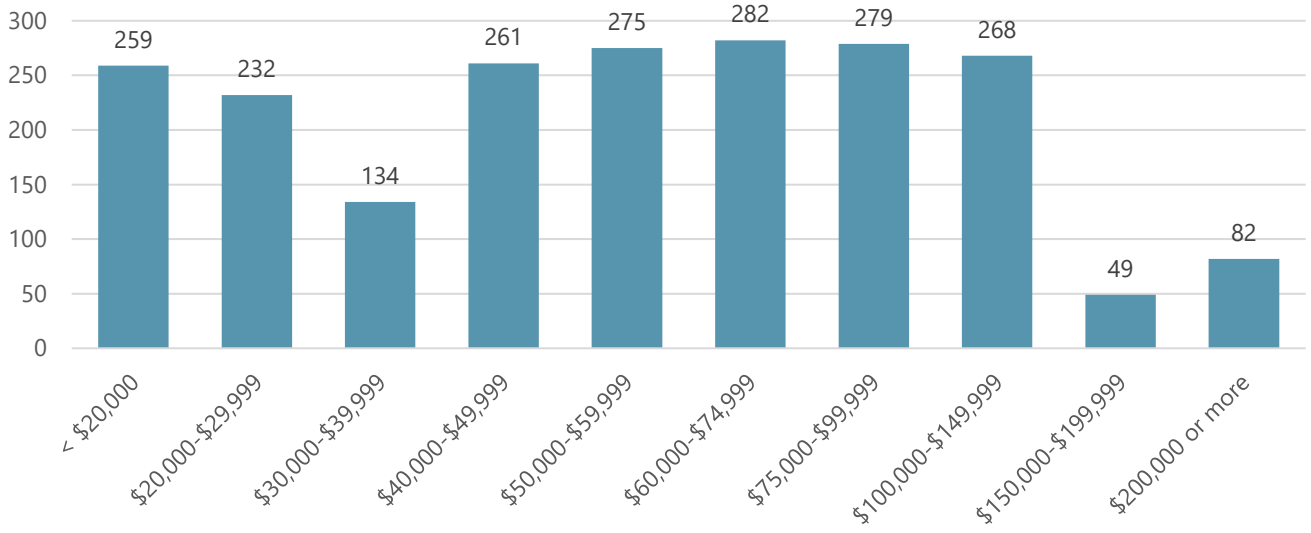


Source: US Census Bureau 2023 Five-Year ACS (Table B25007).

As of 2024, the median family income in Clallam County for a family of four is $93,900. The 80 percent MFI income band ranges from $51,450 for a single person household to $97,000 for an eight-person household. In Sequim, 886 households (42 percent) headed by someone 65 or older

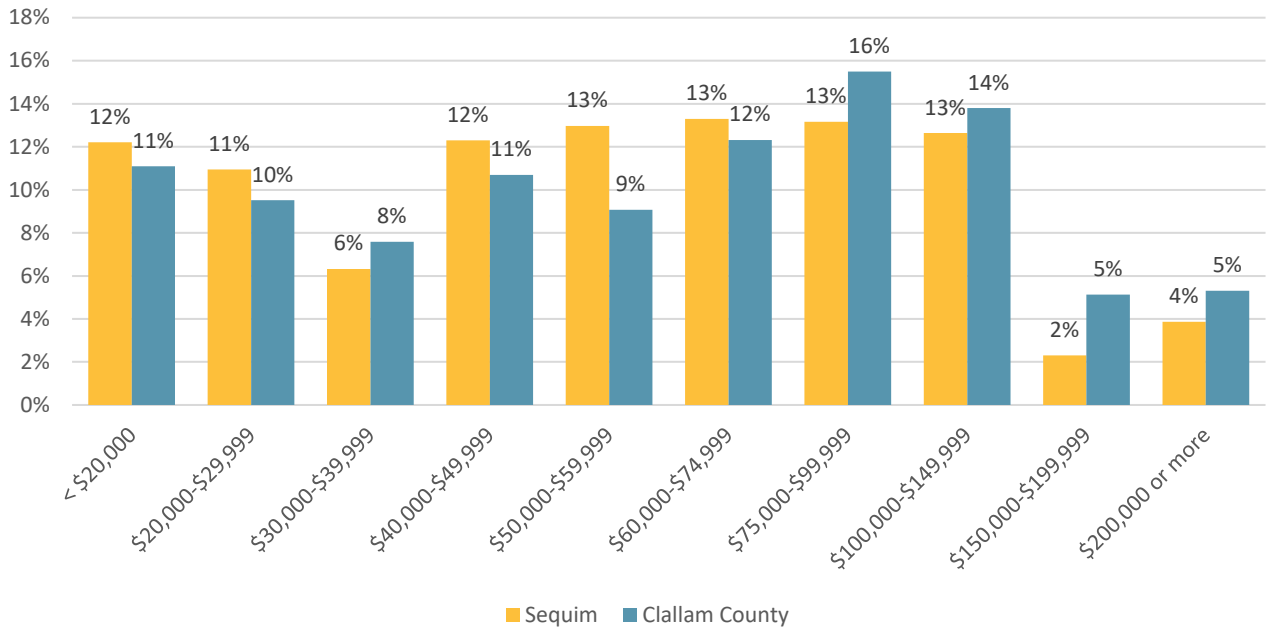
have incomes less than $50,000. Countywide, 39 percent of seniors have household incomes below $50,000.

Figure 16. Number of Sequim Households with Householders over 65 Years Old by Income



Source: US Census Bureau 2023 5-year ACS, Table B19037.

Figure 17. Share of Senior Households by Income in Sequim and Clallam County



Source: US Census Bureau 2023 5-year ACS, Table B19037.

Special Housing Needs

Special housing needs typically include housing types that are not commonly supplied on the open market. This includes housing for the elderly, people with disabilities, and homeless individuals and families.

Figure 18 ~~16~~ below shows the number ~~of~~ and share of households by disability status. Note that one person may have more than one disability, and some households may have more than one disabled resident. In Sequim, 40 percent of households (1,383 total) report at least one disability. There are 820 households where at least one member has a self-care or independent living limitation and 850 where at least one household member has an ambulatory limitation. This indicates that there may be a need for accessible housing units with features that are designed to accommodate a variety of physical disabilities, or there could be demand for programs that help families retrofit their homes to accommodate their changing needs as they age.

Figure 18. Households by Disability Status of Members

	Number	Share
Household member has a cognitive limitation	630	18%
Household member has a hearing or vision impairment	630	18%
Household member has a self-care or independent living limitation	820	24%
Household member has an ambulatory limitation	850	24%
Household member has none of the above limitations	2,075	60%

Source: US Department of Housing and Urban Development 2016-2020 Comprehensive Housing Affordability Strategy (CHAS).

According to the 2023 Clallam County Point in Time Count, there are 214 homeless residents in Clallam County – 75 sheltered and 139 unsheltered. While the number of homeless residents has decreased since 2021, when there were 247 homeless residents countywide, there is still a need for a combination of shelter beds and permanent supportive housing (PSH) to address homelessness in Clallam County.

Workforce Profile

Local workforce characteristics

As of 2022, Sequim is home to 4,628 jobs and 3,007 employed residents. Health Care, Retail, Accommodation and Food Services, and Education are the top job sectors in Sequim. Retail has also seen the biggest increase in jobs, with 165 new jobs created between 2012 and 2022. Along with Retail, there has also been a significant increase in Health Care and Construction jobs.

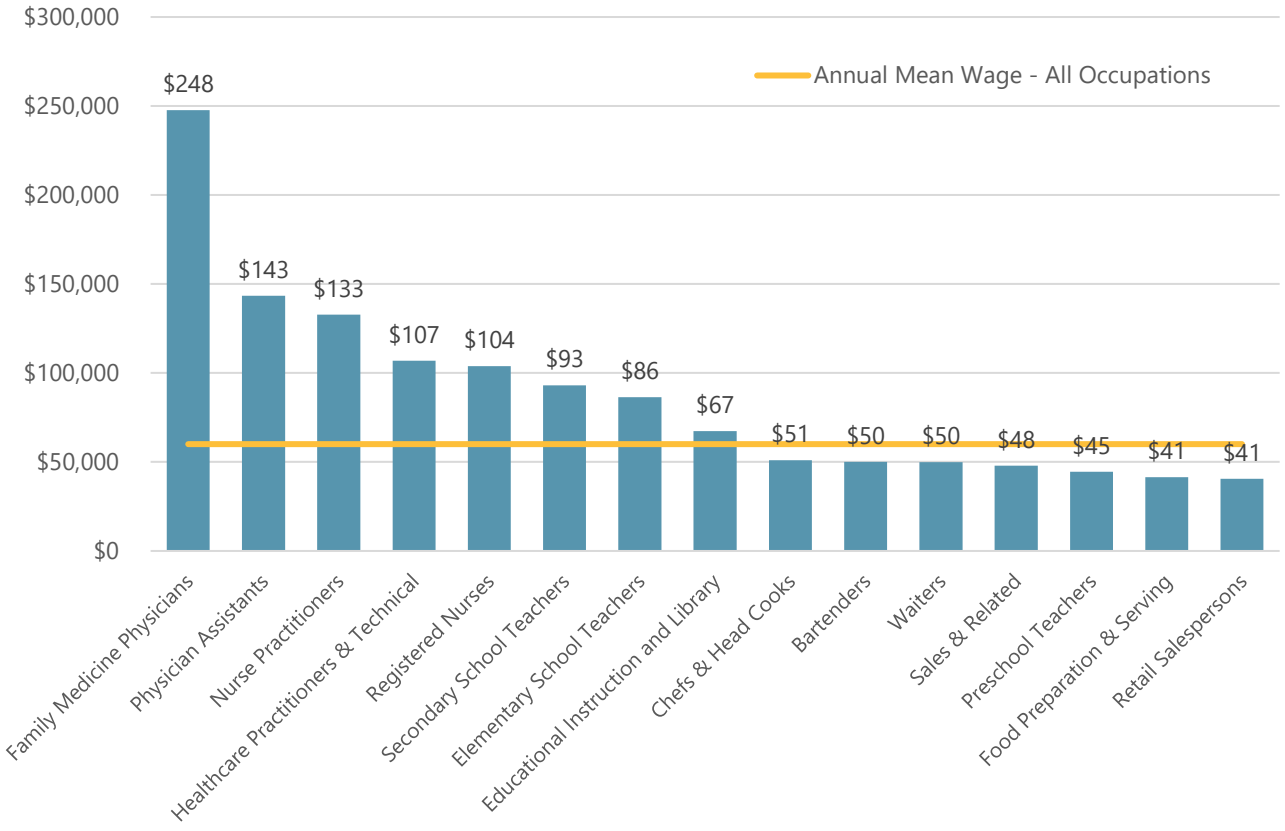
Figure 19. Jobs by Sector in Sequim (2012-2022)

	2012	2022	Change
Health Care and Social Assistance	971	1,101	130
Retail Trade	819	984	165
Accommodation and Food Services	551	652	101
Educational Services	438	507	69
Administration & Support, Waste Management	174	297	123
Construction	103	253	150
Other Services (excluding Public Administration)	222	169	(53)
Professional, Scientific, and Technical Services	133	161	28
Finance and Insurance	134	139	5
Public Administration	131	124	(7)
Real Estate and Rental and Leasing	48	66	18
Arts, Entertainment, and Recreation	80	50	(30)
Manufacturing	44	40	(4)
Transportation and Warehousing	4	36	32
Wholesale Trade	35	31	(4)
Information	24	14	(10)
Agriculture, Forestry, Fishing and Hunting	13	4	(9)
Mining, Quarrying, and Oil and Gas Extraction	0	0	0
Utilities	11	0	(11)
Management of Companies and Enterprises	1	0	(1)
Total	***3,936***	***4,628***	***692***

Source: US Census via LEHD OntheMap.

Figure 20 below shows the annual mean wage for occupations within the top job sectors in Sequim. The data is for the Western Washington Non-Metropolitan Area, which includes Clallam County. Health Care occupations have relatively high annual wages compared with the other top sectors in the region. Preschool teachers, food prep and serving employees, and retail salespersons have the lowest annual wages.

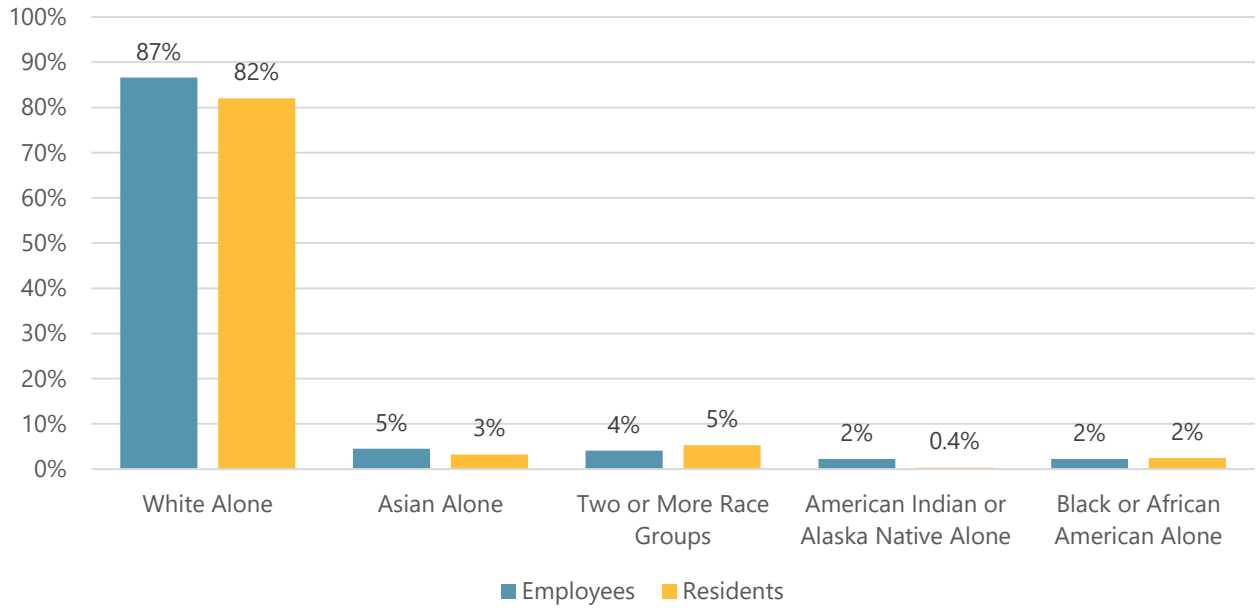
Figure 20. Annual Wages for Select Occupations, Western Washington Non-Metropolitan Area (May 2023)



Source: US Bureau of Labor and Statistics.

Among those who work in Sequim, 87 percent are white – a higher share than the general population. However, the local workforce has become slightly more diverse since 2010, when 92 percent of the local workforce was white.

Figure 21. Sequim Residents and Workforce by Race



Source: US Census Bureau 2022 5-Year ACS, Table DP05; LEHD OnTheMap.

Figure 22 below shows the home locations of Sequim's workforce by zip code. While 14 percent of the workforce in Sequim comes from within city boundaries, 45 percent comes from the 98382 zip code, which includes Sequim and surrounding unincorporated areas. An additional 20 percent come from zip codes that include Port Angeles and its surrounding unincorporated areas. Roughly half of those who work in Sequim commute fewer than ten miles to their jobs. However, 1,350 workers (30 percent) commute more than 25 miles to their jobs in Sequim.

Figure 22. Sequim Workforce by Home Location Zip Code (2022)

Zip Code	City	Share
98382	Sequim	45%
98362	Port Angeles	15%
98363	Port Angeles	5%
98368	Port Townsend	2%
98225	Bellingham	1%
98277	Oak Harbor	1%
98226	Bellingham	1%
98584	Skokomish	1%
98273	Mount Vernon	1%
98229	Bellingham	1%
All Other Locations		*29%*

Source: US Census via LEHD OnTheMap (2022).

As of 2022, over 4,000 of Sequim's 4,628 jobs were filled by people commuting into the city (including those living in unincorporated areas), while 616 workers (13 percent) with jobs in Sequim live within city limits.

Figure 23. Sequim Commuter In- and Out-Flows (2022)



Source: US Census via LEHD OnTheMap (2022).

Even though relatively few residents in Sequim work in the city, there does not appear to be a significant mismatch between jobs and the skills of local residents. Health Care, Retail, Accommodation and Food Services are the top sectors for people who live in Sequim, as well as the top job sectors in the city. However, as shown in Figure 25 below, there are more jobs than workers in these top sectors.

Figure 24. Jobs Worked by Sequim Residents (2012-2022)

	2012	2022	Change
Health Care and Social Assistance	370	608	238
Retail Trade	363	489	126
Accommodation and Food Services	244	281	37
Educational Services	147	188	41
Construction	88	185	97
Professional, Scientific, and Technical Services	91	155	64
Public Administration	93	149	56
Administration & Support, Waste Management	86	147	61
Manufacturing	87	124	37
Other Services (excluding Public Administration)	150	113	(37)
Arts, Entertainment, and Recreation	138	102	(36)
Wholesale Trade	70	91	21
Transportation and Warehousing	52	83	31
Finance and Insurance	62	72	10
Information	28	59	31
Real Estate and Rental and Leasing	34	54	20
Agriculture, Forestry, Fishing and Hunting	39	52	13
Management of Companies and Enterprises	16	39	23
Utilities	14	15	1
Mining, Quarrying, and Oil and Gas Extraction	2	1	(1)
Total	***2,174***	***3,007***	***833***

Source: US Census via LEHD OnTheMap.

Figure 25. Local Jobs and Workers by Sector in Sequim, 2022

	Jobs	Workforce	Difference
Health Care and Social Assistance	1,101	608	(493)
Retail Trade	984	489	(495)
Accommodation and Food Services	652	281	(371)
Construction	253	185	(68)
Educational Services	507	188	(319)
Public Administration	124	149	25
Professional, Scientific, and Technical Services	161	155	(6)
Administration & Support, Waste Management	297	147	(150)
Manufacturing	40	124	84
Other Services (excluding Public Administration)	169	113	(56)
Arts, Entertainment, and Recreation	50	102	52
Transportation and Warehousing	36	83	47
Agriculture, Forestry, Fishing and Hunting	4	52	48
Wholesale Trade	31	91	60
Finance and Insurance	139	72	(67)
Information	14	59	45
Management of Companies and Enterprises	0	39	39
Real Estate and Rental and Leasing	66	54	(12)
Utilities	0	15	15
Mining, Quarrying, and Oil and Gas Extraction	0	1	1

Source: US Census via LEHD OnTheMap (2022).

Jobs to Housing Ratio

There are 4,105 housing units in Sequim (per 2022 5-year ACS data) and 4,628 jobs (per 2022 data from LEHD OntheMap) – a ratio of 1.13 jobs per housing unit. This is within the recommended range that the Washington Department of Commerce expects cities to meet.

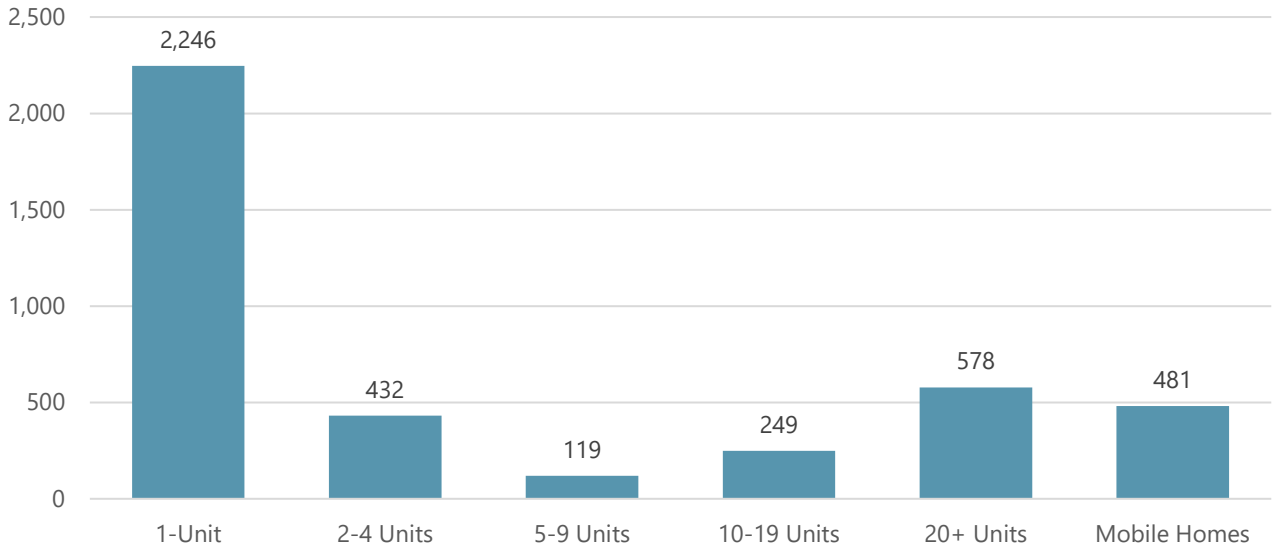
Leland Consulting Group estimates that land in Sequim has a net job capacity of 5,679 jobs.

Housing Supply

General Housing Inventory

Of the 4,105 housing units in Sequim, 55 percent (2,246) are in single unit detached or attached structures. The City is also home to 481 mobile homes.

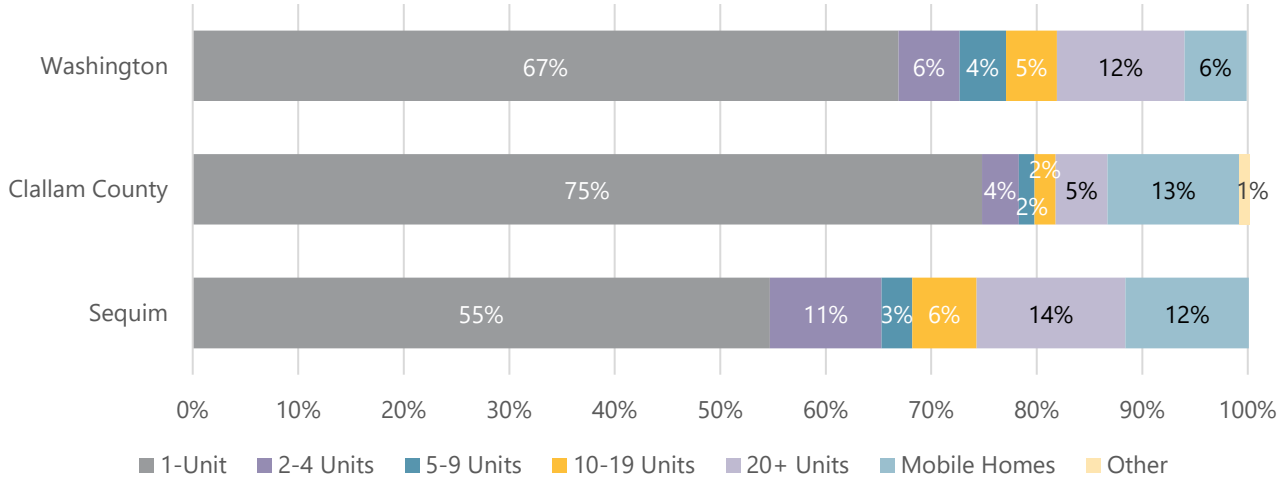
Figure 26. Number of Housing Units by Structure Type in Sequim



Source: US Census Bureau 2022 5-Year ACS, Table DP04.

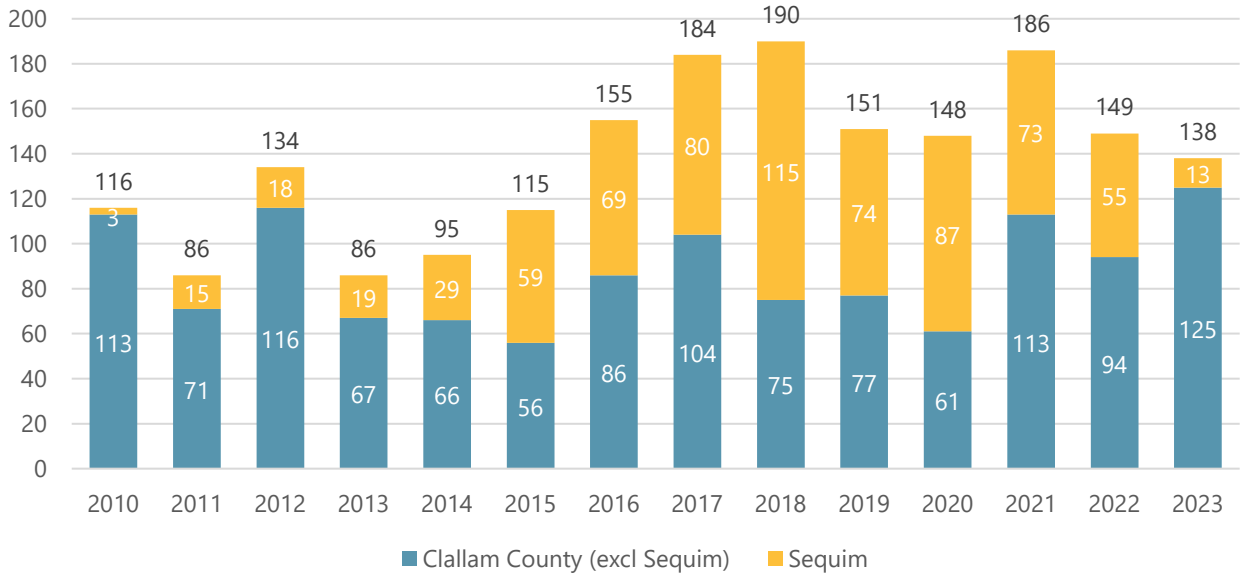
Sequim has a higher share of housing units in multifamily structures than the County or the state. In Sequim, 14 percent of homes are in structures with 20 or more units, compared to five percent countywide. Sequim also has a higher share of middle housing (homes in structures with two to four units) than Clallam County.

Figure 27. Share of Housing Units by Type in Sequim, Clallam County, and Washington



Source: US Census Bureau 2022 5-Year ACS, Table DP04.

Figure 28. Units Permitted by Year in Clallam County and Share of Permitted Units in Sequim, 2010-2023

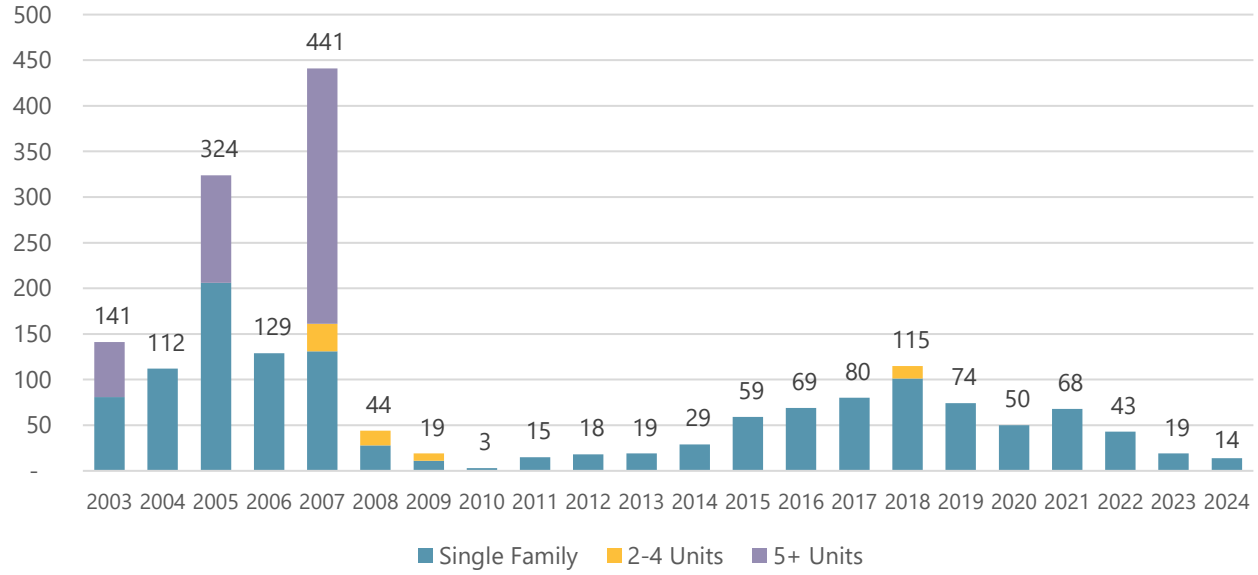


Source: US Census Bureau Building Permit Survey.

Housing Market Conditions

Between 2003 and 2023, 1,919 new housing units were permitted in Sequim. Of these, 458 (24 percent) were in structures with five or more units. In 2018, 14 duplex units were permitted. Between 2019 and 2023, over 250 units were permitted, compared with 1,147 in 2003 to 2007.

Figure 29. Housing Permits in Sequim by Structure Type, 2003-2024



Source: US Census Bureau SOCDS Building Permit Database; City of Sequim (for years 2002-2024).

Since 2014, a net total of 646 units have been added to Sequim's housing unit inventory.

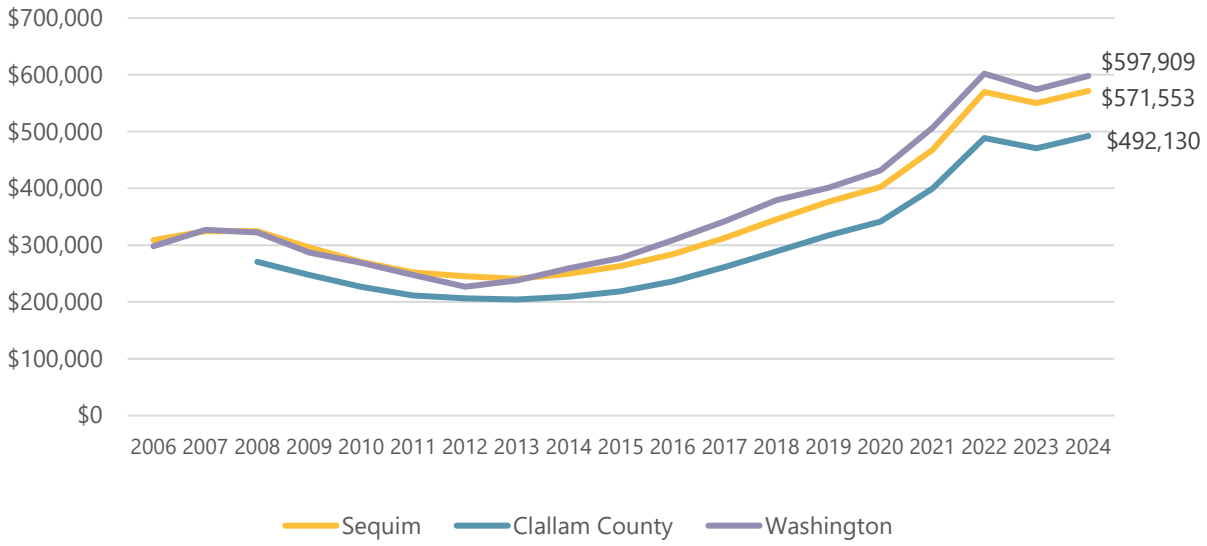
Figure 30. Housing Units in Sequim and Net Annual Change, 2014-2024

	Sequim Housing Units	Net Annual Change
2014	3,932	
2015	3,952	20
2016	4,018	66
2017	4,092	74
2018	4,167	75
2019	4,280	113
2020	4,369	89
2021	4,442	73
2022	4,501	59
2023	4,547	46
2024	4,578	31

Source: Washington Office of Financial Management Population & Housing Estimates.

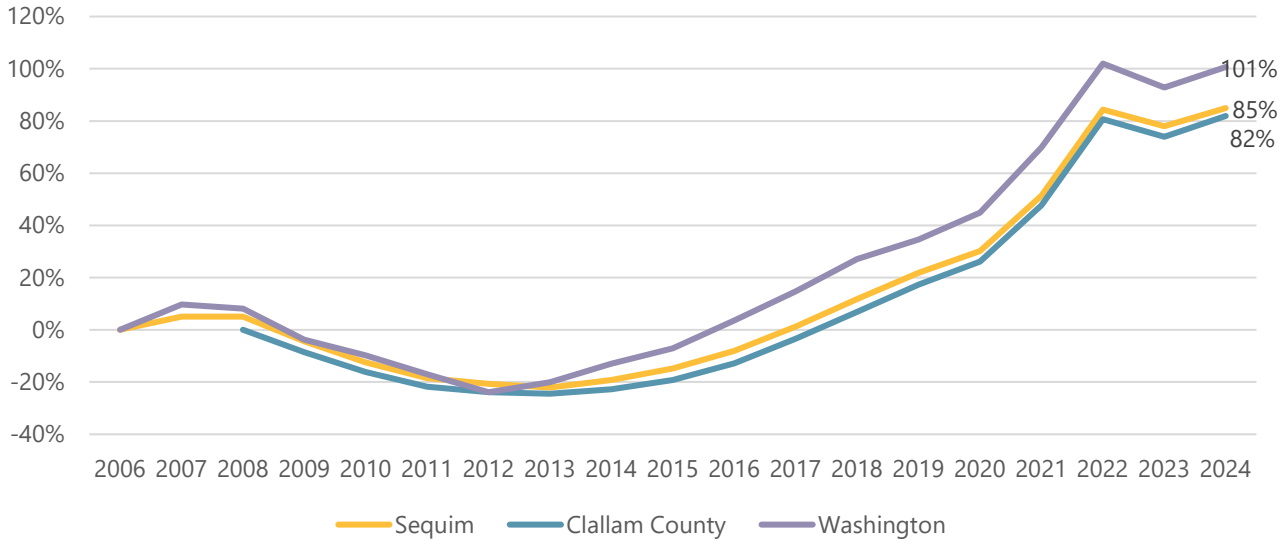
The Zillow Home Value Index (ZHVI) reflects the typical value for homes in the 35th to 65th percentile range. As of April 2024, the typical home value in Sequim is $571,553 – higher than the County overall but lower than statewide home values. The typical home value in Sequim has grown by 85 percent since 2006, when it was $309,045. Although home value increases have slowed since 2021, they are once again on an upward trajectory.

Figure 31. Typical Home Values in Sequim, Clallam County, and Washington (2006-2024)



Source: Zillow Home Value Index (ZHVI). Data as of April of each year.

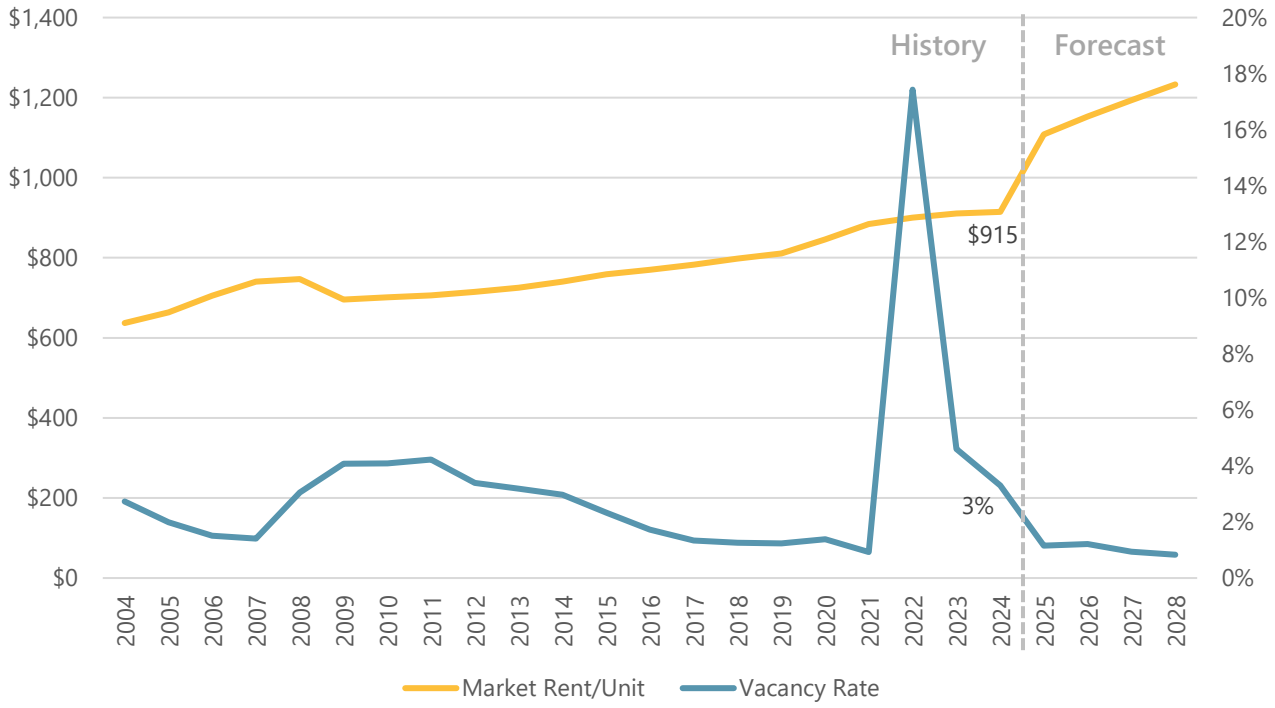
Figure 32. Cumulative Housing Value Growth, Sequim, Callam County, and Washington



Source: Zillow Home Value Index (ZHVI). Data as of April of each year. No information available before 2008 for Clallam County.

According to commercial real estate data aggregator CoStar, Sequim has 23 multifamily properties with a total of 1,192 units. There are no units currently under construction in the city. The vacancy rate as of Q1 2021 is 3.3%, below the five percent threshold typically indicative of a healthy market. Lavender Meadows, a 217-unit mobile home park, is the most recently built multifamily property in Sequim. Prior to that, no multifamily housing had been added to Sequim since 2012, when the 42-unit SeaBreeze Apartments were completed. Because there is no multifamily rental housing in the development pipeline, the vacancy rate is expected to remain extremely low. The spike in vacancies in Figure 33 below correlates to the lease-up period for Lavender Meadows. As of Q1 2024, the market rent per unit is $915. It is expected to rise to $1,058 by the end of the year.

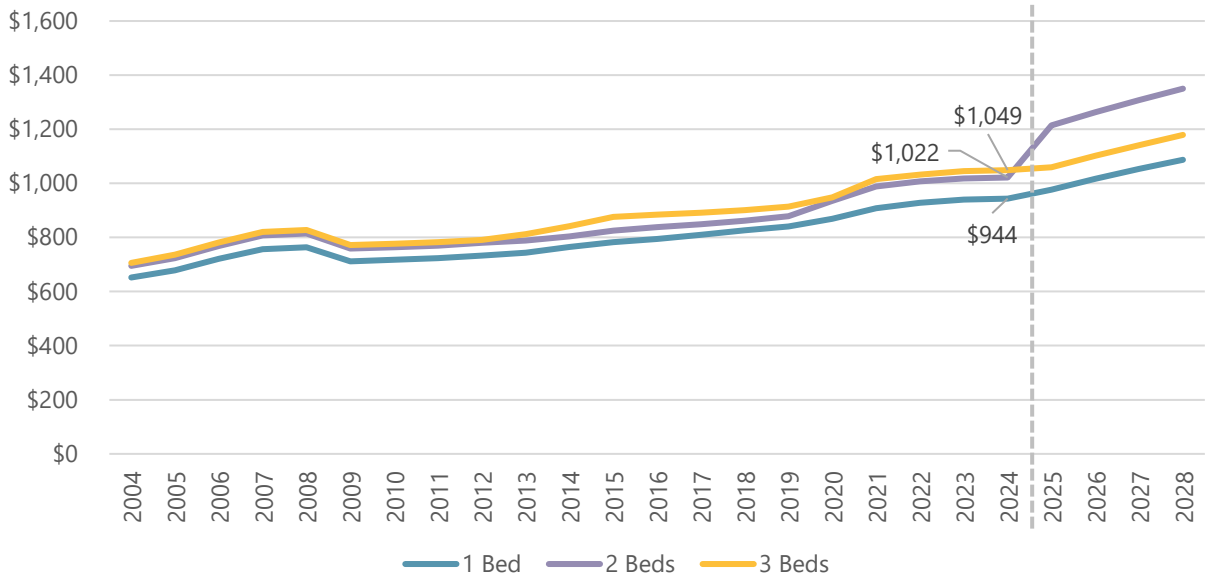
Figure 33. Multifamily Market Rent per Unit and Vacancy



Source: CoStar.

Over the past 20 years, rent in Sequim has increased 45 percent for one-bedroom units, 47 percent for two-bedroom units, and 49 percent for three-bedroom units. As of Q1 2024, the market asking rent per square foot is $1.31, up from $0.90 in 2004 (an increase of 46 percent).

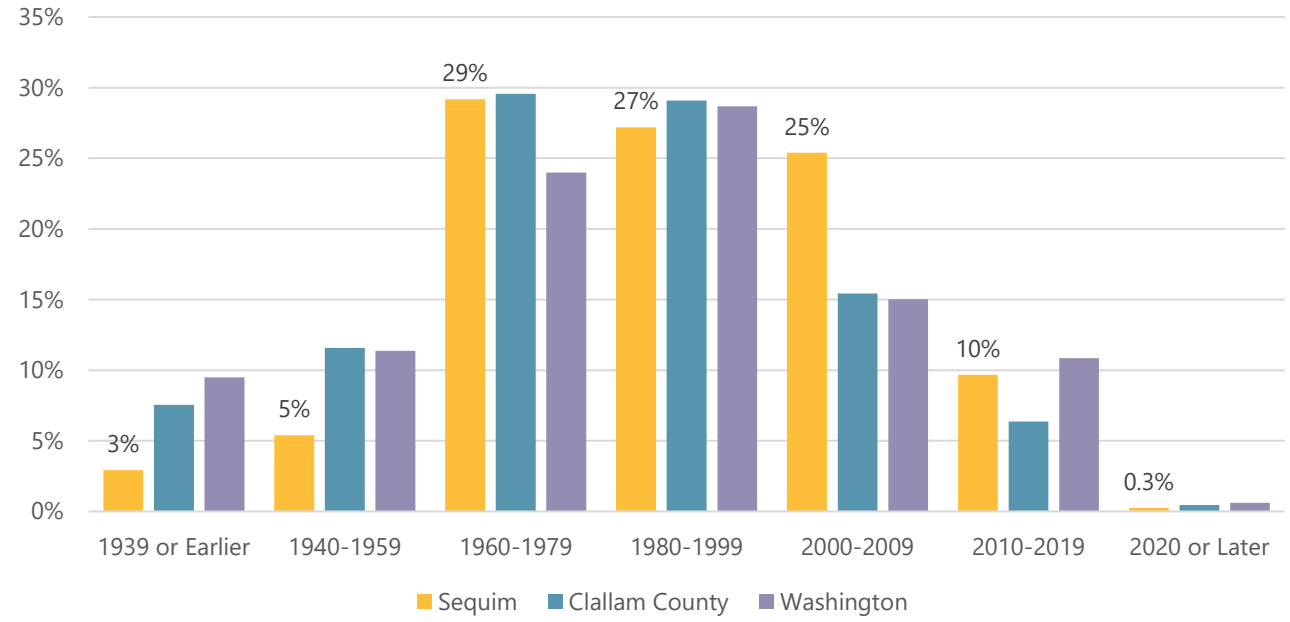
Figure 34. Market Rent per Unit-by-Unit Type in Sequim



Source: CoStar.

Compared with the rest of the county, the housing stock in Sequim is relatively new. In Sequim, 37 percent of housing units were built prior to 1980, compared with 49 percent of Clallam County housing units and 45 percent of housing units statewide. In addition, 35 percent of Sequim's housing units have been built since 2000, compared with 22 percent countywide and 26 percent statewide. The years with the most homebuilding were 1960 to 2009, when 82 percent of Sequim's housing units were completed.

Figure 35. Housing Units by Year Built in Sequim, Clallam County, and Washington



Source: US Census Bureau 2022 5-Year ACS, Table S2504.

The US Department of Housing and Urban Development tracks data relating to housing quality. The four housing problems, referenced in Figure 36 below, include incomplete kitchen facilities; incomplete plumbing facilities; more than one person per room; and cost burden greater than 30 percent. Housing problems are considered severe when residents have cost burdens greater than 50 percent (meaning they spend at least half of their income on housing). Of the households with at least one housing problem, 63 percent are renter households. Of those with at least one severe housing problem, 60 percent are renters.

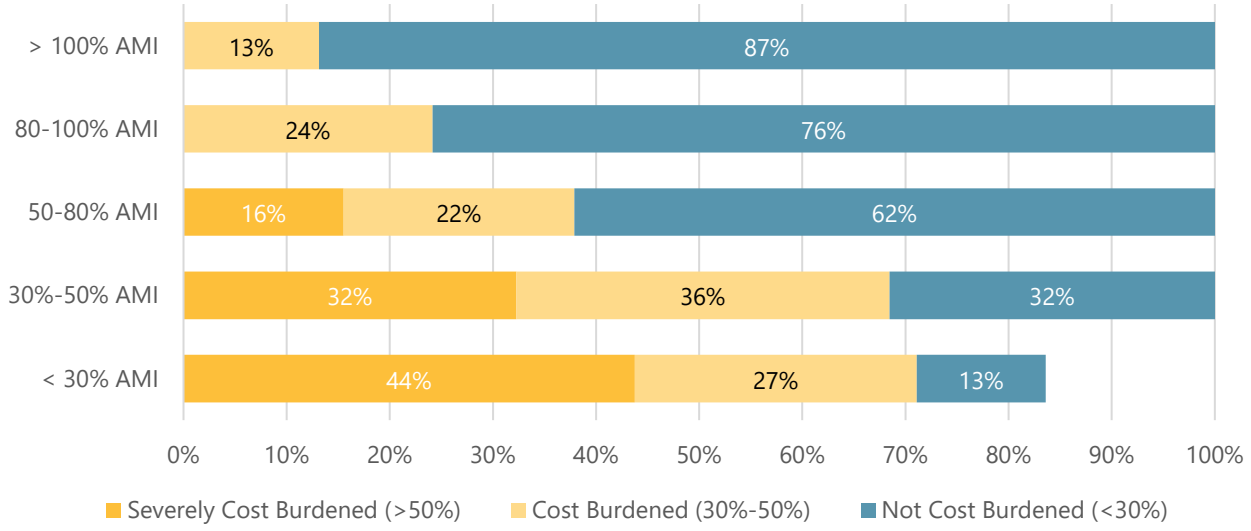
Figure 36. Housing Units by Tenure and Housing Problems

	Owner	Rental	Total
Household has at least 1 of 4 Housing Problems	530	894	***1,424***
Household has none of 4 Housing Problems	1,425	515	***1,940***
Household has at least 1 of 4 Severe Housing Problems	285	425	***710***
Household has none of 4 Severe Housing Problems	1,675	1,090	***2,765***

Source: US Department of Housing and Urban Development 2016-2020 CHAS Data.

Housing cost burden is directly correlated with income. In Sequim, 13 percent of those making over 100 percent AMI are cost burdened, compared with 71 percent of households making less than 30 percent AMI.

Figure 37. Housing Cost Burden by Income Band in Sequim

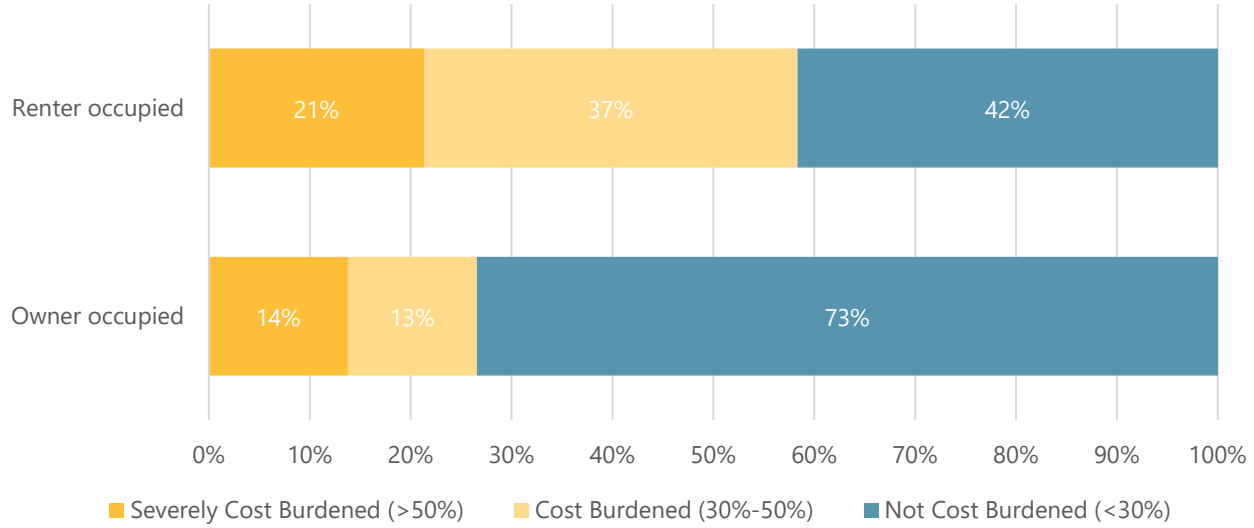


Source: US Department of Housing and Urban Development 2016-2020 CHAS Data.

Note: Total for very low income households (those making below 30 percent AMI) is less than 100 percent because cost burden was not reported for 105 households in this income range (16 percent).

In addition, renter households are more likely to be cost burdened than owner households. In Sequim, 21 percent of renter households spend more than 50 percent of their income on rent, compared with 14 percent of owner households. Although Sequim has a relatively low displacement risk (per the Washington Department of Commerce), renter households that spend more than 30 percent of their incomes on housing costs are at a higher risk of eviction and displacement. The Gap Analysis section of this report includes State estimates for housing needed by income bracket in Sequim.

Figure 38. Cost Burden by Tenure in Sequim



Source: US Department of Housing and Urban Development 2016-2020 CHAS Data.

Special Housing Inventory

According to the Washington Office of Financial Management, as of 2024 Sequim has 527 units categorized as "mobile homes and special housing." This is a 23-unit increase since 2020. As of 2024, 7.6 percent of Clallam County's mobile home and special housing is located in Sequim. The vast majority of these types of units (79 percent) are located in unincorporated areas of the county.

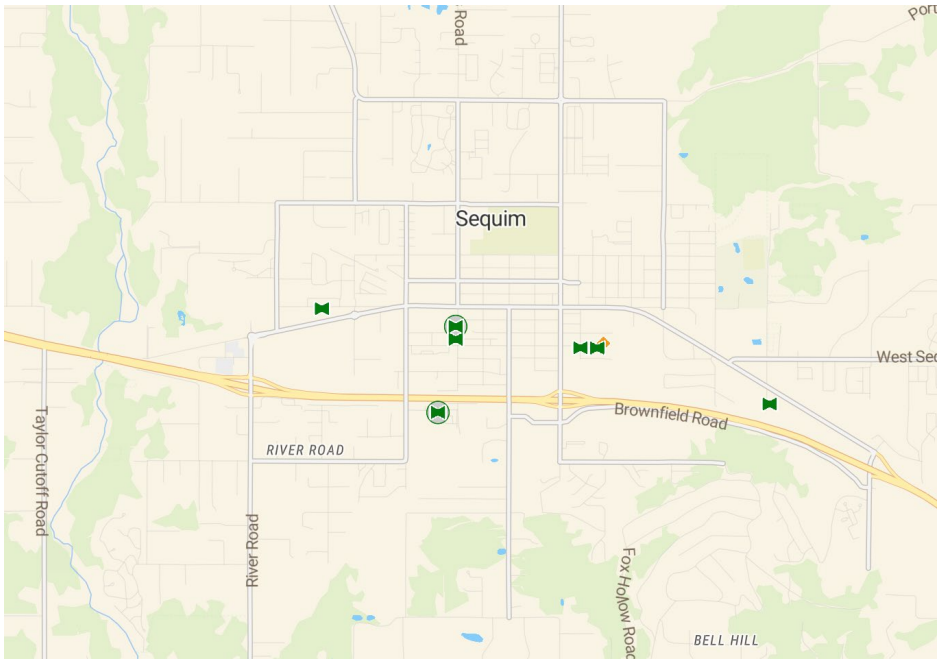
Sequim has 478 units of subsidized housing, mostly serving households earning 60% AMI and below, and all built before 2010. The Pioneer Villa Apartments are a project-based Section 8 project serving a variety of low-income levels. The table and map below show details and the locations of these units.

Figure 39. Subsidized Housing Units in Sequim

Project	Units	AMI	Year Built
Suncrest I	43	60% AMI	2009
Sea Breeze Apartments	41	60% AMI	2009
Mountain View Apartments	72	60% AMI	2009
Suncrest Village	36	60% AMI	1994
Vintage at Sequim	116	60% AMI	2007
Pioneer Villa Apartments	34	Section 8	1980
Elk Creek Apartments	136	60% AMI	2008
Total	478		

Source: PolicyMap

Figure 40. Subsidized Housing Locations in Sequim



Sequim currently has 16 units of permanent supportive housing (PSH), located in the Sunbelt Apartments, and no emergency housing.

Figure 41. The Sunbelt Apartments, Permanent Supportive Housing in Sequim



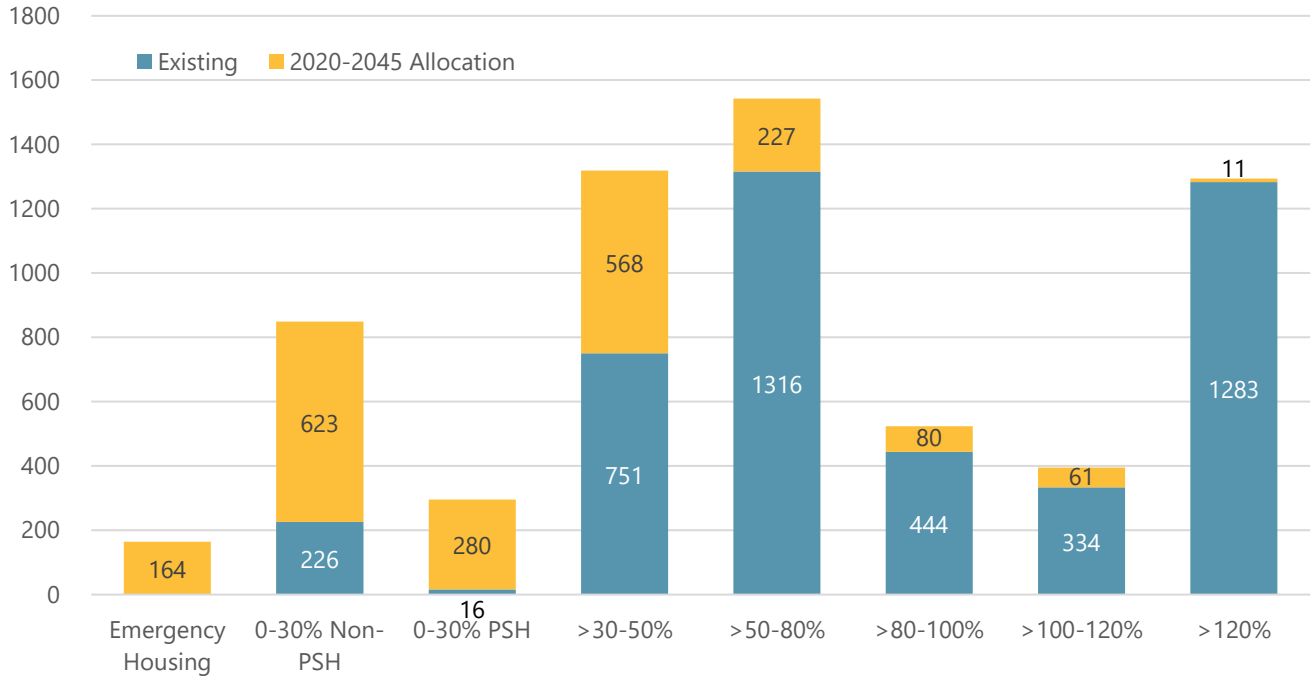
Source: Serenity House Clallam County.

Gap Analysis

Clallam County is planning for the Washington State Office of Financial Management's GMA population forecast of 86,700 total persons during the 2025-2045 planning period. Through a regional coordination process, Clallam County allocated 31 percent of new population growth to Sequim and five percent to the unincorporated Sequim UGA. Using Washington State Department of Commerce's Housing for All Planning Tool (HAPT), population growth has been translated into 5,968 new housing units for Clallam County during the planning period; 1,850 new units are distributed to City of Sequim and 298 new housing units to the Sequim UGA.

Clallam County, again using the State's HAPT methodology, distributed new housing units by income band for each county jurisdiction. Figures 40, 41 and 42 report the housing unit allocation and distribution by income for Sequim and its UGA.

Figure 42 41. Existing Housing as of 2020 and 2020-2045 Allocations by Income Level in the City of Sequim



Source: Clallam County Resolution 2023-01, Washington State Department of Commerce

Figure 43 ~~42.~~ Existing Housing as of 2020 and 2020-2045 Allocations by Income Level in the City of Sequim

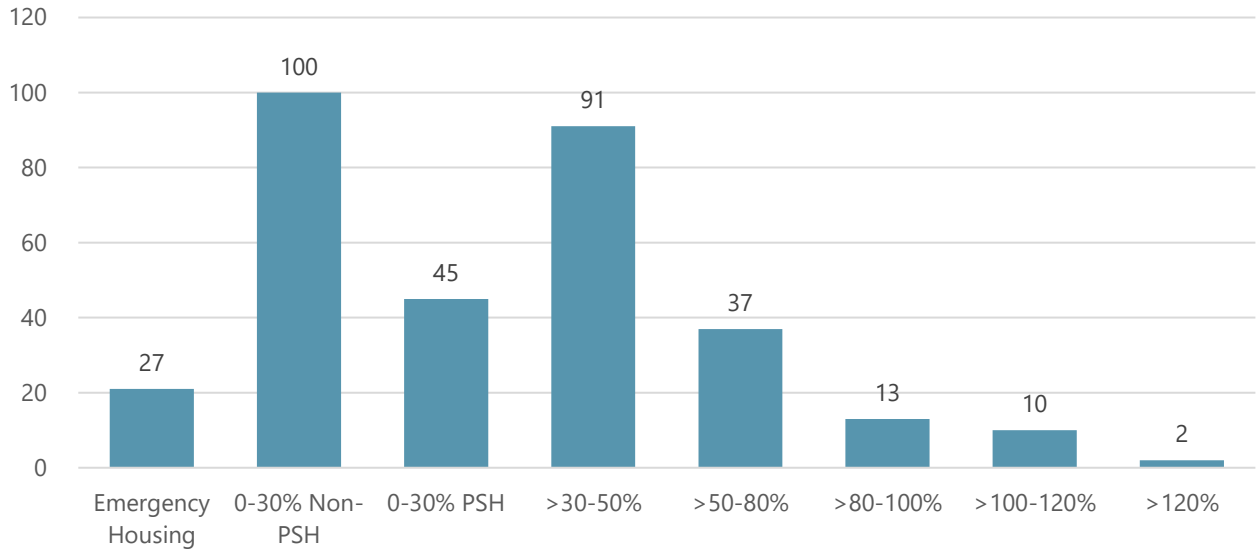
	Existing	2020-2045 Allocation
Emergency Housing	0	191
0-30% Non-PSH	226	623
0-30% PSH	16	280

>30-50%	751	568
>50-80%	1316	227
>80-100%	444	80
>100-120%	334	61
>120%	1283	11

Source: Clallam County.

The income distribution of the 298 new housing (excluding emergency housing) in the Sequim unincorporated UGA is shown below.

Figure 44 ~~43.~~ 2020-2045 Housing Allocations for Unincorporated Areas within the Sequim UGA

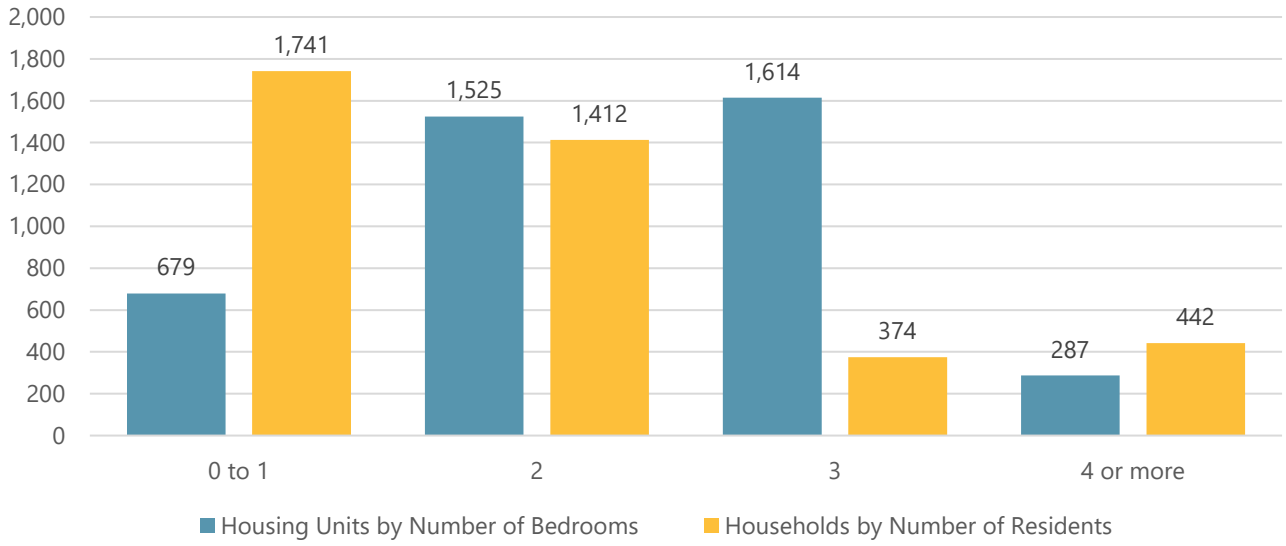


Source: Clallam County.

To meet the 2045 allocation of 191 emergency housing beds and 623 units of permanent supportive housing, 31 of these units per year will need to be added. This is likely to be extremely challenging, as there is a limited amount of funding available for this kind of deeply affordable housing. The Adequate Provisions assessment included as Housing Appendix A-3 ~~A-2~~ explores this challenge further.

In addition, there may be a mismatch between the number of residents per household and the number of bedrooms per housing unit in Sequim. There are 1,741 single-person households in the city, and there are 679 studio or one-bedroom units. In addition, while there are 374 three-person households, there are 1,614 housing units with three bedrooms. As residents age, they may want to downsize to reduce the time and effort needed to maintain a larger home, and this would be a challenge in Sequim due to the lack of smaller housing units.

Figure 45 44. Housing Units by Number of Bedrooms and Households by Number of Residents in Sequim



Source: US Census Bureau 2022 5-Year ACS, Tables S2501 and S2504.

Land Capacity by Income Band

HB 1220 requires jurisdictions to analyze their housing capacity by what household income level the new units can serve. Each county establishes income-based targets as reported in Figure 4145 above, Sequim must then demonstrate sufficient land capacity for the number of units allocated in each income band, as well as capacity for emergency housing units. The full methodology and results of this analysis are found in the Land Capacity Analysis (LCA) in Housing Appendix A-2. ~~A-3.~~

In brief, following the methodology established by the Department of Commerce and supplemented by Leland Consulting Group, the LCA first classified parcels as vacant, partially-used (i.e. able to be subdivided), or redevelopable, and excluding critical areas, recently developed parcels, publicly owned parcels, and other areas expected not to see redevelopment over the planning horizon. Next, the vacant, partially-used, and redevelopable acreage was assigned to residential or commercial uses based on zoning and recent development trends, and multiplied by density assumptions, again based on zoned densities and recent and expected development trends in Sequim. Finally, the resulting housing unit capacity was assigned to income bands that could be served by housing types allowed in each zone, and pending projects (built since 2020, permitted, or in the development pipeline) were also added, since the baseline year of the Commerce housing targets is 2020.

Following Department of Commerce guidance, analyzing land capacity by income band is accomplished by grouping zones into zone categories based on the housing types that are allowed and then grouping those categories by the lowest potential income level that could be served by the housing types in that zone category. This does not imply that the entire zone will be built out with subsidized or deeply subsidized units, but it does indicate that the zone allows housing types that can serve those lower income bands to be built. As discussed in the Land Capacity Analysis in

Appendix A-2, showing capacity for housing types that can serve all identified needs across income bands, through zoning, is the purpose of the income-band LCA, but other analyses and efforts are required by the GMA to ensure that this capacity for lower-income units can be realized. These subsequent analyses, which demonstrate measures that Sequim is taking to remove barriers to production and encourage and ensure that the zoned land identified in the LCA can provide the needed housing units at all income bands to meet Sequim's planning targets, can be found in the Adequate Provisions Analysis in Appendix A-3.

The initial results of the LCA analysis are shown below, under land use designation and zoning before the adoption of the periodic update. Note that the housing needs are shown in the first column for all income-bands but are aggregated into three larger categories: 0-80% AMI, 80-120% AMI, and 120% AMI and higher, in order to compare the needs to the land capacity by income band, which is only calculated in these three larger groupings of income bands.

Since housing types that can serve households earning under 120% AMI are all served by the same or similar housing types in the same or similar zoning designations (that is, low- to mid-rise multifamily apartments), it is not possible to disaggregate the pure land capacity between these income bands. Note that the purpose of the LCA analysis is to determine if Sequim has sufficient zoned land capacity to accommodate its needed housing at the various income bands. Once this task is complete, the Adequate Provisions analysis in Housing Appendix A-3 discusses at length the various factors, regulations, subsides, and other considerations needed to ensure the housing needs at the disaggregated lower income bands can be developed in the city over the next 20 years.

Figure 46. Pending Units and Capacity Allocations by Zone Category

Income Band	Housing Needs	Aggregated Housing Needs	Pipeline Units	Remaining Housing Needs	Total Capacity	Surplus/Deficit
0-30 PSH	280	1,698	70	1,628	1,632	**4**
0-30 Non PSH	623					
30-50	568					
50-80	227					
80-100	80	141	78	63	2,540	2,477
100-120	61					
120+	11	11	679	(668)	1,415	2,083
Total	**1,850**		**827**		**5,587**	**4,564**

This analysis of land capacity under current zoning shows that Sequim has sufficient zoned capacity to meet both its overall housing target as well as its housing targets for all income bands. However, the city's **surplus of 4 units at the 0-80 percent AMI category** – units serving low-income households, is extremely small. As part of the comprehensive planning process, the city has received requests to rezone several parcels from commercial or industrial zones which currently do not allow multifamily to zoning designations that would allow multifamily housing. The City is proceeding with several of these rezones for a variety of reasons, including the need for more multifamily housing capacity in Sequim to meet the city's housing needs. Since the surplus of units that can serve lower-

income households is marginal, these rezones will provide better opportunities across the city for development of housing that can serve households earning 80 percent AMI or below. After adding these rezoned parcels into the analysis, there is an increased capacity to serve lower income bands as shown below:

Figure 45. Housing Targets and Capacity by Income Band Under Proposed Parcels Zoning Changes

Income Band	Housing Needs	Aggregated Housing Needs	Pipeline Units	Remaining Housing Needs	Total Capacity	Surplus/Deficit
0-30 PSH	280	1,698	70	1,628	1,848	**220**
0-30 Non PSH	623					
30-50	568					
50-80	227					
80-100	80	141	78	63	2,540	2,477
100-120	61					
120+	11	11	679	(668)	1,415	2,083
Total	**1,850**		**827**		**5,802**	**4,779**

A detailed discussion of the methodology, assumptions, and results of the Land Capacity Analysis can be found in Housing Appendix A-2. A detailed discussion of efforts and measures the City is taking to remove barriers to the construction of units serving lower income bands and the subsidy required for them to be built can be found in Housing Appendix A-3 Adequate Provisions.

Land Capacity Analysis

1. INTRODUCTION

Leland Consulting Group (Leland) was retained by the City of Sequim to assist in completing several required analyses for its 2025 Comprehensive Plan update. As part of this work, Leland conducted a Land Capacity Analysis (LCA) to determine potential development capacity for housing and jobs in the city through 2045, including zoned land capacity for housing units by income band to comply with recent updates to the GMA resulting from the passage of HB 1220. This report details the methodology and results of this analysis, which was based on the methodology in the following documents and guidebooks:

- Department of Commerce 2012 *UGA Guidebook*
- Department of Commerce 2018 *Buildable Lands Guidelines*
- Department of Commerce *Guidance for Updating Your Housing Element v3.4 (August 2023)*
    - Note: this guidebook also adds a methodology for housing unit capacity analysis by income band to comply with HB 1220
- Recent Land Capacity Analysis methodology used in Port Angeles.

Note that this report includes the LCA for Sequim within the city limits. As part of the Clallam County Comprehensive Plan update, the County has completed an LCA for Sequim's UGA.

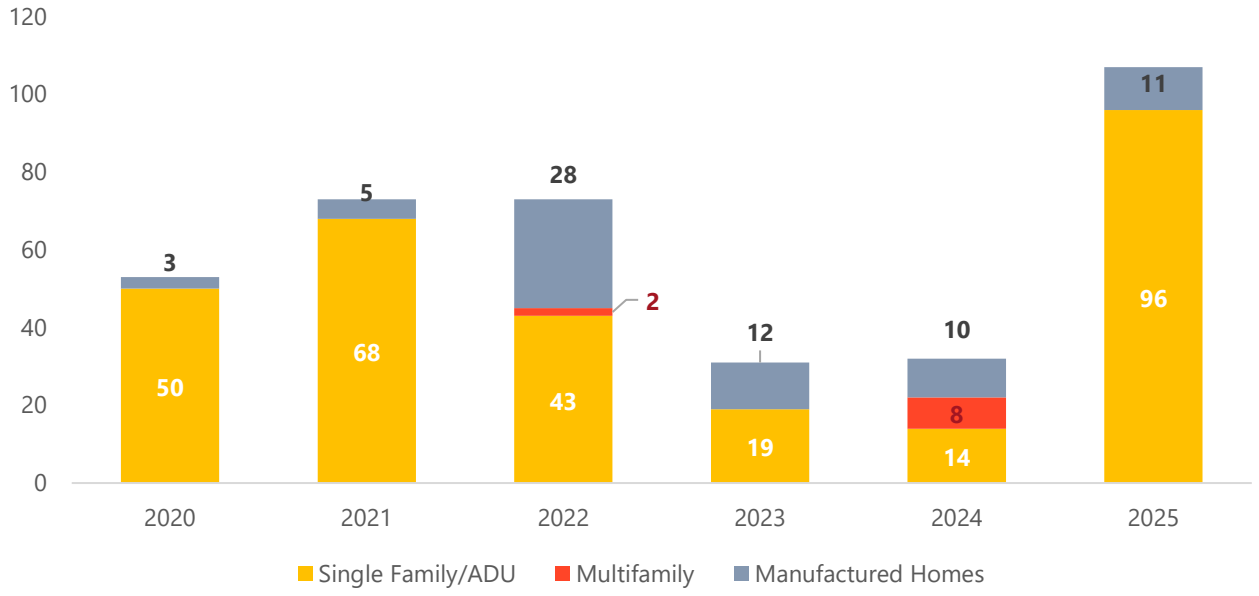
This report analyzes available land capacity by zoning, and associates zoning with various affordability levels based on the methodologies described above and the statewide guidance provided by the Department of Commerce. This analysis represents only one portion of the required Housing Element analysis outlined in the Department of Commerce's Guidance for Updating your Housing Element. The GMA also requires a Housing Needs Analysis, which can be found in Appendix A-1, and a Racially Disparate Impacts Analysis, which considers past and present policies that may contribute to racially disparate impacts in housing access and affordability and requires cities to adopt policies to attempt to undo those impacts. The Racially Disparate Impacts Analysis can be found in Appendix A-4. Additionally, Commerce requires an Adequate Provisions Analysis (found in Appendix A-3), which builds on the results of this LCA and analyzes potential barriers to housing production beyond zoned land capacity.

This LCA lays the foundation for the Adequate Provisions Analysis by ensuring that there is sufficient zoned land for the number and types of housing units that are required to meet statewide targets, but the Adequate Provisions Analysis in Appendix A-3 builds on the LCA and demonstrates measures that Sequim is taking with this Comprehensive Plan and its associated development regulations to remove barriers to production and encourage and ensure that the sufficient quantity of zoned land identified in this report can provide the needed housing units at all income levels over the planning horizon to meet the City's targets as determined by the State and Clallam County.

2. REVIEW OF RECENT DEVELOPMENT

Residential development in Sequim over the past five years has been analyzed using permit data provided by the City. Overall, **369 housing units have been permitted between January 2020 and September 2025**. As shown below in Figure 1, single-family permits outnumber other types of housing development. There were no duplexes, triplexes, or townhomes built during this period. One condominium building with eight units was issued a permit in 2024. Single-family/ADU units accounted for 78.6 percent of total units permitted (note that almost all units in this category were single-family homes), mobile/manufactured homes accounted for 18.7 percent, and 2.7 percent were multifamily units.

Figure 1. Housing Units Permitted in Sequim Since 2020

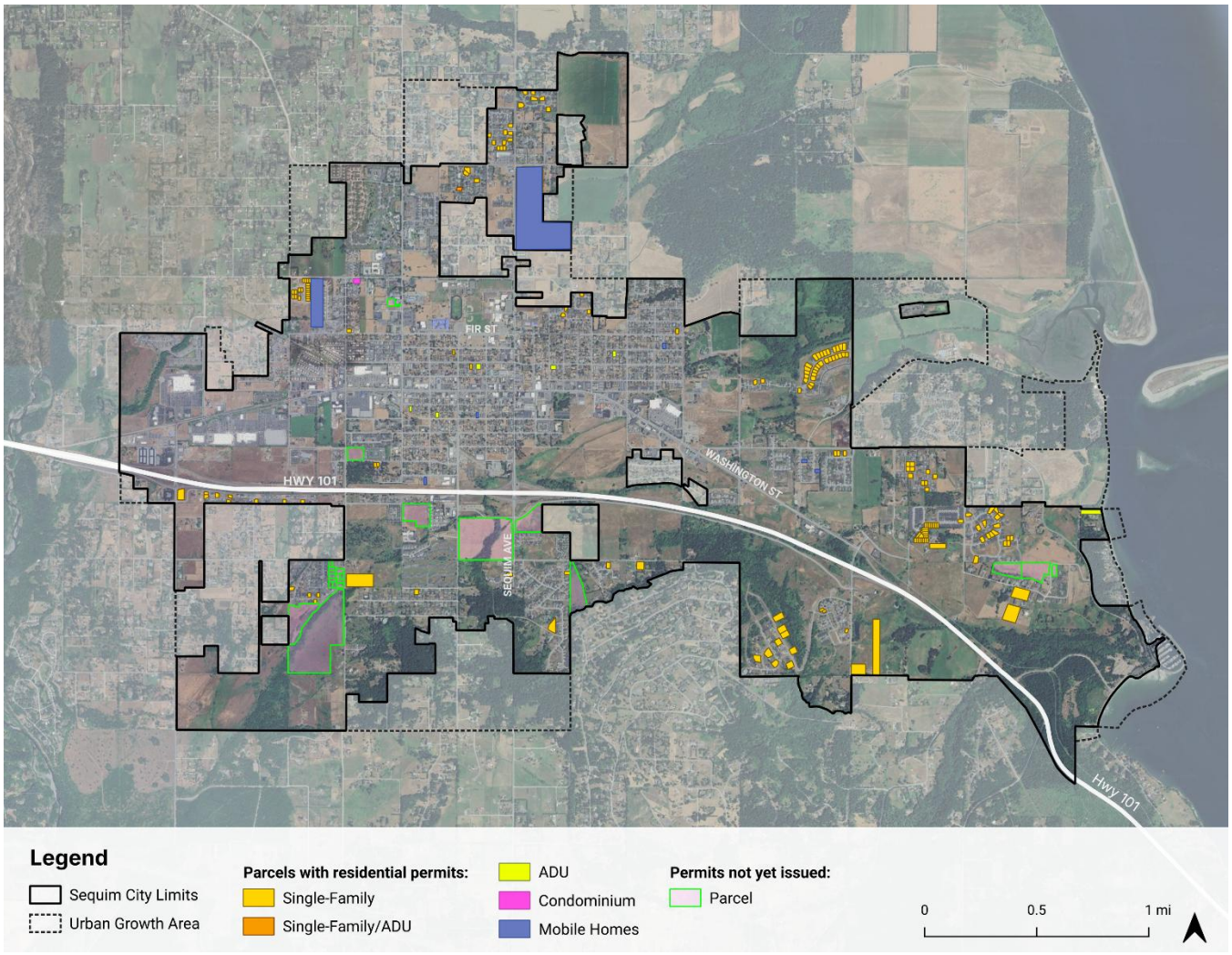


Source: City of Sequim

As of September 2025, in addition to the issued permits shown above, there were 10 proposed developments totaling **458 units that were pending a final permit** or land use decision. Of these units, 85 percent are single-family and the remaining 15 percent, or 69 units, are multifamily homes designed for different income levels.

All parcels with permitted or pending permitted development since 2020 were excluded from this LCA, and the units were counted toward the total pending units since 2020, the baseline year for Sequim's housing targets as developed by the Department of Commerce and Clallam County. These units do count towards meeting Sequim's housing targets and are added to the total land capacity at the end of the process, as detailed below. Pending units by income band included in the totals are detailed below. The map below shows parcels with permitted residential development since 2020 and parcels with pending final land use decision.

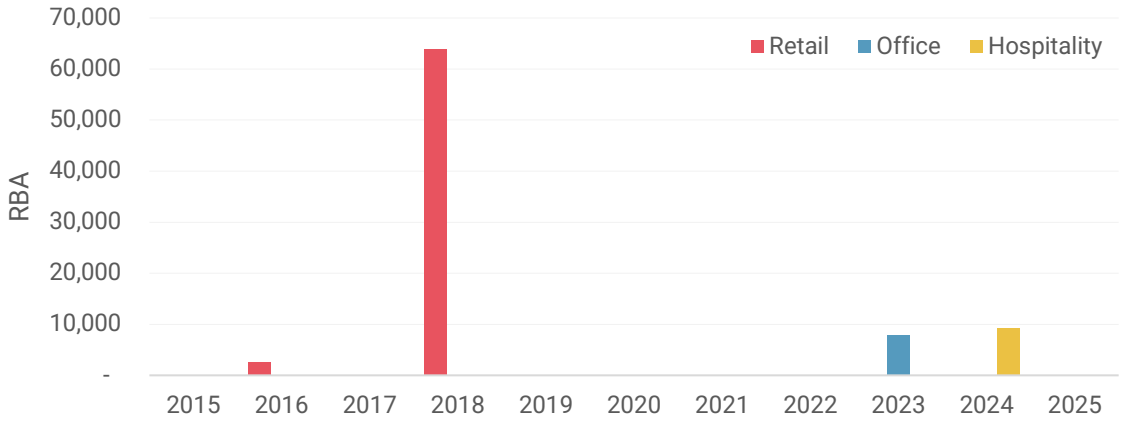
Figure 2. Residential Permits Location by Housing Type, 2020-2025



Source: City of Sequim

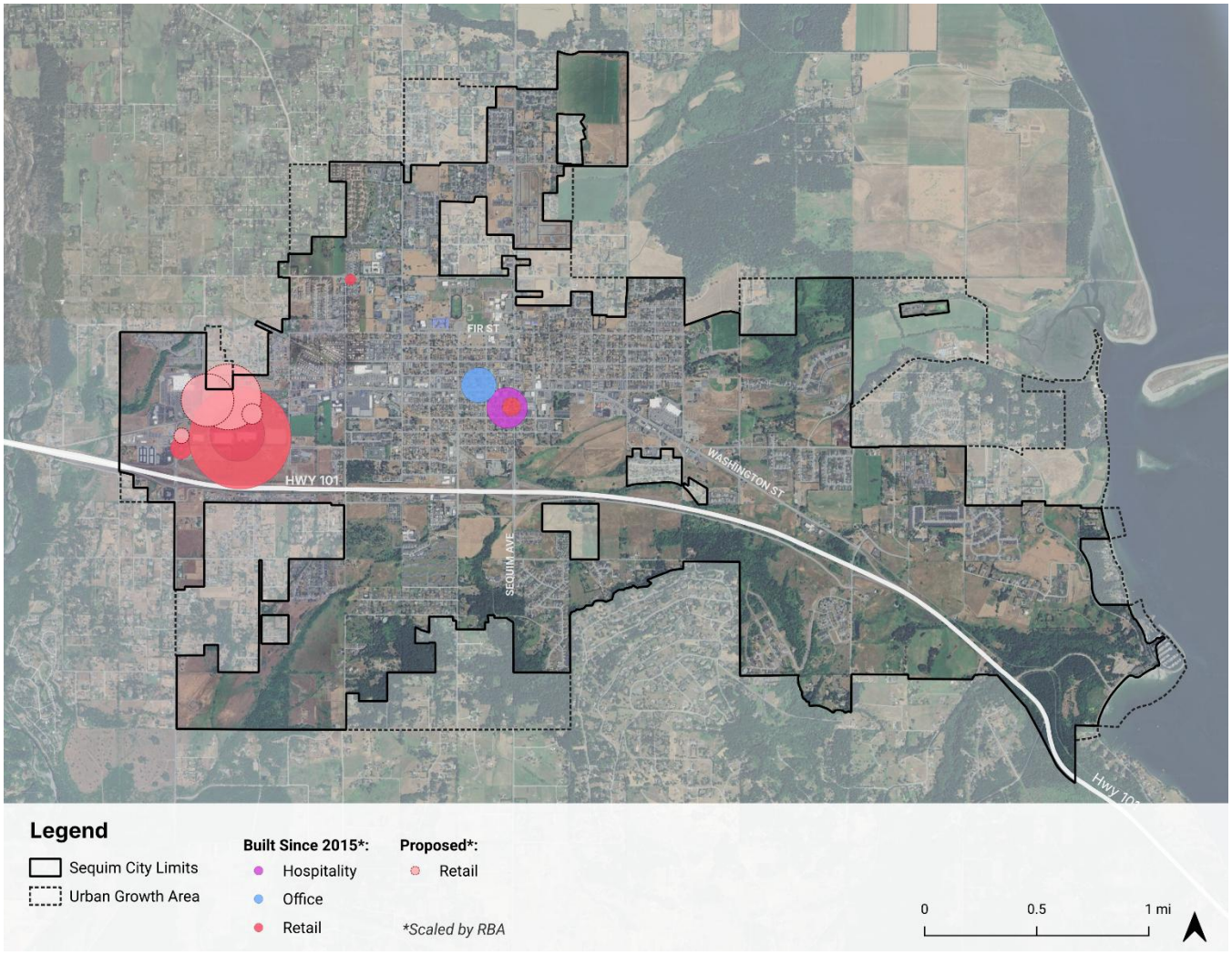
Some commercial development and redevelopment have appeared in the past decade, primarily retail. A total of **83,574 square feet of commercial development** was constructed since 2015. Figure 4 shows the location of these properties. Most of the recent development and redevelopment activity is concentrated in the area of large shopping centers south of Washington Street and between River Road and 9th Avenue on the western edge of the city.

Figure 3. Commercial Development Activity, 2015-2025



Source: CoStar

Figure 4. Commercial Development Location by Type, 2015-2025



Source: CoStar

3. HOUSING NEEDS AND EMPLOYMENT PROJECTIONS 2020-2045

In accordance with the GMA, all Clallam County jurisdictions are required to demonstrate that they have sufficient **land capacity** to accommodate the projected 2045 housing needs and jobs growth based on Washington Office of Financial Management (OFM) countywide forecasts. As detailed in Clallam County Growth Management Act Steering Committee Resolution 2023-01, Sequim's projected **housing need** within the city limits is **1,850 new housing units between 2020 and 2045**. This projection of housing need was determined by the Washington State Office of Financial Management's population forecast for Clallam County and the Washington Department of Commerce's Housing for All Planning Tool (HAPT), as well as regional coordination via the Clallam County Growth Management Act Steering Committee. The target itself is determined at the County level, and the City of Sequim participated in the Steering Committee process which determined the target, but the City does not unilaterally have control over its population or housing target. The HAPT output is shown below.

Figure 5. WA Department of Commerce Housing for All Planning Tool (HAPT) Output Showing Clallam County Housing Targets by Income Band (top) And Allocation By Jurisdiction as Determined by Clallam County Growth Management Act Steering Committee Resolution 2023-01 (bottom)

Clallam County

100.00% Met Target

Sum of user inputs for jurisdiction shares. If below 100%, increase shares. If above 100%, decrease shares.

	Total	Permanent Housing Needs by Income Level (% of Area Median Income) 0-30% Non-PSH	0-30% PSH	>30-50%	>50-80%	>80-100%	>100-120%	>120%	Emergency Housing Needs (Temporary)
Countywide Estimated Housing Supply (2020)	35,748	1,520	50	5,244	8,816	4,559	3,033	12,526	144
Countywide Total Housing Needs (2045)	41,716	3,187	801	6,764	9,549	4,817	3,229	13,369	584
Countywide Additional Units Needed (2020-2045)	5,968	1,667	751	1,520	733	258	196	843	440

82.37% ← *Minimum allocation to urban areas (cumulatively) to accommodate needs at all affordability levels. This varies by county and population target.*

83.00% ← *Urban area combined % allocation from user inputs*

RESULTING HOUSING ALLOCATION FROM SELECTED SHARES

		Allocation - % Share of Future County Net Housing Need: User Input	Actual	Total Units Allocated (2020-2045)	Permanent Housing Needs by Income Level (% of Area Median Income) 0-30% Non-PSH	0-30% PSH	>30-50%	>50-80%	>80-100%	>100-120%	>120%	Emergency Housing Needs (Temporary)
Forks	City	5.00	5.01 %	299	100	45	92	37	13	10	2	27
	Unincorporated UGA	0.50	0.50 %	30	10	5	9	4	1	1	0	3
Port Angeles	City	33.00	33.01 %	1,970	664	299	605	241	85	63	13	173
	Unincorporated UGA	5.00	4.99 %	298	100	45	91	37	13	10	2	27
Sequim	City	31.00	31.00 %	1,850	623	280	568	227	80	61	11	164
	Unincorporated UGA	5.00	4.99 %	298	100	45	91	37	13	10	2	27
Clallam Bay	Unincorporated UGA	0.50	0.50 %	30	10	5	9	4	1	1	0	3
Joyce	Unincorporated UGA	0.00	0.00 %	0	0	0	0	0	0	0	0	0
Carlsborg	Unincorporated UGA	3.00	3.00 %	179	60	27	55	22	8	6	1	16
Unincorporated Rural	Rural	[illegible]	16.99 %	1,014	0	0	0	124	44	34	812	0

Source: Clallam County

The total housing unit projections are further broken down by what income band the housing units can serve, expressed as a percentage of the HUD area median income (AMI), as shown above in Figure 5. The **2024 AMI for Clallam County used in this analysis was $93,900**. The AMI is determined by the U.S. Department of Housing and Urban Development (HUD) and is generally higher than the U.S. Census-reported median household income for a given city since it is a countywide metric and based on average family income, which excludes one-person households. The HUD AMI is a **standard metric** used by the federal government and agencies and jurisdictions across the U.S. to determine eligibility and income limits for subsidized affordable housing units.

The projected housing needs for families earning under 30% AMI are broken down into permanent units (i.e. standard housing units) and permanent supportive housing (PSH), defined in the Department of Commerce's *Guidance for Updating Your Housing Element* (v3.4) as "subsidized, leased housing for people who are experiencing homelessness or are at risk of homelessness and living with a disabling condition." PSH units require additional resident services, but from the quantitative perspective of this land capacity analysis, land that can support non-PSH units at 0-30% AMI can also support PSH units at 0-30% AMI. Recent changes to requirements around STEP (Shelter, Transitional, Emergency, and Permanent Supportive Housing) require cities to allow PSH in all zones where permanent housing is allowed. Sequim's revisions to its zoning code have implemented these changes. Therefore, PSH and non-PSH 0-30% AMI housing is aggregated in this LCA report, since both PSH and non-PSH units can be built on the same zoned acreage, and this LCA report is only one portion of the required housing analysis showing compliance with state targets. Building on the results of this LCA, additional discussion of PSH, supportive services, funding for affordable housing, and measures that Sequim has taken to encourage, support, fund, and demonstrate capacity to meet the City's allocated housing needs at all income bands, including PSH units, can be found in detail in the Adequate Provisions Analysis in Appendix A-3.

Sequim's housing baseline and 2045 projections by income band are shown below.

Figure 6. Sequim Housing Targets by Income Band, 2020-2045

Income Band (% AMI)	0-30 PSH	0-30 Non PSH	30-50	50-80	80-100	100-120	120+	Total
Net New Units 2020-2045	280	623	568	227	80	61	11	**1,850**

Source: Clallam County Growth Management Act Steering Committee Resolution 2023-01

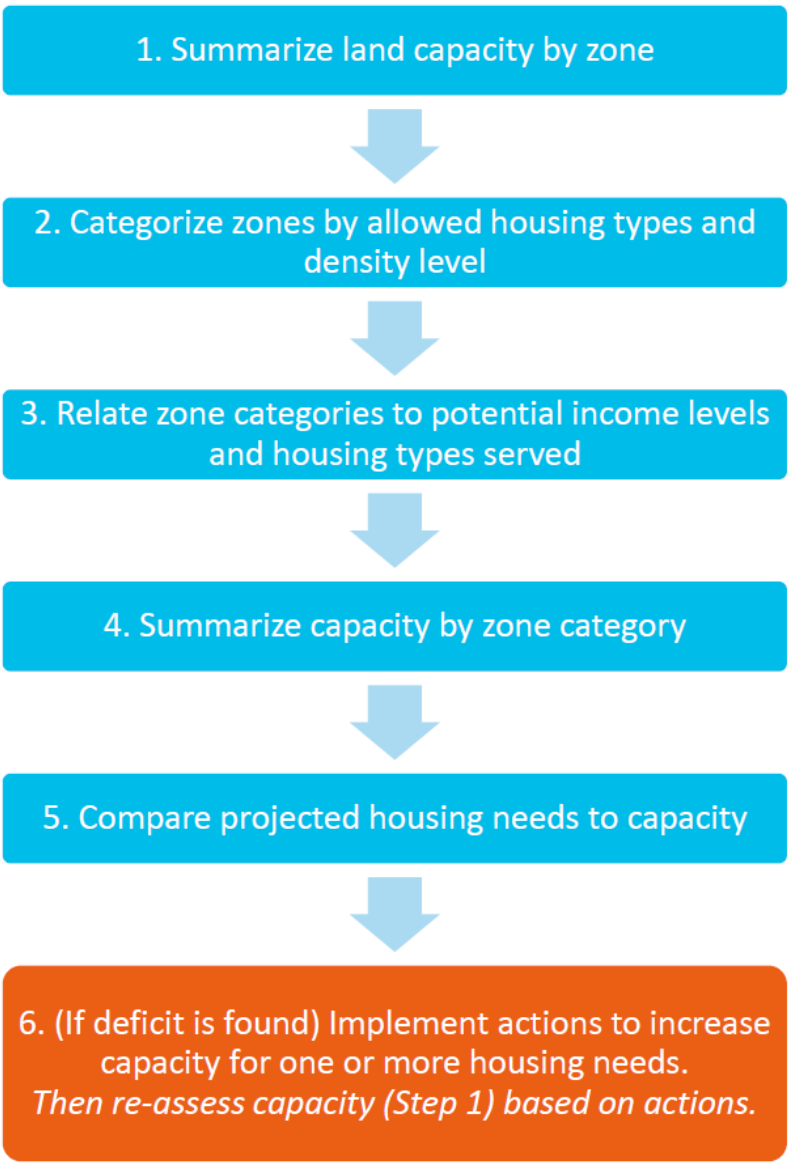
Finally, each jurisdiction received a projection for emergency housing needs, defined as "temporary accommodations for households who are experiencing homelessness or are at imminent risk of becoming homeless." A Land Capacity Analysis for emergency found later in this report, and a discussion of regulatory changes, funding, and other efforts to remove barriers to the development of Emergency Housing are found in detail in the Adequate Provisions Analysis in Appendix A-3. Finally, Clallam County determined Sequim's target for new jobs, for which the city must also show capacity. The Clallam County Land Capacity Analysis of the Comprehensive Plan draft from March 5, 2025, shows an employment target for Sequim of **909 new jobs** between 2020 and 2045.

4. LAND CAPACITY ANALYSIS PROCESS

In brief, having established Sequim's housing targets above, the Land Capacity Analysis (LCA) process aims to determine whether there is enough development capacity to meet those targets under existing zoning. Parcels where development is not going to occur in the foreseeable future, either due to their land use or recently completed development, are excluded from the analysis. The remaining parcels are categorized as vacant, partially used, and redevelopable based on the methodology detailed below, based on Department of Commerce guidance and refined by Leland and Sequim staff input. After parcels are classified in these categories, total buildable land is summarized by zone. Housing type and density level assumptions are then applied to the acreage in

each zone to categorize capacity in the zone by potential income levels served based on the allowed housing types in the zone. Identified capacity is then compared to the projected housing needs. If there is a deficit, actions to increase capacity will need to be implemented, and a reassessment of the land capacity conducted. The graphic below summarizes the Commerce methodology for conducting this LCA as outlined in their *Guidance for Updating Your Housing Element*, and the detailed methodology and results of this process follow in the subsequent sections of this report.

Figure 76. Overview of LCA Methodology



Source: Washington Department of Commerce, Guidance for Updating Your Housing Element, 2024

5. PARCEL CLASSIFICATION

To determine developable land capacity in Sequim, a set of assumptions was used to classify parcels as vacant, partially-used, or redevelopable. Critical area acreage was then deducted to arrive at net

buildable parcel acreage by zone. The assumptions and methodology for this process are detailed below.

Excluded Parcels

The following table outlines land uses from the Clallam County assessor's data excluded from consideration in this LCA. These parcels are generally public uses, restricted or protected areas, or other land uses not expected to redevelop over the planning period:

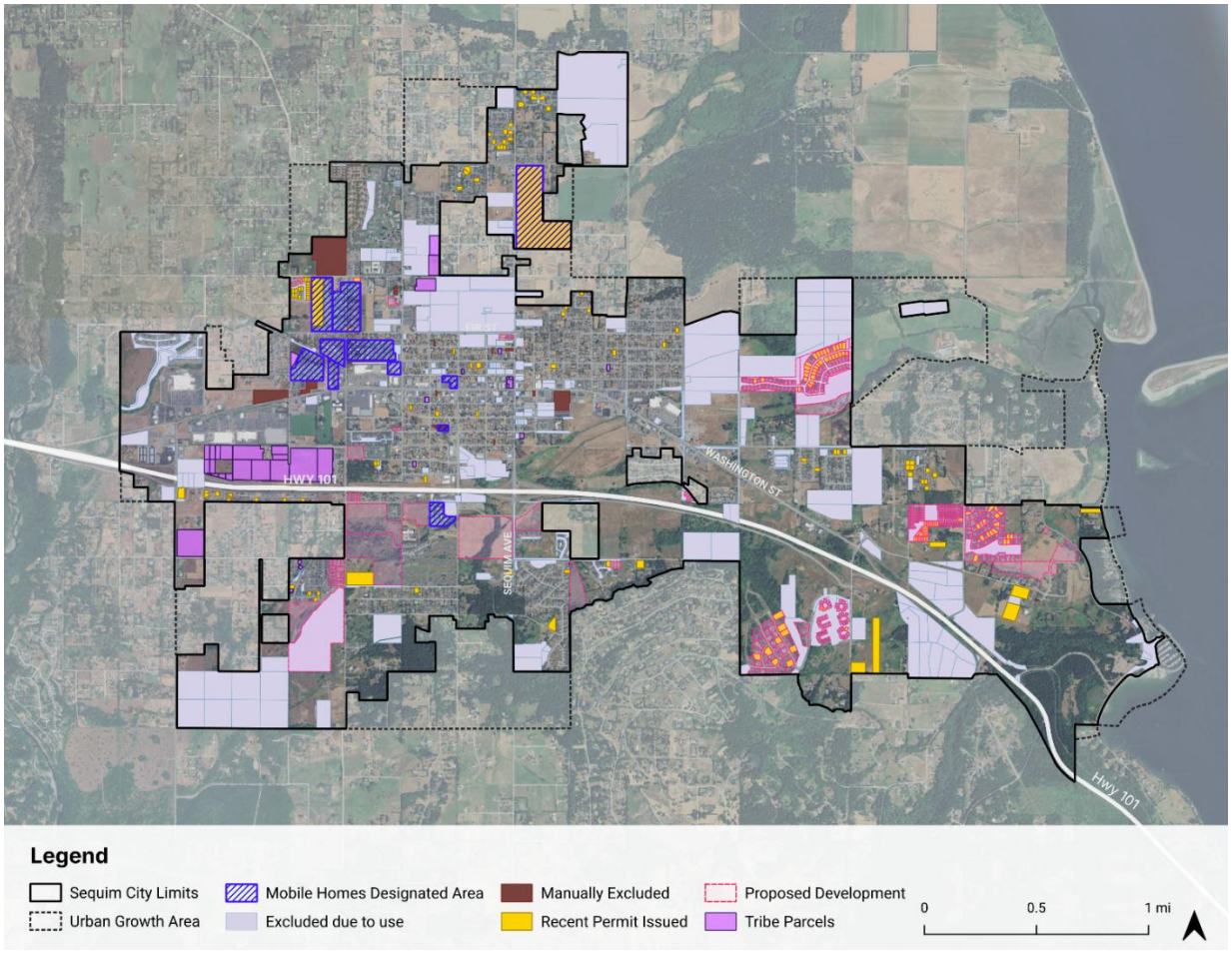
82	AGRICULTURE RELATED ACTIVITIES
4315	AIRCRAFT STR
4411	MARINE TM PS
4500	HIGHWAY STR
4540	ARTERIAL ST
4560	LOCAS AC ST
4570	ALLEYS
4580	EASE-R/W
4590	HWY & ST R/W
4700	COMMUNI
4730	RADIO COMM
4740	TELE COMM
4742	TELE TRANS
4749	OTHER TELE
4800	UTILITIES
4813	ELECT SUB-ST
4823	GAS STR/DIST
4830	WAT UTIL/IRG
4832	WATER TREAT
4833	WATER STOR
4839	OTHER WAT/UT
4840	SEWAGE DISP
4843	SEWAGE DISP
4850	WASTE DISP
4855	REFUSE DISP
5530	GAS STATIONS
5731	RADIOS/TELE
6242	CEMETERIES
6492	RADIO/TV RP
6621	PLUMB/HEAT
6700	GOVERNMENTAL
6722	FIRE PROTECT
6730	POSTAL
6800	EDUCATIONAL
6811	NURSERY SHCL
7400	RECREATIONAL
7600	PARKS
7630	GREEN BELTS
7670	REGIONAL PRK
7700	NON-PROF ORG
7800	INDIAN EXPT
8300	AG (OS)
8800	DESIGNATED
8900	FORESTRY
8912	TMB SAW LOGS
8914	TMB MIXED
8915	TREE PRODUCT
8990	FORESTRY NEC
9300	WATER AREAS
9340	OCEANS/SEAS
9350	SALTWATER TL
9390	OTHER WATER
9400	OPEN SPACE
9500	OS TIMBER
9600	HM OWN EXPT
9700	STATE EXMPT
9730	COUNTY EXEMP
9750	EXEMPT

Some parcels were removed manually based on visual inspection and staff input, including:

- Tribally-owned parcels (with the assessor code of_7850 TRIBAL), and other known parcels owned by Jamestown S'Klallam Tribe.
- Small easements, residual parcels, and sections of Right-Of-Way.
- Existing Mobile Home Park parcels were removed from consideration for redevelopment based on city GIS data due to the overlay district which prohibits redevelopment of these properties.

Parcels with recently completed development (in the past five years) or permitted/proposed development were also removed from consideration for development in this planning horizon. These parcels are mapped in Figure 2 above. As noted previously, units currently in the pipeline and developed since 2020 (the year of Commerce's housing target baseline) do count towards meeting Sequim's growth targets. This is detailed on p. 20. The map below shows the parcels removed from consideration in this process.

Figure ~~8~~7. Parcels Removed from Consideration in Land Capacity Analysis



Source: City of Sequim, Clallam County Parcel Data

6. PARCEL CLASSIFICATION CATEGORIES

The remaining parcels not shown above in Figure 8 were included in the LCA and were classified as vacant, partially-used, or redevelopable, using the criteria below.

Vacant

Parcels in all zones were identified as "vacant" if one of the following was true:

- Parcels classified as undeveloped or vacant by the Clallam County Assessor, such as 91 UNDEVELOPED LAND, 9900 OTHR UND LND.
- Parcels with a combined improvement (building) and land value of $10,000 or less.

Partially-Used

The partially-used classification refers to parcels in the R 4-8 residential zone which are large enough to be subdivided, defined as 2.5 times the minimum lot size. Parcels where the improvement value was greater than $682,469, the 93rd percentile of improvement values in the city, were excluded based on the assumption that very high-value homes on large lots are less likely to be redeveloped.

Redevelopable

This category applies to parcels in all zones. Parcels were considered redevelopable if the improvement (building) value is less than the land value. In commercial, mixed-use, and industrial zones, if a parcel had a single-family property use, it was also classified as redevelopable.

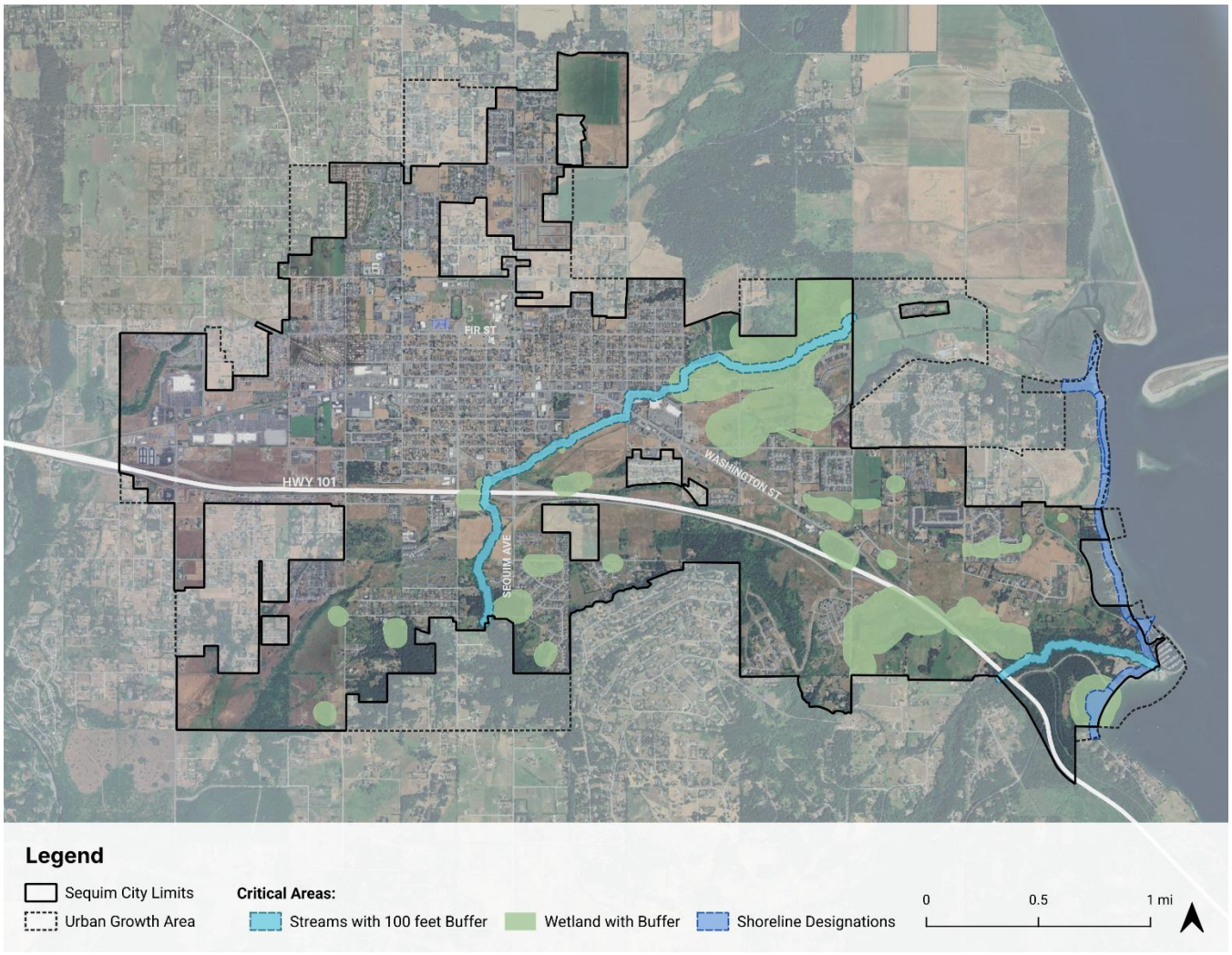
Critical Areas

Critical areas and their associated buffers defined by the Sequim municipal code (Chapter 18.80) were excluded from the developable parcel acreage. The acreage of the following critical areas was calculated and removed from total acreage on a parcel level:

- Streams and wetlands with buffers[1]
- Shoreline area
- Geohazards
- Recently updated FEMA flood hazard areas.

[1] The City is using a 100-foot buffer for streams in this analysis which has not yet been adopted in code but reflects a cautious approach and avoids complexity of buffers related to tree height.

Figure 98. Critical Areas Excluded from Sequim Land Capacity Analysis



Source: City of Sequim

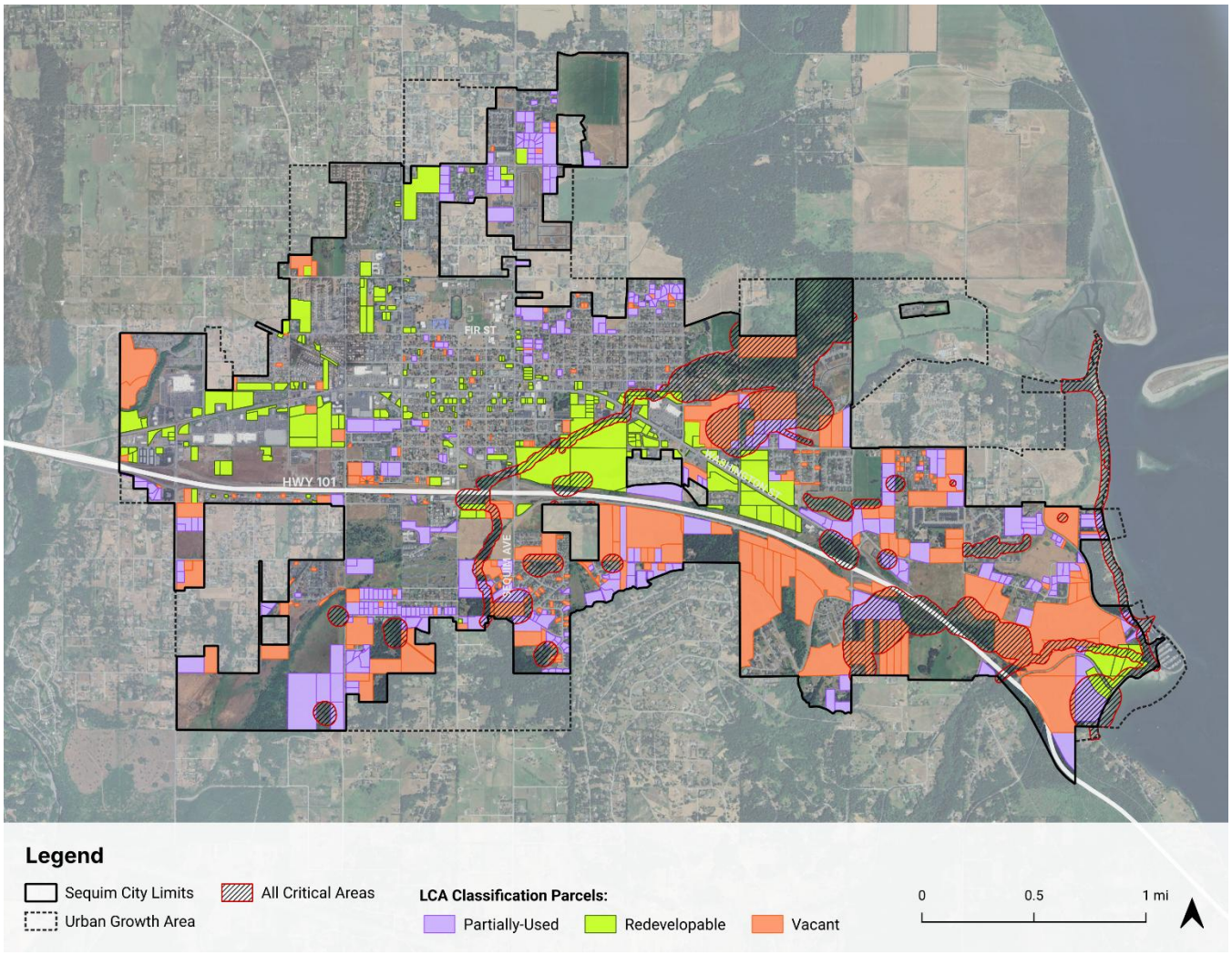
Total Acreage

The table below shows the vacant, partially-used, and redevelopable acreage in each zone after the critical area acreage was removed. The locations of these parcels and of the critical areas are shown on the map below.

Figure 10. Total Gross Unconstrained Acreage of Vacant, Partially-used, and Redevelopable Parcels by Zone

Zone	Zone Name	Gross Vacant Acres (Less Critical Areas)	Gross Partially-Used Acres (Less Critical Areas)	Gross Redevelopable Acres (Less Critical Areas)
AC	Agriculture Conservancy	0.0	0.0	0.0
R4-8	Residential	406.8	357.7	1.7
NB	Neighborhood Business	0.0	0.0	3.9
CMU	Community Mixed Use	4.7	0.0	35.5
RC	Regional Commercial	0.6	0.0	24.5
HC	Highway Commercial	5.2	0.0	7.3
HC/W	Heavy Commercial/Warehouse	0.1	0.0	4.9
HTLI	High Tech Light Industrial	0.0	0.0	36.1
LD	Lifestyle District	6.0	0.0	43.5
EOA	Economic Opportunity Area	2.2	0.0	72.7
PRC	Planned Resort Community	82.9	21.0	15.7
DC	Downtown Core	0.0	0.0	4.7
DMU-I	Downtown Mixed Use - I	2.1	0.0	20.9
DMU-II	Downtown Mixed Use - II	0.0	0.0	12.9
Total		**510.7**	**378.7**	**284.4**

Figure 11. Land Capacity Analysis Parcel Classification Map



Reduction Factor

Commerce's HB 1220 guidance indicates that jurisdictions should reduce the amount of vacant and redevelopable acreage by a reasonable amount to account for land that may not be available for redevelopment due to the need for new right-of-way, public space, stormwater facilities, or other dedications. The Department of Commerce suggests a minimum reduction of 15 percent for vacant parcels and 25 percent for partially used and redevelopable parcels. Based on the pent-up demand for redevelopment and recent development activity, the market factor for redevelopable parcels was adjusted to 15 percent. Based on these recommendations and the city's assessment of the average reduction of 20 percent for right-of-way, 3.4 percent for drainage, and 15 percent market reduction factors, the assumption of a 38 percent total reduction factor was applied to each zone. Note that this provides a **significant buffer**, demonstrating that the city can meet its housing and employment land capacity targets even without all land being redeveloped over this planning horizon.

Figure 12. Net Acreage After Reduction Factors Applied for Land Capacity Analysis

Zone	Zone Name	Net Vacant Acres (Less Critical Areas, Reduction Factor Applied)	Net Partially-Used Acres (Less Critical Areas, Reduction Factor Applied)	Net Redevelopable (Less Critical Areas, Reduction Factor Applied)
AC	Agriculture Conservancy	0.0	0.0	0.0
R4-8	Residential	250.6	220.3	1.0
NB	Neighborhood Business	0.0	0.0	2.4
CMU	Community Mixed Use	2.9	0.0	21.9
RC	Regional Commercial	0.3	0.0	15.1
HC	Highway Commercial	3.2	0.0	4.5
HC/W	Heavy Commercial/Warehouse	0.0	0.0	3.0
HTLI	High Tech Light Industrial	0.0	0.0	22.3
LD	Lifestyle District	3.7	0.0	26.8
EOA	Economic Opportunity Area	1.4	0.0	54.5
PRC	Planned Resort Community	51.1	15.8	11.8
DC	Downtown Core	0.0	0.0	2.9
DMU-I	Downtown Mixed Use - I	1.3	0.0	12.9
DMU-II	Downtown Mixed Use - II	0.0	0.0	8.0
Total		**314.6**	**236.1**	**187.1**

7. HOUSING AND JOB DENSITY ASSUMPTIONS

Residential/Commercial Split

Having established the amount of available developable acreage, the next step in the analysis is to determine the share of this acreage which may redevelop as residential and nonresidential uses in each zone. As shown below, residential zone R4-8 is assumed to be redeveloped with 100 percent residential uses. Agriculture, industrial, and regional, highway, and heavy commercial zones are not expected to see any residential development. Planned Resort Community (PRC) zone has the same 100 percent residential assumption, as this zone should follow regulation of the R4-8 zone, according to the Sequim Municipal Code.

For the remaining mixed-use zones, recent development trends were analyzed to develop assumptions for the residential/commercial mix. Although allowed by the use tables, Sequim's commercial zones have not experienced residential development in recent years, the city is actively working to address barriers to development in these zones, including through zoning changes, affordable housing incentives and fee waivers, and outreach to the development community. Further details are found in the "Adequate Provisions" analysis in Appendix ~~A-2~~A-3. Given these changes as well as the need for more multifamily housing in Sequim and the potential for market changes over the 20-year planning horizon, some residential capacity was assumed in Sequim's commercial zones for the purposes of this LCA.

Figure 13. Assumed Residential/Commercial Share

Zone	Zone Name	% of Parcel Acreage Assumed to Redevelop as Residential
AC	Agriculture Conservancy	0%
R4-8	Residential	100%
NB	Neighborhood Business	20%
CMU	Community Mixed Use	70%
RC	Regional Commercial	0%
HC	Highway Commercial	0%
HC/W	Heavy Commercial/Warehouse	0%
HTLI	High Tech Light Industrial	0%
LD	Lifestyle District	65%
EOA	Economic Opportunity Area	65%
PRC	Planned Resort Community	100%
DC	Downtown Core	50%
DMU-I	Downtown Mixed Use - I	50%
DMU-II	Downtown Mixed Use - II	50%

Residential Density

The next step was to estimate the density at which the identified residential acreage could be redeveloped. Since there are no minimum or maximum densities defined per zone in Sequim, assumed density was based on the minimum number of lots that could be achieved per acre and compared to the density built over the past 10 years.

In the R4-8 zone that allows single-family detached homes and middle housing (such as townhomes, duplexes, triplexes), the minimum lot size requirement differs depending on the type of housing being built. As a result, the zone was split into two different densities: 6.0 dwelling units per acre for single-family, based on the 10-year achieved density, and 8.1 dwelling units per acre for middle housing, based on the minimum lot size. The zone acreage was split evenly between these two density assumptions.

Since there has not been much development in the DC, DMU-I, and DMU-II zones, density assumptions were set at 15.0 dwelling units per acre based on the City's input. Since the EOA zones adjoin the downtown zones and are assumed to be developed at a similar density, it was assigned the same density assumptions. Assumed density in HC zone is based on the minimum lot size.

Figure 14. Assumed Residential Densities for Land Capacity Analysis

Zone	Minimum Lot Size (sq. ft.)	10 Years Achieved Residential Density (du/ac)	Assumed Density (du/ac)
AC			
R4-8 (SF)	5,400	5.2	6.0
R4-8 (MF)	5,400	5.2	8.1
NB	6,000		7.3
CMU		24.5	24.5
RC			
HC	8,000	1.1	5.4
HC/W			
HTLI			0.0
LD		12.3	25.0
EOA			15.0
PRC	5,400		8.1
DC			15.0
DMU-I		6.3	15.0
DMU-II			15.0

Employment Density

To determine the density of employment capacity on the nonresidential acreage in Sequim, a job density assumption was developed for each zone and measured in jobs per acre. Since there has

been little commercial development in the last 10 years, the achieved jobs density was calculated beyond the 2014-2024 period.

Figure 15. Assumed Employment Densities for Land Capacity Analysis

Zone	Achieved Jobs/Acre	Assumed Jobs/Acre
AC	0.0	0.0
R4-8	5.3	0.0
NB	4.2	4.2
CMU	6.9	6.9
RC	25.0	25.0
HC	6.0	6.0
HC/W	12.3	12.3
HTLI	0.0	10.8
LD	14.7	14.7
EOA	0.0	6.0
PRC	0.0	0.0
DC	19.8	19.8
DMU-I	21.3	21.3
DMU-II	9.0	9.0

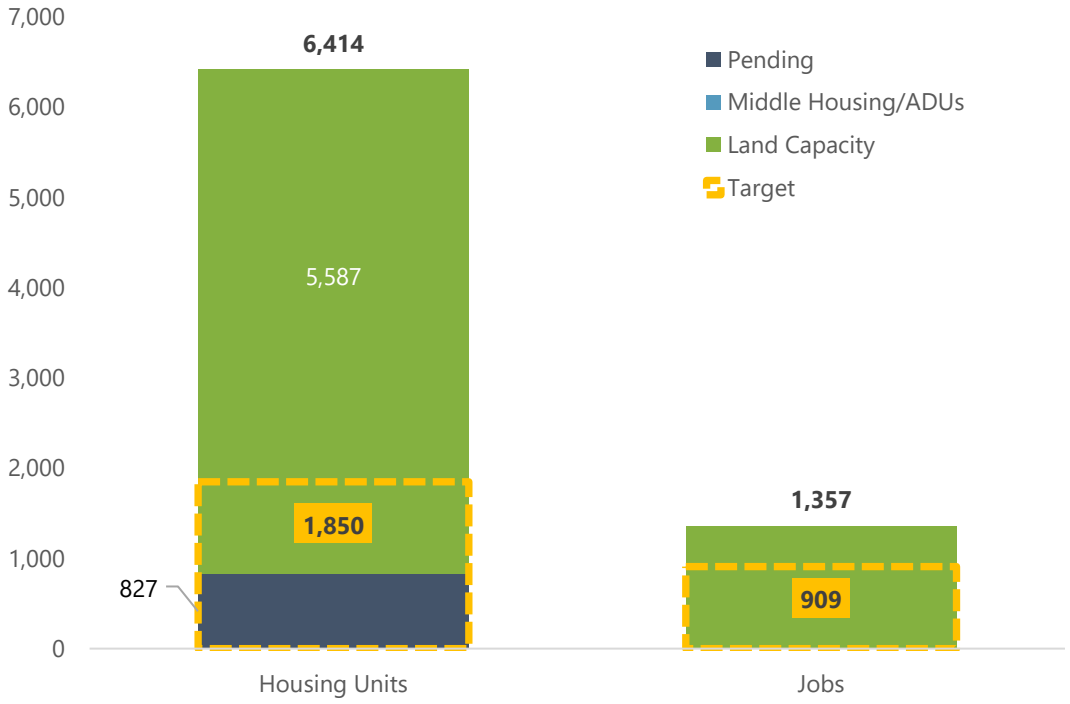
Additional ADU Capacity

ADU capacity was not calculated in this LCA due to the low rates of ADU construction in recent years. However, recent state law now requires cities to allow two ADUs per parcel. This may result in increased ADU construction in the coming years. The City will track ADU development and consider whether additional ADU capacity should be included in the Land Capacity Analysis at the next periodic update in 2035.

8. RESULTS

Figure 16 shows the overall results of the housing and jobs capacity analysis. "Pending" units that have been developed since the 2020 baseline or are permitted/pending final land use decision but not yet built, detailed earlier in this report, are indicated in dark blue. The land capacity for housing and jobs, calculated using the methodology described above, is displayed in green. Based on this analysis, Sequim's total **housing land capacity under current zoning is 5,587 units** and the **employment land capacity under current zoning is 1,357 jobs**. The targets set by the County are highlighted in dashed yellow boxes. Overall, Sequim has sufficient capacity to accommodate its housing and job targets.

Figure 16. Sequim Land Capacity Analysis Results for Total Housing Units and Jobs, 2020-2045



Source: Clallam County; Leland Consulting Group

Figure 17 below shows the breakdown of the total unit and job capacity by zone, after applying the densities discussed above to the net acreage (less critical areas and infrastructure deductions) and subtracting units that would be lost to redevelopment.

Figure 17. Housing Unit and Job Capacity by Zone, 2025-2045

Zone	Zone Name	Net Housing Unit Capacity	Net Job Capacity
AC	Agriculture Conservancy	0	0
R4-8	Residential	3,318	0
NB	Neighborhood Business	3	8
CMU	Community Mixed Use	423	55
RC	Regional Commercial	0	382
HC	Highway Commercial	0	46
HC/W	Heavy Commercial/Warehouse	0	38
HTLI	High Tech Light Industrial	0	240
LD	Lifestyle District	490	177
EOA	Economic Opportunity Area	540	154
PRC	Planned Resort Community	634*	0
DC	Downtown Core	17	32
DMU-I	Downtown Mixed Use - I	103	169
DMU-II	Downtown Mixed Use - II	58	55
Total		**5,587**	**1,357**

**The number of units (634) assumed in the PRC zone is based on the net developable area of 78.6 acres multiplied by the assumed density of 8.1 units per acre, based on the same density assumption used in the R4-8 zone density for the middle housing category. The density and total number of units that are assumed in this zone are used solely for this LCA and may not reflect unit counts of a proposed development in this area.*

9. HOUSING NEEDS BY INCOME BAND

As outlined earlier in this report, amendments to the GMA resulting from HB 1220 requires jurisdictions to analyze their housing capacity by what household income level the new units can serve. Each county establishes income-based projections for each city within the county, and the cities must then demonstrate that they have sufficient land capacity for the number of units allocated in each income band, as well as capacity for emergency housing unit projected needs. Sequim's projected housing unit needs for the 2020-2045 period are shown below.

Figure 18. Projected Housing Needs by Income Band, 2020-2045

Income Band (% AMI)	0-30 PSH	0-30 Non PSH	30-50	50-80	80-100	100-120	120+	Total
Net New Units 2020-2045	280	623	568	227	80	61	11	1,850

Source: Clallam County

Land Capacity by Income Band

Following Department of Commerce guidance, analyzing land capacity by income band is accomplished by grouping zones into zone categories based on the housing types that are allowed and then grouping those categories by the lowest potential income level that could be served by the housing types in that zone category. The table below in Figure 19 shows the Department of Commerce's guidance on the relationship of housing types to income levels and land capacity. These "moderate-cost" income band classifications are recommended for communities outside the Central Puget Sound region.

Figure 19. Department of Commerce Guidance on Income Band Classification (Moderate-Cost Communities)

Zone category	Typical housing types allowed	Lowest potential income level served		Assumed affordability level for capacity analysis
		Market rate	With subsidies and/or incentives	
Low Density	Detached single family homes	Higher income (>120% AMI)	Not typically feasible at scale*	Higher income (>120% AMI)
Moderate Density	Townhomes, duplex, triplex, quadplex	Moderate income (>80-120% AMI)	Not typically feasible at scale*	Moderate income (>80-120% AMI)
Low-Rise Multifamily	Walk-up apartments, condominiums (2-3-floors)	Low income (>50-80% AMI)	Extremely low and Very low income (0-50% AMI)	Low income (0-80% AMI) and PSH
Mid-Rise Multifamily	Apartments, condominiums	Low income (>50-80% AMI)	Extremely low and Very low income (0-50% AMI)	Low income (0-80% AMI) and PSH
ADUs (all zones)	Accessory Dwelling Units on developed residential lots	Low income (>50-80% AMI)	N/A	Low income (>50-80% AMI) – Group with Low-Rise and/or Mid-Rise Multifamily

Source: Washington Department of Commerce "Guidance for Updating Your Housing Element" (August 2023, Updated September 2024)

Note that the Commerce table shown above in Figure 19 includes columns for both assumed income bands that can be served by **market-rate** development and assumed income bands that can be served by **subsidized** development (i.e. income-restricted low-income housing funded through the Low Income Housing Tax Credit or Multifamily Tax Exemption, etc.). Following Commerce guidance, zones are categorized based on the **lowest potential income** that can be served, including by subsidized development, in the zone. This does not imply that the entire zone will be built out with subsidized or deeply subsidized units, but it does indicate that the zone allows housing types that can serve those lower income bands to be built. As discussed in the introduction to this report, showing capacity for housing types that can serve all identified needs across income bands, through zoning, is the purpose of this income-band LCA, but other analyses and efforts are required by the GMA to ensure that this capacity for lower-income units can be realized. These subsequent analyses, which build on this LCA and demonstrate measures that Sequim is taking to remove barriers to production and encourage and ensure that the zoned land identified in this report can provide the needed housing units at all income bands to meet Sequim's planning targets, can be found in the Adequate Provisions Analysis in Appendix A-3.

To corroborate the income band classifications shown above for market rate units, CoStar data on rents and the Zillow Home Value Index (a national dataset that reflects the typical value for homes in the 35th to 65th percentile range) was analyzed and compared to Clallam County's AMI. Figure 20 shows sales prices for single-family, middle housing, and mobile/manufactured homes in Sequim. **This data corroborates Commerce assumptions for AMI levels served by these housing types**. Single-family homes are selling for prices only affordable to households earning over 120% AMI, and middle-housing types such as condos and townhomes are selling for prices affordable to the 80-120% AMI range. Mobile homes, which are a significant contributor to Sequim's housing stock and are allowed in the R4-8 zone, are serving households in the 80-120% AMI range as well, indicating that there may be opportunities for more moderate-income households even in the low-density zone, which is otherwise assumed to serve only high-income households earning 120% AMI or above per the Commerce table above.

Figure 20. Market Sales Prices of Housing Units by Type in Sequim

	Sale Price	Affordable to AMI %
Single-Family		
Current ZHVI (All Single-Family Homes)	$578,005	147%
Middle Housing		
Current ZHVI (All Condos/Townhomes)	$412,788	105%
Mobile Homes		
Average Price of 162 Homes Sold Since 2025	$309,000	79%
Average Price of 19 Homes Built Since 2020 and Sold Since 2025	$407,500	104%

Source: Redfin, Leland Consulting Group, HUD
Note: Assumes 20% down payment, 6.6% interest rate, 30-year mortgage, 0.9% property tax rate, and $5/$1,000 insurance rate.

Figure 21 shows market rents for market-rate and subsidized affordable apartments in Sequim. It then shows the corresponding percentage of AMI that households of various sizes would need to afford the rent, based on HUD income limits by household size. As shown, **renters earning 80 percent AMI would be able to afford an apartment in the city at an appropriate size for their household.** Even market-rate units are serving households down to around 60% AMI, and subsidized apartments are serving households down to 50% AMI under some scenarios.

Note that this data only captures rents in multifamily buildings reported by CoStar. For comparison, data from the Washington Center for Real Estate Research reports an average rent citywide of $1,154 and the American Community Survey reports an average rent citywide of $1,195, both of which also include rentals of single-family units. These rents would be affordable to all household sizes at 80 percent AMI or below, corroborating the CoStar data.

Figure 21. Market and Subsidized Multifamily Rents in Sequim, September 2025

	Average Monthly Rent	% of AMI Needed for 1-Person Household	% of AMI Needed for 2-Person Household	% of AMI Needed for 3-Person Household
HUD Income Limit		**$75,400**	**$86,200**	**$97,075**
Average Rent per 1-Bedroom Unit (Affordable)	$978	56%	49%	44%
Average Rent per 1-Bedroom Unit (Market-Rate)	$1,320	76%	67%	59%
Average Rent per 2-Bedroom Unit (Affordable)	$1,162	67%	59%	52%
Average Rent per 2-Bedroom Unit (Market-Rate)	$1,523	88%	77%	68%
Average Rent per 3-Bedroom Unit (Affordable)	$1,229	71%	62%	55%
Average Rent per 4-Bedroom Unit (Affordable)	$977	56%	49%	44%

Source: CoStar, HUD Income Limits, Washington State Housing Finance Commission, Leland Consulting Group
Note: Assumes households can spend 30 percent of their income on rent/housing costs without being cost-burdened.

Overall, this data shows that the large majority of renters in Sequim can afford a unit without being cost-burdened if their incomes are at 80 percent of the AMI, and many households earning down to 60% AMI can also be served by the types of subsidized multifamily development in the city. Importantly, this confirms the methodological assumption that multifamily zones in the city are serving households in the under-80% AMI range in Sequim, and this local and up-to-date data reinforces Commerce's assumptions that land capacity in zones that allow garden-style or mid-rise multifamily housing types can be expected to serve these lower- and moderate-income bands.

As noted above in the discussion of the "lowest potential income" that can be served by a given zone, and discussed extensively in Commerce's guidance, deeply subsidized housing serving the lowest-income households earning under 30% AMI is expensive and challenging to provide. **The Adequate Provisions analysis in Housing Appendix A-3 goes into greater detail** about measures Sequim is taking concurrently with this Comprehensive Plan and during this planning horizon to ensure the capability and feasibility of these deeply subsidized housing types.

Based on this cost analysis and the types of housing allowed in each of Sequim's zoning districts, the table below shows the income-band classifications for each zone in the city. Note that the R4-8 zone was split in half, with 50% of the acreage assigned to the 80-120% income band and 50% to the 120%+ income band, given the wide range of allowed housing types in the zone – attached or detached units, up to a fourplex, as well as mobile/manufactured homes. As shown previously, both condos and townhomes, as well as mobile/manufactured homes, are serving households in the 80-120% AMI range. The other zones are classified based on the affordability levels of the housing types allowed in those zones – mostly "Mid-Rise," which comprises garden-style apartments, in the various commercial and downtown zones where these housing types are allowed, as well as moderate density in PRC, which allows a wide variety of housing types subject to a master plan.

As discussed previously, the table below shows the lowest potential income band that can be served by the zones, per the Commerce methodology. Since this LCA is only one step in this planning process, and its objective is to ensure zoned land capacity for a variety of housing types, **this does not imply that the exact affordability levels shown below will necessarily be constructed in each zone**, **simply that housing types that can serve these levels can be built in the zone**, subject to market forces, feasibility, construction costs, and the regulatory environment. These factors are also crucial to getting the needed housing built over this planning period, and therefore are discussed in detail the Adequate Provisions Analysis in Housing Appendix A-3, per Commerce guidance, which builds on this LCA's baseline capacity analysis.

Figure 22. Zones by Income Band for Sequim Land Capacity Analysis

Zone	HB 1220 Zone Category	Lowest Potential Income Band Served (% AMI)	Net Housing Unit Capacity
R4-8	Low Density	120% +	1,415
R4-8	Moderate Density	80-120%	1,903
NB	Moderate Density	80-120%	3
CMU	Mid-Rise	0-80%	423
LD	Mid-Rise	0-80%	490
EOA	Mid-Rise	0-80%	540
PRC	Moderate Density	80-120%	634
DC	Mid-Rise	0-80%	17
DMU-I	Mid-Rise	0-80%	103
DMU-II	Mid-Rise	0-80%	58

Source: City of Sequim, Clallam County, Washington Department of Commerce, Leland Consulting Group

Note that as part of the zoning code updates that the city is adopting concurrently with the 2025 Comprehensive Plan Update, there is a new Affordable Housing Exception in SMC18.110.030. This allows affordable housing projects to seek exemptions from density limits, minimum lot size, maximum lot coverage, setback requirements, height limits, parking requirements, and allowed uses in the underlying zone. This essentially means that, pending Council approval, affordable housing serving income bands lower than 80% AMI could be built in *any* zone in Sequim. Since it is structured as an exception, rather than by-right, capacity for 0-80% units outside of mid-rise zones was not calculated as part of this LCA, but it is important to note that the new Affordable Housing Exception effectively increases by a significant quantity the available land in Sequim on which an affordable housing developer, working with the City, could build housing serving lower income bands.

Pending Units

As discussed above, parcels with development that has occurred or been permitted since 2020 and/or with pipeline development were excluded from consideration as vacant, partially-used, or redevelopable. However, these parcels count towards meeting Sequim's housing targets, so are

added back in at this stage. The table below shows these pending units classified by what affordability level they serve or are expected to serve, based on rent or sales price data.

Figure 23. Pending Units for Sequim Land Capacity Analysis

Housing Type	Total Pending Units	Assumed Affordability Level for Capacity Analysis	Pending Units	Notes
Detached single-family homes	679	120% AMI	679	
Condominiums	18	80-120% AMI	18	South Olympic Condos on Garry Oak Drive; Condo on 669 W Hendrickson Rd
Apartments/Multiplexes	61	80-120% AMI	13	Maliandra Alteration, and others
		0-80% AMI	48	Proposed units in Habitat for Humanity's project on Brownfield Road
Mobile Homes	69	0-80% AMI	22	
		80-120% AMI	47	Lavender Meadows

Source: City of Sequim

Total Capacity by Income Band

After classification, the zone categories are combined, and future capacity is allocated to different income bands according to the zone category, based on Commerce guidance relating housing types to the income levels that those housing types can serve, assuming the potential for various levels of subsidy for low- and extremely-low-income units. Single-family homes are assumed to serve households at 120% AMI and above. Market-rate apartments and condos are assumed to serve between 80 and 120% AMI. Mobile homes, apartments and condominiums with affordable units or subsidized housing are categorized at an affordability level of 80% AMI and below. Since 2020, no permits have been issued for middle housing, such as townhomes, duplexes, triplexes, and quadruplexes in Sequim, these types of housing are not listed in the table below.

Figure 24. Pending Units and Capacity Allocations by Zone Category

Housing Types Allowed	Pending Units	Total Additional Land Capacity	Assumed Affordability Level for Capacity Analysis
Detached single-family homes	679	1,415	120% AMI
Apartments and condominiums serving above 80% AMI	78	2,540	80-120% AMI
ADU, Mobile Homes, apartments and condominiums serving low-income households	70	1,632	0-80% AMI

Lastly, the housing targets for each income band are compared with the capacity breakdown by income band. Figure 25 below shows the results of the LCA under current zoning. **Note that the housing needs in the first column show the identified housing need at each disaggregated income band**, as determined by the WA Office of Financial Management's population forecast and the WA Department of Commerce's HAPT tool (shown previously in Figure 5).

Following Department of Commerce guidance, the housing need is then aggregated into three larger categories: 0-80% AMI, 80-120% AMI, and 120% AMI and higher. This aggregation is conducted in order to be able to compare the identified housing need at the disaggregated income bands, shown in the first column, with the zoned land capacity, which as discussed throughout this report, is calculated only in these three larger categories, since the same housing types and therefore the same zoning designations, can serve all income bands under 80% AMI. Since households earning under 30% AMI, those in Permanent Supportive Housing, households earning 30-50% AMI, and households earning 50-80% AMI are all served by the same or similar housing types in the same or similar zoning designations (that is, low- to mid-rise multifamily apartments), it is not possible to disaggregate the pure land capacity between these income bands. As stated previously, the purpose of this analysis is only to determine if Sequim has sufficient zoned land capacity to accommodate its needed housing at the various income bands. Once this task is complete, the Adequate Provisions analysis in Housing Appendix A-3 discusses the various factors, regulations, subsides, and other considerations needed to ensure the housing needs at the disaggregated lower income bands can be developed in the city over the next 20 years.

Recent decisions by the Growth Management Hearings Board (GMHB) have stated that aggregating income bands as shown in the second column below obscures the disaggregated housing need at each income band. However, this aggregation is necessary in order to be able to compare the housing need, which is provided by Commerce at the disaggregated smaller income-band level, with the zoned land **capacity**, which as discussed above is only possible to calculate in the larger, aggregated bands. However, as shown below**,** this aggregation is not obscuring the need at the disaggregated income bands - which is shown in the first column and discussed throughout this

report, the Housing Needs Assessment in Housing Appendix A-1, and the Adequate Provisions Analysis in Housing Appendix A-3.

Figure 25. Sequim Housing Targets and Capacity by Income Band, 2020-2045

Income Band	Housing Needs	Aggregated Housing Needs	Pipeline Units	Remaining Housing Needs	Total Capacity	Surplus/Deficit
0-30 PSH	280	1,698	70	1,628	1,632	**4**
0-30 Non PSH	623					
30-50	568					
50-80	227					
80-100	80	141	78	63	2,540	2,477
100-120	61					
120+	11	11	679	(668)	1,415	2,083
Total	**1,850**		**827**		**5,587**	**4,564**

This analysis shows that Sequim has sufficient zoned capacity to meet both its overall housing target as well as its housing targets for all income bands. However, the city's **surplus of 4 units at the 0-80 percent AMI category – units serving low-income households, is extremely small**. As part of the comprehensive planning process, the city has received requests to rezone several parcels to zoning designations that would allow multifamily housing from commercial or industrial zones which currently do not allow multifamily. The City is proceeding with several of these rezones for a variety of reasons, including the need for more multifamily housing capacity in Sequim to meet the city's housing needs. Since the surplus of units that can serve lower-income households is marginal, these rezones will provide better opportunities across the city for development of housing that can serve households earning 80 percent AMI or below. The section below details the land capacity with these rezones included.

10. LCA UNDER ZONING CHANGES

As noted above, the city has received three requests for rezoning of parcels to accommodate multifamily development – two from HTLI to CMU and one from RC to CMU. These parcels are shown in Figure 26.

Figure 26. Land Capacity Analysis Parcel Classifications and Proposed Parcels with Zone Changes

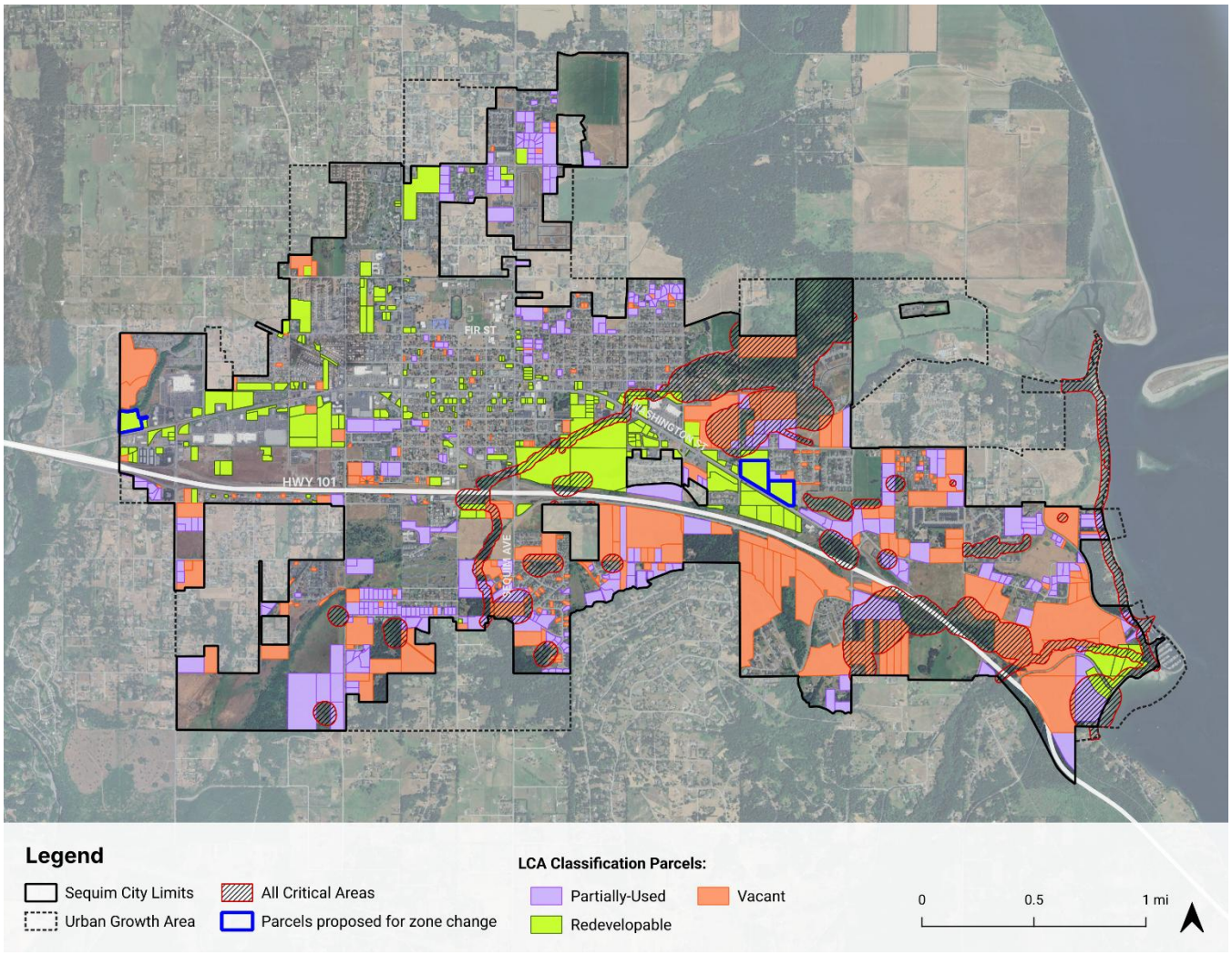


Figure 27 summarizes the **total unit capacity with these rezones implemented and shows that the surplus of 4 units in low-income households will be increased to 220 units in this scenario**. Per RCW 36.70A.115, cities planning under the GMA "shall ensure that, taken collectively, adoption of and amendments to their comprehensive plans and/or development regulations provide sufficient capacity of land suitable for development within their jurisdictions to accommodate their allocated housing and employment growth." These rezones have been incorporated into this Comprehensive Plan's Future Land Use and Zoning Maps and were included in the draft SEIS. The inclusion of these rezones will provide a buffer of land capacity to ensure opportunities for housing serving lower-income bands can be built in Sequim over the next 20 years.

Figure 27. Housing Targets and Capacity by Income Band Under Proposed Parcels Zoning Changes

Income Band	Housing Needs	Aggregated Housing Needs	Pipeline Units	Remaining Housing Needs	Total Capacity	Surplus/Deficit
0-30 PSH	280	1,698	70	1,628	1,848	**220**
0-30 Non PSH	623					
30-50	568					
50-80	227					
80-100	80	141	78	63	2,540	2,477
100-120	61					
120+	11	11	679	(668)	1,415	2,083
Total	**1,850**		**827**		**5,802**	**4,779**

11. CONCLUSION AND CONSIDERATIONS

Overall, under current zoning, Sequim has sufficient land capacity to accommodate its housing targets by income band. However, the extremely small surplus at 0-80% demonstrates that there are additional capacity needs to better accommodate housing at lower income bands, and to provide a buffer of land capacity to ensure more opportunities for housing that can serve lower-income bands to be developed in Sequim over the next 20 years. As shown above, under the rezoning being adopted concurrently with this Comprehensive Plan, there is additional capacity for multifamily housing that can serve incomes under 80% AMI, creating more opportunities for lower-income housing to be built over the next 20 years. Additionally, as discussed previously, the new Affordable Housing Exceptions in SMC18.110.030 provide the ability for a developer, in coordination with the City, to build **affordable housing of essentially any building typology anywhere in Sequim, regardless of underlying zone**. This significant increase in land capacity for affordable housing is not reflected in the LCA results above, since it is a conditional use process, but should be noted as a potentially significant contribution to the feasibility of units serving lower income bands in the city.

As discussed previously, this analysis represents the first step in planning to accommodate housing at all income bands in Sequim. As recent Growth Management Hearings Board cases have found, there is a need to ensure that the land capacity shown here – at aggregated income bands – can actually produce the housing necessary to meet Sequim's targets at disaggregated income bands. That analysis is found in Housing Appendix A-3, Adequate Provisions, which outlines Sequim's understanding of the potential barriers to production of housing at all income bands as well as adopted regulatory changes, funding opportunities, and market considerations to ensure compliance with GMA mandate to plan for and accommodate households at all income levels and document programs and actions needed to achieve housing affordability and affordable housing needs.

12. EMERGENCY HOUSING LAND CAPACITY ANALYSIS

RCW 36.70A.070(2)(c) requires that, in addition to land capacity for permanent housing, jurisdictions also show sufficient land capacity for their allocations of emergency housing as part of their comprehensive plan updates. This section outlines the methodology and results of this analysis, which is based on the Emergency Housing Land Capacity Analysis Option B (assumed density method) as outlined on pp. 44-48 of the WA Department of Commerce's "Guidance for Updating Your Housing Element" (August 2023).[2]

Sequim is in the process of updating its zoning ordinance to meet recent requirements to allow emergency housing and emergency shelter in all zones where hotels are allowed – RC, HC, and CMU. Additionally, the city is planning to allow Emergency Housing and Emergency Shelter in the EOA zone. These zoning updates will be adopted concurrently with this Comprehensive Plan update, and therefore this analysis considers capacity in these zones.

Per Commerce guidance, this analysis considers parcels in these zones which were classified as "Vacant," "Partially-Used," or "Underutilized" in the overall land capacity analysis as detailed above. Sequim does not have any intensity or spacing requirements for emergency housing which would limit the number of these potential parcels that could be used. Sequim also does not have any emergency housing development in the pipeline.[3] After removing critical area acreage as detailed previously, the total net area in these zones available for emergency housing is **140.0 acres.**

This acreage is then multiplied by a density assumption for potential emergency shelters, measured in beds per acre. The density assumption is based on a combination of prototypes drawn from the Commerce guidebook which most closely match staff expectations for the types of potential emergency housing that could be developed in Sequim under current zoning. Details and densities on the prototypes used and the percentage of each prototype used in generating the average density assumption of **39 beds per acre** are shown below.

Figure 28. Density Prototypes for Sequim Emergency Shelter Land Capacity Analysis

Name	Location	Zoning	Details	Beds	Acres	Density (beds/acre)	Percentage
Tri-City Union Gospel Mission	Pasco	Light Industrial	1 story, parking, open space	162	6.30	25	25%
Serenity of House of Clallam County	Port Angeles	Residential Moderate Density	Clustered 2 story buildings, parking, open space	70	1.89	37	70%
Benedict House	Bremerton	R-10	2 story SF home conversion	24	0.21	128	5%
				Average Density for LCA:		**39**	**100%**

[2] https://deptofcommerce.box.com/s/1d9d5l7g509r389f0mjpowh8isjpirlh
[3] Serenity House of Clallam County is currently planning to expand the Sunbelt Apartments in Sequim from 16 to 36 units of Permanent Supportive Housing (PSH). However, PSH is long-term (permanent) housing, not emergency housing, so these units are not counted in this portion of the analysis.

Source: WA Department of Commerce, City of Sequim, Leland Consulting Group

Applying this density assumption to the available acreage by zone results in a capacity for **5,397** beds on vacant and redevelopable parcels in zones where emergency housing will be allowed in Sequim, as broken down below in Figure 29.

Figure 29. Emergency Shelter Capacity by Zone in Sequim, 2020-2045

Zone	Net Acres	Beds / Acre	Emergency Shelter Bed Capacity
RC	24.5	39	944
HC	7.3	39	281
CMU	35.5	39	1,369
EOA	72.7	39	2,803
Total	**140.0**		**5,397**

Source: WA Department of Commerce, City of Sequim, Leland Consulting Group

Sequim's target for emergency housing as established by Clallam County is **191 beds**. Therefore, the city has **a surplus capacity of 5,206 shelter beds** for the 2020-2045 planning period, as shown below in Figure 30. Additionally, as shown below, Sequim would need 4.3 acres of land in total among the RC, HC, CMU, and EOA zones to accommodate its target. As shown previously in this report, the city has sufficient capacity to meet its targets for permanent housing within current and proposed future zoning, in addition to the 4.3 acres needed to meet the emergency housing target. Note that the **Adequate Provisions Analysis in Housing Appendix A-3** contains details on potential barriers to the development of Emergency Housing and a discussion of actions to address those barriers.

Figure 30. Emergency Shelter Capacity and Target in Sequim, 2020-2045

Total Emergency Shelter Need (Beds)	Total Emergency Shelter Capacity (Beds)	Surplus/ Deficit	Acreage Needed to meet target
191	5,397	**5,206**	4.3

Source: Clallam County, WA

Adequate Provisions Analysis

1. INTRODUCTION

RCW 36.70A.070(2)(d) requires jurisdictions planning under the GMA to include in their comprehensive plan a housing element that "[m]akes adequate provisions for existing and projected needs of all economic segments of the community, including:

> (i) Incorporating consideration for low, very low, extremely low, and moderate-income households;
>
> (ii) Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;
>
> (iii) Consideration of housing locations in relation to employment location; and
>
> (iv) Consideration of the role of accessory dwelling units in meeting housing needs."

This Appendix builds on the Housing Needs Assessment in Appendix A-1 and the Land Capacity Analysis (LCA) in Appendix A-2. The LCA found sufficient zoned acreage to accommodate Sequim's housing targets at all income bands, as determined by the Department of Commerce and Clallam County. This Appendix begins with Commerce's Adequate Provisions checklists which document potential barriers to housing production on the zoned acreage identified in the LCA, and continues with an analysis of Sequim's existing subsidized housing inventory, a gap analysis of potential funding levels needed to develop the quantity of affordable units needed to meet housing targets, a list of potential sources of funding for those subsidized units over the planning horizon, information on the process of affordable housing funding at the local and statewide level, and feedback from Sequim's development community to identify specific issues facing local developers regarding the feasibility and development of subsidized units in the city.

2. BARRIER REVIEW CHECKLISTS

In their August 2024 *Guidance for Updating Your Housing Element* (also known as "Book 2"), the Department of Commerce developed checklists for jurisdictions to evaluate regulatory, process, financial, and land constraints to the development of affordable housing. These checklists for moderate-density housing, low- and mid-rise housing, PSH and emergency housing, and ADUs follow. Concurrently with this Comprehensive Plan update, the City is adopting revisions to Title 18, Sequim's zoning code, in response to the identified challenges and barriers in this analysis. The rightmost column documents these updates and zoning changes intended to remove the identified barriers to the development of housing at all income bands.

Exhibit B1: Moderate Density housing barrier review checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
DEVELOPMENT REGULATIONS				
Unclear development regulations	No	Development regulations are clear and publicly available, though it is slightly confusing that standards are located in the "Purposes of Districts" section of the code.	If code is ever reorganized, consider making it clear where use and standard tables can be found.	Title-wide updates for consistency and clarity to make a more uniform zoning ordinance.
Prohibiting some moderate density housing types, such as: ○ Duplexes ○ Triplexes ○ Four/five/six-plexes ○ Townhomes ○ Cottage housing ○ Live-work units	No	Multifamily structures up to four units are allowed in the R4-8 zone. Manufactured homes and manufactured home parks are allowed in this zone as well.	While not required, staff have included updates in a draft Title 18 to remove potential barriers based on feedback from developers wanting to	Updated R4-8 to R4-9 to allow slight increase to residential densities. Also recalibrated how maximum density is calculated, switching from net density to gross density. This will allow attached housing to

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
○ Manufactured home parks			build these types of units in the current R4-8 zone.	potentially achieve full max density more effectively than traditional detached housing – which creates more of an incentive for these types of units. The City has also included a new "Cluster Housing" development type modeled after cottage housing to ensure max density can be reached when building smaller detached housing. Updates to Planned Residential Development section will provide another path to more efficiently realize maximum density.
High minimum lot sizes	Possibly	The minimum lot sizes in the DMU zone range from 5,400 SF for a single family home to 12,000 SF for a fourplex. In the R4-8 zone, administratively density is capped at 6 du/acre (gross).	Consider allowing fourplexes on 10,500 SF lots (the minimum lot size for a triplex).	In the R4-9 (formerly R4-8) zone, density is capped at 9 du/acre (gross). Lot sizes are proposed to drop to 4,840 SF for detached and 3,630 SF for fee simple attached

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
				housing in standard developments. Cluster Housing will allow this to further drop to 3,000 SF. PRD lots could go as low as 2,500 SF and allow a density of 10 du/acre. The density cap in the DMU zone was removed.
Low maximum densities or low maximum FAR	No	Density is governed by minimum lot size rather than density or FAR. See above for additional comments.		Density calculations have been refined for clarity.
Low maximum building heights	Possibly	The maximum building height for multifamily in the R4-8 zone is 25 feet (two stories). This could negatively impact the feasibility of three- and four-unit buildings.	Consider increasing the height limit to 35 feet (three stories).	No proposal to increase the height within the R4-9 zone. However, other measures have been taken to increase unit potential on lots, including decreasing setbacks, increasing lot coverage maximums, and decreasing open space requirements.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
Large setback requirements	No	The required setbacks are not overly large.		Rear setbacks have been reduced to 10 feet, and side yard setbacks have been reduced to 5 feet.
High off-street parking requirements	Yes	Two parking spaces are required for each dwelling unit in the R4-8 zone, regardless of size.	Consider tying the required parking to the number of bedrooms per unit, with fewer required spaces for a studio or one-bedroom than for a larger, family-sized unit.	Single family detached will still require 2 spaces per unit. Multifamily is proposed to be 1.5 spaces per unit. Studio units are proposed to be 1 space per unit. Permanent supportive housing and emergency housing have no parking requirements. Parking studies can be provided to request reduced parking requirements for all development types.
High impervious coverage limits	Yes	The maximum lot coverage in the R4-8 zone is 40 percent. This significantly limits what can be built on site, and is likely to be a barrier for three- and four-unit buildings.	Consider removing the maximum lot coverage and regulating coverage on site through a combination of existing	Standard development lots in the R4-9 (formerly R4-8) will be allowed 60% lot coverage. Cluster and PRD lots will allow 65%.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
			setbacks and open space requirements.	
Lack of alignment between building codes and development codes	No	There does not appear to be a lack of alignment between building and development codes.		
Other (for example: complex design standards, tree retention regulations, historic preservation requirements)	Yes	Multifamily properties with two or more buildings are required to include play spaces with play equipment that are not within required landscaped areas or setbacks.	Consider changing this requirement to only apply to properties where there is not a park within a half mile, and allow play spaces within landscaped/open space areas.	Open space and playground requirements have been significantly updated. Playgrounds are no longer required, and open space on multifamily developments (not including fee simple lots) have been reduced.
PROCESS OBSTACLES				
Conditional use permit process	No	An administrative conditional use permit is required for moderate density housing in the R4-8 zone. This is a lower bar than a typical conditional use permit.		
Design review	Possibly	Design review is required for all new commercial, industrial, mixed	Consider removing the design review requirement	The City has revised design standards to be

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
		use, and residential structures with more than four dwelling units.	in zones where five- and six-unit multifamily buildings are allowed.	clearer, in alignment with state law.
Lack of clear and accessible information about process and fees[1]	No	Information about process and fees is easily accessible		
Permit fees, impact fees and utility connection fees	No	Fees are based on the size and intensity of the structure.		
Processing times and staffing challenges	Yes	Over the last several years, there has been high turnover at the City's planning department. This has the potential to slow processing, especially during periods of transition.	Ensure that the permit processing system is set up so that the departure of one staff member does not have a significant negative impact on processing times. Consider utilizing an on-call planner for emergencies.	A permanent Community and Economic Development Director has been hired and department staffing has been stabilized. This has increased consistency for permitting and other inquiries.
SEPA process	No	The SEPA process in Sequim does not appear to be more onerous than in other communities.		

[1] For example: guidance resources are unclear or difficult to find, no digital permit tracking system, staff do not provide fee estimates or permitting time estimates are unavailable or inaccurate.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
LIMITED LAND AVAILABILITY AND ENVIRONMENTAL CONSTRAINTS				
Lack of large parcels for infill development	No	There are large parcels throughout the city suitable for infill development.		
Environmental constraints	No	There are no significant environmental constraints impacting land availability.		

Exhibit B2: Low-Rise or Mid-Rise housing barrier review checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
DEVELOPMENT REGULATIONS				
Unclear development regulations	Possibly	Generally, development regulations are clear. However, development standards for some zones (i.e., EOA) are difficult to find in the code	Improve code organization to make development regulations easier to find	Title-wide updates for consistency and clarity to make a more uniform zoning ordinance.
High minimum lot sizes	No	There are no minimum lot sizes in the applicable zones.		
Low maximum densities or low maximum FAR	No	The DMU I zone has a maximum FAR of 1.0 while DMU II has a maximum FAR of 0.7 (before bonuses). The average lot size in these zones is around 0.3 acres, allowing for a building of up to 13,000 SF per current regulations. However, the amenities that confer bonuses are not likely to be direct threats to feasibility.		FAR is no longer being utilized. Development intensity will be entirely determined by bulk and dimensional standards.
Low maximum building heights	Only in DMU zone	The height limits in the CMU and EOA zones allow for four-five story buildings. However, the DMU zone	Ensure that articulation and step-back requirements for upper	Step back requirements have been removed entirely.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
		has upper floor step-backs and articulation requirements that make development more challenging, and could impact the actual achievable FAR.	floors in the DMU zone do not limit the allowed density in these zones.	
Large setback requirements	Only in CMU zone when adjacent to single family	The CMU zone requires a 0' side and 10' rear setback on most lots, but requires a 20' setback when adjacent to R zones.	Consider reducing the required setback for parcels adjacent to R zones in the CMU zone to 10".	
High off-street parking requirements	Yes	The CMU and EOA zones require 1.5 spaces per unit, regardless of unit size. The CMU zone also requires an additional guest parking space for every ten units.	The parking requirements should be tied to the unit size, as in the DMU zones, which require 0.5 spaces for studios and 1 space for larger units.	Multifamily units must provide 1.5 spaces per unit. Studios 1 space per unit. The Downtown has more on-street parking opportunities which allows for a slight decrease.
High impervious coverage limits	No	Limits are based on stormwater, parking, and landscaping requirements		

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
Lack of alignment between building and development codes	No	There is no lack of alignment between building and development codes		
Other (for example: ground floor retail requirements, open space requirements, complex design standards, tree retention regulations, historic preservation requirements)	Possibly	In the DMU zones, there are some requirements for ground floor transparency. Depending on the feasibility of commercial space in these areas, this could create a barrier to development.	Ensure that ground floor transparency / active use requirements are flexible enough to encourage development even when the retail environment is challenging.	Transparency requirements will only apply to nonresidential buildings.
PROCESS OBSTACLES				
Conditional use permit process	No	Conditional uses are not required for housing in these zones.		
Design review	No	Allowed uses go through A-1 or A-2 reviews, which are administrative.		
Lack of clear and accessible information about process and fees	No	Information about process and fees is easily accessible		
Permit fees, impact fees and utility connection fees	No	Fees are based on the size and intensity of the structure.		

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barrier.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
Process times and staffing challenges	Yes	Over the last several years, there has been high turnover at the City's planning department. This has the potential to slow processing, especially during periods of transition.	Ensure that the permit processing system is set up so that the departure of one staff member does not have a significant negative impact on processing times. Consider utilizing an on-call planner for emergencies.	Updates to City's permit processing code (SMC 20.01) was updated in 2026. On-call planning consultant was established in Fall 2025.
SEPA process	No	City SEPA fees scale with the value of a project, directions are clear and not out of line with typical requirements.		
LIMITED LAND AVAILABILITY AND ENVIRONMENTAL CONSTRAINTS	No	There is adequate land capacity to meet city housing needs		
Lack of large parcels for infill development	No	There are large parcels throughout the city suitable for infill development.		
Environmental constraints	No	There are no significant environmental constraints impacting land availability.		

Exhibit B3: Supplementary barrier review checklist for PSH and emergency housing

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
DEVELOPMENT REGULATIONS				
Spacing requirements (for example, minimum distance from parks, schools or other emergency/PSH housing facilities)[2]	Possibly	Per 18.56.60, " The hearing examiner must find that the essential public facility and/or special use will be located, planned, and developed in such a manner that the essential public facility and/or special use is not inconsistent with the health, safety, convenience, or general welfare of persons residing or working in the city"	Ensure that there are clear and objective standards that do not include excessive spacing requirements.	There are no spacing requirements.
Parking requirements	Possibly	There are no specified parking requirements for emergency shelters or PSH.	The City should not require parking for emergency shelters, and requirements should be very low (lower than multifamily) for permanent supportive housing, as	No parking is required for emergency housing or PSH. Parking studies can be utilized to determine parking needs on other projects.

[2] Note that RCW 35A.21.430 expressly states requirements on occupancy, spacing, and intensity of use may not prevent the siting of a sufficient number of permanent supportive housing, transitional housing, indoor emergency housing or indoor emergency shelters necessary to accommodate each code city's projected need for such housing and shelter under RCW 36.70A.070(2)(a)(ii). The restrictions on these uses must be to protect public health and safety.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
			PSH residents are typically less likely to own a vehicle.	
On-site recreation and open space requirements				
Restrictions on support spaces, such as office space, within a transitional or PSH building in a residential zone	No	Most multifamily zones allow offices, service providers, etc. Public services and facilities are allowed in R4-8 zones.		
Arbitrary limits on number of occupants (in conflict with RCW 35A.21.314)	No	There do not appear to be limits on the number of occupants in conflict with RCW 35A.21.314		
Requirements for PSH or emergency housing that are different than the requirements imposed on housing developments generally (in conflict with RCW 36.130.020)	Yes	There are no references to PSH in the code. Emergency housing requires a special use permit. These permits have additional requirements beyond typical uses, such as multifamily housing.	Allow PSH and emergency housing in all areas where multifamily housing is allowed. Explicitly refer to these uses within the code and ensure that they are subject to the same regulations as housing.	PSH, emergency housing and transitional housing are all now included and incorporated into the zoning code.
Other restrictions specific to emergency shelters, emergency housing, transitional housing and	No			

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
permanent supportive housing				

Exhibit B4: Accessory dwelling unit barrier review checklist

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
DEVELOPMENT REGULATIONS				
Consistent with HB 1337 (2023) ○ Must allow two ADUs on each lot in urban growth areas; ○ May not require the owner to occupy the property, and may not prohibit sale as independent units, but may restrict the use of ADUs as short term rentals; ○ Must allow an ADU of at least 1,000 square feet;	Yes	Just one ADU is currently allowed; ADUs are capped at 850 square feet or 60% of primary unit size (whichever is smaller); one paved parking spot is required;	Ensure that ADU code is aligned with the requirements in HB 1337	ADU consistent with HB 1337 codes have been adopted in current code SMC 18.21 as part of a Supplemental Housing chapter adopted in early 2026 and will be incorporated into updated code as a

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
○ Must set parking requirements based on distance from transit and lot size; ○ May not charge more than 50% of the impact fees charged for the principal unit; ○ Must permit ADUs in structures detached from the principal unit; ○ May not restrict roof heights of ADUs to less than 24 feet, unless that limitation applies to the principal unit; ○ May not impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for ADUs that are more restrictive than those for principal units; ○ Must allow an ADUs on any lot that meets the minimum lot size required for the principal unit; ○ Must allow detached ADUs to be sited at a lot line if the lot line abuts a public alley, unless the city or county routinely plows snow on the public alley;		owner is required to occupy the property.		standalone chapter in Draft Title 18.

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
○ Must allow conversions from existing structures, even if they violate current code requirements for setbacks or lot coverage; and ○ May not require public street improvements as a condition of permitting ADUs.				
Unclear development regulations	No	Development regulations are clear and publicly accessible.		
Large setback requirements	No	The setback requirements for the principal unit apply to ADUs - the setback requirements in the R4-8 zone are not overly restrictive.		
Off-street parking requirements	Yes	Per HB 1337, parking requirements should account for lot size and distance from transit. Sequim requires one off-street space per ADU, in	Revise parking requirements to meet the standards of HB 1337.	One space is still required; however, no parking is now required within a half mile of the City's downtown transit facility. This facility does

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
		addition to the required parking for the primary structure.		not meet the definition considered under HB 1337 for a major transit facility but are adopting the standard for the facility that Sequim does have.
Other (for example: burdensome design standards, tree retention regulations, historic preservation requirements, open space requirements, etc.)	No	There are no additional requirements for ADUs that would have a significant impact on feasibility.		
PROCESS OBSTACLES				
Lack of clear and accessible information about process and fees	No	Information about process and fees is clear and publicly available.		
Permit fees, impact fees and utility connection fees that are not proportionate to impact	Yes	Transportation impact fee for ADUs are 54 percent	Ensure that permit and impact fees	ADU permits are being evaluated project-by-

Barrier	Is this barrier likely to affect housing production? (yes or no)	Why or why not? Provide evidence.	Actions needed to address barriers.	Zoning Updates to be Adopted Concurrently with Comprehensive Plan
		of the fee for a single family residence (HB 1337 includes a 50 percent cap).	for ADUs are no more than half of fees for a single family residence.	project, with City staff ensuring that fees are capped at no more than 50 percent of the fee for a single-family residence. This review will continue until the City has officially updated its fee schedule.
Processing times and staffing challenges	Yes	Over the last several years, there has been high turnover at the City's planning department. This has the potential to slow processing, especially during periods of transition.	Ensure that the permit processing system is set up so that the departure of one staff member does not have a significant negative impact on processing times. Consider utilizing an on-call planner for emergencies.	Updates to City's permit processing code (SMC 20.01) was updated in 2026. On-call planning consultant was established in Fall 2025.

3. SUBSIDIZED HOUSING INVENTORY

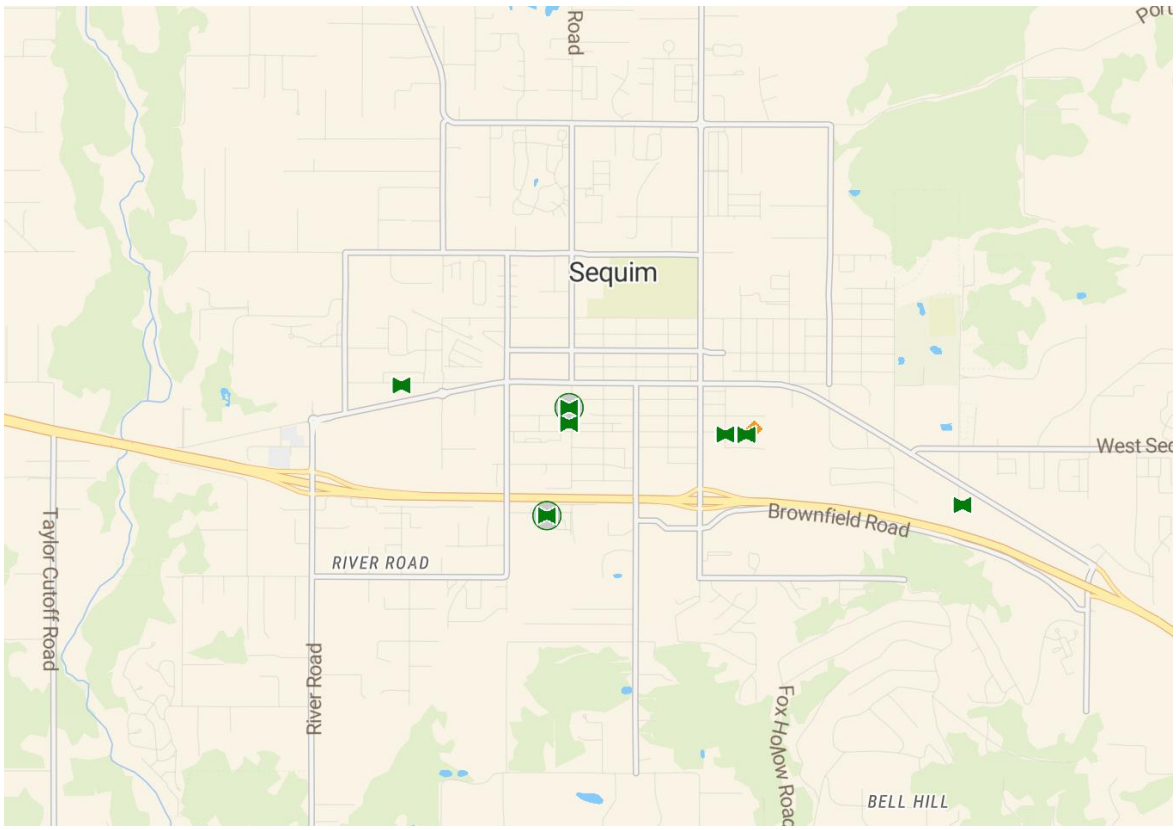
Sequim has 478 units of subsidized housing, mostly serving households earning 60% AMI and below, and all built before 2010. The Pioneer Villa Apartments are a project-based Section 8 project serving a variety of low-income levels. The table and map below show details and the locations of these units.

Figure 1. Subsidized Housing Units in Sequim

Project	Units	AMI	Year Built
Suncrest I	43	60% AMI	2009
Sea Breeze Apartments	41	60% AMI	2009
Mountain View Apartments	72	60% AMI	2009
Suncrest Village	36	60% AMI	1994
Vintage at Sequim	116	60% AMI	2007
Pioneer Villa Apartments	34	Section 8	1980
Elk Creek Apartments	136	60% AMI	2008
Total	478		

Source: PolicyMap

Figure 2. Subsidized Housing Locations in Sequim



Source: PolicyMap

4. AFFORDABLE HOUSING FUNDING GAP

Although the Land Capacity Analysis in Housing Appendix A-2 shows land capacity at an aggregated 0-80% AMI income band, units at various disaggregated income bands below 80% AMI will require different amounts and sources of subsidy in order to be built on the acreage where the LCA found there to be sufficient zoned capacity for the housing types needed to serve these households. The Department of Commerce estimates that, as of 2023, the cost of developing a subsidized unit in Clallam County would be $359,266. Applying this to Sequim's housing targets would show a need for **$152.5 million** in subsidy over the planning horizon, or **$30.5 million** per year. However, it is particularly likely that the lower-income units will need to be subsidized, and it is possible that some smaller market-rate units could meet the need in the 50-80% category. Therefore, the subsidy is shown for each income band below:

Figure 3. Subsidy Gap Analysis for Sequim

	0-30% PSH	0-30% Non PSH	30-50%	50-80%
Units	280	623	568	227
per Unit Cost	$ 359,266	$ 359,266	$ 359,266	$ 359,266
Total Subsidy Needed	$ 100,594,480	$ 223,822,718	$ 204,063,088	$ 81,553,382
Yearly Subsidy Needed	$ 5,029,724	$ 11,191,136	$ 10,203,154	$ 4,077,669

5. SOURCES OF AFFORDABLE HOUSING FUNDING

The Washington Department of Commerce requires that cities ensure that there is adequate land capacity for housing across income levels, as discussed in the LCA in Housing Appendix A-2. However, subsidies are also needed to ensure and assist that there is adequate housing to support households at income levels below 80 percent AMI. The following sections discuss the potential funding sources for the subsidy shown above which will be needed in order to cover the significant funding gaps for housing at all of the disaggregated income bands, starting with Commerce's checklist of local option tools for affordable housing, followed by a discussion of other funding sources. **It is outside the purview of a comprehensive plan to identify exactly which sources of funds will be used to build exactly which units**, since development costs, developer's sources of funds, and interest rates will fluctuate over the next 20 years in ways that are impossible to predict at present. However, this analysis outlines a variety of potential funding sources that the city has implemented or is considering in order to fill these funding gaps. Significant contributions from other entities, such as the state and the Low Income Housing Tax Credit will also be needed.

Exhibit B5: Checklist for local option tools for addressing affordable housing funding gaps

Local option tools for addressing affordable housing funding gaps*	Implementation status	Plans for implementation
Housing and related services sales tax (RCW 82.14.530)	Clallam County implementation.	
Affordable housing property tax levy (RCW 84.52.105)	No implementation by City.	Unsure at this time.
REET 2 (RCW 82.46.035) – GMA jurisdictions only and only available through 2025	No.	Not applicable after 2025.
Affordable Housing Sales Tax Credit (RCW 82.14.540) – was only available to jurisdictions through July 2020	Yes, the City has implemented this tax credit.	Will continue. Sequim City Council is working to understand where these funds could be best utilized. Based on conversations with affordable housing developers, it is likely that a program covering fees for affordable housing developments is likely a high-priority use.
Lodging Tax (RCW 67.28.150 and RCW 67.28.160) to repay general obligation bonds or revenue bonds	Yes, the City has a lodging tax.	Will continue
Mental Illness and Drug Dependency Tax (RCW 82.14.460) – jurisdictions with a population over 30,000	Clallam County implementation.	
Donating surplus public lands for affordable housing projects (RCW 39.33.015)	No surplus public lands are available at this time.	Can consider if/when the City has surplus lands.
Impact fee waivers for affordable housing projects (RCW 82.02.060)	SMC 22.12.040 for Park Impact Fees.	Will likely continue and will consider adding transportation impact fees.
Application fee waivers or other benefits for affordable housing projects (RCW 36.70A.540)	Has partnered with affordable housing providers on CHIP grant.	Will continue as opportunities are available.

Local option tools for addressing affordable housing funding gaps*	Implementation status	Plans for implementation
Multifamily Tax Exemption (MFTE) with affordable housing requirement (RCW 84.14)	Not at this time.	May be considered by City Council after comprehensive plan process.
General funds (including levy lid lifts to increase funds available)	Yes.	Will continue.

* Some tools may be unavailable for certain jurisdictions. For example, only GMA jurisdictions can use REET 2, or the surrounding county may have already implemented the housing and related services sales tax. See MRSC's summary of Affordable Housing Funding Sources for more details and the Association of Washington Cities (AWC)/MRSC booklet on Homelessness & housing toolkit for cities (2022).

Inclusionary Zoning

Another potential strategy to address housing needs across income bands is **inclusionary zoning (IZ)**, which is when a jurisdiction requires that all or some subset of new housing developments include some share of below market rate units. Often IZ programs require that 10 percent or more of units in apartment buildings over a certain size are affordable to households making no more than 60 or 80 percent of area median income.

The operational mechanism behind IZ is that the rent from the market rate units in the development will subsidize the feasibility gap created by requiring below market rate units. While there are some markets where the market rent is high enough to subsidize the affordable units these market conditions are typically limited to the highest-cost cities and are generally temporary. If market rents plateau, the gap between affordable and market rents decreases, and/or the cost of development increases, market rents are no longer high enough to sufficiently subsidize the affordable units. In other words, even a well-crafted IZ program will have the effect of discouraging new development under most market conditions. Often, recalibrating IZ programs is necessary on a regular basis, but typically this happens after the market has already changed, meaning that there is a significant opportunity cost to implementing IZ of homes not built when the market would have otherwise supported them.

The effectiveness of IZ has been studied by a number of researchers in recent years. Although a large number of affordable units have been created nationwide through these programs, the effects on property markets are not always positive. Several studies in California found that cities with IZ requirements have higher market-rate housing prices and did not appreciably increase housing production.[3] Another recent study found similar results in the Washington D.C. area as well as finding that optional bonus programs provided for developers under IZ programs were often ineffective and underutilized.[4]

Recent decisions from the Growth Management Hearings Board (GMHB) cite language stating that "jurisdictions must use the tools at their disposal to create the conditions that make it feasible for developers to build the kinds of housing needed at all income levels." **The implementation of IZ in Sequim would run counter to this objective**. In Sequim, the main challenge impacting the availability of homes across income bands is the overall lack of new construction of apartments and middle housing. This is largely because of high construction costs, a limited pool of developers who know how to build apartments, and a construction labor shortage on the peninsula. The feasibility challenges caused by these conditions would be exacerbated by requiring below-market rate units in new apartment developments, resulting in fewer new housing units across income bands. Because of this, Sequim is not pursuing an IZ program at this time.

[3] Ramakrishnana, Kriti, Mark Treskon and Solomon Greene. "Inclusionary Zoning: What Does the Research Tell Us about the Effectiveness of Local Action?" Urban Institute, January 2019.
[4] Hamilton, Emily. "Inclusionary Zoning and Housing Market Outcomes." Cityscape, Vol. 23, No. 1, Regulatory Reform and Affordable Housing (2021).

Additional information about barriers to housing development in Sequim can be found in Section 6 below and the *Housing and Economic Analysis* prepared by Leland Consulting Group in 2025.

Additional Affordable Housing Tools

RCW 36.70A.070(2)(d) states that cities must make adequate provisions for existing and projected housing needs of all economic segments of the community, including "Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations." By referencing **gaps in local funding**, the State Legislature acknowledges that cities are not on their own required to provide the resources to ensure that all needed affordable housing units are feasible.

Per Commerce's *Guidance for Updating Your Housing Element v3.4 (January 2026)*, "typically, most affordable housing funding comes from state and federal sources. However, local funding can also play an important role." The most common tool used to subsidize affordable housing is the Low Income Housing Tax Credit (LIHTC) program. This is a federal program through which corporations purchase credits to offset their tax burdens. The price of credits is determined by demand – when corporate tax rates are relatively low, as is the case in 2026, the demand for credits decreases and the amount of money available for low income housing subsidies decreases. The money generated from these purchases is then allocated to state agencies that award them to projects through two programs, one that funds a smaller share of the gap and one that funds a larger share. In the past, the program that funds the smaller share was not subject to a competitive awards process, but as demand has increased both programs are now competitive in Washington.

Each state has its own criteria for how these funds are allocated. In Washington, LIHTC funds are competitive, with jurisdictions grouped into geographic funding pools. Developers in Washington apply for funding for specific projects through the Department of Commerce, which has a scoring rubric it uses to determine funding allocations. While this rubric prioritizes projects that include housing units affordable to the lowest-income households (those making less than 30 percent AMI), there is no guarantee that in a given funding cycle developers will apply for units affordable to income levels that directly align with the needs or state-mandated targets of a given jurisdiction. In addition, even though this is by far the largest pool of money for affordable housing subsidies, there is not enough funding through this program to subsidize all of the affordable housing units jurisdictions need to meet their targets.

While cities like Sequim can help reduce the feasibility gap through the programs and funding sources listed in the table above, ultimately **the LIHTC program is a much more significant determinant of what affordable housing gets built where**. As described above, Sequim has little control over this program. The City cannot set federal corporate tax rates, does not have control over HUD allocations, does not have the power to design the rubric the Department of Commerce uses to score projects, and cannot force developers to target specific AMIs in their applications.

Book two of Commerce's guidance on HB 1220 requirements includes a detailed list of potential non-local funding sources to support the development of new housing for low-income households from various state and federal agencies. Relevant potential sources of affordable housing funds for new development include:

- The Washington Housing Trust Fund
- Connecting Housing to Infrastructure Program (CHIP)
- Low-Income Housing Tax Credit Program (LIHTC)
- WSHFC Multifamily Bond Programs
- WSHFC Bond Financing for Non-Profit Facilities
- WSHFC Land Acquisition Program
- HUD Section 811 Project Rental Assistance (PRA) demonstration
- New Market Tax Credit Program
- Rural Community Assistance Cooperation (RCAC)

6. SEQUIM LOW-INCOME/AFFORDABLE HOUSING DEVELOPERS/PROVIDERS INTERVIEW SUMMARY

As part of this Comprehensive Plan update, the Leland Consulting Group team conducted two focus groups with low-income housing developers and providers from Sequim and the greater Northern Olympic Peninsula on December 16 and 19, 2025. This section summarizes the conversations and takeaways from these sessions. The focus group participants were:

- Timothy Dalton – Clallam County
- Sharon Maggard – Serenity House of Clallam County
- Colleen Robinson – Habitat for Humanity
- Wendy Sisk – Peninsula Behavioral Health
- Annie O'Rourke – Peninsula Housing Authority

Past and Current Projects

Participants described a variety of low-income housing projects that they have been involved with or are currently working on in Sequim and/or Clallam County, including:

- Managing rental assistance programs in Sequim.
- Replacing the Sunbelt Apartments with 36 units of housing for chronically homeless residents with disabilities earning under 30 percent AMI.
- Developing a 45-unit multifamily project in Sequim serving families at 80 percent or below AMI, permanently affordable through a land trust model, as well as a 45-home detached single-family community within Clallam County/Carlsborg serving up to 120 percent AMI for up to 25 percent of the homes, and the remainder affordable at 80 percent AMI or below.

- Completing a previous market-rate project that was underway, now converted into an affordable homeownership project.
- Managing a five-bedroom transitional living home.

Barriers to Below Market-Rate Development

Participants noted that Sequim has significantly less low-income housing than Port Angeles. To some degree, this reflects the presence of more services for low-income residents in Port Angeles, as well as a larger population of lower-income residents there. However, participants did note other Sequim-specific barriers to affordable housing development in the city, including:

- *High costs of construction in Sequim.* Developers estimated the cost of developing in Sequim at around $360,000 per unit for market-rate apartments, and up to as much as $400,000-450,000 per unit to build fully subsidized affordable housing.
- *Expensive connection fees and building fees* in Sequim compared to Port Angeles, especially considering Port Angeles' new fee waivers. Per unit fees are between $25-30,000 per unit in Sequim, and about half that much in Port Angeles.
- *Challenging design standards* that dictate color, landscaping, roof structure, and other elements that greatly increase project costs.
- *Lack of available land* for multifamily housing in Sequim, particularly compared to Port Angeles where there is more space for tax-credit funded projects which need to be at least 70 or so units to be feasible.
- *Prevailing wage requirements* for publicly funded projects. This is a challenge for all projects that receive federal funding and is not specific to Sequim.
- *Lack of local experts in multifamily development.* Participants described challenges in hiring commercial electricians, carpenters, and other labor, as well as a lack of local builders with multifamily experience due to the city's remote location, which also dissuades out-of-town developers from building in Sequim.
- *Process challenges*, including instability in city staff, delays in permitting, a laborious process getting approval from the city, and a lack of flexibility for affordable developers.
- *A lack of education and clear, accessible guidance from the city* for nonprofits, first-time developers, or others without extensive development experience.
- *State-level challenges,* particularly new energy requirements and electric vehicle charging requirements which add to construction costs.
- *Community sentiment against* subsidized housing, large families, and multifamily housing in general.

Incentives

Participants were asked about incentives that would improve feasibility or ease of low-income housing development in Sequim. In general, they agreed that increased density, potentially up to at least 10 units per acre, would be key to unlocking more development. They also expressed interest

in flexibility around setbacks, lot coverage, and particularly parking requirements, as well as impact fee reductions such as those offered in Port Angeles.

Housing Market and Needs

Several conversations included discussion of the housing needs on the Peninsula in general, and the relationship between housing needs and HUD-determined income levels (typically expressed as a percentage of County Area Median Income (AMI)). Overall, there is a great need for low-income housing in the County that can serve households earning 80 percent of the AMI or lower, with nearly 3,000 applicants on the Peninsula Housing Authority wait list, the majority of whom earn 60 percent AMI or below (note that waitlists are generated by *property* and not by *individual*, therefore this number is likely an overcount of individuals who likely place themselves on waitlists for more than one property). Participants described an inability for people to move up the "housing ladder" from renting an apartment to eventually owning a home, due to the lack of affordable starter homes in the area (i.e. smaller or lower-cost opportunities for first-time homebuyers transitioning from renting to owning a home). Additionally, the income range of subsidized housing at or around 80 percent AMI at which many providers, particularly Habitat for Humanity, operate, is a narrow window that does not capture a lot of the need in Clallam County, and also presents challenges for residents when their income rises and exceeds that threshold, since there is still a lack of housing in the 80-120 percent AMI range as well.

Design Standards

Design standards were a topic of much discussion. Participants questioned the true goal of the standards, and noted that transparency, modulation, color, and particularly articulation add significant costs to affordable housing in Sequim. Participants emphasized that every "turn" in a foundation (such as those required for façade articulation) add significant cost to a project. With costs already extremely high for building affordable housing on the peninsula, this poses a significant barrier. When asked about relaxed design standards or exemptions for affordable housing, participants voiced concerns about stigmatizing low-income residents as well as the potential for increased administrative burden for staff and developers, instead advocating a relaxation of design standards overall in the city.

Takeaways/Suggestions

- *Provide educational opportunities* and clear guidelines (i.e., a "development cheat sheet") for nonprofits or other entities with limited experience to learn about the entitlement and permitting process as well as assistance in applying for applicable state or other funding sources that are administered through the city.
- *Reduce permitting times* which can cause rapid increases in costs, and provide timely responses to communications.

- *Consider a Multifamily Tax Exemption program for affordable apartments.* MFTE programs are used across the state to help reduce the costs of subsidized multifamily development.
- *Provide utility and/or parks fee waivers* for multifamily housing.
- *Reduce parking requirements* for subsidized units, particularly considering reduced vehicle ownership among lower-income populations and those in supportive housing.
- *Reduce stringency of multifamily design standards* in the city.
- *Provide permit-ready plans* for small multifamily buildings, such as those provided in Port Angeles.
- *Provide incentives or exceptions to development standards* as authorized by state law, for developers of long-term low-income housing.

Barriers to Multifamily Development

In addition to conversations with affordable housing providers, Leland also interviewed market-rate housing and commercial developers as part of the *Housing and Economic Analysis* completed for the City of Sequim in 2025. The goal of these interviews was to understand barriers to market-rate development in Sequim. The major barriers identified were related to regulations (including land use and zoning), fees, permitting, and infrastructure. For multifamily housing, the major barriers described by these developers included:

- Fire safety standards
- Design review requirements
- Impact fees
- Lack of clarity during the permitting process
- Zoning limitations such as height restrictions or prohibitions on multifamily development in the EOA, RC, and HTLI zones

While the City does not have the ability to change fire safety standards, zoning and design review requirements are already being addressed through the comprehensive planning process, and impact fees will be revised subject to new state requirements.

Implementation and City Actions Based on Housing Developer Feedback

In response to the feedback received from developers and interviews (both affordable and market rate housing), the City has identified actions that can help address some of the barriers discussed above, through forthcoming changes to the zoning code which will be adopted concurrently with this Comprehensive Plan Update. These actions are detailed below, and represent additional work the City is undertaking to reduce barriers to development in Sequim specifically, based on local feedback:

Barrier Identified by Stakeholders	City Action
Challenging Design Standards	Have included exceptions to design standards for affordable housing projects, mainly for wall plane articulation and lengths of roof spans. These are physical building requirements that we heard cause the greatest increase in building costs. Simplified building, site design standards and amenity requirements for multifamily market developments.
Lack of Available Land for Multifamily Housing	As part of the zoning code updates that the city is adopting concurrently with this Comprehensive Plan Update, there is a new Affordable Housing Exception in SMC18.110.030. This allows affordable housing projects to seek exemptions from density limits, minimum lot size, maximum lot coverage, setback requirements, height limits, parking requirements, and allowed uses in the underlying zone. This essentially means that pending Council approval, affordable housing serving income bands lower than 80% AMI could be built in any zone in Sequim. This new Affordable Housing Exception effectively increases by a significant quantity the available land in Sequim on which a developer, working with the City Council, could build housing serving lower income bands.
Low Density in the R4-8 Zone	In addition to increases in density, that could allow projects to reach 10 du/acre in the R4-9 (formerly R4-8) zone (no other zone has a density limit), affordable housing providers can request exceptions to density requirements as part of their proposal.
Design Standards	Building design is still an important part of development in Sequim, but have included exceptions specifically for some of the items discussed - such as modulation in wall planes and roof lengths.

High Parking Requirements	Applicants can submit a parking study requesting fewer parking stalls. PSH and Emergency housing does not require parking.
Need for Incentives to Fund Affordable Housing	The Affordable Housing Exceptions section of code in SMC 18.21, and will include it as a standalone chapter in 18.110 of the draft update. The authorities we used for the Affordable Housing Exceptions are RCW 35.83.030, RCW 36.70A.540, and the city's housing goals by authorizing exceptions from some development standards for qualifying low-income and affordable housing units. Exceptions authorized by this section apply only to qualifying affordable units and do not apply to market-rate units.

Racially Disparate Impacts Analysis

Introduction

In 2021, the Washington State Legislature passed House Bill 1220 (HB 1220) as an amendment to the state Growth Management Act (GMA). HB 1220 requires that local governments plan for housing at all income levels and assess the racially disparate impacts (RDI) of existing housing policies. Conditions that indicate that policies have racially disparate impacts can include segregation, cost burden, displacement, educational opportunities, and health disparities.

Key Findings

- Sequim is similar as Clallam County, with both jurisdictions are approximately 80 percent white.
- All households, no matter their racial composition, are about equally as likely to experience cost burden, although households of color are slightly more likely to be cost burdened. Black and Asian households are more likely to be cost burdened than white and Hispanic households.
- According to data from the US Department of Housing and Urban Development (HUD), home ownership is most common among Hispanic and white households in Sequim (82 and 60 percent of their total respective households), and much less common among Black or Asian households (0 and 37 percent of their total respective households). However, data for households of color can be impacted by margins of error (given their smaller residential numbers in Sequim).
- There is a shortage of rental housing available in Sequim for those making less than 30 percent of the Area Median Income (AMI) and those making greater than 80 percent AMI.
- In terms of income and race, 33 percent of Hispanic households make above the median income – the highest share among all racial and ethnic groups. Roughly a third of White households and 26 percent of Asian households make above 100 percent AMI. However, 33 percent of Hispanic households are also considered extremely low-income (making 30 percent of AMI or less), compared to 18 percent of White households.

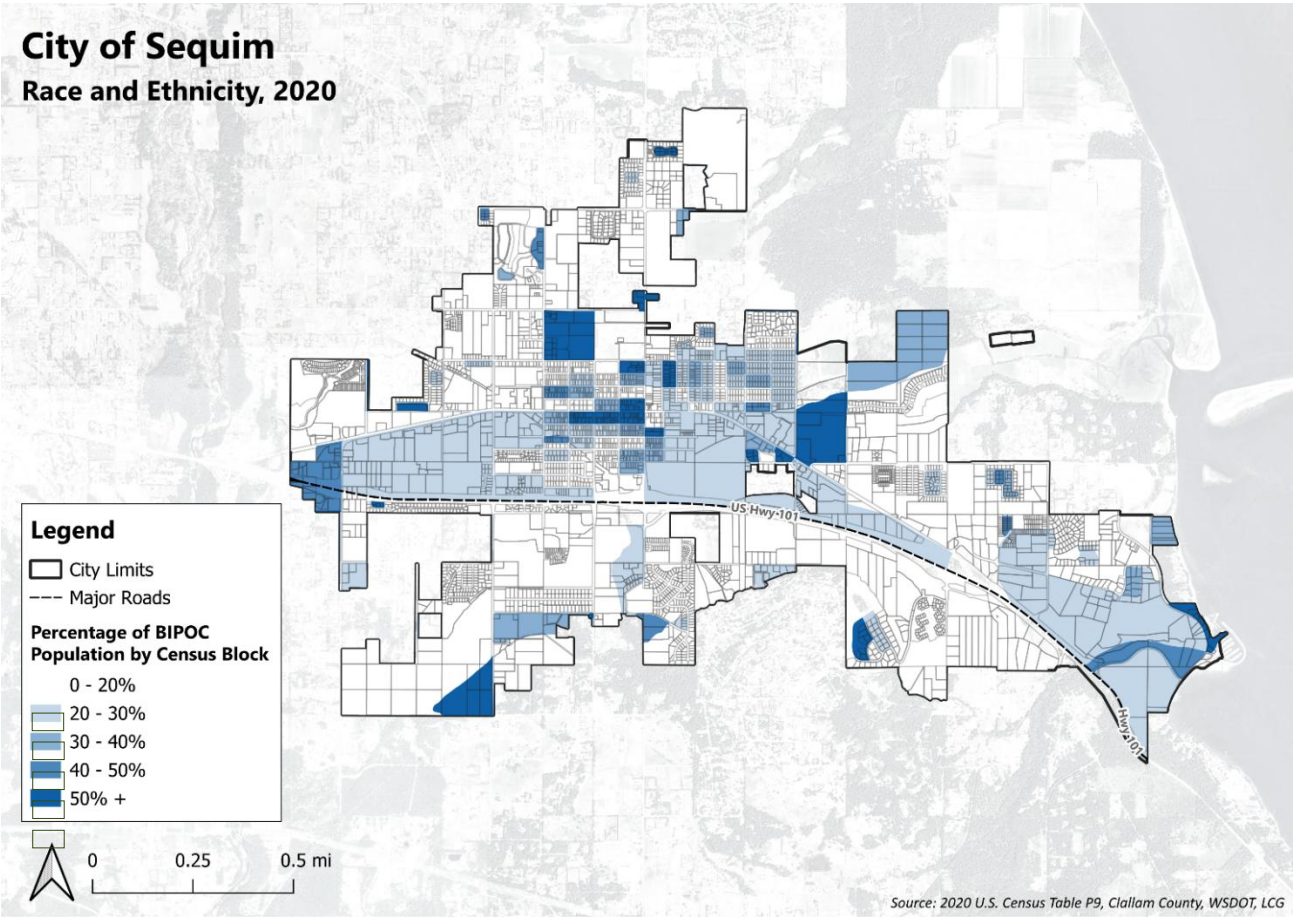
Historical Context

Throughout the history of the United States, a combination of laws and practices have impacted where specific groups of people live, what opportunities they have access to, and their ability to build wealth through stable housing. Unfortunately, many of these policies explicitly or implicitly benefited white residents at the expense of all others. The legacy of policies like redlining, which used racial criteria in determining which neighborhoods were suitable for government-backed loans, highway development through predominantly-Black neighborhoods, and racial covenants explicitly excluding certain groups from owning specific properties continues to impact non-white communities today.

While many cities have acknowledged the harms of these policies, many of which are no longer legal, there are still policies in effect today that hold cities back from rectifying systemic harms. These can include policies that reference vague concepts like "neighborhood character," as well as those that permit only the most expensive homes to be built, thus shutting lower-income residents out of high-opportunity areas.

Figure 1 below shows race and ethnicity in Sequim by Census block. Households of color are more likely to live along Highway 101, while the Census blocks around the perimeter of the city limit tend to be majority white. However, many of the areas on the map that show significant concentrations of BIPOC households are sparsely populated, such as the area around Carrie Blake Park.

Figure 1. Race and Ethnicity in Sequim by Census Block (2020)



Assessing Racially Disparate Impacts

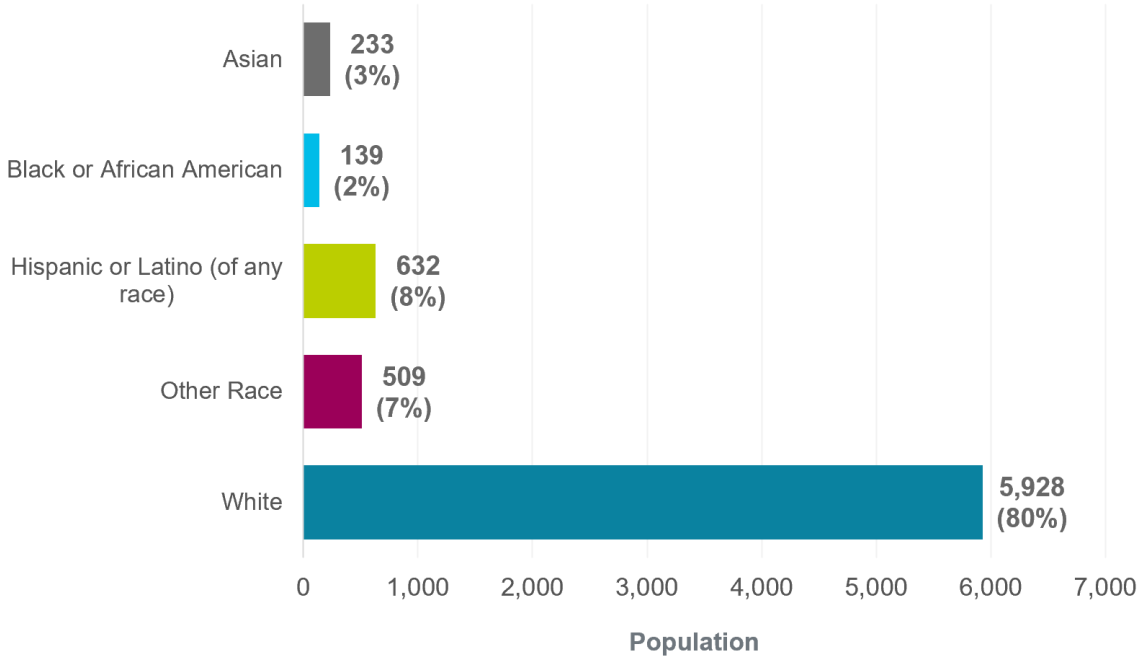
Between 2015 and 2020, Sequim became slightly less diverse, as the population went from 76 to 80 percent white over the course of five years. Over the same period, Clallam County's population went from 84 to 82 percent white, with Hispanic/Latino, Black, American Indian, and multi-racial residents being the only groups to see an increase in their share of the total population.

Figure 2. Change in Population by Race/Ethnicity, Sequim and Clallam County

	Sequim			Clallam County		
Race or Ethnic Category	2015	2020	Change	2015	2020	Change
American Indian and Alaska Native	66	67	1	3,198	3,580	382
Asian	171	233	62	1,046	1,065	19
Black or African American	131	139	8	612	708	96
Hispanic or Latino (of any race)	842	632	-210	4,119	5,147	1,028
Native Hawaiian and Other Pacific Islander	0	0	0	43	26	-17
Other Race	136	0	-136	154	114	-40
Two or more races	288	442	154	2,564	3,003	439
White	5,061	5,928	867	60,661	62,839	2,178
Total	**6,695**	**7,441**	**746**	**72,397**	**76,482**	**4,085**

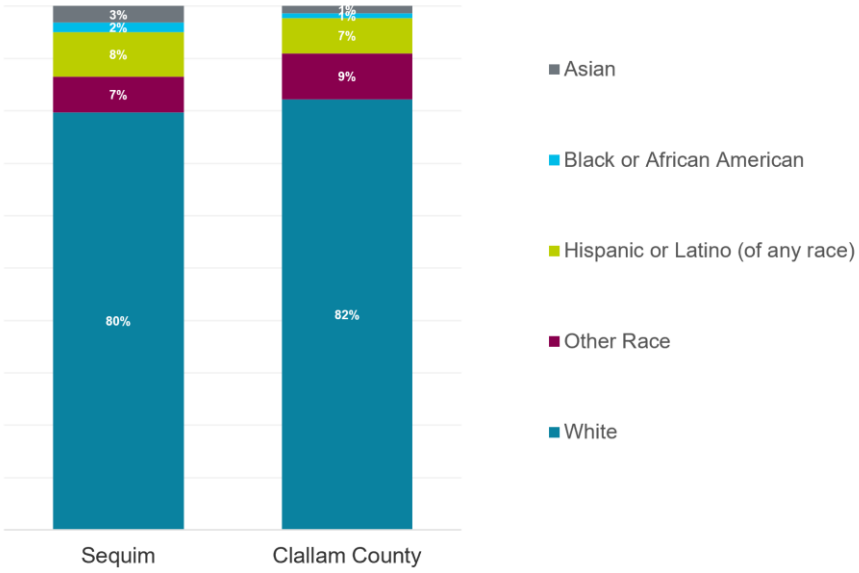
Source: US Census Bureau, 2011-2015 and 2016-2020 American Community Survey 5-Year Estimates (Table DP05); Washington Department of Commerce, 2023.

Figure 3. Population by Race/Ethnicity in Sequim (2020)



Source: US Census Bureau, 2016-2020 American Community Survey 5-Year Estimates (Table DP05); Washington Department of Commerce, 2023.

Figure 4. Racial Composition of Sequim and Clallam County (2020)



Source: US Census Bureau, 2016-2020 American Community Survey 5-Year Estimates (Table DP05); Washington Department of Commerce, 2023.

Sequim is a relatively middle-income community with moderate housing costs. The city includes 2,040 owner households and 1,465 rental households. Of the owner households, 27 percent are cost burdened, with 14.7 percent spending between 30 percent and 50 percent on housing costs and 12.3 percent spending more than 50 percent on housing costs. By contrast, 55.3 percent of renter households in Sequim are cost burdened, with 27.3 percent spending between 30 and 50 percent on housing costs and 28 percent spending more than 50 percent on housing costs.

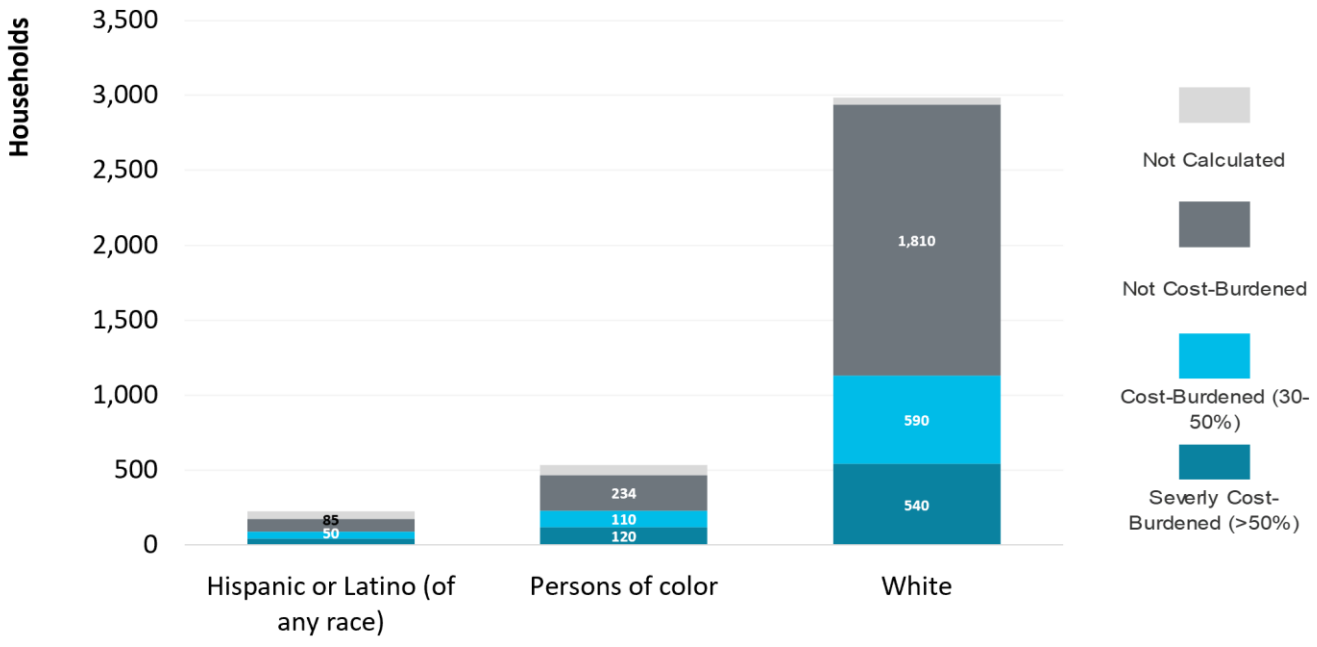
This sharp divide in stability between renters and owners can result in racially disparate impacts when renters are more likely to be people of color. In Sequim, about 40 percent of White households rent their homes, compared to 100 percent of Black/African American and American Indian households. 82 percent of Hispanic/Latino households own their homes. While 85 percent of Black/African American households are severely cost burdened, 38 percent of white households and 40 percent of Hispanic households are cost burdened.

Figure 5. Number of Households by Cost Burden in Sequim (2019)

	White	Black or African American	Asian	American Indian or Alaska Native	Pacific Islander	Other Race	Hispanic or Latino (of any race)	Total
Owner Households								
Not Cost Burdened	1,285	0	25	0	0	30	65	1,405
Total Cost-Burdened	470	0	10	0	0	0	70	550
Cost-Burdened (30-50%)	*260*	*0*	*10*	*0*	*0*	*0*	*30*	*300*
Severely Cost-Burdened (>50%)	*210*	*0*	*0*	*0*	*0*	*0*	*40*	*250*
Not Calculated	35	0	0	0	0	0	50	85
Total	**1,790**	**0**	**35**	**0**	**0**	**30**	**185**	**2,040**
Renter Households								
Not Cost Burdened	525	15	0	4	0	75	20	639
Total Cost-Burdened	660	55	40	25	0	10	20	810
Cost-Burdened (30-50%)	*330*	*0*	*40*	*0*	*0*	*10*	*20*	400
Severely Cost-Burdened (>50%)	*330*	*55*	*0*	*25*	*0*	*0*	*0*	410
Not Calculated	10	0	20	0	0	0	0	30
Total	**1,190**	**65**	**60**	**30**	**0**	**80**	**40**	**1,465**
Total Households	**2,980**	**65**	**95**	**30**	**0**	**110**	**225**	**3,505**

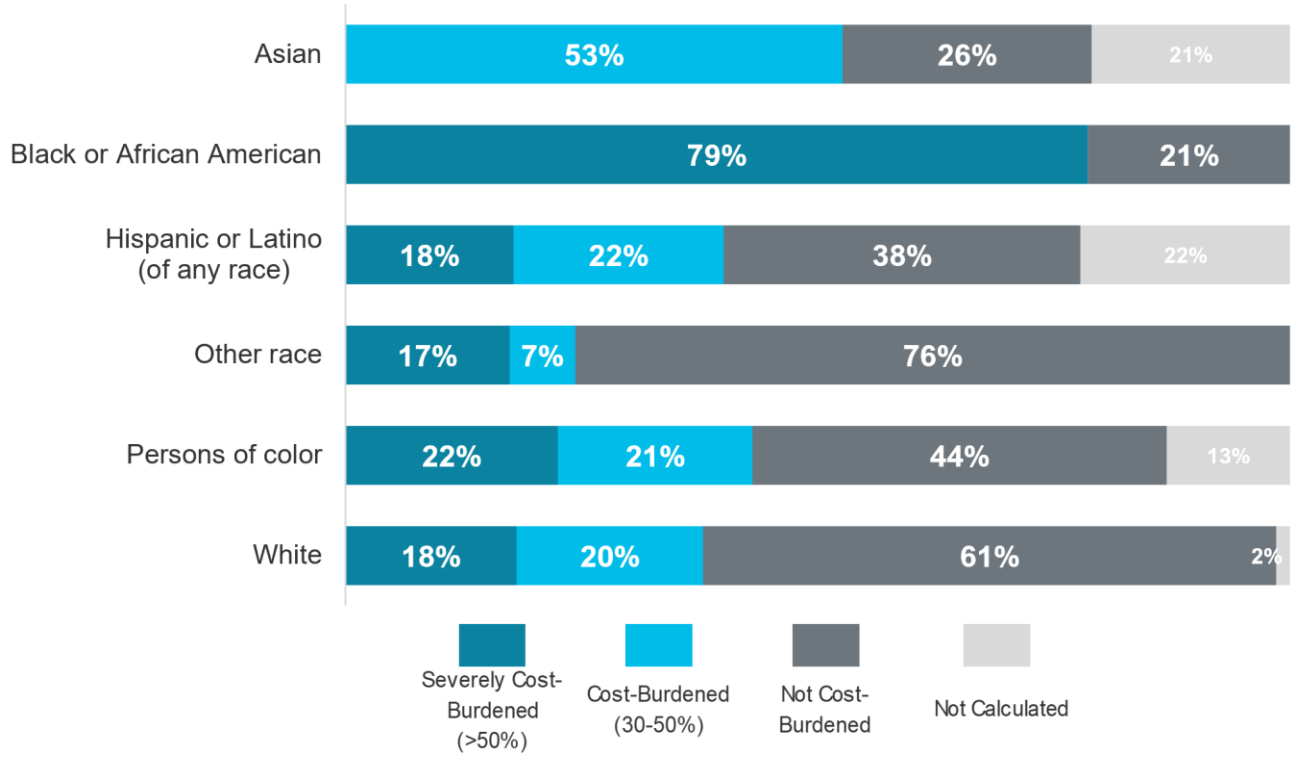
Source: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 9); Washington Department of Commerce, 2023.

Figure 6. Sequim Total Housing Cost Burden by Racial & Ethnic Group, 2019



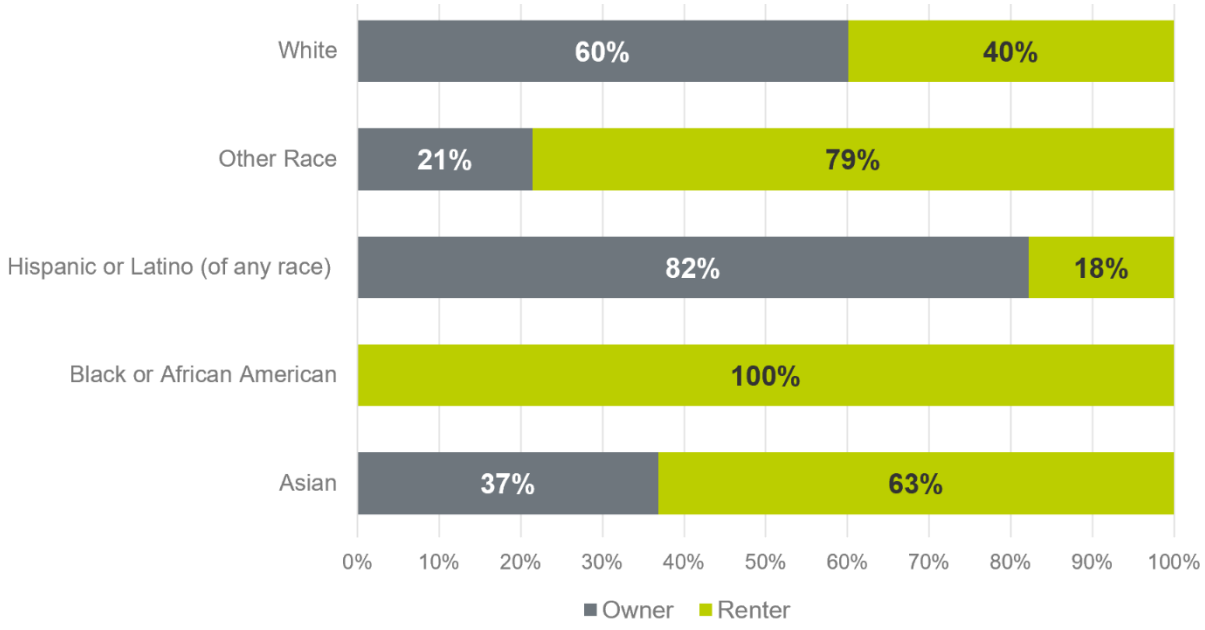
Source: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 9); Washington Department of Commerce, 2023.

Figure 7. Sequim Percent of All Households Experiencing Housing Cost Burden, 2019



Source: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 9); Washington Department of Commerce, 2023

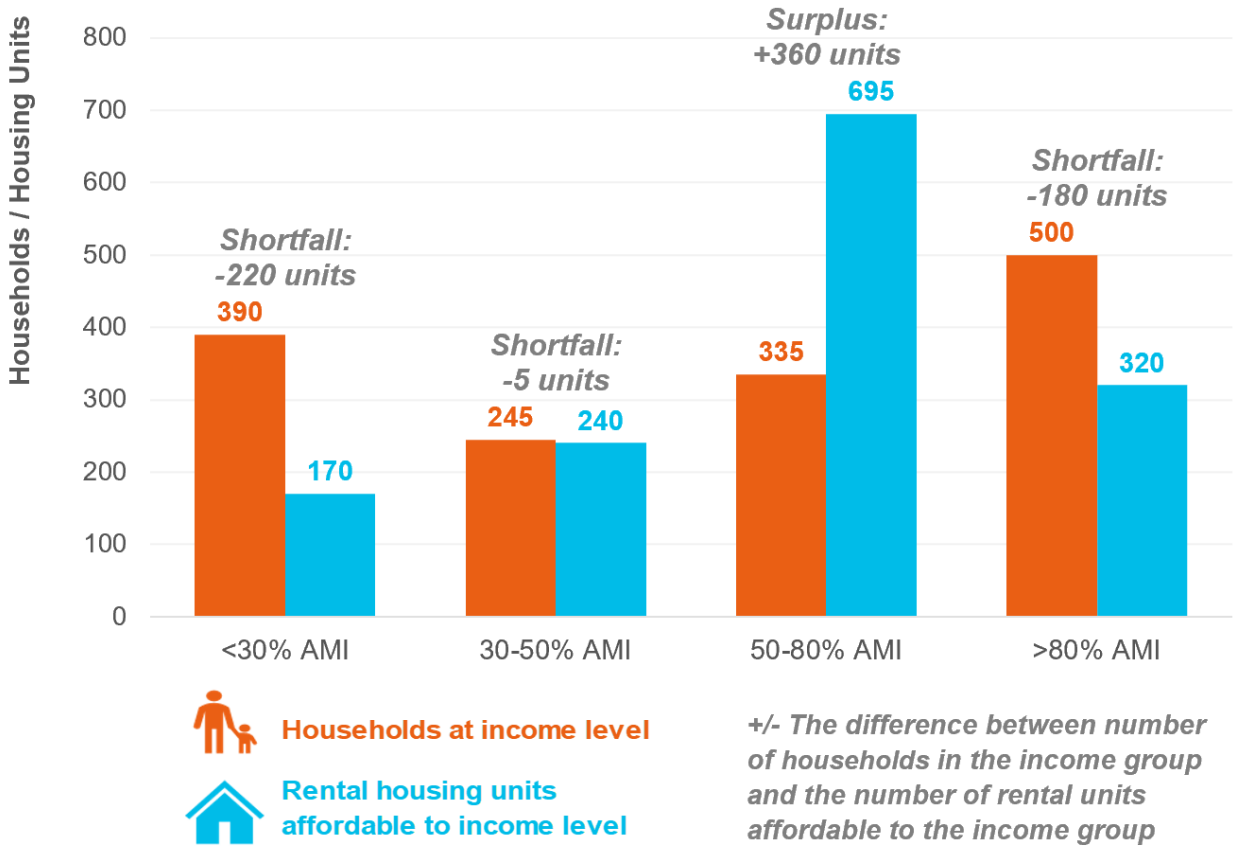
Figure 8. Sequim Owner and Renter Households by Race & Ethnicity (2019)



Source: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 9).

The renter cost burden in Sequim is driven by a 220-unit shortfall of units affordable for households making less than 30 percent of area median income (AMI) and a 180-unit shortfall of units affordable for households making greater than 80 percent AMI. When there is a shortfall of units at the upper end of the income scale, higher income households compete with lower income households for limited units. In Sequim, adding rental housing units at the upper and lower ends of the income scale could help improve stability for households across the income spectrum.

Figure 9. Sequim Renter Households by Income Compared to Rental Units by Affordability, 2019



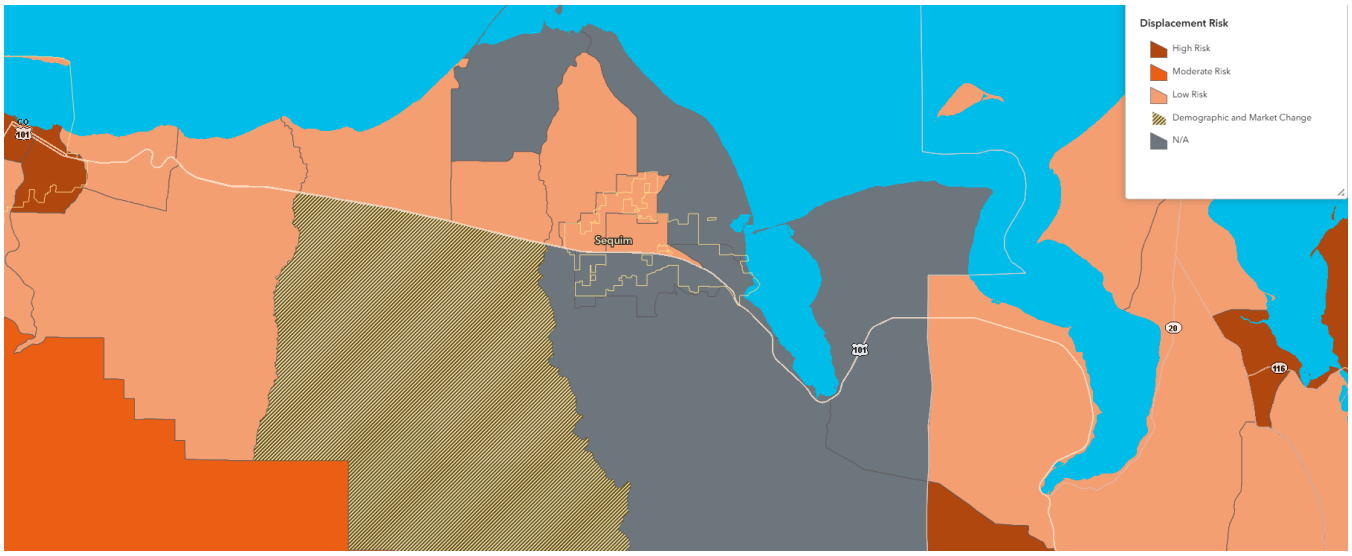
Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 15C) & US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 14B).

Despite housing unit shortfalls in the lower- and upper-income categories, Sequim has a relatively low displacement risk compared with nearby communities. Figure 10 below shows Washington Department of Commerce's Draft Displacement Risk Map – most of Sequim is considered "lower risk" compared with Port Angeles and Forks, where the risk rises to "Moderate" and "High."

Commerce's displacement risk map is calculated using data at the Census Tract level, which provides limited geographic specificity regarding potential areas of displacement risk in the city. However, an initial analysis of American Community Survey data at the Census Block Group level revealed Margins of Error (MOE) that were too high to be useable.

Despite a lower displacement risk than Forks and Port Angeles, Sequim has implemented strategies to address displacement throughout the city. Mobile home parks are a significant source of naturally occurring affordable housing in Sequim. This type of housing can also be targeted for redevelopment because the underlying zoning frequently allows higher-density housing and mobile homes are less expensive to remove or demolish than other building types. To prevent the loss of mobile home parks and displacement of their residents, Sequim established a mobile home park overlay in 2024. Within the mobile home park overlay, mobile home parks are the only permitted use, meaning that a rezoning process would be necessary for any redevelopment.

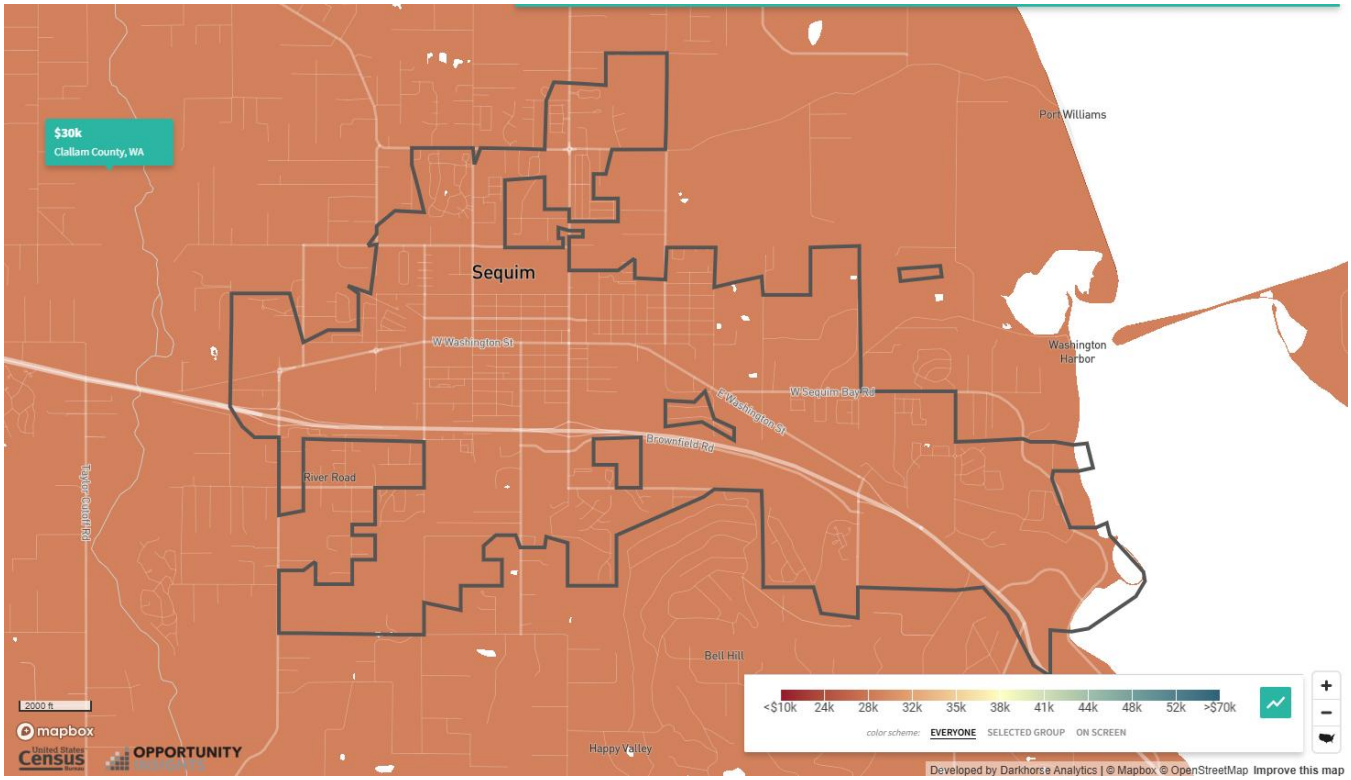
Figure 10. Washington Department of Commerce Draft Displacement Risk Map for Sequim



Sources: Washington Department of Commerce Draft Displacement Risk Map Tool.

The Opportunity Atlas measures Clallam County's household income for children born in 1978 and 1992 to low-income parents, regardless of race or gender. The tool shows that household income for children born in 1978 was $3,000 higher than household income for children born in 1992, demonstrating that opportunity for children born to low-income families has declined in Clallam County.

Figure 11. Household Income for Children Born in 1992 to Low Income Parents in Sequim and Surrounding Communities



Sources: Opportunity Atlas County & Metro Mobility Trends Map Tool.

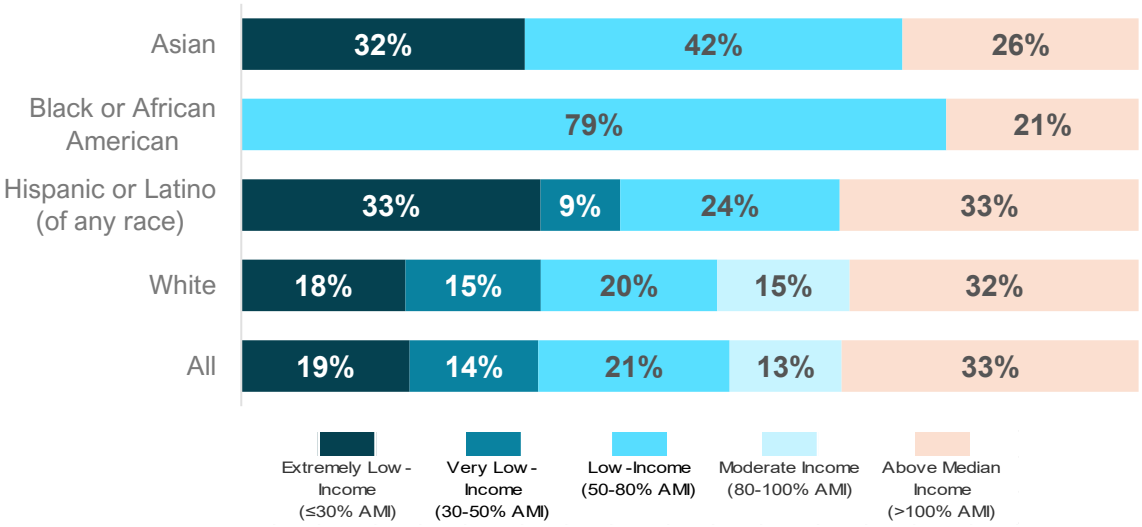
In Sequim, 33 percent of Hispanic households make above the median income – the highest share among all racial and ethnic groups. 32 percent of White households and 26 percent of Asian households make above 100 percent AMI. However, 33 percent of Hispanic households are also considered extremely low-income (making 30 percent of AMI or less), while only 18 percent of White households are considered extremely low-income.

Figure 12. Sequim Count of Households by Income and Race, 2019

Income Category (% of AMI)	American Indian or Alaska Native	Asian	Black or African American	Hispanic or Latino (of any race)	Pacific Islander	White	Not Reported*	All
Number								
Extremely Low-Income (≤30% AMI)	-	30	-	75	-	545	*10*	660
Very Low-Income (30-50%)	25	-	-	20	-	450	*10*	505
Low-Income (50-80%)	4	40	55	55	-	585	*11*	750
Moderate Income (80-100%)	-	-	-	-	-	440	-	440
Above Median Income (>100%)	-	25	15	75	-	960	*90*	1,165
Total for published estimates	29	95	70	225	-	2,980	*121*	3,515
Percentage							***Not Reported***	
Extremely Low-Income (≤30% AMI)	0%	5%	0%	11%	0%	83%	2%	
Very Low-Income (30-50%)	5%	0%	0%	4%	0%	89%	2%	
Low-Income (50-80%)	1%	5%	7%	7%	0%	78%	1%	
Moderate Income (80-100%)	0%	0%	0%	0%	0%	100%	0%	
Above Median Income (>100%)	0%	2%	1%	6%	0%	82%	8%	

** The category "Other (including multiple races, non-Hispanic)" is supporessed in source data(CHAS 2015-2019 Table 1)*
Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 1) & US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 8)

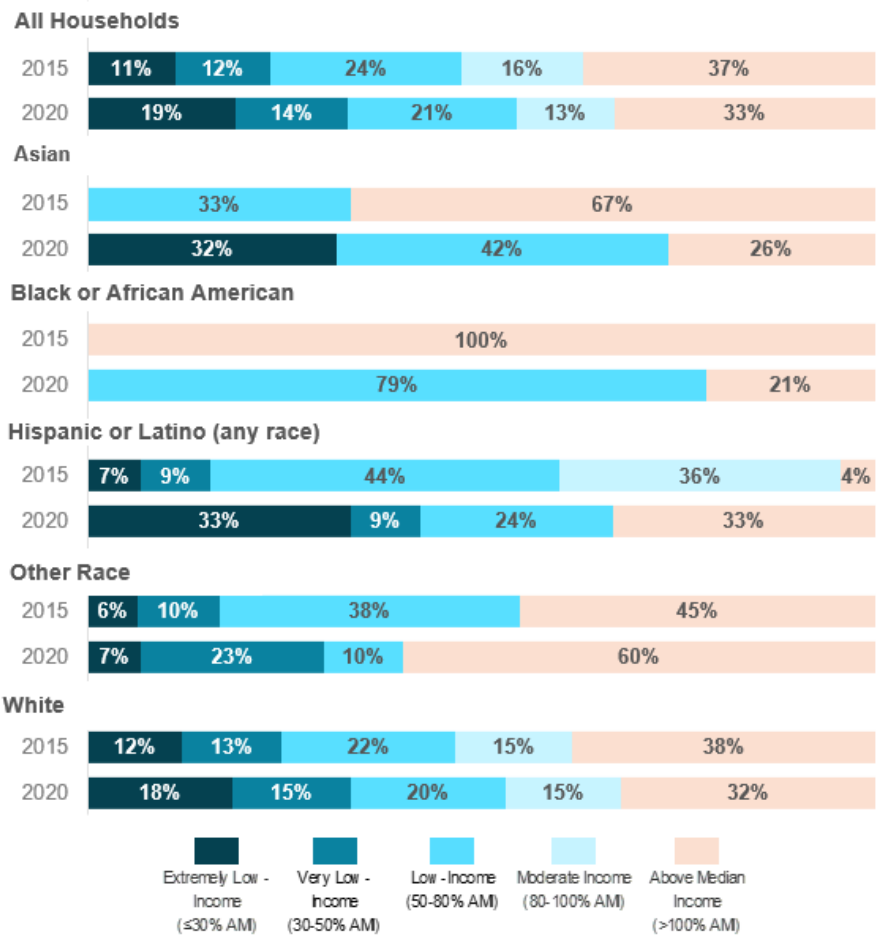
Figure 13. Sequim Distribution of Households by Income and Race or Ethnicity, 2019



Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 1).

Between 2015 and 2020, the percentage of households making above the median income decreased from 37 percent to 33 percent. However, over that same period the percentage of Hispanic/Latino households making above the median income increased significantly – from 4 percent in 2015 to 33 percent in 2020.

Figure 14. Sequim Percentage of All Households by Income Category and Race (2010-2014 vs. 2015-2019)



Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 1).

Policy Evaluation

Based on the above analysis, there is room for improvements to policies in Sequim to reduce racially disparate impacts, and the data was used to inform the next steps of the racially disparate impacts assessment process – evaluating and revising policies that reinforce historical patterns of segregation, displacement, and inequitable outcomes. Taking a proactive approach in shaping policy to address these challenges will benefit all Sequim households as the City seeks to build a more equitable future.

Based on guidance provided by the Washington State Department of Commerce, the following policy evaluation framework was used to evaluate Sequim's existing Housing Element policies:

Criteria	Evaluation
The policy is valid and supports meeting the identified housing needs. The policy is needed and addresses identified racially disparate impacts, displacement and exclusion in housing.	**S** Supportive
The policy can support meeting the identified housing needs but may be insufficient or does not address racially disparate impacts, displacement and exclusion in housing.	**A** Approaching
The policy may challenge the jurisdiction's ability to meet the identified housing needs. The policy's benefits and burdens should be reviewed to optimize the ability to meet the policy's objectives while improving the equitable distribution of benefits and burdens imposed by the policy.	**C** Challenging
The policy does not impact the jurisdiction's ability to meet the identified housing needs and has no influence or impact on racially disparate impacts, displacement or exclusion.	**NA** Not applicable

Note that there are two tables below showing a review of Sequim's housing goals and policies. The first evaluates the goals and policies from the 2015 Comprehensive Plan while the second includes the goals and policies from the 2025 Comprehensive Plan, which incorporate the recommendations from the previous table. The goals and policies for the 2025 Comprehensive Plan address racially disparate impacts, displacement, and exclusion in housing.

2015 Sequim Comprehensive Plan Housing Chapter - Policy Evaluation

Existing Goal / Policy #	Existing Goal / Policy	Equity Assessment	Why	Notes
Goal H-1: Housing for a Diverse Community. Increase the number of housing options and opportunities to meet the needs of a diverse, growing community.				
Policy H-1.1	Promote a variety of housing types affordable to all segments of the population.	**Supportive**	The RDI found disparities in housing tenure and cost burden between racial groups in Sequim. Promoting fair and equitable housing policies should help bridge the affordability gap for marginalized groups.	As written, this policy does a fine job of outlining types of new housing options and styles that promote affordability but could include more specific and active language about how these changes could be implemented at the municipal level and support racial equity.
Policy H-1.2	Allow one accessory dwelling unit as a supplementary use to single-family homes in all designated residential areas.	**Approaching**	Sequim has a shortage of affordable rental units for both the lowest-earning (<30 percent AMI) and highest-earning (>80 percent AMI) households. ADUs are one tool that can help ease housing	ADUs can increase local housing stock, yet the lowest-earning households may experience obstacles in single-family neighborhoods without transit access or budget-friendly shopping. ADU expansion is a good

			shortages in general, especially for renters.	start, but should be accompanied by other forms of affordable housing development and permission.
Policy H-1.3	Introduce "cottage housing" to Sequim as a new life-style option that offers greater social interaction with neighbors and fewer demands on property maintenance while retaining the independence and privacy of single-family, detached housing.	**Approaching**	Sequim is already majority single-family, detached housing. Most White and Hispanic households are owners, while Black, Asian, and other minority groups lag well behind in this metric. Expanding the housing stock of single-family homes could, in theory, increase affordability for these latter groups.	Cottages, while denser and more affordable, are still single-family housing developments, and could demand rents or mortgages on the open market that are still unaffordable for lower-income groups. Cottage housing built in already-segregated areas could run the risk of perpetuating the same patterns of development that have excluded households of color from home ownership.
Policy H-1.4	Endorse housing for affordable, single-room occupancy (SRO) housing in the Downtown District where services and transportation choices are most available to low-income residents without a car.	**Supportive**	Single-room occupancy housing is an effective strategy for increasing affordability for lower-income or single households, especially located near hubs for transit, services, and employment.	This style of housing is not as suitable for families with children and adults as it is for singles or couples. The style is effective here as one component of a broader campaign that also includes multi-family and single family-style affordable housing.
Policy H-1.5	Allow live-work units in Downtown to accommodate home ownership and commercial viability for shop owners and artists.	**Approaching**	While live-work units might theoretically help lower-income business owners of color save on rent and commuting costs, this policy does not directly address racially disparate impacts.	This policy does not directly connect to the housing affordability challenges facing residents of color. Business needs are not the focal point of the RDI analysis.
Policy H-1.6	Encourage townhomes in the Downtown District, the Lifestyle District and in other areas near Sequim's Downtown such as the downtown mixed-use districts	**Approaching**	Encouraging dense housing development is a positive step toward increasing local housing supply, but may lead to gentrification, especially since communities of color are concentrated in and	This policy could take a step toward achieving RDI objectives by ensuring that a certain percentage of the townhomes are designated as affordable units.

	and the community mixed use district.		around Sequim's Downtown.	
Policy H-1.7	Promote low-rise apartments in the Downtown District the Lifestyle District and the Community Commercial District to provide access to services, shopping, and transit.	**Approaching**	Similar to H-1.6, encouraging dense housing development is a positive step toward local affordability, but may lead to gentrification.	Similar to H-1.6, this policy could take a step toward achieving RDI objectives by ensuring that a certain percentage of the townhomes are designated as affordable units.
Policy H-1.8	Include opportunities for housing for special needs, group homes and assisted living in all residential zones in settings close to services and transportation	**Supportive**	Housing designated for vulnerable groups like those with special needs or the elderly is supportive of equity planning in general.	Specialized housing may be even better positioned to achieve RDI goals by incorporating culturally relevant programming for ethnic or racial groups.
Goal H-2: AFFORDABLE HOUSING. Allow for affordable, safe and appropriate housing options in all residential zoning districts, for all ages and income levels to serve the needs and preferences of a diverse population.				
Policy H-2.1	Endorse affordable housing efforts with other jurisdictions, public and private organizations to address needs.	**Approaching**	Cities can effectively achieve affordable and equitable housing goals in concert with the public or private sector. City planners or development officials should make sure that partner entities are aligned with city priorities vis a vis racial equity at every step of the process.	This policy could be revised to include language about acting mindfully and intentionally in its collaboration, so that public and private partners share the city's institutional duty for racial equity. Explicitly commit to centering racial equity needs with all partners.

Policy H-2.2	Allow new manufactured homes, under the same regulation applied to site built housing, on lots in residential zoning districts.	**Approaching**	New housing increases supply and lowers costs of ownership. Manufactured homes can serve as cheaper alternatives to site built homes for low-income buyers.	Municipal Code standards which permit only manufactured homes that "compliment neighborhood character" are somewhat vague, and should articulate what neighborhood character means so as not to encode exclusionary zoning. The city should also consult with local homebuyers of color to better understand if and how manufactured homes can serve their unique community needs.
Policy H-2.3	In new major housing developments, promote partnerships with affordable housing providers to include affordable housing within the project.	**Approaching**	Depending on the location, new major housing developments could gentrify and displace residents of color. Withholding a segment of new housing from market rate rent is an effective step in promoting affordability.	An even more aggressive step toward fulfilling RDI goals would be to make it mandatory to reserve a percentage of units for affordable housing, as part of large housing developments.
Policy H-2.4	Establish, define and follow criteria for siting housing for low income and special needs populations to minimize the concentration of projects in one neighborhood or area of the City.	**Supportive**	Distributing public and supportive housing—as well as permitting conditional uses in every district—helps to incorporate residents from these marginalized backgrounds into the wider community.	Consider adjusting language like "projects" to remove stigma related to race, poverty or ineffectual government, and replace with "public housing."
Goal H-3: HOUSING FOR SENIORS. Meet the housing related needs of the aging population in Sequim.				
Policy H-3.1	In development codes, provide a variety of housing options for senior citizens to age in	**Approaching**	Aging in place is a goal shared by seniors from all walks of life. Planning policies that seek to reduce	The future senior living developments the policy references in the Comprehensive Plan may not be affordable for all seniors.

	place or remain in their neighborhood.		displacement are inherently equity-oriented.	Similar to H-2.3 above, mandating that a percentage of beds in new facilities are cost-inclusive could help seniors from diverse backgrounds afford to age in their communities.
Goal H-4: ADEQUATE SHELTER FOR ALL CITIZENS. Ensure adequate land and opportunity to meet the shelter needs of all citizens in housing that is safe, affordable, and accessible.		**Approaching**	The term "Citizens" excludes residents who are not citizens, but are members of the community deserving of shelter.	
Policy H-4.1	Promote community pride by monitoring public and private property maintenance and maintaining a pro-gram to attain compliance with property maintenance codes.	**Challenging**	Initiatives that monitor the community—by means of either civic or criminal enforcement—have the potential to reinforce historic patterns of discrimination against residents of color.	Stakeholders within communities of color should be part of community-wide consultation on how property maintenance code is enforced to best uphold property standards without threatening personal dignity and safety.
Policy H-4.2	Evaluate Sequim's housing stock and preserve viable housing and historic homes for the economic value they represent in lieu of new construction.	**Approaching**	Historic homes may represent either tangible or intangible value in a city; however, preservation for its own sake, and to "maintain the character" of a neighborhood, should not supersede the potential benefits of redevelopment. For example, presumably single-family, large-lot homes should not be preserved as a pretext to prevent new, multi-family development.	Quantify the value of preserving an historic home and its unused land (e.g., tax revenue, tourism, maintenance costs) compared to a good-faith appraisal of a new, multi-family apartment building that could provide housing for many more people.
Policy H-4.3	Ensure availability of lands for residential development, including facilities to meet special housing needs throughout the City.	**Supportive**	Making sure that land is available to meet the growing population, as well as any additional special low-income housing needs, is equitable by nature.	

Policy H-4.4	Promote the use of Universal Design elements in the development of new homes and in remodel projects that are usable by all people without adaptation or specialization.	**N/A**		

2025 Draft Comprehensive Plan Housing Chapter - Policy Evaluation

Existing Goal / Policy #	Existing Goal / Policy	Equity Assessment	Why	Notes
Goal H-1: Plan for sufficient housing and ensure a variety of housing types and densities at all income levels to meet the needs of a growing and diverse community				
Policy H-1.1	Zone land and establish densities sufficient for the City's projected population and housing growth allocations by income level.	**Supportive**	Ensuring there is adequate land available for a variety of housing types throughout the city will help address racially disparate impacts.	
Policy H-1.2	Expand housing capacity and unit provision by updating City's development regulations to remove barriers and expand residential options within the residential and mixed-use zoning districts. Consider a variety of techniques and seek to pair higher	**Supportive**	Allowing a wider variety of housing types in residential neighborhoods as well as mixed-use districts will help address any historical patterns of segregation.	

	densities near services and transportation facilities.			
Policy H-1.3	Allow the development of accessory dwelling units (ADUs) consistent with the requirements of RCW 36.70A.681. Streamline permitting, offer education and resources, and consider creation of pre-approved ADU permit program.	**N/A**		
Policy H-1.4	In future updates, consider creating a new medium-density zoning district that allows a variety of housing types and higher densities than the Low Density Residential land use category.	**N/A**		
Goal H-2: Expand "middle housing" unit types where residential uses are allowed.				
Policy H-2.1	Reduce barriers and expand the variety of housing types known as "middle housing" within the City's development regulations wherever residential is allowed. Examples of middle housing types include duplexes, triplexes, fourplexes,	**Supportive**	Allowing a wider variety of housing types in residential neighborhoods will help address any historical patterns of segregation.	

	townhomes, multiplexes, stacked flats and cluster housing.			
Policy H-2.2	Allow for infill through unit lot subdivisions, short plats, and binding site plans of smaller housing types, such as cluster housing, multiplexes, townhouses, and accessory dwelling units, into the R4-9 residential zoning district and within established residential neighborhoods, ensuring maximum density is maintained and using objective design standards to ensure fit and quality.	**Supportive**	Allowing a wider variety of housing types in residential neighborhoods will help address any historical patterns of segregation.	
Goal H-3: Strengthen and preserve the City's existing neighborhoods and housing stock				
Policy H-3.1	Recognize mobile and manufactured home parks as an important source of Naturally Occurring Affordable Housing (NOAH) and community stability through zoning map overlay. Support other efforts such as relocation assistance, and partnerships with residents, nonprofits, or	**Supportive**	Protecting existing mobile and manufactured home parks and supporting policies that help to mitigate displacement will help vulnerable residents stay housed.	

	housing authorities to facilitate long-term preservation or cooperative ownership where feasible.			
Policy H-3.2	Support private efforts to preserve the existing quality housing stock by maintaining sound units, rehabilitating substandard units, and replacing severely deteriorated units.	**N/A**		
Policy H-3.3	Program regular infrastructure planning and maintenance in residential neighborhoods to ensure their ability to support existing housing.	**Supportive**	This will help keep residents in existing homes housed. Given the other policies regarding diversifying types of housing within residential zones, this will serve a variety of households.	
Policy H-3.4	Coordinate with local organizations and agencies to provide sufficient and affordable home maintenance and support services.	**N/A**		
Policy H-3.5	Encourage infill that also respects the existing built characteristics of the surrounding neighborhood.	**N/A**		
Goal H-4: Promote and facilitate the provision of affordable, safe and suitable housing for people of all ages and income levels.				

Policy H-4.1	Identify alternative development standards, density bonuses, fee reduction or waivers, and other incentives intended to support and increase low- to moderate-income housing. Include provisions within development regulations for these provisions, considering those specifically authorized by RCWs 36.70A.540 and 35.83.	**Supportive**	Reducing barriers to development for affordable housing can help increase the supply of housing across income bands.	
Policy H-4.2	Provide for higher densities housing within mixed-use zones to support workforce needs that can promote equitable access to jobs and services.	**Supportive**	Enabling a variety of housing opportunities near employment centers can help increase access to opportunities for a wide variety of households.	
Policy H-4.3	Support and participate in Clallam County's regionally coordinated housing strategy through its Housing Solutions Committee.	**N/A**		
Policy H-4.4	Promote and encourage private developers, property owners, nonprofit organizations and housing authorities to provide housing and home ownership opportunities for low- and moderate-income households,	**Supportive**	Working with developers to provide a wide range of housing options, including creative models for homeownership, can help provide stable housing opportunities for households across income bands.	

	shared or limited-equity housing, lease-purchase options, co-living, and land trusts and cooperatives.			
Policy H-4.5	Keep informed of emerging housing options or incentives that may increase affordable housing stock and incorporate into development regulations as appropriate.	**Supportive**	Incorporating new and innovative models for affordable housing in the development code will help Sequim continue to support households with diverse housing needs and preferences.	
Policy H-4.6	Evaluate additional local options to address affordable housing funding gaps, such as an affordable housing property tax levy, surplus land donation, multifamily tax exemption, and other funding tools as appropriate. Support low- and moderate- income housing funding opportunities through available non-profit, state and federal programs.	**Supportive**	Increasing funding options for affordable housing will help improve the feasibility of new affordable apartments in Sequim, which will help the City meet its housing targets and support a diverse workforce.	
Policy H-4.7	Encourage rooms for rent as affordable housing which benefit those on a fixed income with those of low income, thereby strengthening their social safety net and increased sense of community.	**Supportive**	Encouraging existing residents rent rooms within their homes can help increase affordable housing options in challenging market conditions and can help address patterns of segregation.	

Policy H-4.8	Disperse housing for low- and moderate-income households throughout the city and discourage the disproportionate concentration of such housing in any one geographical area.	**Supportive**	Increasing options for housing at a variety of price levels throughout City neighborhoods will help address any historical patterns of segregation and increase neighborhood diversity.	
Policy H-4.9	Allow affordable housing development on faith-based organizations properties consistent with the requirements of RCW 36.70A.545.	**N/A**		
Policy H-4.10	Acknowledge that residential development that serve households below 50% AMI, will likely need assistance such as direct government-assisted housing programs, subsidies or funding mechanisms, partnerships with affordable housing developers, and public land contributions.	**N/A**		
Goal H-5: Ensure vulnerable and underserved populations, have access to safe, stable, and supportive housing.				
Policy H-5.1	Increase access to Shelters, Transitional, Emergency, and Permanent Supportive (STEP) Housing, by	**Supportive**	Adopting new state requirements for STEP housing will help increase opportunities for deeply affordable and emergency housing that will serve residents and households	

	supporting safe, stable, and affordable housing options that provide individuals and families experiencing homelessness with resources and services needed to achieve long-term housing stability. Ensure development regulation updates are consistent with relevant laws for siting and permitting STEP housing.		who would otherwise not be able to live in Sequim.	
Policy H-5.2	Monitor potential risks of physical, economic, or cultural displacement associated with public investments and private development. When potential impacts are identified, consider appropriate measures to promote housing stability and equitable outcomes for all community members.	**Supportive**	Monitoring displacement and adopting policies that mitigate displacement risk will help vulnerable community residents stay housed.	
Policy H-5.3	Support equitable access to housing opportunities by identifying and addressing any identified displacement risks and exclusion in housing caused by policies, plans, and programs, and ensure housing	**Supportive**	Evaluating City policies to ensure they are not exacerbating displacement risks or exclusion will help address racially disparate impacts.	

	policies and regulations further fair housing choice.			
Policy H-5.4	Partner with service providers who offer rental assistance, job training, mental health support, and other essential services to mitigate homelessness and support vulnerable populations.	**Supportive**	These programs will help vulnerable residents stay housed in their communities.	
Policy H-5.5	Allow indoor emergency shelters and emergency housing as permitted uses in all zoning districts where hotels are allowed, consistent with RCW 35.21.683.	**Supportive**	Adopting new state requirements for emergency housing will help increase opportunities for housing that will serve residents and households who would otherwise not be able to live in Sequim.	
Goal H-6: Include clear, objective and appropriate zoning, building and site design standards that support quality, attractive, and character in the City's development regulations				
Policy H-6.1	Update the City's Development Regulations to include and revise as appropriate, objective building design, landscaping, parking and other site elements for multifamily housing, multiplexes, and mixed-use structures.	**N/A**		

Policy H-6.2	Promote higher densities within the Downtown District, Lifestyle District and Mixed-use Districts to provide convenient access to services, shopping, jobs, and transit.	**Supportive**	Increasing the allowed density of housing in mixed-use districts will help increase opportunities for housing near services and employment.	
Policy H-6.3	Review and update the City's permit procedures to improve permit timelines and minimize additional costs to housing provision. Evaluate creation of pre-approved building plans to incentivize desired housing types.	**N/A**		
Policy H-6.4	Promote aging in place by encouraging or incentivizing universal design standards, accessible housing features, and home retrofitting.	**Supportive**	Increasing accessibility in a variety of housing types will help elderly and disabled residents find adequate housing and stay housed in their communities.	

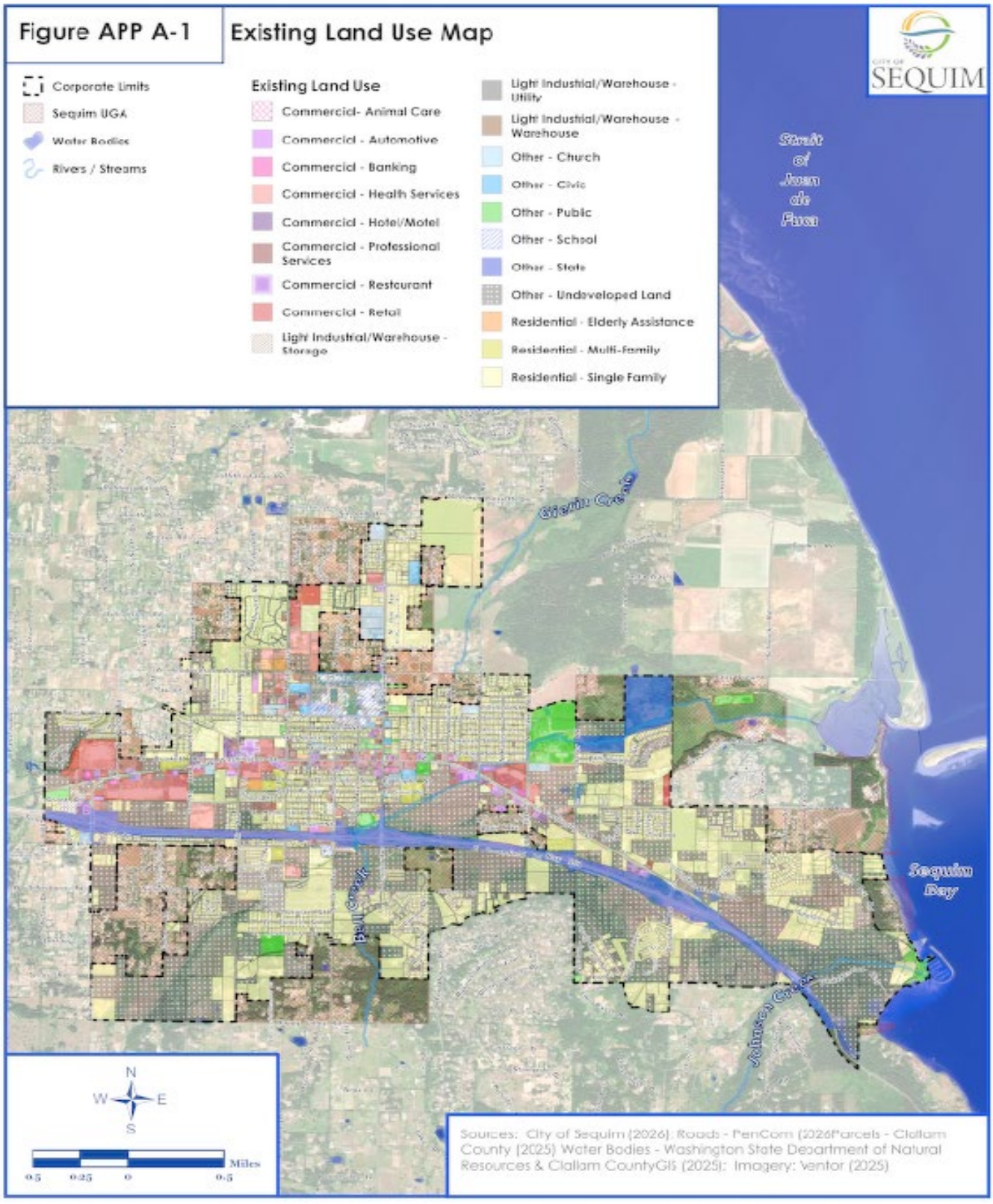
Land Use

1. EXISTING LAND USE

Understanding existing development patterns provides important context for future planning decisions. The Existing Land Use Map illustrates how land within the City of Sequim is currently developed and utilized. Existing land use patterns reflect the community's historic growth, development trends, natural constraints, public facilities, transportation network, and adopted land use regulations.

Table LUAP-5.1 Existing Land Use Inventory

Land Use	Acres	Percent of total
Residential		
Single-family	1452.93	40.91%
Multi-family	29.12	0.82%
Elderly assistance	10.85	0.31%
Commercial		
Animal care	2.75	0.08%
Automotive	15.88	0.45%
Banking	8.28	0.23%
Health services	48.49	1.37%
Hotel/motel	11.97	0.34%
Professional services	47.24	1.33%
Restaurant	25.97	0.73%
Retail	158.04	4.45%
Light Industrial/Warehouse		
Storage	17.15	0.48%
Utility	4.61	0.13%
Warehouse	4.36	0.12%
Other		
Public	103.64	2.92%
Civic	4.81	0.14%
Church	38.53	1.08%
School	69.63	1.96%
State	201.8	5.68%
Undeveloped Land	1295.77	36.48%
Total	**3551.82**	**100.00%**


Figure APP A-1
Existing Land Use Map
Corporate Limits
Sequim UGA
Water Bodies
Rivers / Streams
Existing Land Use
Commercial- Animal Care
Commercial - Automotive
Commercial - Banking
Commercial - Health Services
Commercial - Hotel/Motel
Commercial - Professional Services
Commercial - Restaurant
Commercial - Retail
Light Industrial/Warehouse - Storage
Light Industrial/Warehouse - Utility
Light Industrial/Warehouse - Warehouse
Other - Church
Other - Civic
Other - Public
Other - School
Other - State
Other - Undeveloped Land
Residential - Elderly Assistance
Residential - Multi-Family
Residential - Single Family
SEQUIM
Strait of Juan de Fuca
Sequim Bay
Bell Creek
Johnson Creek
N
W
E
S
Miles
0.5
0.25
0
0.5
Sources: City of Sequim (2026); Roads - PenCom (2026Parcels - Clallam County (2025) Water Bodies - Washington State Department of Natural Resources & Clallam CountyGIS (2025); Imagery: Ventor (2025)

2. 2025 COMPREHENSIVE PLAN LAND USE DESIGNATIONS AND ZONING

The 2025 Comprehensive Plan update includes refinements to the City's land use designations to accommodate anticipated population, housing, and employment growth through 2045.

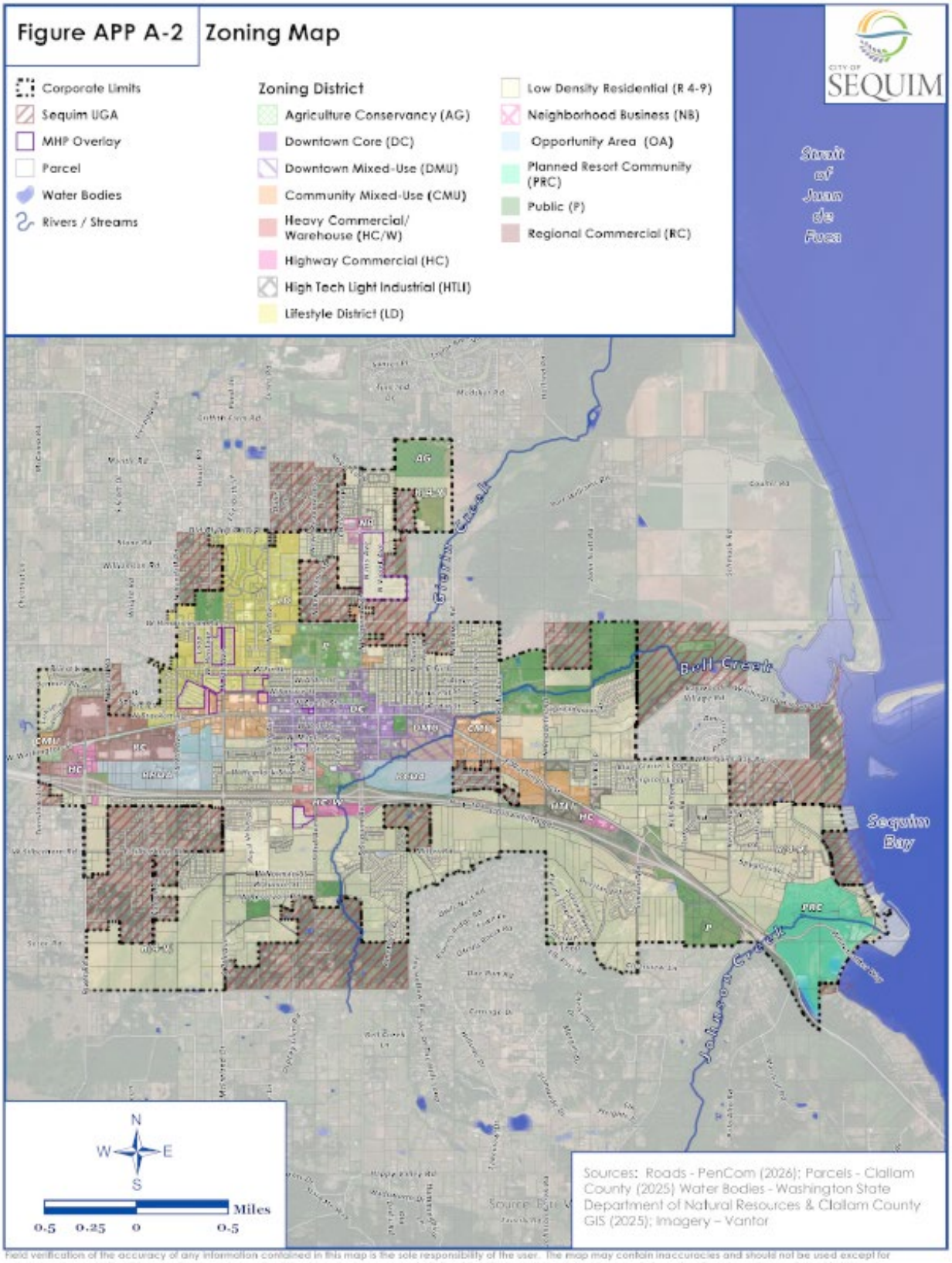
Table LUAP-2 summarizes the acreage and percentage of land area assigned to each proposed Comprehensive Plan land use designation as represented on the Future Land Use Map, which is located in the Comprehensive Plan Land Use Chapter as Figure LU-1.

Table LUAP-2 2025 Land Use Designations and Zoning Districts

Land Use Designation	Implementing Zoning District	Acres	Percent of total
Single Family Residential	R 4-9	2069.48	58.7%
Community Mixed Use	CMU	149.89	4.3%
Lifestyle District	LD	269.1	7.6%
Downtown Districts	Downtown Core (DC)	27.57	0.8%
	Downtown Mixed Use (DMU)	116.54	3.3%
Neighborhood Business	NB	7.57	0.2%
Highway Commercial	HC	33.44	0.9%
Regional Commercial	RC	103.11	2.9%
High Tech Light Industrial	HTLI	26.96	0.8%
Heavy Commercial/Warehouse	HC/W	12.01	0.3%
Opportunity Areas	Bell Creek Opportunity Area (BCOA) River Road Opportunity Area (RROA)	136.16	3.9%
Planned Resort Community	PRC	160.25	4.5%
Public	P	319.25	9.1%
Open Space	OP	65.68	1.9%
Agriculture Conservancy	AC	40.39	1.1%
Total		**3537.40**	**100.0%**

**Note: Difference in total acreage between Tables LUAP-1 and 2 is due to inclusion of right of way that vary between the spatial layers informing the tables.*

Figure APP A-2 Zoning Map



Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. The map may contain inaccuracies and should not be used except for reference. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions of decisions made based on the information contained in this map.

Capital Facilities Plan

Table of Contents

Capital Facilities Plan 1
1. INTRODUCTION 3
2. CAPITAL FACILITIES LEVEL OF SERVICE 5
3. CAPITAL FACILITIES FUTURE FACILITY NEEDS 6
4. CAPITAL FACILITY FUNDING 13
5. REASSESSMENT OF LAND USE CHAPTER 16
6. WATER SYSTEM 16
7. SANITARY SEWER SYSTEM 21
8. STORMWATER MANAGEMENT SYSTEM 24
9. TRANSPORTATION 26
10. PARKS SYSTEM 39
11. POLICE SERVICE 43
12. SOLID WASTE 44
13. GOVERNMENT FACILITIES 46
14. FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES 48
15. SCHOOLS 50

ACRONYMS AND ABBREVIATIONS

Acronym	Meaning
AA	Annual Average
AAF	Annual Average Flow
AC	Asbestos Cement
BOD	Biochemical Oxygen Demand
BMPs	Best Management Practices
CIPP	Cured-in-Place Pipe
ECC	Emergency Coordination Center
EMS	Emergency Medical Services
EP&O	Educational Programs and Operations
ERU	Equivalent Residential Unit
GFCs	General Facilities Charges
gpd	Gallons per day
gpm	Gallons per minute
HCM	Highway Capacity Manual
LF	Linear Feet
MG	Million Gallons
MGD / mgd	Million Gallons per Day
MM	Maximum Month
MMF	Maximum Month Flow
NPDES	National Pollutant Discharge Elimination System
ODT	Olympic Discovery Trail
O&M	Operations and Maintenance
Ped	Pedestrian
PHF	Peak Hour Flow
ppd	Pounds per day
PRV / PRVs	Pressure Reducing Valve / Pressure Reducing Valves
PVC	Polyvinyl Chloride
PUD	Public Utility District
RAB	Roundabout
RCW	Revised Code of Washington
REET	Real Estate Excise Tax
RH2	RH2 Engineering, Inc.
RM	River Mile
SEPA	State Environmental Policy Act
SSWMP	Storm and Surface Water Master Plan
TAZs	Transportation Analysis Zones
TMP	Transportation Master Plan
TSS	Total Suspended Solids
WRIA	Water Resource Inventory Area
WSDOT	Washington State Department of Transportation

1. INTRODUCTION

The purpose of the Capital Facilities Plan (CFP) is to demonstrate that all capital facilities serving Sequim have been addressed and that capital facility planning will continue for all capital facilities. A CFP that is meaningful and Growth Management Act (GMA) compliant empowers Sequim to practice good management of its infrastructure and resources. Planning for major facilities allows Sequim to:

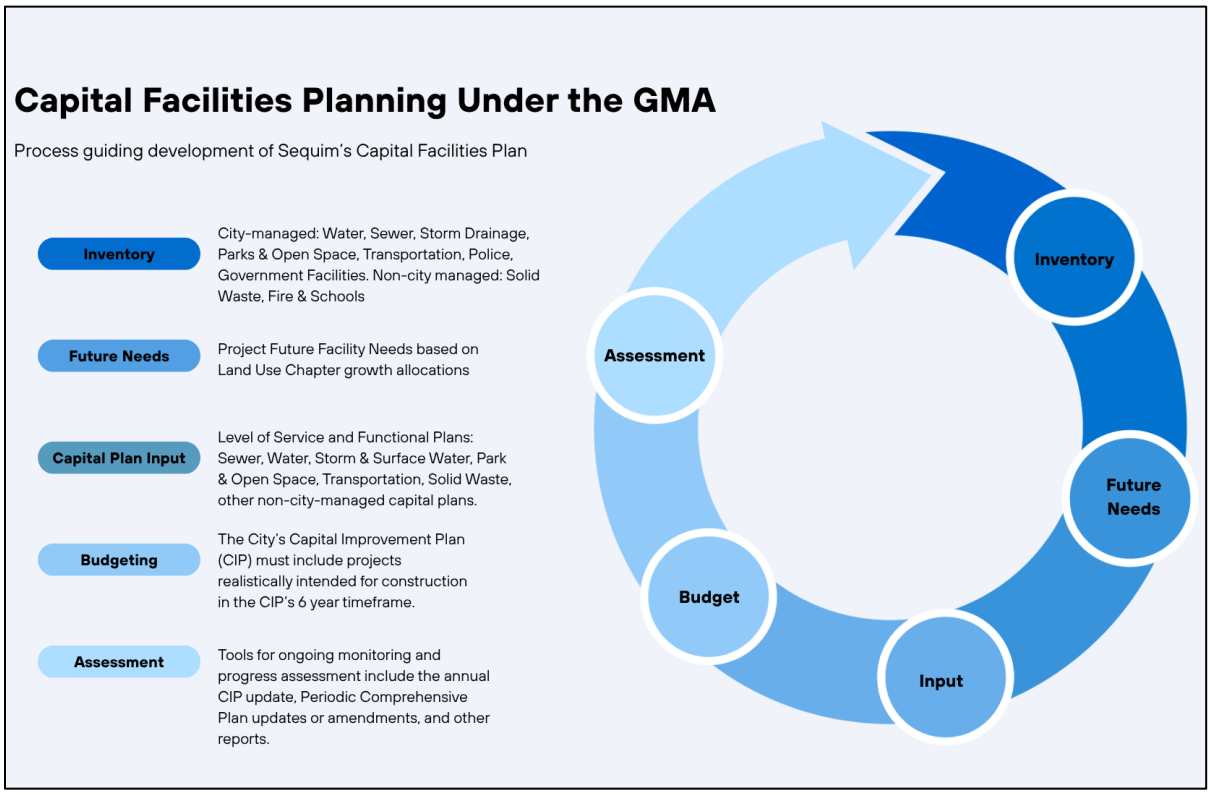
- Ensure future capital facilities are GMA-compliant
- Maintain adopted levels of service;
- Demonstrate the need for facilities based on growth, level of service and other factors
- Demonstrate revenue need and ensure capital facilities are cost effective
    - Estimate future operation and maintenance costs of new facilities that will impact the annual budget
    - Utilize revenue sources (e.g. grants, impact fees, real estate excise taxes) that require a CFP in order to qualify
    - Improve bond ratings if the City borrows money for capital facilities (reducing interest rates and borrowing costs).

Sequim owns and maintains numerous capital facilities including roads, parks, water and sewer lines, police facilities, Water Reclamation Facility, operations facilities, and administrative buildings.

In addition, there are several publicly owned capital facilities managed by other entities which provide for some of Sequim's public capital facility needs. These include, but are not limited to schools, libraries, fire protection, medical, and public transit facilities. Planning decisions made regarding these facilities are made by the responsible governing bodies. These decisions include the construction of new facilities, improvements to existing facilities, the levels of service provided by those facilities, and the sources of revenue and financing.

Sequim's CFP must provide reasonable assurances of adequate public facilities which address past deficiencies, anticipate growth needs, achieve satisfactory levels of service, uses fiscal resources efficiently, and meet realistic timelines. City-wide planning policies like the CFP ensure development of infrastructure for allocated growth through the Capital Improvement Plan (CIP), and adequate public facilities and services.

CFP development and ongoing assessment is guided by the tasks outlined in Exhibit CFP-1 below.



Sequim's Capital Facilities

In this Appendix, a section is dedicated to each type of capital facility service: Water, Sanitary Sewer, Stormwater Management, Transportation, Parks, Police Protection, Solid Waste, Government Facilities, Fire Protection, and Schools. The providing entity, a description of the service and applicable functional plan or other document for each facility type is summarized in Exhibit CFP-2 below.

For each Section, the following is identified: 1) a list of capital facility projects needed to meet the projected growth demands; 2) the facilities' 6-year CIP with projected costs; and 3) a funding strategy.

Exhibit CFP-1 Type and Provider of Capital Facilities			
Facility Type	**Providing Entity**	**Service Description**	**Applicable Functional Plan or other Document**
Water	City of Sequim Public Works Department	Provide supply of potable water from system of wells. Service area includes developed portions of city and surrounding unincorporated areas within UGA or by agreement.	Water System Plan
Sanitary Sewer	City of Sequim Public Works Department	Provides facilities used in the collection, transmission, storage, treatment, reclamation or discharge of wastewater within the city limits, UGA or by agreement.	General Sewer Plan
Stormwater Management	City of Sequim Public Works Department	Provides facilities that collect and treat stormwater runoff.	Storm & Surface Water Plan
Transportation	City of Sequim Public Works Department	Provides streets, sidewalks, traffic controls, street lighting and other multimodal accommodations.	Transportation Master Plan, Local Road Safety Plan, Comprehensive Safety Plan, Americans with Disabilities Act (ADA) Transition Plan
Parks & Open Space	City of Sequim Public Works Department	Provides facilities for active and passive recreational activities.	Parks & Open Space Plan
Police Protection	City of Sequim Police Department	Provides facilities that support the provision of law enforcement services.	City of Sequim Annual Budget
Solid Waste	Contracted Hauling Services and Disposal	Provides facilities for collection and disposal of solid waste.	Clallam County Solid Waste Management Plan
Government Facilities	City of Sequim	Provides facilities at which the function and administration of city services can occur.	City of Sequim Annual Budget
Fire & Emergency Services	Clallam County Fire District 3	Provides facilities that support the provision of fire and emergency services.	2025-2035 Fire District 3 Capital Improvement Plan
Schools	Sequim School District	Provide facilities for education required by the Basic Education Code of the State of Washington.	Sequim School District EP&O Levy and construction bond

2. CAPITAL FACILITIES LEVEL OF SERVICE

All capital facilities provided by Sequim have an identified Level of Service (LOS). These standards are quantifiable measures established by the type of public facility. The City measures actual performance, compares it to the established LOS, and identifies future needs

as appropriate. LOS standards influence the quality of life of the community and should reflect the community's vision of its future and values.

Exhibit CFP-2 Capital Facilities Level of Service

Capital Facility/ Service	Level of Service
Water System	A flow volume that meets instantaneous peak demand together with projected fire flows, and sufficient storage volumes to comply with Washington State Department of Health regulatory requirements.
Sanitary Sewer System	A conveyance system which allows collection of peak wastewater discharge plus infiltration and inflow.
Storm Water	Manage stormwater to ensure compliance with applicable federal, state and local requirements.
Transportation	Transportation Level of Service standards are established in Policy TR-3.1 of the Comprehensive Plan Transportation Chapter. LOS standards are established for vehicles, pedestrians, bicycle and mobility scooter.
Parks	Parks and Open Space Level of Service is as established in the most recently adopted City Parks and Open Space Plan.
Government Facilities	Adequate and accessible facilities to provide services to the City of Sequim.
Police Protection	Provide emergency response times for high priority calls for service within four minutes or less and maintain responsiveness for all other services.
Solid Waste	Provide collection, removal, and disposal of solid waste to maintain public health and sanitation.
Fire/EMS	Emergency response time is a key level of service measure for fire and EMS. It reflects the ability of emergency personnel to arrive and begin mitigation efforts in time-critical incidents. The Clallam County Fire District #3 identifies an emergency response time target of 8-12 minutes or less.

Once LOS standard has been established, the performance of a capital facility can be measured. A capital facility operating at or above the established LOS indicates no need for improvements or new facilities. A facility operating below the established LOS is an indication that there may be a need for improvements, new facilities, or an evaluation of the LOS. This evaluation feeds into capital planning, helping Sequim build, maintain, and replace infrastructure responsibly and cost-effectively.

3. CAPITAL FACILITIES FUTURE FACILITY NEEDS

The 2045 population target established for Sequim by the Clallam County Resolution 24-101, approved and adopted by the Board of Clallam County Commissioners is approximately 3,000 new people during the planning period. The CFP and the functional plans have applied

Sequim's average annual growth rate of 1.80% in order to proactively analyze system deficiencies, identify future capital needs, and to ensure sufficient and conservative overall and long-term capital facility planning.

The functional plans include lists of projects that have been identified as necessary to provide capital facilities to accommodate the 2045 population allocation. In some cases, those projects have been categorized as short-term or long-term priorities. Regardless of how the functional plan categorizes them, items in the 6-year CIP (Exhibit CFP-4) identified here in the comprehensive plan's Capital Facilities Plan are the projects intended to be financed through a variety of revenue sources and constructed by the City of Sequim; the remaining projects have been identified in the City's 2045 Capital Facility Project List (Exhibit CFP-3) as part of the 20-year project list.

It is the intent of the City to continually manage the Comprehensive Plan's Capital Facilities Plan's 2045 project list and 6-year CIP to ensure its relevancy and update during the City's annual comprehensive plan amendment process. As the City completes projects on its 6-year CIP, projects from the 2045 project list will then move onto the 6-year CIP.

The city's functional plans shall also be kept current and relevant by the appropriate Department, updating them in accordance with the state-required timelines at a minimum, but earlier if warranted by changing conditions or new information. The functional plans' updates and/or amendments shall be adopted as comprehensive plan amendments (or as set forth in Capital Facilities Chapter Policy CF-6.4). The functional plans shall serve as the foundation for identifying the City's long-term capital facilities needs and funding strategies.

This method of continuous evaluation by the city, through its annual budget process, the annual comprehensive plan amendment process (2045 Project List), and by keeping the city's functional plans current and relevant, ensures long-range, coordinated capital facility planning and implementation of the City's Capital Facilities Plan.

Exhibit CFP-3 below identifies the list of capital facility improvements necessary for the city to adequately accommodate the 2045 population allocation assigned to Sequim. Detailed descriptions of each of the projects as well as funding strategies are identified further in this chapter under the specific facilities section.

Please note this list of projects has been developed comparing current facilities and projecting the needs of the 2045 population allocation, as described in detail in the City's functional plans. These projects are to be implemented over the long-term planning period and will be funded through a variety of means available to the City. Specific funding sources are identified later in this Chapter.

Exhibit CFP-3 2025 - 2045 City Capital Facilities Project List	
Transportation/Streets	
W Sequim Bay Rd Asphalt Trail Construction	City wide Pavement Rehabilitation, Arterial, Collectors
Multiuse Trail Asphalt Trail Construction, ODT to waterfront	W Sequim Bay Rd Ped improvements at Rhodefer Rd
Etta Street Active Alleyway	Systemic Signalized Intersection & Pedestrian Safety
Sunnyside Ave Sidewalks Construction	Washington St ADA Improvements
Seal St Alley Rehabilitate, E Washington St to W Cedar St	E Washington St Multimodal Transportation Expansion Study
N Kendall Rd & W Hendrickson Rd Intersection Improvements	S 9th St & W Hammond St Corridor Complete Streets
South Sequim Complete Streets Construction	Signal improvements on Washington St and 5th Ave
W Washington St Eastbound Auxiliary Lane Modify, at River Rd	Crosswalk Enhancement Program
South 7th Avenue between Comfort Road & Reservoir Rd.	Spruce St Bicycle Boulevard
West Norman St Extension to 7th Ave	Mini Roundabouts
W Brownfield Rd Realignment	South Sequim Complete Streets phase 2
City wide Pavement Rehabilitation, Local Roads	Washington St Access Management
E Silberhorn Rd Bike lanes between River Rd & S 7th Ave	Washington St Ped/Bike Safety Improvements
Transportation Master Plan/Impact Fee Update	City wide speed limit study
W Sequim Bay Rd Shoreline Revetment Repair	W Fir St Bike Lanes, 5th Ave to 9th Ave
N Brown Rd Pavement Preserve, E Washington St to Fir	S 7th Ave Ped Bike Improvements
North 9th Ave Roadway Construction, Brackett to Fir	S 3rd Ave crosswalk at Norman St
City wide Pedestrian/Bike Improvements	Priest Rd and W Washington St Intersection Improvements
7th Ave & W Washington St Intersection Improvements	Traffic Signal at Prairie St & Sequim Ave
Silberhorn & 7th Ave Intersection Improvement	US101 & Whitefeather Intersection
Johnson Creek Crossing repair	Traffic Signal at Fir & N Sequim Ave
N 3rd Ave Complete Streets	Priest Rd Multiuse Path
E Fir St Rehabilitation, N Sequim Ave to N Brown Rd	Blake Ave Bike Ped Improvements
E WA St bike lanes between Sequim Ave and Rhodefer	River Rd Multiuse Path
7th Ave Bike Lanes between Hwy 101 and WA St	Happy Valley Rd to Simdars Frontage Road Connection
Keeler Rd Multiuse Path, W Sequim Bay Rd & ODT	US101 ramps & S Sequim Ave RAB
W Sequim Bay Rd repair from Marina to SE City Limits	US101 & Simdars Rd intersection improvements
W Sequim Bay Rd pedestrian improvement at E WA St	S Sequim Ave Multiuse Path, Brownfield to Miller Rd
S 7th Ave West Side Pedestrian Improvements between W WA St and Hammond St	E Washington Place Connection, Blake Ave to Rhodefer Rd
E WA St Intersection Improvements at WA and Blake	Carrie Blake Park ODT Realignment

E WA St Intersection Improvements at WA and Brown Rd
Hendrickson Rd extension between N Brown Rd and Sequim Ave, intersection improvements
N Brown Rd improvements between E Fir St & Hendrickson Rd
Port Williams Rd improvement between Valley Farm Ct & N Brown Rd
Construct N 9th Ave between W Fir St & W Hendrickson St
Multiple Divisions
Guy Cole Parking Lot Improvement
Marlo Dr Extension to River Road
W Maple St Extension from 4th Ave to 5th Ave
W Sequim Bay Corridor Improvements
S 3rd Ave Improvements, Washington St to Pine St
E Fir St Rehabilitation, Sequim Ave to to N Blake Ave
W Maple St Rehabilitation, 5th Ave to 7th Ave
Bell St Rehabilitation, Sequim Ave to 2nd Ave
E Fir St Rehabilitation, N Brown Rd to N Blake Ave
Flaura's Acres
Water System
Reservoir Rd water main and booster station
Simdars Rd Booster Station Construction
Hammond Street Water Main
Brown Rd Water Main Construction, Pt Williams to Fir
Washington St Water Main Construction
Water Main Installation, Lofgren Rd to Keeler Rd
Brown Rd Water Main Installation, E Fir St to E Washington St
Water System PRV Purchase & Install
South Lee Chatsfield Water Main Loop
AC/Galv Iron Main Replacement
W Washington St Isolation Valves Upgrade
West Prairie from S Sequim to S 5th
Pt Williams Well #4 Construction
Silberhorn Deep Well No. 4 Construction
Happy Valley Reservoir
Ranney Well Water Main Replacement, Ranney Well to Reservoirs
SCADA Installation, Water Division

Brackett Rd Sidewalk, Priest Rd to 9th Ave
S 5th Ave Extension (McCurdy to Driveway)
Old Olympic Hwy Bike Ped Improvements, Sequim Ave to 5th Ave
Norman St Bike Ped Improvements, 3rd Ave to city limits

Sanitary Sewer
W Cedar St & W Spruce St Alley sewer pipe Rehabilitation
Doe Run Lift Station Rehabilitation & Replacement
Outfall Pipeline Replacement
WRF Influent Trunk Pipeline Repair & Replacement
Hammond Street Sewer Extension
Reclaimed Water Network Expansion
Aerobic Digester Capacity Upgrades
4th Ave Sewer System Replacement
City Wide Sewer Plan Update
Reclaimed Water Storage Feasibility Study
E Willow St Sewer Replacement
City-wide Inflow and Infiltration Reduction
WRF Operations Building Construction
North End lift Station Replacement
Sunnyside St Sewer Improvements
Emerald Highlands Pond access road to manholes
Reservoir Rd Sewer Main & Manholes Rehab, S 3rd
Eunice St Sewer Main & Manholes Rehab, S 3rd Ave
Norman St Sewer Main & Manholes Rehab, S 3rd Ave
Biosolids Capacity & Process Upgrades
Storm Water
S 3rd Ave Culvert Install, Hideaway Homes Park
Bell Creek Culvert Upgrade
Bell Creek Culvert Under Blake Ave & Rhodefer Rd.
7th Ave and Washington St Discharge Retrofit
Sequim area stormwater-watershed plan
Miller Rd Stormwater Improvements
Infiltration Facilities

Water System Cont'd
Dungeness River Surface Water Treatment Facility
Infiltration Gallery Flow Control Valve
Water line on S 5th Ave between McCurdy & Reservoir Rd
Norman St Water Main Construction
Eunice St Water Main Construction
Rolling Hills looping
Water line on Silberhorn Rd from River Rd to 7th Ave
Land for future reservoir
S 3rd Ave Water Main
Water Looping Program
Government Buildings
Solar on Guy Cole
City Shop Upgrade and Expansion
City Fuel Station
Guy Cole ECC Generator Purchase
City Wide Security
City Shop Covered Storage

Parks
Carrie Blake Park Tennis Courts Development
Keeler Park Pedestrian Boardwalk Development
City Wide Parks Land, Trail, Riparian Acquisition
Reuse Demo Parking Lot Rehabilitation
Playground Equipment Upgrade - Margaret Kirner
Carrie Blake Park Vehicular Circle Development
Carrie Blake Park Skate/BMX Track Development
Carrie Blake Park Rock Climbing Wall
Pioneer Park Parking Loop Construction
Re-use Water Demonstration site Playground & Trail
Re-use Water Demonstration site Restroom with Plaza
Dr Standard Dugout Replacement
Splash Pad
Centennial Place Construction
Pickleball Court Resurfacing
McCord Park Master Plan
Playground Equipment Upgrade - Carrie Blake
Playground Equipment Upgrade - Dr Standard Park

6-Year Capital Improvement Plan

The 6-Year Capital Improvement Plan (CIP) (Exhibit CFP-4) is the City's prioritized public facilities and infrastructure projects have been identified and priced as short-term needs. The City adopts the 6-year CIP each year as part of the budget and prioritization process, and the Comprehensive Plan's Capital Facilities Plan is amended to reflect any changes or updates.

The CIP is divided into four categories. The General-Purpose category contains projects dealing with parks and public buildings. The Enterprise category contains projects associated with the City's utilities – water and sanitary sewer. The Transportation category contains projects dealing with vehicle and active transportation. The Multiple Division category contains larger projects that involve more than one of the categories previously mentioned.

The Water and Sanitary Sewer Capital Improvement Projects are funded through each utility's enterprise fund capital reserves. The enterprise funds' monthly user charges and general facilities charges for connection are the primary revenue sources for their capital projects.

The funding source for the General-Purpose category is from impact fees, grants and loans, city reserves, and real estate excise tax

Transportation category projects are funded primarily through grants and loans, Transportation Benefit District, and impact fees.

Exhibit CFP-4 Capital Improvement Plan

2026 - 2031 General Purpose Capital Improvements

Capital Project	Funding Sources	2026	2027	2028	2029	2030	3031	Project Total
CFL-013NC - City Fuel Station	General Fund REET Sewer Water Safety Tax Grant	844,000	673,000	-	-	-	-	1,517,000
CFL-182NC - City Shop Covered Storage	General Fund REET	412,000	318,000	-	-	-	-	730,000
CFL-102CU - City Wide Security	General Fund GFC Sewer GFC Water	-	212,000	-	-	-	-	462,000
PRK-054NC - Playground Equipment Upgrade - Margaret Kirner	Park Impact Fees REET Grant	410,000	796,000	765,000	-	-	-	2,023,000
PRK-183PL - McCord Park Master Plan	General Fund	77,000	80,000	-	-	-	-	157,000
PRK-159RR - Pickleball Court Resurfacing	General Fund	-	-	109,000	-	-	-	109,000
General Purpose Project Total		**1,743,000**	**2,079,000**	**874,000**	**-**	**-**	**-**	**4,998,000**

2026 - 2031 Enterprise Funds Capital Improvements

Capital Project	Funding Sources	2026	2027	2028	2029	2030	3031	Project Total
SMR-118PL - Stormwater Plan	Stormwater	-	300,000	-				300,000
SMR-143RR - Miller Rd stormwater improvements	Sewer Water	-	-	-	-	-	239,000	239,000
SRR-003CU - Doe Run Lift	GFC Sewer	309,000	-	-	-	-	-	1,209,000
SRR-041PL - City Wide Sewer Plan Update	GFC Sewer Wholesale Contribution	206,000	-	-	-	-	-	431,000
SRR-082RR - City-wide	Sewer	258,000	-	-	-	-	-	323,000
SRR-173RR - Reservoir Rd	GFC Sewer	-	106,000	-	-	-	-	106,000
SRR-042CU - Direct Potable	GFC Sewer	-	-	142,000	-	-	-	142,000
SRR-043CU - E Willow St Sewer Replacement	GFC Sewer Wholesale Contribution	-	-	-	154,000	1,424,000	-	1,578,000
SRR-040CU - 4th Ave Sewer System Replacement	GFC Sewer	-	-	-	-	-	716,000	716,000
WTR-014NC - Water Main Installation, Lofgren Rd to	Developer Contribution	225,000	2,087,000	-	-	-	-	2,312,000
WTR-027CU - AC/Galv Iron Main Replacement	Water	220,000	-	-	-	-	-	1,820,000
WTR-040CU - Silberhorn	Loan	1,844,000	-	-	-	-	-	4,884,000
WTR-186RR - Waterline on Silberhorn Rd from River Rd to 7th Ave	Water	155,000		-	-	-	-	155,000
WTR-031NC - W Washington St Isolation Valves Upgrade	Water	-	302,000	-	-	-	-	302,000
WTR-071NC - SCADA Installation, Water Division	Water	-	583,000	-	-	-	-	583,000
WTR-023NC - Water System PRV Purchase & Install	Water	-	-	437,000	-	-	-	437,000
WTR-025NC - S Lee Chatsfield Water Main Loop	Developer Contribution	-	-	-	338,000	-	-	338,000
WTR-005CU - Hammond Street Water Main	Developer Contribution	-	-	-	-	203,000	1,879,000	2,082,000
WTR-017CU - Brown Rd Water Main Installation, E Fir St to E Washington St	GFC Water Developer Contribution	-	-	-	-	-	131,000	1,121,000
Enterprise Funds Project		**3,217,000**	**3,378,000**	**579,000**	**492,000**	**1,627,000**	**2,965,000**	**19,078,000**

Exhibit CFP-4 Capital Improvement Plan Cont'd

2026 - 2031 Transportation Capital Improvements

Capital Project	Funding Sources	2026	2027	2028	2029	2030	3031	Project Total
STR-041RR - City-wide	TBD	309,000	318,000	328,000	338,000	348,000	358,000	1,999,000
STR-072CU - City Wide	TBD	155,000	159,000	164,000	169,000	174,000	179,000	1,300,000
STR-087RR - Johnson Creek Crossing Repair Design	Grant	300,000	-	-		-	-	400,000
STR-104RR - N 3rd Ave Complete Streets	Grant	984,000			-	-	-	984,000
STR-146CU - Keeler Rd Bike lanes between W Sequim Bay Rd and ODT	TBD Grant	546,000	-	-	-	-	-	546,000
STR-177RR - Systemic Signalized Intersection & Pedestrian Safety	Grant	949,000	-	-	-	-	-	1,203,000
STR-179CU - E Washington St Multimodal Transportation Expansion	Grant	435,000	-	-	-	-	-	435,000
STR-037CU - W Brownfield Rd Realignment	Traffic Impact Fees Developer Contribution	-	1,458,000	-	-	-	-	1,458,000
STR-134RR - E Fir St Rehabilitation, N Sequim Ave to N Brown Rd	Grant	-	644,000			-	-	644,000
STR-165RR - City-wide Pavement Rehabilitation, Arterial, Collectors	TBD Sewer Water	-	128,000	-	135,000	-	143,000	406,000
STR-081RR - 7th Ave and W Washington St Intersection Improvements	TBD Traffic Impact Fess	-	-	219,000	726,000	-	-	945,000
Transportation Project		**3,678,000**	**2,707,000**	**711,000**	**1,368,000**	**522,000**	**680,000**	**10,320,000**

2026 - 2031 Multiple Division Capital Improvements

Capital Project	Funding Sources	2026	2027	2028	2029	2030	3031	Project Total
PWP-111CU - W Sequim Bay Corridor Improvement, Water/Sewer	Grant Loan Developer Contribution	2,208,000	6,634,000	6,000,000	-	-	-	16,279,010
PWP-172NC - Flaura's Acres Sewer line, Sewer, Water, Streets	Grant Loan	6,305,198	-	-	-	-	-	6,305,198
PWP-170RR - E Fir St Rehabilitation Brown Rd to N Blake Ave, Streets, Water	TBD GFC Water Grant	-	106,000	382,000	-	-	-	488,000
PWP-020NC - Marlo Drive Water Main Extension to River Road & Waterline	Developer Contribution	-	-	235,000	2,174,000	-	-	2,409,000
PWP-131CU - S 3rd Ave Sewer Main, WA St to Pine, Sewer & Street	Sewer	-	-	273,000	2,532,000	-	-	5,578,000
PWP-139RR - Bell St Rehabilitation - Sewer, Water, Storm	Sewer Wholesale Contribution Water	-	-	437,000	4,096,000	-	-	4,540,000
PWP-013RR - Guy Cole Parking Lot Overlay, Improve Drainage	General Fund REET Sewer Water	-	-	-	709,000	-	-	709,000
PWP-038NC - W Maple St extension from 4th Ave to 5th Ave, Waterline & Street	GFC Water	-	-	-	-	23,000	215,000	2,619,000
PWP-138RR - W Maple St water line repair between 5th Ave and 7th Ave	GFC Water	-	-	-	-	1,449,000	-	750,000
Multiple Division Project		**8,513,198**	**6,740,000**	**7,327,000**	**9,511,000**	**1,472,000**	**215,000**	**39,677,208**
Grand Total		**17,151,198**	**14,904,000**	**9,491,000**	**11,371,000**	**3,621,000**	**3,860,000**	**74,073,208**

4. CAPITAL FACILITY FUNDING

The CIP identified here in the CFP and in the City's most current annual budget, is the City's six-year financing and implementation plan where the City's prioritized public facilities and infrastructure projects have been identified and priced.

The objective of the CIP is to identify capital facility needs and funding mechanisms to finance the construction, reconstruction, and acquisition of necessary assets due to aging infrastructure, growth, changing needs, and Sequim's desire to improve the city's capital investment.

The CIP utilizes numerous revenue sources to fund designated capital improvement projects. City Revenues come from various sources, including but not limited to taxes, monthly utility rates and general facilities charges (connection fees), as well as state revenues, and grants or loans. Another source of revenue is impact fees and other specific revenues allowed under the Growth Management Act to fund the city's capital investment and needed public facilities.

The City of Sequim believes that a "pay as you go" approach for capital facility improvements is the most advantageous method for the community. This sometime results in delaying capital improvements until most, if not all, of the funding is reasonably secured. To manage this, the City has established a variety of different accounts to reserve funds for specific projects.

For transportation projects, the City established a voter approved Transportation Benefit District collection currently at 0.2% sales tax to support safety, maintenance, and improvements.

For public safety related projects, the City established a voter approved Public Safety Tax collection of 0.1% sales tax to support police related infrastructure and services.

The City also uses real estate excise tax (REET) for costs related to maintaining and constructing infrastructure as well as debt payments related to capital improvement.

Debt Financing

Incurring debt is a component of the capital facility program. While debt is an appropriate method of financing capital projects, it also entails careful monitoring to prevent erosion of the City's credit quality. The City of Sequim received an underlying "AA-" rating for its last insured General Obligation Bonds.

The implementation of the City's formal debt policies is an important component of the City's overall capital program. Two basic forms of long-term debt are General Obligation and Revenue Bonds. The difference between the two types is that General Obligation bonds are backed by the full faith and credit (i.e. taxes) of the City. Revenue bonds are backed by the

income of a specific utility or activity for repayment (i.e. monthly utility fees). The City of Sequim has utilized both general obligation and revenue debt in its operations.

The decision to borrow money binds the City to a stream of debt service payments that can last as long as thirty years, but most are issued for a period not exceeding 20 years. The consistent application of carefully developed debt management policies can benefit the City in many areas. Foremost among these benefits are enhanced credit quality and improved access to the tax-exempt and tax credit markets. Formal debt policies send a clear message to credit analysts, underwriters, and investors that the City is administering its debt program in a responsible manner. The City utilizes a financial advisor supporting the debt process and helping the City analyze the best funding options. The City of Sequim complies with its policies relative to debt management.

In addition, the City, under RCW 39.36.020(4), may ask the public to approve park facilities and utility bond issuance. Voter-approved bonds have a limit on the amount to be approved. All voted bonds require 60% majority approval, and total votes must equal at least 40% of the total votes cast in the last general election. The City may issue bonds for general government in an amount not to exceed 2.5% of the City's assessed valuation. Within the 2.5%, the City Council may approve bond issuances not to exceed 1.5% (non-voted) of the City's assessed value.

Rate Increases

The City's current utilities of sewer and water are enterprise funds and are intended to be self-sufficient – the rates collected for the services are used to operate, maintain and improve the utilities. The City, through its functional plan updates, continuously monitors its utilities' financial ability to fund its operations, maintenance, capital improvements, and debt alerting the City of when rate increases, or additional revenue sources are necessary. The City also frequently models the rate structures to ensure program sustainability.

Regional Partners

The City has regional customers that provide sewer collection services in their respective jurisdictions, which is then transmitted and processed by the City's wastewater system. Under service agreements, these partners contribute proportionately to relevant City capital improvement costs.

Development Contribution

To mitigate effects of development on local infrastructure, the City may require new developments to assist in the funding of system improvements and/or changes infrastructure that directly supports the development.

Impact Fees

Impact fees are charges assessed by local governments on development to recover the cost incurred by the government in providing public facilities required to serve development. Impact fees are only used to fund facilities, such as roads and parks, that are directly associated with growth. They may be used to pay the proportionate share of the cost of public facilities that benefit development. Impact fees cannot be used to correct deficiencies in existing public facilities.

In Washington, impact fees are authorized for those jurisdictions planning under the Growth Management Act (GMA)(RCW 82.02.050 - .100), as part of "voluntary agreements" under RCW 82.02.020, and as mitigation for impacts under the State Environmental Policy Act (SEPA – Ch. 43.21C RCW). GMA impact fees are only authorized for: public streets and roads; publicly owned parks, open space, and recreation facilities; school facilities; and fire protection facilities in jurisdictions that are not part of a fire district.

Tax Resources Specific to Sequim:

Public Utility Tax

The City has imposed a Public Utility tax on any utility that operates within the City limits, including water, sewer, electric, garbage, cable, and telephone. The tax rates vary among these utilities and is imposed upon the Public Utility's gross receipts. This fee supports general government activities including capital facilities.

Transportation Benefit District

Chapter 36.73 RCW authorizes cities and counties to form transportation benefit districts (TBDs), quasi-municipal corporations and independent taxing districts that can raise revenue for specific transportation projects, usually through vehicle license fees or sales taxes. Transportation benefit district revenue may be used for transportation improvements included in a local, regional, or state transportation plan. Improvements can range from roads and transit service to sidewalks and transportation demand management. Construction, maintenance, and operation costs are also eligible. The City established a TBD in 2008 increasing the local sales tax rate. The intention is to utilize funds for maintaining the growing number of streets and allocate funds to neighborhood streets which usually are not eligible for grant funding.

Public Safety Tax

Effective January 1, 2013, a voter-approved Public Safety Sales Tax was implemented. Amounts collected support capital public safety facilities including the police station, combined emergency operations center and public services such as police patrol, crime prevention, police equipment replacement and associated support services.

Summary

The City's ability to finance its CIP is the critical piece in ensuring the city is able to fully serve its current and future citizens, as well as being compliant with the requirements of the GMA. As part of it's financing "toolbox", the City can obtain external funds through grants or loans or raising service rates and taxes as methods of increasing its revenues.

5. REASSESSMENT OF LAND USE CHAPTER

The GMA requires that provisions be made to reassess the Land Use Chapter of the Comprehensive Plan periodically because a capital facilities plan is an evolving document based on projected population growth and future land development. The purpose of this requirement is to ensure that adequate facilities will be made available at the time certain portions of the city are developed and facilities are needed. If the anticipated funding for the needed capital facilities falls short, the GMA requires a reassessment of the Land Use Chapter to determine what changes need to be made. Policy CFP-4.4 in the Capital Facilities Chapter also addresses the reassessment process.

6. WATER SYSTEM

The City of Sequim Water Utility provides potable water within the city limits to approximately 8,400 people. A complete inventory, analysis of need, identification of deficiencies, and the capital facilities program is provided in the 2023 Water System Plan (WSP), adopted by City Resolution R23-018 and is available on the City's website.

The City's water system consists of two well fields and an Infiltration Gallery. There are three storage reservoirs totaling 2.9 million gallons of active storage, four booster pump stations and approximately 77 miles of distribution and transmission main piping. The City has six pressure zones.

The City's water service area is identified in the 2023 Water System Plan Map Figure 1-2. An average of 73 water service connections were added to the City's water system annually from 2013 through 2021.

The City's water consumption has been generally steady since 2013. In the 2014 Water System Plan, the City used on average 163 gpd/ERU and currently uses 146 gpd/ERU based on the 2023 Water System Plan data collected from records provided from the City's billing system. This decrease in water usage has occurred due to a combination of increased efficiency, building code changes, education, and lowering the distribution system leakage.

2045 Projected Water Usage

By 2041 the total annual water use is projected to reach 1,742 acre-feet/year, representing an 81 percent increase from current usage of 963 acre-feet/year. The projection is based on an assumed average annual growth rate of 3%, as identified in the WSP. This growth rate is intentionally more conservative than the City's projected population average annual growth rate of approximately 1.3% through 2045.

The City holds confirmed water rights for a total of 1,850 acre-feet/year. The WSP uses a conservative water demand forecast that assumes an average annual growth rate exceeding the projected 2045 population growth rate. This approach accommodates Clallam County's growth allocation and ensures adequate water supply capacity to serve future growth.

Water System Improvements

The City's water system capital facility improvements have been identified and prioritized on the basis of water quality concerns, growth demands, regulatory requirements, component reliability, system benefit, and financial priority, and are listed below in Exhibit CFP-5.

Exhibit CFP-5 Sequim Water System Improvement Plan	
Reservoir Rd water main and booster station	Construct a new booster pump station (located at the City-owned Reservoir Road property) that will be capable of providing flow and pressure for build-out of the southwestern portion of the City in areas that are high enough in elevation that they cannot be served by either the 420 or 480 pressure zones. The ultimate build-out area for the proposed booster station is shown in Appendix L in Figure L-1 of the WSP. Distribution piping projects (including some PRVs) will be needed to connect this new booster pump station to the areas shown, and these piping projects will be driven by development schedules. One exception is project D-21, which will allow the booster pump station to provide service to the Emerald Highlands area, which is an existing development current served by the PUD but is within City limits. The booster station will pull water from the 420 pressure zone and discharge to a new pressure zone with a Hydraulic Grade Line of approximately 635 ft to provide both residential fire flow and peak hour demand for build-out of the service area following applicable standards for redundancy and resiliency.
Simdars Rd Booster Station Construction	This project will provide the city with additional capacity to transfer water from the Port Williams Wellfield in the 350 Zone into the 420 Zone. This project would be located near the PRV station located adjacent to Simdars Road. The proposed Simdars Road Booster Station would have a reliable capacity of 600 gpm with three pitless booster pumps with capacities of 300 gpm each. The booster station would provide redundant supply to the Solana area, which is currently served by a single line along Brownfield Road. This project would also improve water quality in the Solana Reservoir by allowing the City to deliver water more directly from the Port Williams Wellfield.
Hammond St Water Main Installation	Provide fire flow and improve east-west transmission in the system. The construction will consist of approximately 2,800 LF of 12-inch water main along East Hammond Street from South Sequim Avenue to South Brown Road. It is anticipated that this project will be developer funded.
Brown Rd Water Main Construction, Port Williams Rd to E Fir St	Provide additional capacity for the system to serve the east portion of the service area and provide additional transmission capacity to the system from the Port Williams Wellfield. The construction will consist of

	approximately 2,600 LF of 12-inch water main along Brown Road from Port Williams Road to Hendrickson Road.
Washington St Water Main Construction, West Sequim Bay Rd to E Washington St	Water main construction will consist of approximately 2,500 LF of 12-inch water main from West Sequim Bay Road south to the existing water mains on Washington Street. It is anticipated that this project will be developer funded.
Water Main Installation, Lofgren Rd to Keeler Rd	Construction to install 1,350 LF of 12-inch diameter CVP water main piping east along Washington Harbor Loop from Lofgren Road to Keeler Road, connecting to an existing main along Washington Harbor Loop owned by the Sequim Bay Resort and Marina Water System. This project is contingent on development in this area and will be a developer-funded extension.
Brown Rd Water Main Installation, E Fir St to E Washington St	Improve fire flow to commercial developments in the city center. Construction will consist of approximately 1,800 LF of 12-inch water main along Brown Road from East Fir Street to East Washington Street. It is anticipated that this project will be developer funded.
Water System PRV Purchase & Install	Construct pressure relief valve stations in the 500 Zone, 420 Zone and in the 350 Zone to provide protection from overpressure if a PRV from an upper zone is stuck open. Exact locations of these stations will be determined during design.
South Lee Chatsfield Rd Water Main Loop	Construct approximately 500 LF of 8-inch water line to connect South Lee Chatfield Avenue to Espeth Way to provide additional looping to that area. It is anticipated that this project will be developer funded.
AC/Galv Iron Main Replacement	Annual allotment to replace undersized or failing AC and galvanized water mains throughout the distribution system with more durable and appropriately sized piping.
W Washington St Isolation Valves Upgrade	Add isolation valves to three intersections along Washington Street, four-way valve clusters to 2nd Avenue, and 8-inch valves on the North/South pipes to allow future upsizing of 6-inch mains. The project will add valves to the North & East legs at 5th Avenue, and the south leg of 3rd Avenue. These isolation valves will reduce the number of blocks that will need shutdown to isolate the subject sections of pipe.
West Prairie Water Main Installation, S Sequim Ave to S 5th Ave	Replace an undersized line along West Prairie Street. Construction will consist of approximately 2,650 LF of 8-inch water main along West Prairie Street from South Sequim Avenue to South 5th Avenue.
Port Williams Well #4 Construction	Drill and develop a fourth well at the Port Williams Well Field.
Silberhorn Deep Well No. 4 Construction	Drill and develop an additional well within the water system. The anticipated location of the well is in the vicinity of the Silberhorn Wellfield, although it is planned to be developed in the deepest aquifer in this area, roughly 600-700 feet deep.
Happy Valley Reservoir Construction	Existing service area capacity upgrade from 1.7MG to 4.2MG at Reservoir Rd site. Would serve 480 with booster station as well as other areas. The new reservoir would provide adequate pressure, fire flow to this area and additional storage.
Ranney Well Water Main Replacement, Ranney Well to Reservoirs	Rehabilitation or replacement of approximately 3 miles of existing 12" diameter AC water main from the Infiltration Gallery (Ranney Well) to the reservoirs on Reservoir Rd. A trenchless method is anticipated, either Cured-In-Place-Pipe (CIPP), slip lining, or pipe bursting.

SCADA Installation, Water Division	SCADA/telemetry system improvements, connecting numerous remote Public Works sites to a central location where an operator will be able to observe, record, and change process control parameters at the remote site.
Dungeness River Surface Water Treatment Facility	To fully utilize the City's Dungeness River water right, a new surface water treatment facility will be needed to treat raw river water. The facility is anticipated to be constructed on the City's Reservoir Road property and designed to utilize the full surface water right. Backwash may be discharged to the City's sewer system for treatment and reuse, reducing the need for on-site solids handling.
Infiltration Gallery Flow Control Valve	This project will add flow control valve in new vault for automatic and remote control of infiltration gallery flow rate for the Infiltration Gallery.
Water line on S 5th Ave, McCurdy Rd & Reservoir Rd	Construct approximately 650 LF of 8-inch water main along 5th Avenue from West Reservoir Road to West Norman Street to provide water looping and fire flow.
Norman St Water Main Construction	Construct approximately 1800 LF of 8-inch water main along Norman Street to provide water looping and fire flow.
Eunice St Water Main Construction	Construct approximately 1800 LF of 8-inch water main along Eunice Street to provide water looping and fire flow.
Rolling Hills looping	Connect 7th Ave and Silberhorn Rd water mains.
Water line on Silberhorn Rd from River Rd to 7th Ave	Install approximately 1,350 LF of 12-inch water main along South 7th Avenue from Silberhorn Road to McCurdy Road Avenue to provide additional fire flow to the commercial areas of the 420 Zone north of Highway 101.
Land Purchase for future reservoir	Additional storage will be required at approximately the end of the 20-year planning period and the City plans to construct additional storage at least 5 years before it is needed. Additional future storage (2.5 MG) is at the City-owned property on Reservoir Road.
Marlo Dr Extension to River Rd, Water and Streets Project	Construct approximately 900 LF of 8-inch water main along Marlo Drive from the end of the existing main to River Road for water looping and fire flow. It is anticipated that this project will be developer funded.
W Maple St Extension from 4th Ave to 5th Ave, Water and Streets Project	Install approximately 780 LF 8" watermain to provide redundancy and looping for the system.
W Sequim Bay Corridor Improvements, Water and Sewer Project	Construct approximately 4,000 LF of 12-inch water main and 500 LF of 8-inch water main along West Sequim Bay Road from the Battelle Parcel to connect to existing Marina Water System Main. A 12-inch loop will be constructed through the Mariner's Outlook Subdivision and connect with an 8-inch extension from Water View Drive. The project will intertie with the Marina Water System and include a pressure reducing valve to supply the Marina System's lower zone. It is anticipated that this project will be developer funded.
S 3rd Ave Improvements, Washington St to Pine St, Water and Sewer Project	Replace approximately 2000 LF of existing 12" AC watermain from Washington St to Pine St, with a new 12" PVC watermain.

W Maple St Rehabilitation, 5th Ave to 7th Ave, Water and Streets Project	Replace approximately 700 LF (6th-7th) (or 1300 LF if 5th-7th) of existing 6" AC watermain with a new upsized 8" PVC watermain.
Bell St Rehabilitation, Sequim Ave to 2nd Ave, Water, Sewer, and Storm Water Project	Replace 8" waterline on Bell St between 2nd and 5th. This project is part of a larger project that replaces the sewer line and rehabilitates the street.
Flaura's Acres, Water, Sewer, Streets Project	Construct 3000 LF of water line at Flaura's Acres, Blair & Belfield off of Still Rd.

Water Efficiency

The City must set goals for water use efficiency and report progress annually. For the 2022-2031 planning period, the demand-side goal is to continue to reduce ERU value by 5% over a 10-year period through increased conservation and increased use of reclaimed water. The supply-side goal is to continue to reduce distribution system leakage by 3% over a 10-year period by fixing leaks. Supplementary measures include conservation pricing, bills showing consumption history, reclaimed water use, customer notification of leaks, reduced non-residential irrigation usage, and outreach and education.

Water Facilities Funding Strategy

Municipal utilities in Washington State are operated as enterprise funds and are required by state law to operate with a balanced budget. The City has decided how it will finance its utility capital improvements as well as provide funds to operate the utility through some combination of user rates, debt, and one-time General Facilities Charges. It must maintain user rates at a level that is sufficient to operate and maintain its facilities, pay debt service on any debt issued, and maintain reasonable cash reserves.

Funding the Water System's capital improvements comes from the Water Enterprise Fund, which is self-sufficient. Revenue is from monthly rates from both residential and commercial users, and through one-time General Facilities Charges. The combination of these revenue sources funds the water utility's operational expenses, debt reduction, maintenance and capital improvements.

The 2023 Water System Plan provided a financial analysis of the water utility's anticipated monthly rate revenues and projected operational expenses over a ten-year period. It also provided an analysis for projected connection charge revenues, which are used to upgrade and expand the water system. The 2023 Water System Financial Analysis concludes that to ensure a financially balanced water utility over the planned capital improvements, the City should consistently raise rates by 2.00% each year starting in 2023, for a 10-year duration. Since 2020 the City had not raised rates. Additional modeling completed in 2025 adjusted

the planned rate increases from 2.00% per year starting in 2023 to 5.50% per year from 2026 through 2030 with a 3% per year increase in GFCs. These new planned rates increases were approved and implemented in 2026. As part of future planning the City will look at alternative funding sources as identified in the 2023 Water System Plan to assist with additional funding sources or plan to adjust the capital improvement timeline to match revenue.

System Expansion Projects Funding

For future proposed residential or commercial developments that currently do not have the City's water system readily available, the City generally requires the developer or landowner to pay all costs associated with designing, engineering, and constructing the extension to City standards. The City also requires the developer/landowner to turn over and dedicate any capital facilities such as main lines or booster stations to the City, at no cost. The City anticipates this process will be used more often to serve development occurring throughout the underdeveloped areas of the city and the urban growth area.

7. SANITARY SEWER SYSTEM

The City of Sequim's sanitary sewer utility provides sanitary sewer service within most of the City limits and the surrounding Urban Growth Area (UGA). Sanitary sewer service is also provided to an unincorporated area of Bell Hill to the south of the City and several customers to the southeast of the City (Sequim Bay Lodge, Sequim Bay State Park, and the Jamestown S'Klallam Tribe). In addition, the City provides conveyance and transmission of sanitary sewer from the Carlsborg area, to the west of the city limits.

RH2 Engineering, Inc., (RH2) is in the process of updating the City's *General Sewer Plan* (GSP), which contains (among other elements) a detailed sewer system description, flow and loading projections, collection and treatment system analysis, a Capital Improvement Plan (CIP), and a financial analysis. For purposes of the 2025 Comprehensive Plan Update, a technical memorandum was prepared by RH2 and is included as Appendix B-1A; this memo includes data on existing and 2045 projected system flow and loading, existing and projected lift station capacity, existing and projected collection system flows, capital improvement projects, project list, figures and methodology. It is intended that upon completion of the GSP update, amendments to this section will occur at the next appropriate annual comprehensive plan amendment cycle.

The sewer collection system owned by the City contains approximately 71.8 miles of gravity mains, 4 lift stations, and 6.5 miles of force mains that convey wastewater to the City's Water Reclamation Facility (WRF). The WRF treats wastewater to produce Class A reclaimed water that is either used by the City for approved uses or discharged via an outfall in Strait of Juan de Fuca.

Projected Wastewater Flows

The projected sewer flow and loading were developed by estimating a baseline of dry-weather residential flows to the WRF and dry-weather residential per capita flow. Dry-weather flows are used as the basis for projections to exclude the influence of I/I. The estimated dry-weather per capita flow was used for all existing residents served, and additional residents to be served were assigned a greater per capita flow value for conservatism. For each year, the per capita flow value was multiplied by the 2045 population projection assigned to Sequim to determine the projected baseline residential flow. The projected sewer flows are presented in Exhibit CFP-6 below.

Exhibit CFP-6 2025-2045 Sewer System Flow and Loading

Year	AAF (MGD)	MMF (MGD)	PHF (MGD)	BOD, AA (ppd)	BOD, MM (ppd)	TSS AA (ppd)	TSS MM (ppd)
City Limits							
2025	0.51	0.57	2.03	1,441	1,619	1,413	1,645
2045	0.84	0.95	3.36	2,280	2,561	2,236	2,602
Outside City Limits within UGA							
2025	0.03	0.04	0.13	89	100	88	102
2045	0.17	0.19	0.66	426	479	418	487
Bell Hill							
2025	0.05	0.05	0.19	136	153	133	155
2045	0.08	0.09	0.31	219	246	215	250
Carlsborg							
2025	0.04	0.05	0.16	117	131	115	134
2045	0.09	0.10	0.38	250	281	245	285
Flow and Loading East of Sequim							
2025	0.02	0.03	0.09	< 100	< 100	< 100	< 100
2045	0.03	0.03	0.12	< 100	< 100	< 100	< 100
Totalized Values to WRF							
2025	0.65	0.73	2.59	1,783	2,003	1,749	2,036
2045	1.20	1.36	4.82	3,175	3,567	3,113	3,624
WRF Design Criteria							
		1.67 MGD		4,036 ppd			3,855 ppd

Overall, the City sewer system operates satisfactorily for the 20-year planning period. Deficiencies in gravity sewer capacity and pump station capacity were identified and are addressed by improvements included in the sewer capital facilities improvements projects (See Exhibit CFP-7).

System Deficiencies

Primary deficiencies in the City's sanitary sewer system consist of:1) pump station upgrades to accommodate future growth; and 2) potential capacity constraints within the City WRF system related to flow, organic loading, and solids loading.

Inflow and Infiltration

The City is initiating an infiltration and inflow (I/I) study to characterize the I/I component of existing flows.

City System and Treatment Capacity

The RH2 Technical Memorandum to the General Sewer Plan included a capacity assessment of the City's system. Based on the analysis, pipe segments and pump stations in limited areas of the City are potentially deficient in the future. Based on the assessment, several projects were added to the capital 2045 project list to remedy these capacity constraints.

The City of Sequim's Water Reclamation Facility has an existing treatment capacity of 1.67 mgd, which is adequate to accommodate the City's existing flows. The 2045 flow projection will near but not exceed the permitted capacity. The 2045 projected flow, organic loading, and solids loading are projected to surpass 85 percent of their permitted capacity and the City has begun planning and securing funding for design and expansion of the WRF capacity.

The following projects have been identified:

Exhibit CFP-7 Sequim Sanitary Sewer System Improvement Plan	
Sanitary Sewer System	
WRF Improvements	
Aerobic Digester and Solids Handling Improvements	Increase capacity of WRF solids handling system
Collection System Improvements	
Upsize Grant Rd to W Washington St Gravity Main	Replacing under sized mains and manholes
Upsize W Hammond Gravity Main	Replacing under sized mains and manholes
Upsize Sewer Gravity Main near W Salal Place	Replacing under sized mains and manholes
Upsize Sewer Gravity Main Along N Blake Ave	Replacing under sized mains and manholes
Lift Station Improvements	
Forest Rd Lift Statin and Force Main	Construction of lift station at Forest Rd, including force main
North End/Port Williams Lift Station Improvements	Replace existing north end lift station at Port Williams Rd

Sewer Facilities Funding Strategy

Municipal utilities in Washington State are operated as enterprise funds and are required by state law to operate with a balanced budget. The City has decided how it will finance its utility capital improvements as well as provide funds to operate the utility through some combination of user rates, debt, and one-time General Facilities Charges. It must maintain

user rates at a level that is sufficient to operate and maintain its facilities, pay debt service on any debt issued, and maintain reasonable cash reserves.

Funding the Sewer System's capital improvements comes from the Sewer Enterprise Fund, which is self-sufficient. Revenue is from monthly rates from both residential and commercial users, and through one-time General Facilities Charges. The combination of these revenue sources funds the water utility's operational expenses, debt reduction, maintenance and capital improvements.

Financial analysis of the sewer utility's anticipated revenues and expenses completed in 2025 calculated rate increases of 4.50% per year from 2026 through 2030 with a 3% per year increase in GFCs. These rate increases were approved and implemented in 2026. The updated GSP will include additional financial analysis to ensure that the operation, maintenance, and capital improvement plan for the sewer system are adequately funded.

System Expansion Projects Funding

For future proposed residential or commercial developments that currently do not have the City's sanitary sewer system readily available, the City generally requires the developer or landowner to pay all costs associated with designing, engineering, and constructing the extension to City standards. The City also requires the developer/landowner to turn over and dedicate any capital facilities such as main lines, pump stations, and wells to the City, at no cost. The City anticipates this process will be used more often to serve development occurring throughout the underdeveloped areas of the city and the urban growth area.

8. STORMWATER MANAGEMENT SYSTEM

The City recognizes that stormwater capital facilities are critical to protect public infrastructure and resources. The City of Sequim is not covered under the National Pollutant Discharge Elimination System (NPDES) municipal stormwater permit.

Sequim is located mostly within the Dungeness watershed resource inventory area (WRIA 17), which includes the Dungeness, Cassalery, Geirin and Bell Creek watersheds; a part of eastern Sequim, the Johnson Creek watershed, is included in the Snow-Quilcene WRIA 18.

Surface water management within the city limits includes development and maintenance of stormwater collection and treatment system. The City's 2016 Storm and Surface Water Master Plan (SSWMP) include identification of, and proposed solutions to, drainage and water quality issues, including capital facilities improvements.

In 2022, the City adopted the Department of Ecology's Stormwater Management Manual for Western Washington to regulate stormwater facilities in private and public development as set forth in Sequim Municipal Code 13.104.030.

System Description

The City's physical stormwater system is composed primarily of gravity-assisted open ditches, pipes, culverts and drywells/perforated pipes receiving runoff through catch basins and inlets from streets, alleys, parks, parking lots and buildings. This system conveys it to drainage features such as infiltration systems, stormwater ponds, and creeks which eventually discharge to Sequim Bay or ground water. Water quality treatment and water quantity detention/retention structures are throughout the system, many of which are privately owned and maintained. In areas of potential concentrated pollutants, water quality filters that can remove pollutants are required before infiltration or discharge.

Stormwater generated from public facilities is managed by the Public Works Department, including capital improvement activities, and operation and maintenance (O&M).

Stormwater Management Facility Improvements

The SSWMP identified stormwater problems and solutions based on a 2014 Stormwater Management Needs Assessment. Within the SWWMP, a prioritized schedule of stormwater capital projects was developed including potential funding source, project timing, and cost.

Exhibit CFP-8 Sequim Stormwater System Improvement Plan	
Stormwater Management Projects	
S 3rd Ave Drainage Improvements	Install an 18-inch diameter culvert under the Hideaway Homes Park driveway and a catch basin at the discharge end of the culvert, tied to existing drainage pipes discharging to the large retention pond on the NE corner of S. 3rd Ave and W. Brownfield Rd.
Bell Creek Culvert Upgrade (RM 1.8)	Replacement of an existing 48 in. dia. culvert with a fish passable culvert to join the 11 in. by 6 in. box culvert (under Les Schwab driveway).
Bell Creek Culvert Under Blake Ave. and Rhodefer Rd. (RM 1.5)	Replaces most existing runoff from E Washington that directly discharges to Bell Creek with infiltration facilities installed under sidewalk on west side N Brown.
Discharge Retrofit, 7th Ave and Washington St	Installation of a biofiltration unit for treatment of runoff and protection of the infiltration facility, tie in of existing catch basis into the filtration unit, and installation of extended infiltration trench for infiltration runoff.
Sequim Area Stormwater Plan	Update Storm & Surface Water Plan, identify strategy to provide adequate surface water system capacity for growth. Include assessment of existing conditions & develop plan for maintaining/improving stormwater conveyance, infiltration, resource protection and financial analysis
Miller Rd Stormwater Improvements	Reroute stormwater to Emerald Highlands Detention Pond and make improvements.
Infiltration Facilities	Improve infiltration facilities throughout City

During development of the annual CIP, project prioritization is reviewed and revised annually based on new information, funding availability, specific project needs, or plan updates.

Project costs are based on planning level estimates, updated annually for inflation, that reflect concept design level information and anticipated to be funded by a combination of grants, general facilities charges and capital reserves.

Stormwater Facilities Funding Strategy

Funding for stormwater facilities comes from a portion of water and sewer enterprise fund revenue. These revenue sources fund the utility's operational and maintenance expenses like street sweeping and catch basin cleaning. It also funds capital improvement expenditures including the purchase of equipment to maintain the system, costs to replace deteriorated pipes, culverts, or other components; and costs to install new components to better manage storm water (filters and other best management practices or BMPs).

Per Comprehensive Plan Capital Facilities Policy CF 3.1, the City may consider a standalone stormwater utility to ensure that there is adequate long-term capacity for stormwater needs and sufficient financial capacity to support the 20-year capital improvement needs for stormwater management.

System Expansion Projects Funding

For future proposed residential or commercial developments that currently do not have the City's stormwater system readily available, the City generally requires the developer or landowner to pay all costs associated with designing, engineering, and constructing the extension to City standards. The City may require the developer/landowner to turn over and dedicate any capital facilities to the City, at no cost. The City anticipates this process will be used more often to serve development occurring throughout the underdeveloped areas of the city and the urban growth area.

9. TRANSPORTATION

This section of the CFP is based on the City's Transportation Master Plan (TMP) most recently updated in 2026; it is included as Appendix B-2 of the City's Comprehensive Plan. In meeting the transportation requirements of the GMA, the TMP includes an existing system evaluation, growth and transportation demand forecast, future transportation needs assessment, active transportation facilities and needs assessment, necessary facility improvements and cost estimates, and implementation/funding strategies. The following sections are summarized from the TMP.

Roadway System

Sequim's roadways are classified by the types of uses that the roadways are intended to provide. Some roadways are intended to serve regional travel and vehicle circulation, while

other facilities provide safe options for people who walk, bike, and roll. The efficiency of the street network system depends upon how streets move traffic through the system.

The transportation network forms the spine of the City, shaping how residents and visitors experience Sequim. Roadway classifications are principal arterials, minor arterials, collectors, and local streets; examples of each roadway type and the intended uses served are described in Exhibit CFP-9.

Exhibit CFP-9 Street Classifications

Type	Description / Purpose	Example
Principal Arterial	A limited access, high-speed roadway that connects Sequim with the rest of the Olympic Peninsula and state.	US-101
Minor Arterial	Minor arterial streets provide intra-neighborhood connections and predominantly serve through trips.	Washington Street
Collector	Collectors distribute trips between local streets and arterials and serve as transitions roads to or from residential areas.	3rd Avenue
Local	Local streets provide circulation and access within residential neighborhoods.	Dunlap Avenue

Traffic Volumes

Traffic counts were collected throughout the City in the summer of 2023. This data showed that the most heavily travelled roadways during the peak hour, which in Sequim is midday between 12:00 and 2:00 p.m. on a typical weekday, are US-101 and Washington Street. Traffic volumes peak near the west Sequim regional commercial center at the River Road interchange with US-101.

Sequim Avenue and 5th Avenue are the major north-south routes. There are two alternative routes for traffic heading north out of Sequim: Old Olympic Highway and Sequim-Dungeness Way. These two routes serve approximately equal volumes of traffic. Existing (2023) midday peak hour volumes are displayed in Figure 3 of the TMP, included as Appendix B-2 of the Comprehensive Plan.

Traffic Operations

Roadway traffic operations are typically assessed using intersection level of service (LOS), a measure of vehicular delay, reported for the busiest hour of each day. Criteria range from LOS A, indicating free-flow conditions with minimal vehicle delays, to LOS F, indicating roadways that are over capacity with significant vehicle delays. Six LOS categories are described in the TMP, included as Appendix B-2 of the Comprehensive Plan.

Weekday midday peak hour traffic operations for existing conditions were evaluated based on the procedures identified in the Highway Capacity Manual, Seventh Edition (HCM) using

Synchro 12 for signalized and stop-controlled intersections. Synchro 12 is a software program that uses HCM methodology to evaluate intersection LOS and average vehicle delay. For roundabouts, Sidra 9 was used in accordance with WSDOT's Sidra Policy Settings.

Results for the existing operations analysis are summarized in Table 2.2 of the TMP, included in the Comprehensive Plan as Appendix B-2.

Travel Demand Model Framework

The City's travel demand model was used to develop traffic forecasts along the roadway network based on future population, housing and job growth assumptions for the 2025 Comprehensive Plan periodic update consistent with the Land Use Element and Future Land Use Map. The City of Sequim's travel demand model was developed to provide a robust technical basis for transportation system needs evaluation that aligns with the City's long-term planning. The model has a base year of 2023 and forecast horizon through 2045. The 2023 year had the latest available land use data when the model was developed. The City's model was built with Visum software and is consistent with local and regional growth plans. The model's scope is within the city and county areas surrounding the city within the area census tract boundaries.

Land use assumption for the 2045 horizon year were developed and assigned to Transportation Analysis Zones (TAZs). The model trip assignment represents the afternoon peak hour period (one-hour volume). Trip generation is based on daily trips, then converted to peak hour trips by time-of-day factors.

2045 Intersection Level of Service

The City of Sequim aims to develop a transportation system that maintains a level of service (LOS) which will mitigate the impacts of new growth and is adequate to serve adjoining land uses.

The Vehicular LOS for intersections and all City streets, except for Washington Street, are developed and maintained to provide a minimum of LOS D. Washington Street has a LOS F standard within downtown (5th to Brown) and must maintain a minimum of LOS E outside of downtown.

The City's travel demand model developed 2045 forecasts that were used to analyze future weekday midday traffic operations at the study intersections using the HCM methodology. Exhibit CFP-10 reports the results of the LOS evaluation at intersections within the city limits under future growth assumptions.

The City of Sequim is served by US-101, which is classified as a Highway of Statewide Significance (HSS). Per the WSDOT Highway System Plan, the LOS standards for HSS facilities are set forth by State law. State law sets LOS D for HSS facilities in urban areas. Since US-101 is located within the Sequim urban area, the LOS D standard applies.

Exhibit CFP-10 Future (2045) Conditions Level of Service

Intersection	Control Type	LOS	Delay	Worst Movement or Vehicle Capacity
5th Ave/Old Olympic Hwy	AWSC	C	15.2	EB
Sequim Ave/Old Olympic Hwy	RAB	A	6.4	0.34
Kendall Rd (Cameron Farm Dr)/Hendrickson Rd	TWSC	B	15.0	SB
5th Ave/Hendrickson Rd	Signal	B	17.4	
Sequim Ave/Hendrickson Rd	TWSC	C	18.4	EB
5th Ave/Fir St	Signal	A	9.1	
Sequim Ave/Fir St	TWSC	C	20.4	EB
Brown Rd/Fir St	TWSC	B	11.2	EB
Blake Ave/Fir St	TWSC	A	9.7	WB
Sequim Ave/Spruce St	TWSC	C	21.1	WB
River Rd/Washington St	RAB	A	8.3	0.63
N Priest Rd/ W Washington St	Signal	C	21.2	
9th Ave/Washington St	RAB	A	7.0	0.64
7th Ave/Washington St	Signal	C	30.4	
5th Ave/Washington St	Signal	C	33.7	
N 3rd Ave/Washington St	Signal	B	17.4	
Sequim Ave/Washington St	Signal	D	45.0	
Brown Rd/Washington St	TWSC	E	46.6	NB
Lee Chatfield Ave/Washington St	Signal	C	20.5	
E Hammond St/Washington St	TWSC	C	23.9	SB
Sequim Bay Rd/Washington St	TWSC	C	24	NBL
7th Ave/Prairie St	TWSC	B	11.3	WBL
3rd Ave/Prairie St	TWSC	B	11.2	EB
Sequim Ave/Prairie St	TWSC	E	43.5	WB
River Rd/US 101 WB Ramps	Signal	A	10	
River Rd/US 101 EB Ramps	Signal	C	20.2	
Sequim Ave/US 101 WB Ramps	WB	B	14.6	WB
S Sequim Ave/US 101 EB Ramps	TWSC	E	40.4	EB
Simdars Rd/US 101 WB Ramps	RAB	A	5.8	0.21
Simdars Rd/US 101 EB Ramps	TWSC	B	13.2	EB
S Sequim Ave/Brownfield Rd	TWSC	B	12.5	EB
Kendall Rd/Old Olympic Hwy	TWSC	B	13.7	NB
N Priest Rd/W Hendrickson Rd	AWSC	B	11.1	WB

Shaded intersections identify those exceed LOS standard

Bicycle, Pedestrian, and Mobility Scooter Network/Active Transportation

Sidewalks, bicycle lanes and trails contribute to the city's active transportation network, which offers people a wider range of transportation options within and around the city. Pedestrian facilities also serve those with mobility-assisted devices, such as wheelchairs and electric scooters. Sequim's pedestrian facility inventory – which includes sidewalks, footpaths, and trails – show that pedestrian facilities are available in many parts of the city. In Sequim's historic downtown, Washington Street has sidewalks along both sides of the road between Blake Ave and Priest Rd to provide access to commercial destinations for residents and visitors alike. Roads with connections to schools – including 3rd St, Fir St, N Sequim Ave, and Hendrickson Rd – have some sidewalks for students accessing the schools but also have significant gaps.

Where pedestrian facilities do exist, they are not always universally compliant with Americans with Disabilities Act (ADA) standards. In 2023, the City adopted an ADA Transition Plan to map the City's plan to bring pedestrian facilities up to compliance.

Sequim's bicycle network includes a series of dedicated facilities, including multiuse paths, bicycle lanes, and sharrows. There are 5.2 miles of existing bicycle lanes along the City's streets, with sections along W Fir St, N. Sequim Ave., and N. 5th Ave. The Olympic Discovery Trail provides an additional 5.15 miles of trail for bicyclists within the City as well.

The City passed a Complete Streets Resolution (R2023-020) to support implementation of active transportation and support the city's comprehensive plan.

An existing (2023) inventory of bicycle and pedestrian facilities can be found in Figure 7 of the TMP, included as Appendix B-2 of the Comprehensive Plan.

Other Transportation Plans

The City of Sequim has developed other transportation plans to meet federal and state requirements and to consider opportunities for connectivity and mobility, safety and other factors. These include the 2020 South Sequim Complete Streets Improvement Plan developed to plan for street improvements that enhances multi-modal connections in South Sequim for people walking, biking, driving and living in the neighborhood, the ADA Transition Plan to identify discontinuities on City streets and sidewalks that do not meet accessibility requirements, the Local Road Safety Plan which addresses fatal and serious injury crashes and systemic safety needs, and the Comprehensive Safety Action Plan that aims to reduce and eliminate serious-injury and fatal crashes affecting all roadway users.

Transit

Existing public transportation service in Sequim is provided by regional and local bus services operated by three providers: Clallam Transit, Jefferson Transit Authority, and the WSDOT

Dungeness Line operated by a private operator. Service includes both fixed-route and on-demand services. There is a park and ride at the Transit Center in Sequim.

Exhibit CFP-11 Sequim Transit Service Summary

Route	Operator	Destination	Weekday Frequency	Saturday Frequency
8	Jefferson Transit	Port Townsend	5 trips	2 trips
30	Clallam Transit	Port Angeles	30 min	60 min
50	Clallam Transit	Jamestown Campus	4 trips	-
52	Clallam Transit	Diamond Point	3 trips	-
123 (The Straight Shot)	Clallam Transit	Bainbridge Ferry Terminal	3 trips	3 trips
Interlink Sequim	Clallam Transit	Replaces Sequim Shuttle	On-Demand	On-Demand
Dungeness Line	Greyhound	Seattle – Sea-Tac Airport	2 Trips	2 Trips

In addition to fixed-route transit service, Clallam Connect is a shared ride paratransit type of service within Clallam County, in compliance with the ADA. Connect service is available for qualified passengers unable to use Clallam Transit's regular fixed or on-demand Interlink route buses some or all the time.

Demand for transit is expected to increase within Sequim which supports transit-oriented development, improved active transportation facilities, and improved access to transit. The City of Sequim is committed to being an active partner with Clallam and Jefferson Transit to increase options for access to and the use of transit in Sequim.

2045 Transportation Facility Improvements

The City regularly plans for and adapts to changing growth patterns to ensure adequate and reliable transportation facilities long term. The GMA requires adequate transportation facilities to be available or available within six years of development.

In addition, the Transportation chapter of the Comprehensive Plan was updated concurrently with the comprehensive plan periodic update and utilized the population and jobs growth projections in demand modeling. Capital improvement projects have been identified for the 20-year planning period.

Exhibit CFP-12 includes transportation improvement projects identified in the TMP, included in the Comprehensive Plan as Appendix B-2. These projects address the three intersections with future failing LOS, and represent a balance of safety, maintenance, and operational improvements for all modes, with a focus on those that provide the most benefit to Sequim residents and leverage outside funds to the greatest extent possible. The projects address

safety, capacity, active transportation and complete streets, and roadway preservation needs. The projects are categorized as Planning, Active Transportation Projects, and Roadway and Intersection Projects.

Exhibit CFP-12 Sequim Transportation System Improvement Plan	
Project	**Description**
Planning	
Transportation Master Plan/Impact Fee Update	Update of Transportation Master Plan (TMP) which provides a long-term planning strategy for the City's surface transportation network for the 6-year and 20-year planning periods.
City wide speed limit study	Speed limit study
Active Transportation	
S 3rd Ave Complete Streets, WA to Brownfield Rd	Improvements include fill sidewalk gaps on South side of Fir between Sequim Ave & Brown Rd; Sharrows and signage on S 3rd Ave, between Washington St & Bell St; Bike lanes on S 3rd Ave, between Bell St and Brownfield Rd; Multiuse Path on west side of S 3rd Ave, between Brownfield Rd & S City Limits; Ped Bike Crosswalk at S 3rd Ave & Hemlock St, Brownfield Rd, & Norman St
E Fir St Rehab Brown Rd to Blake Ave	Fill sidewalk gaps on E Fir St, from Sequim Ave to Brown Rd; Upgrade/install ADA curb ramps and Bike lanes
W Sequim Bay Rd Asphalt Trail Construction	Install Multiuse Path on West Sequim Bay Rd, between Washington St & Keeler Rd
Multiuse Trail Asphalt Trail Construction, ODT to waterfront	Install Multiuse Path on Whitefeather Way between West Sequim Bay Rd & ODT
Etta Street Active Alleyway	Rehabilitate the alley with new lighting, street features, traffic calming, stormwater improvements, and pavers.
Sunnyside Ave Sidewalks Construction	Install sidewalks & bike facilities between Fir St & Prairie St, enhance crossing at Washington St
Seal St Alley Rehabilitation, E Washington St to W Cedar St	Rehabilitate the alley with new lighting, street features, traffic calming, and pavers.
South Sequim Complete Streets Construction	Install bike lanes & sidewalks between 5th and eastern terminus; Upgrade ADA curb ramps; Install mini roundabouts on Prairie at 4th Ave, 3rd Ave, 2nd Ave, Sunnyside
E Silberhorn Rd Bike lanes between River Rd & S 7th Ave	Install bike lanes on E Silberhorn Rd, between River Rd & S 7th Ave
North 9th Ave Roadway Construction, Brackett to Fir	Complete roadway connection of N 9th Ave, between Fir St & Bracket Ave
City wide Pedestrian/Bike Improvements	Annual program for construction of pedestrian and bicycle projects thought the City.
Johnson Creek Crossing repair	Repair the Railroad Trestle Foot Bridge along the ODT

N 3rd Ave Complete Streets	Install cross walks at 3rd Ave and Alder St; Remove stop controlled approaches along 3rd Ave and move stop controlled approached to east-west roadways at Cedar St; cross walks at 3rd Ave and Spruce St, and Cedar St.; Install bike lanes & Sidewalks & curb ramps along 3rd from Fir St to Washington St
E WA St bike lanes between Sequim Ave and Rhodefer Rd	Install bicycle facilities on E Washington Street, between Sequim Avenue & Rhodefer Rd
7th Ave Bike Lanes between Hwy 101 and WA St	7th Ave bike lanes between US Hwy 101 and Washington St
Keeler Rd Multiuse Path, W Sequim Bay Rd & ODT	Install Multiuse Path on Keeler Rd, between West Sequim Bay Rd & ODT
W Sequim Bay Rd pedestrian improvement at E WA St	W Sequim Bay Rd at E Washington St Intersection and Pedestrian Improvement, includes signal and sidewalk
S 7th Ave West Side Pedestrian Improvements between W WA St and Hammond St	Install Pedestrian Improvement on S 7th Ave between W Washington St & W Hammond St
W Sequim Bay Rd Ped improvements at Rhodefer Rd	Intersection and Pedestrian Improvement at West Sequim Bay Rd and Rhodefer Road, includes signal and sidewalk
Systemic Signalized Intersection & Pedestrian Safety	Replace signal cabinets & equipment at Washington St and 5th Ave, 3rd Ave, Sequim Ave; Improve crosswalks on 7th Ave at Spruce St, Fir St, Hendrickson Rd, midblock between Fir and Hendrickson; Improve crosswalks on 3rd Ave at Bell St, Maple St, Cedar St, Spruce St and Alder St; Improve crosswalks on Hendrickson Rd midblock at Sequim Middle School and 5th and 7th Ave
Washington St ADA Improvements	Install pedestrian push buttons, countdown signals, and ADA curb ramp retrofits at W Washington St and Sequim Ave, 3rd Ave, and 5th Ave.
E Washington St Multimodal Transportation Expansion Study	E Washington St Bike & Ped Improvements, including installation of Multiuse Path between Brown Rd & Simdars
S 9th St & W Hammond St Corridor Complete Streets	S 9th St and W Hammond St Corridor improvements, complete streets
Signal improvements on Washington St and 5th Ave	Replace signal cabinets & equipment at Washington St and N Priest Rd, 7th Ave, & Lee Chatfield Ave.; Replace signal cabinets & equipment at 5th Ave and Hendrickson Rd and Fir St
Crosswalk Enhancement Program	Improve crosswalks on 4th Ave at Spruce St and Alder St; Improve crosswalks on Sequim Ave at all intersections between Prairie and Hendrickson; Improve crosswalks on Fir St at Knapman Ave, Dunlap Ave and Brown Rd; Improve crosswalks on Washington St at 4th Ave, 2nd Ave, midblock between 2nd and Sequim Ave, Sunnyside, Govan and Brown; Improve crosswalks on 5th St at Hendrickson and Fir St
Spruce St Bicycle Boulevard	Minim roundabouts at Spruce St intersections between 4th Ave and Haller Ave; Bicycle sharrow markings and signage between 7th Ave and Blake Ave
South Sequim Complete Streets phase 2	7th Ave: fill sidewalk gaps from Washington St to Hemlock St, ADA curb ramps and protected bike lanes from Washington to McCurdy Rd; 5th Ave: sharrows & signage from Washington St to Hemlock St;

	Bell St: sharrows & signage from 5th Ave to Sequim Ave; Maple St: Mini roundabouts at 4th Ave, 3rd Ave, 2nd Ave, and Sunnyside Ave
Washington St Ped/Bike Safety Improvements	Install protected bike lane from 9th to 7th Ave; Roundabouts on Washington St at River Rd and 9th Ave; Rectangular Rapid Flashing Beacon (RRFB) improvements at Blake, Rhodefer, and Holiday Inn Express; Pedestrian crossing improvements at Washington & Brown; Washington St curb ramp improvements at 30 locations between 5th and River
W Fir St Bike Lanes, 5th Ave to 9th Ave	Bike lanes on W Fir St between 5th Ave and 9th Ave
S 7th Ave Ped Bike Improvements	Construct a Multiuse Path on 7th Ave, between McCurdy Rd & Rolling Hills Wy; Bike lanes on 7th Ave between Rolling Hills & Happy View Ln, Happy Valley Rd & US101, and US101 & W Hendrickson Rd; Ped Bike Crosswalk at McCurdy Rd & Silberhorn Rd; Sidewalk on 7th Ave between Washington St & W Hemlock St
S 3rd Ave crosswalk at Norman St	Ped Bike Crosswalk at S 3rd Ave & Norman St
Priest Rd and W Washington St Intersection Improvements	Install 2 stage turn queue for east-bound and north-bound bikes, curb extensions on northeast and southeast corners at Washington St and Priest Rd
Priest Rd Multiuse Path	Install Multiuse Path along Priest Rd, between Washington St & City Limits
Blake Ave Bike Ped Improvements	Fill missing sidewalk gaps on Blake Ave, between Carrie Blake Park & Washington St
River Rd Multiuse Path	Install Multiuse Path along the east side of River Rd, between Washington St & Silberhorn, enhanced crossing at Grant Rd
S Sequim Ave Multiuse Path, Brownfield to Miller Rd	Install Multiuse Path along west side of S Sequim Ave, between Brownfield Rd & Miller Rd
Brackett Rd Sidewalk, Priest Rd to 9th Ave	Fill missing sidewalk gaps on Bracket Rd, between Priest Rd & 9th Ave
Old Olympic Hwy Bike Ped Improvements, Sequim Ave to 5th Ave	Install missing sidewalk gaps on Old Olympic Hwy, between 5th Ave and Sequim Ave. Install bike lanes on Old Olympic Hwy between 5th Ave & Sequim Ave
Norman St Bike Ped Improvements, 3rd Ave to city limits	Install sidewalks & bike lanes on Norman St, between Western terminus and 3rd Ave
Roadway & Intersection	
W Maple St extension from 4th Ave to 5th Ave	Complete roadway connection on W Maple St, between 5th Ave and 4th Ave
Maple St Repair between 5th Ave & 7th Ave	Maple St repair b/w 5th Ave & 7th Ave
Flaura's Acres Streets	Repair curbs and roads in Flaura's Acres, Blair & Bell Field off of Still Rd
N Kendall Rd & W Hendrickson Rd Intersection Improvements	Install additional pavement, improved sight lines, striping, & signage

W Washington St Eastbound Auxiliary Lane Modify, at River Rd	Roadway improvements on W Washington St, between River Rd and Priest Rd, realignment of the east-bound slip lane
South 7th Avenue between Comfort Road & Reservoir Rd.	Complete roadway connection of S 7th Ave, between Silberhorn Rd and Reservoir Rd
West Norman St Extension to 7th Ave	Complete road connection on W Norman St, between 7th Ave & W terminus
W Brownfield Rd Realignment	Realign Brownfield Rd, between 3rd Ave & Sequim Ave, install bike lanes, sidewalk, curb and gutter
City wide Pavement Rehabilitation, Neighborhood & Local	Annual program for repair, overlay, or reconstruction of pavement of non-arterial, non-collector City streets.
W Sequim Bay Rd Shoreline Revetment Repair	Reconstruction of the rock revetment supporting West Sequim Bay Rd
N Brown Rd Pavement Preserve, E Washington St to E Fir St	Pavement preservation as well as construction of curb-bulbs with rain graders for stormwater treatment and infiltration, ADA accessible curb ramps and driveways, and bike lanes.
7th Ave & W Washington St Intersection Improvements	Install 2 stage turn queue for east-bound and north-bound bikes, curb extensions on north-east and south-east corners at Washington & 7th; Replace signal cabinets & equipment at Washington St and N Priest Rd, 7th Ave, & Lee Chatfield Ave.; Replace signal cabinets & equipment at 5th Ave and Hendrickson Rd and Fir St
Silberhorn & 7th Ave Intersection Improvement	This project aims to make intersection improvements including sidewalk, curb ramps, aligned lanes, and intersection traffic control.
E Fir St Rehabilitation, N Sequim Ave to N Brown Rd	Full depth road restoration of E Fir St, from N Sequim Ave to Blake Ave
W Sequim Bay Rd repair from Marina to SE City Limits	W Sequim Bay Rd repair from Marina to eastern SE City limits
E WA St Intersection Improvements at WA and Blake	Intersection improvements at E Washington St and Blake Ave
E WA St Intersection Improvements at WA and Brown Rd	Intersection Improvements at E Washington St & Brown Rd
Hendrickson Rd extension between N Brown Rd and Sequim Ave, intersection improvements	Complete roadway connection of Hendrickson Rd, between Sequim Ave & Brown Rd
N Brown Rd improvements between E Fir St & Hendrickson Rd	Improvements on N Brown Rd between E Fir St and Hendrickson Rd
Port Williams Rd improvement between Valley Farm Ct & N Brown Rd	Expand roadway of Port Williams Rd and install pedestrian facilities between Sequim Ave & Brown Rd
Construct N 9th Ave between W Fir St & W Hendrickson St	Complete roadway connection of N 9th Ave, between Fir St & Hendrickson Rd
City wide Pavement Rehabilitation, Arterial, Collectors	Annual program for repair, overlay, or reconstruction of pavement of arterial and collector streets.

Mini Roundabouts	4 roundabouts on 2nd Ave between Hammond St & Washington St and 4 roundabouts on Maple St between Sunnyside & 4th Ave
Washington St Access Management	Access management & center medians between River Rd & 5th Ave; Access management and center medians between Brown & West Sequim Bay Rd
Traffic Signal at Prairie St & Sequim Ave	Install traffic signal at Prairie St & Sequim Ave
US101 & Whitefeather Intersection	Safety/operational improvements at the intersection of US101 & Whitefeather Way & Palo Alto
Traffic Singal at Fir & N Sequim Ave	Intersection improvements at Fir St & Sequim Ave
Happy Valley Rd to Simdars Frontage Road Connection	Install new roadway to connect Happy Valley Rd to Simdars
US101 ramps & S Sequim Ave Roundabouts	Install roundabouts at US101 ramp intersections
US101 & Simdars Rd intersection improvements	Insall improvements to the US101 and Simdars Rd Interchange, construct west-bound On-Ramp and east-bound Off-Ramp, install roundabout at Washington St & Simdars
E Washington Place Connection, Blake Ave to Rhodefer Rd	Complete roadway connection on E Washington Place, between Blake Ave & Rhodefer Rd
Carrie Blake Park ODT Realignment	Realign ODT segment within Carrie Blake Park
S 5th Ave Extension (McCurdy to Driveway)	Construct half-roadway on S 5th Ave, between McCurdy Rd & driveway

Active Transportation

Sequim regularly funds the design, right-of-way acquisition, and construction of active transportation facilities. The City also seeks grant funding and partnerships with other agencies, private developers, and volunteer organizations as other resources to fund nonmotorized investments. The TMP identified a set of high-priority Active Transportation projects, which are included in Exhibit CFP-12.

The intent of these projects is to address the highest-priority needs within the City's transportation network related to safe walking, bicycling, rolling, and also access to and from transit. They also address the Level of Traffic Stress (LTS), a metric used to evaluate the quality and degree of comfort for pedestrian and bicycle facilities to determine improvements. It is important to note that the recommended projects are focused on potential improvements to City owned streets.

State Facilities

There are projects outside of Sequim's purview that will also affect travel in and around the city. WSDOT oversees planning and operations of US-101, a Highway of Statewide Significance (HSS) and Sequim's major east-west corridor. The City coordinates with WSDOT and provides input on potential roadway projects on US-101, but the State ultimately has

control of this corridor. However, as part of the transportation planning that occurred in 2025, the City has identified a series of improvements along US-101 to improve safety and active transportation mobility. These improvements are important and critical to the US-101 corridor.

Developer-Funded Roadways

New roadways and roadway improvements may require development by developers to implement connectivity through the city consistent with Sequim Municipal Code Street Design Standards 17.32, Development Standards SMC Title 17 and 18 and Sequim Engineering Standards. The City also requires an evaluation of transportation concurrency for development projects. The concurrency evaluation is intended to identify project impacts that will cause City facilities to operate below the City's level of service. To resolve such a deficiency, the applicant can propose to fund and/or construct improvements to provide an adequate level of service standard. Finally, some of the transportation improvements identified in Exhibit CFP-12 have been identified as being fully or partially funded by development. These developer-funded projects are identified in the TMP, included in the Comprehensive Plan as Appendix B-2

Transportation Demand Management Strategies

In those situations, where it is not physically possible, economically viable, or socially desirable to meet forecast growth by adding new capacity (e.g., new lanes) in the same location where the demand appears, an alternative strategy is to divert or manage the forecasted traffic growth by re-directing to other facilities or provide transportation systems that encourage and support other transportation modes such as public transit and non-motorized paths, trails, and bike lanes.

Collectively, such strategies are described as Transportation Demand Management (TDM). The central goal of TDM is to reduce the demand instead of increasing the supply. TDM strategies the City will explore may include:

- Pedestrian and Bicycle Network Improvements
- Ride Share Programs
- Transit Oriented Development (TOD)
- Parking Management

Capital Facilities Plan & 6-Year Transportation Improvement Program Coordination

The CFP Transportation section contains all major capacity and safety improvements that have been identified as necessary in the 2045 planning horizon As additional projects are identified, or projects are completed, the CFP Transportation section will be updated through the regular Comprehensive Plan amendment process. As identified in the 2026

Transportation Master Plan, the projects identified will likely cost approximately $62 million over the 20-year planning period.

All projects that are potentially eligible for federal transportation funding and most sources of funding from Washington State must be included on the 6-year TIP that is submitted to the Washington State Department of Transportation each year. The CIP contains those projects from the TIP for which funding has been secured or is anticipated with reasonable assurance.

Pavement restoration projects are not listed individually in the CFP but are kept on lists maintained by the Public Works Department and reviewed annually during the 6-year TIP and annual budget process. Similarly, minor street maintenance and restoration projects, as well as minor bicycle facilities installation and pedestrian improvements not connected to a larger plan of improvement or development, are not included in the CFP if construction costs are generally less than $100,000 and will be programmed through annual budget process.

Transportation Facilities Funding Strategy

Funding for the 2045 Transportation Facilities improvements will be through a combination of public and private financing. Primary funding sources include the City's Transportation Benefit District tax, federal and state grants, other state and local agency assistance, property tax revenue, general obligation bonds, developer impact fees and developer improvements.

Specific unit costs for sidewalks, turn lanes, bike lanes, roadway widening and new roadways were developed and applied to the lengths of various improvements required. Preliminary intersection costs were determined by applying planning level unit costs for various intersection improvements. Specific unit costs for signalization, roundabout construction, re-channelization, realignment, and two-way and all-way stop-control were developed and applied to the various intersection locations. The City anticipates contributing $50 million through taxes, grants, impact fees and City revenues over the 2045 planning period for the improvements identified, shown in Exhibit CFP-13.

Exhibit CFP-13 Transportation Funding Sources

Source	Revenue
Grant	$30,000,000
Transportation Benefit District	$17,000,000
Transportation Impact Fee	$3,000,000

Funding for transportation improvements will also come from private funding through improvements paid for by developers. Frontage improvements on City streets will be required for all new development and therefore are not identified in the facility improvement tables. New streets and street connectivity for new residential development in the underdeveloped areas of the City will be improved by private developers at the time of project construction. Additional transportation improvements may also be identified through the SEPA impact analysis, and mitigation may be required on a project-by-project basis.

The City of Sequim must provide public funding for anticipated transportation improvements. Funding from the City budget must be included in the variety of funding sources already identified. It is vital that the process is established to review, prioritize and fund the City's capital projects through the 6-year TIP, and that the City Council continue to review annually the revenue identified for transportation capital improvements.

10. PARKS SYSTEM

The City of Sequim Public Works Parks Division manages parks, open space and recreation facilities to serve the Sequim community and surrounding region. The City adopted the 2022 Parks and Open Space Plan (PMP) to guide park policy, land acquisition, and strategic guidance for the City's parks and open space system.

The City of Sequim owns 13 parks ranging in size from .03 acres to over 42.98 acres. These parks are classified into six categories based on their characteristics and recreational offerings. Collectively, they provide a range of outdoor recreation facilities, including playgrounds, picnic areas, athletic facilities, ponds, an event space/amphitheater, walking/hiking trails, restrooms, off-leash dog park, gardens, and natural open spaces.

- *Community Parks* serve broader purposes than neighborhood parks and are intended to accommodate community-wide active recreation, passive uses, and natural areas. They also function as nodes in the city-wide pathway system. Facilities may include playing fields, softball and baseball diamonds, playground equipment, courts and other athletic facilities. Passive recreation opportunities such as picnicking, benches, walking may also be provided where a natural setting also exists. Because of the amenities they provide, community parks typically require more support facilities such as parking and restrooms. Community parks may also serve nearby local neighborhood parks and can be connected to schools or other community facilities. Sequim has four community parks totaling 110.61 acres. This includes the wastewater utility's Re-use Water Demonstration Site, a 28.59-acre site connected to Carrie Blake Park. Its primary function is educating and demonstrating the sustainable practice of reusing wastewater through community sports field, demonstration gardens, and walking paths.
- *Neighborhood Parks* are the basic unit of the park system and serve as recreational and social gathering spaces for residents within a half-mile of the park. They are intended to be geographically distributed throughout the community and typically range from 0.3 to 7.65 acres in size. Neighborhood parks provide informal active and passive recreation, and generally include amenities such as paved pathways, picnic tables, benches, play equipment, multiuse open fields, sport courts or multi-purpose paved areas, and landscaping. Sequim has four neighborhood parks totaling 8.38 acres.

- *Commercial Parks and Plazas* are small passive areas designed primarily to improve and maintain urban environmental quality. They provide rest and relaxation areas and provide aesthetic improvements in developed areas. No intensive recreation facilities are provided at these sites; however, landscaping, benches, tables, etc. are typically provided. In addition, areas of protection from the elements through screening, plantings and covered areas should be provided. These areas sometimes contain small green spaces that serve pedestrians in downtown shopping areas and are typically situated within a ¼-mile of a commercial area. Instead of providing outstretching grassy space or playground equipment for children to play, Commercial parks and plazas provide a place to take a quick breather while walking through downtown, an area to host public events or simply a place to sit and wait for the next bus. Sequim has 5 commercial parks totaling 4.37 acres.
- *Natural Areas* are undeveloped lands retained in a primarily natural condition with only minimal improvements for recreation. These open spaces are typically owned or managed by a governmental agency. Natural areas may provide trail corridors and offer low-impact or passive activities such as walking or nature observation where appropriate. Sequim has one natural area totaling 1.08 acres.
- *Pathways and Bikeways* provide opportunities for walking and bicycling within an urban setting and, where possible, connect to other recreational areas, scenic vistas, historic points of interest, or waterfront access. These routes are typically designed as a portion of a statewide or local trail system. Sequim has four parks with paths and trails totaling 7.00 miles.

Exhibit CFP-14 Parks and Open Space Inventory

Name	Acres	Park Classification	Existing amenities
Centennial Place	0.19	Commercial Park	Picnic table
Civic Center Plaza	0.34	Commercial Park	Event Space
Heritage Park	0.05	Commercial Park	Walking/Hiking Trail
Pioneer Memorial Park	3.76	Commercial Park	Parking, Gardens
Seal Street Park	0.03	Commercial Park	Bench
Carrie Blake Park	22.43	Community Park	Restrooms, Parking, Walking/Hiking Trail, Picnic Shelter, Playground, Skatepark, Pickleball Courts, Baseball Field, Basketball Courts, Dog Park
Re-use Water Demonstration Site	28.59	Community Park	Restrooms, Parking, Amphitheatre, Walking/Hiking Trail, Picnic Shelter, Soccer Field, Reflecting Pond, Gardens
Keeler Memorial Park	42.98	Community Park	Undeveloped
Ruth C McCord Memorial Park	16.61	Community Park	Undeveloped
Gebhardt Zwicker Park	1.08	Natural Area	Walking/Hiking Trail
Gerhardt Park	7.65	Neighborhood Park	Walking/Hiking Trail
June Robinson Memorial Park	0.30	Neighborhood Park	Parking, Picnic table, Gardens
Margaret Kirner Park	0.43	Neighborhood Park	Parking, Picnic Shelter, Playground

Total	**124.44**		

Demand and Need Analysis

The need for park and recreation land is commonly estimated using acreage to population ratios, such as 10 acres of parkland per 1,000 population or 3 acres of athletic fields per 1,000 residents. The ratio method is relatively simple to compute and allows easy comparison with other agency standards. These ratios can be used to establish Level of Service (LOS) standards for park and recreation facilities in Sequim.

The Planned LOS (PLOS) standards as established in the PMP are as follows:

Community Park	7.50 acres per 1,000 population
Neighborhood Park	1.25 acres per 1,000 population
Commercial Park & Plaza	0.25 acres per 1,000 population
Park Trails	0.25 miles per 1,000 population
Overall Citywide LOS	9.00 acres per 1,000 population

These planned LOS standards can be applied to Sequim's 2020 population (8,024) and projected year 2045 population (10,983, reflecting the 2,959 new population allocation) to determine current parkland shortfalls and future park needs by classification. Exhibit CFP-15 shows existing park acreages, levels of service and projected needs. In addition, it compares the existing parkland inventory of 124.44 acres to the future need by the year 2045, reflecting a deficit of 5.35 acres of neighborhood parks.

Exhibit CFP-15 Park Acreages, Level of Service and Projected Need

Park Type	Existing Acres	2025 Existing Level of Service, Acres per 1,000 population	Planned Level of Service (PLOS)	2045 Acreage Need Based on PLOS	2045 Park Acreage Needs
Community Parks	110.62	13.79 ac/1000	7.50 ac/1000	82.37	
Neighborhood Parks	8.38	1.04 ac/1000	1.25 ac/1000	13.73	5.35
Commercial Parks & Plazas	4.36	0.54 ac/1000	0.25 ac/1000	2.75	
Natural Areas	1.08	0.13 ac/1000	None established in PMP		
Total	124.44		9.00 ac/1000	98.85	
Trails (miles)	7.00 miles	0.87 miles/1000	0.25 miles/1000	2.75	

2025-2045 Park System Acquisition and Improvements

The City has identified several specific needs to support growth of the park system based on Demands and Needs analysis, the PMP goals and policies, public input, and budget priorities. Common themes include improving existing park infrastructure and play equipment, expanding recreational opportunities, and acquiring new land for neighborhood parks.

The following identifies parkland improvement, recreation development and trail development, and land acquisition for the 2045 planning period.

Exhibit CFP-16 Sequim Parks Improvement Plan	
Parks System	
Land Acquisition	**Capital Improvement**
City Wide Park Land, Trail, Riparian Acquisition	Secure property or ROW for future neighborhood park, park improvements/development in accordance with City's Comprehensive Plan and Park Master Plan.
Park Development	**Capital Improvement**
Playground Equipment Upgrade - Margaret Kirner	Replacement of playground equipment with a universally accessible inclusive playground design with ADA compliant fall surfaces at Margaret Kirner Park
McCord Park Master Plan	Develop master plan for Ruth C McCord Memorial Park to designate the use of the space and maximize its public value
Pickleball Court Resurfacing	Resurfacing pickleball courts in Carrie Blake Park
Keeler Park Pedestrian Boardwalk Development	Non-motorized route in Keeler Park. The route will be identified through a park master planning process.
Carrie Blake Park Tennis Courts Development	Construct tennis courts
Reuse Demo Parking Lot Rehabilitation	Pave the parking area and widen the access at N Rhodefer Rd to allow two-way traffic to enter and exit from the parking area.
Carrie Blake Park Vehicular Circle Development	Extend existing roadway that runs along the park south boundary east to North Rhodefer Road. Add a traffic circle at the park entrance and a new park access roadway that extends north between the softball fields and restroom building
Carrie Blake Park Skate/BMX Track Development	Upgrade Carrie Blake Park Skate Park component and construction a BMX track
Pioneer Park Parking Loop Construction	Create a paved parking loop in Pioneer Park
Re-use Water Demonstration site Restroom with Plaza	Construct Plaza to include site furnishings and picnic shelter at the Reuse Water Demonstration site.
Splash Pad	Add a splash pad to expand recreational opportunities
Centennial Place Construction	Develop Centennial Place Park at the intersection of Washington St and Sequim Ave.
Playground Equipment Upgrade - Carrie Blake Park	Replacement of playground equipment with a universally accessible inclusive playground design with ADA compliant fall surfaces at Carrie Blake Park

Park Facilities Funding Strategy

Funding for park projects comes from a variety of sources, real estate excise tax (REET), park impact fees, federal and state grants, and in-kind donations. Park projects placed on the 6-year CIP have received a funding commitment, typically a combination of grant funding and impact fees.

The following summarizes funding sources available to implement Park Acquisition and Improvement projects:

- Impact Fees. The Sequim City Council adopted an ordinance imposing park impact fees on new development under the GMA, as authorized by RCW 82.02, consistent with identified Level of Service standards. This fee ensures new development pays a proportionate share of park and open space costs within the city.
- Grants. State and Federal agencies, along with private corporations, offer grant programs for outdoor recreation and conservation. Available funding varies from year to year and typically requires funds to be used for specific purposes. Grants are highly competitive, and most require local matching funds.
- Donations. Landowners may donate property or a portion of their property's purchase to preserve local land for parks.
- General Fund. Money from the General Fund may also be used to fund Park Projects when those projects are prioritized over others and there is excess fund balance to support them.

11. POLICE SERVICE

The Sequim Police Department is charged with a variety of duties relating to the protection and safety of the community. This mandate is carried out through the enforcement of criminal and traffic laws, the investigation of criminal activities and the arrest of offenders, and by ordinance, emergency management and preparation. The Department coordinates investigations and law enforcement operations with other jurisdictions and agencies.

Current Personnel/Equipment

The Sequim Police Department consists of one chief, one deputy chief, 5 sergeants, 12 commissioned officers, 2 detectives, 1 school resource office, 1 code compliance officer, 1 support services supervisor, 3 administrative specialists, and 1 emergency management coordinator. Operations include patrol and 911 response, training, crime prevention, crisis response, K-9 unit, and investigation.

The department's administrative support offers weapons permitting and transfers, fingerprinting, records retrieval, incident reports, vacation check requests, evidence and property management, and public records requests.

The department is also supported by volunteers, who provide hundreds of volunteer hours to the city each year. Services include several security watch programs, search and rescue services, child car seat safety program, and chaplain services.

The Police Department is supported by thirty-four police vehicles, two box vans, three trailers, and one armored vehicle.

Department Services/Activities

Some of the services and activities performed by the Sequim Police Department are summarized below in Exhibit CFP-17:

Exhibit CFP-17 Police Department Activities			
Indicator	**2023**	**2024**	**2025**
Number of Case Reports	1117	1021	1105
Number of Traffic Infraction Issued	545	64	271
Number of Traffic Stops	1067	1149	2629
Number of Calls for Service	11,196	11,394	13,316
Number of MVC	259	311	316
Number of DUI	15	9	17

Detention and Correction

The City of Sequim contracts with Clallam County to provide most incarceration services Clallam County has a 120-bed correction facility and a 104-bed juvenile facility.

Level of Service Analysis

The Police Department's LOS is associated with police protection, operations, and support services. The service standard is to have facilities and equipment sufficient to meet the demand for police services. As the City continues to grow, the demand for police services also grows. Recent crime trends show an increased need for investigations of crimes which occurred in Sequim but require travel for case investigation and resolution. Increased patrols, officers, and detectives may be necessary in the future as these demands continue.

Capital Facilities Needs

There is no future capital facility needs that are identified. Replacement and maintenance of the City's police patrol equipment is through the City's general budget and not considered capital projects.

12. SOLID WASTE

State law (RCW 70A.205) requires counties and cities to plan an integrated solid waste management system. Components of an integrated solid waste management program include:

- System planning, administration and enforcement
- Collection, transfer and disposal of solid waste
- Collection and processing of recyclables
- Moderate risk waste transfer and collection programs

Clallam County Public Works is the lead planning agency for solid waste management in Clallam County. The Comprehensive Solid Waste Management Plan (CWSMP) specifies

management actions for a detailed 5-year and general 20-year period. The plan is developed jointly with the County's cities and the Clallam County Solid Waste Advisory Committee. The current CWSMP update will be completed in 2027.

Current Services/Facilities

The City of Sequim currently relies on contracts with public and private entities to provide collection, transfer, processing or disposal of solid waste and recycling. This includes residential and commercial solid waste collection services to approximately 3,241 residential and commercial utility customers within the city limits. Residential services include weekly and bi-weekly pickup of containers ranging in size from 35 to 96 gallons. Commercial services also offer dumpsters ranging in size from 2 to 30 yards with frequency of pickup subject to the property or business owner's disposal needs.

Recycling services include bi-weekly curbside collection of recyclables and yard waste, and commercial cardboard collection. It also includes publicly accessible drop boxes for drop-off glass recycling.

The City has an Interlocal Agreement with the City of Port Angeles and Clallam County for transfer and disposal of solid waste brought by the City's contracted hauler or self-hauled by city residents to two transfer stations operated by the City of Port Angeles. Curbside collection of solid waste is transported to the Regional Transfer Station (RTS) located in Port Angeles, where it is consolidated and exported to an out-of-area landfill. Exhibit CFP-18 depicts the amount of solid waste delivered to the RTS in recent years from Sequim collections.

Exhibit CFP-18 City of Sequim Solid Waste Delivered to Regional Transfer Station

	2021	2022	2023	2024	2025
Tons of Solid Waste Delivered to RTS	7,287	6,984	6,722	7,136	6,826

The City anticipates the amount of solid waste delivered to the RTS or self-hauled to the Blue Mountain Transfer Station may continue to rise as its population and retail base grows. RTS serves as the transfer and disposal system for numerous jurisdictions in Clallam County. Municipal solid waste is transported to regional landfills in Eastern Washington or Oregon.

The public transfer stations operated by the City of Port Angeles also provide collection and disposal programs for used oil, antifreeze and Moderate Risk (hazardous) Waste.

Clallam County Health and Human Services Department is responsible for solid waste enforcement.

Level of Service

The City of Sequim has established a Level of Service to provide collection, transfer, and disposal of solid waste to maintain public health and sanitation. Service is compulsory within city limits.

Sequim is designated as an urban area in the Comprehensive Solid Waste Management Plan based on criteria including access to markets for recyclable material. State law (RCW 70A.205.045 (7)(b)(i)) requires that recyclables be collected from homes and apartments in urban areas (although exceptions to this requirement can be granted based on viable alternatives and other criteria). The City's contract for solid waste collection provides curbside residential recycling as a service included in the customer's monthly service charge rate.

Other services provided to solid waste customers in the City of Sequim include yard waste and bulky waste collection are available for an additional fee.

2045 Solid Waste Facilities Needs

Long-term needs at regional facilities are funded through rates charged for collection and disposal services and grants or loans. The City of Port Angeles' annual Capital Facilities Plan identifies capital equipment needs of the Regional Transfer System and incorporates the 6-year schedule of capital needs into rate analyses. Procedures for rate changes are described in the contracts and agreements the City holds with private and public entities and reviewed by the Washington State Utilities and Transportation Commission.

13. GOVERNMENT FACILITIES

The City of Sequim's government facilities include government administrative offices, maintenance facilities, police station, and park structures.

Existing Facilities/Buildings

- Civic Center. The existing Civic Center is located at 152 W Cedar Street in downtown Sequim. The structure is two floors, 35,000 sf, and has a net metered solar array. The Civic Center houses the Executive, Finance, Legal, Human Resources, Communications and Marketing, Information Technology, Community and Economic Development, Public Works, and Police departments. The building includes several offices, conference rooms, and the City Council chambers.
- Administrative Office Building. The Administrative Office Building is located at 226 N Sequim Ave. This facility is 36,900 sf and consists of offices and storage.
- Public Works City Shop. The existing shop is located at 169 W Hemlock Street. The complex includes one 8,196 sf maintenance facility, a 1,090 sf storage building, a 3,600 sf truck shop, and a greenhouse building. All three buildings function as work-space for the Public Works staff as well as a storage facility for tools and equipment.
- Water Reclamation Facility. The Water Reclamation Facility is located at 247 Schmuck Road. The plant was originally constructed in 1966 as a wastewater treatment facility.

In 1997-1998, the existing secondary wastewater treatment plant was converted to a water reclamation facility, adding chemical coagulation, filtration and high-level disinfection using ultraviolet light. These upgrades resulted in a treatment plant capable of meeting Class A reclaimed water standards as defined by the Department of Health (Washington State Water Reclamation and Reuse Standards, Department of Health and Department of Ecology, 1997). The facility also produces Class A biosolids utilizing an FKC Pasteurization/Lime Stabilization process constructed in 2003. Additional process and capacity upgrades were completed in 2010.

- Guy Cole Event Center Hall. The Guy Cole Event Center Hall is located in Carrie Blake Park, at 144 N Blake Avenue. It is 5,000 sf facility with a full commercial kitchen. The seated occupancy load with tables is 335, chairs only occupancy is 775. The facility is available for the public to rent, with or without the kitchen. This building also serves as the secondary Emergency Coordination Center.
- James Center for Performing Arts. The James Center for Performing Arts is a concert shell for outdoor events and is located within the Water Reuse Demonstration Site, at 500 N Blake Avenue. It serves as a core venue for many performances by local and regional performance groups.
- Swisher Hall. Swisher Hall is a practice room connected to the James Center for Performing Arts, located within the Water Reuse Demonstration Stie, at 500 N Blake Avenue. It's 3,757 sf space was designed to accommodate up to 75 musicians and includes bathrooms and an instrument storage area.
- Re-use Center Building. The Re-use Center Building is located at 500 N Blake Avenue. The facility is 1,580 sf and consists of bathrooms and a storage room.
- Sequim Avenue Restroom. The Sequim Avenue Restroom is located at 144 N Sequim Avenue. The facility is 610 sf and consists of bathrooms and a storage room.
- Carrie Blake Park Bathroom. The Carrie Blake Park Bathroom is located at 144 N Blake Avenue. This facility is 830 sf and consists of bathrooms and a storage room.
- Gerhardt Park House. The Gerhardt Park House is located at 1610 S Third Avenue. It is a 1,680 sf 3 bedroom, 2 bath house with attached 2-car garage. It was constructed in 1975 and gifted to the City in 2013. The house is currently used as a short-term transitional rental facility for new City staff.

2044 Government Building Facilities Needs

Public Works Maintenance Facility (City Shop). The city plans to expand the operations and maintenance facility with a new and more suitable campus at the existing location of 169 W Hemlock Street. The campus will include a fuel station consisting of both diesel and gasoline tanks to provide fuel storage and reserves during emergency events. Covered storage for vehicles, equipment and material stockpile areas will be included. This project has been programmed as a phased approach and will be represented in the City's 6-year CIP as funds become available.

Government Buildings Funding Strategy

Funding for design and construction of a new Public Works Facility has yet to be determined however available funding sources include general fund, utility reserves, REET, Public Safety Tax, and external sources.

14. FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

Fire protection and emergency medical services within the City of Sequim are provided by Clallam County Fire District No. 3 (CCFD3). The Fire District serves Sequim and surrounding unincorporated areas of Clallam and Jefferson counties across approximately 142 square miles and an estimated population of 40,000. In 2025, the Fire District responded to 9,824 requests for service (an increase of 7 percent from 2024), of which 82 percent were EMS-related, approximately 2 percent were fire-related and remaining calls being service or good intent calls.

Existing Facilities

CCFD3 operates from six fire stations, with three staffed 24 hours per day by career personnel supplemented by volunteers and three staffed by on-call volunteers.
Located within the city limits of Sequim is Station 34, located at 323 North Sequim Avenue, functions as the District's headquarters station and a primary emergency response facility for the City of Sequim. The station includes administrative space, training space, emergency communications capability, and living quarters for on-duty personnel. The station is staffed 24 hours/7 days with six on-duty including a Battalion chief and supported by on-call volunteers. Apparatus assigned to Station 34 include Medic 34, Medic 34A, Rescue 34, Engine 34, Ladder 34, Tender 34, and Brush 34 during wildfire season.

Level of Service – Response Time

Emergency response time is a key level of service measure for fire and EMS. It reflects the ability of emergency personnel to arrive and begin mitigation efforts in time-critical incidents, including cardiac arrest and structure fire events. Response time is influenced by travel time from the nearest station and by unit availability at the time of dispatch.
The District identifies an emergency response time target of 8-12 minutes or less. As the city grows, maintaining these service levels will require continued evaluation of station location, staffing, and emergency response capacity.

Service Needs and Response Coverage

The District's 2025–2035 Capital Improvement Plan concludes that the current station network provides general coverage but also identifies exposure gaps and facility deficiencies that affect long-term service delivery. The CIP identifies a need for additional fire service capacity on the east and southeast side of Sequim city limits. A future station near Simdars Road and

Highway 101 is identified as a strategic location to improve response overlap and reduce reliance on Station 34 for eastern service demand.

Projected Capital Facilities and Improvement Needs

The District's 2025–2035 Capital Improvement Plan identifies both funded and unfunded projects intended to maintain service reliability, replace aging infrastructure, and improve response coverage for the District. The CIP identifies a future approximately 7,500-square-foot south/east Sequim fire station to serve growth areas on the east side of the city and surrounding service area.

Exhibit CFP-19 2025-2035 Clallam County Fire District #3 Capital Improvements within city limits

Description	Status	2026 Cost	2030 Cost	2035 Cost
Phase 1: Acquire land S/E Sequim	When identified and authorized	$195,000 to $687,000		
Phase 2: Construct new 7,500 sq ft neighborhood station	When authorized	$7,677,500	$9,328,325	$11,358,839

Source: CCFD3 2025-2035 Capital Improvement Plan

Apparatus and Operational Support

In addition to station facilities, the Fire District maintains an Apparatus Replacement Fund to support ongoing fleet replacement. The current apparatus replacement plan, approved in October 2024, assumes an average annual investment of $500,000 from levy proceeds through 2029. Planned and recent replacements include frontline engines, brush apparatus, ambulances, tenders, and support vehicles. Recent apparatus replacements assigned to Station 34 include Engine 34, Brush 34, Tender 34, and Aid 34A. Future replacement needs include Rescue 34 or a lighter rescue alternative.

The Fire District has also identified Locution station alerting for its three career stations as an operational improvement intended to reduce unnecessary disruption to firefighter rest cycles in a system handling roughly 9,200 calls annually.

Funding Strategy

Clallam County Fire District No. 3's 2025–2035 Capital Improvement Plan identifies several revenue sources and financing tools that may be used to support fire capital needs. The Fire District currently uses Fire and EMS levy revenues to fund ongoing replacement of fleet and capital-threshold equipment, including annual contributions to its Apparatus Replacement Fund. The CIP notes that while levies may be used for capital purchases, those revenues are needed first to support day-to-day operations, including personnel, services, supplies, and asset maintenance.

For larger capital projects, the Fire District identifies voter-approved general obligation bonds, commission-approved general obligation bonds, and private financing loans as available financing tools.

The CIP also identifies development impact fees as a potential funding source for a portion of growth-related capital costs, subject to adoption by the applicable land use agency and the legal constraints that govern impact fee programs in Washington.

Additional supplemental sources include tax increment financing mitigation, benefit assessment districts, and grants, donations, and partnerships. The CIP notes that the Fire District has previously qualified for U.S. Department of Agriculture rural capital improvement grants and has a history of partnership-based fire station development, including cooperation with the Jamestown S'Klallam Tribe. Major station replacement, relocation, and expansion projects will likely require a combination of ongoing levy support, bond financing, grants, and other supplemental funding sources.

15. SCHOOLS

The Sequim School district provides public education and operates two elementary schools, two alternative learning experience schools, one middle school and one high school that serves the city and surrounding area.

Enrollment Projections
Enrollment projections across the school district are trending downward. It is anticipated that enrollment in the Sequim School District will drop by approximately 60 students in 2026-2027 and reduce by another 50 students in 2027-2028. It is feasible, given the diminishing birth rates in Clallam County, that District enrollment will continue to fall at lesser rate beyond the 2028-2029 school years.

Future Capital Facilities Needs
In 2023, the Sequim School District completed the State-mandated process of evaluating the condition of school district properties. These assessments are the basis by which the school district and the community define priorities, make facility replacement/renovation decisions, and determine long-rang safety and performance standards for the school system's infrastructure. As part of the 2023 evaluations, the School District's Long-Range Facilities Planning Group reviewed the existing conditions of the schools and determined that a capital bond was needed to fund the School District's immediate facility and infrastructure replacement needs.

Educational Programs & Operations (EP&O) Levy

In February 2025, Sequim School District voters approved a four-year $36.2 million replacement Educational Programs and Operations (EP&O) Levy. The levy provides local funding for educational programs and services that are not fully funded by the State of Washington, including athletics, music, student technology, transportation, counselors, nurses, special education services, and additional instructional staff. The levy also supports ongoing maintenance of existing school facilities and helps sustain the level of educational services expected by the community.

2025 School Construction Bond

Voters also approved a 20-year, $145.95 million construction bond to address the long-term capital facility needs. The funding enables replacement of Helen Haller Elementary School, replacement of much of Sequim High School, security improvements across the District, modernization of athletic facilities, replacement of the transportation facilities, new bus circulation, parking, student drop-off areas, HVAC and cafeteria at Greywolf Elementary. These investments are intended to modernize aging school facilities, improve campus safety, and provide educational facilities that support a modern and constantly evolving learning environment for students.

TECHNICAL MEMORANDUM

Client:	City of Sequim
Project:	General Sewer Plan Update
Project File:	SEQM 0240176.00.0016
Project Manager:	Zach Schrempp, PE, and Eric Smith, PE
Composed by:	Edgar Daniel and Zach Brodkey
Reviewed by:	Dan Mahlum, PE
Subject:	Capacity Analysis for Capital Facilities Plan
Date:	May 15, 2026



Signed: 05/15/2026



Signed: 05/15/2026

Introduction

The City of Sequim's (City) sanitary sewer utility provides sanitary sewer service within most of the City limits and the surrounding Urban Growth Area (UGA). Sanitary sewer service is also provided to an unincorporated area of Bell Hill to the south of the City and several customers to the southeast of the City (Sequim Bay Lodge, Sequim Bay State Park, and the Jamestown S'Klallam Tribe). While sanitary sewer services to Carlsborg are provided by Clallam County's Utilities Division, the City accepts and treats wastewater from Carlsborg. RH2 Engineering, Inc., (RH2) is currently in the process of updating the City's *General Sewer Plan* (GSP), which contains (among other elements) a detailed sewer system description, flow and loading projections, collection and treatment system analysis, a Capital Improvement Plan (CIP), and a financial analysis.

The existing sewer collection system contains approximately 71.8 miles of gravity mains, 4 lift stations, and 6.5 miles of force mains that convey wastewater to the City's Water Reclamation Facility (WRF). Additional collection system components tributary to the City system are owned by others. The WRF treats wastewater to produce Class A reclaimed water that is either used by the City for approved uses or discharged via an outfall in the Strait of Juan de Fuca.

The City asked RH2 to prepare this technical memorandum summarizing the existing and projected capacity of the sanitary sewer system in support of the Capital Facilities Plan section of the City's 2025 *Comprehensive Plan* update.

Existing System Flow and Loading

Existing (2025) flow and loading for the collection system were developed by analyzing historical influent flow and load data found in the WRF's Discharge Monitoring Reports (DMR). An average of the data from the past 4 years (2022 to 2025) was used to represent existing conditions, as there has not been a distinct increase in flow or loading over this period, and the 2025 flow and loading were slightly lower than those for 2022 and 2024. The existing flow parameters determined include average annual, maximum monthly, and peak hour flows. The historical average annual and maximum monthly flow and loading are based on publicly available DMR data. The potential WRF peak hour flow is estimated based on the typical peaking factor of 4 relative to the average annual flow to conservatively estimate peak hydraulic conditions in the collection system. The existing flows were apportioned to individual areas of the collection system based on the distribution of residential customers among the areas. The existing loading parameters determined include average annual and maximum monthly organic loading and solids loading, measured by 5-day biochemical oxygen demand (BOD_5) and total suspended solids (TSS) in the influent flow.

The City is currently initiating an infiltration and inflow (I/I) study to characterize the I/I component of existing flows.

Projected System Flow and Loading (2045)

Projected wastewater flow and loading rates have been developed for the 20-year planning period used in the GSP. The sewer service area is expected to experience population growth during this period, which will lead to increased wastewater flow and loading in the collection and treatment system.

Projected 2045 flow and loading were developed for this technical memorandum by first estimating a baseline of dry-weather residential flows to the WRF and dry-weather residential per capita flow. Dry-weather flows are used as the basis for projections to exclude the influence of I/I. The estimated dry-weather per capita flow was used for all existing residents served, and additional residents to be served were assigned a greater per capita flow value for conservatism. For each year, the per capita flow value was multiplied by the population projection to determine the projected baseline residential flow. The population projection includes City limits and UGA, Bell Hill, and Carlsborg. Details on the population projection methodology, including the assumptions used and the guidance for calculating these projections, are included in **Attachment 1**.

To estimate baseline flow of customers along Highway 101, specifically those in the Blyn limited area of more intensive rural development, which the City serves through a wholesale sewer agreement with the Jamestown S'Klallam Tribe, historical influent data from the force main serving these customers were analyzed to determine their annual average and maximum

monthly flows from 2022 to 2025. These values were projected forward at the same growth rate as the population within the City. The sum of baseline dry-weather residential flow and baseline Highway 101 customer flow represents the baseline total dry-weather flow used for projecting other flow conditions. The baseline total dry-weather flow was projected forward using the population projections for the residential component and the City growth rate for the Highway 101 customer component.

For average annual and maximum monthly flow conditions, a peaking factor was produced by dividing the existing value by the existing total dry-weather value. Then, for each year in the projections, the respective peaking factors were used to determine projected average annual and maximum monthly flow values from the baseline total dry-weather flow projection. Peak hour flows were then estimated for each year using a standard peaking factor of 4 relative to the average annual projections.

Loading projections did not consider dry-weather conditions since organic and solids loading should not be affected by I/I, and did not separate residential from non-residential sources due to the relative insignificance of flow from these sources and the lack of loading data specific to these sources. Per capita BOD_5 and TSS loading values were determined based on the existing average annual loading and residential population served. Average annual loading projections were estimated by multiplying the projected service population by the existing per capita loading. For maximum monthly loading conditions, peaking factors were produced by dividing the existing maximum monthly values by the existing average annual values. Then, for each year in the projections, the respective peaking factors were used to determine projected maximum monthly loading from the average annual loading projections. The flow and loading projections produced using this methodology are shown for each area in **Table 1**.

Table 1
Sewer System Flow and Loading

Year	AAF (MGD)	MMF (MGD)	PHF (MGD)	BOD_5 AA (ppd)	BOD_5 MM (ppd)	TSS AA (ppd)	TSS MM (ppd)
City Limits							
2025	0.51	0.57	2.03	1,441	1,619	1,413	1,645
2045	0.84	0.95	3.36	2,280	2,561	2,236	2,602
Outside City Limits within UGA							
2025	0.03	0.04	0.13	89	100	88	102
2045	0.17	0.19	0.66	426	479	418	487
Bell Hill							
2025	0.05	0.05	0.19	136	153	133	155
2045	0.08	0.09	0.31	219	246	215	250
Carlsborg							
2025	0.04	0.05	0.16	117	131	115	134
2045	0.09	0.10	0.38	250	281	245	285
Flow and Loading East of Sequim							
2025	0.02	0.03	0.09	< 100	< 100	< 100	< 100
2045	0.03	0.03	0.12	< 100	< 100	< 100	< 100
Totalized Values to WRF							
2025	0.65	0.73	2.59	1,783	2,003	1,749	2,036
2045	1.20	1.36	4.82	3,175	3,567	3,113	3,624
WRF Design Criteria							
		1.67 MGD			4,036 ppd		3,855 ppd

AAF = average annual flow
MGD = million gallons per day
MMF = maximum monthly flow
PHF = peak hour flow
AA = average annual
ppd = pounds per day
MM = maximum monthly

Comparison of Existing and Projected Flow and Loading to WRF Capacity

The existing flow and loading to the WRF is approximately 50 percent of the permitted capacity. The 20-year projections for 2045 predict that flow and loading to the WRF will near but not exceed the permitted capacity. However, the flow, organic loading, and solids loading are projected to surpass 85 percent of their permitted capacities in 2046, 2044, and 2042, respectively. The WRF's National Pollutant Discharge Elimination System Permit stipulates that if either flow or load reaches 85 percent of their permitted capacity for 3 consecutive months, then the City must begin planning for expansion of WRF capacity. Therefore, the City should

expect to begin planning for capacity expansion near the end of the planning period by completing an Engineering Report in accordance with Washington Administrative Code (WAC) 173-240-060. This may include major expansion and/or modification to the biological treatment system, such as construction of an additional aeration basin and a fourth secondary clarifier.

The WRF solids handling system will undergo significant upgrades during the planning period, primarily related to increasing the reliability of the system and replacing the Class A biosolids treatment system. An Engineering Report is currently being prepared for the City that details the recommended strategy to expand the aerobic digestion system and replace the aging Class A biosolids treatment system in a two-phase project.

Various systems and components throughout the WRF will require replacement during the planning period due to their age and condition. These improvements are generally expected to include the following:

- Refurbishment of major equipment items:
    - Repair and recoating existing clarifier mechanisms and replace drive units.
- Replacement of equipment and components at the end of their useful life may include, but not be limited to, the following:
    - Replace one headworks screen.
    - Replace grit system components.
    - Replace equalizer system mixers and pumps.
    - Replace aeration basin diffusers and other components.
    - Replace return activated sludge, waste activated sludge, and scum pumps.
    - Replace effluent lift station pumps.
    - Replace flocculation tank mixers.
    - Replace reclaimed water anthracite filter internals, control panel, and supporting equipment.
    - Replace backwash supply and waste pumps,
    - Replace the ultraviolet system.
    - Replace reclaimed water lift station pumps.
    - Replace non-potable water pumps.
    - Replace generator, motor control, control panel, and other electrical and control equipment.

Existing Lift Station Capacity

The existing capacity of the City's lift stations is shown in gallons per minute (gpm) in **Table 2**. Within the City limits, existing peak hour flows were calculated on a Transportation Analysis Zone (TAZ) basis and then spatially allocated to maintenance holes within their respective TAZ boundaries. The peak hour flows within the Bell Hill area were identified by address and allocated to the nearest maintenance hole. The summation of flow tributary to each lift station was utilized to estimate the remaining lift station capacity.

Table 2
Existing (2025) Lift Station Capacity

Lift Station Name	Location	No. of Pumps	Type	Manufacturer	Horsepower (each)	TDH (feet)	Total Capacity (gpm)	Firm Capacity (gpm)	PHF Tributary to LS (gpm)	Remaining Capacity (gpm)
Doe Run	Doe Run Road & Fox Hollow Road	2	Dry Pit Non-clog centrifugal	Smith and Loveless	25.0	162	200	100	34	66
Port Williams	N. Brown Road & Harriette Lane	2	Non-Clog Centrifrugal	Cornell	20.0	108	700	350	227	123
Cedar Ridge	Lofgrin Road & Ida Court	2	Wet-pit, non-clog, Submersible	Wilo-EMU USA	10.0	82	432	216	2	214
Jeannie's Meadow	East Lobelia	2	Wet-pit, non-clog, Submersible	Wil-EMU USA	23.5	135	330	165	17	148

TDH = total dynamic head
LS = lift station

Projected Lift Station Capacity (2045)

The projected remaining capacity of the City's lift stations in 2045 is shown in **Table 3**. Flow tributary to each lift station were estimated utilizing the same methodology described in the **Existing Lift Station Capacity** section. The projected lift station capacity analysis identifies that the Port Williams Lift Station will be out of capacity by 2045. To accommodate anticipated growth, the City plans to construct a new lift station east of town near Forrest Road. The firm capacity of all other lift stations can support future growth. Upgrades for the Port Williams Lift Station and construction of the Forrest Road Lift Station are included in the **Capital Improvement Projects** section in this technical memorandum.

Table 3
Projected (2045) Lift Station Capacity

Lift Station Name	Location	No. of Pumps	Type	Manufacturer	Horsepower (each)	TDH (feet)	Total Capacity (gpm)	Firm Capacity (gpm)	PHF Tributary to LS (gpm)	Remaining Capacity (gpm)
Doe Run	Doe Run Road & Fox Hollow Road	2	Dry Pit Non-clog centrifugal	Smith and Loveless	25.0	162	200	100	65	35
Port Williams	N. Brown Road & Harriette Lane	2	Non-Clog Centrifrugal	Cornell	20.0	108	700	350	527	-177
Cedar Ridge	Lofgrin Road & Ida Court	2	Wet-pit, non-clog, Submersible	Wilo-EMU USA	10.0	82	432	216	4	212
Jeannie's Meadow	East Lobelia	2	Wet-pit, non-clog, Submersible	Wil-EMU USA	23.5	135	330	165	25	140

Existing Collection System Flows

A collection system model is currently being developed to characterize the capacity of the sewer collection system (gravity collection system, lift stations, and force mains). As directed by

the City, the collection system model contains only the most important trunklines within the collection system.

Figure 1 shows the existing collection system flows. Existing peak hour flows were incorporated into the hydraulic sewer model using methods tailored to the five areas of interest identified in **Table 1**. Within the City limits and the UGA, flows were calculated on a TAZ basis and spatially allocated equally to maintenance holes located within or nearest to each TAZ. Peak hour flows for the Bell Hill area were calculated on a per address basis and assigned to the maintenance hole(s) closet to each address. The remaining two areas of interest, Carlsborg and the area east of Highway 101, discharge directly into the City's sewer infrastructure. The calculated flows for these areas were assigned to the maintenance holes that receive their respective discharges.

The total flow shown at the WRF in **Figure 1** reflects modeled flows rather than the peak hour flow totals listed in **Table 1**. In the model, lift station pumps generate the hydraulic grade needed to move wastewater; the corresponding pump flows are larger than what is assigned to the tributary maintenance holes. Although the modeled WRF flow is higher than the calculated value, it provides a more conservative representation of the flows in the collection system.

Under existing system conditions, maintenance hole 20-1-19, highlighted in **Figure 1**, was identified as a capacity concern. The hydraulic model indicates that this maintenance hole, located near North Blake Avenue and East Willow Street, is surcharging. While the City has not observed any physical surcharging within this area, this finding is consistent with the City's 2013 GSP, which also identified surcharging at this location under the 2032 analysis. Improvements for this area are identified as CIP CS-13 within the 2013 GSP. Because no physical surcharging has been documented to date, the City has not prioritized CIP CS-13 for capital improvement.

Projected Collection System Flows (2045)

The projected system flows for 2045 are shown in **Figure 2**. The projected peak hour flows from **Table 1** were incorporated into the hydraulic model using following methodology: within the City limits, projected flows were calculated on a TAZ basis and allocated to the nearest maintenance holes; for the remaining areas of interest, the 2025 peak hour flows were scaled to match the projected 2045 totals for each area. The total flow shown at the WRF in **Figure 2** reflects modeled flows and an increase in the Port Williams Lift Station pumping capacity.

Areas of concern for capacity, including maintenance holes, are highlighted in **Figure 2**. The model identified several maintenance holes along North Blake Avenue, East Willow Street, West Washington Street, near West Salal Place, and near West Hammond Street as surcharging. These results are consistent with the 2013 GSP build-out analysis.

Capital Improvement Projects

The City is expecting population growth in the sewer service area by 2045. The projects shown in **Figure 3** are recommended to meet the projected growth of the system. New gravity mains, lift stations, and force mains are expected to be constructed as the collection system is extended to currently unserved parts of the service area. Collection system capacity

improvements (upsizing) will be required in several areas to accommodate the projected flow rates.

The results of the I/I study will also highlight areas where collection system rehabilitation projects are needed to reduce the I/I component of flow in the collection system. More detail on the effects of I/I within the sewer system will be included as part of the GSP.

Project List

A project list detailing pipe upsizing, capacity upgrades (WRF and lift stations), and projects to support system needs to accommodate projected growth within the City limits and UGA is shown in **Table 4**.

Table 4

Project List

Project No.	Project Description	Cost Estimate
	2026 to 2032 (+ 6-year)	
	WRF Improvements (Non-Growth Driven)	
WRF-1	Phase 1 Solids Handling Improvements Design (Non-growth driven).	$1.0M
	2033 to 2045 (7- to 20-year)	
	WRF Improvements	
WRF-2	Complete Engineering Report of future activated sludge system improvements as facility loading nears 85% of design capacity.	-
WRF-3	Construct Phase 1 Solids Handling Improvements to expand aerobic digestion.	-
WRF-4	Design and construct Phase 2 Solids Handling Improvements to replace the Class A solids treatment system.	-
WRF-5	Existing Equipment Replacement or Refurbishment (multiple projects).	-
	Collection System Improvements	
CS-1	Upsize Grant Road to West Washington Street Gravity Main	-
CS-2	Upsize West Hammonds Gravity Main	-
CS-3	Upsize Sewer Gravity Main near West Salal Place	-
CS-4	Upsize Sewer Gravity Main Along North Blake Avenue	-
	Lift Station Improvements	
LS-1	Forrest Road Lift Station and Force Main	-
LS-2	Port Williams Lift Station Improvements	-

Conclusion

Based on the analyses being performed as part of the City's GSP update, sewer system improvements, including gravity and force mains, lift stations, and WRF systems, will be necessary to meet anticipated growth and projected flow and loads. As shown in **Table 1**, peak hour flows are estimated to increase by approximately 66 percent by 2045. Over that same period, BOD_5 and TSS flows and loading are estimated to increase by approximately 58 percent each. The WRF is also expected to reach 85 percent of its permitted capacity by 2042. The City is currently planning for a large, two-phased project to increase the reliability of the solids handling system and ultimately replace the aging Class A biosolids treatment system. Additional improvements will be necessary near the end of the planning period to expand WRF capacity to meet the projected flow and loads.

While the City's lift stations currently have surplus capacity to handle peak flows, the Port Williams Lift Station will need upgrades before the end of the 20-year planning period to have enough capacity to meet projected peak flows. New gravity mains, lift stations, and force mains are expected to be constructed as the collection system is extended to currently unserved parts of the service area. These projects are summarized in **Table 4** and will be included in the City's GSP update with greater detail in scope and cost.

Attachments

Figure 1 – 2025 System Peak Hour Flows and Areas of Concern
Figure 2 – Future 2045 System Peak Hour Flows and Areas of Concern
Figure 3 – Growth-Related Capital Improvement Projects
Attachment 1 – Population Projection Methodology

Figures

Port Williams
Lift Station
No. of Pumps: 2
Capacity: 350 (gpm/pump)

Jeannie's Meadow
Lift Station
No. of Pumps: 2
Capacity: 165 gpm/pump

City of Sequim WRF
Total Modeled
Total Flow Received:
3.15 MGD

Area of Concern

Cedar Ridge
Lift Station
No. of Pumps: 2
Capacity:
216 gpm/pump

Force Main from
Carlsborg
Collection System
Total Flow Received:
0.16 MGD

City Limits
Total Flow Received:
2.03 MGD
UGA
Total Flow Received: 0.13

Bell Hill Area
Total Flow Received:
0.19 MGD

Doe Run
Lift Station
No, of Pumps: 2
Capacity: 100 gpm/pump

Force Main from
Jamestown, West Sequim Bay Lodge,
Seven Cedars Casino & S'Klallam Tribe
Collection System
Total Flow Received: 0.09 MGD

Dungeness River

Sequim Bay

Legend

- City Limits
- City of Sequim UGA

Sewer System Infrastructure

- WRF
- Lift Station
- City Sewer Maintenance Hole
- City Sewer Main

Modeled Infrastructure

- Modeled Maintenance Hole
- Model Sewer Main
- Force Main

Areas of Concern

- Maintenance Hole Surcharging

Sewer Drainage Basins

- 1
- 1a
- 1b
- 2
- 3
- 4
- 5
- 6
- 6a
- 7
- 8
- 9

This map is a graphic representation derived from the City of Sequim Geographic Information System. It was designed and intended for the City of Sequim staff use only; it is not guaranteed to survey accuracy. This map is based on the best information available on the date shown on this map.

Any reproduction or sale of this map, or portions thereof, is prohibited without express written authorization by the City of Sequim.

This material is owned and copyrighted by the City of Sequim.

Vicinity Map

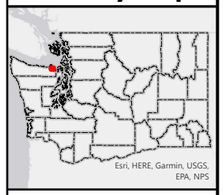


Figure 1
2025 System Peak Hour Flows and Areas of Concern
City of Sequim Comprehensive Plan

CITY OF SEQUIM

1 inch : 1,000 Feet

0 500 1,000 2,000 Feet

DRAWING IS FULL SCALE
WHEN BAR MEASURES 2"

RH2

NORTH

J:\DATA\SEQM\24-0176\GIS\SEQM GSP\SEQM GSP.APRX BY: EDANIEL PLOT DATE: MAR 31, 2026 COORDINATE SYSTEM: NAD 1983 HARN STATEPLANE WASHINGTON NORTH FIPS 4601 FEET

Port Williams
Lift Station
No. of Pumps: 2
Capacity: 600 (gpm/pump)

Jeannie's Meadow
Lift Station
No. of Pumps: 2
Capacity: 165 gpm/pump

City of Sequim WRF
Total Modeled
Total Flow Received:
5.20 MGD

Cedar Ridge
Lift Station
No, of Pumps: 2
Capacity:
216 gpm/pump

Force Main from
Carlsborg
Collection System
Total Flow Received:
0.38 MGD

City Limits
Total Flow Received:
3.36 MGD
UGA Total Flow Received:
0.66 MGD

Bell Hill Area
Total Flow Received:
0.31 MGD

Doe Run
Lift Station
No, of Pumps: 2
Capacity: 100 gpm/pump

Force Main from
Jamestown, West Sequim Bay Lodge,
Seven Cedars Casino & S'Klallam Tribe
Collection System
Total Flow Received: 0.12 MGD

Dungeness River

Sequim Bay

Legend

- City Limits
- City of Sequim UGA

Sewer System Infrastructure

- WRF
- Lift Station
- City Sewer Maintenance Hole
- City Sewer Main

Modeled Infrastructure

- Modeled Maintenance Hole
- Model Sewer Main
- Force Main

Areas of Concern

- Maintenance Hole Surcharging
- Sewer Main of Concern

Sewer Drainage Basins

1, 1a, 1b, 2, 3, 4, 5, 6, 6a, 7, 8, 9

This map is a graphic representation derived from the City of Sequim Geographic Information System. It was designed and intended for the City of Sequim staff use only; it is not guaranteed to survey accuracy. This map is based on the best information available on the date shown on this map.

Any reproduction or sale of this map, or portions thereof, is prohibited without express written authorization by the City of Sequim.

This material is owned and copyrighted by the City of Sequim.

Vicinity Map

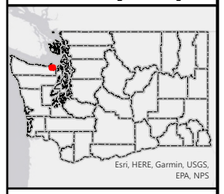


Figure 2
Future 2045 System Peak Hour Flows and Areas of Concern
City of Sequim Comprehensive Plan

CITY OF SEQUIM

1 inch : 1,000 Feet

0 500 1,000 2,000 Feet

DRAWING IS FULL SCALE
WHEN BAR MEASURES 2"

RH2

NORTH

J:\DATA\SEQM\24-0176\GIS\SEQM GSP\SEQM GSP.APRX BY: EDANIEL PLOT DATE: MAR 31, 2026 COORDINATE SYSTEM: NAD 1983 HARN STATEPLANE WASHINGTON NORTH FIPS 4601 FEET

Figure 3
Growth Related Capital Improvement Projects
City of Sequim Comprehensive Plan

Port Williams Lift Station
No. of Pumps: 2

Jeannie's Meadow Lift Station
No. of Pumps: 2
Capacity: 165 gpm/pump

City of Sequim WRF

Forest Road Lift Station

Cedar Ridge Lift Station
No, of Pumps: 2
Capacity: 216 gpm/pump

Force Main from Carlsborg Collection System

Doe Run Lift Station
No, of Pumps: 2
Capacity: 100 gpm/pump

Force Main from Jamestown,West Sequim Bay Lodge, Seven Cedars Casino & S'Klallam Tribe Collection System

Dungeness River

Sequim Bay

Legend

- City Limits
- City of Sequim UGA

Sewer System Infrastructure

- WRF
- Lift Station
- City Sewer Maintenance Hole
- City Sewer Main

Modeled Infrastructure

- Modeled Maintenance Hole
- Model Sewer Main
- Force Main

Growth Related Projects

- Lift Station Improvements
- Maintenance Hole Improvements
- Force Main Projects

Sewer Drainage Basins

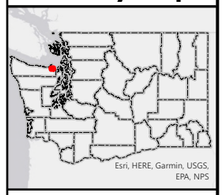
1, 1a, 1b, 2, 3, 4, 5, 6, 6a, 7, 8, 9

This map is a graphic representation derived from the City of Sequim Geographic Information System. It was designed and intended for the City of Sequim staff use only; it is not guaranteed to survey accuracy. This map is based on the best information available on the date shown on this map.

Any reproduction or sale of this map, or portions thereof, is prohibited without express written authorization by the City of Sequim.

This material is owned and copyrighted by the City of Sequim.

Vicinity Map



CITY OF SEQUIM

1 inch : 1,000 Feet

0 500 1,000 2,000 Feet

DRAWING IS FULL SCALE WHEN BAR MEASURES 2"

RH2

NORTH

J:\DATA\SEQM\24-0176\GIS\SEQM GSP\SEQM GSP.APRX BY: EDANIEL PLOT DATE: MAR 31, 2026 COORDINATE SYSTEM: NAD 1983 HARN STATEPLANE WASHINGTON NORTH FIPS 4601 FEET

Attachment 1

Population Projection Methodology

City of Sequim
Capacity Analysis for Capital Facilities Plan Technical Memorandum
Population and Employment Methodology

Area	Data (Sources)	Methodology
City of Sequim (inside the City limits)	- **2023 TAZ dataset** . (City of Sequim 10/16/2025) - **2045 City of Sequim growth allocations** . 2045 TAZ dataset (City of Sequim 11/21/2025) . Clarifications (City of Sequim 3/25/2026) - **Clallam County septic system status GIS shapefile** . (Clallam County GIS Portal 10/24/2025) - **Persons per household ratio** . (Leland Consulting 10/7/2025)	-Utilize 2045 GMA growth projections as allocated by Clallam County and as provided by the City - Use GIS to spatially proportion 2023 and 2045 TAZ data to the area within the City limits - Utilize GIS and the County's septic system status to determine what percentage of the City is sewered - A constant growth rate percentage will be calculated between the existing 2023 and future 2045 population - Estimate interim years assuming a constant growth rate percentage per TAZ - Convert households to population using person per household ratio
City of Sequim UGA (outside of the City limits)	- **2023 TAZ dataset** . (City of Sequim 10/16/2025) - **2045 City of Sequim Urban Growth Areas growth allocations** . (City of Sequim 3/25/2026) - **Clallam County septic system status GIS shapefile** . (Clallam County GIS Portal 10/24/2025) - **Persons per household ratio** . (Leland Consulting 10/7/2025)	- Use GIS to spatially proportion 2023 TAZ data to the area within the UGA but outside the City limits - Utilize GIS and the County's septic system status to determine what percentage of the City is sewered - A constant growth rate percentage will be calculated between the existing 2023 and future 2045 population - Estimate interim years assuming a constant growth rate percentage - Convert number of households to population using person per household ratio
Bell Hill	- **2023 Number of Connections** . (City of Sequim 12/11/2025) - **2045 Build out connections** . (City of Sequim 12/11/2025) - **County person per household ratio** . (2024 Clallam County Demographic Profile 10/20/2025)	- Use GIS to spatially allocate data to the Bell Hill area - Convert households to population using person per household ratio - A constant growth rate percentage will be calculated between the existing 2023 and future 2045 population
Carlsborg	- **2020 and 2045 population estimates** . (2025 Clallam County Land Capacity Analysis 10/16/2025) - **Clallam County septic system status GIS shapefile** . (Clallam County GIS Portal 10/24/2025)	- Utilize GIS and the County's septic system status to determine what percentage of Carlsborg is sewered - A constant growth rate percentage will be calculated between the historical 2020 and future 2045 population - Estimate interim years assuming a constant growth rate percentage - Assume the entire Carlsborg UGA will be sewered by the 20-year projection period
Highway 101 Customers	- **Historical force main flows** . (City of Sequim 12/08/2025)	- Population and employment estimates will not be made for this area. Historical flow data will be used to estimate existing flows, and future flows will be estimated per below. - Per directions from the City, apply the City's growth rate percentage to estimate future flows from Jamestown S'Klallam Tribe campus located at the Blyn Limited Area of More Intensive Rural Development (LAMIRD)

UGA = Urban Growth Area

Transportation Master Plan

City of Sequim, WA

Prepared for City of Sequim

Prepared by Transpo Group

July 2026



Table of Contents

Executive Summary ..... **iv**

Purpose iv
Transportation Network Today v
Future Transportation Network vi
Near-Term and Long-Term Capital Plans viii
Funding the TMP ix
Overview of Costs and Revenues ix

1. Introduction **1**

Purpose 1
Planning Requirements 2
How the City Uses The TMP 4
Public Outreach 4
Regional Coordination 5
Plan Organization 5

2. Conditions and Trends **8**

Existing Conditions 8
Trends 25

3. Transportation Goals & Policies **29**

4. City's Future Transportation Vision **30**

Future Vehicle Traffic Volumes 30
Components of the Multimodal Transportation Network 39

5. Near Term and Long-Term Capital Plans **45**

Six-Year Project List 46
Twenty-Year Project List 47
Projects Requiring Funding From Other Agencies 54

6. Implementing the TMP **55**

Overview of Costs and Revenues 55
Addressing Potential Revenue Shortfalls 59

Monitoring and Evaluation 61

7. Transportation Demand Management 64

8. Consistency with Other Plans 65

WSDOT Highway Improvement Program & Six-Year Transportation Improvement Program 65
Peninsula Regional Transportation Planning Organization 66
Clallam County and Adjacent Cities 67
Clallam Transit 67
Federal and State Air Quality Regulations 67

9. Glossary of Terms 68

List of Appendices

Appendix A Sequim ADA Transition Plan
Appendix B Level of Traffic Stress Evaluation Matrices
Appendix C Detailed 20-Year Project List
Appendix D Project List Prioritization Matrix
Appendix E Detailed Transportation Action Plan Strategies

List of Figures

Figure ES-1: Functional Classification System xi
Figure ES-2: Truck Routes and Destinations xii
Figure ES-3: Bicycle System Plan xiii
Figure ES-4: Pedestrian System Plan xiv
Figure 1: City of Sequim (Study Area) 7
Figure 2: Existing Street Classification and Planned Reclassifications 9
Figure 3: Existing (2023) Midday Peak Hour Volumes 12
Figure 4: Existing (2023) Midday Peak Hour Intersection Level of Service 14
Figure 5: Existing Freight and Goods Transportation System (FGTS) 16
Figure 6: Existing Transit Network 19
Figure 7: Existing Bicycle and Pedestrian Facilities 21
Figure 8: Crash History (2018 – 2022) 23
Figure 9: Proposed Future Road Connections 28
Figure 10: Future (2045) Midday Peak Hour Volumes 33
Figure 11: Future (2045) Midday Peak Hour Intersection Level of Service (LOS) 34
Figure 12: Pedestrian Level of Traffic Stress (LTS) 37
Figure 13: Bicycle Level of Traffic Stress (LTS) 38
Figure 14: Functional Classification System 41
Figure 15: Truck Routes and Destinations 42
Figure 16: Bicycle System Plan 43
Figure 17: Pedestrian System Plan 44
Figure 18: Transportation Improvement Projects: Near Term Improvements (6 Years) 52
Figure 19: Transportation Improvement Projects: Long Term Improvements (20 Years) 53
Figure 20: Transportation Plan Approach 65

EXECUTIVE SUMMARY

Over the last decade, Sequim has made a number of strategic transportation investments in helping to create a more livable community. Downtown streetscape improvements, safety upgrades around schools, contributions to the 130-mile Olympic Discovery Trail (ODT), public art installments, and the completion of an ADA Transition Plan are evidence of the City's steadfast commitment to creating an urban jewel on the Olympic Peninsula. This Transportation Master Plan (TMP) builds on these efforts and puts forth a transportation vision to meet Sequim's needs through 2045.

PURPOSE

This update to the TMP has been conducted as part of the 2025 Comprehensive Plan periodic update to align the key tenants of the Comprehensive Plan, including the vision statement, guiding principles, and transportation goals and policies.

Several of the guiding principles, developed based on the Comprehensive Plan vision statement, establish the community desires for the transportation network within Sequim:

- **Ensure Focused Growth** – Concentrate growth in key areas like downtown and Washington Street nodes, ensure walkability, mixed-use spaces, and access to essential services.
- **Connected and Accessible** – Expand transportation choices with safe, efficient streets, bike paths, and pedestrian-friendly infrastructure.
- **Protect the Environment** – Sustain the natural beauty of Sequim while adapting to climate change impacts
- **Engage the Community** – Establish transparent processes that involve residents and reflect community priorities in decision-making.

The guiding principles were used to develop the transportation goals and policies in the Comprehensive Plan which establish the framework through which this TMP update was conducted. The primary purpose of the TMP update is to align with Growth Management Act (GMA) requirements and identify a list of projects and programs that can be implemented over the 20-year planning period to advance the City's transportation priorities.

While this update builds upon the work conducted as part of the previous Comprehensive Plan, the transportation planning and policy recommendations have been reviewed and refined to better align with the priorities identified through the 2025 Comprehensive Plan periodic update. Updates account for changes in development and traffic conditions since the prior update and places the City's transportation system within the larger context of the regional transportation network, aligning with regional and state transportation agencies.

TRANSPORTATION NETWORK TODAY

Streets are a dominant feature in Sequim. They form the backbone of the transportation network but also shape how community members respond to their environment, in terms of physical activity and social interaction. Most of Sequim's streets were designed with vehicular mobility as the primary objective, with little in the way of aesthetic amenity. The City's recent efforts have focused on expanding non-motorized connectivity throughout the City via sidewalks, bike lanes, and multi-use paths.

To better understand travel patterns in Sequim, vehicle, bicycle, and pedestrian traffic counts were collected at key locations during the summer of 2023. These counts provided insights into the uniqueness of Sequim's transportation system:

- **Midday is Sequim's Rush Hour.** Due to the City's unique demographic and high proportion of commercial retail space, the City's peak time for travel is midday.
- **Most Trips are Local.** An origin-destination study of trips within Sequim indicates that just over 50 percent of trips have an origin and destination within the City or surrounding UGA area. Key origins and destinations outside of the City include Port Angeles and the surrounding areas of unincorporated Clallam County.
- **Washington Still the Main Throughfare.** Traffic volumes on Washington Street are some of the highest in the City, particularly in the west-end regional commercial center. Volumes on Washington remain high (approximately 700-800 vehicles during the midday peak hour) through Downtown but steadily decrease traveling east. Alternate east-west roads (Fir, Prairie, Hendrickson, and Old Olympic Highway) only carry a fraction of the volume that Washington carries. Sequim Avenue is the prominent north/south road, with congestion experienced at the intersection of Washington and Sequim.

Transportation Challenges

The City's key mobility challenges are listed below.

Vehicle Mobility

The peak summer months bring significant congestion to Washington Street. During key festivals, queues can extend the entire length of Washington, and in some cases, back onto US-101.

Traffic congestion along Washington Street through downtown is related to the traffic signals along the corridor. Recent improvement projects have adjusted the signal phasing and timing at intersections along the corridor to provide better traffic progression through the intersections. Since traffic on Sequim Avenue is only interrupted at the Washington Street traffic signal and the roundabout at Old Olympic Highway, many east-west travelers concentrate onto Washington Street.

Lengthy queues can be seen year-round at the intersection of Washington Street with Sequim Avenue. The incomplete interchanges at the US-101 on-/off-ramps contribute to congestion along Sequim Avenue, and the lack of controlled intersections establishes it as a barrier to east-west mobility.

Outside of downtown Sequim[1], particularly near new developments, the roadway network consists of many cul-de-sacs and dead-end streets. Vehicle trips that should be relatively short instead require users to travel longer distances. This design also funnels traffic to a few key roadways as opposed to spreading traffic across multiple roadways. Future land use and roadway development should focus on connecting roadways that currently dead-end to provide a more comprehensive network of roadways. The City has recently conducted a review of municipal code language and transportation policies to identify ways to encourage and strengthen connectivity requirements.

Transit

Clallam Transit has implemented changes to transit service based on ridership levels and available funding. Of greatest impact to the City is the implementation of the on-demand Interlink service within Sequim, which has largely replaced most fixed route bus service between destinations within the City. Most fixed route service which operates within the City connects the Sequim Transit Center to destinations outside of City limits. Transit service within the City is operated by other agencies (i.e., WSDOT, Clallam Transit, Jefferson Transit), so changes to routing and frequency are outside of the City's control.

Bicycle and Pedestrian

In examining the bicycle, pedestrian, and mobility scooter network, Sequim benefits from its location on the ODT, a well-established street grid in the city center, existing bicycle facilities, and a community that is interested in active transportation.

Within Sequim, the primary challenge with pedestrian/bicycle connectivity is the lack of a continuous sidewalk network within the Downtown core. Many roadways within this part of the City have incomplete or missing sidewalk connections limiting pedestrian connectivity between residential development and commercial uses along Washington Street. In line with the transportation goals and policies in Chapter 5 of the 2025 Comprehensive Plan, the City's priority is to complete sidewalk connections and upgrading existing facilities to meet ADA standards within the Downtown core.

FUTURE TRANSPORTATION NETWORK

The City envisions a future transportation system that is inclusive and facilitates all modes of travel by offering a robust network of roadways, bicycle, and pedestrian facilities. This plan describes

[1] "Downtown Sequim" is defined as the area designated with "Downtown" zoning per the City's zoning map (e.g., Downtown Core [DC], Downtown Mix Use I [DMU-I], Downtown Mix Use II [DMU-II]). See Figure 1.

Sequim's vision for its future transportation network, as well as the infrastructure improvements that would be needed to get there.

Roadway Functional Classification

The City uses the functional classification of local roadways to identify and designate the appropriate design features that should be accommodated on each segment of roadway based on the traffic volumes and modal users. The functional classification map identifies the roadways within the City that should be prioritized for vehicular travel. The City's street standards tie the functional classification to the roadway and right-of-way widths required for all street types, as well as the necessary widths for active transportation facilities. Together, the roadway functional classification map and the roadway design standards establish the foundation for the City's vehicular network. **Figure ES-1** presents the existing and planned functional classifications.

Truck Routes and Destinations

The truck routes layer was designed to facilitate both the movement of goods to retail destinations within the City and the shipment of goods from locations outside the City. Sequim's primary commercial districts are located along Washington Street near River Road, as well as east of downtown. Outside of Sequim, truck destinations include farms on the Olympic Peninsula, construction sites, as well as two nearby quarries. **Figure ES-2** shows the truck network.

Bicycle System Plan

The bicycle system is designed to meet the demands of a wide range of users through a series of dedicated facilities, including multi-use paths, bicycle lanes, and sharrows. The proposed bicycle network is quite extensive, reflecting the City's commitment to becoming an even more bike-friendly community. **Figure ES-3** shows the Bicycle System Plan.

Pedestrian System Plan

Sidewalks in Sequim are shared by pedestrians and mobility scooter users. A pedestrian system plan was developed for these modes. The network connects with Sequim's downtown core, commercial and retail zones, medical facilities, schools, and parks, the ODT, and residential neighborhoods. **Figure ES-4** shows the Pedestrian System Plan.

Level of Service Standards

Most of the improvements in the TMP are focused on the development of a multimodal transportation network, balancing vehicular capacity needs with the desire to provide well-connected and safe bicycle and pedestrian facilities to accommodate alternative modes of travel. To meet the City's vehicular LOS standard (a requirement of the Growth Management Act), three intersection improvements are needed over the course of the plan:



- E Washington St / Brown Rd
- W Prairie St / S Sequim Ave
- SR 101 Ramps / S Sequim Ave

In addition, bicycle and pedestrian LOS standards have been developed for the City based on Level of Traffic Stress (LTS). This metric is used to measure the level of comfort provided by pedestrian and bicycle facilities and determine whether existing and planned facilities are appropriate given the roadway context. Application of the LTS standards to the City's transportation network identified a range of improvements to the bicycle and pedestrian infrastructure as a means to improve multimodal mobility and address the pedestrian and bicycle LOS standards.

NEAR-TERM AND LONG-TERM CAPITAL PLANS

A capital program forms the basis of this TMP. Collectively, this program adds up to $104 million in transportation projects to be constructed over the next few decades. For the purposes of planning, the capital projects are divided into two lists – near-term (years 0 to 6) and longer-term (years 7 to 20) needs.

Six-Year Project List

Based on the multimodal LOS analysis and project prioritization, a near-term project list was developed. As shown in **Table ES-1,** the majority of the near-term expenditures include bicycle and pedestrian projects to meet the adopted level of traffic stress (LTS) standards and support the vision for a well-connected active transportation network. These projects are generally identified on Figures in Chapter 4. A full list of projects is available in **Appendix C.**

Table ES-1. Summary of Six Year Projects

Type	Notes	Number of Projects	6 Year Cost (thousands)
Active Transportation Projects	Bicycle Facilities (multi-use paths, bike lanes, and sharrows) and Pedestrian Facilities (sidewalk infill, and paths)	8	$24,480
Roadway & Intersection Projects	City Projects – Intersection/Corridor Improvement Projects along City roads	0	-
	WSDOT Projects – Intersection/Corridor Improvement Projects along WSDOT facilities	2	$17,170
TOTAL		**10**	**$41,650**

Twenty-Year Project List

In addition to projects prioritized in the six-year list, the TMP resulted in an additional list of projects to be completed over the later portion of the planning horizon (years 7 through 20 of this plan). These projects total to approximately $62 million in 2026 dollars and are summarized in **Table ES-2** and detailed in **Appendix C.**

Table ES-2. Summary of Twenty-Year Projects

Type	Notes	Number of Projects	6 Year Cost (thousands)
Active Transportation Projects	Bicycle Facilities (multi-use paths, bike lanes, and sharrows) and Pedestrian Facilities (sidewalk infill, and paths)	16	$27,470
Roadway & Intersection Projects	City Projects – Intersection/Corridor Improvement Projects along City roads	14	$22,800
	WSDOT Projects – Intersection/Corridor Improvement Projects along WSDOT facilities	2	$11,600
TOTAL		**32**	**$61,870**

FUNDING THE TMP

At the heart of implementing the TMP is understanding how these projects could be funded. Implementing this TMP will require close coordination among City departments, the citizens and businesses of Sequim, and other agencies within the region. It should be noted that the TMP is a living document and will serve as the blueprint for transportation in Sequim over the next several years. Realistically, the actions in the plan are most useful over the next three to five years. Between TMP update cycles, which will occur in alignment with GMA update cycles every 10 years, the annual update of the six-year TIP will be used to reassess the funding strategy for transportation improvements around the City.

OVERVIEW OF COSTS AND REVENUES

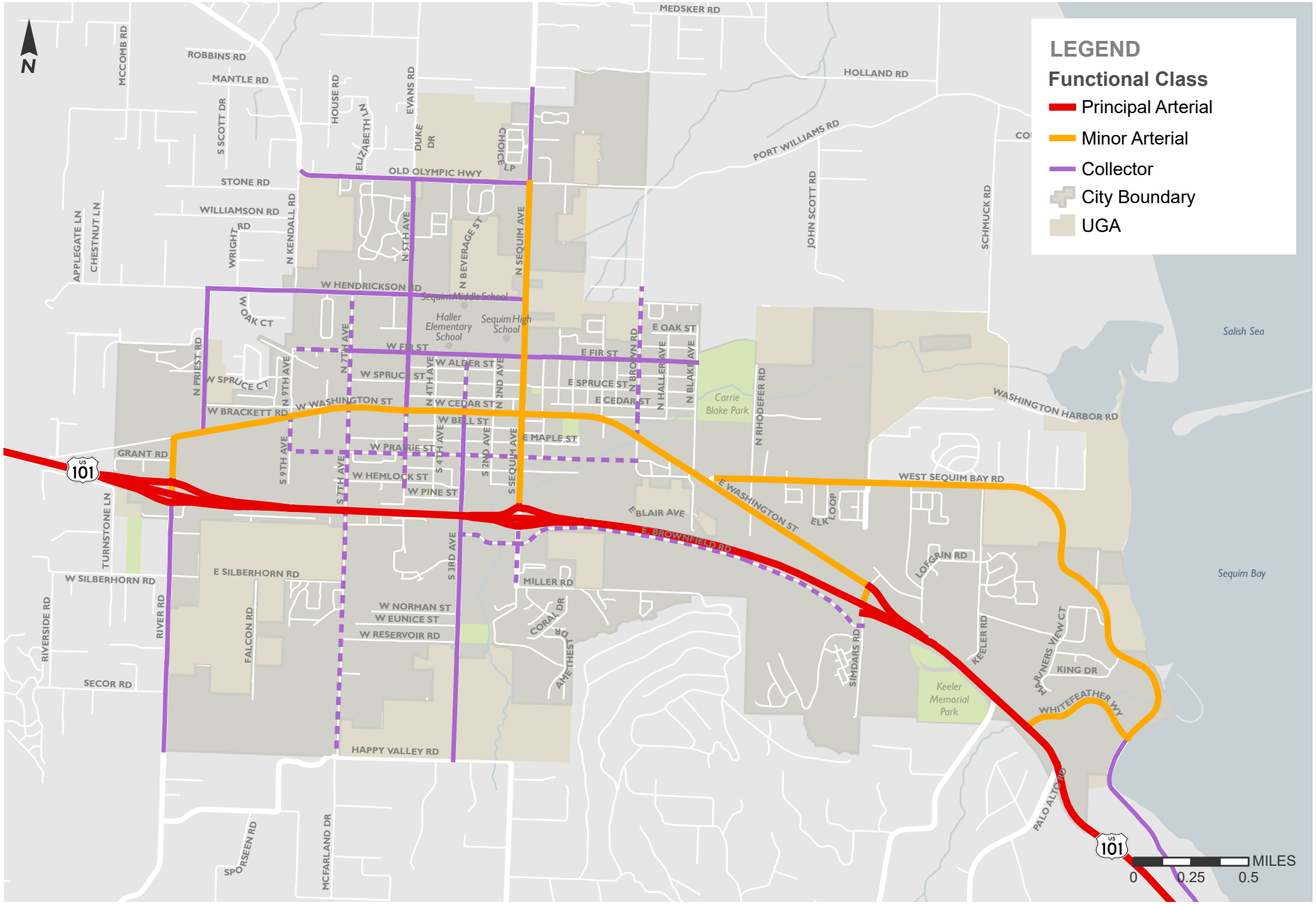
A key GMA planning requirement is the concept of fiscal restraint in transportation planning. A fiscally constrained TMP must first allow for operation and maintenance of existing facilities and then capital improvements. To develop the fiscally constrained plan, an inventory of revenues and costs was undertaken to identify funds that are likely to be available for capital construction and operations. **Table ES-3** compares the City's capital revenues against capital expenditures associated

with the TMP project list. As shown, a shortfall in funding for capital improvements is anticipated. Strategies for addressing this shortfall are identified and discussed within the plan.

Table ES-3. Forecasted Revenues & Costs	
Revenue/Cost	**Total (20 Year)**
Estimated Shortfall Excluding WSDOT Projects[1]	
Transportation Capital Revenues[2]	$50,000,000
Total Transportation Project Costs	$74,750,000
Capital Estimated Shortfall (without WSDOT Projects)	**($24,750,000)**

[1] The estimated shortfall in funding excludes projects along WSDOT facilities which are likely to require funding from non-City sources (e.g., WSDOT, federal/state earmarks, grant funding).

[2] Capital revenues assumes $30 million in grant funding Grant funding is speculative based on recent grant awards. Grant funding is not guaranteed and lower capital revenues may result should grant funding not be secured. The reassessment strategies identified in this chapter will be employed should the full grant revenue estimates not be secured.



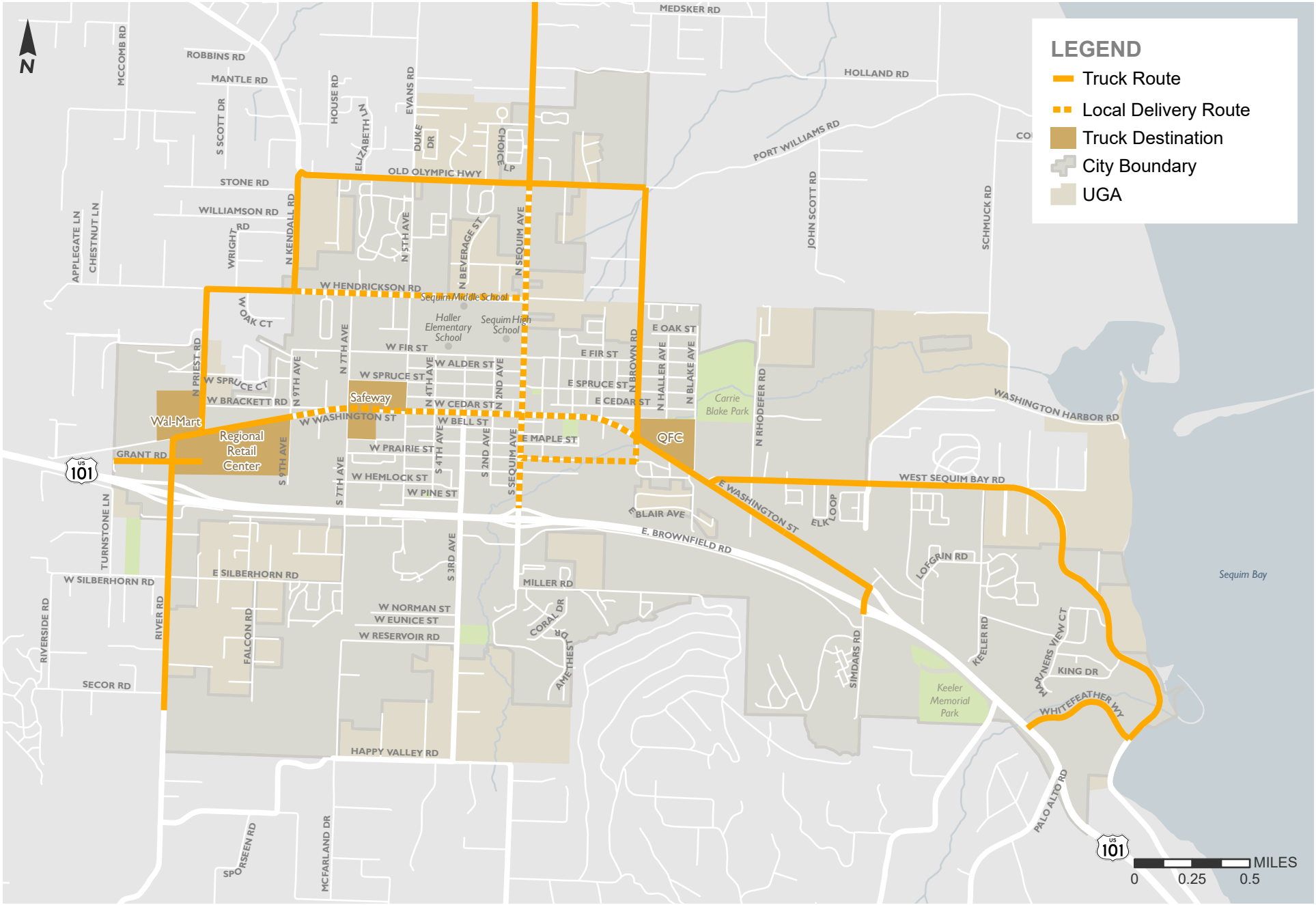
Functional Classification System

Sequim Transportation Master Plan

FIGURE

ES-1

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx



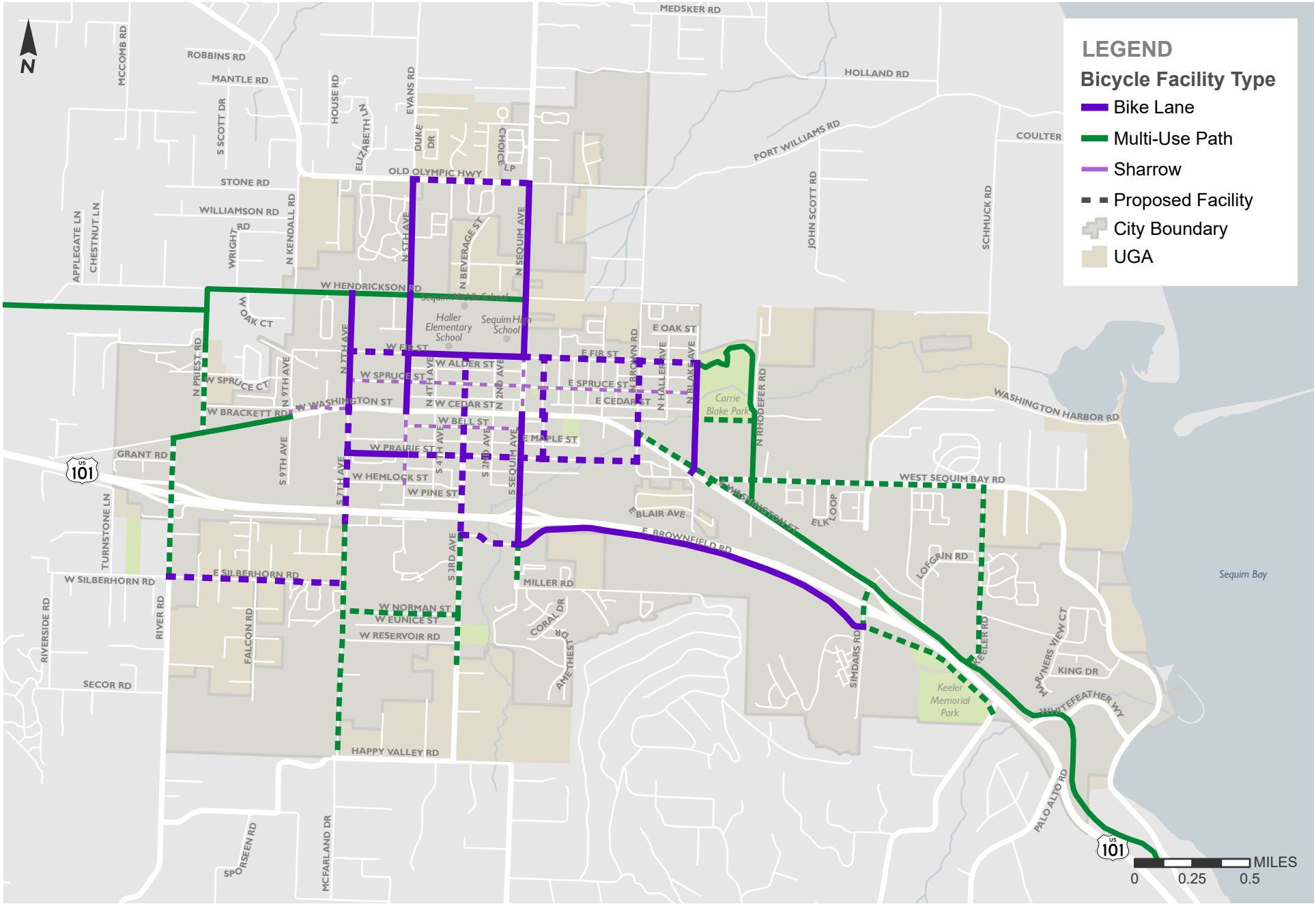
Truck Routes and Destinations

Sequim Transportation Master Plan

FIGURE

ES-2

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

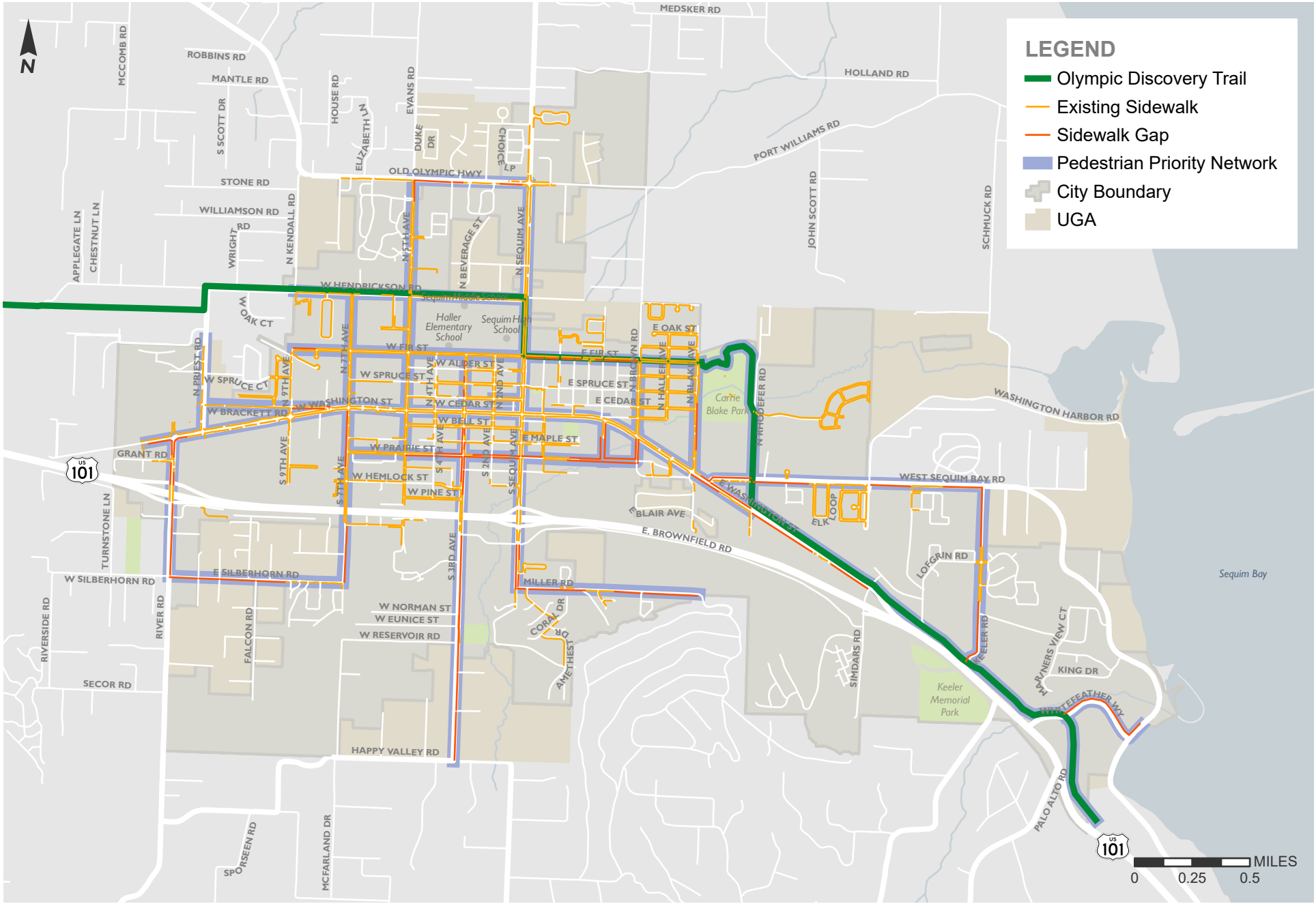


Bicycle System Plan

Sequim Transportation Master Plan

FIGURE

ES-3



Pedestrian System Plan

Sequim Transportation Master Plan

FIGURE

ES-4

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

1. INTRODUCTION

Over the past several years, the City of Sequim (City) has made a number of strategic transportation investments in helping to create a more livable community. Recent improvements have included transportation investments which enhance the multimodal nature of the roadway network and improve safety for all uses. Recently completed projects include:

- Pedestrian and bicycle facilities along North Sequim Avenue and Fir Street
- Roundabout at North Sequim Avenue & Old Olympic Highway

This TMP has been updated to align with the vision for the City identified as part of the 2025 Comprehensive Plan periodic update. The TMP uses the transportation goals and policies to build on the City's recent efforts towards implementing transportation improvements and puts forth a transportation vision to meet Sequim's needs through 2045.

PURPOSE

This update to the TMP has been conducted as part of the 2025 Comprehensive Plan periodic update to align the key tenants of the Comprehensive Plan, including the vision statement, guiding principles, and transportation goals and policies.

Several of the guiding principles, developed based on the Comprehensive Plan vision statement, establish the community desires for the transportation network within Sequim:

- **Ensure Focused Growth** – Concentrate growth in key areas like downtown and Washington Street nodes, ensure walkability, mixed-use spaces, and access to essential services.
- **Connected and Accessible** – Expand transportation choices with safe, efficient streets, bike paths, and pedestrian-friendly infrastructure.
- **Protect the Environment** – Sustain the natural beauty of Sequim while adapting to climate change impacts.
- **Engage the Community** – Establish transparent processes that involve residents and reflect community priorities in decision-making.

The guiding principles were used to develop the transportation goals and policies in the Comprehensive Plan which establish the framework through which this TMP update was conducted. The primary purpose of the TMP update is to align with Growth Management Act (GMA) requirements and identify a list of projects and programs that can be implemented over the 20-year planning period to advance the City's transportation priorities.

While this update builds upon the work conducted as part of the previous Comprehensive Plan, the transportation planning and policy recommendations been reviewed and refined to better align with

the priorities identified through the 2025 Comprehensive Plan periodic update. Updates to the TMP account for changes to the transportation network and travel patterns since the previous update and aligns the City's system with the regional transportation network.

PLANNING REQUIREMENTS

Because of the overlapping boundaries of the transportation system, the City's planning effort takes place within requirements from the state, county, and regional agencies. **Figure 1** shows how Sequim fits into this regional context and defines the area referenced as "Downtown Sequim" throughout the TMP.

Sequim is connected to other regional destinations on the Olympic Peninsula and the rest of Puget Sound via US-101 and the state ferry system. Additional connections are provided through the Sequim Valley Airport, as well as through the Fairchild International Airport in neighboring Port Angeles.

State GMA Requirements

Washington's Growth Management Act (GMA) requires communities to prepare a transportation plan directly tied to the City's land use decisions and financial planning. This TMP fulfills this mandate and has been updated to address updates to the GMA requirements as a result of House Bill 1181 (HB 1181).

This TMP update complies with GMA requirements, as outlined in RCW 36.70A.070(6), by including the following:

- Updated land use assumptions for estimating travel (consistent with the Land Use Element of the Comprehensive Plan)
- Multimodal impacts to state-owned transportation facilities
- Inventory and analysis of existing and future transportation facilities and needs, including
    - Inventory of air, water, and ground transportation facilities and services (e.g., transit alignments, active transportation facilities, aviation/airport facilities, etc.)
    - Multimodal level of service (LOS) standards for local- and state-owned arterials, active transportation facilities, and transit routes serving urban growth areas (UGAs)
    - Projects and actions to bring transportation facilities into compliance with the established multimodal LOS standards
    - Twenty-year multimodal transportation demand forecasts which align with the Land Use Element of the Comprehensive Plan



  - Transportation projects and programs needed to meet existing and future transportation demand
  - An evaluation and transition plan for bringing transportation facilities in compliance with Title II of the Americans with Disabilities Act (ADA) requirements

- Transportation financing analysis comparing transportation funding needs against probable funding resources, conducting a multi-year financing plan, and identifying the measures for raising additional funding or reassessing land use assumptions to meet probably funding shortfalls
- Intergovernmental coordination efforts, including coordination of impacts to transportation facilities of adjacent jurisdictions
- Transportation Demand Management (TDM) strategies
- Active transportation component to identify improvements for pedestrian and bicycle facilities to promote accessibility and community health

One of the key mandates resulting from HB 1181 is a shift towards planning the transportation network through a multimodal lens, accounting for and addressing demands not only for vehicles, but other modes as well including walking, biking, and transit. Consistent with GMA requirements, the TMP establishes a vision for a multimodal transportation network in Sequim to advance the City's guiding principal to expand transportation choices and access. **Table 1.1** summarizes how the TMP aligns with the requirements of HB 1181.

Table 1.1. House Bill 1181 Transportation Requirements

Required Elements	How Element is Addressed in the TMP
Strategies to reduce vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions	• **Goals & Policies:** updated to include policies to promote alternative travel models and use of alternative fuel sources
Adoption of multi-modal LOS standards for measuring concurrency	• **LOS Standards:** developed multimodal LOS standards to evaluate non-vehicle travel modes
Inventory of active transportation facilities	• **Existing Conditions:** identification of existing pedestrian, bicycle, and transit facilities
Assessment of multimodal demands and needs	• **Network Analysis:** evaluation of network gaps and assessment of future active transportation connections
Active transportation improvements to mitigate development impacts	• **Project List:** identification of pedestrian and bicycle improvement projects
Incorporation of an ADA Transition Plan	• **ADA Transition Plan:** transition plan included as an appendix to the TMP

Regional Plans

The Peninsula Regional Transportation Planning Organization (PRTPO) is an association of cities, towns, counties, ports, tribes, transit agencies, and major employers that sets policy for Clallam, Jefferson, Kitsap, and Mason Counties. These policies and decisions relate to regional growth management, economic, and transportation issues.

The PRTPO has identified seven principals which establish a regional framework for aligning transportation planning across agencies throughout the region. This plan is consistent with these principles, listed below:

1. Encourage transportation-efficient development patterns appropriate for the intended land use
2. Increase convenient multimodal travel options for more people for more trips
3. Support local and state economic vitality
4. Make travel safer and more reliable for all
5. Reduce transportation's impact on the environment and human health
6. Maintain a state of good repair
7. Cooperate with other governments in coordinated transportation planning and decision-making

HOW THE CITY USES THE TMP

The TMP is a functional plan and component of Sequim's Comprehensive Plan. The TMP has been updated as part of the 2025 Comprehensive Plan periodic update to align the Citywide vision and the adopted Land Use Element. The TMP is intended to outline the framework through which the necessary transportation investments for the City are identified and implemented.

At its core, the TMP informs the development of the Capital Facilities Plan (CFP), by identifying the transportation projects that are needed to support future travel demand to be incorporated into the CFP. The TMP also evaluates how these projects fit within the community's values and fiscal resources.

PUBLIC OUTREACH

This TMP included public outreach, as a part of the 2025 Comprehensive Plan periodic update, with the following components:

- **Transportation Open House** – In June 2024, the City hosted a week of visioning workshops aimed at gathering feedback from the public on Sequim's planning priorities over the next 20



years. One of these workshops focused on the future vision for the City's transportation network. This open house provided an opportunity for Sequim residents and community members to engage directly with City staff and project team members to share feedback on the current transportation system, as well as desired improvements. The workshop included an interactive mapping exercise for participants to review the multimodal transportation networks identifying key locations and challenges within the City. Open house participants were also asked to provide feedback on the types of improvements that they would like to see implemented within their community.

- **Online Transportation Survey** – An online survey was held during Spring 2024 through which community members could provide feedback on the City's existing infrastructure, as well provide input to shape the planned transportation vision. The 164 responses received as part of the survey reflected the community's interest in improving the safety and connectivity of bicycle and pedestrian facilities and ensuring that existing roadways are maintained in good condition.

REGIONAL COORDINATION

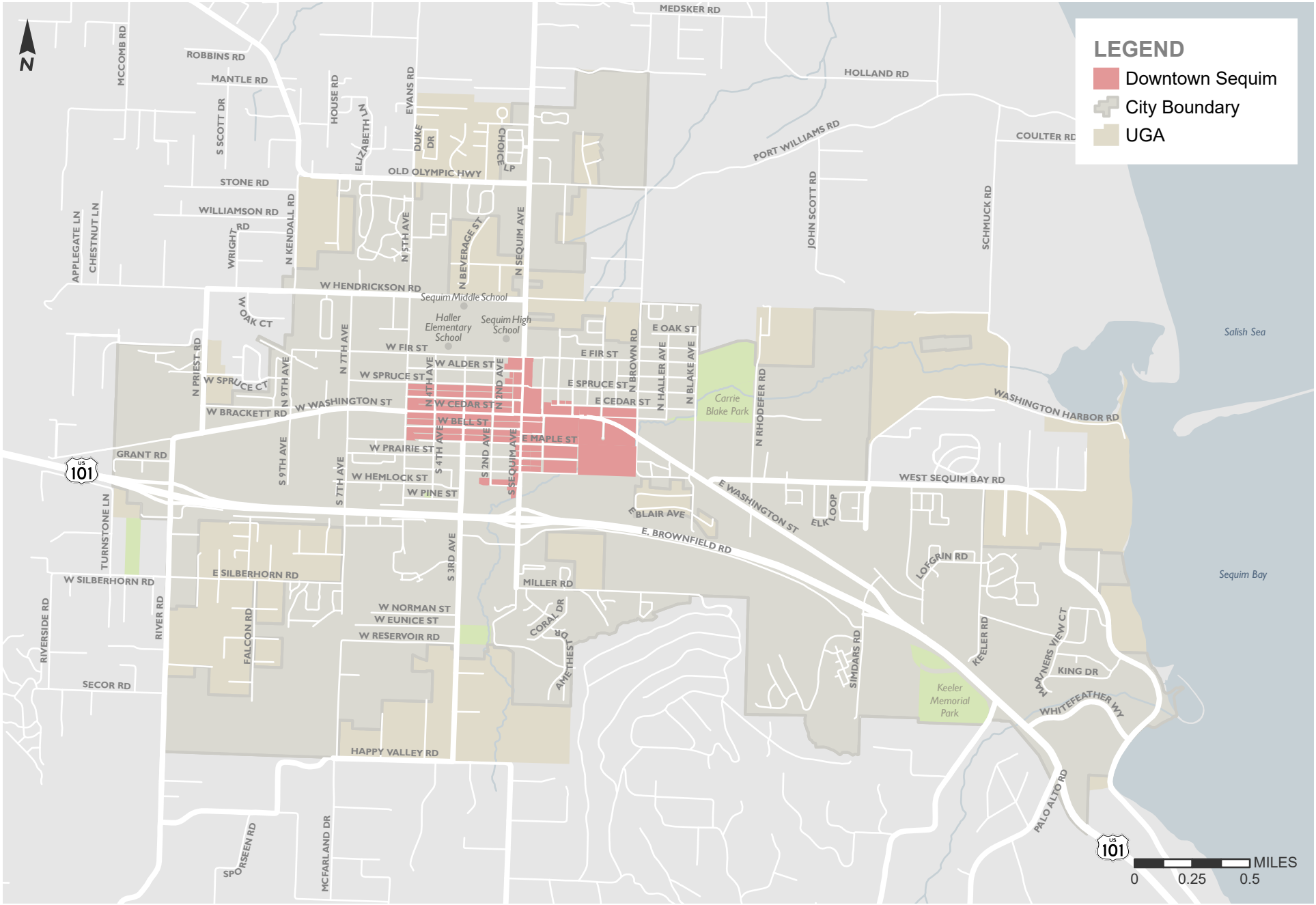
In addition to the public outreach efforts, the City has developed the TMP in alignment with plans prepared by partner agencies throughout the region. These agencies include Clallam County, Clallam Transit, Port of Port Angeles, Washington State Department of Transportation (WSDOT), and the Jamestown S'Klallam Tribe. See Chapter 8.

PLAN ORGANIZATION

This plan includes the Introduction (Chapter 1), and seven additional chapters, as summarized below:

- **Chapter 2 – Conditions and Trends**: Describes the existing transportation system, including conditions for all travel modes. The chapter also discusses anticipated land use development and modifications to the regional transportation system that influence future travel trends.
- **Chapter 3 – Transportation Policies**: References the updates to the transportation goals and policies included in the 2025 Comprehensive Plan periodic update. This chapter also includes implementation guidance for key policies in the Comprehensive Plan.
- **Chapter 4 – Multimodal Transportation System**: Introduces the components of the multimodal transportation network that forms the foundation of this plan to accommodate all modes of travel and creates a complete transportation network in the City. This network includes pedestrian and bicycle networks which identify the routes prioritized for non-motorized mobility. The chapter provides details on how each travel mode would be accommodated and establishes the City's level of service metrics.
- **Chapter 5 – Near Term and Long Term Capital Plans**: Provides near-term and long-range project priorities, based on the community values expressed in the transportation policies, the level of service standards, and multimodal networks, which forms the foundation of the plan.

- **Chapter 6 – Implementing the TMP**: Evaluates the City's financial reality over the planning horizon and identifies priority criteria for project funding. This chapter also links to the fee program update, a separate document which is intended to help fund implementation of this plan.
- **Chapter 7 – Transportation Demand Management**: Summarizes the City's approach towards implementing Transportation Demand Management (TDM) measures which increase the efficiency of the transportation network. This chapter summarizes the steps the City will take to achieve the Comprehensive Plan goals relating to reducing vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions.
- **Chapter 8 – Consistency with Other Plans**: Identifies alignment between the City's TMP and other state and regional transportation planning documents. This chapter demonstrates the City's commitment to planning and implementing a transportation system consistent with neighboring jurisdictions.



City of Sequim (Study Area)

Sequim Transportation Master Plan

FIGURE

1

2. CONDITIONS AND TRENDS

This chapter summarizes existing conditions and current trends of Sequim's transportation network.

EXISTING CONDITIONS

Roadway and Intersection Inventory

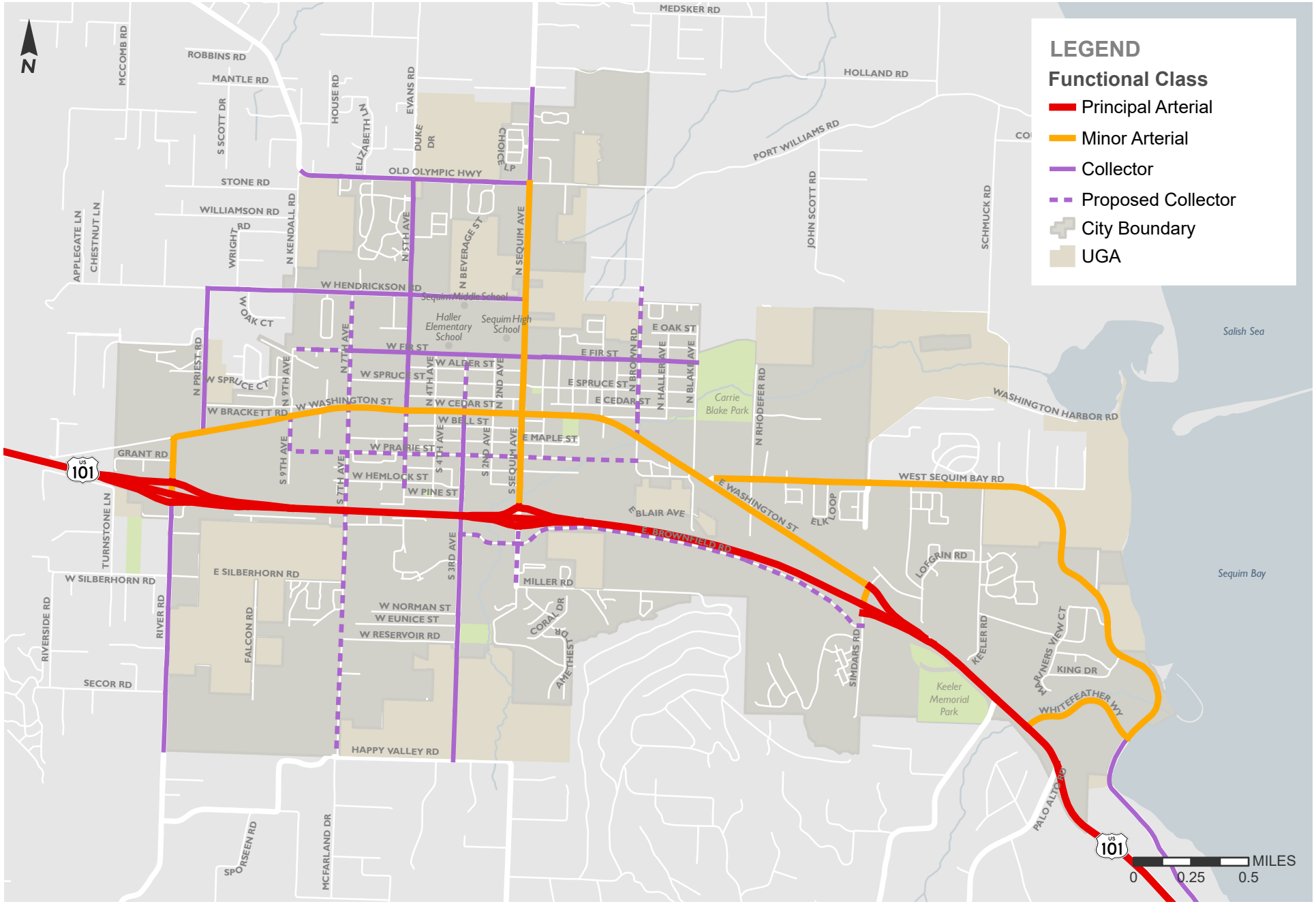
Streets are a dominant feature in Sequim. They form the backbone of the transportation network, but also shape how community members respond to their environment, in terms of physical activity and social interaction. Most of Sequim's streets were designed primarily for vehicular mobility, sized for general purpose traffic, freight, and transit, but include few aesthetic amenities. The City's recent efforts have focused on expanding non-motorized connectivity throughout the City via sidewalks, bike lanes, improved crossings, and multi-use pathways.

Street Classification

The City of Sequim classifies its street system as shown in **Table 2.1** and **Figure 2**. Each classification indicates the types of uses that the roadway is intended to serve. For example, US-101 is considered to be a principal arterial meant to serve all types of local and regional traffic including freight. Washington Street and Sequim Avenue serve as minor arterials providing both local connections and serving through traffic. Finally, collectors and local access streets, such as Alder Street, Sunnyside Avenue, and Dunlap Street, are geared toward slower speeds and more local traffic and provide a calmer environment supporting pedestrian and bicycle travel. Note that **Table 2.1** shows the typical characteristics of each type of roadway. Individual road characteristics will vary. The previous TMP identified several roadways for re-classification as "Proposed Collectors". The City, in coordination with PRTPO, will process the change request with WSDOT for incorporation into the statewide functional classification system, prioritizing the reclassification of N 3rd Avenue.

Table 2.1. Street Classification – Typical Characteristics

Type	Description / Purpose	Example
Principal Arterial	A limited access, high-speed roadway that connects Sequim with the rest of the Olympic Peninsula and state.	US-101
Minor Arterial	Minor arterial streets provide intra-neighborhood connections and predominantly serve through trips.	Washington Street
Collector	Collectors distribute trips between local streets and arterials and serve as transitions roads to or from residential areas.	3rd Avenue
Local	Local streets provide circulation and access within residential neighborhoods.	Dunlap Avenue



Existing Street Classifications with Planned Reclassifications

Sequim Transportation Master Plan

FIGURE **2**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

Highways of Statewide Significance

Within Sequim, US-101 is considered a highway of statewide significance (HSS) facility, as designated by WSDOT. HSS designations apply to interstate highways and other principal arterials that are needed to connect major communities in the state and assist with the allocation of some state and federal funding. Highways of statewide significance typically serve corridor movements having characteristics of substantial statewide and interstate travel. WSDOT applies a LOS D or better standard along US-101 within the City.

Traffic Volumes

To better understand travel patterns in Sequim, vehicle, bicycle, and pedestrian traffic counts were collected at key locations during the summer of 2023. These counts provided some interesting insights into the uniqueness of Sequim's transportation system:

To understand travel patterns, data from the Replica platform was used to determine the origin-destination patterns for trips traveling to and from Sequim on a typical weekday.

- 52% of trips have an origin and destination in the City (local trips).
- 7% of trips occur between Sequim and Port Angeles.
- Approximately 29% of trips occur between Sequim and unincorporated Clallam County surrounding the City.

- **Midday is Sequim's Rush Hour.** Due to the City's unique demographic make-up and high proportion of commercial retail space, the City's peak time for travel is midday.
- **Most Trips are Local.** An origin-destination study of trips within Sequim indicates that just over 50 percent of trips have an origin and destination within the City or surrounding UGA area. Key origins and destinations outside of the City include Port Angeles and the surrounding areas of unincorporated Clallam County.
- **Washington Street Still the Main Throughfare.** Traffic volumes on Washington Street are some of the highest in the City, particularly in the west-end regional commercial center. Volumes on Washington remain high (approximately 700-800 vehicles during the midday peak hour) through Downtown but steadily decrease traveling east. Alternate east-west roads (Fir, Prairie, Hendrickson, and Old Olympic Highway) only carry a fraction of the volume that Washington carries. Sequim Avenue is the prominent north/south road, with congestion experienced at the intersection of Washington and Sequim.

As shown in **Figure 3**, the volume bandwidth map, the most heavily travelled roadways during the midday peak hour are US-101 and Washington Street. In particular, roadways serving commercial uses in the west part of the City (River Road and Washington Street) carry higher traffic volumes.

Sequim Avenue and 5th Avenue are the major north-south routes within the City. Old Olympic Highway and Sequim-Dungeness Way serve traffic between the City and unincorporated Clallam County to the north, which serve approximately equal volumes.

Traffic Operations

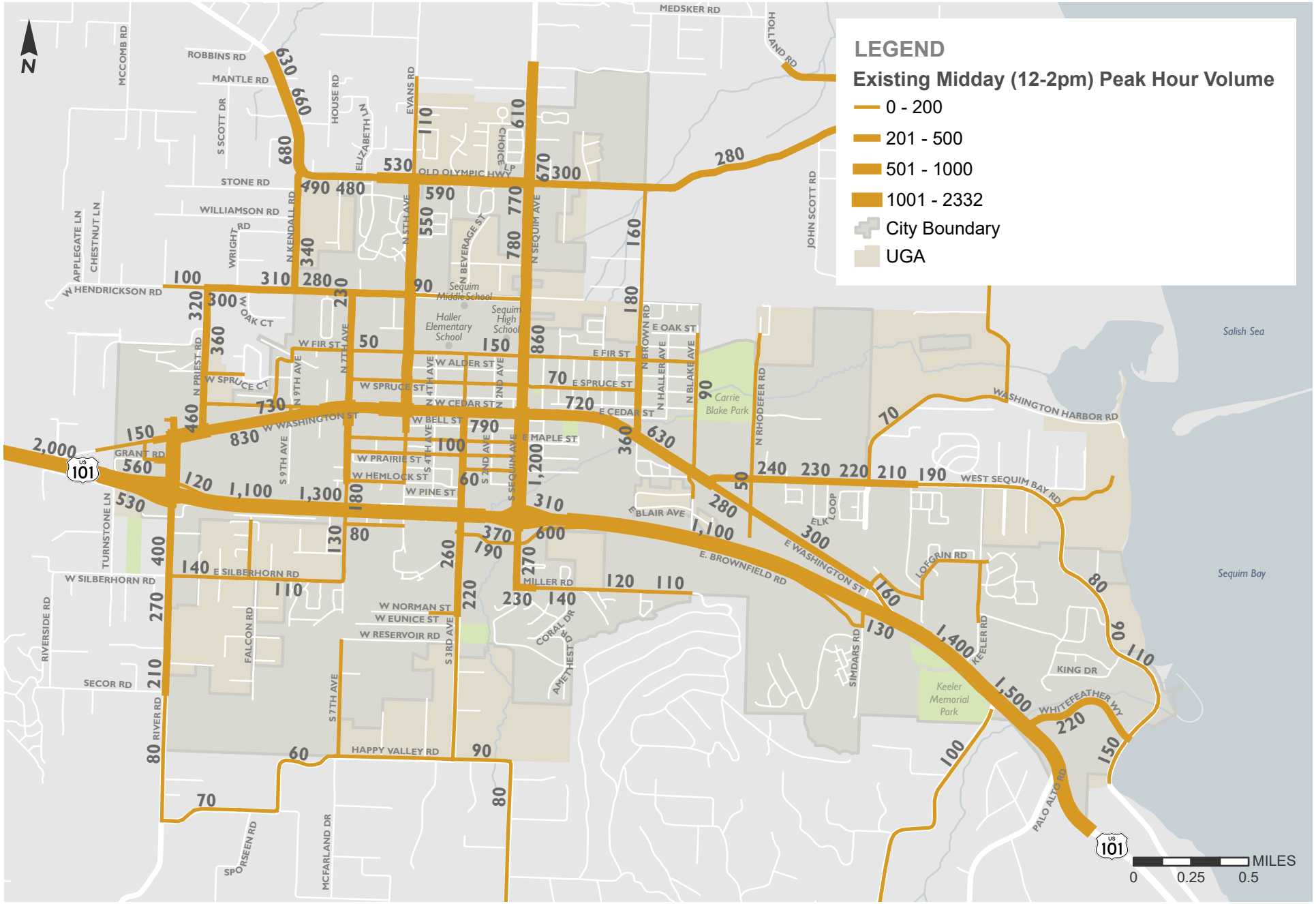
Roadway traffic operations are typically assessed using intersection level of service (LOS), which is a measure of vehicular delay.

Vehicle Level of Service (LOS)	
A:	Free-flow conditions
B:	Stable operating conditions
C:	Stable operating conditions, but individual motorists are affected by the interaction with other motorists
D:	High density of motorists, but stable flow
E:	Near-capacity operations, with speeds reduced to a low but uniform speed
F:	Over capacity, with delays

Vehicle delay is typically reported for the busiest hour of each day. In many communities, the peak hour is usually the PM commute hour. However, in Sequim, due to the higher percentage of retirees and concentration of regional commercial shopping, the midday peak period (12:00 – 2:00 PM) generally experiences the highest traffic volumes.

Sequim's current LOS standard is LOS D or better, except along Washington Street which applies a LOS E standard outside of Downtown and a LOS F standard within Downtown. WSDOT applies a LOS D or better standard along US-101 within the City. Weekday mid-day peak hour traffic operations for existing conditions were evaluated based on the procedures identified in the *Highway Capacity Manual, Seventh Edition* (HCM) using Synchro 12 for signalized and stop-controlled intersections. Synchro 12 is a software program that uses HCM methodology to evaluate intersection LOS and average vehicle delay. For roundabouts, Sidra 9 was used in accordance with WSDOT's Sidra Policy Settings. Results for the existing operations analysis are summarized in **Table 2.2** and shown in **Figure 4**.

As shown in **Table 2.2**, all intersections within the City meet the established LOS standards under existing (2023) conditions.



Existing (2023) Midday Peak Hour Volumes

Sequim Transportation Master Plan

FIGURE **3**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

Table 2.2 Year 2023 Existing Midday Conditions LOS Summary

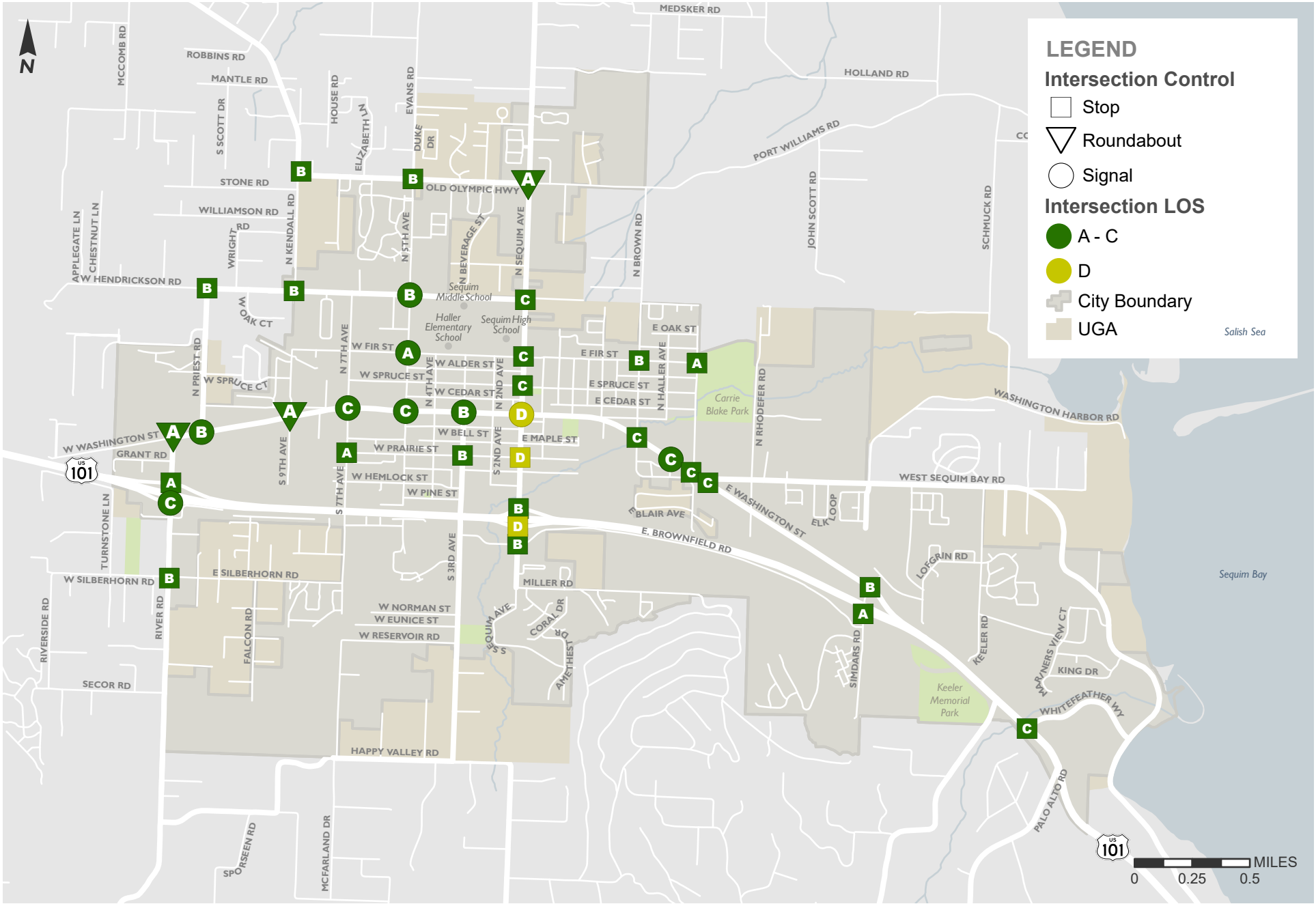
Intersection	Control Type[1]	LOS[2]	Delay[3]	WM or V/C[4]
5th Ave/Old Olympic Hwy	AWSC	B	13.9	EB
Sequim Ave/Old Olympic Hwy	RAB	A	6.4	0.31
Kendall Rd (Cameron Farm Dr)/Hendrickson Rd	TWSC	B	14.3	SB
5th Ave/Hendrickson Rd	Signal	B	16.6	-
Sequim Ave/Hendrickson Rd	TWSC	C	15.3	EB
5th Ave/Fir St	Signal	A	7.0	-
Sequim Ave/Fir St	TWSC	C	17.2	EB
Brown Rd/Fir St	TWSC	B	10.8	EB
Blake Ave/Fir St	TWSC	A	9.6	WB
Sequim Ave/Spruce St	TWSC	C	19.0	WBL
River Rd/Washington St	RAB	A	7.7	0.
N Priest Rd/ W Washington St	Signal	B	19.9	-
9th Ave/Washington St	RAB	A	6.3	0.55
7th Ave/Washington St	Signal	C	24.1	-
5th Ave/Washington St	Signal	C	31.3	-
N 3rd Ave/Washington St	Signal	B	13.5	-
Sequim Ave/Washington St	Signal	D	43.4	-
Brown Rd/Washington St	TWSC	C	22.5	SB
Lee Chatfield Ave/Washington St	Signal	C	24.5	-
Blake Ave (E Hammond St)/Washington St	TWSC	C	17.9	SB
Sequim Bay Rd/Washington St	TWSC	C	18.0	NBL
7th Ave/Prairie St	TWSC	A	9.8	WBL
3rd Ave/Prairie St	TWSC	B	10.7	EB
Sequim Ave/Prairie St	TWSC	D	34.2	WB
River Rd/US-101 WB Ramps	Signal	A	8.3	-
River Rd/US-101 EB Ramps	Signal	C	22.4	-
S Sequim Ave/US-101 WB Ramps	TWSC	B	12.5	WB
S Sequim Ave/US-101 EB Ramps	TWSC	D	28.4	EB
Simdars Rd/US-101 WB Ramps	AWSC	B	10.5	NB
Simdars Rd/US-101 EB Ramps	TWSC	A	7.6	SBL
S Sequim Ave/Brownfield Rd	TWSC	B	10.9	EB
Kendall Rd/Old Olympic Hwy	TWSC	B	12.8	EB
N Priest Rd/W Hendrickson Rd	AWSC	B	10.6	WB
River Rd/Silberhorn Rd	TWSC	B	13.6	EB
US-101/Whitefeather Way	TWSC	C	15.9	WB

[1] Signal – Traffic Signal; AWSC – All Way Stop Control; TWSC – Two Way (or One Way) Stop Control; RAB – Roundabout.

[2]Level of Service based on HCM methodology.

[3] Average delay in seconds per vehicle.

[4] Worst movement for stop controlled intersection, vehicle/capacity ratio (degree of saturation) for roundabout



Existing (2023) Midday Peak Hour Intersection LOS

Sequim Transportation Master Plan

FIGURE **4**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

Freight Routes

Freight in Sequim has been carried solely by truck since the removal of the City's railroad tracks in 1986. The majority of truck traffic originating from or destined for locations in Sequim comes from US-101. Major freight destinations within Sequim include:

- Commercial uses around the Washington Street / River Road intersection
- Safeway and QFC shopping centers located along Washington Street.

Table 2.3 Freight Volumes

Freight Route	Truck Count	Percent
Sequim-Dungeness Way n/o Royal Loop	61	0.3%
Old Olympic Hwy n/o Kendall Rd	116	0.4%
West Sequim Bay Rd e/o Rhodefer	99	1.0%
River Rd n/o Silberhorn Rd	184	1.3%
Washington St e/o Rhodefer	171	1.2%

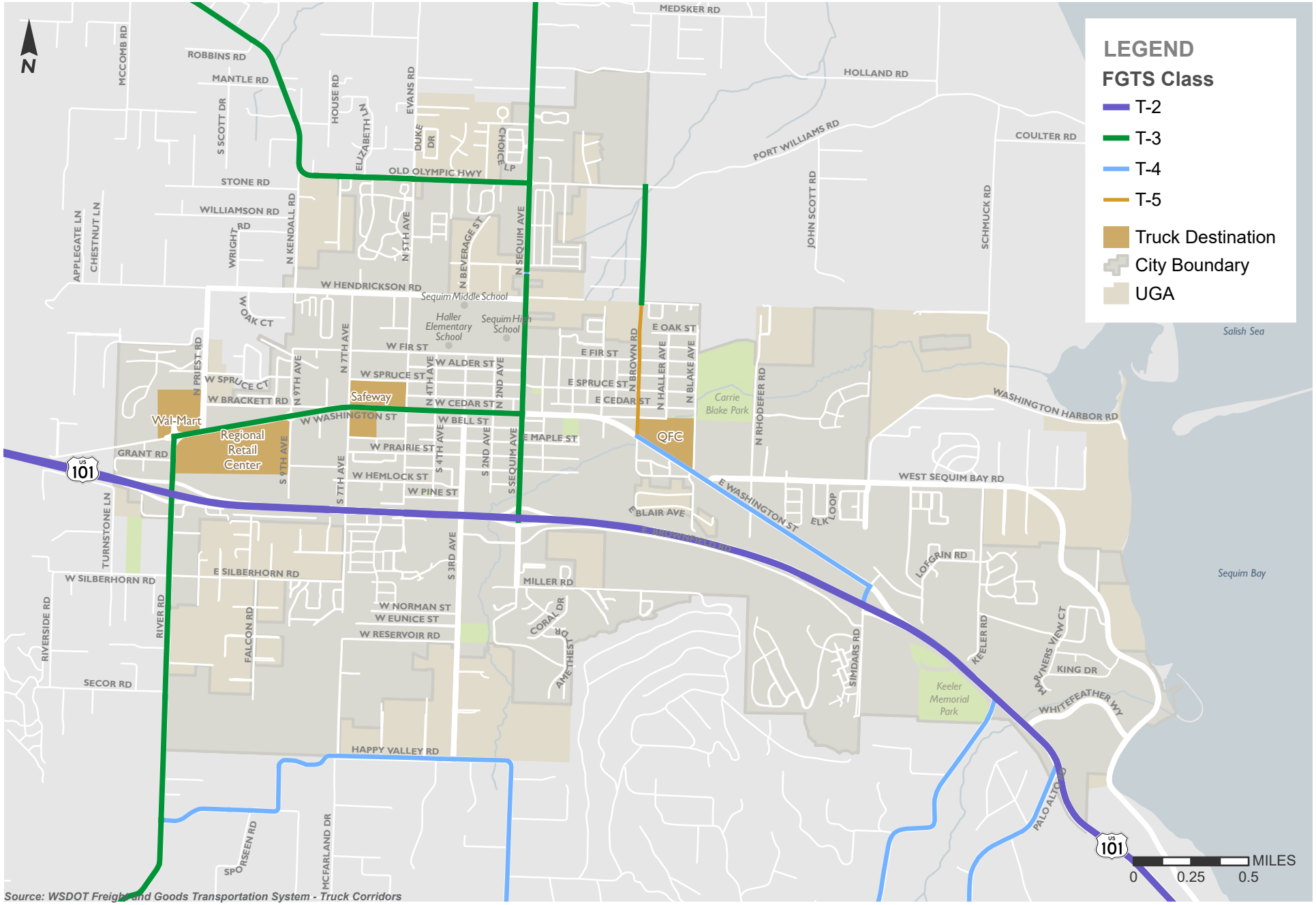
Source: IDAX, 2023

The predominant routes for all freight truck trips within the City include Sequim Avenue/Sequim-Dungeness Way, Old Olympic Highway, River Road, Brown Road, and parts of Washington Street. Other local delivery routes may be used as well. Major freight routes per the Washington State Department of Transportation (WSDOT) Freight and Goods Transportation System (FGTS) are depicted on the map in **Figure 5**[2]. The identified freight routes are those that are officially designated within WSDOT's FGTS network. The FGTS classification system of freight corridors for truck, rail, and waterways is based on annual freight tonnage, as summarized below:

- T-1 = More than 10 million tons per year
- T-2 = 4 million to 10 million tons per year
- T-3 = 300,000 to 4 million tons per year
- T-4 = 100,000 to 300,000 tons per year
- T-5 = at least 20,000 tons in 60 days and less than 100,000 tons per year

Freight volumes were collected in June 2023. Percentage of freight truck traffic on each of the major freight routes where data was collected is listed in **Table 2.3**

[2] The routes presented in Figure 5 are taken directly from WSDOT's Freight and Goods Transportation System – Truck Corridors database.



Existing Freight and Goods Transportation System (FGTS)

Sequim Transportation Master Plan

FIGURE **5**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

Transit Network

Transit service in Sequim includes both fixed-route and on-demand services. As shown in **Figure 6**, the City is served by five bus routes and on-demand service operated by either Jefferson Transit or Clallam Transit. Two additional intercity bus routes serve the City, the Dungeness Line (not shown on **Figure 6**), and the Strait Shot (Clallam Transit route 123).

The Dungeness line is provided by WSDOT's Travel Washington service and operated by MTRWestern. Dungeness connects riders from Port Angeles to Downtown Seattle and SeaTac Airport via Sequim. Route 123, the Strait Shot, is an extension of Clallam Transit's service and connects riders from Port Angeles to the Bainbridge Island Ferry Terminal via Sequim. Of the routes operated by Jefferson and Clallam Transit, most connect to regional destinations outside of Sequim, while one, Interlink Sequim, functions as an in-town circulator. Interlink Sequim is an On-Demand service, which replaced Route 40, the Sequim Shuttle. All of these routes have a stop at the Transit Center on the corner of 2nd Avenue and Cedar Street.



Transit Center

Table 2.4 lists the destinations and the service frequency for each route. Only the routes to Port Angeles and Port Townsend operate on Saturday, and only route 123 operates on Sunday. The trip frequencies are shown either as the total number of trips each day or the time interval between buses. For route 30, the frequency is consistent throughout the day.

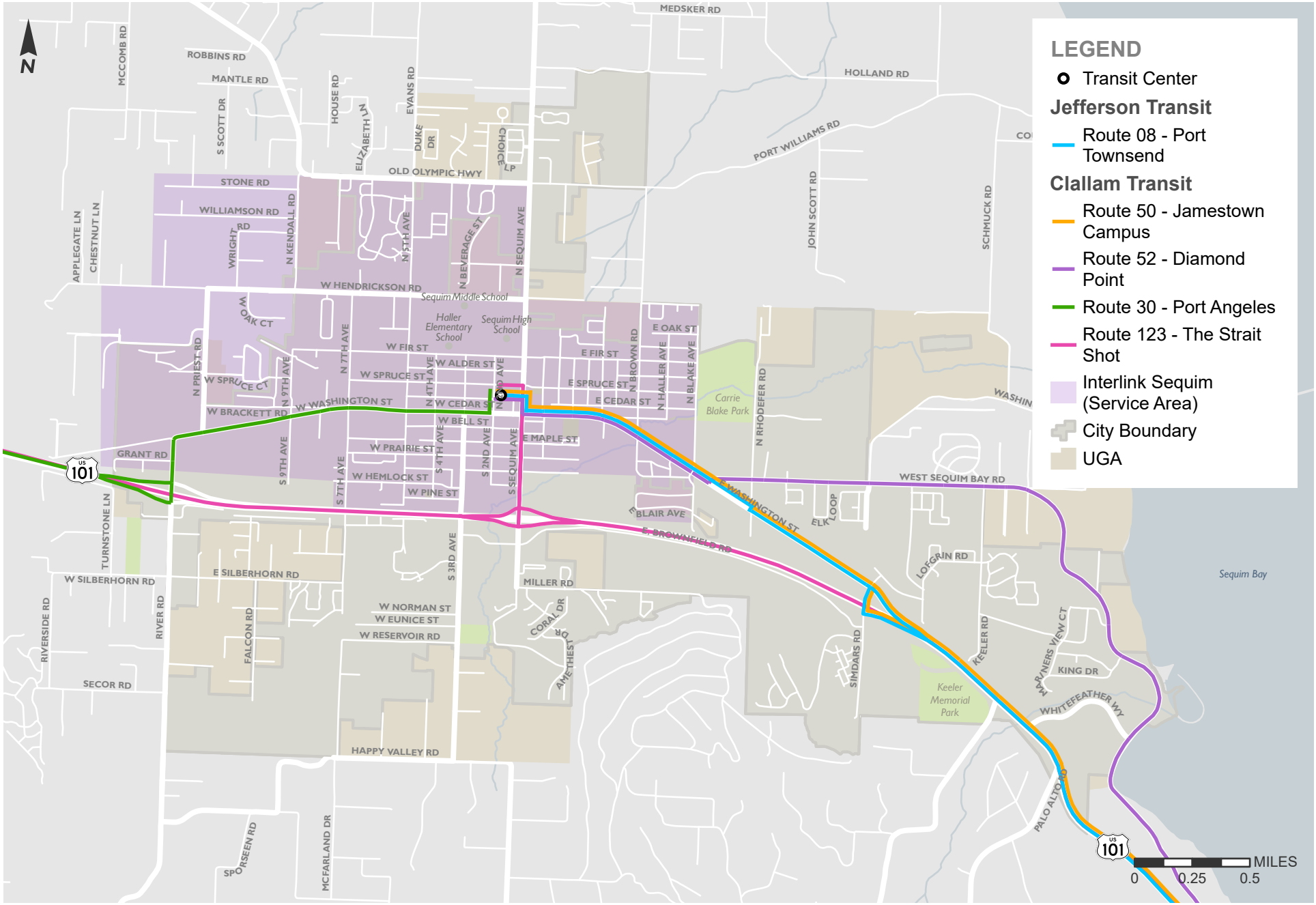
Discussions with Clallam Transit indicate that the previous Sequim Shuttle (Route 40) had low ridership. This route was replaced with On-Demand service to provide more service flexibility, but despite these changes, local on-demand ridership remains below pre-pandemic levels. Ridership on other fixed-routes, (all of which serve trips outside of the Sequim area) while still not at 2019 levels, has improved since 2020.

Table2 .4 Sequim Transit Service Summary

Route	Operator	Destination	Weekday Frequency[1]	Saturday Frequency[1]	Sunday Frequency
8	Jefferson Transit	Port Townsend	5 trips	2 trips	-
30	Clallam Transit	Port Angeles	30 min	60 min	-
50	Clallam Transit	Jamestown Campus	4 trips	-	-
52	Clallam Transit	Diamond Point	3 trips	-	-
123 (The Strait Shot)	Clallam Transit	Bainbridge Ferry Terminal	3 trips	3 trips	2 trips
Interlink Sequim	Clallam Transit	Replaces Sequim Shuttle	On-Demand	On-Demand	-
Dungeness Line	MTRWestern	Seattle – Sea-Tac Airport	2 Trips	2 Trips	-

[1]Frequency defined as number of trips per days or time in minutes between buses.

Source: WSDOT, Jefferson Transit and Clallam Transit



Existing Transit Network

Sequim Transportation Master Plan

FIGURE 6

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

Private Shuttle Service

Another important component of Sequim's transportation system is private shuttle services affiliated with the numerous senior communities and assisted living centers. While the total number of riders these private shuttles carry is uncertain, it is important to recognize the role that these services play in providing mobility to populations that otherwise would not be able to drive. Without these private shuttle services, public transit would be in higher demand.



Private Shuttle in Sequim

Bicycle, Pedestrian, and Mobility Scooter Network

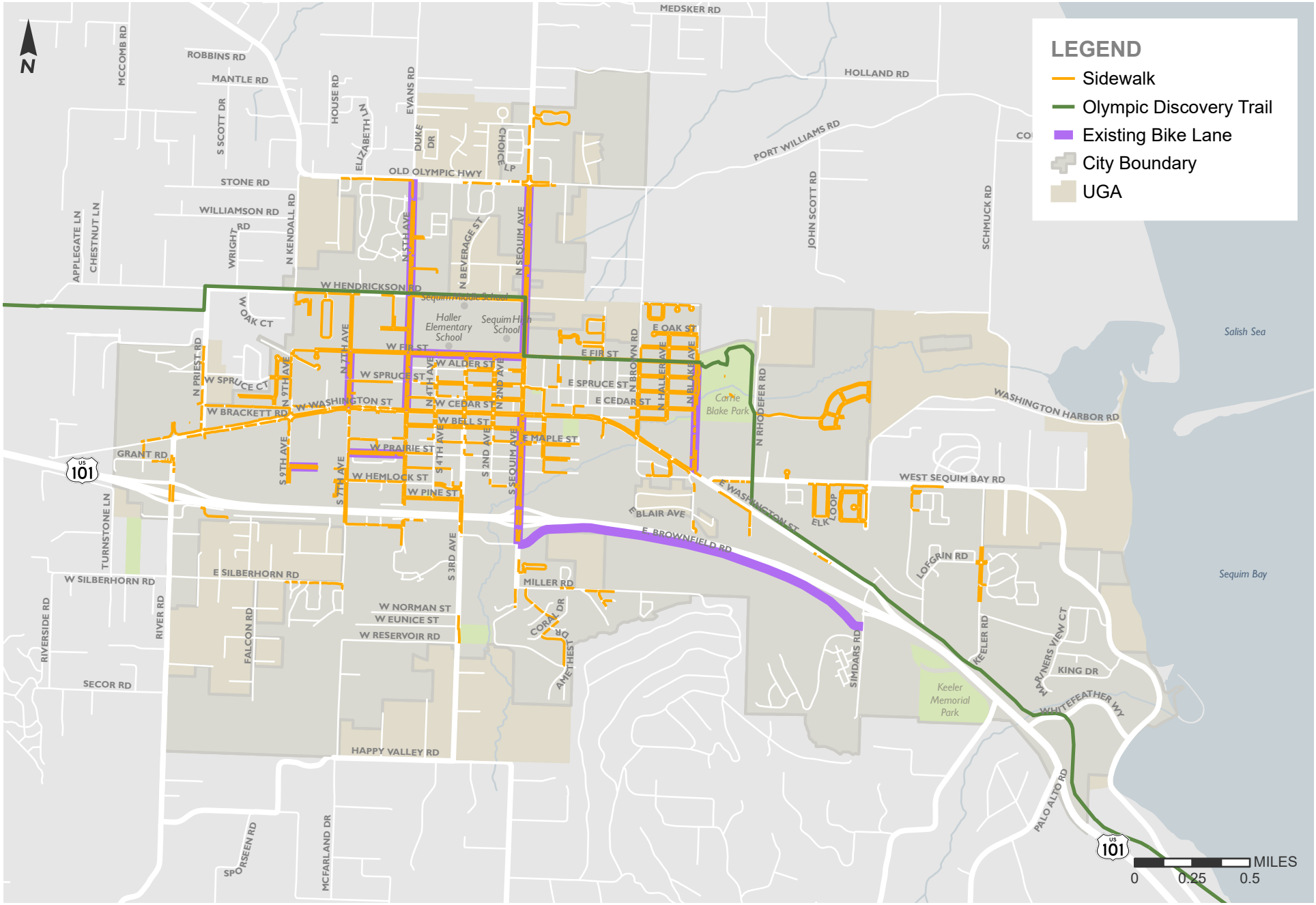
The bicycle, pedestrian, and mobility scooter network varies widely throughout the City. Sidewalks are present on most arterials and collectors in Sequim (Washington Street, Fir Street, Hendrickson Road, 7th Avenue, 5th Avenue and Sequim Avenue). The downtown core has relatively complete sidewalk coverage. One exception is the residential neighborhood west of Carrie Blake Park, bounded by Fir Street, Brown Road, Washington Street, and Sequim Avenue which generally lacks sidewalks along the roadways.



Existing Bicycle Lane on Brownfield Road

While pedestrian/mobility scooter facilities are available in many parts of the city, the sidewalks are not universally compliant with ADA standards. This has been expressed as a major concern along Washington Street, where sidewalk width varies and driveway ramps are especially steep. In 2023, the City adopted an ADA Transition Plan (attached as **Appendix A**) which provides prioritization for the removal of accessibility barriers and a schedule for addressing these concerns as the City is able. Outside of Sequim's core and off major roads, very few sidewalks exist. The ADA Transition Plan outline's the City's roadmap to bring pedestrian facilities in line with ADA standards. The City is committed to implementing the recommendations and improvements outlined in the plan.

Sequim's bicycle network includes a portion of the Olympic Discovery Trail (ODT) and local facilities. The ODT currently utilizes City streets and shared use paths within Sequim. The City is continuing to evaluate and develop connections to ODT that will best serve trail users and City residents. There are bicycle lanes on 5th Avenue, 7th Avenue, Sequim Avenue (with a gap between Fir and Washington), Blake Avenue and Brownfield Road. These existing facilities provide connections to the downtown core, schools, and the ODT. **Figure 7** shows existing bicycle and pedestrian facilities.



Existing Bicycle and Pedestrian Facilities

Sequim Transportation Master Plan

FIGURE 7

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx



Transportation Network Safety

Consistent with the City's *Comprehensive Safety Action Plan,* February 2025, (CSAP), motor vehicle collisions that occurred in Sequim between 2018 and 2022 were reviewed to identify facilities that merited additional safety analysis. Based on an analysis of collision rates and severity, several locations were identified as associated with higher risk of collisions.

Figure 8 summarizes the total crash types during this five-year period. During this period, there were a total of 386 crashes in the City, four (4) of which resulted in a serious injury and one (1) of which resulted in a fatality. The most frequent type of crashes reported during the analysis period were angle and rear-end crashes. Failure to grant the right-of-way and following too closely were the most frequently cited contributing factors in angle and rear-end crashes.

During this period, a total of nine (9) pedestrian-involved crashes occurred on City streets, including one (1) resulting in a fatality and one (1) serious injury crash. Ten (10) bicycle-involved crashes occurred during this period. The crashes involving pedestrians and bicyclists most commonly occurred along minor arterial roadways (Washington Street or Sequim Avenue) near the Downtown area.

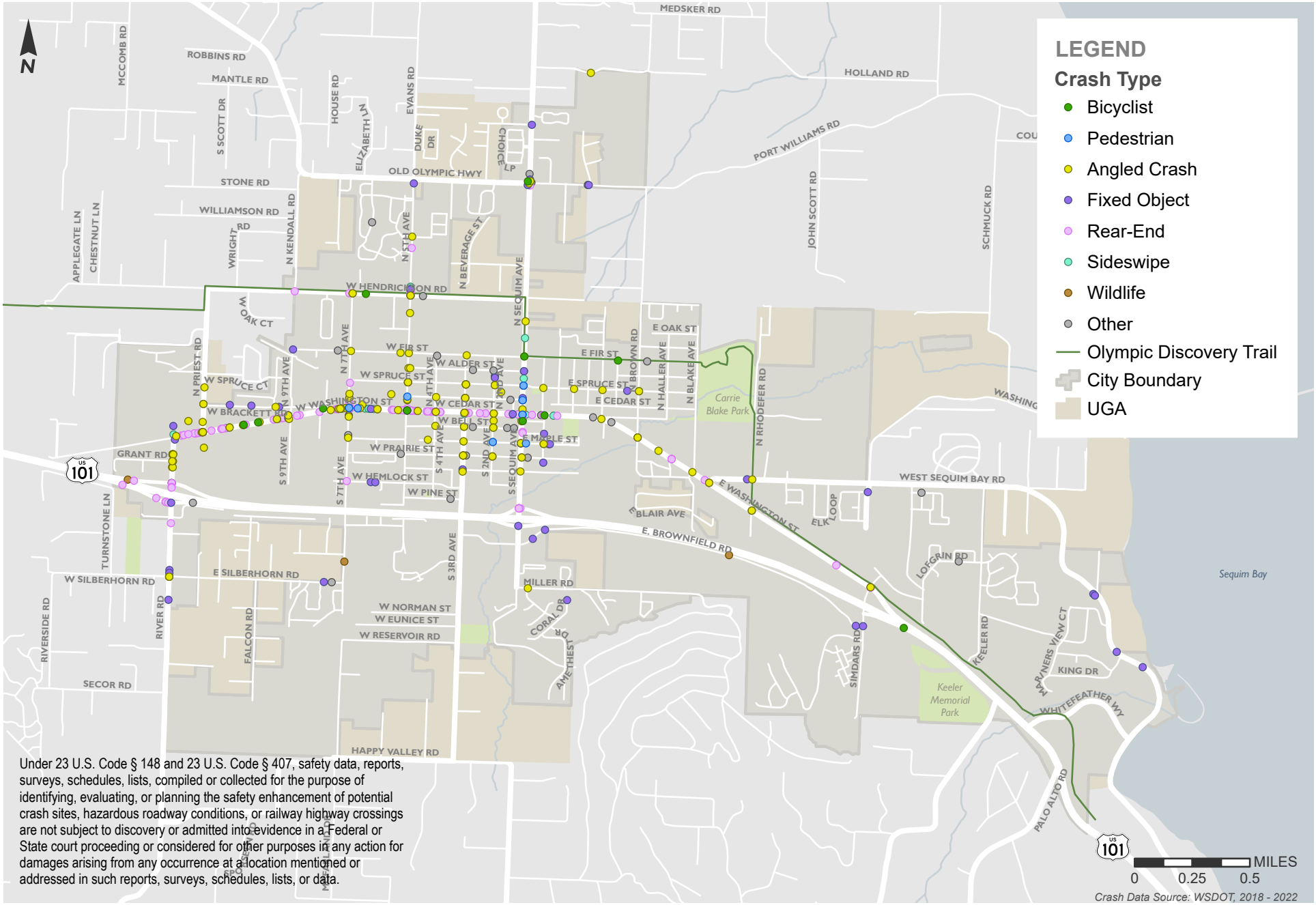
The findings from the CSAP were used to identify the safety needs within the City and recommendations and projects from the plan are incorporated into the TMP. The CSAP identified the following as the most common risk factors contributing to crashes within the City:

- Pedestrian Crashes
- Angle Type Crashes
- Rear-End Crashes on Signalized Corridors
- Speed-Related Crashes

Table 2.5 Sequim Citywide Crash Summary

Intersection	2018	2019	2020	2021	2022	Total
Fatal Crashes	0	0	1	0	0	1
Severe Injury Crashes	1	0	0	2	1	4
Total Crashes	69	104	72	72	69	386

Source: Sequim Comprehensive Safety Action Plan



Under 23 U.S. Code § 148 and 23 U.S. Code § 407, safety data, reports, surveys, schedules, lists, compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

Crash History (2018 - 2022)

Sequim Transportation Master Plan

FIGURE

8

Transportation Challenges for Sequim Today

Current intersection operations meet Sequim's LOS standards, but there are still several key mobility challenges.

Vehicle Mobility

During peak summer months and festivals, there is significant congestion on Washington Street. During key festivals, vehicle queues can extend along the entire length of Washington Street, and in some cases, back onto US-101.



Traffic Congestion on Washington Street

Traffic congestion along Washington Street through downtown is related to the traffic signals along the corridor. Recent improvement projects have adjusted the signal phasing and timing at intersections along the corridor to provide better traffic progression through the intersections. Since traffic on Sequim Avenue is only interrupted at the Washington Street traffic signal and the roundabout at Old Olympic Highway, many east-west travelers concentrate onto Washington Street. Lengthy queues can be seen year-round at the intersection of Washington Street with Sequim Avenue. Essentially, the lack of controlled intersections along Sequim Avenue serves as a barrier to east-west mobility.

As Washington Street and Sequim Avenue pass through the downtown core with few options for expansion, shifting some traffic away from the Washington Street and Sequim Avenue intersection by improving other roadways is a central transportation goal. The City has identified Prairie Street as the preferred parallel route to support east-west connectivity adjacent to Washington Street.



Current Dead End on 9th Avenue

Outside of downtown Sequim, particularly near new developments, the roadway network consists of many cul-de-sacs and dead-end streets. Vehicle trips that should be relatively short instead require users to travel longer distances. This design also funnels traffic to a few key roadways as opposed to spreading traffic across multiple roadways. Future land use and roadway development should focus on connecting roadways that currently dead-end to provide a more comprehensive network of roadways. The City has recently conducted a

review of municipal code language and transportation policies to identify ways to encourage and strengthen connectivity requirements.

Transit

As noted previously, Clallam Transit has implemented changes to transit service based on ridership levels and available funding. Of greatest impact to the City is the implementation of the on demand Interlink service within Sequim, which has largely replaced most fixed route bus service between destinations within the City. Most fixed route service which operates within the City connects the Sequim Transit Center to destinations outside of City limits. Transit service within the City is operated by other agencies (i.e., WSDOT, Clallam Transit, Jefferson Transit), so changes to routing and frequency are outside of the City's control.

Bicycle, Pedestrian, and Mobility Scooter Network

In examining the bicycle, pedestrian, and mobility scooter network, Sequim benefits from its location on the ODT, a well-established street grid in the city center, existing bicycle facilities, and a community that is interested in active transportation.

Within Sequim, the primary challenge with pedestrian/bicycle connectivity is the lack of a continuous sidewalk network within the Downtown core. Many roadways within this part of the City have incomplete or missing sidewalk connections limiting pedestrian connectivity between residential development and commercial uses along Washington Street. In line with the transportation goals and policies in Chapter 5 of the 2025 Comprehensive Plan, the City's priority is to complete sidewalk connections and upgrade existing facilities to meet ADA standards within the Downtown core. Outside of the downtown, the City will prioritize pedestrian and bicycle improvement to the roadways identified in the Bicycle System Plan (see Figure 15) and the Pedestrian System Plan (see Figure 16).

TRENDS

The previous sections described existing trends in land use development and traffic volumes. This section discusses the growth assumptions used to forecast traffic demand over the next 20 years.

Recent Trends – Development and Traffic Growth

Estimates from the American Community Survey (ACS) indicate estimate the population in Sequim in 2024 as 8,161 residents, up from 7,441 residents in 2020 (roughly a 10 percent increase). Over this same period, the number of housing units in the City was estimated to increase by 22 percent from 3,633 to 4,458 units. This data reflect and support recent development trends within the City and surrounding areas which are experiencing increased residential development served by Sequim's jobs, commerce, and education resources.

In alignment with Sequim and the surrounding area experiencing high levels of growth, traffic volumes entering the City have also grown since the previous TMP update. Daily traffic volumes along major roads entering the City from the 2012 TMP were compared to count collected in 2023 as part of the update. On the major roads connecting the City to the surrounding highway network and unincorporated Clallam County (Sequim-Dungeness Way, Washington Street, and River Road), daily traffic volumes were shown to increase by between 40 and 55 percent over the 11-year period. However, growth along other roads including West Sequim Bay Road and 3rd Avenue experienced minimal (less than 5 percent) growth over the same period.

These growth trends indicate that while growth continues within the City and surrounding region, the associated traffic volumes are not equally distributed throughout the network and mostly impact the major corridors traversing the City (Sequim Avenue and Washington Street)

Anticipated Land Use Growth

The City of Sequim is largely a single-family residential community with commercial development in the downtown core and at the west end regional commercial center. The downtown core has an interconnected street grid with little room for additional development. Outside the city center however, there is available space for future residential development. Many of the existing neighborhoods outside of the downtown core are housing subdivisions with cul-de-sacs and dead-end roadways. As noted previously, the City has reviewed policies and development standards related to connectivity and is implementing the recommendations as part of the development review process to build out a well-connected street network.

Over the next 20 years, the City of Sequim anticipates adding 2,148 households within the City and surrounding Urban Growth Area (UGA). Additionally, the City also expects to add 1,056 new jobs associated with non-residential land use across the City and UGA. **Table 2.6** presents a breakdown of the anticipated growth within the City by housing type and location.

Table 2.6 Sequim (2045) Growth Allocation

Location	Housing Units	Jobs
City of Sequim	1,850	909
Sequim UGA	298	147
TOTAL	**2,148**	**1,056**

Source: 2025 Comprehensive Plan Update

For the purpose of estimating future travel demand on City facilities, the housing growth totals, shown in **Table 2.6,** were distributed throughout the City and incorporated into the City's travel demand model based on the assumptions developed for the Land Use Element of the 2025 Comprehensive Plan periodic update. Most new single-family housing growth within the City is



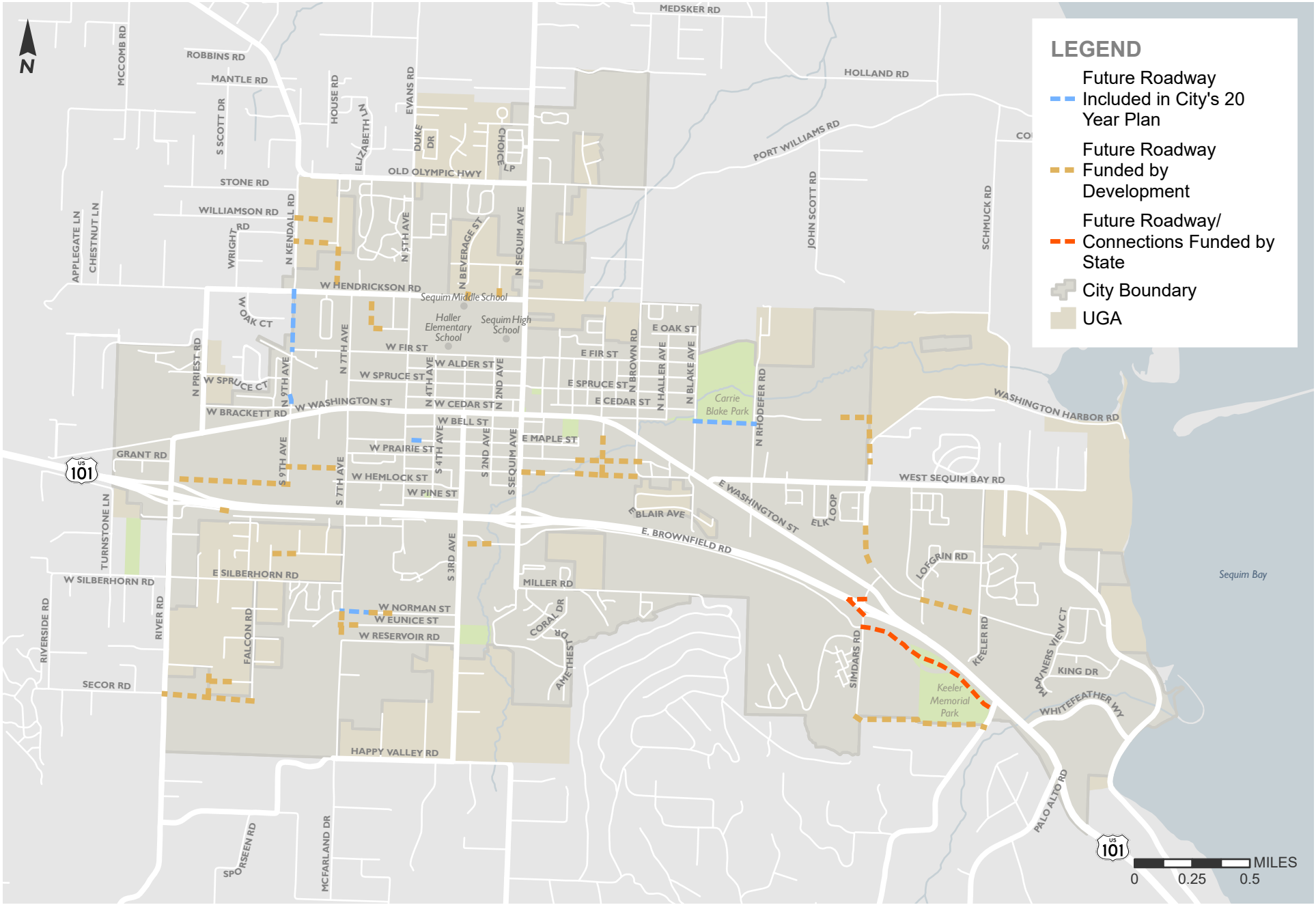
expected to occur on undeveloped land south of US-101 and on parcels in the east part of the City along West Sequim Bay Road. New multi-family housing growth is expected throughout the City and is expected to be constructed as middle-housing (i.e., duplexes, triplexes, etc.). Outside the City, housing growth is largely expected in the portions of the UGA adjacent to where single-family housing growth is expected in the City (south of US-101 and near West Sequim Bay Road)

Similar to the housing growth assumptions, employment growth within the City was distributed throughout the City consistent with the Land Use Element of the 2025 Comprehensive Plan periodic update. In addition to residential growth, the City also anticipates employment growth throughout the City, though mostly concentrated in the Downtown area. Within the UGA, approximately two-thirds of employment growth is associated with expansion of the Pacific Northwest National Laboratory (PNNL).

Future Changes in the Roadway Network

The City of Sequim plans to complete its roadway network as growth occurs. **Figure 9** shows a future roadway network that includes improved connectivity within neighborhoods and commercial centers, as well as the completion of the Simdars Road Interchange with US-101. Many of the additional roadway connections would only be built as development moves forward. By requiring development to construct the identified connections and align with the roadway connectivity requirements outlined in the City's roadway standards and development code, the City will ensure progress towards meeting the connectivity and mobility goals outlined in Chapter 5 of the Comprehensive Plan.

In addition to improved roadway connectivity, a major change anticipated in the future is a shift in traffic from Washington Street and Sequim Avenue to other east-west and north-south roads. This shift in traffic is largely associated with completion of planned roadway connections shown in Figure 9 (most notable Prairie Road and 9th Street). Completion of these connections will alleviate traffic on adjacent, parallel roadways.



Proposed Future Road Connections

Sequim Transportation Master Plan

FIGURE **9**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

3. TRANSPORTATION GOALS & POLICIES

The Transportation Master Plan identifies transportation issues that face Sequim today and that are anticipated in the future, as well as how these challenges can be addressed. Key transportation challenges within the City over the next 20 years include:

- Providing more alternate and multimodal route options to move around the City safely and efficiently.
- Accommodating Sequim's allocated housing growth, which will primarily be in large areas of undeveloped and/or vacant land where streets constructed to City standards do not currently exist. The timing and who pays for the street improvements will most likely be developer and market-driven.
- Improvement of the City's existing local access streets, while also ensuring new streets are constructed to maintain an appropriate level of service.
- Connecting and expanding pedestrian and bicycle routes within and outside of the City and promoting connectivity to the Olympic Discovery Trail (ODT).
- Identifying funding sources for needed improvements.

As part of the 2025 Comprehensive Plan periodic update, the City's existing goals and policies for transportation were revisited to see if they still represent the City's vision for the future. As part of this process, the City compared the function of its current transportation system with stated desires for its form and function in the future. This evaluation served as the basis for refining the Plan's goals and policies. The updated transportation goals and policies are provided in Chapter 5 of the 2025 Comprehensive Plan. The City's Transportation Vision is shown below.

Transportation Vision

The City's vision for its transportation system is to provide a safe, balanced and efficient multimodal transportation system that is consistent with the City of Sequim's Vision Statement and will adequately serve the future growth and development of the City and its Urban Growth Area.

4. CITY'S FUTURE TRANSPORTATION VISION

The City envisions a future transportation system that is inclusive and facilitates all modes of travel by offering a robust network of roadways, intersections, bicycle, and pedestrian facilities. This chapter describes Sequim's vision for its future transportation network, as well as the infrastructure improvements that would be needed to get there.

Most of the improvements in this TMP are focused on the development of a multimodal transportation network, balancing vehicular capacity needs with the desire to provide well-connected and safe bicycle and pedestrian facilities to accommodate alternative modes of travel. In order to meet the City's vehicular LOS standard, there are only three intersection improvements needed during the GMA planning period. Future improvements focus more on creating a complete roadway grid and making improvements to the bicycle, pedestrian, and mobility scooter infrastructure as a means to improve multimodal mobility.

FUTURE VEHICLE TRAFFIC VOLUMES

To ensure that that this plan adequately accommodates vehicular needs and meets the intent of the GMA, future traffic operations were analyzed. This evaluation considered local and regional land use growth as well as planned changes to the regional transportation system. The housing and employment growth assumptions used to determine future travel demands were developed in alignment with the Land Use Element of the 2025 Comprehensive Plan periodic update. Growth was analyzed using a citywide travel model, and **Figure 10** identifies the projected 2045 roadway traffic volumes during the midday peak hour.

Sequim Travel Demand Model

The City of Sequim Travel Demand Model was used for quantifying future travel demands associated with the identified land use growth. It was developed to provide a solid technical basis for evaluating transportation system needs in coordination with long-term planning for the City of Sequim. The Sequim Model was built using Visum software and is consistent with local and regional growth plans within the region. The scope of the model is the City of Sequim and portions of Clallam County surrounding the City (approximately 5 miles wide and 4.5 miles tall). The boundaries are based on Census Tract boundaries in the area.

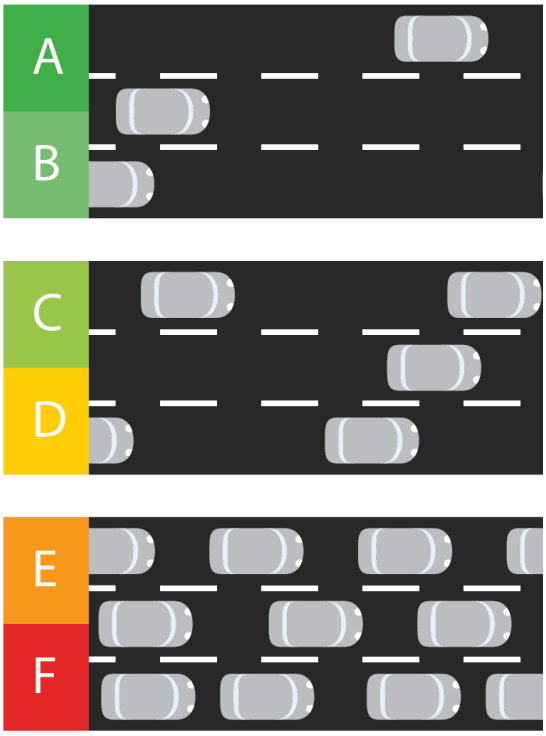
The Sequim Model has a base year of 2023 and forecast horizon year of 2045. The 2023 year is based on the year of the latest available land use for the area at time of model development. Land use assumptions for the 2045 horizon year were developed and assigned to Traffic Analysis Zones (TAZs) based on the Clallam County housing and employment allocations and Land Capacity Analysis developed as part of the 2025 Comprehensive Plan periodic update. The model trip assignment represents the afternoon peak hour period (one-hour volume) between 12 p.m. and 2 p.m. on a

typical weekday. Trip generation is based on daily trips, then converted to peak hour trips by time-of-day factors.

Level of Service Standards

Vehicular LOS

This plan identifies a vehicular LOS standard of LOS D for most roadways, LOS E for Washington Street outside the core area, and LOS F for Washington Street within the core area (5th to Brown). As an HSS, WSDOT applies a LOS D standard for US-101. The lower standard for Washington Street recognizes Washington Street's passage through Downtown Sequim, where capacity enhancements may be incongruent with other roadway priorities such as providing wide sidewalks, on-street parking, and minimizing pedestrian crossing distances. As such, improvements are proposed for Prairie Street to ensure these roadways can carry more east-west local traffic thus reducing congestion along Washington Street. **Figure 11** presents the 2045 LOS results for the intersections analyzed.



The City's travel demand model was used to develop traffic forecasts along the roadway network based on future growth assumptions consistent with the Land Use Element. The 2045 forecasts were used to analyze future weekday midday traffic operations at the study intersections using the HCM methodology. Results for the future operations analysis are summarized in **Table 4.1** and compared to existing 2023 intersection LOS.

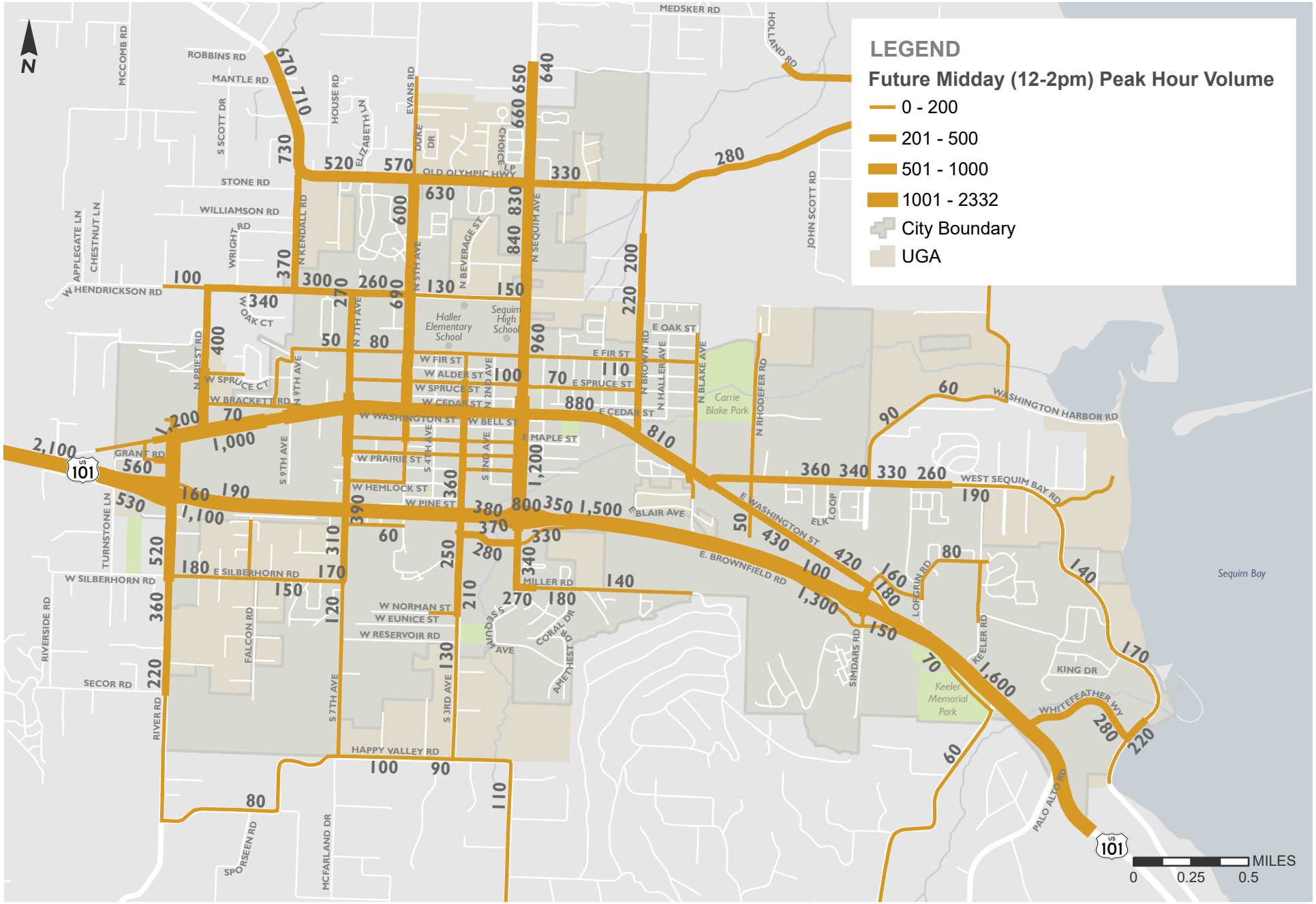
As shown, the following intersections are forecast to operate below the applicable (City or WSDOT) LOS standards:

- Brown Rd/Washington St
- Sequim Ave/Prairie St
- S Sequim Ave/US-101 EB Ramps

Table 4.1 Future (2045) Midday Conditions LOS Summary

Intersection	Control Type[1]	Existing (2023) LOS[2]	Future (2045) LOS[2]	Future (2045) Delay[3]	WM or V/C[4]
5th Ave/Old Olympic Hwy	AWSC	B	C	15.2	EB
Sequim Ave/Old Olympic Hwy	RAB	A	A	6.4	0.34
Kendall Rd (Cameron Farm Dr)/Hendrickson Rd	TWSC	B	B	15.0	SB
5th Ave/Hendrickson Rd	Signal	B	B	17.4	-
Sequim Ave/Hendrickson Rd	TWSC	C	C	18.4	EB
5th Ave/Fir St	Signal	A	A	9.1	-
Sequim Ave/Fir St	TWSC	C	C	20.4	EB
Brown Rd/Fir St	TWSC	B	B	11.2	EB
Blake Ave/Fir St	TWSC	A	A	9.7	WB
Sequim Ave/Spruce St	TWSC	C	C	21.1	WB
River Rd/Washington St	RAB	A	A	8.3	0.63
N Priest Rd/ W Washington St	Signal	B	C	21.2	-
9th Ave/Washington St	RAB	A	A	7.0	0.64
7th Ave/Washington St	Signal	C	C	30.4	-
5th Ave/Washington St	Signal	C	C	33.7	-
N 3rd Ave/Washington St	Signal	B	B	17.4	-
Sequim Ave/Washington St	Signal	D	D	45.0	-
Brown Rd/Washington St	TWSC	C	E	46.6	NB
Lee Chatfield Ave/Washington St	Signal	C	C	20.5	-
E Hammond St/Washington St	TWSC	C	C	23.9	SB
Sequim Bay Rd/Washington St	TWSC	C	C	24.0	NBL
7th Ave/Prairie St	TWSC	A	B	11.3	WBL
3rd Ave/Prairie St	TWSC	B	B	11.2	EB
Sequim Ave/Prairie St	TWSC	D	E	43.5	WB
River Rd/US-101 WB Ramps	Signal	A	A	10.0	-
River Rd/US-101 EB Ramps	Signal	C	C	20.2	-
S Sequim Ave/US-101 WB Ramps	TWSC	B	B	14.6	WB
S Sequim Ave/US-101 EB Ramps	TWSC	D	E	40.4	EB
Simdars Rd/US-101 WB Ramps	TWSC	B	B	12.3	NB
Simdars Rd/US-101 EB Ramps	TWSC	A	B	13.2	EB
S Sequim Ave/Brownfield Rd	TWSC	B	B	12.5	EB
Kendall Rd/Old Olympic Hwy	TWSC	B	B	13.7	NB
N Priest Rd/W Hendrickson Rd	AWSC	B	B	11.1	WB
River Rd/Silberhorn Rd	TWSC	B	C	16.2	EB
US-101/Whitefeather Way	TWSC	C	C	21.0	WB

[1] Signal – Traffic Signal; AWSC – All Way Stop Control; TWSC – Two Way (or One Way) Stop Control; RAB – Roundabout.
[2]Level of Service based on HCM methodology.
[3] Average delay in seconds per vehicle.
[4] Worst movement for stop controlled intersection, vehicle/capacity ratio (degree of saturation) for roundabout

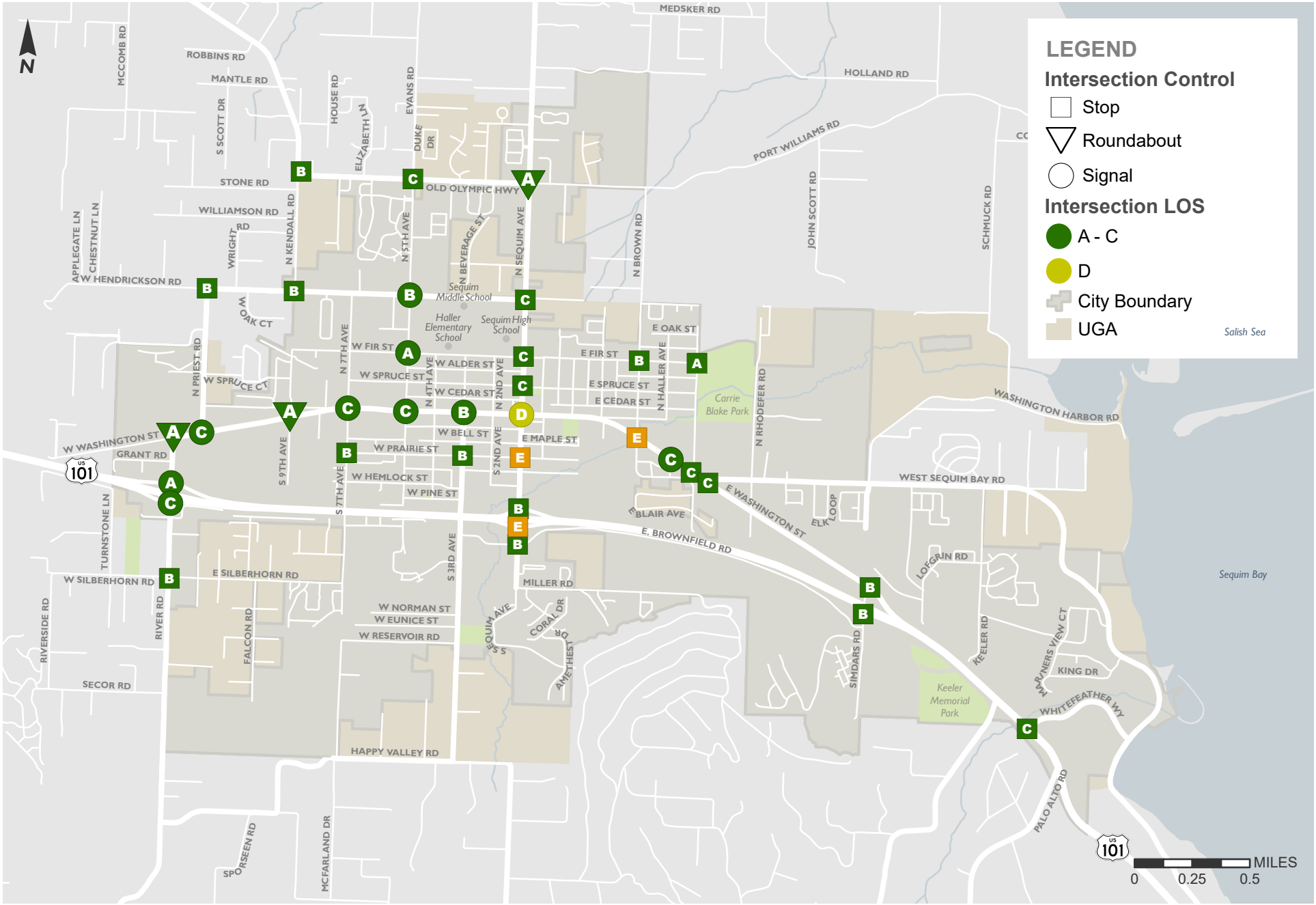


Future (2045) Midday Peak Hour Volumes

Sequim Transportation Master Plan

FIGURE **10**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx



Future (2045) Midday Peak Hour Intersection LOS

Sequim Transportation Master Plan

FIGURE **11**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

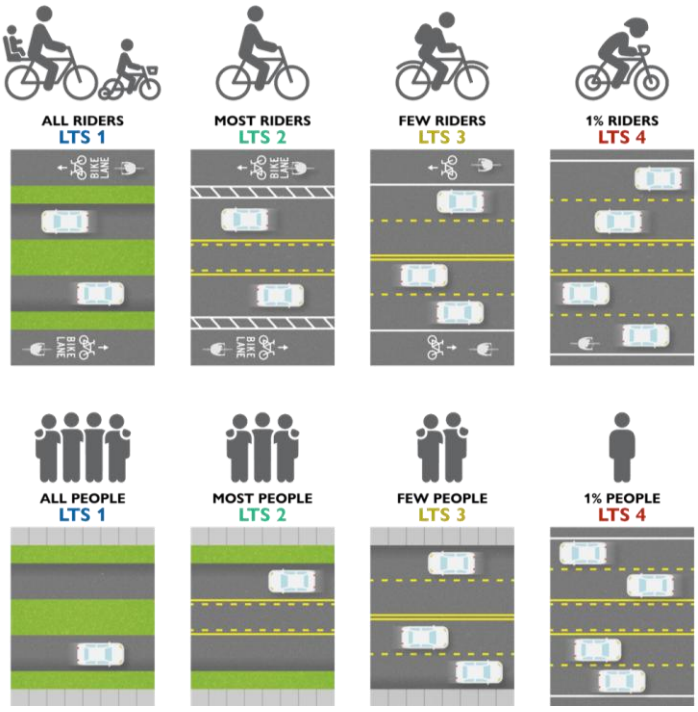
Active Transportation

Level of traffic stress (LTS) is the metric used to define the pedestrian and bicycle LOS standards within Sequim. LTS evaluates the quality and degree of comfort for pedestrian and bicycle facilities to determine improvements needed to encourage active transportation travel. LTS will be applied to pedestrian and bicycle facilities along the City's roadways.

Definitions

LTS is both a qualitative and quantitative measure of comfort for pedestrians and bicyclists. LTS, as established by WSDOT, uses a 1 to 4 scoring to define the user comfort level as follows:

- LTS 1 is best, being suitable for users of all ages and abilities
- LTS 2 accommodates most users but may not be comfortable for some
- LTS 3 is suitable for confident pedestrians and bicyclists
- LTS 4 is not comfortable for most users and presents the highest stress level



The graphic illustrates the different LTS scores with roadway diagrams that represent an example of each score. Three factors, traffic volumes, vehicle speeds, and number of vehicle lanes, are generally reviewed to determine LTS. Having a high traffic volume, speed and number of lanes generally results in a higher LTS score and lower comfort for pedestrians and bicyclists

Pedestrian LOS

Consistent with Growth Management Act (GMA) requirements, this plan identifies multimodal LOS standards for active modes. The pedestrian LOS standard is based on levels of traffic stress (LTS). LTS is a measure of the quality of a pedestrian facility based on the amount of separation and protection from vehicles. In addition to the type of pedestrian facility, LTS is typically measured based on vehicular volumes, travel speeds, and number of lanes. **Appendix B** presents the pedestrian LTS evaluation matrices developed for the City. This plan adopts a pedestrian LOS standard of LTS 1 or 2 for pedestrian system plan network roadways and LTS 1 for the Olympic Discovery Trail. **Figure**

12 presents the existing pedestrian LTS levels for roadways within the pedestrian system plan network.

Bicycle LOS

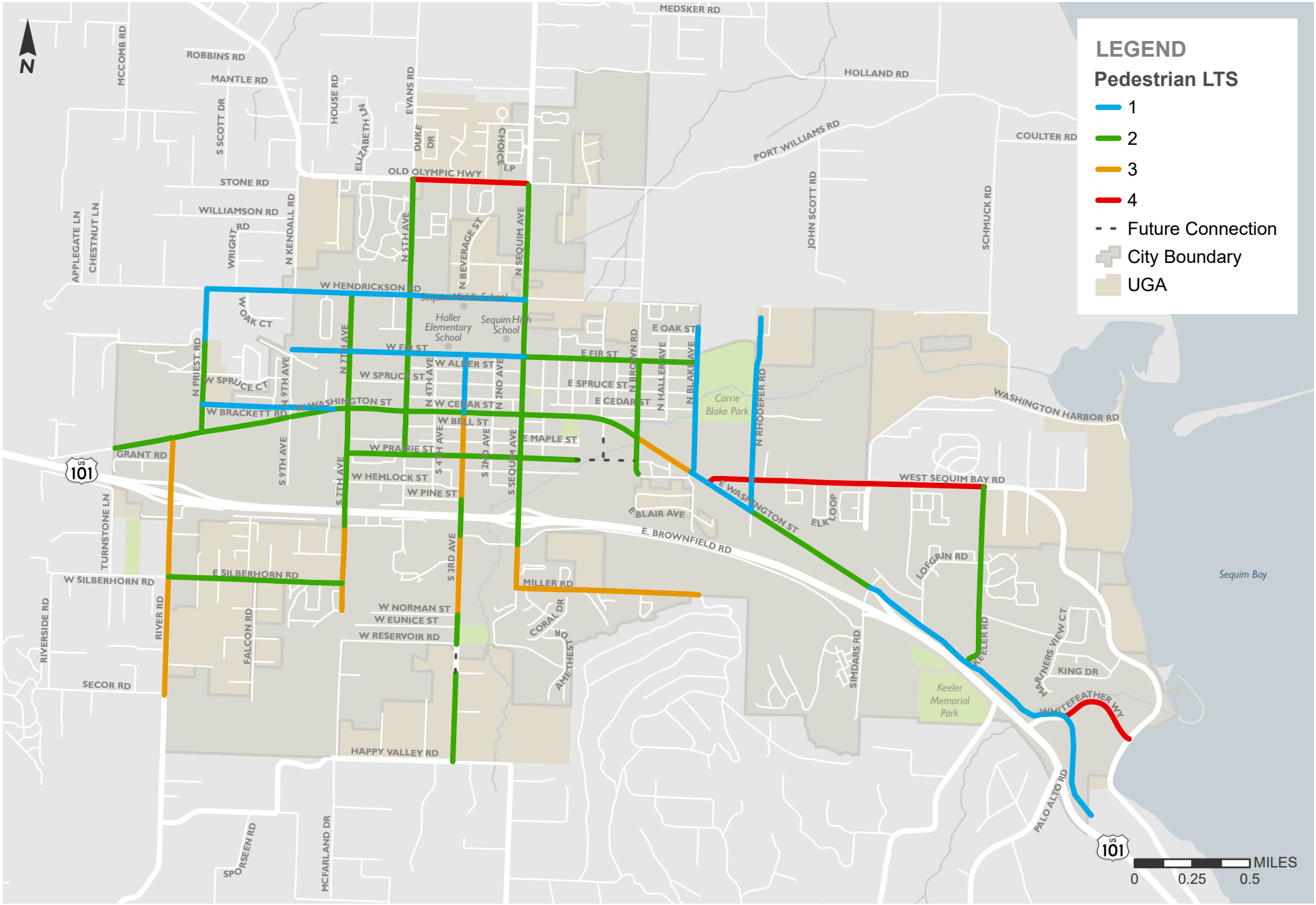
Similar to the pedestrian LOS, this plan also identifies a bicycle LOS standard based on LTS. Bicycle LTS is measured using similar metrics to the pedestrian LTS and evaluates the quality of dedicated bicycle facilities. **Appendix B** presents the bicycle LTS evaluation matrices developed for the City. This plan adopts a bicycle LOS standard of LTS 1 or 2 for roadways identified in the bicycle system plan network and LTS 1 for the Olympic Discovery Trail. **Figure 13** presents the existing bicycle LTS levels for roadways within the bicycle system plan network.

Traffic Improvement Needs

Without improvement, the following intersections would not meet the City's vehicular LOS standard in 2045:

- Brown Rd / E Washington St
- S Sequim Ave / W Prairie St
- S Sequim Ave / US-101 EB Ramps

As identified in **Figure 11,** these locations are currently unsignalized, and intersection improvements (such as the installation of traffic signals and/or roundabouts) should be implemented to meet LOS requirements.

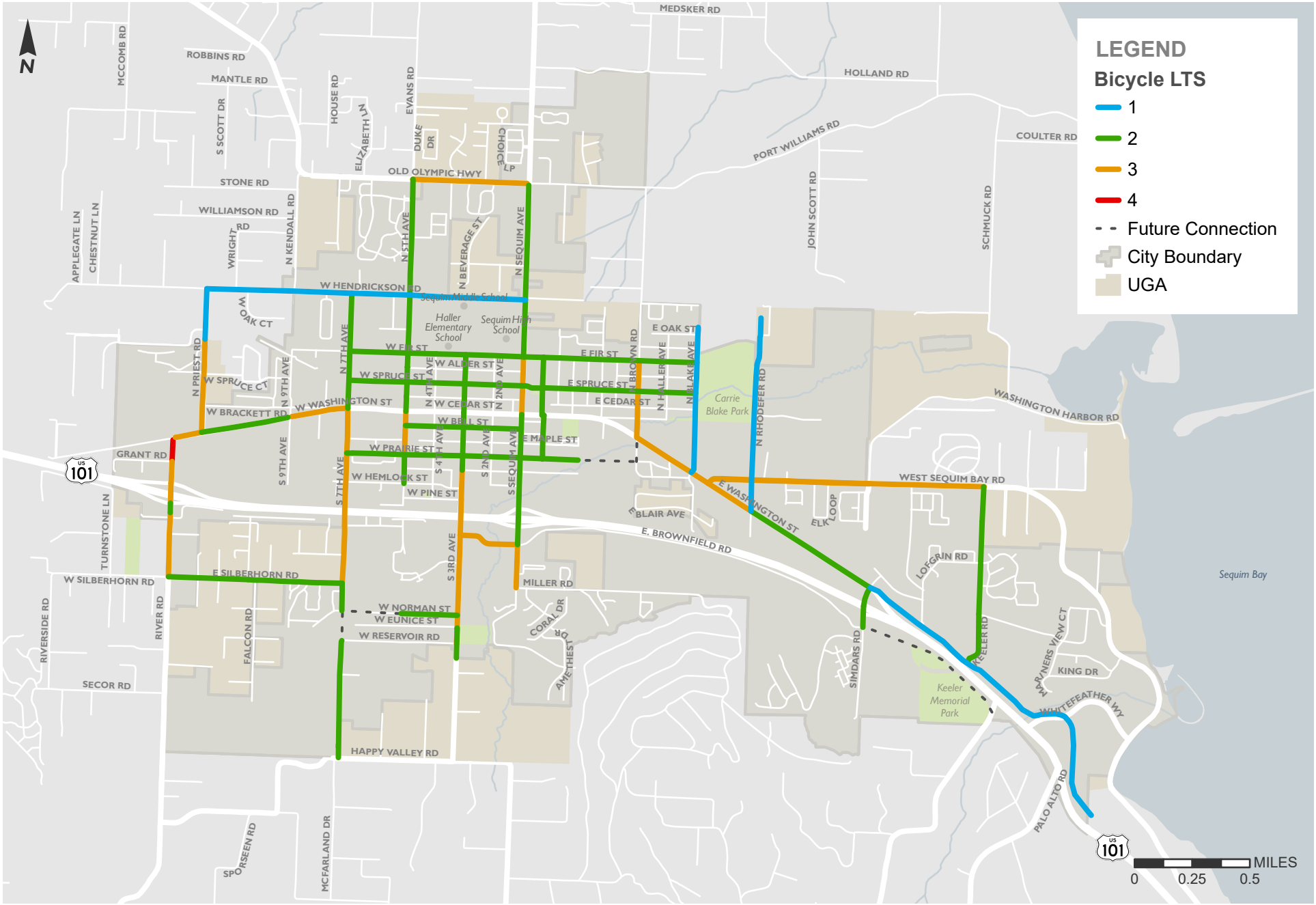


Pedestrian Level of Traffic Stress

Sequim Transportation Master Plan

FIGURE **12**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx



Bicycle Level of Traffic Stress

Sequim Transportation Master Plan

FIGURE **13**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

COMPONENTS OF THE MULTIMODAL TRANSPORTATION NETWORK

The TMP establishes a vision for building out a multimodal transportation network within Sequim. As part of the TMP, the modal networks are identified which designate the roadways intended to be used by different travel modes (e.g., trucks, bicycles, pedestrians/mobility scooters, etc.). The sections below define and outline the various components that together form the roadmap for ensuring that the City's transportation network serves all roadway users.

Roadway Functional Classification

As noted previously, the City's functional classification map establishes the vision for vehicle travel through the City's roadway network. The roadway classifications designate the modal priorities for roadways within the City. Principal and Minor Arterials are the roadways intended to provide greater vehicular throughput while Collector and Local Streets are intended to provide a balance between vehicles and alternative travel modes. The City's street standards tie the functional classification to the roadway and right-of-way widths required for all street types, as well as the necessary widths for active transportation facilities. Together, the roadway functional classification map and the roadway design standards establish the foundation for the City's vehicular network. **Figure 14** presents the City's functional classification system.

Truck Routes and Destinations

The truck routes network was designed to facilitate both the movement of goods to commercial destinations within the City and the shipment of goods from locations outside the City. Sequim's primary commercial districts are located along Washington Street and nearby River Road, as well as just east of downtown. Outside of Sequim, truck destinations include farms on the Olympic Peninsula, construction sites, as well as two quarries located due north and south of the City.

The truck routes simultaneously allow for the movement of goods both locally and regionally while limiting truck traffic on key streets, such as Washington Street within the downtown core. To further encourage truck travel on these routes, roads should be designed to meet truck standards. As identified in the TMP, truck routes generally occur on Minor Arterial and Collector roadways, which emphasize vehicular movement. **Figure 15** shows the City-designated truck routes and local delivery routes as well as the location of the major truck destinations.

Bicycle System Plan

The bicycle system plan, identified in **Figure 16**, is designed to meet the demands of a wide range of facility users. As the figure shows, the proposed bicycle system is quite extensive, reflecting the City's commitment to becoming an even more bike-friendly community.

The bicycle system provides connections to the Olympic Discovery Trail (ODT – described in Chapter 2), schools and parks, and the downtown core from the residential neighborhoods across the city. It



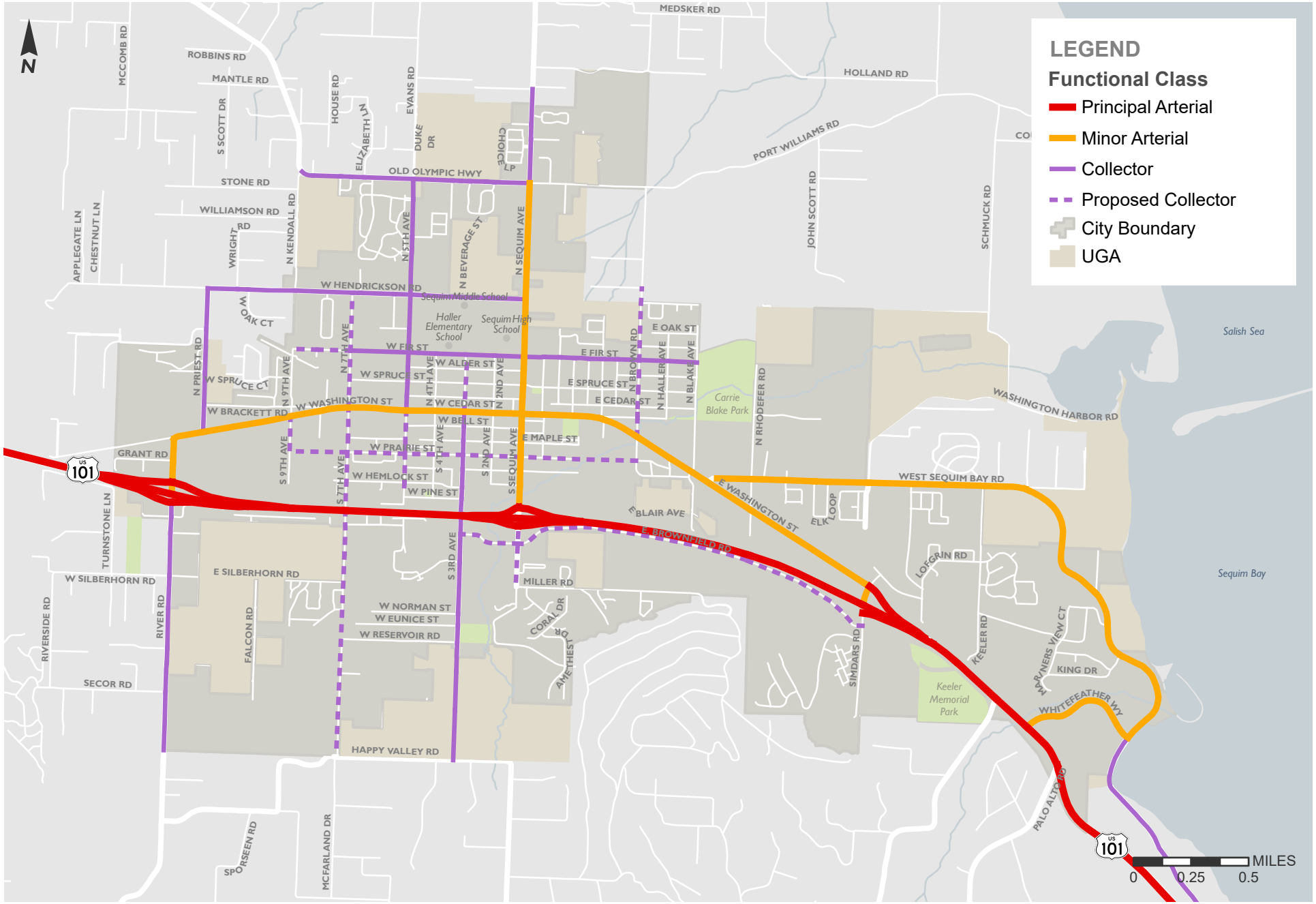
also provides regional connectivity to the north and south of Sequim along 7th, 5th and 3rd Avenues. The bicycle system identifies the preferred facility types for each roadway within the network, consisting of bike lanes, protected bike lanes, multi-use paths, and shared (sharrow) facilities. The preferred facility types have been selected to achieve the desired LTS based on the LOS standards established by the City.

Within the densest parts of the city, including residential neighborhoods and the downtown core, the bicycle system plan envisions bike lanes or "sharrows" within the vehicular ROW. In more rural portions of the city, including south of US-101 and along West Sequim Bay Road, the ideal solution is a separated path that runs parallel to the existing roadway and provides connectivity and accessibility for both pedestrians and bicyclists. All of the roadways could incorporate a context-appropriate bicycle accommodation, including bike lanes, sharrows, wide-shoulders, and multi-use pathways.

Pedestrian System Plan

Sidewalks in Sequim are shared by pedestrians and mobility scooter users. A pedestrian system plan was developed for these modes and is shown in **Figure 17**. The pedestrian/mobility scooter system provides connections to Sequim's downtown core, commercial and retail zones, medical facilities, schools and parks, the ODT, and residential neighborhoods.

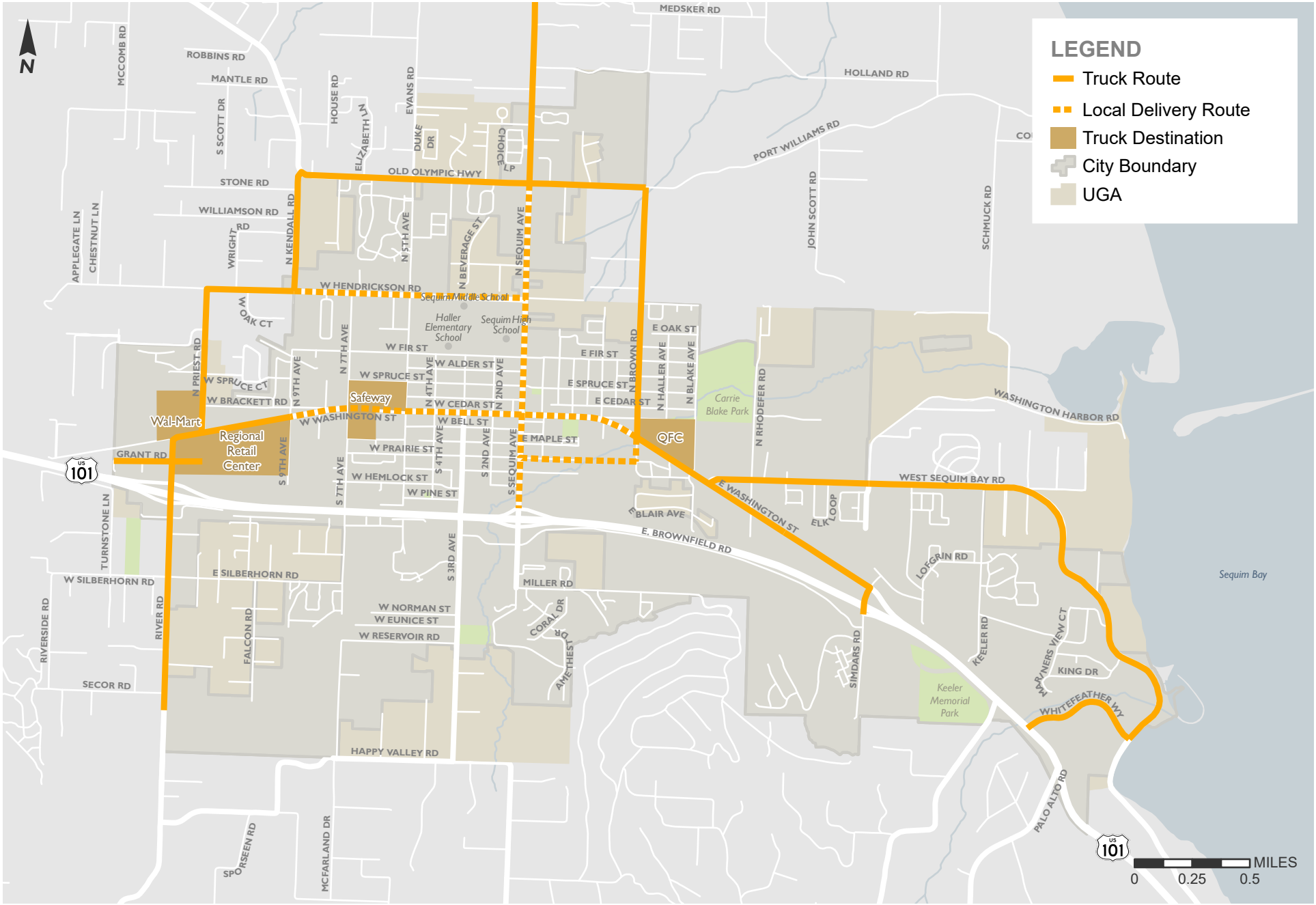
These pedestrian routes are served by a variety of street designs but all of them include provisions for sidewalks or multi-use pathways. **Table 4.3** summarizes these provisions. All future and existing facilities will be constructed or improved to meet current ADA standards and shall align with the City's design standards. Sidewalk and trail projects within the pedestrian system plan will receive higher priority than projects outside this area. Existing sidewalk gaps within the pedestrian system are also identified in **Figure 17**.



Functional Classification System

Sequim Transportation Master Plan

FIGURE **14**

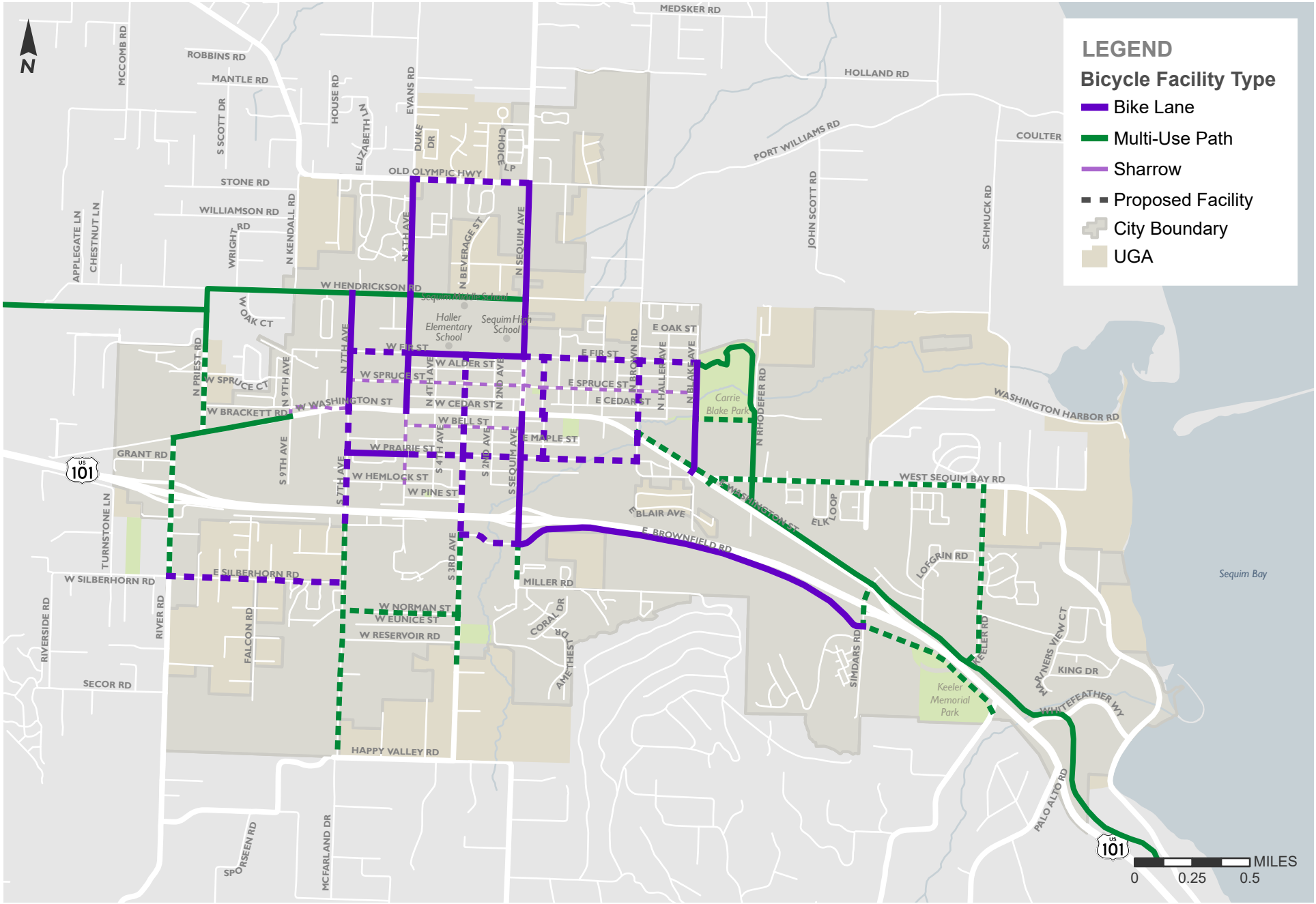


Truck Routes and Destinations

Sequim Transportation Master Plan

FIGURE **15**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

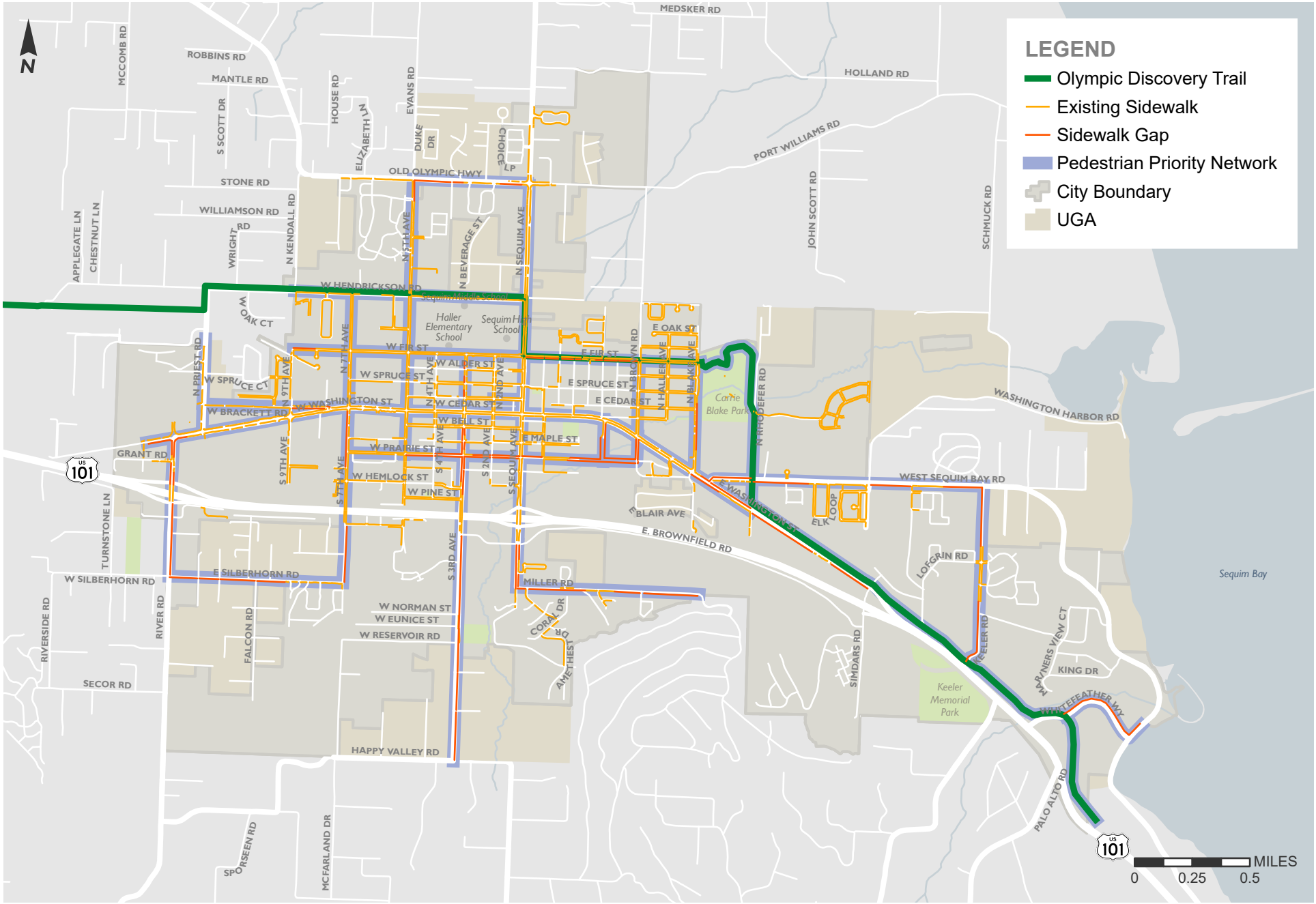


Bicycle System Plan

Sequim Transportation Master Plan

FIGURE **16**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx



Pedestrian System Plan

Sequim Transportation Master Plan

FIGURE **17**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

5. NEAR TERM AND LONG-TERM CAPITAL PLANS

This chapter presents the capital program that forms the basis of the TMP. Collectively, this program adds up to approximately $104 million in transportation projects to be constructed over the next few decades. For the purposes of planning, the capital projects are divided into two lists; near-term (years 0 to 6) and longer-term (years 7 to 20) needs. The full detailed project list is provided in **Appendix C**.

To select the full list of projects and decide whether projects should be on the near-term or longer-term list, a set of prioritization criteria were used. These metrics were developed based on priorities identified by the City and community and in alignment with other transportation planning efforts. Priorities were determined from feedback gathered from the online survey and community outreach conducted for the City's *Comprehensive Safety Action Plan* and the TMP update as part of the larger 2025 Comprehensive Plan periodic update (as described in Chapter 1). Community priorities were determined by reviewing the survey responses and in-person feedback to identify metrics which would could be used to assess the top community priorities of pedestrian/bicycle safety and improving traffic flow at intersections. These priorities were then supplemented with additional priorities determined based on feedback from City staff on project elements that are important factors for state and federal transportation funding programs.

Table 5.1 provides a summary of the specific metrics considered. The detailed prioritization scoring matrix is provided in **Appendix D**. The prioritization metrics used for the TMP align with the project prioritization for the City's *Comprehensive Safety Action Plan.*

Table 5.1 Project Prioritization Criteria

Criteria	Measurement
Collision/Safety Criteria	• Does the project address fatal/severe injury crashes? • Does the project address a safety risk factor identified in the *Safety Action Plan*?

Location Criteria	• Is the project in proximity to the following key destinations?
	  ○ Schools
	  ○ Parks
	  ○ Olympic Discovery Trail
	  ○ Civic Facilities
	  ○ Medical Facilities

Demographics/Equity	• Is the project located in an area with increased equity need based on
	  ○ Social Vulnerability Index
	  ○ Income Level
	  ○ Zero Car Households

Growth-Related	• Does the project address a LOS or LTS deficiency? • Does the project construct a new road connection?
Project Readiness	• Is the project planned within the 6-year Transportation Improvement Program? • Has design started on the project?

SIX-YEAR PROJECT LIST

Based on the principles of the LOS analysis and project prioritization, a near-term project list was developed. As shown in **Table 5.2,** the majority of the near-term expenditures include bicycle and pedestrian projects to improve key pedestrian and bicycle circulation routes within the City. These projects are shown on **Figure 18.** The near-term projects are those identified as High priority in **Appendix D**.

Table 5.2 Summary of Six Year Projects

Type	Notes	Number of Projects	6 Year Cost (thousands)
Active Transportation Projects	Bicycle Facilities (multi-use paths, bike lanes, and sharrows) and Pedestrian Facilities (sidewalk infill, and paths)	8	$24,480
Roadway & Intersection Projects	City Projects – Intersection/Corridor Improvement Projects along City roads	0	-
	WSDOT Projects – Intersection/Corridor Improvement Projects along WSDOT facilities	2	$17,170
TOTAL		**10**	**$41,650**

TWENTY-YEAR PROJECT LIST

In addition to projects prioritized in the six-year list, the TMP resulted in an additional list of projects to be completed over the later portion of the planning horizon (years 7 through 20 of this plan). These projects total to approximately $62 million in 2026 dollars and are summarized in **Table 5.3** and shown in **Figure 19.** The project descriptions, costs and priority for all 6-year and 20-year projects are summarized in **Table 5.4** with the detailed project list provided in **Appendix C.**

Table 5.3 Summary of Twenty Year Projects

Type	Notes	Number of Projects	6 Year Cost (thousands)
Active Transportation Projects	Bicycle Facilities (multi-use paths, bike lanes, and sharrows) and Pedestrian Facilities (sidewalk infill, and paths)	16	$27,470
Roadway & Intersection Projects	City Projects – Intersection/Corridor Improvement Projects along City roads	14	$22,800
	WSDOT Projects – Intersection/Corridor Improvement Projects along WSDOT facilities	2	$11,600
TOTAL		**32**	**$61,870**

Table 5.4 TMP Project List

Map ID	Title and Location	Project Description	2026 Total Project Cost	Development Funded[1]	Priority
AT-1	Fir Street Bike Pedestrian & Bicycle Improvements	Install the following improvements along Fir St: Fill missing sidewalk gaps on south side of the roadway bet. Sequim Ave and Brown Rd; Bike lanes bet. 9th Ave and 5th Ave and Sequim Ave and Blake Ave; Upgrade/install ADA curb ramps at non-compliant locations along the corridor (26 locations)	$2,200,000	N/A	High
AT-2	Spruce Street Bicycle Boulevard	Install the following improvements along Spruce St: Mini roundabouts at all intersections along Spruce St bet. 4th Ave and Haller Ave (except Sequim Ave); Sharrow markings and signage (7th Ave to Blake Ave)	$1,550,000	N/A	High
AT-3	South Sequim Complete Streets Improvements - Phase 1	Install the following improvements along Prairie St: • Bike lanes between 5th Ave and eastern terminus; Sidewalks between 5th Ave and eastern terminus; Mini roundabouts at Prairie/4th, Prairie/3rd, Prairie/2nd, Prairie/Sunnyside; Upgrade/install ADA curb ramps at non-compliant locations along the corridor (20 locations)	$8,460,000	N/A	High
AT-4	South Sequim Complete Streets Improvements - Phase 2	Install the following improvements within South Sequim • 7th Ave: fill sidewalk gaps (Washington to Hemlock), protected bike lanes (Washington to McCurdy), ADA curb ramp improvements (Fir to Washington, 12 locations); 5th Ave: sharrows & signage (Washington to Hemlock); Bell St: sharrows & signage (5th to Sequim); Maple St: mini roundabouts (4th, 3rd, 2nd, Sunnyside)	$1,730,000	N/A	High
AT-5	N 3rd Avenue Complete Street	Install the following improvements along 3rd Ave bet. Fir and Washington: • Fill sidewalk gaps; ADA curb ramp upgrades; Bike lanes; Pedestrian crosswalks at Alder, Spruce, and Cedar; Remove stop-controlled approaches along 3rd and move stop-controlled approached to east-west roadways at Alder and Cedar	$4,400,000	N/A	High
AT-6	W Washington Street Safety Improvements	Install the following improvements along W Washington St: • Sharrows on Brackett Rd bet. 9th Ave and Washington St; Access management and center medians bet. River Rd and 5th Ave; Roundabout retrofit improvements (sidewalk widening, crosswalk/bike ramp installation) at Washington/River and Washington/9th; Install two-stage turn queue boxes for EB and NB bikes (with curb extensions on the NE and SE corners)	$2,980,000	N/A	Medium
AT-7	E Washington St Multimodal Project	Install the following improvements along E Washington St: • Install/improve MUP along the north side of the roadway bet. Brown and Simdars (connect with ODT); Access management and center medians bet. Brown and W Sequim Bay; Pedestrian crossing improvement (HAWK signal or half signal) at Washington/Brown; RRFB improvements at Blake, Rhodefer, and Holiday Inn Express	$3,100,000	Partial	High
AT-8	W Sequim Bay Road Bicycle & Pedestrian Improvements	Install the following improvements along W Sequim Bay Rd: • MUP bet. Washington and Keeler; Enhanced crossing at Rhodefer, Washington Harbor, Bell Bottom (RRFB)	$3,200,000	Partial	Medium
AT-9	Keeler Road Bicycle & Pedestrian Improvements	Install the following improvements along Keeler Rd: • MUP bet. W Sequim Bay and ODT	$580,000	Partial	Medium
AT-10	Whitefeather Way Multi-Use Path	Install the following improvements along Whitefeather Way: • MUP bet. W Sequim Bay and ODT; enhanced crossing at ODT and W Sequim Bay Rd (with RRFB)	$3,690,000	Partial	Low
AT-11	Priest Road Multi-Use Path	Install the following improvements along Priest Rd: • MUP bet. north City limits and Washington St	$1,250,000	Partial	Medium

[1] Indicates projects that are expected to be fully or partially funded by adjacent development.

Table 5.4 TMP Project List

Map ID	Title and Location	Project Description	2026 Total Project Cost	Development Funded[1]	Priority
AT-12	Old Olympic Highway Bicycle & Pedestrian Improvements	Install the following improvements along Old Olympic Hwy: • Fill missing sidewalk gaps on both sides of the roadway bet. 5th Ave and Sequim Ave; bike lanes bet. 5th Ave and Sequim Ave	$2,930,000	Partial	Low
AT-13	Sunnyside Avenue Pedestrian & Bicycle Improvements	Install the following improvements along Sunnyside Ave: •Fill missing sidewalk gaps on both sides of the roadway bet. Fir St and Prairie St; bike facilities bet. Fir St and Prairie St; and enhanced crossing at Washington St with access management improvements	$1,190,000	N/A	Medium
AT-14	Blake Avenue Bicycle & Pedestrian Improvements	Install the following improvements along Blake Avenue: • Fill missing sidewalk gaps on the east side of the roadway bet. Carrie Blake Park and Washington St	$910,000	N/A	Medium
AT-15	River Road Multi-Use Path	Install the following improvements along River Rd: • MUP along the east side of the roadway bet. Washington and Silberhorn; enhanced crossing at Grant Rd	$2,920,000	Partial	Medium
AT-16	7th Avenue Pedestrian & Bicycle Improvements	Install the following improvements along 7th Ave: • Bike lanes bet. Happy Valley Rd and Washington Street; Ped/Bike crosswalk at McCurdy Rd and Silberhorn Rd	$370,000	Partial	High
AT-17	3rd Avenue Pedestrian & Bicycle Improvements	Install the following improvements along 3rd Ave: • Fill missing sidewalk gaps on both sides of the roadway bet. Bell St and Hemlock St; Sharrows and signage bet. Washington St and Bell St; Bike lanes bet. Bell St and Brownfield Rd; MUP on west side of the roadway bet. Brownfield Rd and southern City limits; Ped/Bike crosswalk at Hemlock St, Brownfield Rd, and Norman St (with RRFB)	$2,670,000	Partial	High
AT-18	Norman Street Bicycle & Pedestrian Improvements	Install the following improvements along Norman St: • Sidewalks & bike lanes bet. Western terminus and 3rd Ave	$2,880,000	Partial	Low
AT-19	S Sequim Avenue Multi-Use Path	Install the following improvements along S Sequim Avenue: • MUP along the west side of the roadway bet. Brownfield and Miller (to be installed as part of planned development)	N/A	Fully	Medium
AT-20	E Silberhorn Rd Bicycle Facilities	Install bike lanes or MUP bet. River Road and S 7th Ave	$2,130,000	Partial	Low
AT-21	Carrie Blake Park ODT Realignment	Realign ODT segment within Carrie Blake Park	$110,000	N/A	Low
AT-22	Brackett Road Sidewalk	Fill missing sidewalk gaps bet. Priest Rd and 9th St	$690,000	Partial	Low
AT-23	Johnson Creek Crossing Repair	Repairs to the Railroad Trestle Foot Bridge along the Olympic Discovery Trail	$2,010,000	N/A	Medium
AT-24	Brownfield Road Speed Mitigation	Install curve warning signs with flashing LED perimeters, edge striping, and enhanced signage and reflective markers	N/A	Partial	Low

[1] Indicates projects that are expected to be fully or partially funded by adjacent development.

Table 5.4 TMP Project List

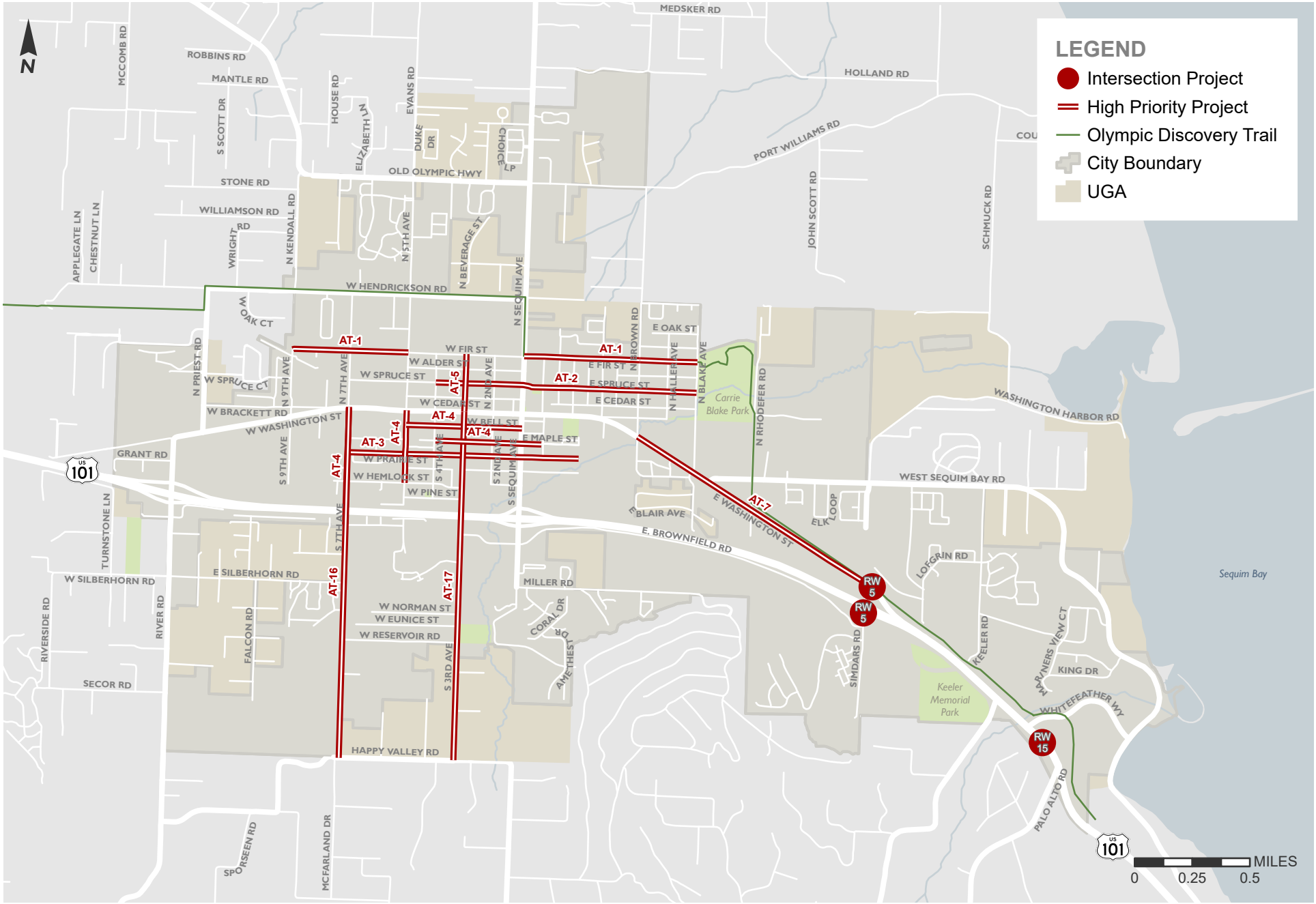
Map ID	Title and Location	Project Description	2026 Total Project Cost	Development Funded[1]	Priority
RW-1	Prairie Street & Sequim Avenue New Signal	Install traffic signal at Prairie St & Sequim Ave	$530,000	N/A[2]	Medium
RW-2	US-101 Ramps & S Sequim Avenue RAB	Install RABs at US-101 ramp intersections	$6,000,000	N/A	Medium
RW-3	Traffic Signal at Fir & N Sequim Avenue	Intersection improvements at Fir St & Sequim Ave (Note that the need for this project is to accommodate school-related traffic, which is not captured in the MD peak hour analysis in the TMP).	$400,000	N/A	Medium
RW-4	Kendall & Hendrickson Improvements	Install additional pavement, improved sight lines, striping, and signage (potential roundabout)	$1,500,000	N/A	Medium
RW-5	US-101 & Simdars Road Intersection Improvements	Install improvements to the US-101/Simdars Ave Interchange: - Construct US-101 WB On-Ramp and EB Off-Ramp; Install RAB at Washington St/Simdars Ave	$10,710,000	N/A	High
RW-6	W Washington Street Slip Lane Realignment	Roadway improvement between River and Priest Rd - realignment of the EB slip lane	$770,000	N/A	Medium
RW-7	S 7th Avenue Road Connection	Complete roadway connection between Silberhorn Rd and Reservoir Rd	$4,580,000	Fully	Medium
RW-8	W Norman Street Road Connection	Complete roadway connection between 7th Avenue and western terminus (west of Edelweiss Dr)	$1,160,000	Partial	Low
RW-9	W Brownfield Road Realignment	Realign Brownfield Road between 3rd Ave and Sequim Ave. Install bike lanes, sidewalk, curb and gutter	$4,650,000	Partial	Medium
RW-10	W Maple Street Road Connection	Complete roadway connection between 5th Avenue and 4th Avenue	$2,540,000	Partial	Medium
RW-11	E Washington Street & Brown Road	Intersection improvements at E Washington St & Brown Rd (potential RAB)	$1,600,000	N/A	High
RW-12	E Washington Place Road Connection	Complete roadway connection between Blake Ave & Rhodefer Rd	$1,360,000	Partial	Low
RW-13	N 9th Avenue Road Connection	Complete roadway connection between Fir St & Brackett Ave and Fir St & Hendrickson	$2,350,000	Partial	Medium
RW-14	W Sequim Bay Rock Revetment Reconstruction	Reconstruction of the rock revetment supporting W Sequim Bay Rd, near Pitship Bridge.	$510,000	N/A	Low
RW-15	US-101/Whitefeather Intersection Improvements	Safety/operational improvements with US-101/Whitefeather/Palo Alto	$6,460,000	Partial	High
RW-16	S 5th Ave Extension (McCurdy to Driveway)	Construct half-roadway between McCurdy Rd and driveway	$160,000	Partial	Low

[1] Indicates projects that are expected to be fully or partially funded by adjacent development.
[2] Development contributions to the Prairie Street & Sequim Avenue Signal may be evaluated during the concurrency review project for planned developments.

Table 5.4 TMP Project List

Map ID	Title and Location	Project Description	2026 Total Project Cost	Development Funded[1]	Priority
RW-17	Port Williams Road Expansion	Expand roadway and install pedestrian facilities between Sequim Ave and Brown Rd	$690,000	Partial	Low
RW-18	Happy Valley to Simdars Road Frontage Road Connection	Install connection between Simdars Rd and Happy Valley Rd	$5,600,000	N/A	Medium

[1] Indicates projects that are expected to be fully or partially funded by adjacent development.

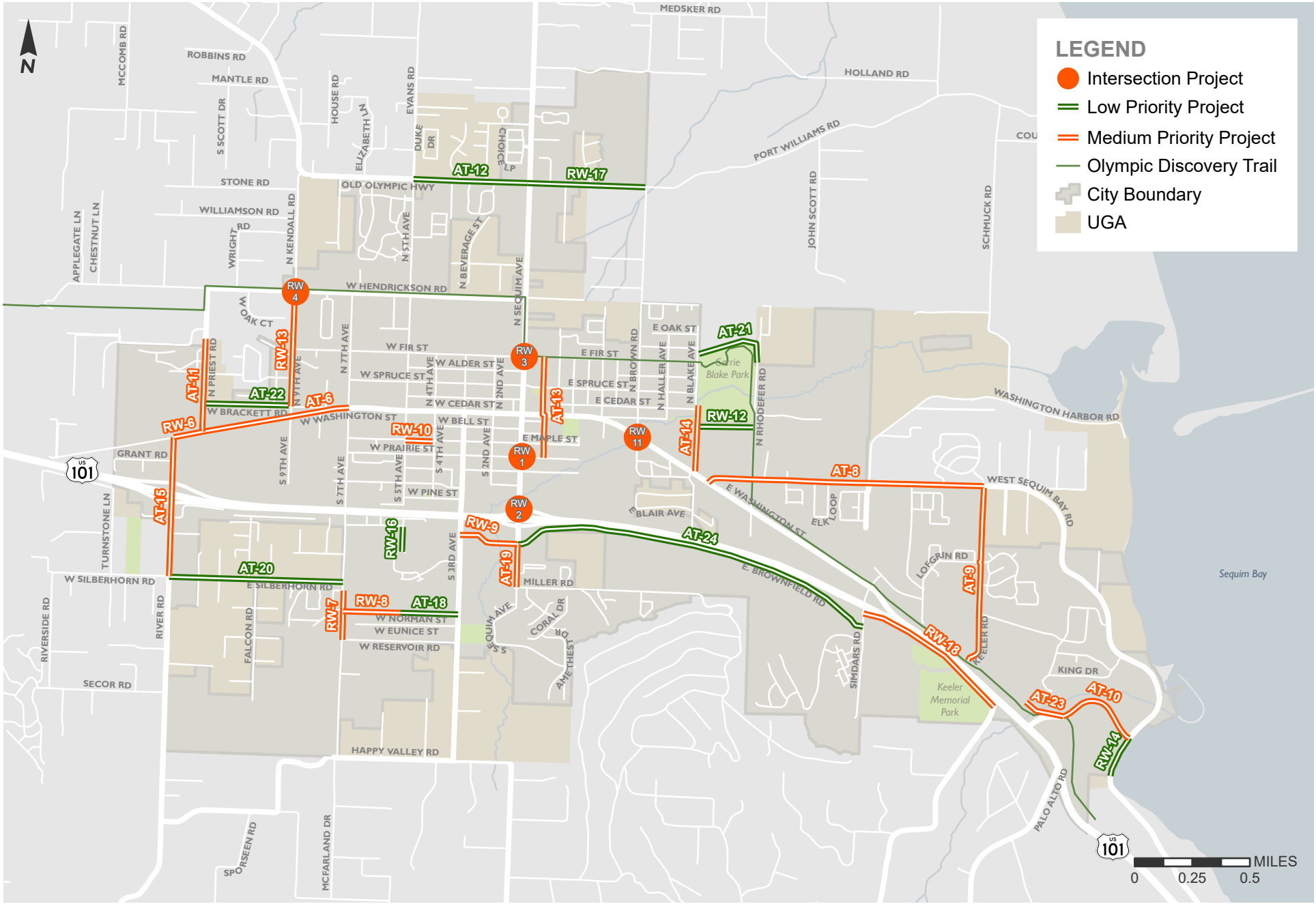


Transportation Improvement Projects: Near-Term Improvements (6 Years)

Sequim Transportation Master Plan

FIGURE **18**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx



Transportation Improvement Projects: Long-Term Improvements (20 Years)

Sequim Transportation Master Plan

FIGURE **19**

M:\22\1.22417.00 - Sequim Transportation Master Plan Update\GIS\ArcGISPro\SequimTMP.aprx

PROJECTS REQUIRING FUNDING FROM OTHER AGENCIES

The near-term and longer-term capital plans described in the previous pages include capital projects that are within the City's jurisdiction and that would be funded (either fully or in part) by City sources. There are other types of expenditures that would benefit the City's transportation network that are not included in these capital project lists. These excluded projects/programs include ongoing rehabilitation and maintenance of the City's street system (such as filling potholes, chip seals, and overlays).

Some projects presented previously in **Table 5.4** are large capital projects along or connecting to facilities owned and operated by other agencies, primarily WSDOT. It is expected that outside revenue sources (either from WSDOT, grant funding, or directly earmarked by the state/federal legislature) would be necessary to implement these projects. While construction and implementation of these projects would largely rely on outside funding, these projects have been included on the project list to capture the total cost of transportation infrastructure needs within the City. The following are those projects which would require primary funding from other agencies:

- RW-2: US-101 Ramps & S Sequim Avenue Roundabouts
- RW-5: US-101 & Simdars Road Intersection Improvements
- RW-16: US-101/Whitefeather Intersection Improvements
- RW-19: Happy Valley to Simdars Road Frontage Road Connection

In addition, several projects identified in **Table 5.4** are anticipated to be fully or partially development funded since the improvements would directly provide the necessary capacity to support the growth associated with these projects. Should funding become available or if required to meet concurrency requirements, the City may implement these projects prior to development occurring. If not needed to meet transportation concurrency, some of these projects may be delayed beyond the 20-year planning period depending on the pace and location at which development occurs.

The identified long-term projects would make important contributions to citywide connectivity, safety, and overall travel conditions for all modes. In some cases (such as the US-101 Ramps & Sequim Avenue improvements) these projects are critical for the City in meeting its traffic operations LOS, as required under the Growth Management Act. Other improvements (such as the US-101 & Simdars Road and US-101 & Whitefeather Road improvements) are key towards improving roadway safety along a WSDOT Highway of Statewide Significance (HSS). As such, they have been included on the project list and were considered in the development of this plan.

6. IMPLEMENTING THE TMP

The previous chapter presented near-term (6 year) and longer-term (20 year) project lists, which collectively add up to approximately $104 million in transportation infrastructure costs over the next few decades. Approximately $75 million of these project costs are associated with City (non-WSDOT) projects.

This chapter explains how these projects could be funded, which is at the heart of implementing the TMP. It also describes collaboration, since implementing the TMP will require close coordination among City departments, the citizens and businesses of Sequim, and other agencies within the region.

It should be noted that the TMP is a living document and will serve as the blueprint for transportation in Sequim over the next several years. Realistically, the actions in the plan are most useful over the next three to five years, as the TMP presents a snapshot in time of transportation conditions and needs within the City. As projects get implemented, funding is secured, and traffic conditions change, reassessment and re-prioritization of projects in the TMP should be conducted as part of the annual 6-year Transportation Improvement Program (TIP) process. Minor updates to the TMP may be considered as part of the annual Comprehensive Plan update process; however, full updates to the TMP will be conducted in line with the GMA periodic update cycles which occur every 10 years.

OVERVIEW OF COSTS AND REVENUES

A key GMA planning requirement is the concept of fiscal restraint in transportation planning. A fiscally constrained TMP must first allow for operation and maintenance of existing facilities and then capital improvements. To develop the fiscally constrained plan, an inventory of revenues and costs was undertaken to identify funds that are likely to be available for capital construction and operations.

It is worth noting that over the past five years, Sequim's budget for transportation has been highly variable. In 2024, the City spent around $5.6 million for transportation capital and operations. Revenues for capital improvement projects include grants, impact fees, and the Transportation Benefit District (TBD). The City's TBD, which generates its revenue through sales tax and can be spent on all modes of transportation, is a very important source of funding for capital projects. Revenues for roadway maintenance are collected from motor vehicle fuel taxes and TBD funds. General Fund dollars are used as necessary to balance costs for capital expenditures and maintenance costs. Expenditures in 2024 included roughly four-fifths ($4.4 million) for capital projects and one-fifth ($1.2 million) for operations and maintenance.

Transportation Revenues

Table 6.1 summarizes the transportation revenue forecasts that form the basis for this TMP. Revenue projections were estimated based upon the City's budget, historical revenues, and



anticipated grant funding awards. Based on recent historical data, it is estimated that revenues would be approximately $58 million during the 20-year period, of which 86 percent ($50 million) would be dedicated for capital improvements, while the remaining would be for maintenance and operations programs. For capital projects, approximately 34 percent of revenues are expected to come from TBD funds [4] while 60 percent are expected to come from grants [5]. Based on historical revenues, transportation impact fees are expected to contribute only 6 percent of capital project revenues.

Table 6.1 Transportation Revenue Projections

Funding Source	Total Revenues	Percent of Total Revenues
TRANSPORTATION CAPITAL REVENUES[1]		
Transportation Benefit District (TBD)	$17,000,000	34%
Grants[2]	$30,000,000	60%
Transportation Impact Fees	$3,000,000	6%
Subtotal (Capital)	**$50,000,000**	**100%**
TRANSPORTATION MAINTENANCE & OPERATION REVENUES		
Motor Vehicle Fuel Tax	$3,465,000	45%
Transportation Benefit District (TBD)	$4,200,000	55%
Subtotal (M&O)	**$7,665,000**	**100%**
TOTAL	**$57,665,000**	

[1] As needed, the City's General Fund is used to fund transportation capital projects. Since the amount of General Fund revenue allocated towards transportation projects is not consistent year-to-year, these revenues were conservatively excluded from the revenue estimates.

[2] Grant funding is speculative based on recent grant awards. Grant funding is not guaranteed and lower capital revenues may result should grant funding not be secured. The reassessment strategies identified in this chapter will be employed

[4] The City's current TBD program expires in 2029. Renewal of the program will be proposed to voters at that time. The estimate of transportation revenues assumes that the TBD program will be renewed.

[5] The revenue estimates for transportation capital projects assume $30 million in grant funding over the 20-year period. The grant funding estimate provided in Table 15 is speculative and based on the recent transportation grant awards for the City. Grant funding is not guaranteed and may fall short of this amount depending on the City's success pursuing and securing federal and state transportation funding. Should the transportation grant funding be less than identified, the City will pursue the reassessment strategies in this chapter to address the funding shortfall.

Approximately 20 percent ($4.2 million) of TBD funds are dedicated to fund maintenance and operations programs for the City's roadways over the next 20 years.

Transportation Impact Fees

The GMA allows agencies to develop and implement a Transportation Impact Fee (TIF) program to help fund part of the costs of transportation facilities needed to accommodate growth. State law (RCW 82.02) requires that TIF programs are:

- Related to improvements to serve new growth and not existing deficiencies;
- Assessed proportional to the impact of new developments;
- Allocated for improvements that reasonably benefit new development, and;
- Spent on facilities identified in the adopted Capital Facilities Plan.

TIFs can only be used to help fund improvements that are needed to serve new growth. The cost of projects needed to resolve existing deficiencies cannot be included.

The TIF program must allow developers to receive credits if they are required to construct all or a portion of system improvements to the extent that the required improvements were included in the TIF calculation. The City's TIF program is outlined in Chapter 22.04 of the Sequim Municipal Code Municipal Code.

Developer Mitigation and Requirements

The City has adopted specific development-related requirements which will help fund the identified improvements. These include requirements for frontage improvements, mitigation of transportation impacts under SEPA, and concurrency requirements. The City requires developments to fund and construct certain roadway improvements as part of their projects. These typically include reconstructing abutting streets to meet the City's current design standards. These improvements can include widening of pavement, drainage improvements, and construction of curb, gutter, and sidewalks.

Several of the projects identified in the plan could be partially funded and constructed as part of new developments. As noted above, to the extent that costs of a transportation improvement are included in the TIF then credits must be provided. If improvements to an abutting local street are not included in the TIF, then credits against the TIF would not be required or allowed.

The City also evaluates impacts of development projects under the State Environmental Policy Act (SEPA). The SEPA review may identify adverse transportation impacts that require mitigation beyond payment of the TIF. These could include impacts related to safety, traffic operations, active transportation, or other transportation issues. The needed improvements may or may not be identified as specific projects in the Plan. If the required improvements are included in the TIF program, then the City must provide credit to the extent that the costs are included in the project list and impact fee calculations.

The City also requires an evaluation of transportation concurrency for development projects. The concurrency evaluation is intended to identify project impacts that will cause City facilities to operate below the City's level of service standard. To resolve such a deficiency, the applicant can propose to fund and/or construct improvements to provide an adequate level of service. Alternatively, the applicant can wait for the City, or another agency or developer to fund improvements to resolve the deficiency. According to the GMA, the City must deny any proposal that will cause the level of service for transportation facilities to decline below the adopted standard unless a financial commitment[6] is in place to complete measures to achieve the LOS standard within six years. (RCW 36.70A.070(6)(b).

The City requires new development to assess project impacts to both City and State facilities through the development review process by preparing transportation impact analyses (TIAs) in accordance with adopted City comprehensive plan policies. The City works with WSDOT Local Programs and Developer Services to impose appropriate mitigation through the City's authority for both City and developer project impacts to State facilities to ensure that existing levels of service on State facilities are not degraded beyond the adopted LOS standards by City growth.

Grants

Over the past several years the City has had significant success in securing grants for transportation improvements. Grant funding is typically tied to specific improvement projects and distributed on a competitive basis, often with a local funding match.

Grant funding estimates presented in **Table 6.1** are speculative and are not guaranteed. Should grant funding fall short of the estimates shown, reassessment strategies will be identified to address the funding shortfall (including reprioritization of projects to identify those that can be delayed past the 20-year planning period).

Forecasted Revenue Shortfall

Table 6.2 summarizes the City's proposed transportation financing strategy for the $75 million City portion of the capital improvement costs. When the costs for the WSDOT projects are excluded from the comparison, the funding shortfall is expected to be approximately $25 million. This assumes that the level of grants and developer commitments will be generated as estimated in **Table 6.1.** The deficit could be greater if the level of grant funding is less than forecast or if the TBD is not renewed.

[6] Financial commitments to address LOS deficiencies can take several forms, including the payment of Transportation Impact Fees or proportionate share contributions to improvement projects not included in the City's TIF program. Identification of LOS deficiencies will occur on a project-by-project basis as part of the development review process and identification of necessary mitigation measures (and implementation processes) will be identified in the Conditions of Approval.

Table 6.2 Forecasted Revenues & Costs	
Revenue/Cost	**Total (20 Year)**
Estimated Shortfall Excluding WSDOT Projects[1]	
Transportation Capital Revenues[2]	$50,000,000
Total Transportation Project Costs	$74,750,000
Capital Estimated Shortfall (without WSDOT Projects)	**($24,750,000)**

[1] The estimated shortfall in funding excludes projects along WSDOT facilities which are likely to require funding from non-City sources (e.g., WSDOT, federal/state earmarks, grant funding).

[2] Capital revenues assumes $30 million in grant funding Grant funding is speculative based on recent grant awards. Grant funding is not guaranteed and lower capital revenues may result should grant funding not be secured. The reassessment strategies identified in this chapter will be employed should the full grant revenue estimates not be secured.

The estimated shortfall in funding for capital improvements would primarily affect the ability of the City to fund all of the identified capital improvement projects during the planning period. The City is committed to funding the existing maintenance and operations programs needed to preserve the integrity, safety, and efficiency of its existing transportation system. The maintenance and operations cost will expand with transportation system improvements.

ADDRESSING POTENTIAL REVENUE SHORTFALLS

As noted above, projected existing revenue sources would allow the City to fund a portion of the identified transportation improvement projects and program costs. The City could address this shortfall through delaying lower priority projects or increasing revenue allocations from discretionary sources, primarily the General Fund.

Options for Reducing the Funding Shortfall for Capital Improvement Projects

The City can increase funding for capital street projects using a range of revenue options. These include partnering with other agencies or additional grants as available. Alternatively, the City could delay implementation of projects, especially lower priority improvements. Possible applications of these funding strategies are discussed below.

Delaying Improvement Projects

The City will not likely be able to, or may choose not to, fund lower priority projects within the 20-year horizon without additional funding sources. Some of these projects may be funded through impact fees and/or frontage improvement requirements as development (or re-development

occurs). As developments occur in these areas the city may require project-specific facility improvements including SEPA mitigation measures, as appropriate. The City also may identify other programs or opportunities to partially or fully fund some of these improvements.

The project list included as **Appendix C** identifies the improvement projects needed to address the City's adopted LOS standards through 2045 (denoted as being "Growth Related"). Projects that are not identified as being Growth Related may be considered for delaying beyond the 20-year planning period.

Additional Grants and Other Agency Funding

As discussed above, the transportation financing analysis estimates that the city may receive approximately $30 million in grant funding over the life of the Plan. As noted, grant funding estimates are speculative and not guaranteed, and may fall short of the amount identified. If the City is able to pursue and receive grants at a higher rate, shortfalls may be less than projected. The roadway improvements identified for the WSDOT facilities entail large-scale, high-cost improvements, which may be strong candidates for grant funding pursuits. However, given the scale of these improvements, direct appropriations from the federal or state government as part of legislative requests may be necessary to fully implement the improvements identified along US-101.

Tax Increment Financing

Washington State allows cities to create "increment areas" that allows for the financing of public improvements, including transportation projects within the area by using increased future revenues from local property taxes generated within the area. The specific rules and requirements are noted in the Community Revitalization Financing (CRF) Act.

The Local Infrastructure Financing Tool (LIFT) program is a potential tool for the City to pursue. Under this concept the annual increases in local sales/use taxes and property taxes can be used to fund various public improvements.

The City may choose to further consider these types of funding programs in the future as part of its annual budget and six-year Transportation Improvement Program (TIP) processes.

Bond/Levy/Taxes

Bonds do not result in additional revenue unless coupled with a revenue generating mechanism, such as a voter approved tax or general obligation (GO) bonds. The debt service on the bonds results in increased costs which can be paid with the additional revenue approved by voters such as a property tax levy, sales tax increase, or TBD funds. Although the City does not anticipate issuing bonds in the near future, it remains an option for generating additional transportation revenues to fund some of the higher cost improvement projects.

Local Improvement Districts

A local improvement district (LID) is a special assessment area established by a jurisdiction to help fund specific improvements that would benefit properties within the district. LIDs could be formed to construct sidewalks, upgrade streets, improve drainage or other similar types of projects. A LID may be in residential, commercial, or industrial areas or combinations depending on the needs and benefits. LIDs can be proposed either by the city or by property owners. LIDs must be formed by a specific process which establishes the improvements, their costs, and assessments. The assessments are added to the property tax which helps to spread the costs over time.

MONITORING AND EVALUATION

The TMP is a long-range plan that enables the City to plan for its current and future transportation needs. Nonetheless, the transportation network is dynamic, constantly changing due to circumstances beyond the scope and influence of this plan. Hence, regular updates are necessary to ensure the plan remains current and relevant. The TMP includes the following actions to monitor and evaluate the progress of implementing the plan.

Bi-Annual Mobility Report Card

A bi-annual mobility report card will be developed to document progress towards plan implementation and to monitor the transportation system's performance. The City will use this information to inform the public regarding the City's progress related to the TMP. The report card will also provide a basis for future updates of the TMP.

The report card is expected to report on the following topics:

- Land Use and Transportation Trends - These data will describe general land use and transportation trends within Sequim. Information will include:
  - Current population and employment levels and growth rates,
  - Summary of yearly development activity, and
  - Summary of growth in traffic volumes, transit service, active transportation and other trends. Given the high seasonality of Sequim's traffic (reflecting factors like tourism and the "snowbird" phenomenon), it would make sense to collect this data during both the summer and winter seasons.
- Transportation Performance – These data will focus on documenting the current performance of the transportation system, by mode. Information will include:
  - Transit route ridership (from Clallam Transit and Jefferson Transit)
  - Traffic volumes
  - Collisions
  - Multimodal level of service
  - Pedestrian and bicycle volumes



  - Pavement Maintenance Ratings
- Project Implementation Status - These data will summarize the city's progress towards implementing the priority network improvements (including percent completion for ongoing projects) recommended in the TMP. Information is expected to include:
  - Auto/truck facilities constructed
  - Pedestrian facilities constructed
  - Bicycle facilities constructed
  - Miles of Pavement overlays

The report card will provide the necessary information to help the city adjust transportation priorities and to facilitate updates to the TMP every few years.

Reassessment Strategy

Although the financing summary identifies the potential for a total revenue shortfall of approximately $25 million over the life of the TMP, including WSDOT projects, the City is committed to reassessing their transportation needs and funding sources each year as part of its six-year Transportation Improvement Program (TIP), in line with Policy TR-7.3 in the 2025 Comprehensive Plan. This allows the City to match the financing program with the short-term improvement projects and funding. To implement the Transportation Improvement Plan, the city will consider the following principles in its transportation funding program:

- Balance improvement costs with available revenues as part of the annual six-year Transportation Improvement Program (TIP);
- Review project design standards to determine whether costs could be reduced through reasonable changes in scope or deviations from design standards;
- Fund improvements or require developer improvements as they become necessary to maintain LOS standards;
- Coordinate and partner with WSDOT, Clallam County, Clallam Transit, and others to implement improvements to US-101;
- Vigorously pursue grant funds from state and federal sources;
- Work with Clallam County or other partner agencies to develop multiagency grant applications for projects which extend between both jurisdictions that serve City and County growth;
- Review and update the TIF program regularly to account for the updated capital improvement project list, revised project cost estimates, and annexations;

Some lower priority improvements may be deferred or removed from the Transportation Plan[7]. The city will use the annual update of the six-year Transportation Improvement Program (TIP) to re-evaluate priorities and timing of projects and need for alternative funding programs. Throughout the planning period, projects will be completed, and priorities revised. This will be accomplished by reviewing traffic growth and the location and intensity of land use growth in the city through the development review process. The City will then be able to direct funding to areas that are most impacted by growth or to intersections/roadways that may be falling below the city's multimodal level of service standards. The development of the TIP will be an ongoing process over the life of the Plan and will be reviewed and amended annually.

Translating Policy into Action

Table 6.3 highlights key activities the City can use to implement the TMP. These activities directly connect the policy direction of this document to plans, programs, and actions that will support the Sequim community over the next 20 years. The Transportation Action Plan strategies are described in more detail in **Appendix E**.

Table 6.3 Transportation Action Plan

Action	Likely Lead(s) & Partners(s)	Timeline
1. Evaluate/develop a comprehensive funding strategy to implement the transportation priorities and capital projects identified in the TMP	Public Works	Short-Term
2. Review/revise concurrency regulations, municipal code, and associated ordinances to ensure consistency with multimodal Level of Service (LOS) standards.	Public Works & Community Development	Short-term
3. Review/update roadway design standards to better align with Level of Traffic Stress (LTS) considerations.	Public Works	Medium-term
4. Review/update the development review process to align with Comprehensive Plan policies, land use plan, and updated MMLOS standards	Public Works & Community Development	Medium-term
5. Update the 6-Year Transportation Improvement Program (TIP) development process to incorporate policy-driven prioritization metrics consistent with the TMP.	Public Works	Short-term

[7] Lower priority projects that may be deferred or removed for the Transportation Plan include those not needed to meet concurrency (i.e., Active Transportation projects not needed to address an LTS deficiency or Roadway/Intersection projects which complete roadway connections not needed to maintain intersection LOS standards). See Appendix C.

7. TRANSPORTATION DEMAND MANAGEMENT

Transportation Demand Management (TDM) is a general term for various strategies that increase transportation system efficiency. TDM treats mobility as a means to an end, rather than an end in itself. It emphasizes the movement of people and goods, rather than motor vehicles, and so gives priority to more efficient modes (such as walking, cycling, ridesharing, public transit and telecommuting), particularly under congested conditions.

Washington State Law requires that all cities and counties within or containing an affected urban growth area implement Commute Trip Reduction (CRT) programs which implement TDM measures as a means of reducing the number and length of vehicle trips within the region. The City (and the rest of Clallam County) is not required to plan under the Washington State CTR law.

Nevertheless, as the costs of fuel and street projects increase, there will be greater demand and emphasis on public transportation services to address the mobility needs of Sequim residents. Local planning efforts will likely be encouraged to further emphasize transportation and land use plans, programs and policies that help reduce single-occupant vehicle miles traveled (VMT) per capita, resulting in lower vehicle emissions. TDM measures will help to reduce vehicle emissions growth.

In line with Goals TR-10 and TR-13 of the 2025 Comprehensive Plan, the City will work with partner agencies (including Clallam Transit) to use TDM as one of the key strategies for managing congestion on key roadways throughout the region. The aim of TDM programs is to reduce the number of vehicles on the area's roads, which will reduce the demand on the existing transportation network. As feasible, the City will explore opportunities for implementing TDM strategies, which may include:

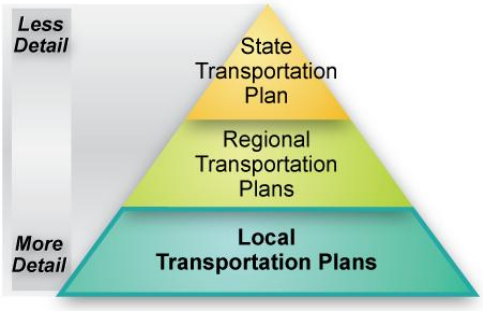
- Pedestrian and Bicycle Network Improvements
- Ride Share Programs
- Transit Oriented Development (TOD)
- Parking Management

.

8. CONSISTENCY WITH OTHER PLANS

Sequim's transportation system is part of, and connected to, a broader regional highway and arterial system. The GMA works to increase coordination and compatibility between the various agencies that are responsible for the overall transportation system. Since transportation improvements need to be coordinated across jurisdictional boundaries, the Transportation Plan needs to be consistent with and supportive of the objectives identified in the Washington State Transportation Plan, Peninsula Regional Transportation Planning Organization's (PRTPO's) Regional Transportation Plan (RTP), and the transportation plans or capital improvement plans of the surrounding agencies. Developing the TMP is primarily a bottom-up approach to planning, with the City exploring its needs based on the land use plan. Eventually, local projects are incorporated into regional and state plans. **Figure 20** is a schematic showing this approach. The following sections provide a review of this plan's consistency with neighboring jurisdictions.

Figure 20: Transportation Plan Approach



WSDOT HIGHWAY IMPROVEMENT PROGRAM & SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM

As required by the GMA, the TMP addresses the state highway system. Specifically, the TMP addresses the following elements related to the state highway system:

Table 8.1 WSDOT- Related Elements in the Sequim TMP

WSDOT-Related Element	Chapter	Page / Table / Figure
• Inventory of existing facilities	Chapter 2	Pages 8-14
• Level of service standards	Chapter 2	Page 10
• Analysis of traffic impacts and concurrency on state facilities	Chapters 2 & 4	Tables 2.2 & 4.1 Figures 4 & 11
• Consistency with the State Highway Systems	Chapter 2	Page 10
• Improvements needed to maintain LOS standards on the state highway system	Chapter 5	Table 5.4 Figures 18 & 19
• Financing strategies and funding sources	Chapters 5 & 6	Page 54-58



WSDOT maintains two improvements programs, the Highway System Plan (HSP) and the State Transportation Improvement Program (STIP). WSDOT completed an update to the HSP at the end of 2024 which recommends new revenues for state highways be dedicated over the next 20 years. The Statewide Transportation Improvement Program (STIP) 2026 – 2029 was approved in January 2026 and includes the following projects in Sequim:

- E Fir St Rehabilitation – Reconstruct E. Fir St, a segment of the Olympic Discovery Trail, between N. Sequim Ave. and Blake Ave. Design of new HMA and subgrade, curb and gutter, sidewalks, ADA ramps, bike lanes, drainage facilities, signage, landscaping, and pedestrian safety enhancements. Utility upgrades will be completed concurrently.

- E Washington St Multimodal Transportation Expansion – Planning, design and construction of sidewalk and multiuse trail on E Washington St between Blake Ave and Simdars Rd, including improvements to the regional Olympic Discovery Trail.

- Johnson Creek Bridge Replacement – Planning for Multi-Use Trail which will provide an assessment of the current bridge condition, and bid ready engineering and design.

- Keeler Road Multi-Use Path – Planning for Multi-Use Trail which will provide a planning study, and bid ready engineering and design.

- Systemic Signalized Intersections and Pedestrian Safety Improvements – Install signal upgrades and pedestrian crossing improvements.

As noted previously, the City also works with WSDOT Local Programs and Developer Services to identify and impose appropriate mitigation measures to address development impacts on the state highway system.

PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION

The PRTPO maintains and prioritizes projects in the Regional TIP. The Regional TIP is a 6-year program of projects that is updated every year. The TIP ensures that transportation projects meet regional transportation, growth and economic development goals and policies. In addition to the projects identified in the STIP, the Regional TIP also identifies the following projects:

- 2026 Curb Ramp Replacement (5th Ave, 7th Ave, Hendrickson) – Replacement of curb ramps with ADA deficiencies on streets adjacent to public, medical and commercial facilities, including other pedestrian safety and stormwater improvements

- U.S.101 East Sequim Corridor Project – Improve safety, mobility, and economic development opportunities by constructing on and off ramps to complete the Simdars Rd Interchange, Construct a frontage road connecting Palo Alto Road and Happy Valley Road to the Simdars

Rd interchange, and improve horizontal and vertical alignments to improve safety on the highway mainline and landscaping.

- N 3rd Avenue Complete Street – The City desires to create a safe route to school by implementing modern principles to create safe and encouraging multi-modal transportation options, manage and treat stormwater using low impact development (LID), and revitalize the existing residential neighborhood. This project will include bike lanes, sidewalks, shared use paths, and other complete street components to provide a safe route for all modes of transportation.

CLALLAM COUNTY AND ADJACENT CITIES

Countywide Planning Policies (CPPs) establish a countywide framework for developing and adopting County and City comprehensive plans. The role of the CPPs is to coordinate comprehensive plans of jurisdictions in the same county for regional issues or issues affecting common borders. Clallam County's CPPs were last updated in 2018. The County's and Cities' comprehensive plans need to be consistent with the vision and policies established by the CPPs.

Clallam County's six-year TIP (2026-2031) currently has no projects identified in Sequim or the surrounding UGA, but includes the crossing improvements to the ODT west of the City at Carlsborg Road.

CLALLAM TRANSIT

Clallam Transit is a regional transportation provider that operates transit service in the City of Sequim. Four routes provide bus service to the City via the Sequim Transit Center. The City supports Clallam Transit's Comprehensive Plan (Connection Clallam) and coordinates with the agency to identify how transit needs should be addressed, particularly as new development occurs.

FEDERAL AND STATE AIR QUALITY REGULATIONS

The Transportation Element (and TMP) is subject to the Washington State Clean Air Conformity Act that implements the directives of the Federal Clean Air Act. Because air quality is a region wide issue, the City's Comprehensive Plan must support the efforts of state, regional, and local agencies as guided by WAC 173-420-080.

9. GLOSSARY OF TERMS

Americans With Disabilities Act (ADA): Federal law enacted in 1990 to provide accommodations for individuals with physical and mental impairments. With respect to transportation, this law often applies to design of sidewalk and transit facilities.

Bicycle Lane: An on-street striped lane, which provides specific accommodation for bicycles. Bike lanes are typically between 4 and 7 feet wide.

Capital Facilities Plan (CFP): A planning document outlining the necessary public facilities (e.g., water systems, sewer systems, stormwater facilities, schools, parks, streets, sidewalks, paths, public buildings, etc.) needed to serve existing development and accommodate planned development.

Downtown Sequim: The areas along Washington Street and Sequim Avenue identified with the "Downtown" zoning designation (i.e., Downtown Core [DC], Downtown Mix Use I [DMU-I], Downtown Mix Use II [DMU-II]). See Figure 1.

Highway of Statewide Significance (HSS): Highways and arterials designated by the state legislature under RCW 47.06.140 as having greater importance interstate and interregional travel. This includes the state highway system and interregional state principal arterials. Within Sequim, US-101 is designated as a Highway of Statewide Significance.

Level of Service (LOS): Is a standard measure of transportation operations, which can be applied to any mode. For this plan, LOS is measured differently for each mode. For bicycles, pedestrians, and mobility scooters, LOS is measured quantitatively, based on the Level of Traffic Stress (see below). For vehicles, LOS is measured quantitatively, based on vehicular demand whereby a letter grade, from A to F, is assigned. These grades represent the perspective of drivers and are an indication of the comfort and convenience associated with driving as well as speed, travel time, traffic interruptions, and freedom to maneuver.

Level of Traffic Stress (LTS): A metric used to evaluate the quality and comfort of a pedestrian or bicycle facility. LTS is measured on a 1 to 4 scale, with LTS 1 providing the best level of comfort (typically suitable for users of all ages and abilities) and LTS 4 providing the lowest level of comfort (typically only used by the most confident riders/walkers or those without an alternative). LTS is measured based on the type of pedestrian/bicycle facility and other roadway metrics including number of travel lanes, travel speed, and average daily traffic volumes (ADT).

Mobility Scooter: An electrified scooter that provides mobility assistance for people with otherwise limited mobility. Given the age profile of Sequim, this plan prioritizes accommodating mobility scooters.

Olympic Discovery Trail (ODT): 130-mile system of trails, bike lanes, and other designated facilities, which provides a scenic route for recreational cycling across the Olympic Peninsula.

Peninsula Regional Transportation Planning Organization (PRTPO): The Regional Transportation Planning Organization for the regions covering the Kitsap peninsula and Olympic peninsula consisting of Clallam, Jefferson, Kitsap, and Mason counties.

Regional Transportation Plan (RTP): The regional plan outlining the transportation goals and priorities for the region. This document serves as the transportation planning framework with which local agencies within the region must align.

Sharrow: A shared-lane marking placed in the center of the travel lane, which indicates that cyclists may use the entire lane. Sharrows tend to be placed on slower facilities and are meant to encourage cycling.

Multi-Use Pathway/Trail: A separate facility provided for bikes and pedestrians. Unlike bike lanes, multi-use pathways/trails are completely separated from the roadway and are often designed as shared facilities for bikes and pedestrians. A multi-use pathway/trail is typically a paved facility that may run along a roadway within the public right-of-way or along an alignment completely separate from the roadway network.

Transportation Benefit District (TBD): Sequim's TBD is a voter-approved sales tax measure of 0.2%, which funds transportation projects.

Transportation Demand Management (TDM): Refers to measures implemented to improve the efficiency of the transportation network. These measures are often associated with encouraging the use of alternative travel modes and reducing the number of trips taken by single-occupancy vehicles.

Transportation Master Plan (TMP): A long-range vision for transportation, which identifies transportation priorities, policies, and projects to support the Comprehensive Plan.

Vehicle Miles Traveled (VMT): A measure of the total distance traveled by vehicles within a defined geographic region over a given period of time.

Appendix A – Sequim ADA Transition Plan

September 2023

CITY OF SEQUIM

City of Sequim
ADA Transition Plan

Prepared by Transpo Group

CITY OF SEQUIM

152 W Cedar Street
Sequim, WA 98328
360-683-5062
www.sequimwa.gov

CITY ADMINISTRATION

Matthew Huish, City Manager
Sarah Vanausdle, Director of Public Works & Utilities

CITY COUNCIL MEMBERS

Tom Ferrell, Mayor
Willian Armacost, Council Member
Kathy Downer, Council Member
Vicki Lowe, Council Member
Rachel Anderson, Council Member
Brandon Janisse, Council Member
Lowell Rathbun, Council Member
Amy Aschenbrenner, City Clerk

Additional copies of this document are available online at: www.sequimwa.gov

For questions about the City of Sequim ADA Transition Plan or for access to an alternate format of this document email the City of Sequim ADA Coordinator:

Tellina Sandaine
Legal Assistant/Risk Manager
360-681-6605
adacompliance@sequimwa.gov

For those who are deaf or hard of hearing, the Washington State Relay can be contacted at 711 for assistance in making a request to the City.

PREPARED BY

transpogroup
WHAT TRANSPORTATION CAN BE.

12131 113th Ave NE, Ste. 203
Kirkland, WA 98034
www.transpogroup.com

Contents

Executive Summary 1

1 Introduction 2

1.1 Plan Requirement 2

1.2 Plan Structure 3

2 Self-Evaluation 4

2.1 Policy Review 4

2.2 Practices and Design Standards 5

2.3 Existing Pedestrian Facilities 7

3 Stakeholder Engagement 29

3.1 Engagement Methods 30

4 Pedestrian Barrier Removal Methods and Schedule 31

4.1 Barrier Removal Methods 31

4.2 Barrier Removal Plan and Schedule 33

5 Recommendations and Next Steps 58

5.1 Recommended Actions 58

Appendices

Appendix A: Open House Materials 65

Appendix B: Existing Data Inventory 85

Appendix C: Prioritization Criteria 93

Appendix D: Stakeholder Engagement 101

Appendix E: Planning Cost Estimate 127

Appendix F: Accessible Pedestrian Signal (APS) Policy 133

Appendix G: Grievance Procedure 135

Appendix H: Maximum Extent Feasible (MEF) Documentation Template 141

Appendix I: ADA Terminology 145

This page intentionally left blank

Executive Summary

This Americans with Disabilities Act Self-Evaluation and Transition Plan establishes the City of Sequim's ongoing commitment to providing equal access for all, including those with disabilities. In developing this plan, the City of Sequim has undertaken a comprehensive evaluation of its facilities and policies related to the public rights-of-way to determine what types of access barriers exist for individuals with disabilities. This plan will be used to help guide future planning and implementation of necessary accessibility improvements.

Both the Self-Evaluation and the Transition Plan are required elements of the federally mandated ADA Title II, which requires that government agencies provide equal access to programs and services they offer. While the ADA applies to all aspects of government services, **this document focuses on City of Sequim facilities within the public right-of-way and select parks**.

This includes attributes of sidewalks, curb ramps, crosswalks, bus stops and pedestrian pushbuttons as these are the facility types inventoried by the City.

This document summarizes the Self-Evaluation, which includes an accessibility assessment of pedestrian facilities as well as practices and procedures which relate to them, such as curb ramp design standards. It also contains a Transition Plan, which identifies a schedule for the removal of barriers and identifies how the City will address requests for accommodation in a consistent manner.

The City's objective is to remove physical barriers within the public right-of-way using safety operation and maintenance, road improvements, and ADA Barrier Projects funding. The City is committed to removing these barriers and in future years will implement projects to remove barriers identified in this plan. In addition, the City is continually working towards maintaining ADA compliance for all future capital improvement projects, permitted development, and any other right-of-way construction projects.



1 Introduction

1.1 Plan Requirement

The Americans with Disabilities Act (ADA) was enacted on July 26, 1990, and provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications.

Cities and other government agencies are required to have an ADA self-evaluation and transition plan when they grow beyond a threshold of 50 employees. Accessibility requirements extend to all public facilities. The scope of this plan is focused on accessibility within the public rights-of-way.

The City of Sequim has completed an inventory of its pedestrian facilities. This plan allows the City to prioritize the removal of barriers and update procedures as they relate to accessibility within the public right-of-way.

There are five titles, or parts, to the ADA of which Title II is most pertinent to travel within the public right-of-way and government owned buildings. Title II of the ADA requires public entities to

make their existing "programs" accessible "except where to do so would result in a fundamental alteration in the nature of the program or an undue financial and administrative burden." Public right-of-way, public government buildings, and public parks all fall within the City's programs.

This effort was initiated by the City of Sequim to satisfy the requirements of ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3) which states:

The plan shall, at a minimum:

i. Identify physical obstacles in the public entity's facilities that limit the accessibility of its programs or activities to individuals with disabilities.
ii. Describe in detail the methods that will be used to make the facilities accessible.
iii. Specify the schedule for taking the steps necessary to achieve compliance with this section and, if the duration of the transition plan is longer than one year, identify steps that will be taken during each year.
iv. Indicate the official responsible for implementation of the plan.

To determine the physical obstacles in a public entity's facility, the proper standards and guidance must be identified for each feature type.

The 2010 ADA Standards for Accessible Design (ADAS) is the document in which all Federal ADA standards are collectively held. The 2010 ADAS and regulations from 28 CFR Part 36 replaced the 1991 ADA (ADA Accessibility Guidelines (ADAAG)).

The Revised Draft Guidelines for Accessible Public Rights-of-Way was published by the United States Access Board in 2005 to provide guidance on establishing accessible facilities within the right-of-way. The United States Access Board's Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, or PROWAG, was published into the Federal Register on August 8, 2023 as a revised set of guidelines for right-of-way pedestrian facilities. Many public entities currently use PROWAG as 'best practice' for features within the public rights-of-way. This practice has been endorsed by the Federal Highway Administration (FHWA), the US Access Board, and is the standard the Washington Department of Transportation adheres to.

The public right-of-way facilities evaluated under this plan were evaluated against 2011 PROWAG as this is the latest guideline developed by the Access Board.

1.2 Plan Structure

The structure of this plan was organized to closely follow federal ADA transition plan requirements. This includes:

Chapter 1: Introduction

Chapter 2: Self-Evaluation Documents Self-Evaluation methods and findings for policies, practices, design standards, and pedestrian facilities that result in accessibility barriers.

Chapter 3: Stakeholder Engagement Documents public engagement methods and findings.

Chapter 4: Pedestrian Barrier Removal Methods and Schedule Provides an overview of existing barrier removal approaches employed by the City, describes barrier removal priorities, and develops a total planning level cost estimate for the removal of existing pedestrian barriers and an accompanying schedule.

Chapter 5: Recommendations and Next Steps Provides a set of recommendations to inform the implementation of this Transition Plan and ongoing removal of pedestrian barriers.

Several associated appendix items are included to supplement this plan.

2 Self-Evaluation

Title II of the Americans with Disabilities Act (ADA) requires that jurisdictions evaluate services, programs, policies, and practices to determine whether they comply with the nondiscrimination requirements of the ADA.

This chapter describes the methods and findings of the Self-Evaluation. Section 2.1 provides an overview of ADA-related City policies. Next, Section 2.2 reviews city practices and design standards. Finally, Section 2.3 summarizes the Self-Evaluation's field data collection methods and findings regarding existing pedestrian facilities, such as sidewalks and curb ramps.

2.1 Policy Review

The City of Sequim primarily addresses pedestrian facilities in their City of Sequim Standard Plans and Municipal Code. The City of Sequim Comprehensive Plan (2015-2035) also includes goals and policies that address pedestrian connectivity.

The policies and standards were reviewed against the Access Board's Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, PROWAG 2011 and recommendations were provided to fill gaps as they relate to the ADA.

2.1.1 Method

These documents were reviewed for content that relates to existing ADA programs, policies, and practices.

2.1.2 Findings

The City of Sequim's Comprehensive Plan, required by State's Growth Management Act (GMA), articulates a series of goals, policies, objectives, actions, and standards that are intended to guide the day-to-day decisions by the City Council and staff. The latest version of this plan was adopted in 2016 and amended in 2023. The plan elements include land use, housing, capital facilities, utilities, transportation, economic development, parks and recreation, environmental protection, and shoreline. The City will be initiating an update of its Comprehensive Plan as part of the 2025 GMA periodic update cycle.

Goals and policies connected to transportation, specifically pedestrian facilities, within the 2016 adopted Comprehensive Plan generally include the following:

Multi-modal transportation: Provide a safe, balanced and efficient multimodal transportation system that adequately serves the future growth and development of the City.

- Form a street network system that provides better connectivity, safety, and mobility for all modes of circulation.
- Provide a complete transportation network that safely accommodates all modes of travel while increasing efficiency and safety for all users.
- Annually review the transportation element of the CIP and TIP to align with available and potential funding.
- Meet the community's growing needs for multi-modal transportation project funding to maintain quality of life as the city continues to grow as a regional center.

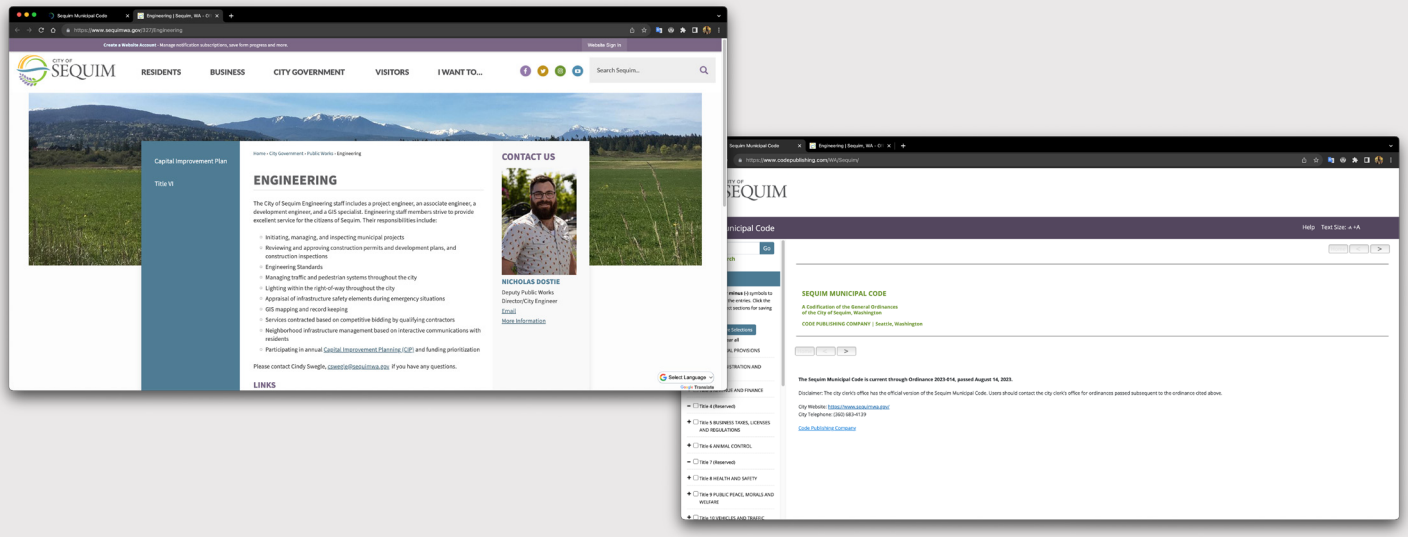


Figure 2-1 *City of Sequim Engineering Design and Construction Standards Webpage (left) and City of Sequim Municipal Code Webpage (right)*

2.2 Practices and Design Standards

Practices and municipal design guidelines that incorporate ADA standards are essential to ensure that new or upgraded pedestrian facilities are compliant with ADA and Section 504 requirements and therefore reduce the number of accessibility barriers throughout the city.

This section summarizes a review of the City of Sequim Combined Engineering Standards, September 2020 (CES), City of Sequim Municipal Code (SMC), and the 2015-2035 City of Sequim Comprehensive Plan to identify any barriers to accessible design. The review was conducted in June 2023. For greater detail on the practices and standards review, see Appendix A for a barrier audit memo.

2.2.1 Method

The City of Sequim CES, 2015-2035 Comprehensive Plan and SMC were reviewed for compliance with ADA guidelines found in the 2011 Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG).

2.2.2 Findings

The City of Sequim CES and SMC maintain adopted design standard plans and guidelines for sidewalks, shared use pathways, curb ramps, on-street parking spaces and driveways. Figure 2-1 shows the webpages where the standard plans and municipal code can be accessed.

The City's design standards and code are limited to guidance for sidewalks, shared use pathways, curb ramps, on-street parking spaces and driveways which represents a small portion of the specific design elements associated with ADA compliance. This review recommends several changes to the current City of Sequim standards to achieve ADA compliance and improve clarity. Most recommendations to the City standards were intended to improve clarity, increase consistency



Figure 2-2 *Examples of Inventoried Facilities*

across figures, and provide a greater level of detail for design elements that have not yet been addressed.

The City standards and code do not address crosswalks, transit stops, pedestrian signals, or handrails. It is recommended for many of these areas that the City may modify the City of Sequim CES or SMC to include a section detailing the recommended design requirements that are currently missing, as noted in the barrier audit memo included in Appendix A.

2.3 Existing Pedestrian Facilities

The Self-Evaluation inventoried barriers to access associated with existing pedestrian facilities, including curb ramps, sidewalks, crosswalks, bus stops and pedestrian pushbuttons, as required by ADA Title II Part 35, Subpart D – Program Accessibility § 35.150 (d)(3) . Each facility and associated barriers were field inventoried and cataloged within the project's geospatial (GIS) database. Curb ramp, pushbutton, and sidewalk field data was collected by Transpo between January 2023 and March 2023.

Many existing pedestrian features in the City of Sequim right-of-way contain barriers and require improvements to meet current ADA standards. It is important to note that many of these facilities were constructed before the adoption of current ADA standards, and likely met applicable state and federal standards at the time of construction. It is important to note that ADA regulations require facilities to be made accessible to "the maximum extent feasible," (MEF) in "circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features" (U.S. Department of Justice, 28 CFR § 35.151 New construction and alterations). These circumstances are often a result of adjacent topography or otherwise constrained locations, which are common to the Sequim road system. This plan's Self-Evaluation examined whether facilities were compliant with current ADA design requirements; it did not examine whether non-compliant facilities were built to the maximum extent feasible or practical.

Additional detail regarding the Self-Evaluation's findings for curb ramps, sidewalks, and pedestrian pushbuttons is provided in the following sections.

2.3.1 Method

A self-evaluation of facilities within the public right-of-way was conducted by Transpo Group on behalf of the City. Transpo Group's data collection included pedestrian pushbuttons, sidewalks, and curb ramps.

The physical inventory of pedestrian facilities, as shown in Figure 2-2 , included:

- 920 sidewalks, totaling approximately 49 miles
- 1,256 curb ramps
- 84 signal pushbuttons
- 569 crosswalks
- 24 ADA Parking Stalls
- 768 driveways
- 9,872 hazards
- 38 bus stops
- 5 staircases

Inventory maps of collected pedestrian features can be found in Appendix B.

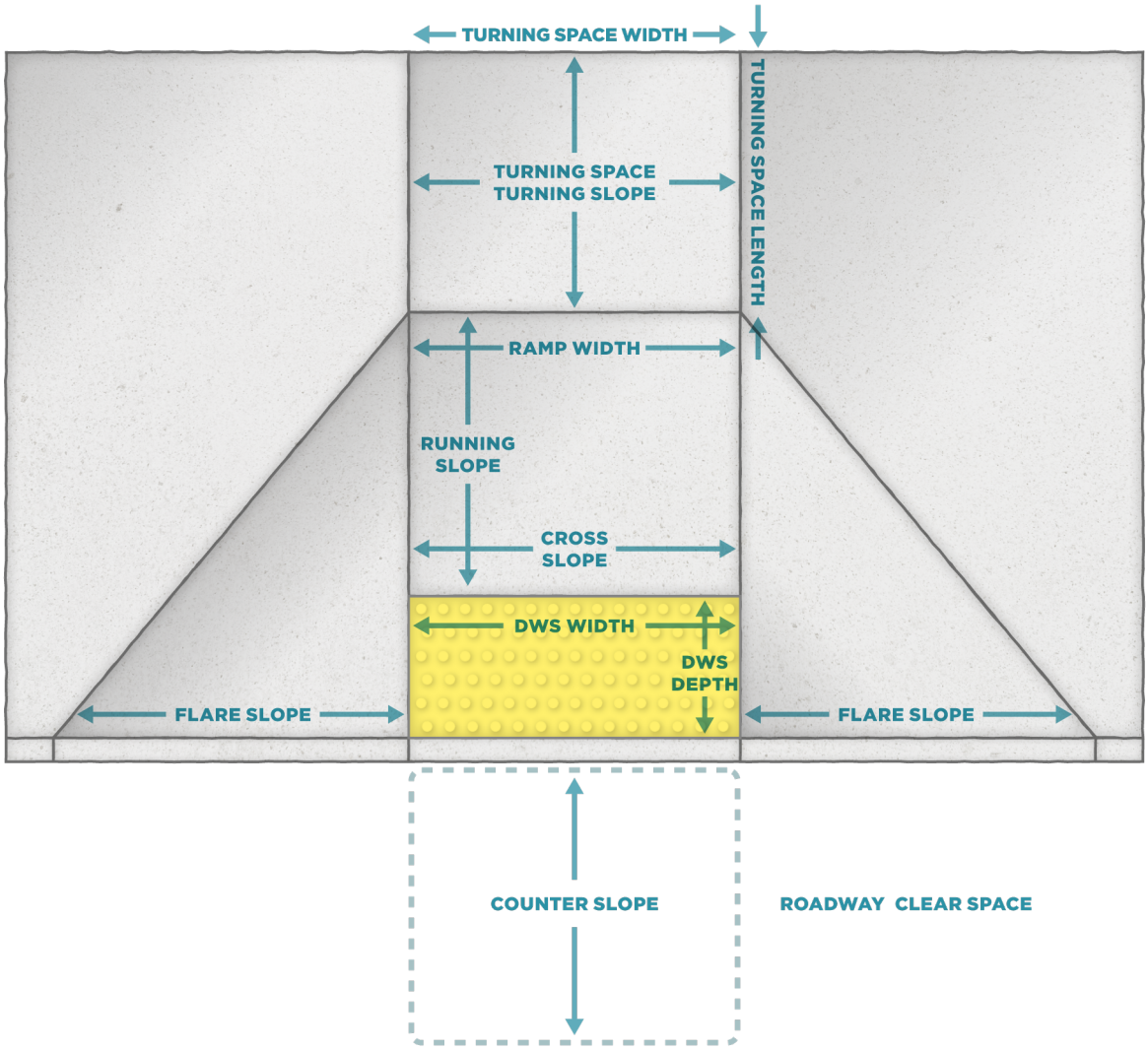


Figure 2-3 *Perpendicular Curb Ramp Attributes*

Curb Ramps

Field data was collected for existing curb ramps by Transpo Group. The field data was then evaluated for their compliance with ADA standards. Figure 2-3 and Figure 2-4 show the major components of typical perpendicular and parallel curb ramps, respectively, two common types of curb ramps. Less common ramp types, such as ramps that provide a transition from the end of a sidewalk to the road shoulder are also located in the city.

Each curb ramp was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. Curb ramps were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant
- 1-29: Minor Compliance Issue
- 30: Significant Compliance Issue

These scores are referred to as the Accessibility Index Score (AIS). Curb ramps that had running slopes over 8.3% received a score of 30 and were considered non-compliant. Curb ramps that

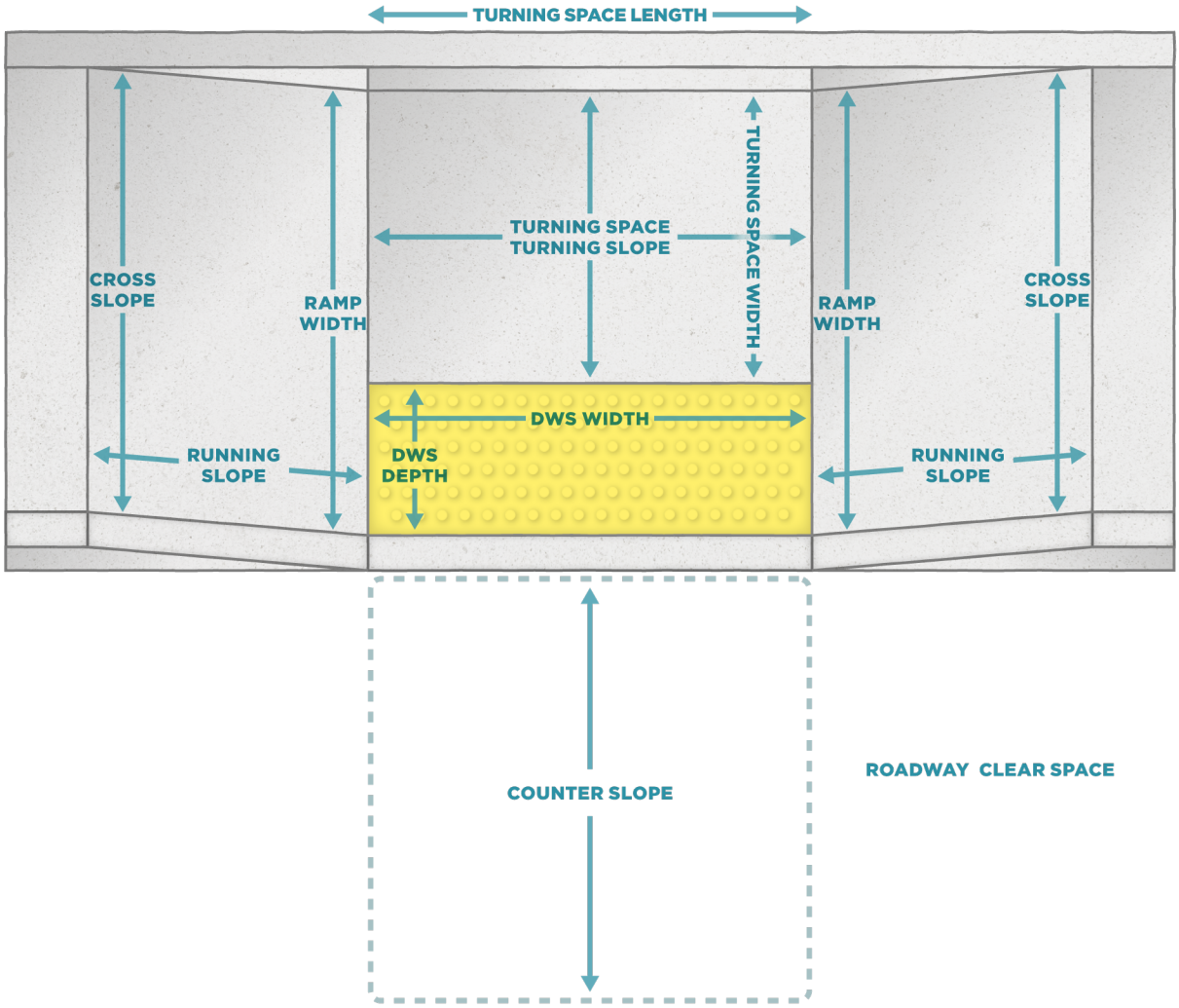


Figure 2-4 *Parallel Curb Ramp Attributes*

had cross slopes slightly above the compliant threshold (over 2% but less than 3%) received a score of 20 while steeper cross slopes (over 3%) received a 30. Other criteria relating to turning space, flare slopes, detectable warning surfaces (DWS), obstructions, and condition were weighted lower, but could cumulatively reach the threshold for non-compliance.

To maximize efficiency during data collection, an optimization process was used to collect curb ramp data. If the width, running slope, or cross slope was found to be non-compliant, it is assumed that the remedy to correct the accessibility barrier would be full replacement. Because of this, if the accessibility criteria listed above were found to be out of compliance, data collectors would cease collecting and move on to the next feature.

Scoring and compliance criteria for all features including curb ramps are discussed in more detail in Section 4.2.1 and in Appendix C.

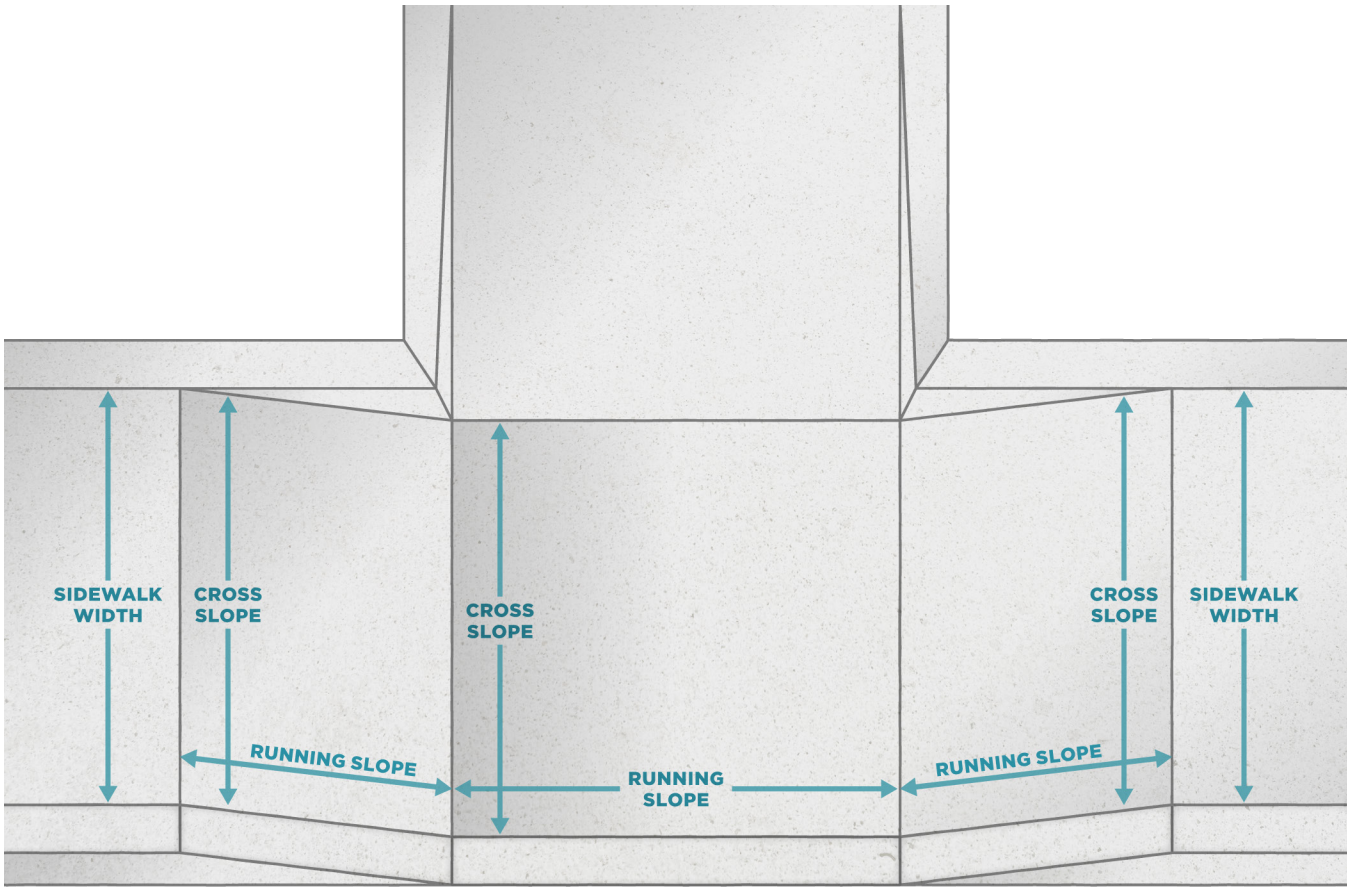


Figure 2-5 *Sidewalk Attributes*

Sidewalks

Field data was collected for sidewalks by Transpo Group. This field data collection for sidewalks was completed along the length of each segment and evaluated for their compliance with ADA standards. Common attributes for sidewalks are shown in Figure 2-5

Each sidewalk was reviewed for compliance, then score based on the degree to which the barrier impeded accessibility.

- Width, i.e., the sidewalk is too narrow.
- Slope, i.e., the sidewalk is too steep in either run or cross slope.
- Condition, i.e., amount of cracking or other deterioration.

Sidewalks were scored using a scale of 0-30 and categorized as follows:

- 0: Compliant.
- 1-15: Minor Compliance Issue.
- 15-30: Significant Compliance Issue.

Hazards

Data was recorded when a hazard was observed in the pedestrian access route. Features that were measured included vertical and horizontal discontinuities, objects, and driveways.

Each hazard located along a pedestrian access route was reviewed for severity, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Vertical discontinuity, i.e., elevation changes in the walkway that can cause someone to trip or can impede a wheelchair/walker.
- Horizontal discontinuity, i.e., holes, gaps, and cracks with greater than 0.5-inch openings which can cause a fall or catch a cane used for mobility assistance.
- Fixed or movable objects that do not leave at least 48 inches of passage around the object on the sidewalk, i.e., objects are connected to the ground within the path or which are at ground level such as bollards, utility boxes, mailboxes, hydrants, tree trunks, poles, and more, or objects that can be easily moved, such as parked cars, non-permanent trash cans, and A-frame message boards.
- Protruding objects, including adjacent objects that protrude into the sidewalk and restrict it to less than 48 inches of passage width (i.e., bushes and low branches) and overhead objects that protrude at least 4 inches into the sidewalks and cannot be detected with a walking cane (i.e., high tree branches and utility boxes).

Driveways

Data was recorded when it was determined that the driveway presented a hazard. Features that were measured included driveway cross slopes and other driveway barriers.

Each driveway located along a pedestrian access route was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- "Non-Concurrent Grade Break", i.e., when any grade changes along the pedestrian travel path are non-concurrent within the driveway.
- Driveway cross slopes, i.e., the cross slope of the driveway is too steep.
- Running Slope, i.e., the running slope is too steep.

Signal Pushbuttons

Accessible pedestrian signals and pushbuttons (APS) provide integrated visual, audible, and vibrotactile information to help pedestrians cross signalized intersections. Some pushbuttons can be programmed to request an extended crossing time or to make the name of the street being crossed audible when pushed for a longer time.

GIS data was provided for pedestrian pushbuttons at traffic signals by the City of Sequim.

Data collectors recorded location and design attributes for each pushbutton. Location attributes included reach distance to the button, availability of a clear and level area at the button, and the location relative to the intersection and corresponding crosswalk (see Figure 2-6). Design attributes included visual and tactile elements, such as a raised arrow pointing to the crossing, as well as features that provide audible and vibrational feedback.

Each pedestrian pushbutton was reviewed for compliance using fifteen criteria, then scored based on the degree to which the barrier impeded accessibility.

Pushbutton scores ranged from 0-30 and were categorized as follows:

- 0: Compliant.
- 1-15: Minor Compliance Issue.
- 16-30: Significant Compliance Issue.

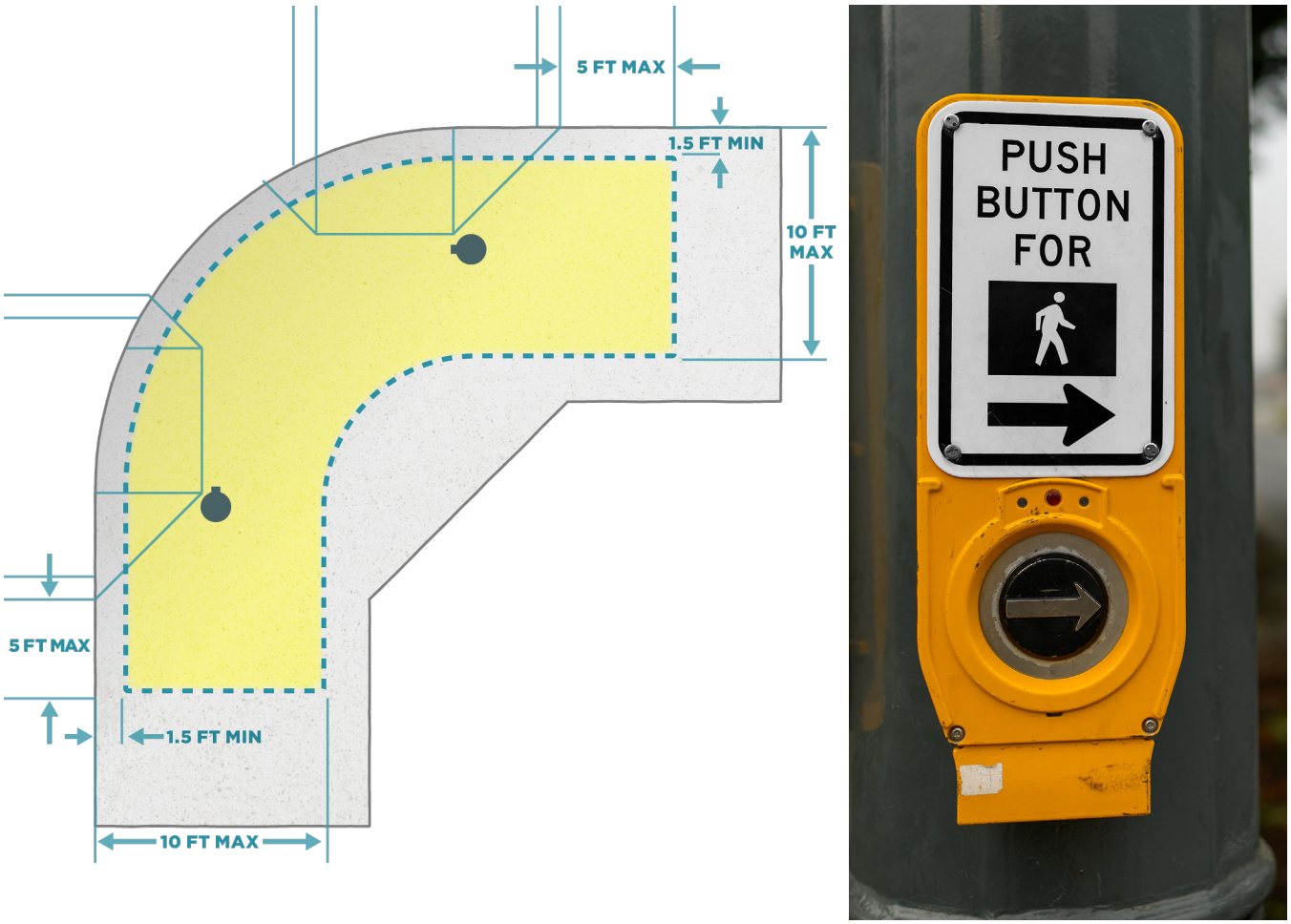


Figure 2-6 *APS Pedestrian Pushbutton and Pushbutton Location Attributes*

Crosswalks

Data was collected for crosswalks located across the city. Features measured included width, cross slope, and running slope.

Each crosswalk was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Insufficient width, i.e., the crosswalk is less than six feet wide.
- Cross slope grade i.e., the cross slope is too steep.
- Running slope grade, i.e., the area is too steep.

Bus Stops

Data was collected for bus stops located across the city. Features measured included boarding and alighting areas, bus shelter areas, and connecting pathways.

Each bus stop was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Boarding/alighting dimensions, i.e., the area is too narrow.
- Boarding/alighting grades, i.e., the area is too steep.
- Shelter surface grades, i.e., the area is too steep.

Staircases

Data was recorded when a staircase was observed in the pedestrian access route. Features that were measured included presence of contrasting strips, number of steps and step width, handrail presence and height.

Each staircase located along a pedestrian access route was reviewed for compliance, then scored based on the degree to which the barrier impeded accessibility. These barriers include:

- Treads and risers, i.e., all steps on a flight must have uniform riser heights within a range of 4 – 7 inches and uniform tread depths that are 11 inches minimum. Tread edge radius, angled risers and beveled nosing which exceed standards can cause trips and falls.
- Presence of handrails, i.e., handrails are required on both sides of stairs and must be continuous within the full length of each stair flight. Inside handrails on switchback or dogleg stairs must be continuous.
- Handrails extensions, i.e., Handrails at the top of stairways must extend 12" minimum horizontally above the landing beginning directly above the first riser nosing or be continuous to the handrail of an adjacent stair flight, Handrails at the bottom must extend beyond the last riser nosing at the slope of the stair flight for a distance at least equal to one tread depth or be continuous to the handrail of an adjacent stair flight protruding objects.

ADA Parking Stalls

Data was collected for accessible parking stalls located across the city. Features measured included:

- Parking area location, i.e., on-street or in a parking garage; each of the following attributes were collected in the field to determine if enough and the right type of parking and access aisles are provided per each parking lot or garage.
- Vertical clearance to van accessible stalls, i.e., If a van accessible parking spot is in a garage, the entire driving path of the vehicle from the garage entrance to the stall must be at least 98 inches tall.
- Stall arrangement, i.e., whether parking stalls are arranged at 90 degrees, angled, or parallel, stall width, i.e., accessible parking stalls must be at least 96-inches to be compliant, stall turning slope, i.e., slopes in all directions across parking stalls need to be 2 percent or less.
- Presence of pavement marking items such as the International Symbol of Accessibility (wheelchair symbol).
- Wheel or curb stops, i.e., (for 90 degree/ angled parking stalls only), are wheel stops located in the front of the parking stall to keep vehicles from reducing the clear width of the accessible route below 48 inches. Wheel stops should be approximately 6 inches high and a minimum of 6 feet long.
- Accessible parking signs and their features, i.e., presence of an accessible parking sign, height of the sign, and presence of van accessible signage if required.
- Access aisle information was also recorded including the arrangement, turning slope, dimensions, markings, and adjacent pathway width.

Table 2-1 *Existing Curb Ramp Compliance*

Curb Ramp Compliance	Ramps	% Of Total
Significant Compliance Issue	826	65.76%
Minor Compliance Issue	350	27.87%
Compliant Ramps	80	6.37%
Total	**1,256**	

2.3.2 Findings

Curb Ramps

Approximately 94 percent of the 1,256 existing curb ramps do not meet ADA standards (see Table 2-1 and Figures 2-7 through 2-11).

As discussed in Section 2.3.1, non-compliant ramps are those that have:

- Non-compliant ramp width, i.e., the ramping area is not present or too narrow.
- Non-compliant running slope, i.e., the ramp running slope is too steep (Figure 2-8). 363 curb ramps have running slopes greater than 8.3 percent.
- Non-compliant cross slope, i.e., the cross slope is too steep (Figure 2-9). 532 curb ramps have cross slopes greater than 2 percent, 277 of which have cross slopes greater than 3 percent.
- Several minor non-compliant features.

Curb ramps are designed and constructed to tie into the existing roadway. As noted previously, steep or otherwise constrained locations may make it infeasible to meet ADA grade standards. When it is not feasible to remove all curb ramp barriers, ramps may be built to the maximum extent feasible (MEF) to satisfy ADA requirements. This planning level Self-Evaluation did not examine whether non-compliant ramps were built to the maximum extent feasible. See Section 5.1 for additional information regarding MEF documentation.

It should be noted that data regarding missing curb ramps was also collected along with the curb ramp compliance data collected on existing sidewalk segments as shown in Table 2-1. 292 missing curb ramps were recorded. The missing curb ramps recorded as a part of the ADA transition plan do not represent all curb ramps throughout the City; rather, these represent the remedy for specific accessibility issues.

Non-Compliant Curb Ramp

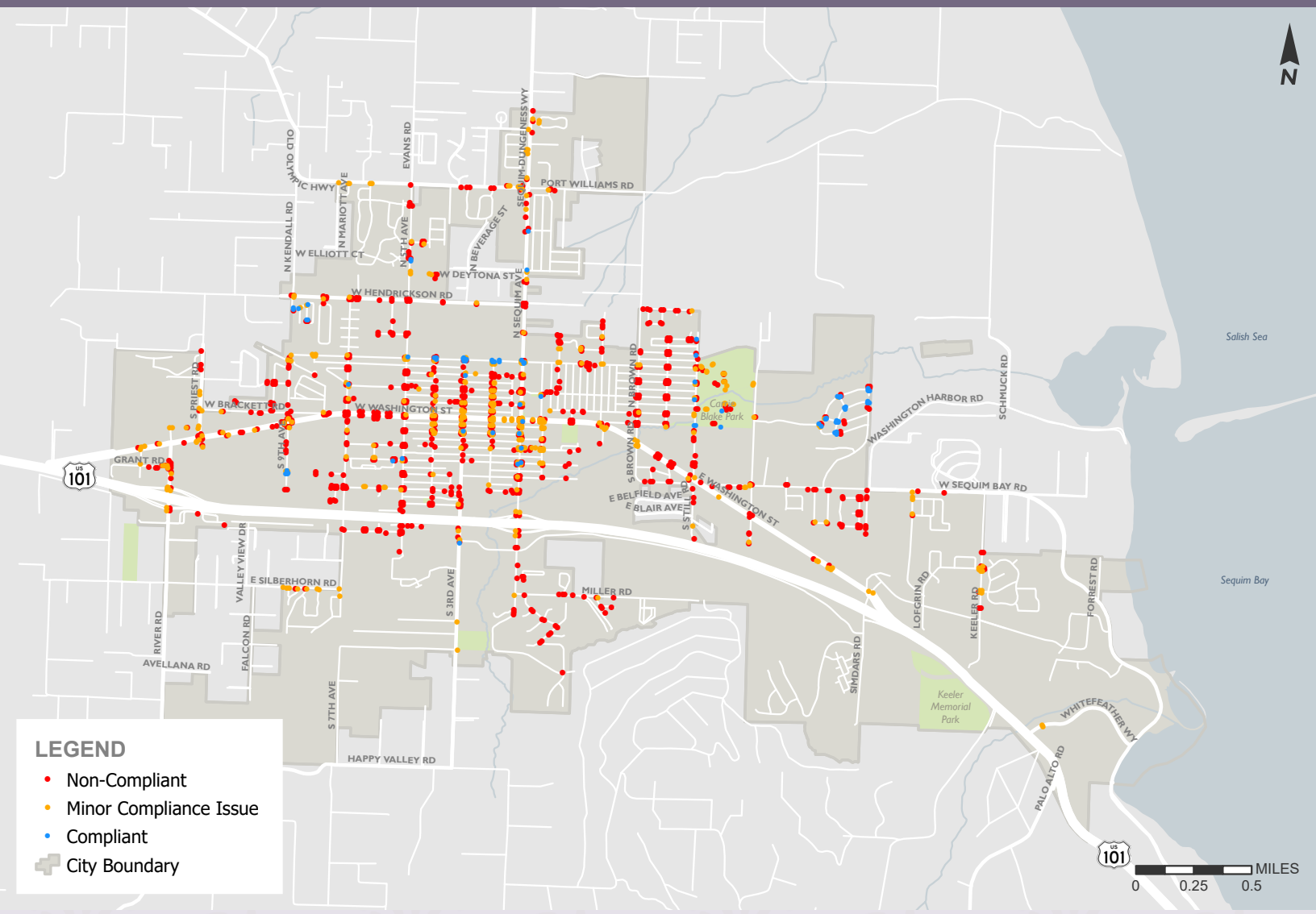


Figure 2-7 Non-Compliant Curb Ramp

Curb Ramp Width

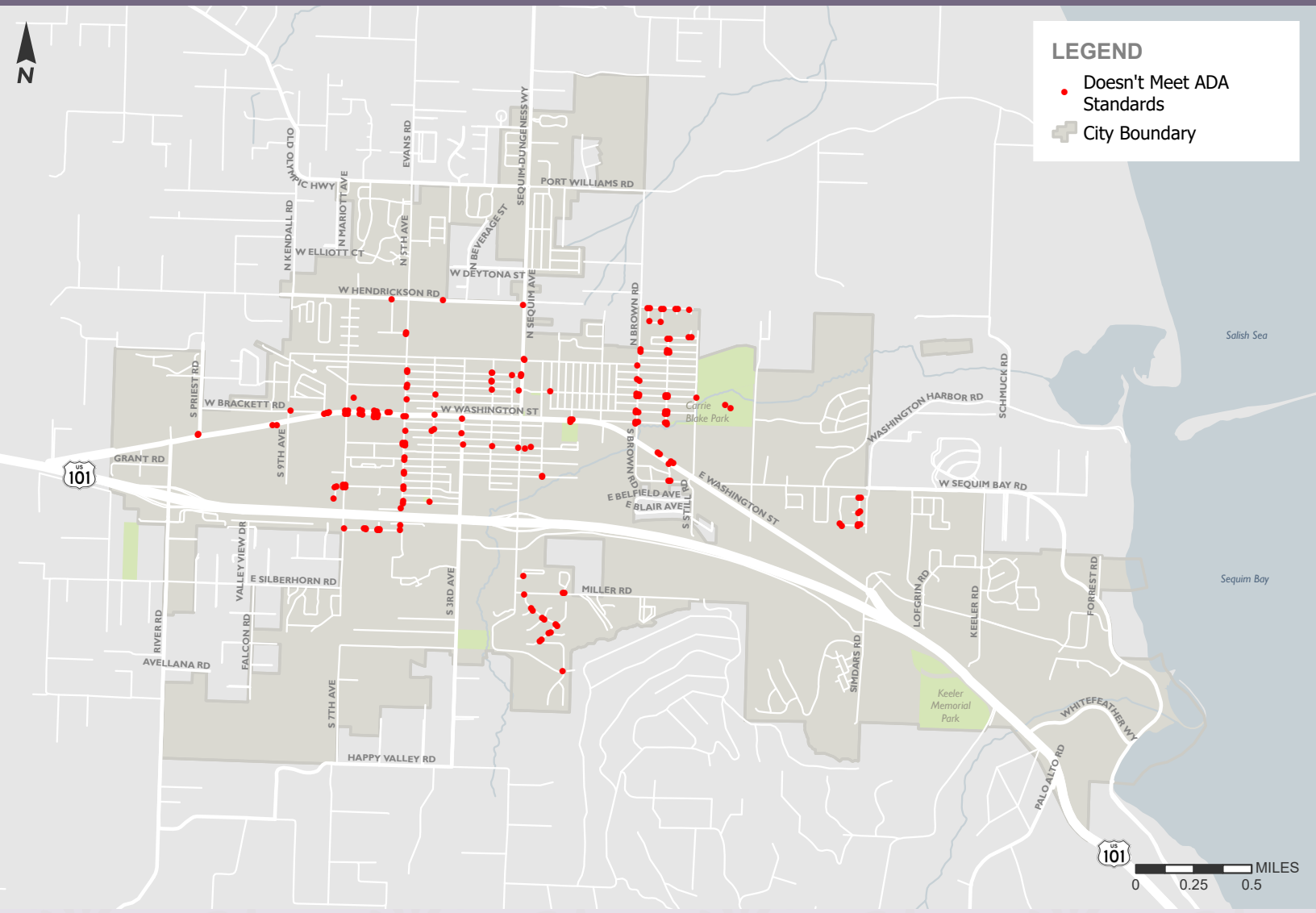


Figure 2-8 *Curb Ramp Width*

Curb Ramp Running Slope

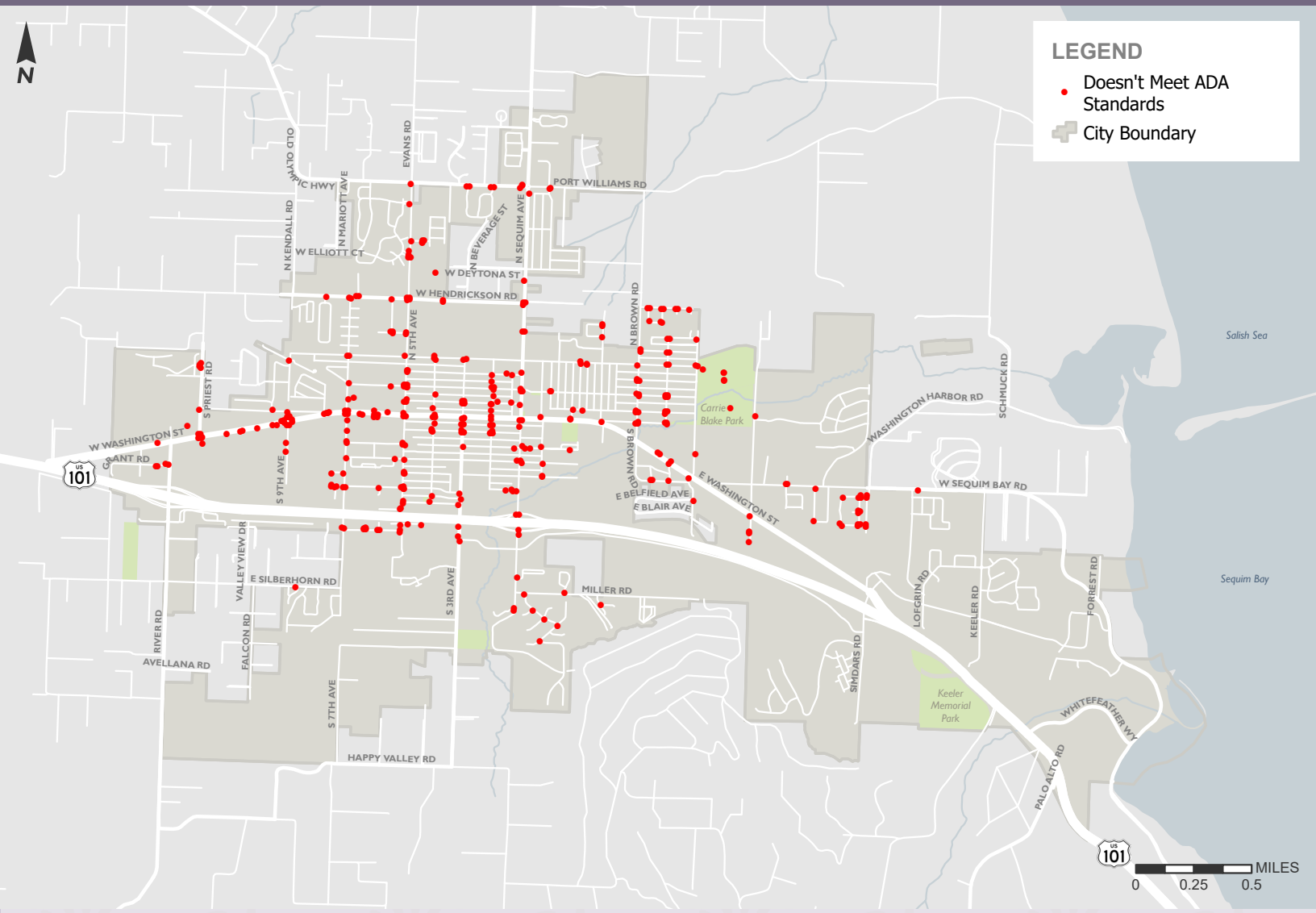


Figure 2-9 *Curb Ramp Running Slope*

Curb Ramp Cross Slope

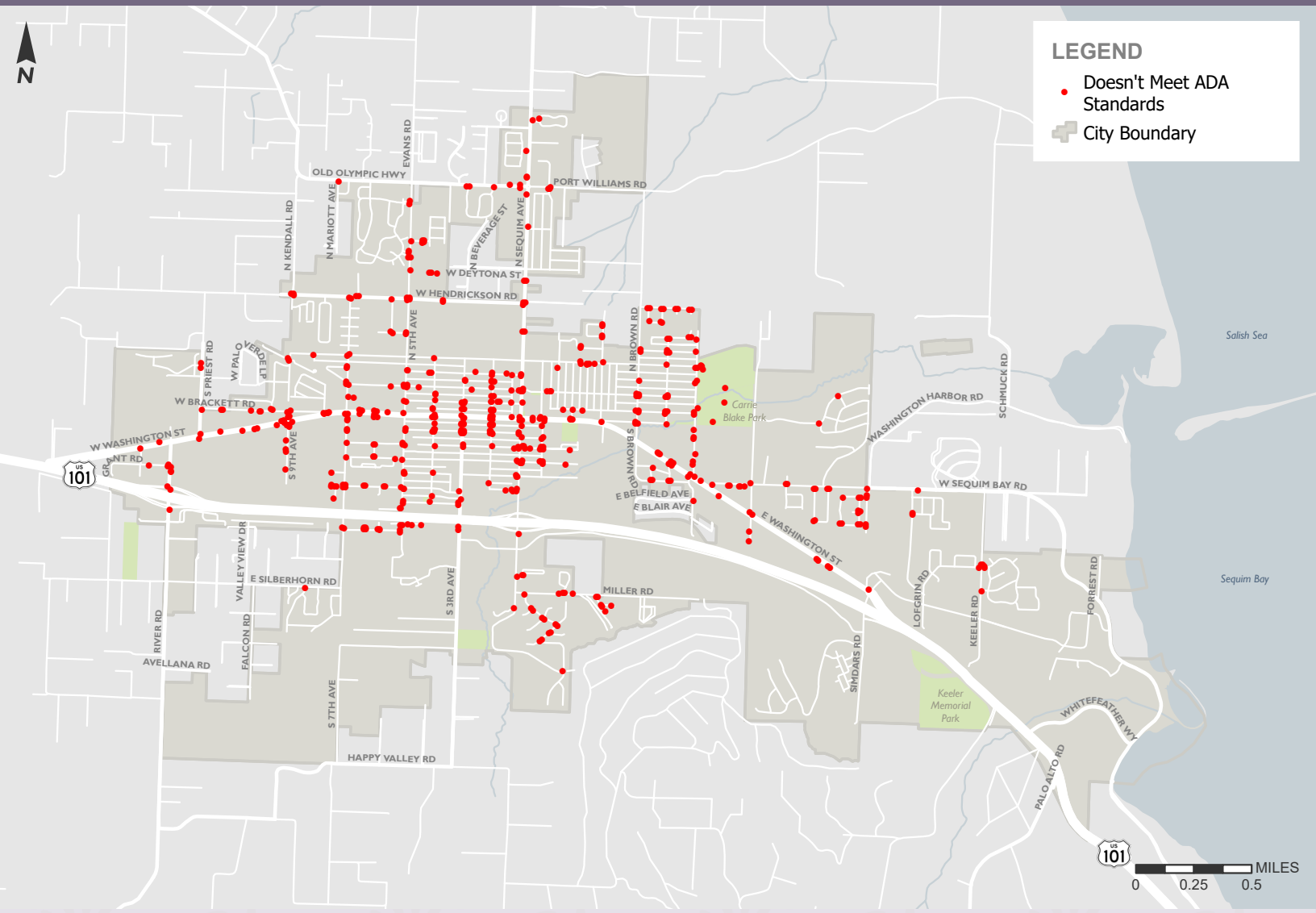


Figure 2-10 *Curb Ramp Cross Slope*

Curb Ramp No Receiving Ramp

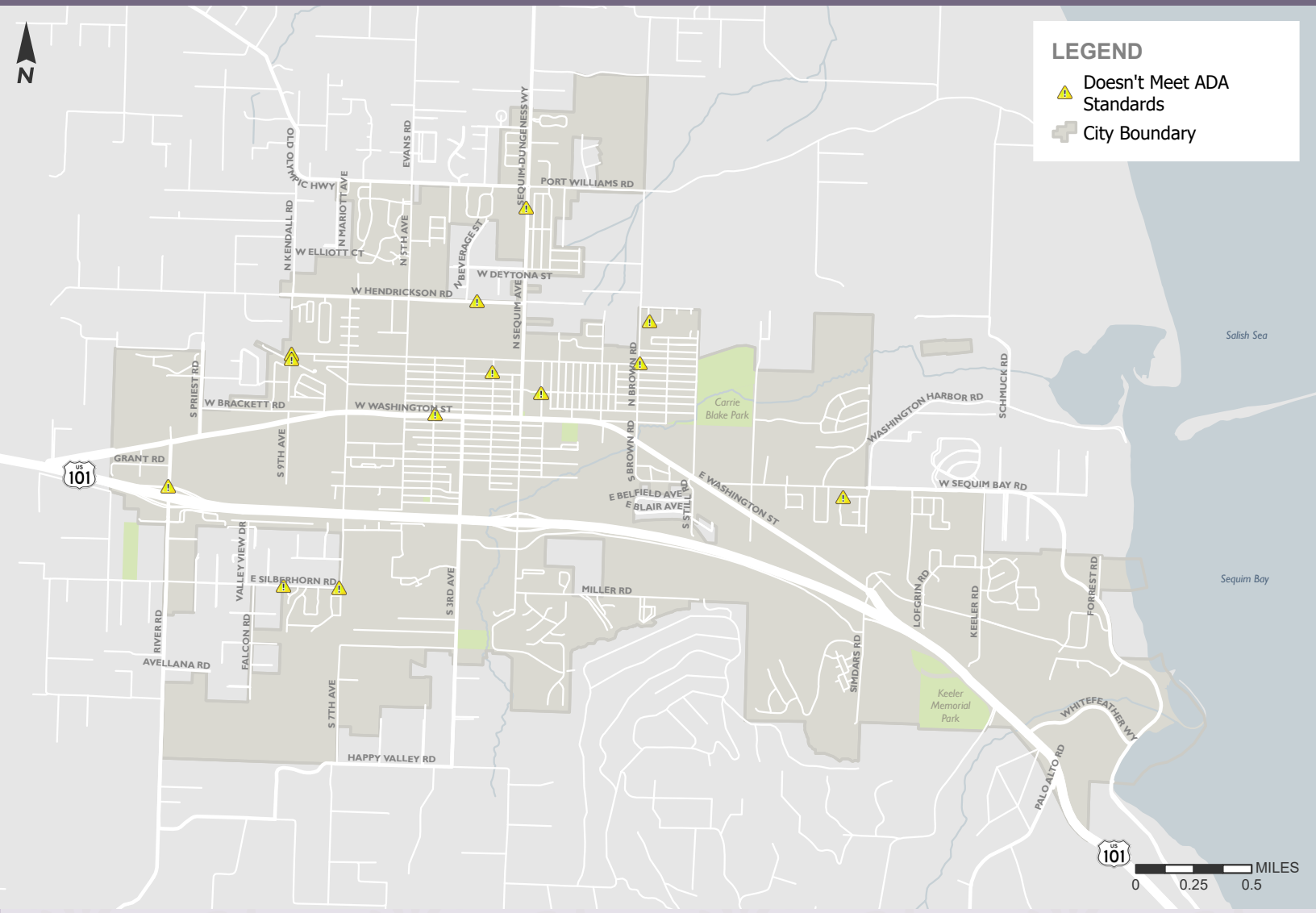


Figure 2-11 *Curb Ramp No Receiving Ramp*

Table 2-2 *Sidewalk Compliance*

Sidewalk Compliance	Total	
	Miles	% Of Total
Significant Compliance Issue	4.07	8.3%
Minor Compliance Issue	42.6	86.4%
Compliant	2.6	5.4%
Total	49.3	

Sidewalks

49 miles of sidewalk were inventoried with approximately 95 percent not meeting ADA standards (see Table 2-2 and Figure 2-12). Grinding, patch repair, and full reconstruction are potential solutions for removing the sidewalk barriers depending on the severity of the barrier.

Figure 2-13 shows which sidewalk segments have widths less than 48 inches. Figure 2-14 shows the locations of sidewalk segments with non-compliant cross slopes.

Hazards

1,475 hazards were inventoried. Pruning, clearing, relocating objects, and full sidewalk panel reconstruction are potential solutions for removing hazards depending on the severity and type of the hazard. Figure 2-15 shows the locations of sidewalk hazard barriers.

Driveways

768 driveways were inventoried with 100 percent not meeting ADA standards. Grinding, patch repair, and full reconstruction are potential solutions for removing the driveway barriers depending on the severity of the barrier. Figure 2-16 shows non-compliant driveways along sidewalk.

Non-Compliant Sidewalk

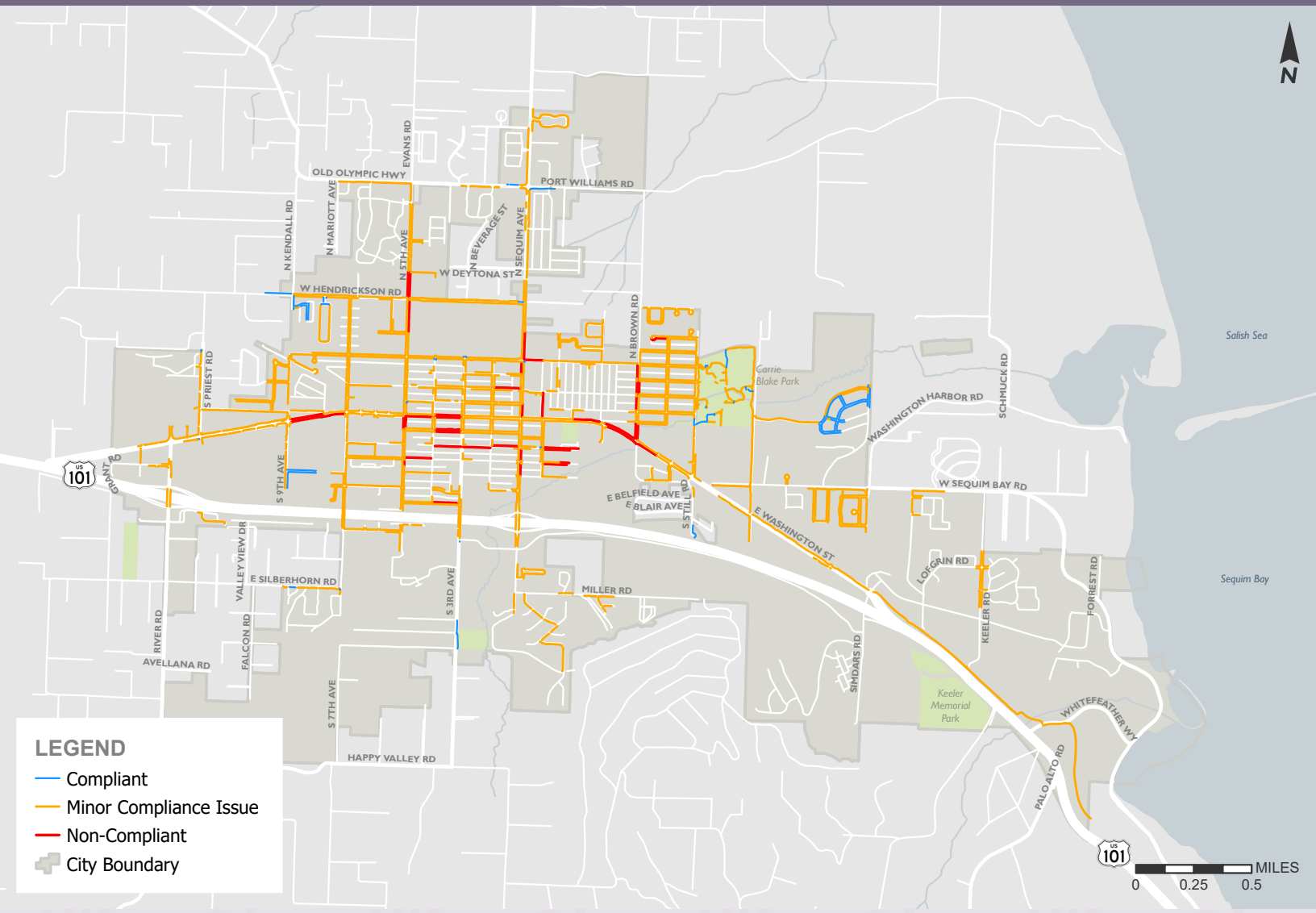


Figure 2-12 *Non-Compliant Sidewalk*

Sidewalk Width

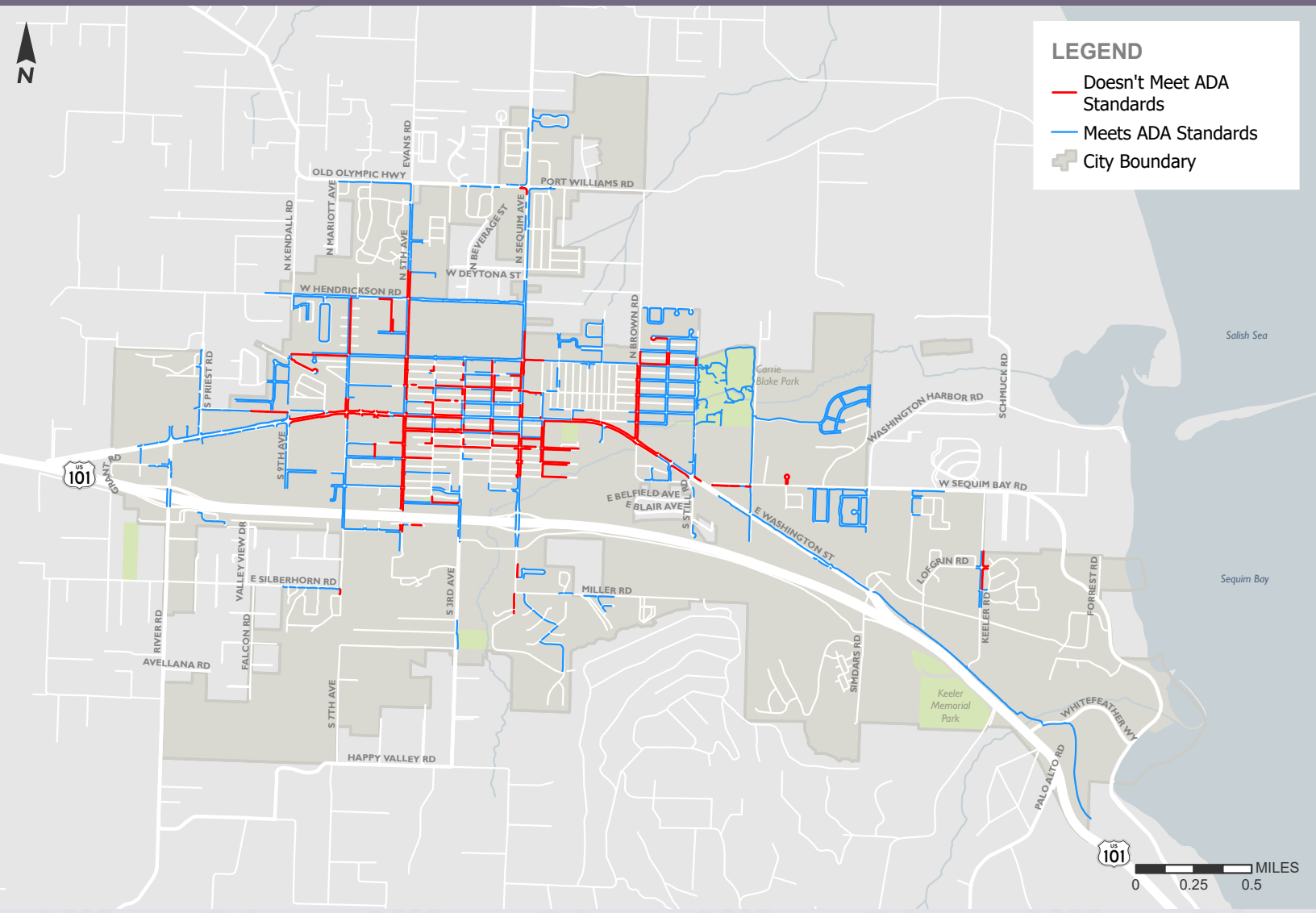


Figure 2-13 Sidewalk Width

Sidewalk Cross Slope

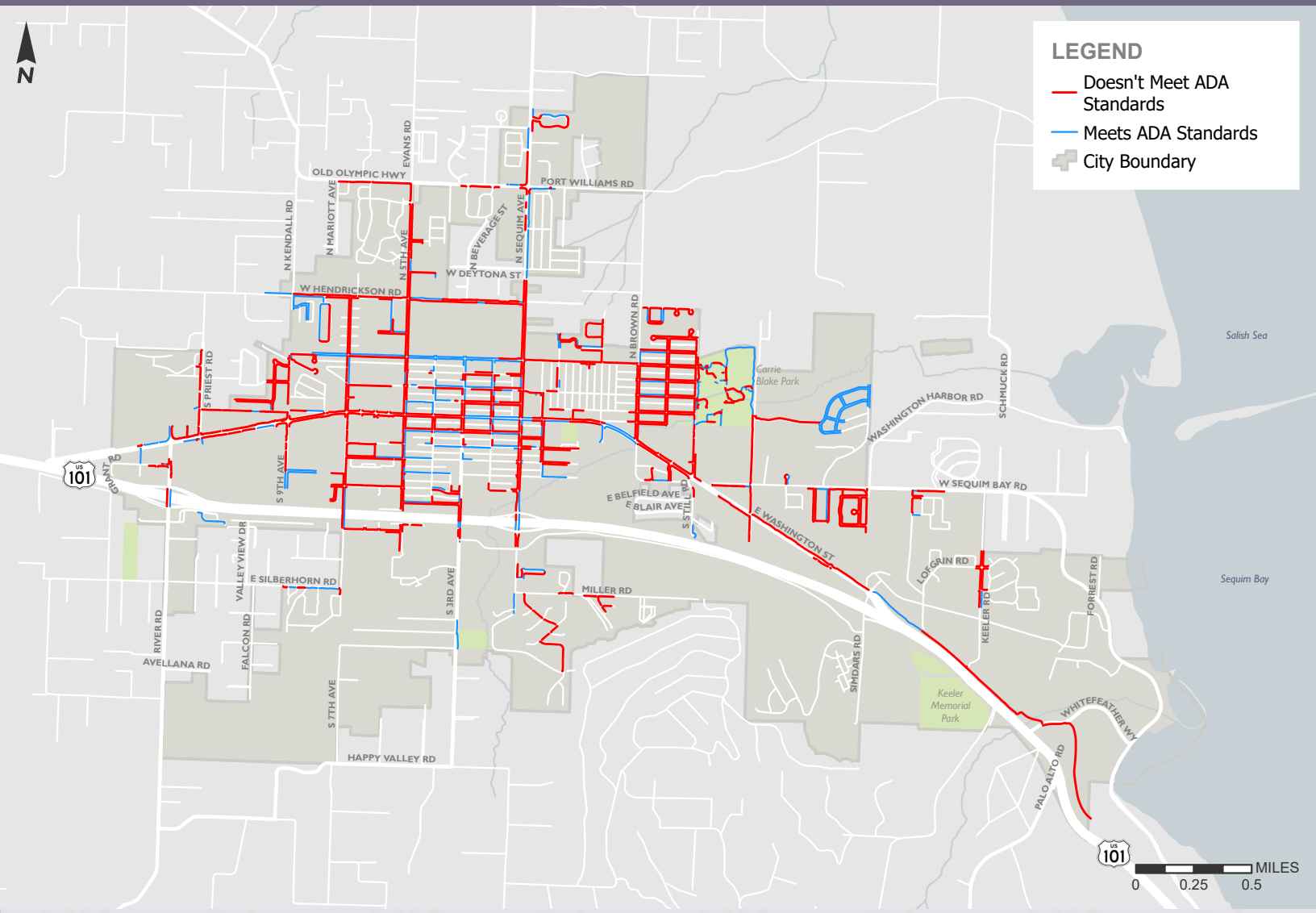


Figure 2-14 *Sidewalk Cross Slope*

Sidewalk Barriers

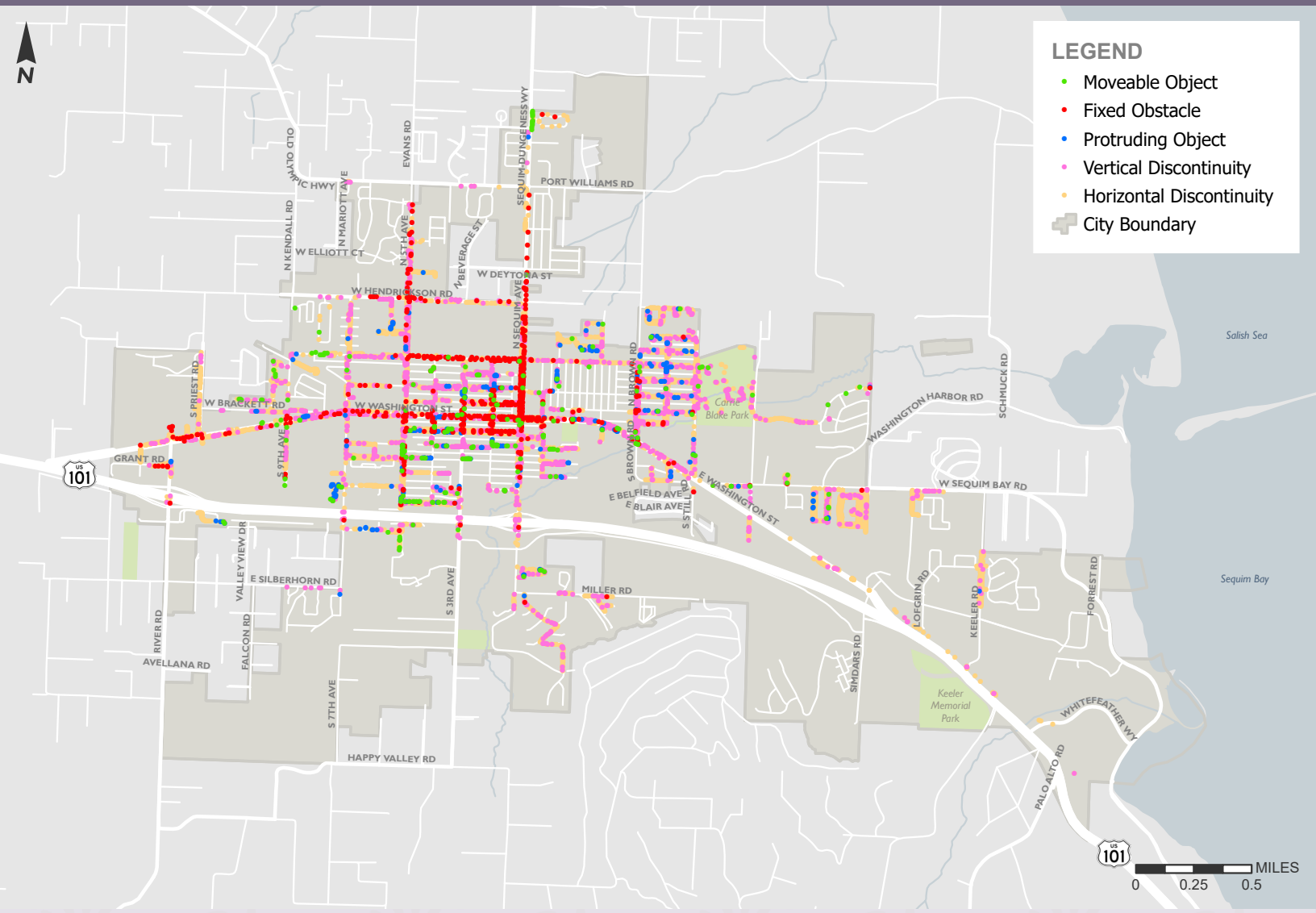


Figure 2-15 Sidewalk Barriers

Non-Compliant Driveways along Sidewalk

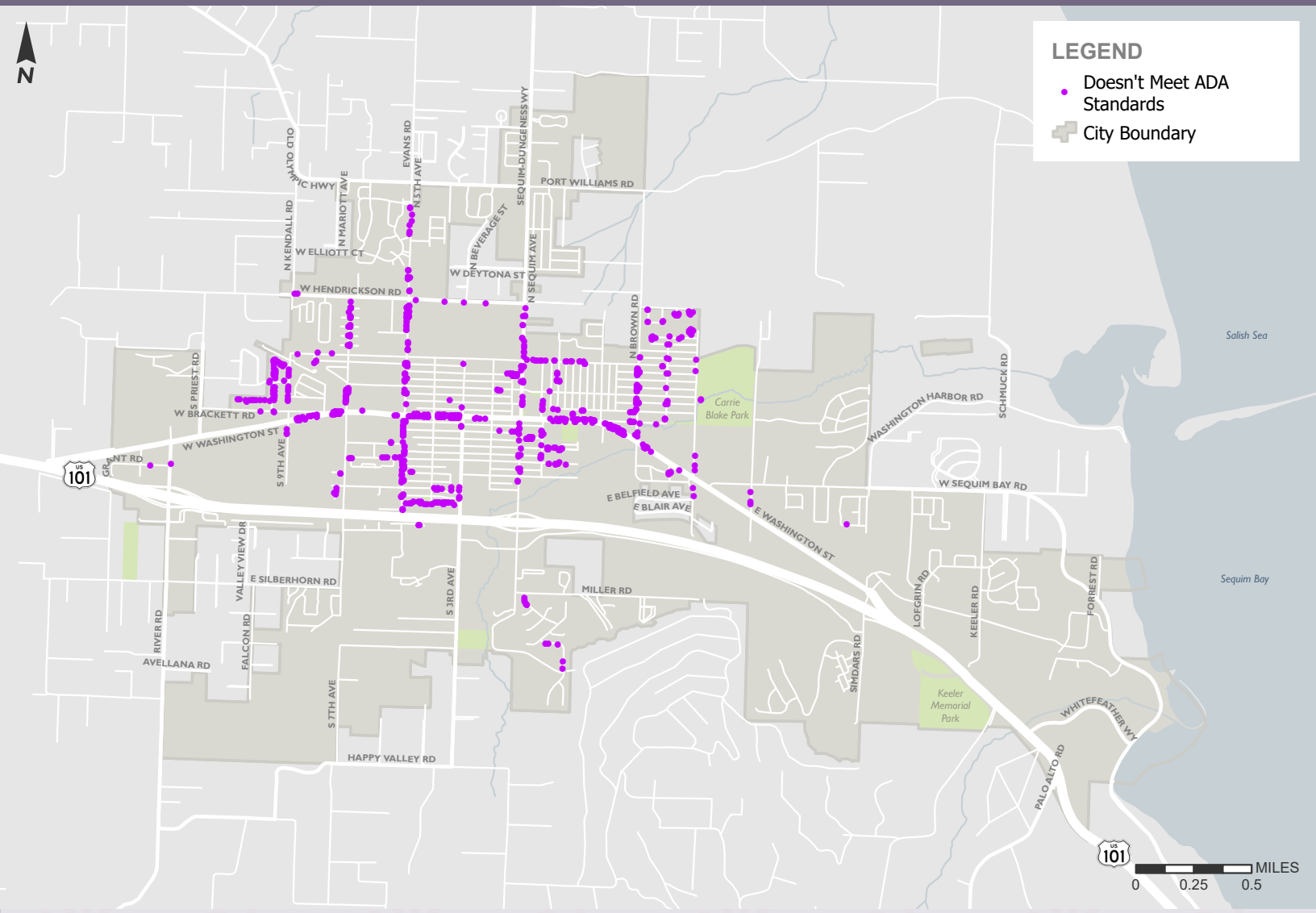


Figure 2-16 *Non-Compliant Driveways along Sidewalk*



Figure 2-17 *"H-style" (left) and APS-style pedestrian pushbutton (right)*

Signal Pushbuttons

67 of the 84 inventoried pedestrian pushbuttons were non-APS style. Non-compliant pedestrian pushbuttons include non-APS style buttons to be replaced, and APS-style buttons to be reprogrammed or relocated.

Upgrading non-APS style pushbuttons would fall under City responsibility when the pushbutton is City-owned or if a City-funded project located on a WSDOT facility calls for signal upgrades. WSDOT-owned non-APS style pushbuttons would require City improvements where City-funded projects are located.

Approximately 80 percent of pedestrian pushbuttons in the city are an older "H-style" design (see Figure 2-17 left). This style of pushbutton can be upgraded to increase accessibility but must be fully replaced with an accessible pedestrian signal (APS)-style pushbutton to achieve full ADA compliance (see Figure 2-17 right).

The requirement to use APS-style pushbuttons is relatively new and lack of compliance is typically due to a crossing not being upgraded prior to evolving requirements. Pushbuttons are typically upgraded to APS-style in groups rather than individually. As a result, APS-style additions and upgrades usually occur on an intersection-by-intersection basis. Figure 2-18 demonstrates the type and locations of these pushbuttons throughout the city.

Signal Push Buttons: APS and Non-APS

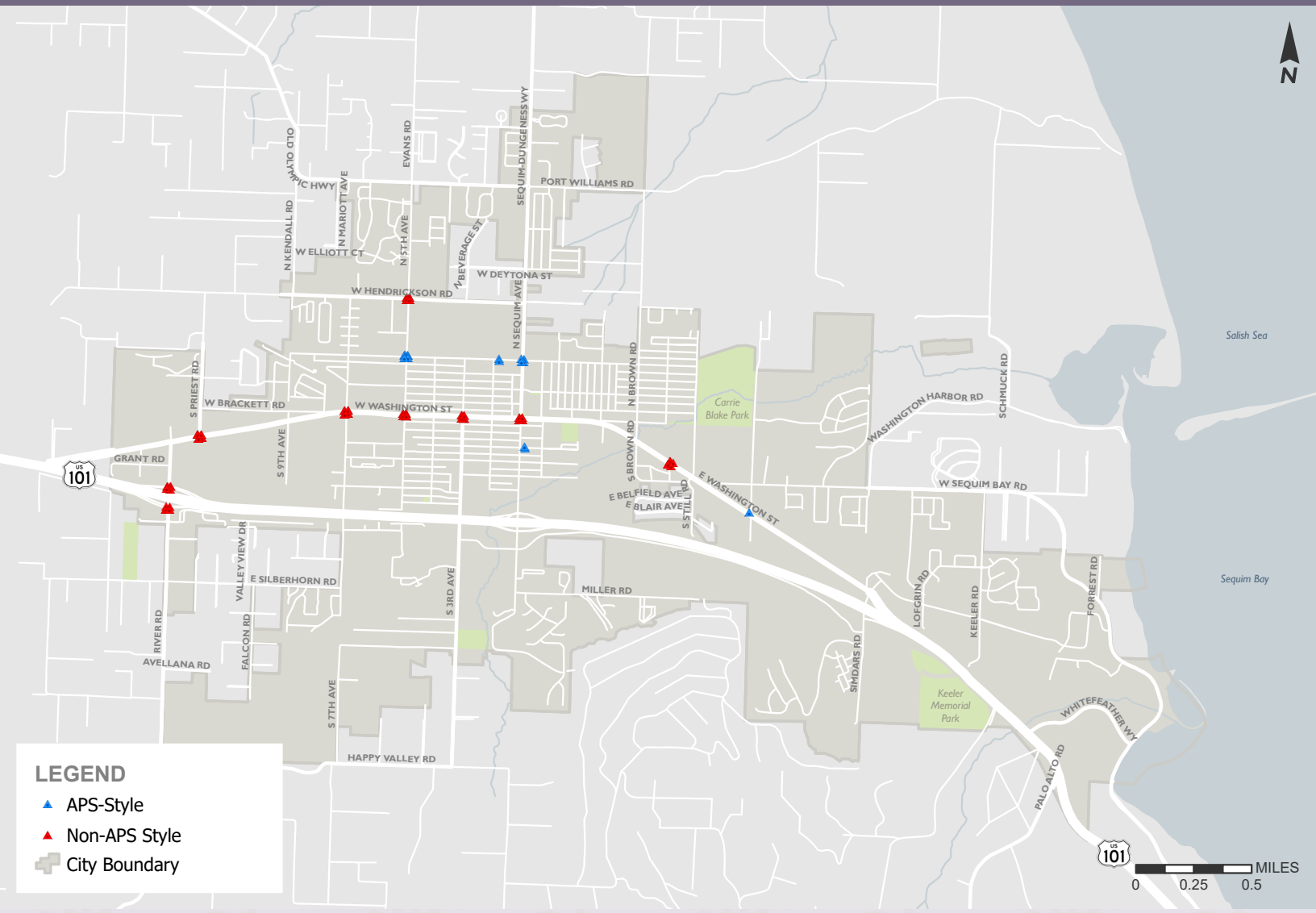


Figure 2-18 *Signal Push Buttons: APS and Non-APS*

Table 2-3 Bus Stop Compliance

Bus Stop Compliance	Total	
	Features	% of Total
Non-compliant shelter areas	30	79%
Compliant	8	21%
Total	**38**	**100%**

Bus Stops

Approximately 38 bus stops were inventoried with approximately 79 percent not meeting ADA standards (see Table 2-3). Grinding, patch repair, and full reconstruction of boarding areas are potential solutions for removing bus stop barriers depending on the severity of the barrier.

Staircases

For this ADA Transition Plan, 5 staircases were inventoried with approximately 60 percent not meeting ADA standards.

Table 2-4 Parking Barriers

Remedy Type	On-Site Features	On-Site % of Total	Row Features	Row % of Total
Parking Stall Regrading	11	46	4	17
Add Pavement Stall Markings	6	25	2	8
Add Missing Signs	20	83	4	17
Aisle Regrading	0	0	2	8
Add Aisle Marking	11	46	3	13
Compliant	0	0	0	0
Inventory Total	**24**	-	-	-

ADA Parking Stalls

24 ADA parking stalls were inventoried with 100 percent not meeting ADA standards. Table 2-4 shows the type and quantity of solutions required to remove ADA parking barriers.



3 Stakeholder Engagement

photo credit: www.sequimgazette.com

Public and stakeholder input is an essential element in the transition plan development and self-evaluation processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process and development of the transition plan by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). There were three primary goals for the public outreach activities prior to adopting the plan:

- **Inform the public about the City's plan and processes regarding removal of barriers to accessibility within the right-of-way. Provide information to assist interested parties to understand the issues faced by the City, alternatives considered and planned actions.**
- **Obtain public comment to identify any errors or gaps in the proposed accessibility transition plan for the public rights-of-way, specifically on prioritization and grievance processes.**
- **Meet Title II requirements for public comment opportunity.**

3.1 Engagement Methods

To generate public involvement and capture public feedback on the ADA Transition Plan, the City used a virtual open house, engagement survey, and an online mapping tool. Promotion and advertising for these outreach methods utilized the City's website and social media channels, as well as radio and newspaper ads. In addition to these efforts, paper copies of the survey were distributed to 12 different senior living facilities. The City of Sequim also developed a project website for easy online access to project information and ways to provide feedback. A full account of the public engagement findings can be found in Appendix D.

3.1.1 Online Open House and Survey

An online open house that unpacked the ADA transition plan project and outlined the goals and focus areas was made available on the City's website. Within the open house an online survey and reporting tool was provided for the public to give feedback on gaps and barriers at specific locations.

- The survey contained questions focusing on the following areas. Whether they have a disability or support someone with one.
- Which type of accessibility barriers they currently experience.
- How they rate the accessibility conditions of existing right-of-way facilities.
- What facility types they believe should be prioritized when removing accessibility barriers.

The survey was made available for public participation from late March 2023 through May 2023. A detailed summary of engagement and outreach efforts are included in the Public Involvement Summary in Appendix D.

The survey respondents identified their first and second priorities for improving pedestrian facilities within the city. The weighted rank priorities showed that the following three categories were highest priority:

- Retail Services
- City Parks
- Government buildings

Detailed information regarding the priorities and locations identified through the survey and online mapping tool are included in Appendix D.



4 Pedestrian Barrier Removal Methods and Schedule

photo credit: www.visitsunnysequim.com

Chapter 4 provides a summary of barrier removal methods and priorities to guide implementation of this plan. This chapter presents a total planning level cost estimate for the removal of existing pedestrian barriers. Finally, a schedule is presented that outlines the steps necessary to achieve compliance with current ADA standards.

4.1 Barrier Removal Methods

The City currently has a variety of barrier removal methods that are funded from sources that include capital projects, road maintenance, and safety or grant programs. Certain programs provide continual means of barrier removal while others vary based on outside influences such as permitted development and grants. The manner in which an existing pedestrian barrier is removed is typically a function of its complexity and cost. Less complex pedestrian barriers, such as a missing detectable warning surface (DWS), can be removed through maintenance and operations programs. More complex barriers, such as barriers associated with ramp or sidewalk

design, typically require additional engineering as part of a more costly capital construction project.

For these methods to be effective, City practices and design standards must comply with federal ADA guidance. If standards are not updated and enforced, new or reconstructed pedestrian facilities may not be constructed to accessible standards, requiring costly revision, and increasing the duration it will take the City to remove accessibility barriers.

The following sections provide additional detail regarding capital projects, maintenance, and City programs.

4.1.1 Capital Improvement Program

The Capital Improvement Program (CIP) defines projects and identifies funding for different elements of the government including the Transportation Improvement Plan (TIP). Transportation projects range from minor street widening to street extension projects. A variety of short and long-range plans, studies and individual requests help identify projects which are then included and prioritized. The City of Sequim updates its TIP annually and forecasts projects for a six-year period. ADA compliant improvements (new or replacement) are often included as a component of these projects. With this transition plan, accessibility barriers are now easier to identify and include in TIP projects.

4.1.2 Maintenance Program

Operational and maintenance activities typically resolve less costly and less complex barriers to accessibility. A subset of the work completed by the Public Works & Utilities department helps to remove ADA related barriers through curbs, streets, and sidewalk repairs. Though maintenance investments for pedestrian facilities often do not bring sidewalks, ramps, and other pedestrian infrastructure fully up to ADA standards, these investments of staff time and resources typically result in critically important access improvements. These activities include sidewalk panel grinding, panel replacement, and request-based curb ramp installations. Maintenance investments are crucial to increasing the longevity of the existing pedestrian network.

4.1.3 Permitted Development

Even with the current funding for accessibility improvements, it will take many years to remove accessibility barriers or provide sidewalk connections between gaps. Redevelopment of properties such as construction of new housing or commercial buildings or major remodels can provide a valuable boost to barrier removal efforts. At times, private development results in street frontage improvements as a function of construction permit requirements. All such improvements are designed and built to meet City and ADA standards. This approach to barrier removal is incremental and depends on the outside influence of developers, and therefore was not included in the City's funding estimate.

4.2 Barrier Removal Plan and Schedule

The ADA requires agencies to specify a schedule for taking the steps necessary to make existing facilities ADA compliant. This plan section summarizes the three-step process used to develop a barrier removal implementation plan and schedule, consistent with ADA transition plan requirements:

1. Prioritization of pedestrian barriers. Physical barriers identified through the Self-Evaluation were prioritized based on the degree to which they physically impacted accessibility and their proximity to key pedestrian destinations. Community input received through stakeholder engagement informed the prioritization process.
2. Estimation of planning level costs to remove pedestrian barriers. Unit costs were applied to the barrier inventory to generate a total planning level cost estimate to remove Self-Evaluation identified barriers. This planning level cost estimate is the total estimated 'need' for barrier removal.
3. Development of a schedule for barrier removal. An estimate of available financial resources was generated and compared to the total estimated need to develop a schedule for barrier removal.

4.2.1 Prioritization of Pedestrian Barriers

To inform the City's future project selection and understand the impact of barrier removal programs, a prioritization system was developed and used to score each pedestrian facility. This system was informed by the Self-Evaluation data, the community engagement process, and technical expertise. It reflects both a facility's physical characteristics and its importance to pedestrian travel. Under the prioritization system, each barrier was scored independently on two factors:

- Physical impact to accessibility.
- Proximity to key pedestrian destinations, such as transit stops and schools.

The two resulting scores were added together to incorporate both factors into a single score for prioritization. Based on each facility's score, it was categorized as high, medium, or low priority for barrier removal. Under this system, facilities that present greater barriers to accessibility and are located near multiple key pedestrian destinations are considered a high priority, while facilities with less significant physical barriers located farther from key pedestrian destinations are considered a low priority. Prioritization scoring factors are described below.

Physical Impact to Accessibility: Accessibility Index Score (AIS)

The Accessibility Index Score describes the degree to which each facility presents a physical barrier to accessibility. Criteria and weights were developed for sidewalks, curb ramps, and pedestrian pushbuttons. These criteria and weights are shown in Appendix C.

Potential scores for each facility range from 0 (compliant) to 30. Each facility's Accessibility Index Score is the sum of the individual criteria scores. For example, existing curb ramps with non-compliant ramp widths, running slopes, or cross-slopes were assigned a score of 30. Missing curb ramps (Table 2-1) received the highest possible score of 30.

Accessibility Index Score Composite (Sidewalk)

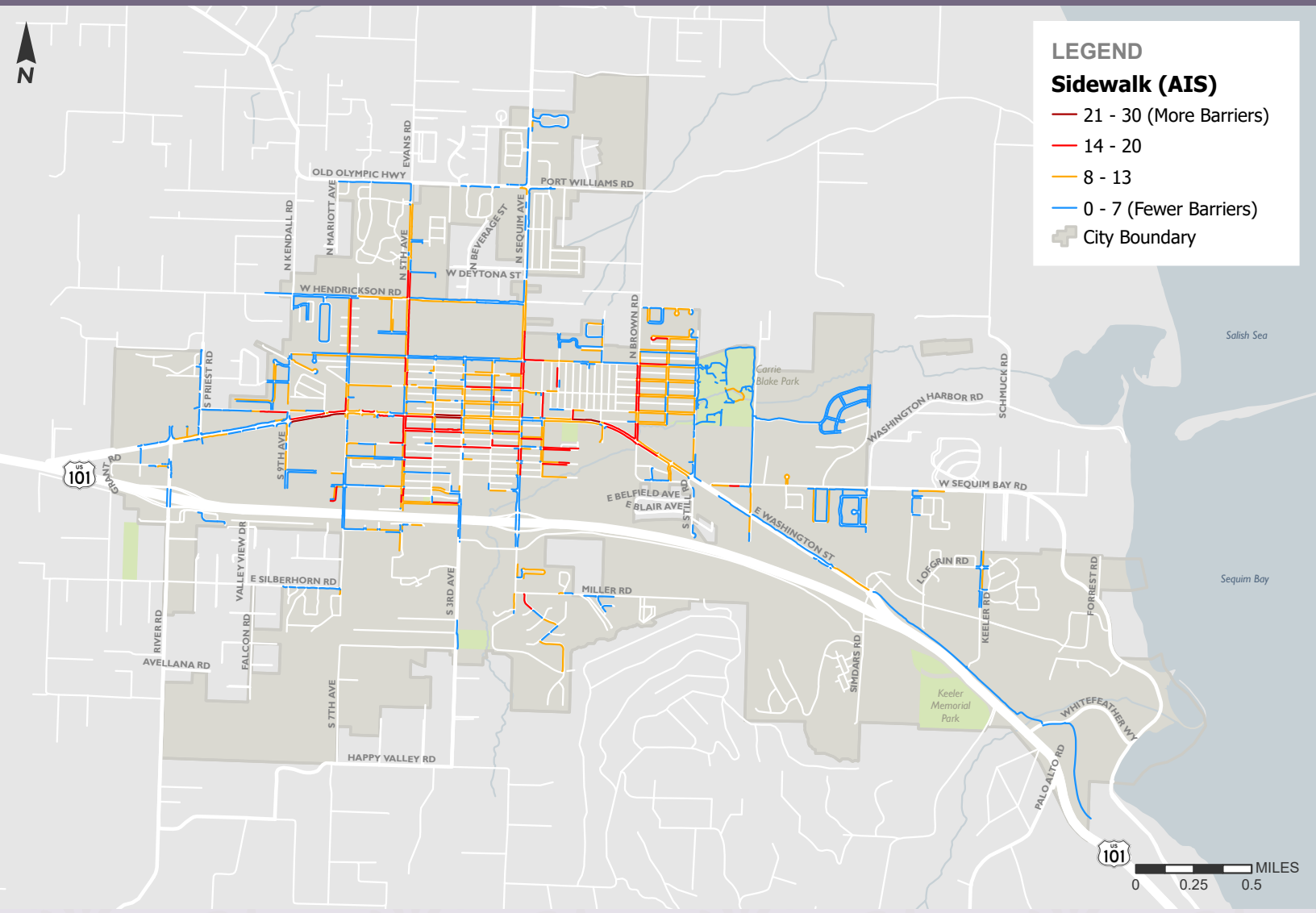


Figure 4-1 *Accessibility Index Score Composite (Sidewalk)*

Accessibility Index Score Composite (Curb Ramp)

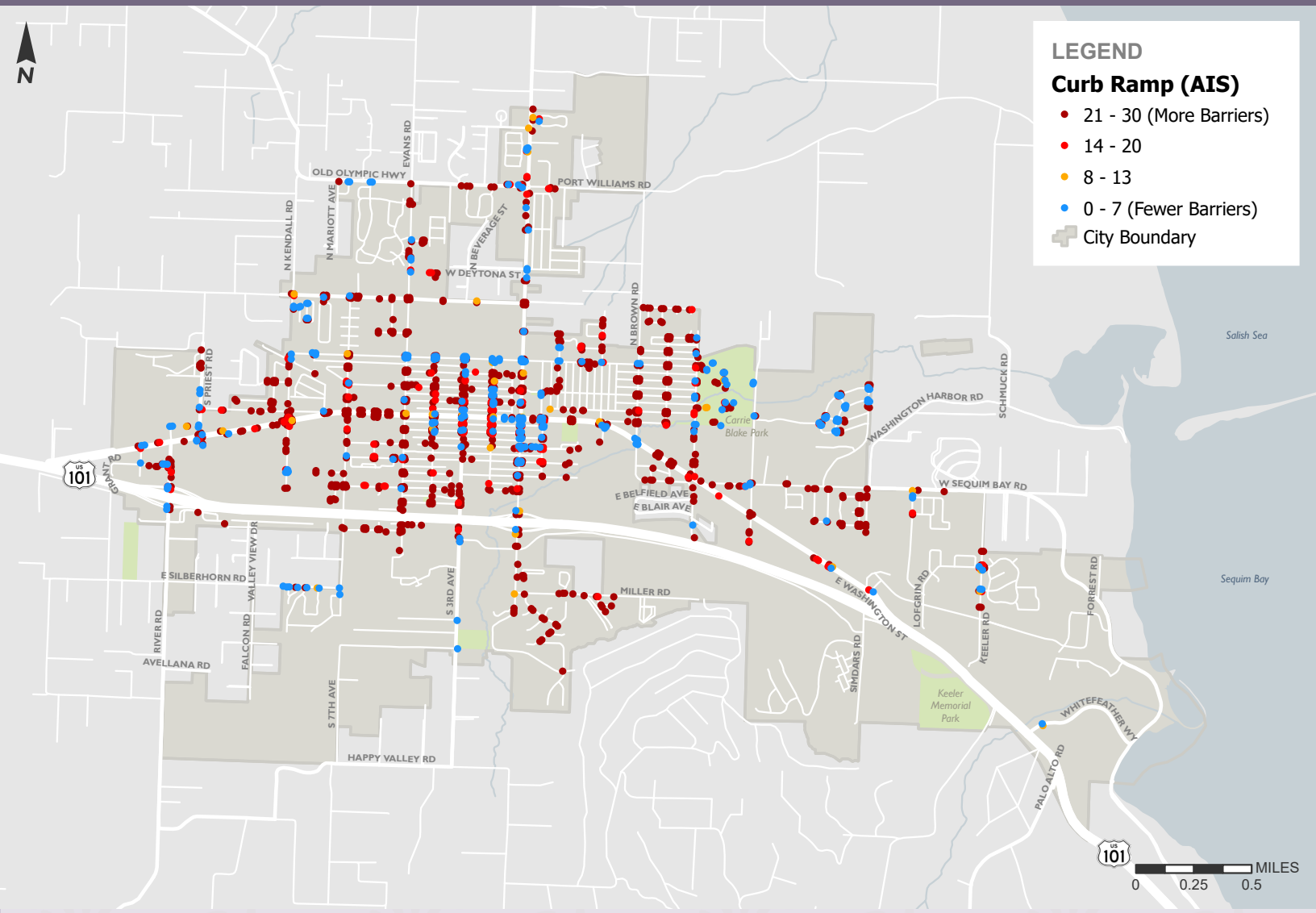


Figure 4-2 *Accessibility Index Score Composite (Curb Ramp)*

Accessibility Index Score Composite (Signal Push Button)

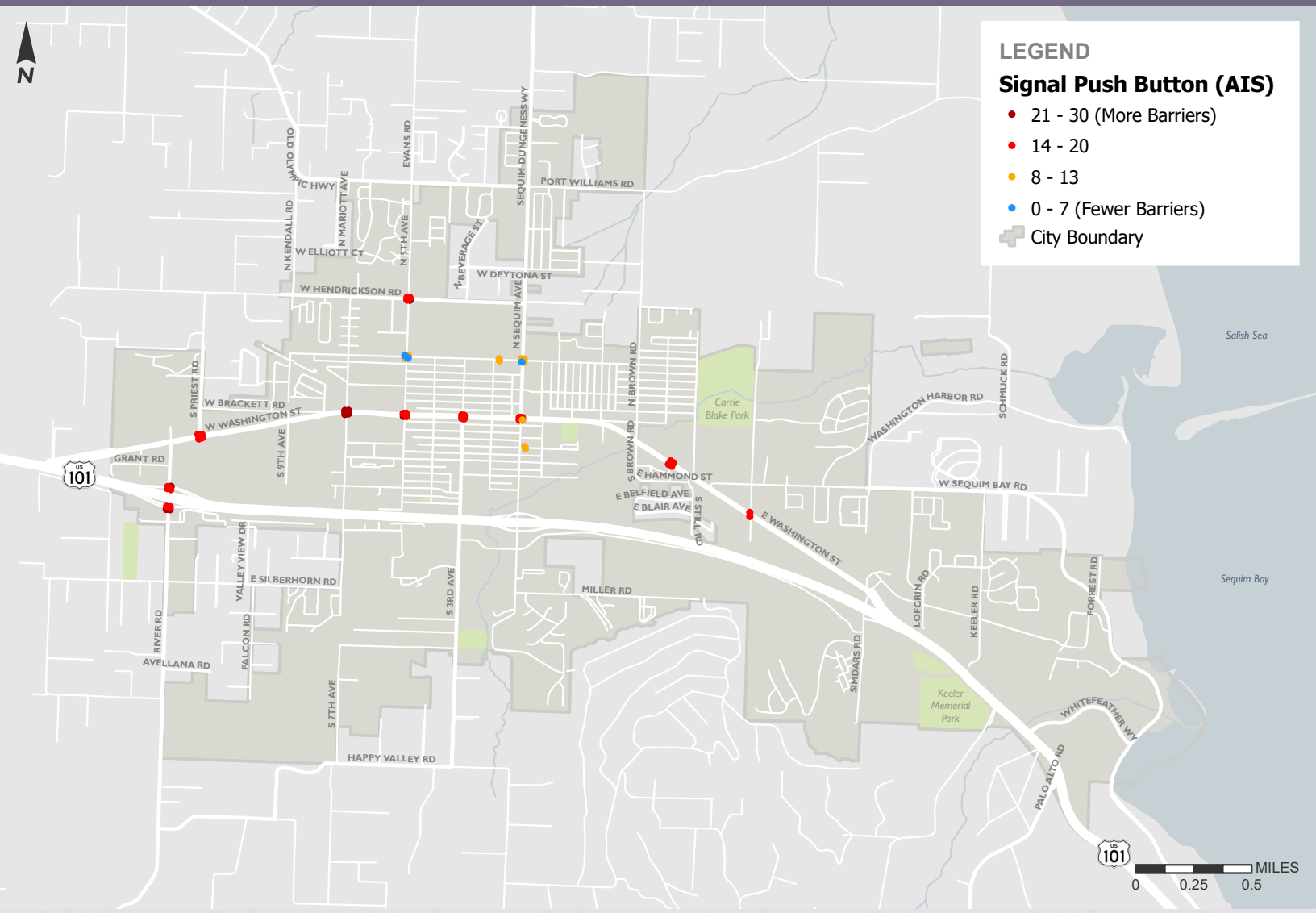


Figure 4-3 *Accessibility Index Score Composite (Signal Push Button)*

Accessibility Index Score Composite (Bus Stop)

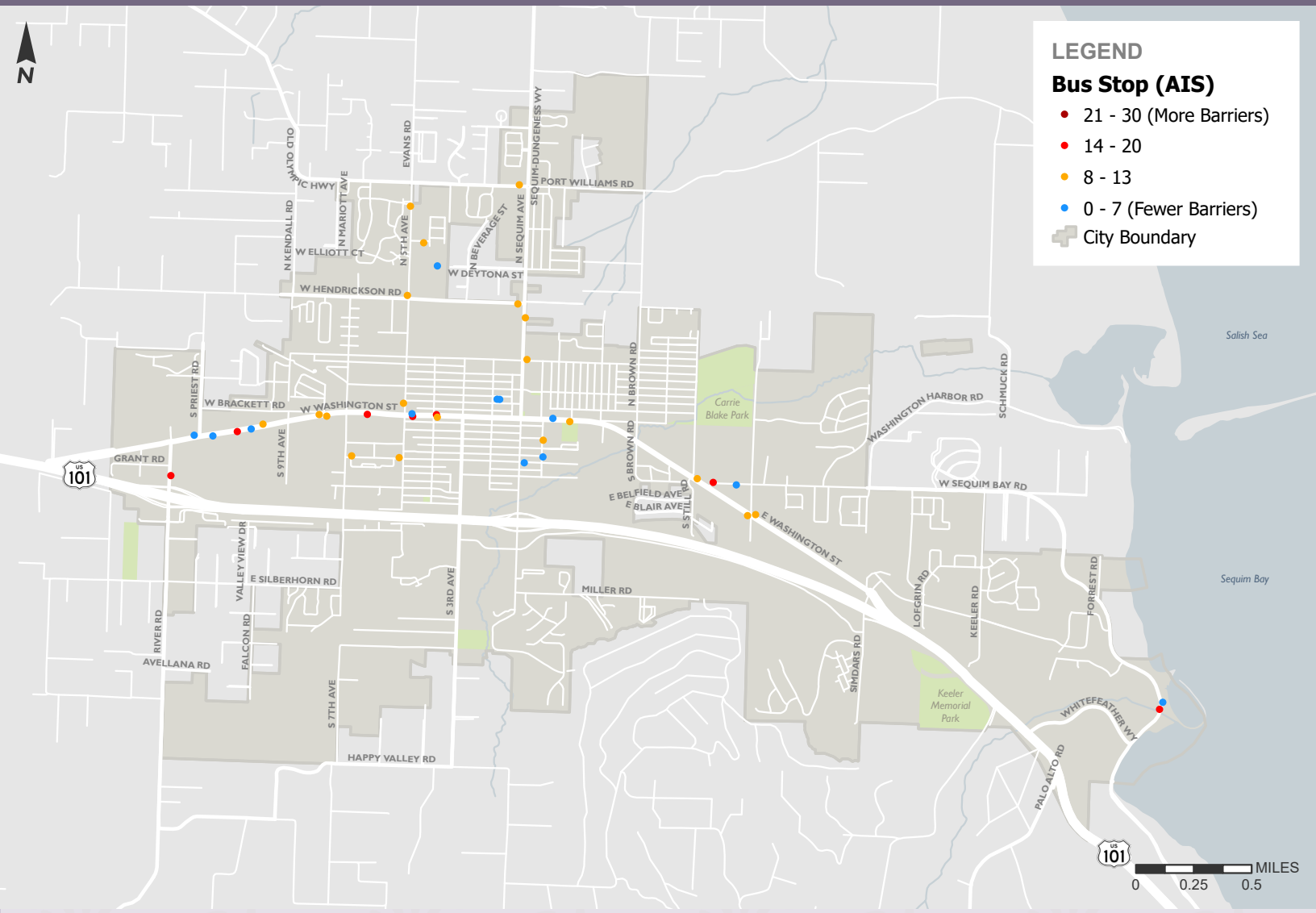


Figure 4-4 *Accessibility Index Score Composite (Bus Stop)*

Accessibility Index Score Composite (Crosswalk)

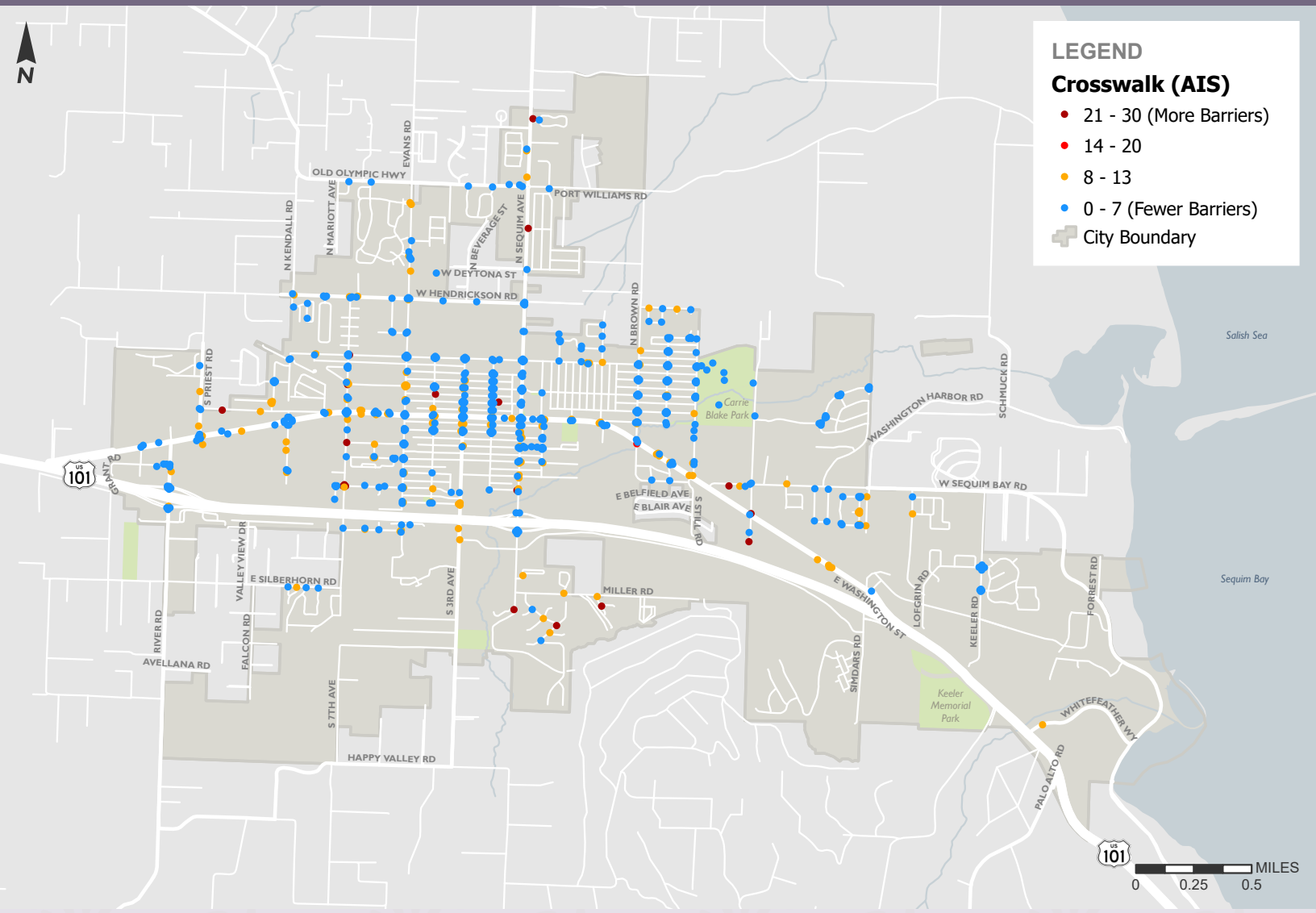


Figure 4-5 *Accessibility Index Score Composite (Crosswalk)*

Accessibility Index Score Composite (Accessible Parking)

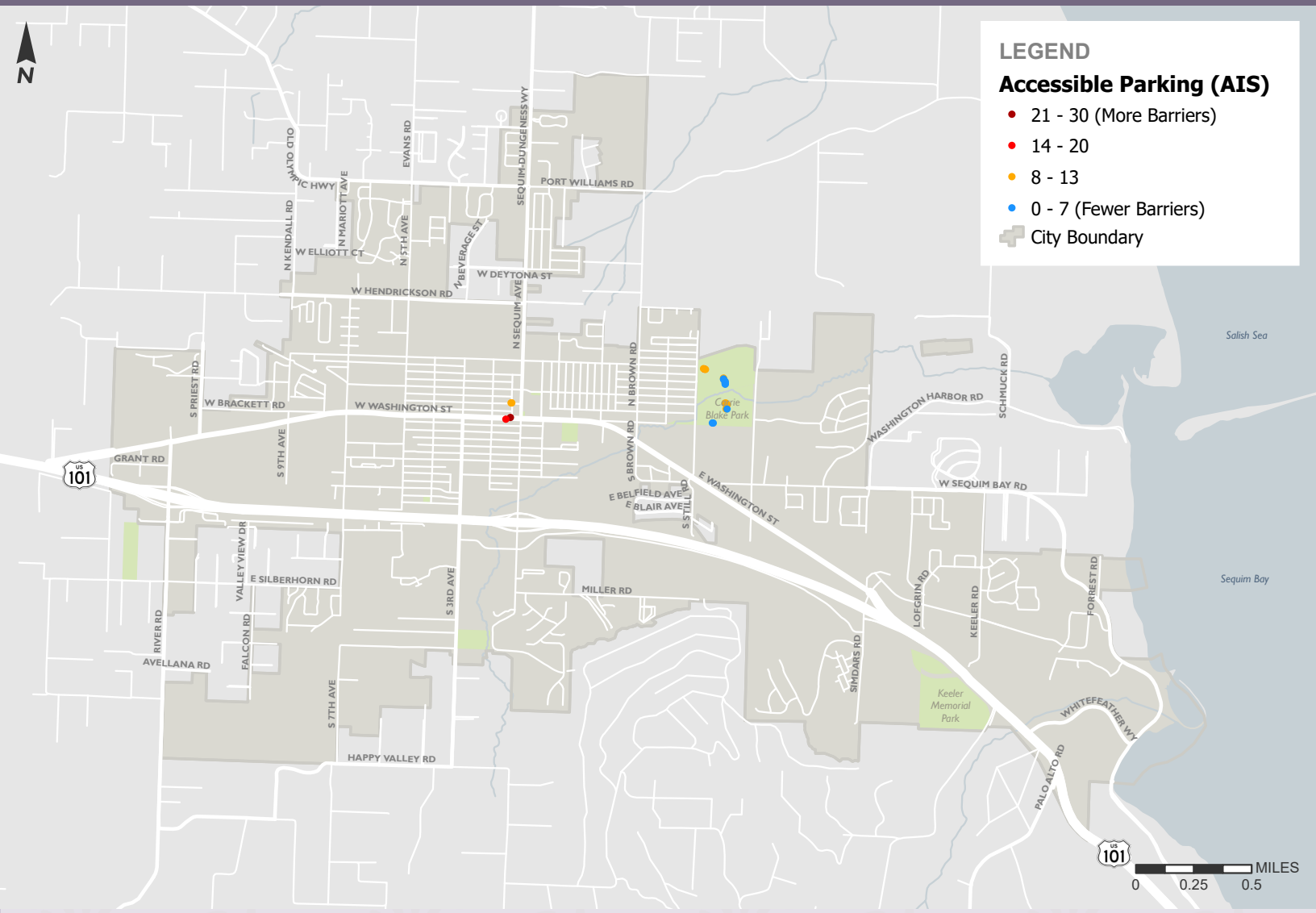


Figure 4-6 *Accessibility Index Score Composite (Accessible Parking)*

Accessibility Index Score Composite (Staircase)

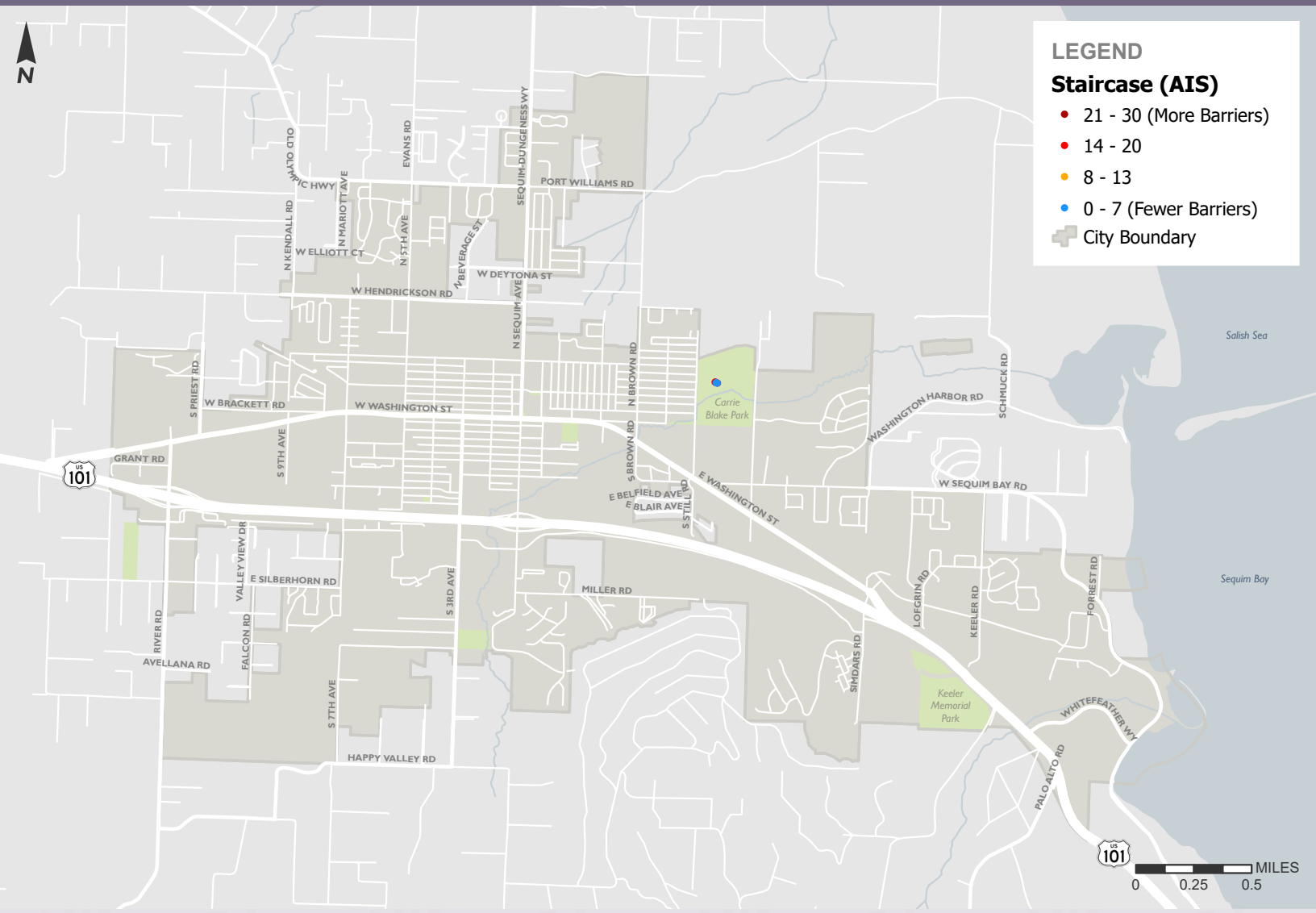


Figure 4-7 *Accessibility Index Score Composite (Staircase)*

Proximity to Key Pedestrian Destinations: Location Index Score (LIS)

The Location Index Score describes the importance of the pedestrian facility to accessing key pedestrian destinations. Each existing pedestrian facility was scored based on its proximity to schools, parks, transit facilities, signals or roundabouts, public buildings, and downtown or commercial business centers. Facilities near government buildings, hospitals and medical facilities, and City parks received a higher score to reflect feedback received through the public engagement survey.

Location Index Scores reflect the number of types of key pedestrian destinations within a defined radius. The full score for each type of destination is assigned if at least one facility of that type is nearby; scores do not increase if a facility is within the radius of multiple destinations of the same type. For example, a facility within one-eighth mile of two parks will receive a score of 5, while a facility within one-eighth mile of a park and a school will receive a score of 10.

Total Location Index Scores ranged from 0 to 45. Location scoring criteria and weights are shown in Appendix C.

Location Index Score Composite (Sidewalk)

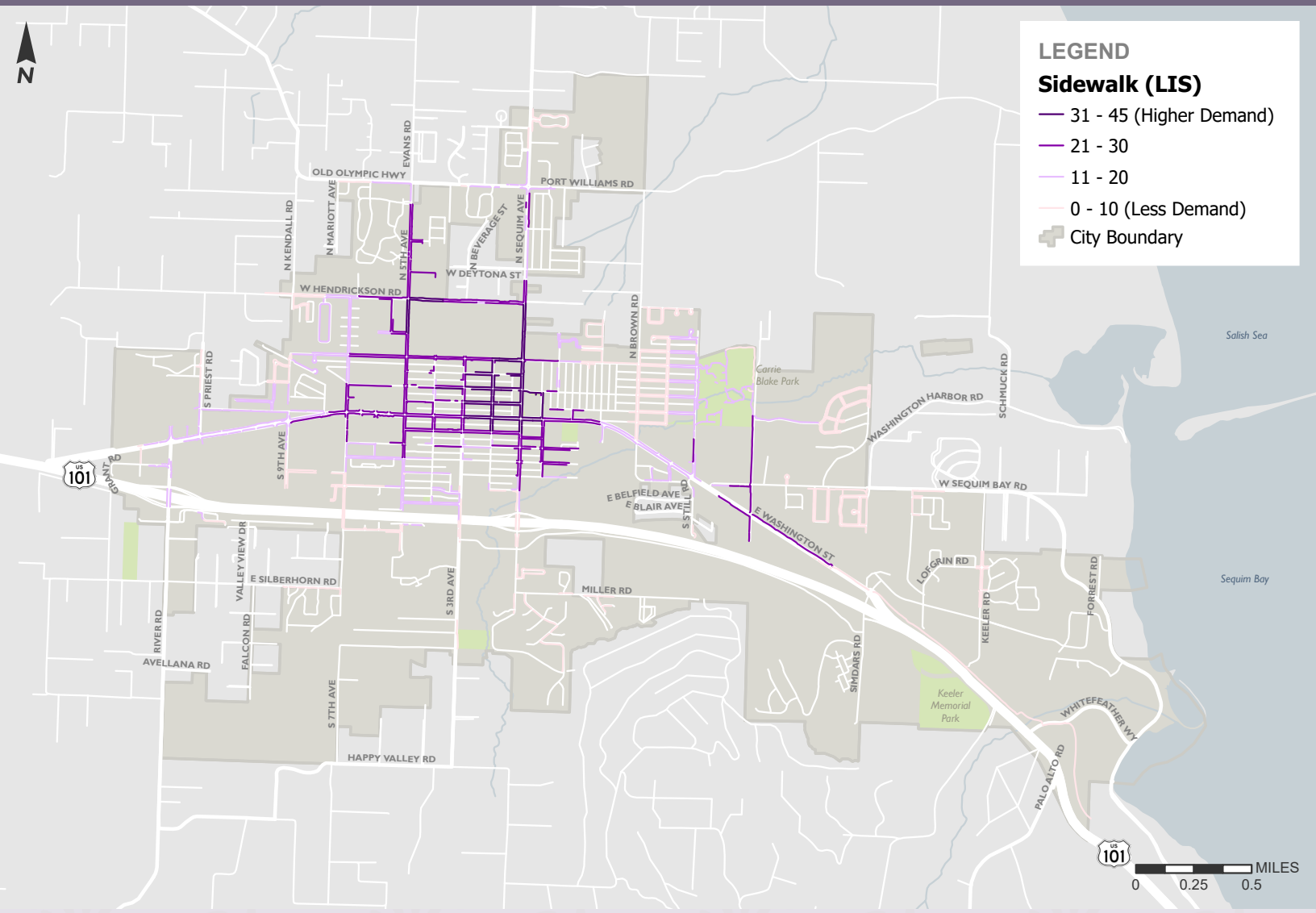


Figure 4-8 *Location Index Score Composite (Sidewalk)*

Location Index Score Composite (Curb Ramp)

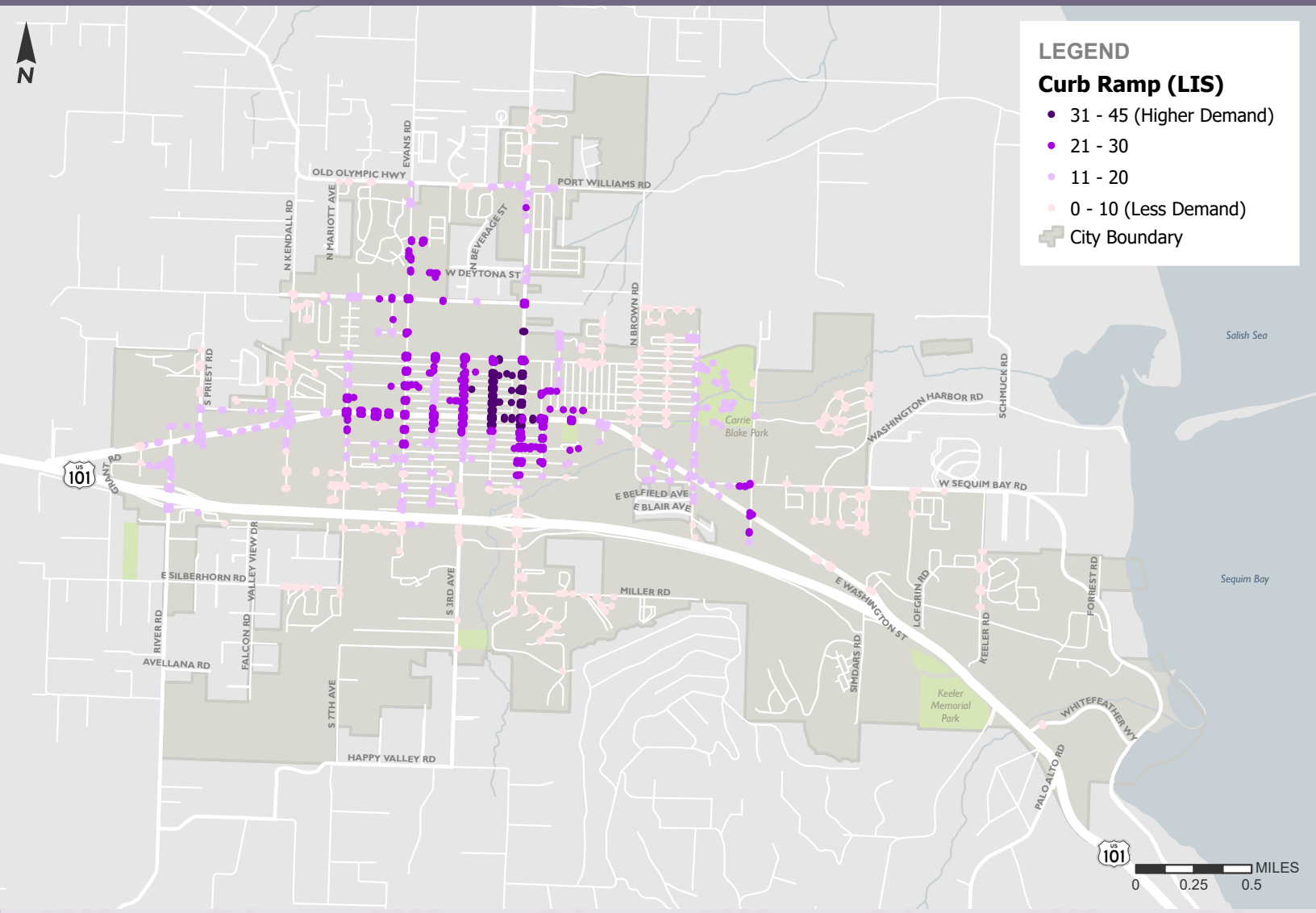


Figure 4-9 *Location Index Score Composite (Curb Ramp)*

Location Index Score Composite (Signal Push Button)

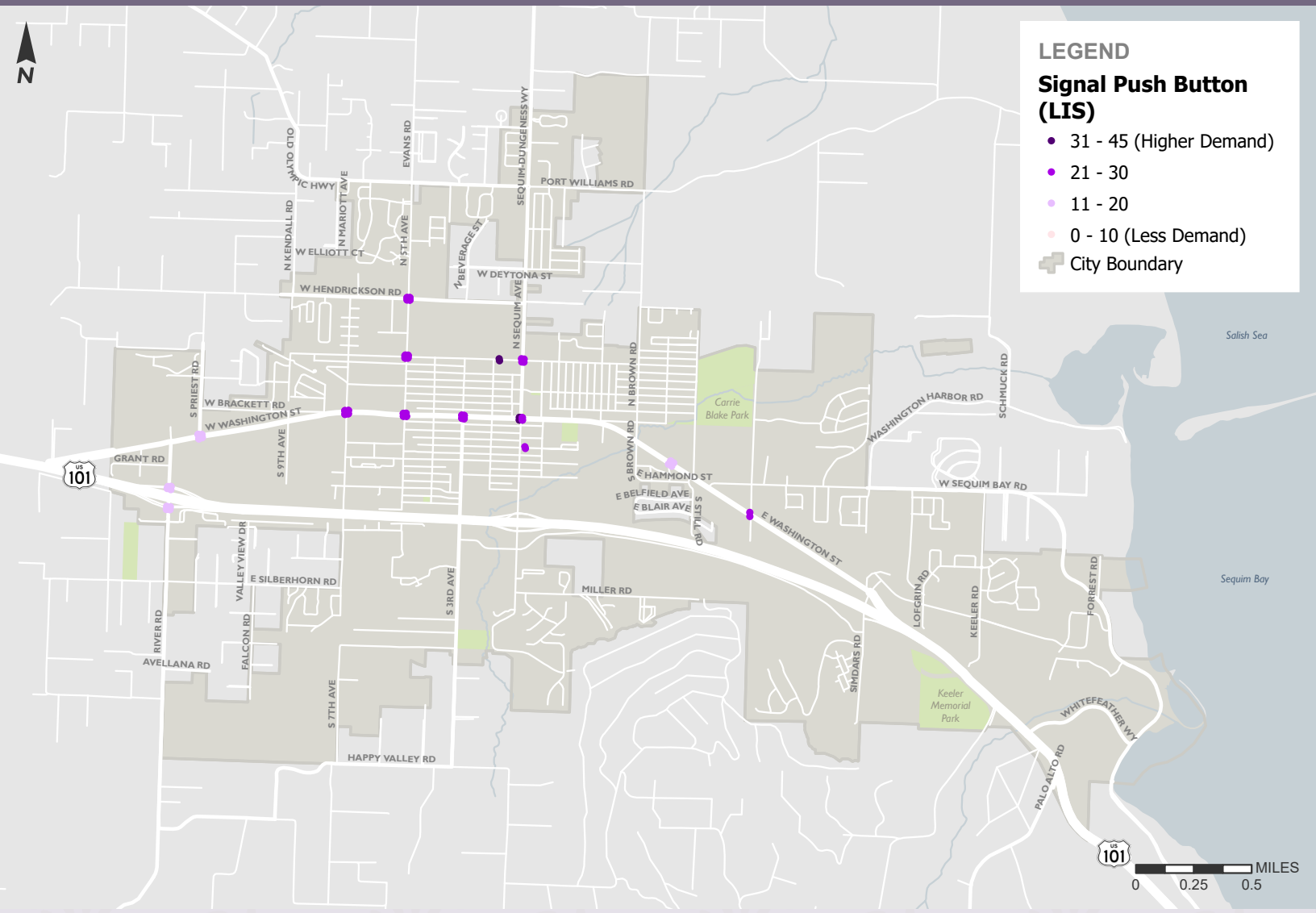


Figure 4-10 *Location Index Score Composite (Signal Push Button)*

Location Index Score Composite (Non-Compliant Driveway)

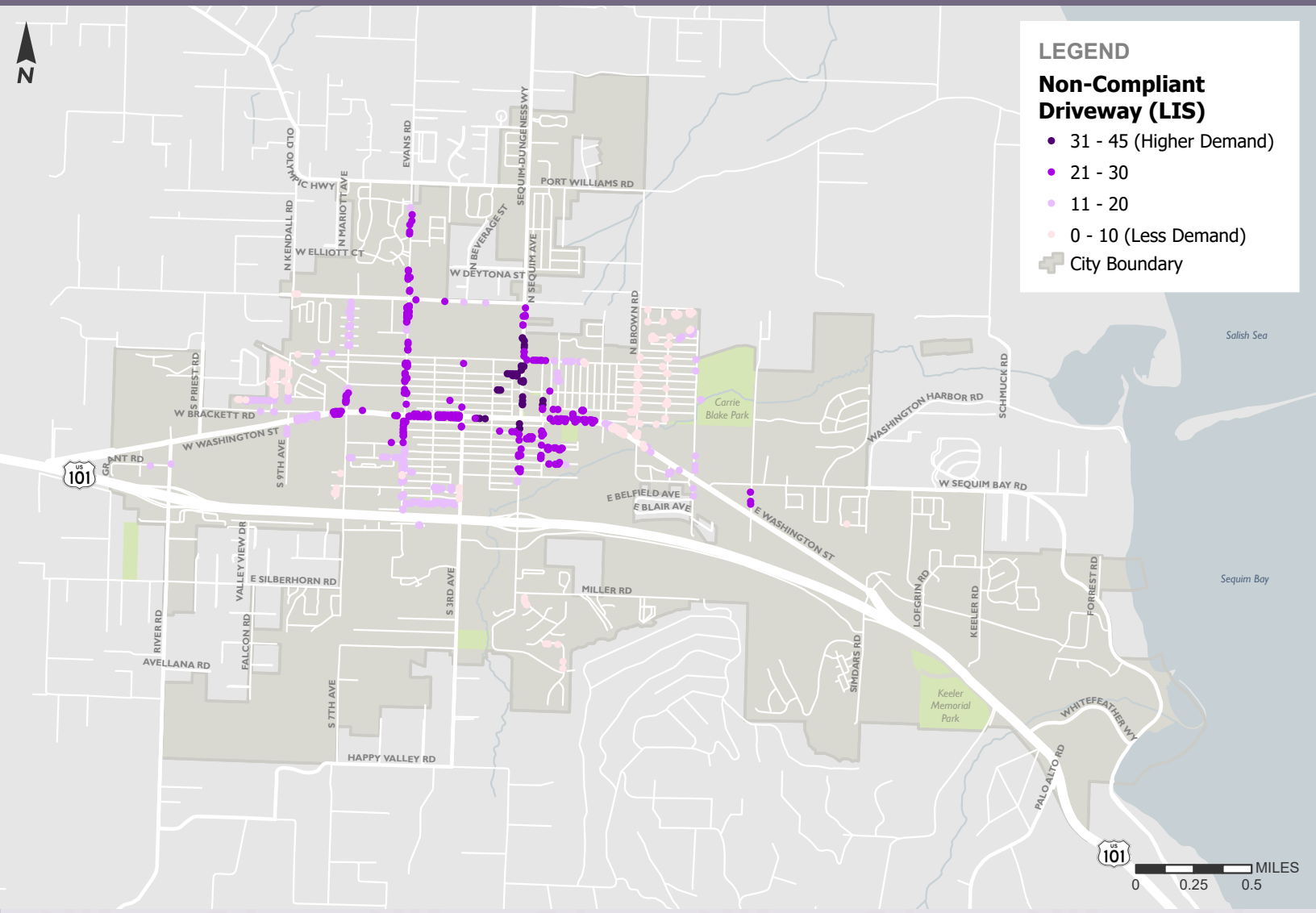


Figure 4-11 *Location Index Score Composite (Non-Compliant Driveway)*

Location Index Score Composite (Crosswalk)

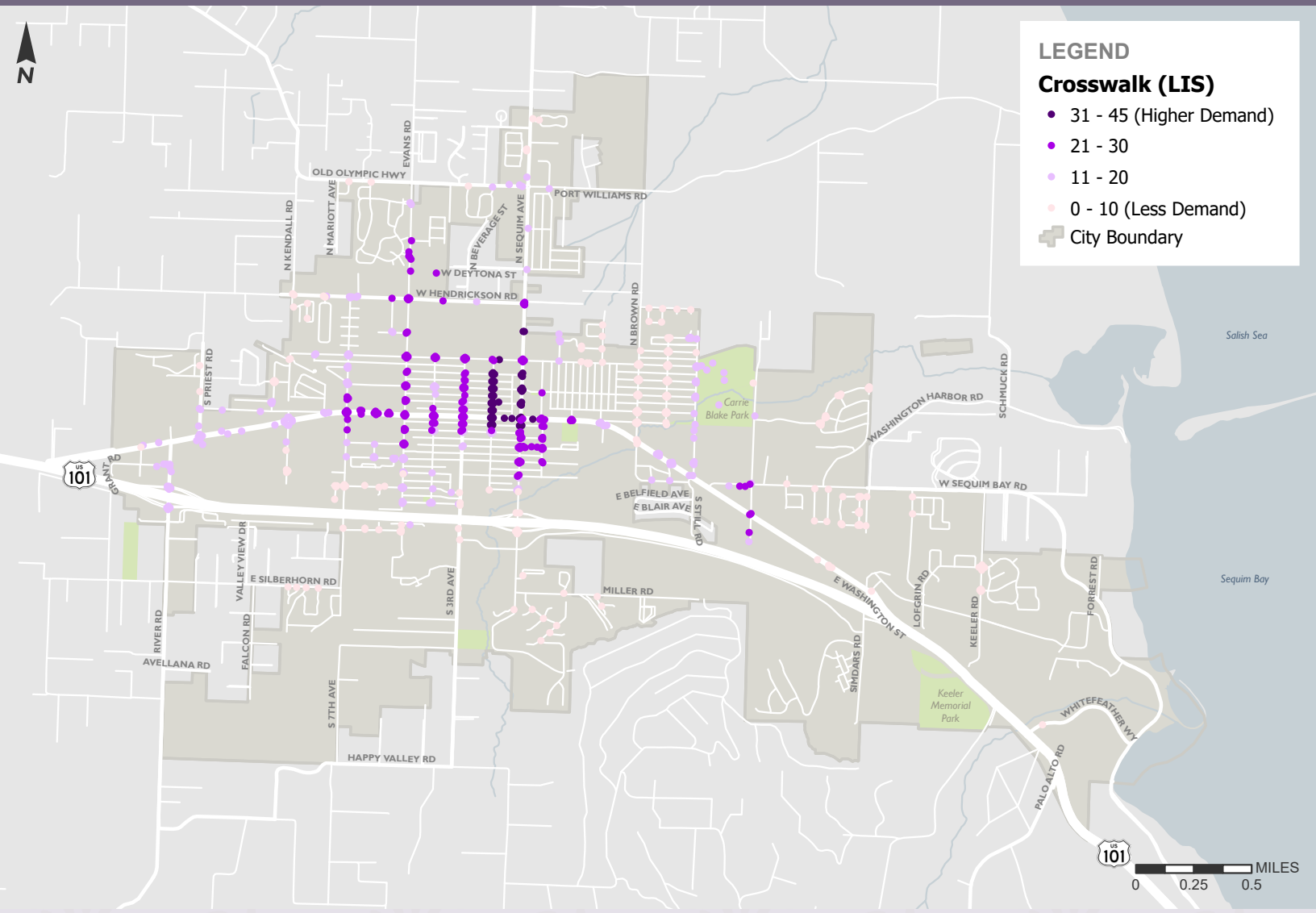


Figure 4-12 *Location Index Score Composite (Crosswalk)*

Combined Index Score

The Combined Index Score sums the Accessibility Index Score and Location Index Score to prioritize facilities with accessibility barriers in areas where pedestrians would be expected.

Scores were grouped into four categories:

- Very High: significant physical barriers and high number of hazards in high-demand areas: 46+ points.
- High: significant physical barriers in high-demand areas: 31-45 points.
- Medium: 16-30 points.
- Low: minor barriers in low-demand areas:1-15 points.

Scores reflect relative priority within each facility type; they do not indicate relative priority between facility types (ex., the importance of addressing a curb ramp barrier versus a sidewalk barrier).

Combined index scores provide planning level context to barrier removal and overall accessibility needs within the city. As this Transition Plan is implemented, barrier removal will be guided by multiple factors, including funding availability, location of capital projects that include pedestrian elements, construction efficiency, project-level analysis, etc. Barriers of all priority levels will be removed over time.

Accessibility (AIS) & Location (LIS) Combined Score (Sidewalk)

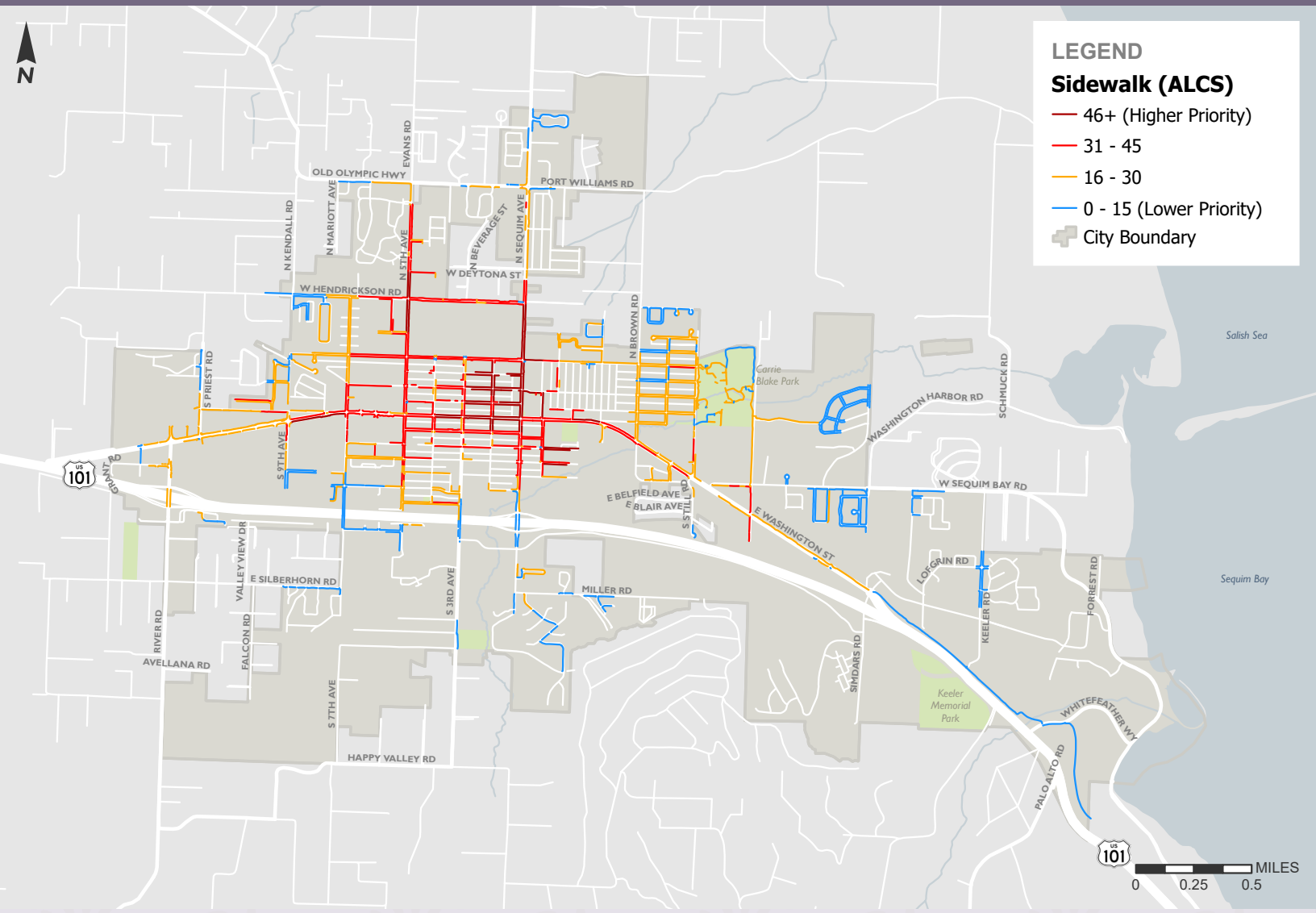


Figure 4-13 *Accessibility (AIS) & Location (LIS) Combined Score (Sidewalk)*

Accessibility (AIS) & Location (LIS) Combined Score (Curb Ramp)

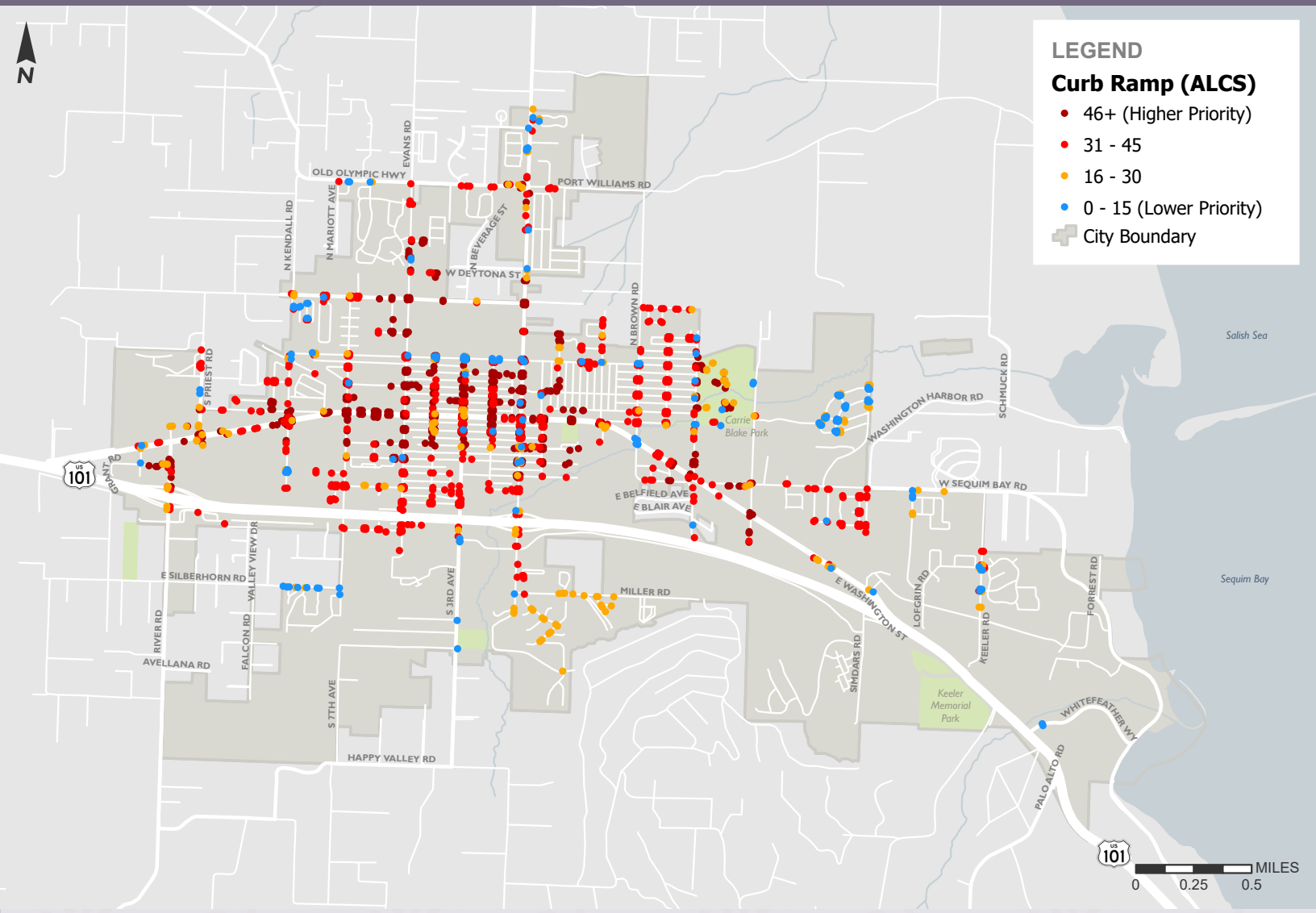


Figure 4-14 Accessibility (AIS) & Location (LIS) Combined Score (Curb Ramp)

Accessibility (AIS) & Location (LIS) Combined Score (Signal Push Button)

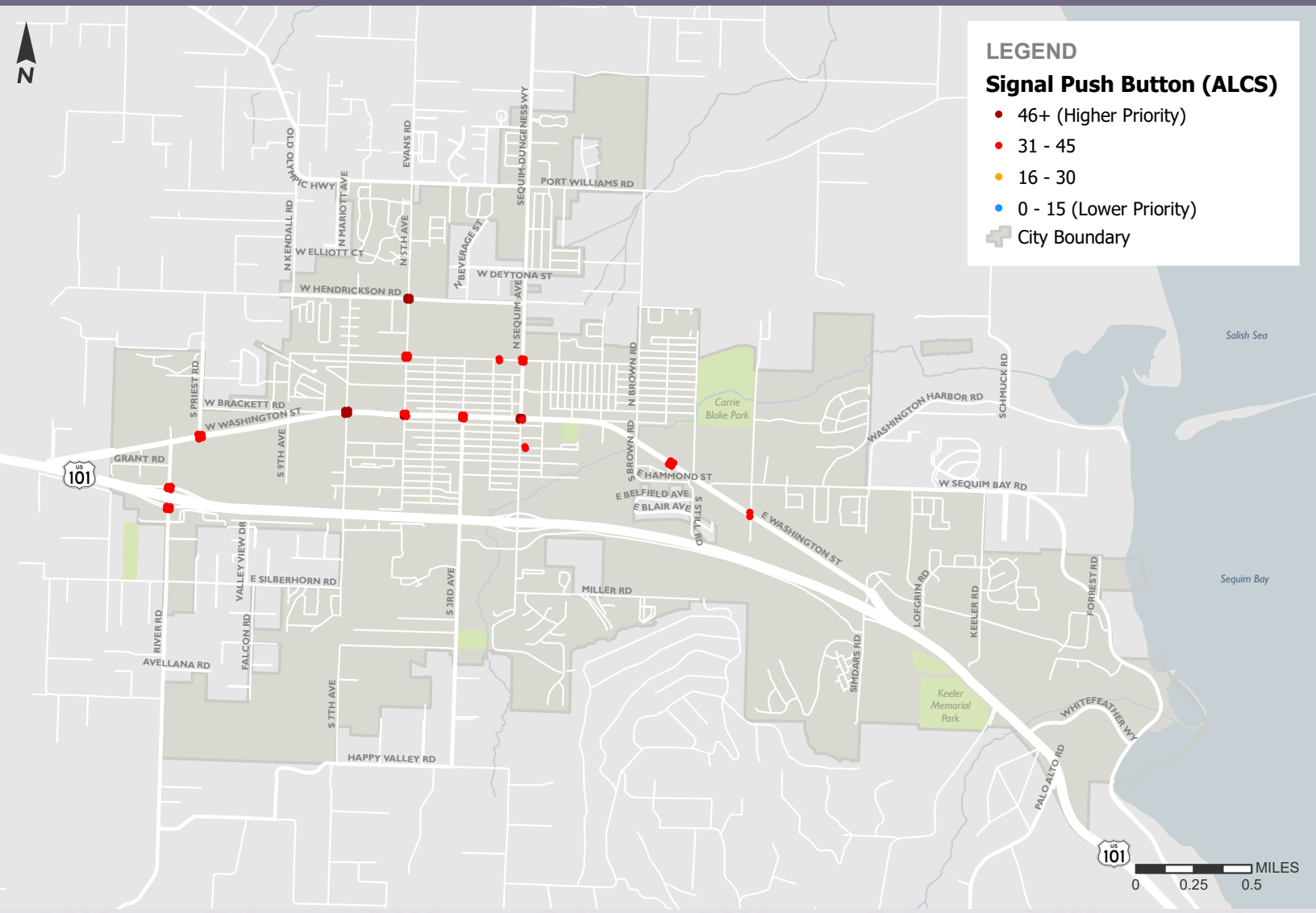


Figure 4-15 *Accessibility (AIS) & Location (LIS) Combined Score (Signal Push Button)*

4.2.2 Planning Level Cost Estimates to Remove Pedestrian Barriers

To meet the ADA transition plan requirement of demonstrating how barriers are to be removed over time, annual available financial resources were estimated and compared to the total estimated barrier removal costs.

Process

Unit costs were developed for the improvements needed to address the pedestrian barriers inventoried through the Self-Evaluation. Unit cost estimates for each barrier type were developed using recent WSDOT and other local construction bid tabulations, input from subject matter experts, and planning level cost assumptions. Unit cost estimates assumed contract-based construction, instead of use of in-house crews.

Unit cost estimates were applied to the inventoried barriers, with adjustments made to account for construction efficiencies and to avoid applying redundant improvements to the same facility. All cost estimates are in 2023 dollars. Cost estimate assumptions are detailed in Appendix E.

Barrier removal construction cost estimates account for contingency, design, right-of-way, mobilization, temporary erosion control, traffic control, and construction management. Sales tax, structural impacts to buildings, permit fees, inflation, and potential changes to accessibility standards are not assumed in the cost estimate.

This planning level cost analysis did not assess whether non-compliant pedestrian facilities had been built to the maximum extent feasible. Therefore, this cost estimate may overstate the amount of feasible improvements.

The total planning-level cost estimate, or total need, to remove all identified pedestrian barriers is approximately $48,946,000 (in 2023 dollars). Cost estimates by facility and improvement type are shown on Table 4 1-1, and Table 4 1-2.

Table 4 1-1 Planning Level Cost Estimate- ROW

ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Sidewalk Improvements				
Non-compliant sidewalk (width, condition, running slope, cross slope, and/or large vertical discontinuity).	Reconstruct existing sidewalk.	90,602 SY	$145	$13,138,000
Non-compliant driveway (running slope, cross slope, and/or grade break).	New driveway with sidewalk.	768 EA	$2,900	$2,228,000
			Subtotal	$15,366,000
Maintenance/Miscellaneous				
Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	1,478 EA	$250	$370,000
Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	663 EA	$806	$535,000
Non-compliant horizontal discontinuity.	Sidewalk crack sealing/grouting (5LF per occurrence)	32,885 LF	$5	$165,000
Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	555 EA	$3,000	$1,665,000
Movable Obstacles	Relocation of obstacles including tree/bush (prune-able), message boards, parked cars, etc.	251 EA	$200	$51,000
Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	397 EA	$500	$199,000
			Subtotal	$2,986,000
Curb Ramp Improvements				
Missing curb ramps	Install new curb ramp.	289 EA	$6,000	$1,734,000
Non-compliant curb ramp (width, running slope, cross slope, landing, flare slope, lip, grade break, counter slope, lip, and/or clear space)	Remove and reconstruct existing ramp.	803 EA	$6,000	$4,818,000
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	49 EA	$1,030	$51,000
Curb ramp at marked crosswalk does not end within crosswalk.	Rechannelize crosswalk.	4 EA	$1,100	$5,000
			Subtotal	$6,608,000
Pushbutton Improvements				
Non-APS pushbutton and pushbutton is located incorrectly	Install new APS pushbutton and install new pole.	67 EA	$5,900	$395,000
APS pushbutton has button that is too small is located incorrectly.	Install new APS pushbutton and install new pole.	7 EA	$5,900	$42,000
APS pushbutton that has non-compliant dimensions and/or programming and located incorrectly	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow and install new pole and relocated pushbutton	9 EA	$3,700	$34,000
APS pushbutton that has non-compliant dimensions and/or programming	Reprogram pushbutton, reorient pushbutton, and/ or install tactile arrow.	1 EA	$200	$1,000
			Subtotal	$472,000

Table 4 1-1 Planning Level Cost Estimate- ROW

ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Wheelchair Ramp Improvements				
Non-compliant ramp (width, slope, landing, etc.)	Replace ramp	0 SY	$190	$0
Non-compliant handrail (height, diameter, extensions, etc.) or missing handrail	Replace handrail	0 SY	$150	$0
			Subtotal	$0
Bus Stop Improvements				
Non-compliant bus shelter turning space cross slope	Replace bus shelter pad (7.5 SY per occurrence)	23 SY	$180	$4,000
Non-compliant bus stop boarding area (running slope, cross slope, size, and/or condition)	Replace/construct boarding area and two transition panels (10 SY per occurrence)	290 SY	$145	$42,000
Non-compliant bus stop route	Replace sidewalk route from bus shelter to boarding area (15ftx5ft) - 8.5 SY	0 SY	$145	$0
			Subtotal	$46,000
Accessible Parking Improvements				
Non-compliant parking stall/ parking aisle slope	Grind surface and/or asphalt lift	6 EA	$2,000	$12,000
Non-compliant accessible parking stall/parking aisle width or pavement marking	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle	5 EA	$200	$1,000
Non-compliant sign height or no sign indicating accessible stall	Install new sign or adjust existing sign	4 EA	$200	$800
			Subtotal	$14,000
			Total	**$25,491,000**
			Contingency @ 20%	**$5,099,000**
			Design @ 12%	**$3,059,000**
			Mobilization @ 8%	**$2,040,000**
			TESC + Traffic Control @ 12%	**$3,059,000**
			Construction Management @ 20%	**$5,099,000**
			Right-of-Way @ 20%	**$5,099,000**
			Grand Total 2023 Dollars	**$48,946,000**

Table 4 1-2 Planning Level Cost Estimate- On-Site

ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Sidewalk Improvements				
Non-compliant sidewalk (width, condition, running slope, cross slope, and/or large vertical discontinuity).	Reconstruct existing sidewalk.	1,753 SY	$145	$255,000
			Subtotal	$255,000
Maintenance/Miscellaneous				
Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	23 EA	$250	$6,000
Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	32 EA	$806	$26,000
Non-compliant horizontal discontinuity.	Sidewalk crack sealing/grouting (5LF per occurrence)	495 LF	$5	$3,000
Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	0 EA	$3,000	$0
Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	4 EA	$200	$1,000
Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	0 EA	$500	$0
			Subtotal	$36,000
Curb Ramp Improvements				
Missing curb ramps	Install new curb ramp.	3 EA	$6,000	$18,000
Non-compliant curb ramp (width, running slope, cross slope, landing, flare slope, lip, grade break, counter slope, lip, and/or clear space)	Remove and reconstruct existing ramp.	25 EA	$6,000	$150,000
Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	5 EA	$1,030	$6,000
			Subtotal	$174,000
Staircase Improvements				
Non-compliant staircase (riser, tread, slope, etc.)	Replace concrete staircase (per 1ft width of step).	12 EA	$100	$1,200
Non-compliant handrail or missing handrail (height, diameter, extensions, etc.)	Replace handrail.	25 EA	$150	$3,800
Non-compliant contrasting strip.	Replace contrasting strip.	0 EA	$3,500	$0
			Subtotal	$5,000

Table 4 1-2 Planning Level Cost Estimate- On-Site

ADA DEFICIENCY	IMPROVEMENT TYPES	QUANTITY	UNIT COST	TOTAL COST
Wheelchair Improvements				
Non-compliant ramp (width, slope, landing, etc.)	Replace ramp	0 EA	$190	$0
Non-compliant handrail (height, diameter, extensions, etc.) or missing handrail	Replace handrail.	0 EA	$150	$0
			Subtotal	$0
Bus Stop Improvements				
Non-compliant bus shelter turning space cross slope	Replace bus shelter pad (7.5 SY per occurrence)	0 SY	$180	$0
Non-compliant bus stop boarding area (running slope, cross slope, size, and/or condition)	Replace/construct boarding area and two transition panels (10 SY per occurrence)	0 SY	$145	$0
			Subtotal	$0
Accessible Parking Improvements				
Non-compliant parking stall/ parking aisle slope	Grind surface and/or asphalt lift	11 EA	$2,000	$22,000
Non-compliant accessible parking stall/parking aisle width or pavement marking	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle	17 EA	$200	$3,400
Non-compliant sign height or no sign indicating accessible stall	Install new sign or adjust existing sign	20 EA	$100	$4,000
			Subtotal	$30,000
			Total	$500,000
			Contingency @ 20%	$100,000
			Design @ 12%	$60,000
			Mobilization @ 8%	$40,000
			TESC + Traffic Control @ 12%	$60,000
			Construction Management @ 20%	$100,000
			Right-of-Way @ 20%	$100,000
			Grand Total 2023 Dollars	$860,000

4.2.3 Barrier Removal Funding

A requirement of this plan is to forecast available funding that may be used to support plan implementation. This plan assumes total annual funding for barrier removal of $500,000 per year for pedestrian barrier removal. A breakdown of the annual budget resources anticipated to be available to support pedestrian barrier removal implementation follows.

- Maintenance Program, $40,000.
- Upcoming Capital Improvement Projects, $340,000.
- Transportation Improvement Program Projects, $120,000 See Section 4.1 for details on these programs. These improvements may address low, medium, and high priority barriers based on the location of a proposed larger project or maintenance program. It was assumed that the ADA Barrier Projects funding is allocated primarily to high priority barriers, and the remaining current funding is allocated evenly to low, medium, and high barriers.

4.2.4 Schedule

Based upon the Self-Evaluation, planning-level cost estimates, identified barrier removal methods, and projected budgetary resources that may be available, a barrier removal budget and schedule was developed. Due to the large investment needed to remove accessibility barriers, it is important to identify the highest priority barriers and focus resources to remove them first.

An analysis of the barrier prioritization was completed to determine how many barriers found during the self-evaluation process are classified as 'very high', 'high', 'medium', and 'low' priority as defined in Section 4.2. Highest priority level represents a significant barrier to accessibility in areas with higher pedestrian demand. Lower priority levels represent less severe barriers to accessibility in areas with lower pedestrian demand. Although some facilities will receive low ratings, all barriers associated with them will still need to be removed and be determined to have been built to accessibility standards to the maximum extent feasible.

The City should aim to remove the highest priority barriers first as targetable funding becomes available. This will support the goal of providing better access to the most needed programs in the shortest timeframe possible.

A transition plan was developed to target removal of high priority barriers. With the City's current funding allocation, approximately 40 transition years would be required to remove all high + very high priority barriers. A 25- to 40-year plan was developed to estimate the additional annual funding required to remove all very high priority barriers. The transition plan is summarized in Table 4-2 .

***Table 4-2** ADA High Priority Barrier Removal Transition*

Transition Years	Recommended Additional Annual Investment
40 Years	$245,000
30 Years	$320,000
25 Years	$365,000

The City should create a two to five-year barrier removal plan with a list of projects to remove specific barriers. This program should focus on the highest priority barriers as funding allows. The purpose of the repeated program is to make progress in barrier removal but also to provide a way to reassess the 20- to 50-year plan and measure incremental progress. In order to inform the two-to-five-year program, a scoping effort should occur that includes site visits for areas identified as a high priority to determine the severity of the barrier and to brainstorm possible solutions to fix the issue. When selecting projects, site conditions and improvement feasibility should be considered. Areas with multiple barriers within proximity to one another can be grouped together to achieve cost savings. As areas are identified, additional data collection should be completed in the vicinity of the proposed project and added into the facility's GIS database. This additional information will provide the remaining attributes necessary to determine if a facility fully meets PROWAG requirements.

Following completion of each two to five-year plan implementation cycle, lessons learned regarding costs, methods, schedule, and outcomes shall be evaluated to inform the next two-to-five-year cycle of pedestrian barrier removal investments. If progress is slower than anticipated, additional funding may be required. If progress is faster than anticipated, a shorter timeline may be achievable. Several factors may contribute to differences between the estimated transition schedule and the actual rate and cost of implementation. Some of these factors include actual funding acquired, individual project cost, site specific design savings, additional deterioration of pedestrian facilities, and unanticipated capital projects. In addition, it may be determined that some barriers identified through this transition plan are on facilities that have been built to the maximum extent feasible as discussed in Section 5.1. Each project to remove barriers should be evaluated to determine if improvements to the facility are feasible in the engineering design phase.



5 Recommendations and Next Steps

5.1 Recommended Actions

This chapter provides a set of recommendations intended to inform the implementation of this Transition Plan and ongoing removal of pedestrian barriers. Recommendations are not presented in priority order and represent near-term and longer-term Transition Plan implementation workplan tasks.

Recommendations identified as Pending require additional action from the City to implement. Underway recommendations are in progress at this time. On-going recommendations have been previously established and are continually in progress. Complete recommendations have been completed but may require additional action based on adjustments noted in this section.

Recommendation 1:

Update City design standards to match ADA Standards

Status: Pending

A detailed audit of City design standards using Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way 2011 (PROWAG) was conducted to inform Chapter 2. This audit, which is included in Appendix A and recommends specific changes and additions to the City's standard plans and municipal code. Recommendations were identified for updating existing sidewalk, curb ramp, and pushbutton standards and filling in ADA guidelines for areas not covered in the City's standards and code. The City should update these documents to meet PROWAG standards.

Recommendation 2:

Identify an official responsible for Transition Plan implementation within the Public Works Department

Status: Complete

The City's ADA Coordinator has been identified as the responsible official. This ADA Coordinator position is one of the four major federal requirements for every ADA transition plan. The current ADA Coordinator is Tellina Sandaine. The ADA Coordinator is responsible for facilitating transition planning such as responding to grievance requests. They also function as a central figure for organizing the various programs within the City to maintain a consistent approach to barrier removal and achieving ADA standards across capital, maintenance, and operational activities.

Official Responsible for Plan Implementation: Telina Sandine

Recommendation 3:

Develop a Citywide Accessible Pedestrian Signal (APS) policy

Status: Pending

Accessible Pedestrian Signal (APS) policies serve as a means for cities to be consistent with ADA requirements at traffic signals. The APS policy covers when installation of APS devices that "communicate information about pedestrian timing in nonvisual formats such as audible tones, verbal messages, and/or vibrating surfaces" (MUTCD) is required. The proposed APS policy is included in Appendix F. It is recommended that this policy be modified to specify that all signalized intersections are required to have APS devices installed that meet ADA requirements.

Recommendation 4:

Educate City staff, consultants, and contractors on ADA standards and provide dedicated training to City inspectors

Status: On-going

Transition plans are often a learning experience for City staff, consultants, and contractors alike since they change existing practices and expectations. The City should use updates to the City's design standards as an opportunity to teach and learn about accessibility and the barriers that those with limited mobility or sight experience when traveling in the City's public right-of-way. This should include clarifying guidance from the Department of Justice, for example, that when pedestrian facilities (curb ramps, sidewalks, crosswalks, pedestrian signals, etc.) within the public right-of-way are altered, they must be revised/replaced to meet current ADA standards. Education can take many forms from review of updated design standards with key individuals such as field inspectors and contractors, development and review of City specific design standards or checklists with City engineers, or training from groups that serve those with disabilities.

Recommendations 5:

Develop a standard grievance process for barriers to accessibility

Status: Complete

Public entities subject to Title II of the ADA are required to adopt and publish a grievance procedure as part of their transition plan. A grievance process allows community members to formally report denial of access to a City facility, program, or activity on the basis of disability.

Currently, the City has an established process to file a grievance or a request for accommodation or barrier removal with the City's ADA Coordinator. A community member can file a grievance or request for barrier removal with the City's ADA Coordinator by visiting the Human Resources section under the City Government tab of the City website's homepage. Hover over the City Government tab and scroll down, Human Resources and ADA Compliance are in the left column near the bottom.

Instructions and contact information are available online within the City's ADA Grievance Procedure page for a member of the public to submit a grievance or request for barrier removal. The policy is found in the City's ADA webpage and outlines the grievance procedure and the City staff involved in a grievance request. In addition to the ADA Coordinator, a grievance also will be reviewed by the City Manager and a Review Board or hearing if necessary. Information is also included in the policy regarding the established timeline for response from City staff.

The City's grievance procedure can be found in Appendix G.

In addition, the City of Sequim has an online form where the public can report a concern of varying types. Street or sidewalk issues are included in this online request form. The form can be found at the City's website.

The following adjustments are recommended to the City's accommodation request and grievance process:

- Make the grievance process easily navigable from the City's main website. Move to Separate ADA section or move location under Human Resources up on the page so it is seen as soon as the City Government menu opens.
- Provide contact information for the City Administrator, a specified City ADA Coordinator and other relevant City staff on the grievance procedure website.
- Provide information regarding ADA barrier identification and explain how and why a grievance may be accepted or denied by the City.
- Streamline the grievance request process with an online submission option via the City's website, distinct from the general form to report a concern to the City.
- Connect the reporting tool used in the public engagement effort for this plan to the request for accommodation webpage.

Recommendation 6:

Develop a consistent and centralized MEF documentation database

Status: Pending

The ADA dictates that alterations that could affect the usability of a facility must be made in an accessible manner to the maximum extent feasible (MEF). ADA Standards for Accessible Design (2010) dictates that:

Each facility or part of a facility altered by, on behalf of, or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the alteration was commenced after January 26, 1992.

The City should document newly constructed or altered facilities that have been built to the maximum extent feasible rather than full ADA standards using standard template. An example template is included in Appendix H. Each project is to be evaluated to determine if improvements to the facility are feasible in the engineering design phase.

The reason for any variation from accessibility standards when it is infeasible to fully remove any barriers should be documented. To help organize MEF documentation, a central location for all MEF documentation can be established and geocoded to the facility location and ensure consistency of data for facilities designed and constructed by others. Consolidation of past MEF records into this data is also recommended.

Recommendation 7:

Develop performance measures and processes to track removal of barriers

Status: Pending

The primary purpose of an ADA transition plan is to develop a plan for removal of accessibility barriers. To show progress towards this requirement, the City should develop a process of tracking barrier removal on an annual basis. It is recommended that the City actively update the GIS ADA self-evaluation database developed for this plan, tracking how and when ADA barriers are removed. This data can be used to provide two-to-five-year updates on progress and demonstrate to the public as well as federal regulators that the City is making progress to meet Title II requirements. These updates should coincide with the two-to-five-year planning efforts completed to outline future barrier removal efforts.

Recommendation 8:

Continue data collection for pedestrian features in the public right-of-way

Status: Ongoing

The City should continue their data collection efforts to complete their database of pedestrian facilities in the public right-of-way. Attributes that are part of the PROWAG standards but not included in the first round of collection should be added to the GIS database as well as new types of facilities not inventoried like street parking, crosswalks, and bus stops. As construction projects within the City enter into the as-built phase, pedestrian facility data should be collected and entered into the GIS Database to enhance the barrier removal tracking process.

Recommendation 9:

Review and clarify policies relating to accessibility and implementation of accessible features in construction projects and maintenance activities

Status: Pending

Work zones must provide the same level of accessibility as permanent pedestrian facilities covered by ADA requirements. Pedestrian accessibility must be maintained in areas of street construction and maintenance. The City should review its standards, municipal code, and policies to ensure that temporary, alternative walking routes are available within designated construction zones.

The City should develop and publish guidelines for replacing pedestrian facilities that are impacted by construction projects. When facilities are altered by construction, they should be reconstructed within ADA compliance to the maximum extent feasible. The City's guidelines would outline expectations for reconstructed facilities and who holds responsibility for reconstruction.

The City's code should specifically address sidewalk maintenance and identify the parties responsible for ensuring that pedestrian rights of way are maintained under the Maximum Extent Feasible.

Recommendation 10:

Look for opportunities to increase existing barrier removal funding

Status: Pending

As stated in Section 4.2.4 and Table 4-2, with the City's current funding allocation for barrier removal, approximately 40 transition years would be required to remove all high priority barriers, and an additional annual investment of $245,000 is required to remove all very high priority barriers within an approximate 50-year transition period. Additional annual investment may be necessary to remove the existing high priority barriers that challenge ADA users in Sequim. It is recommended that the City of Sequim actively look for opportunities to increase annual barrier removal funding.

Recommendation 11:

Evaluate all City Programs and Activities as they relate to the ADA

Status: Pending

The focus of the initial self-evaluation was on ADA barriers related to the public right-of-way within the City. Although this plan focused on the public right-of-way, the requirements for accessibility found in Title II of the ADA also apply to physical facilities including City-owned buildings and parks. In addition, Title II ADA requirements apply to many functions, programs, and activities the City may provide or engage in such as community gatherings, recreational groups, and City-sponsored events. In addition to the public right-of-way, self-evaluation and transition planning related to activities such as hiring communications, recreational programs, physical facilities, etc. should be performed to identify barriers within these City buildings, parks, programs, and activities.

Appendix A: Open House Materials

TECHNICAL MEMORANDUM

Date:	July 27, 2023	**TG:**	1.22289.00
To:	Austin Wagner – City of Sequim		
From:	Jennifer Palmer, PE, PTOE, Transpo Group		
Subject:	Barrier Removal Audit – City of Sequim ADA Transition Plan		

The City of Sequim maintains road design standards and municipal code covering pedestrian facilities. The design standards are used for both public and private work performed within the street rights-of-way of the City of Sequim. This memorandum describes design guidelines that meet the requirements of the Americans with Disabilities Act (ADA), common accessibility design issues, and references to specific design guidelines. The audit of the City's roadway design standards and municipal code as they relate to pedestrian features within the public right-of-way include the City of Sequim Engineering Standards (SES) and the City of Sequim Municipal Code (SMC).

Design Guidelines

There are several key design measurements that ADA design guidelines address. These measures are used because they are important to the accessibility and safety of the facility. When pedestrian facility designs cannot be constructed to full design requirements, they should be built to conform to the maximum extent feasible. When this arises, the City should identify the location where this occurs, provide justification, and document for future reference.

Several guidelines and references are available to assist the City of Sequim in adhering to accessible design standards based on the needs for various projects. There are many opportunities to improve pedestrian conditions by identifying areas of need and establishing the appropriate accessibility design requirements.

2010 ADA Standards for Accessible Design (ADAS) (September 2010)

The Department of Justice published revised regulations for Titles II and III of the Americans with Disabilities Act of 1990 "ADA" in the Federal Register on September 15, 2010. These regulations adopted revised, enforceable accessibility standards called the 2010 ADA Standards for Accessible Design "2010 Standards". The 2010 Standards set minimum requirements – both scoping and technical — for newly designed and constructed or altered State and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.

Proposed Guidelines for Pedestrian Facilities in the Public Right-of Way (PROWAG) (November 2011)

The United States Access Board is the rule making body that guides ADA compliance across the US. Since the late 2000's the US Access Board has been in the process of updating its Guidelines for Pedestrian Facilities in the Public Rights-of-Way. These draft guidelines focus on accessibility of sidewalks, curb ramps and in the soon to be released versions address shared-use trails. The draft guidelines cover legislative background, administration requirements, and design requirements.

Many public entities currently use the 2005 draft PROWAG as 'best practice' for features within the public right-of-ways. This practice has been endorsed by the Federal Highway Administration (FHWA), the US Access Board, and is the standard the Washington Department of Transportation adheres to. The City's standards and codes were evaluated against 2011 PROWAG as this is the latest guideline developed by the Access Board. PROWAG sections

referenced in this memo refer to 2011 PROWAG sections. When these standards conflict with the 2010 ADA, the PROWAG standard is recommended.

Design Requirements and Recommendations

Although the City of Sequim has standards in place it is important for the standards to be consistent and compliant with the above standards and guidelines. To that end, this memo will provide recommendations to improve and clarify the existing city documents. As well, recommended actions are included where necessary to meet ADA design standards and best practice. The following tables describe requirements for specific design elements, how they are addressed in City standards, and recommendations for modifications.

In regard to the overall structure of the engineering standards, it is recommended that an introductory chapter is provided prior to the standard figures. This chapter should include at minimum the general intent of the engineering standards, where and how the standards should be applied, and what standards should be followed in areas where they aren’t covered by the City’s standards.

Sidewalks and Pathways

Sidewalks are mentioned in the City's standard details and city code. These standards cover desired dimensions and materials to be used for construction of these facilities. Sidewalks are a common element found in a pedestrian access route (PAR).

Design Element	Requirement	Review	Recommendations
Pedestrian Access Route (PAR) and Pedestrian Circulation Path (PCP)	Various	Sidewalks shown and mentioned on multiple standard figures in the Sequim Engineering Standards.	N/A
Sidewalk Width	Minimum clear width of PAR is 4 ft. excluding the curb; however, on PAR less than 5 ft. wide, passing space of 5 ft. by 5 ft. is required every 200 ft. minimum (PROWAG R302.3 and R302.4) The clear width of walking surfaces shall be 36 inches minimum. The clear width shall be permitted to be reduced to 32 inches minimum for a length of 24 inches maximum provided that reduced width segments are separated by segments that are 48 inches long minimum and 36 inches wide minimum. Additional space is required at turns (ADAS 403.5.1).	5'-6' sidewalk width based on street type (SES Figures 4-00, 4-01, 4-02, 4-03, 4-04, 4-05, 4-06, 4-07, 4-19, and 4-22A). 10' min. shared use path (SES Figures 4-06 and 4-07). Sidewalks in "commercial" or "mixed use" shall be a minimum of eight feet wide from back of curb or landscape strip. Sidewalks in residential areas shall be a minimum of six feet width from back of curb or landscape strip (SMC Section 12.08.060).	Update code or standard figures to be consistent with each other for sidewalk width.
Sidewalk Running Slope	Where the PAR is contained within a street or highway right-of-way, its grade shall not exceed the general grade established for the adjacent street or highway. When the PAR is not contained within the street or highway right-of-way, the grade of shall not exceed 5 percent (PROWAG R302.5). The running slope of walking surfaces shall not be steeper than 1:20 (ADAS 403.3).	Not mentioned.	Add to SES Figure 4-19, the running slope for a sidewalk along the roadway shall not exceed the general grade of the roadway. Sidewalks not adjacent to a roadway shall not have a running slope greater than 5%.
Sidewalk Cross Slope	The cross slope of a PAR shall be 2 percent maximum (PROWAG R302.6). The cross slope of walking surfaces shall not be steeper than 1:48 (ADAS 403.3).	1.5% cross slope (SES Figure 4-19).	N/A
Protruding Objects	Objects with leading edges more than 2.25 ft. and not more than 6.7 ft. above the finish surface shall protrude 4 in. maximum horizontally into the pedestrian circulation path (PCP) (PROWAG R402.2 & ADAS 307.2). Objects mounted on free-standing posts or pylons more than 2.25 ft.	Not mentioned.	Add to SES Figure 4-31, protruding object and mounting requirements for signs adjacent to or within sidewalks.

Sidewalks and Pathways

Design Element	Requirement	Review	Recommendations
	and not more than 6.7 ft. above the finish surface shall overhang pedestrian circulation paths 4 in. maximum measured horizontally from the post or pylon base. The base dimension shall be 2.5 in. thick minimum. Where objects are mounted between posts or pylons and the clear distance between the posts or pylons is greater than 1.0 ft, the lowest edge of the object shall be 2.25 ft. maximum or 6.7 ft. minimum above the finish surface (PROWAG R402.3). Free-standing objects mounted on posts or pylons shall overhang circulation paths 12 inches maximum when located 27 inches minimum and 80 inches maximum above the finish floor or ground. Where a sign or other obstruction is mounted between posts or pylons and the clear distance between the posts or pylons is greater than 12 inches, the lowest edge of such sign or obstruction shall be 27 inches maximum or 80 inches minimum above the finish floor or ground (ADAS 307.3).		
Surface Discontinuities	Vertical surface discontinuities shall not exceed 0.5 in. maximum. Vertical discontinuities between 0.25 in. and 0.5 in. maximum shall be beveled not steeper than 50 percent (PROWAG R302.7.2) Horizontal openings shall not permit passage of a sphere more than 0.5 in. in diameter. Elongated openings in grates shall be placed so that the long dimension is perpendicular to the dominate travel direction (PROWAG R302.7.3). Vertical. Changes in level of ¼ inch high maximum shall be permitted to be vertical. Changes in level between ¼ inch high minimum and ½ inch high maximum shall be beveled with a slope not steeper than 1:2 (ADAS 302.2 & 302.3).	Not mentioned.	Revise Note 2 on SES Figure 4-19 to state: "Four feet minimum of the sidewalk width shall meet pedestrian accessible route requirements. The entire sidewalk width shall meet the ADA protruding and post-mounted object requirements. Items such as Gratings, Access Covers, Junction Boxes, Cable Vaults, Pull Boxes, and other appurtenances within the sidewalk must have slip resistance surfaces, be flush with surface, and match grade of the sidewalk."

Crossings

Crosswalks are part of the PAR at intersections, midblock crossings, and pedestrian refuge islands. These are important connections across streets to enable pedestrians travelling from one side to the other.

Design Element	Requirement	Review	Recommendations
Crosswalk Running Slope	The running slope shall be 5 percent maximum, measured parallel to the direction of pedestrian travel in the crossing (PROWAG R302.5.1).	Counter slope at curb ramps shown as 5% max. (SES Figures 4-23, 4-24, 4-25, and 4-26).	Add to the recommended preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar to the following: "Except where these Standards provide otherwise, design, construction and materials shall conform to the appropriate standards of the current edition of the following publications produced by the Washington State Department of Transportation (WSDOT). A. WSDOT/APWA Standard Specifications for Road, Bridge and Municipal Construction, hereinafter referred to as the "WSDOT/APWA Standard Specifications". B. WSDOT/APWA Standard Plans for Road, Bridge and Municipal Construction, hereinafter referred to as "WSDOT/APWA Standard Plans". C. WSDOT Design Manual D. WSDOT Construction Manual"
Crosswalk Cross Slope	Crosswalk cross slope at crossings without yield or stop control shall be 5 percent maximum (PROWAG R302.6.1). Crosswalk cross slope at yield or stop control crossings shall be 2 percent maximum (PROWAG Advisory R302.6.1). Crosswalks cross slope at midblock crossings shall be permitted to equal the street or highway grade (PROWAG R302.6.2).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Refuge Islands	Detectable warning surfaces at cut-through islands shall be located at placed at the edges of the pedestrian island and separated by a 2.0 ft. minimum length of surface between detectable warning surfaces (PROWAG R305.2.4). The clear width of a PAR with median and pedestrian refuge islands shall be 5.0 ft. minimum (PROWAG R302.3.1).	"Roundabout Spitter Island", "Island Cut-Through", and "Median Cut-Through" diagrams shows a minimum of 2' distance between detectable warning surfaces (SES Figure 4-27).	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

Curb Ramps

Curb ramps are the immediate junctions between the sidewalk and street crosswalk. Perpendicular and diagonal curb ramps have a running slope that cuts through the curb at right angles, while parallel curb ramps have a running slope that is in-line with the sidewalk. Combination ramps include elements of both parallel and perpendicular curb ramps.

Design Element	Requirement	Review	Recommendations
Ramp Width	The clear width of curb ramp runs and blended transitions, excluding flares, shall be 4.0 ft. minimum (PROWAG R304.5.1). The clear width of a ramp run shall be 36 inches minimum (ADAS 405.5).	Ramp width shown as 4' minimum (SES Figures 4-23, 4-24, and 4-25). Ramp width to match sidewalk width (SES Figure 4-26).	N/A
Running Slope	The running slope shall be 5 percent minimum and 8.3 percent maximum but shall not require the ramp length to exceed 15.0 ft. (PROWAG R304.2.2). The running slope of blended transitions shall be 5 percent maximum (PROWAG R304.4.1). Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).	Running slope shown as "7.5% or flatter recommended for design/formwork (8.3% max.)" (SES Figures 4-23, 4-24, and 4-25). Note states: "The Curb Ramp length is not required to exceed 15 feet (unless otherwise shown in the Contract Plans). When applying the 15-foot max. length, the running slope of the curb ramp is allowed to exceed 8.3%. Use a single constant slope from bottom of ramp to top of ramp to match into the sidewalk over a horizontal distance of 15 feet. Do not include abutting landing(s) in the 15-foot max. measurement. [When a ramp is constructed on a radius, the 15-foot max. length is measured on the inside radius along the back of the walkway]." (SES Figures 4-23, 4-24, and 4-25).	N/A
Cross Slope	The cross slope shall be 2 percent maximum. At pedestrian street crossing without yield or stop control and at midblock pedestrian street crossings, the cross slope shall be permitted to equal the street or highway grade (PROWAG R304.5.3). Cross slope of ramp runs shall not be steeper than 1:48 (ADAS 405.3).	Cross slope shown as "1.5% or flatter recommended for design/formwork (2% max.)" (SES Figures 4-23, 4-24, and 4-25).	N/A
Flared Sides	Flared sides with a slope of 10 percent maximum, measured parallel to the curb line, shall be provided where a pedestrian circulation path crosses the curb ramp (PROWAG R304.2.3). Curb ramp flares shall not be steeper than 10 percent (ADAS 406.3).	Flare slope shown as "9.5% or flatter recommended for design/formwork (10% max.)" (SES Figure 4-25).	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Direction	Perpendicular curb ramps shall have a running slope that cuts through or is built up to the curb at right angles or meets the gutter grade break at right angles. Parallel curb ramps shall have a running slope that is in-line with the direction of sidewalk travel (PROWAG Advisory R304.1).	Note states "at marked crosswalks, the connection between the curb ramp/landing and the roadway must be contained within the width of the crosswalk markings." (SES Figures 4-23, 4-24, and 4-25)	N/A
Counter Slope	The counter slope of the gutter or street at the foot of curb ramp run, blended transitions, and turning space shall be 5 percent maximum (PROWAG R304.5.4). Counter slopes of adjoining gutters and road surfaces immediately adjacent to the curb ramp shall not be steeper than 5%. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level (ADAS 406.2).	Counter slope of the gutter and street are shown at a 5% max. (SES Figure 4-23, 4-24, and 4-25).	N/A
Grade Breaks	Grade breaks at the top and bottom of curb ramps shall be perpendicular to the direction of ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush (PROWAG R304.5.2). Changes in level other than the running slope and cross slope are not permitted on ramp runs (ADAS 405.4).	"Where "GRADE BREAK" is called out, the entire length of the line between the two adjacent surface planes shall be flush." (SES Figures 4-22A, 4-22B, 4-23, 4-24, 4-25, 4-26)	N/A
Turning Space/Landing Size	For perpendicular curb ramps, a turning space 4.0ft. by 4.0ft. minimum shall be provided at the top of the curb ramp. If the turning space is constrained at the back of sidewalk, the turning space shall be 4.0ft. by 5.0ft. minimum. The 5.0ft. dimension shall be provided in the direction of the ramp run. (PROWAG R304.2.1). For parallel curb ramps, a turning space 4.0ft. by 4.0ft. minimum shall be provided at the bottom of the curb ramp. If the turning space is constrained on 2 or more sides, the turning space shall be 4.0ft. by 5.0ft. minimum. The 5.0ft. dimension shall be provided in the direction of the pedestrian crossings. (PROWAG R304.3.1). The landing clear length shall be 36 inches minimum. The landing clear width shall be at least as wide as the curb ramp, excluding flared sides, leading to the landing (ADAS 406.4).	For parallel curb ramps, landings shall be 4' min. by the sidewalk width (SES Figure 4-23). For perpendicular curb ramps, landings shall be 4' min. (match curb ramp width) by the sidewalk width (SES Figure 4-25).	Update minimum width of parallel curb ramp landings to be 5' by sidewalk width when constrained at back of sidewalk on SES Figure 4-23.

Curb Ramps

Design Element	Requirement	Review	Recommendations
Turning Space/Landing Slope	The running slope of turning spaces shall be 2 percent maximum (PROWAG R402.2 & PROWAG R304.3.2). The cross slopes of turning spaces shall be 2 percent maximum. At pedestrian street crossings without yield or stop control and at midblock pedestrian street crossings, the cross slope shall be permitted to equal the street or highway grade. (PROWAG R304.5.3).	Turning space slope shown as "1.5 or flatter recommended for design/formwork (2% max.)" (SES Figures 4-23 and 4-25).	N/A
Clear Space	Beyond the bottom grade break, a clear space 4.0ft. by 4.0ft. minimum shall be provided within the width of the pedestrian crossing and wholly outside the parallel vehicle travel lane (R304.5.5). Diagonal or corner type curb ramps with returned curbs or other well-defined edges shall have the edges parallel to the direction of pedestrian flow. The bottom of diagonal curb ramps shall have a clear space 48 inches minimum outside active traffic lanes of the roadway. Diagonal curb ramps provided at marked crossings shall provide the 48 inches minimum clear space within the markings. Diagonal curb ramps with flared sides shall have a segment of curb 24 inches long minimum located on each side of the curb ramp and within the marked crossing (ADAS 406.6).	Note states "at marked crosswalks, the connection between the curb ramp/landing and the roadway must be contained within the width of the crosswalk markings." (SES Figures 4-23, 4-24, and 4-25)	Add to note 1 the following "Additionally, at the connection between the landing and the roadway, a clear space 4.0ft. by 4.0ft. minimum shall be provided within the width of the pedestrian crossing (if marked) and wholly outside the parallel vehicle travel lane (SES Figure 4-23). Add to note 1 the following "Additionally, at the connection between the curb ramp and the roadway, a clear space 4.0ft. by 4.0ft. minimum shall be provided within the width of the pedestrian crossing (if marked) and wholly outside the parallel vehicle travel lane (SES Figures 4-24 and 4-25). Add to note 2 the following "Additionally, at the connection between the curb ramp and the roadway, a clear space 4.0ft. by 4.0ft. minimum shall be provided within the width of the pedestrian crossing (if marked) and wholly outside the parallel vehicle travel lane (SES Figure 4-26).

Curb Ramps

Design Element	Requirement	Review	Recommendations
Detectable Warning Surfaces	Detectable warning surfaces shall extend 2.0 ft. minimum in the direction of pedestrian travel and the full width of the curb ramp (exclusive of flares), the turning space, or the blended transition. (PROWAG R305.1.4). The truncated domes in a detectable warning surface shall have a base diameter of 0.9 in. minimum and 1.4 in. maximum, a top diameter of 50 percent of the base diameter minimum and 65 percent of the base diameter maximum, and a height of 0.2 in. (PROWAG R305.1.1 & ADAS 705.1.1). The truncated domes shall have a center-to-center spacing of 1.6 in. minimum and 2.4 in. maximum, and a base-to-base spacing of 0.65 in. minimum, measured between the most adjacent domes (PROWAG R305.1.2 & ADAS 705.1.2) Detectable warning surfaces shall contrast visually with adjacent gutter, street or highway, or walkway surfaces, either light-on-dark or dark-on-light (PROWAG R305.1.3). Detectable warning surfaces shall contrast visually with adjacent walking surfaces either light-on-dark, or dark-on-light (ADAS 705.1.3).	Detectable warning surface detail shows a 2’ min. width in the direction of pedestrian travel is typical for all applications (SES Figure 4-27). In the truncated dome detail, the base diameter shall be 0.9” min. and 1.4” max. The top diameter shall be 0.45” min. and 0.90” max. The required height of the truncated domes is 0.2” (SES Figure 4-27). In the truncated dome spacing detail, the center-to-center spacing is shown as 1.60” min. and 2.40” max. and a base-to-base spacing of 0.65”. (SES Figure 4-27). “Detectable Warning Surface (DWS) shall be in accordance with WSDOT Standard Specification 8-14 except as noted on this plan. Detectable Warning Surface shall be uncoated cast iron” (SES Figure 4-27)	N/A

Curb Ramps

Design Element	Requirement	Review	Recommendations
Detectable Warning Surface Placement	On perpendicular curb ramps, detectable warning surfaces shall be placed as follows: • Where the ends of the bottom grade break are in front of the back of curb, detectable warning surfaces shall be placed at the back of curb. • Where the ends of the bottom grade break are behind the back of curb and the distance from either end of the bottom grade brake to the back of curb is 5.0 ft. or less, detectable warning surfaces shall be placed on the ramp run within one dome spacing of the bottom grade break. • Where the ends of the bottom grade break are behind the back of curb and the distance from either end of the bottom grade brake to the back of curb is more than 5.0 ft, detectable warning surfaces shall be placed on the lower landing at the back of curb. (PROWAG R305.2.1). On parallel curb ramps, detectable warning surfaces shall be placed on the turning space at the flush transition between the street and sidewalk at the back of curb. (PROWAG R305.2.2). On blended transitions, detectable warning surfaces shall be placed at the back of curb. Where raised pedestrian street crossings, depressed corners, or other level pedestrian street crossings are provided, detectable warning surfaces shall be placed at the flush transition between the street and the sidewalk (PROWAG R305.2.3).	On the perpendicular curb ramp detail, the DWS is placed at the back of curb and at the bottom of the grade break (SES Figure 4-27). On the parallel curb ramp detail, detectable warning surfaces are placed on the landing at the flush transition between the street and sidewalk at the back of curb (SES Figure 4-27). On single direction curb ramp detail, when the grade break between the curb ramp and landing is less than or equal to 5ft. from the back of curb at all points, the DWS shall be placed at the bottom of the curb ramp directly above the grade break (SES Figure 4-27).	N/A
Receiving Ramp	A crosswalk served by a curb ramp must also have an existing curb ramp in place on the receiving end unless there is no curb or sidewalk on that end of the crosswalk Revised Code of Washington (RCW) 35.68.075.	Not mentioned.	Add the following note “A crosswalk served by a curb ramp must also have an existing curb ramp in place on the receiving end unless there is no curb or sidewalk on that end of the crosswalk” to SES Figures 4-23, 4-24, 4-25, and 4-26.

Signals

Signals are important connections in the pedestrian network that provide crossings at intersections for all roadway users. Where pedestrian signals are provided at pedestrian street crossings, they shall include accessible pedestrian signals and pedestrian pushbuttons complying with sections 4E.08 through 4E.13 of the MUTCD (PROWAG R209.1).

Design Element	Requirement	Review	Recommendations
Accessible Pedestrian Signals and Pedestrian Pushbuttons	Where pedestrian signals are provided at pedestrian street crossings, they shall include accessible pedestrian signals and pedestrian pushbuttons complying with sections 4E.08 through 4E.13 of the MUTCD. An accessible pedestrian signal and pedestrian pushbutton is an integrated device that communicates information about the WALK and DON'T WALK intervals at signalized intersections in non-visual formats (i.e., audible tones and vibrotactile surfaces) to pedestrians who are blind or have low vision. (PROWAG R209.1). Existing pedestrian signals shall comply with R209.1 when the signal controller and software are altered, or the signal head is replaced (PROWAG R209.2).	Not mentioned.	Add to the recommended preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar to the following: "Except where these Standards provide otherwise, design, construction and materials shall conform to the appropriate standards of the current edition of the following publications produced by the Washington State Department of Transportation (WSDOT). A. WSDOT/APWA Standard Specifications for Road, Bridge and Municipal Construction, hereinafter referred to as the "WSDOT/APWA Standard Specifications". B. WSDOT/APWA Standard Plans for Road, Bridge and Municipal Construction, hereinafter referred to as "WSDOT/APWA Standard Plans". C. WSDOT Design Manual D. WSDOT Construction Manual"
Accessible Pedestrian Pushbuttons Clear Space	Clear spaces shall be 2.5 ft. minimum by 4.0 ft. minimum with additional space needed if it is confined on all or part of three sides (PROWAG R404.3). One full unobstructed side of a clear space shall adjoin a pedestrian access route or adjoin another clear space (PROWAG R404.6).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Accessible Pedestrian Pushbutton Reach Ranges	Where a forward reach is unobstructed, the high forward reach shall be 4.0 ft. maximum and the low forward reach shall be 1.25 ft. minimum above the finish surface. Forward reach over an obstruction is not permitted (PROWAG R406.2). Where a clear space allows a parallel approach to an element and the side reach is unobstructed, the high side reach shall be 4.0 ft. maximum and the low side reach shall be 1.25 ft. minimum above the finish surface. An obstruction shall be permitted between the clear space and the element where the	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

Signals

Design Element	Requirement	Review	Recommendations
	depth of the obstruction is 10 in. maximum (PROWAG R406.3).		
Pedestrian Crossing Times	All pedestrian signal phase timing shall comply with section 4E.06 of the MUTCD, shall be based on a pedestrian clearance time that is calculated using a pedestrian walking speed of 3.5 ft./s. or less (PROWAG R306.2).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
At Roundabouts	At roundabouts with multi-lane pedestrian street crossings, a pedestrian activated signal shall be provided for each multi-lane segment of each pedestrian street crossing, including the splitter island (PROWAG R306.3.2).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
At multi-lane channelized turn lanes	At signalized intersections and roundabouts with multi-lane channelized turn lane crossings, pedestrian activated signals shall be provided (PROWAG R306.4 & PROWAG R306.5).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

Other Pedestrian Areas

Other pedestrian areas include transit stops and work zones. Transit provides a critical lifeline of access and independence for those with limited mobility or vision. Transit stops have additional width requirements for boarding and alighting passengers, and work zones should provide the same level of accessibility as permanent pedestrian facilities.

Design Element	Requirement	Review	Recommendations
		Transit Stops	
Boarding and Alighting Area Dimensions	Bus stop boarding and alighting areas shall provide a clear length of 8.0 ft. minimum, measured perpendicular to the curb or vehicle street or highway edge, and a clear width of 5.0 ft. minimum, measured parallel to the vehicle street or highway (PROWAG R308.1.1.1 & ADAS 810.2.2).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Boarding and Alighting Area Slopes	Parallel to the street or highway, the grade of the bus stop boarding and alighting areas shall be the same as the street or highway, to the extent practicable. Perpendicular to the street or highway, the grade of the bus stop boarding and alighting areas shall not be steeper than 2 percent (PROWAG R308.1.1.2 & ADAS 810.2.4).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Transit Shelters	Transit shelters shall be connected by PARs to boarding and alighting areas. Transit shelters shall provide a minimum clear space complying with R404 entirely within the shelter. Where seating is provided within transit shelters, the clear space shall be located either at one end of a seat or shall not overlap the area within 1.5 ft. from the front edge of the seat (PROWAG R308.2). Bus shelters shall provide a minimum clear floor or ground space complying with 305 entirely within the shelter. Bus shelters shall be connected by an accessible route complying with 402 to a boarding and alighting area complying with 810.2 (ADAS 810.3).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
		Parking	
Parking Spaces	Where parking spaces are marked with lines, width measurements of parking spaces and access aisles shall be made from the centerline of the markings (ADAS 502.1). Car parking spaces shall be 96 inches wide minimum and van parking spaces shall be 132 inches wide minimum, shall be marked to	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	define the width, and shall have an adjacent access aisle (ADAS 502.2). Van parking spaces shall be permitted to be 96 inches wide minimum where the access aisle is 96 inches wide minimum (ADAS 502.2 Exception).		
Parking Access Aisles	Access aisles shall adjoin an accessible route. Two parking spaces shall be permitted to share a common access aisle (ADAS 502.3). Access aisles serving car and van parking spaces shall be 60 inches wide minimum (ADAS 502.3.1). Access aisles shall extend the full length of the parking spaces they serve (ADAS 502.3.2). Access aisles shall be marked so as to discourage parking in them (ADAS 502.3.3). Access aisles shall not overlap the vehicular way. Access aisles shall be permitted to be placed on either side of the parking space except for angled van parking spaces which shall have access aisles located on the passenger side of the parking spaces (ADAS 502.3.4).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Parking Identification	Parking space identification signs shall include the International Symbol of Accessibility complying with 703.7.2.1. Signs identifying van parking spaces shall contain the designation "van accessible." Signs shall be 60 inches minimum above the finish floor or ground surface measured to the bottom of the sign (ADAS 502.6).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Parallel Parking Spaces	Where the width of the adjacent sidewalk or available right-of-way exceeds 14.0 ft, an access aisle 5.0 ft. wide minimum shall be provided at street level the full length of the parking space and shall connect to a pedestrian access route. The access aisle shall comply with R302.7 and shall not encroach on the vehicular travel lane (PROWAG R309.2.1). In alterations where the street or sidewalk adjacent to the parking spaces is not altered, an access aisle shall not be required provided the parking spaces are located at the end of the block face (PROWAG R309.2.1.1). An access aisle is not required where the width of the adjacent	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	sidewalk or the available right-of-way is less than or equal to 14.0 ft. When an access aisle is not provided, the parking spaces shall be located at the end of the block face (PROWAG R309.2.2).		
Perpendicular or Angled Parking Spaces	Where perpendicular or angled parking is provided, an access aisle 8.0 ft. wide minimum shall be provided at street level the full length of the parking space and shall connect to a pedestrian access route. The access aisle shall comply with R302.7 and shall be marked so as to discourage parking in the access aisle. Two parking spaces are permitted to share a common access aisle (PROWAG R309.3).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
		Alternative Pedestrian Access Routes	
Alternate Pedestrian Access Route	When a pedestrian circulation path is temporarily closed by construction, alterations, maintenance operations, or other conditions, an alternate pedestrian access route complying with sections 6D.01, 6D.02, and 6G.05 of the MUTCD shall be provided. Where provided, pedestrian barricades and channelizing devices shall comply with sections 6F.63, 6F.68, and 6F.71 of the MUTCD (PROWAG R205).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
		Driveways	
Driveways	The cross slope shall be 2 percent maximum (PROWAG R304.5.3). Cross slope of ramp runs shall not be steeper than 1:48. (ADAS 405.3) The running slope shall be 5 percent minimum and 8.3 percent maximum but shall not require the ramp length to exceed 15.0 ft. (PROWAG R304.2.2).	The running slope shall be not steeper than the road grade (SES Figure 4-22A, Section A). Cross slope shown as “1.5% or flatter recommended for design/formwork (2% max.)” (SES Figure 4-22A). Running slope shown as “7.5% or flatter recommended for design/formwork (8.3% max.)” (SES Figure 4-22A). Note stating “The Pedestrian Ramp length is not required to exceed 15 feet (unless otherwise shown in the Contract Plans). When applying the 15-foot max. length (measured from back of sidewalk) the running slope of the pedestrian ramp is allowed to exceed 8.3%. Use a single constant slope from bottom of ramp to top of ramp to match into sidewalk over a horizontal distance of 15 feet.” (SES Figures 4-22A and 4-22B).	Add legend to Figure 4-22B showing the definition of the asterisk and slope arrows.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	Ramps		
Ramp Width	The clear width of a ramp run and, where handrails are provided, the clear width between handrails shall be 3.0 ft. minimum (PROWAG R407.4 & ADAS 405.5).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Running Slope	Ramp runs shall have a running slope between 5 percent minimum and 8.3 percent maximum (PROWAG R407.2) Ramp runs shall have a running slope not steeper than 1:12. In existing sites, buildings, and facilities, ramps shall be permitted to have running slopes steeper than 1:12 complying with Table 405.2 where such slopes are necessary due to space limitations (ADAS 405.2).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Cross Slope	The cross slope of ramp runs shall be 2 percent maximum (PROWAG R407.3). Cross slope of ramp runs shall not be steeper than 1:48. (ADAS 405.3)	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Rise	The rise for any ramp run shall be 2.5 ft. maximum (PROWAG R407.4 & ADAS 405.6).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Landing Size	Ramps shall have landings at the top and the bottom of each ramp run (PROWAG R407.6 & ADAS 405.7). The landing clear width shall be at least as wide as the widest ramp run leading to the landing (PRWOAG R407.6.2 & ADAS 405.7.2) The landing clear length shall be 5.0 ft. long minimum (PROWAG R407.6.3 & ADAS 405.7.3) Ramps that change direction between runs at landings shall have a clear landing 5.0 ft. by 5.0 ft. minimum (PROWAG R407.6.4 & ADAS 405.7.4).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Landing Slope	Landing slopes shall be 2 percent maximum in any direction (PROWAG R407.6.1 & ADAS 405.7.1).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
		Stairways	
Stairway Treads and Risers	All steps on a flight of stairs shall have uniform riser heights and uniform tread depths. Risers shall be 4 in. high minimum and 7 in. high maximum. Treads shall be 11 in. deep minimum (PROWAG R408.2 & ADAS 504.2). Open risers are not permitted (PROWAG R408.3 & ADAS 504.3). The radius of curvature at the leading edge of the tread shall be 0.5 in. maximum. Nosings that project beyond risers shall have the underside of the leading edge curved or beveled. Risers shall be permitted to slope under the tread at an angle of 30 degrees maximum from vertical. The permitted projection of the nosing shall extend 1.5 in. maximum over the tread below (PROWAG R408.5 & ADAS 504.5).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
		Handrails	
Handrails	Stairways shall have handrails (PROWAG R408.6). Handrails are required on ramp runs with a rise greater than 6 in. and on certain stairways (PROWAG R407.8 & ADAS 405.8). Edge protection complying shall be provided on each side of ramp runs and landings (PROWAG R407.9 & ADAS 405.9). Where required handrail shall be provided on both sides of ramps and stairways (PRWOAG R409.2 & ADAS 505.2). Top of gripping surfaces of handrails shall be 2.8 ft. minimum and 3.2 ft. maximum vertically above walking surfaces, ramp surfaces, and stair nosings. Handrails shall be at a consistent height above walking surfaces, ramp surfaces, and stair nosings (PROWAG R409.4 & ADAS 505.4). Clearance between handrail gripping surfaces and adjacent surfaces shall be 1.5 in. minimum (PROWAG R409.5 & ADAS 505.5). Handrail gripping surfaces shall be continuous along their length and shall not be obstructed along their tops or sides. The bottoms of handrail gripping surfaces shall not be obstructed for more than 20	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.

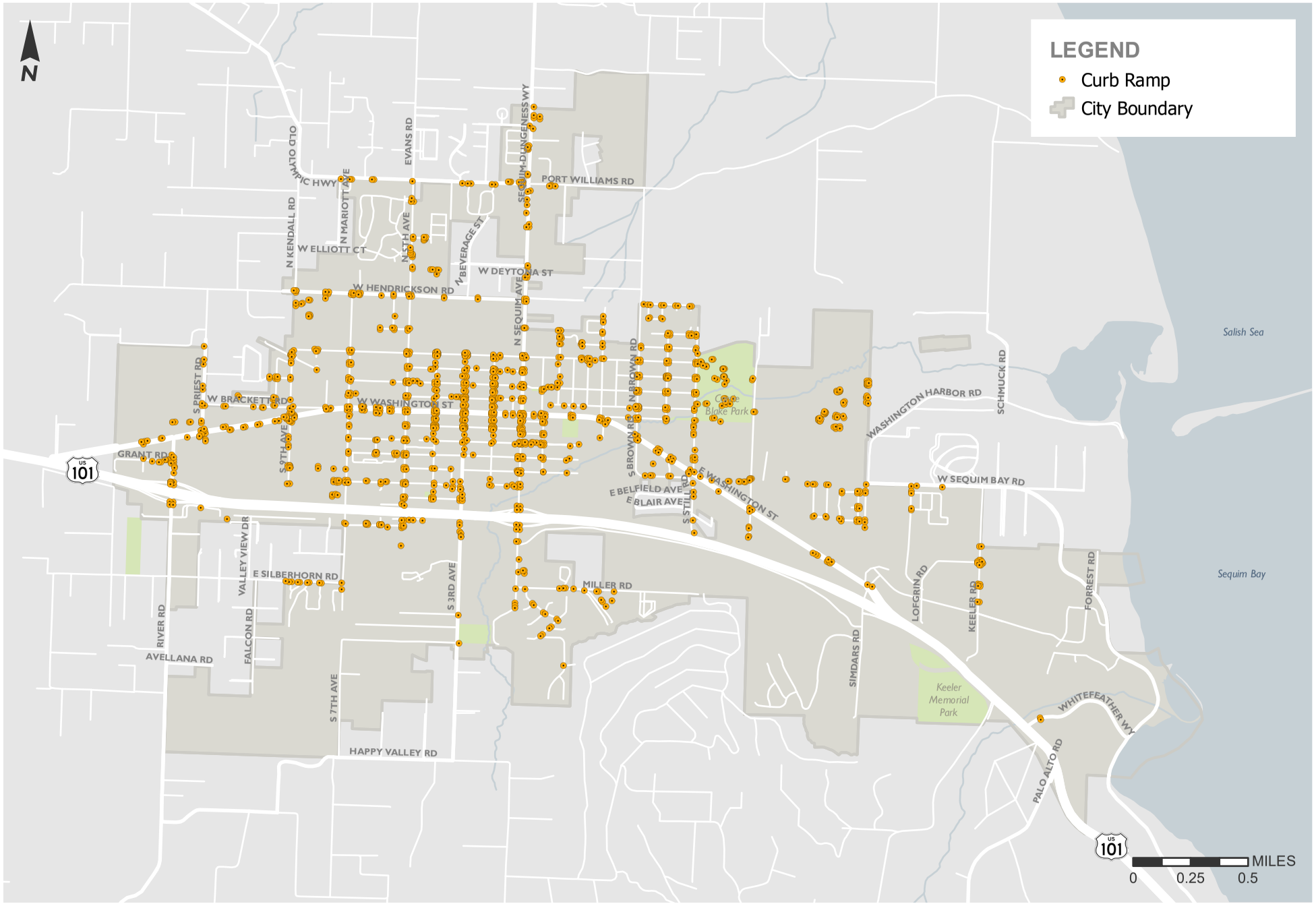
Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	percent of their length. Where provided, horizontal projections shall occur 1.5 in. minimum below the bottom of the handrail gripping surface (PROWAG R409.6 & ADAS 505.6).		
Handrail Extension on Ramps	Ramp handrails shall extend horizontally above the landing for 1.0 ft. minimum beyond the top and bottom of ramp runs. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent ramp run. (PROWAG R409.10.1 & ADAS 505.10.1).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Handrail Extension on Stairways	At the top of a stair flight, handrails shall extend horizontally above the landing for 1.0 ft. minimum beginning directly above the first riser nosing. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight (PROWAG R409.10.2 & ADAS 505.10.2). At the bottom of a stair flight, handrails shall extend at the slope of the stair flight for a horizontal distance at least equal to one tread depth beyond the last riser nosing. Extensions shall return to a wall, guard, or the landing surface, or shall be continuous to the handrail of an adjacent stair flight. (PROWAG R409.10.3 & ADAS 505.10.3).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
Handrail Cross Section	Handrail gripping surfaces with a circular cross section shall have an outside diameter of 1.25 in. minimum and 2 in. maximum (PROWAG R409.7.1 & ADAS 505.7). Handrail gripping surfaces with a non-circular cross section shall have a perimeter dimension of 4 in. minimum and 6.25 in. maximum, and a cross-section dimension of 2.25 in. maximum (PROWAG R409.7.2 & ADAS 505.7).	Not mentioned.	Add to the preliminary standards chapter a section for what standards should be followed when requirements are not defined in the City standards, similar section to what is mentioned above.
		Railways	
Railroad Flangeway Gaps	Flangeway gaps at pedestrian at-grade rail crossings shall be 2.5 in. maximum or non-freight rail track and 3 in. maximum on freight rail track (PROWAG R302.7.4). Where a circulation path serving boarding platforms crosses tracks, it shall comply with 402. Openings for wheel flanges shall be permitted to	Not mentioned.	No recommendation as there are no railroad crossings with pedestrian facilities in City of Sequim.

Other Pedestrian Areas

Design Element	Requirement	Review	Recommendations
	be 2 1/2 inches maximum (ADAS 810.10).		
Detectable Warning Surfaces at Rail Crossings	At pedestrian at-grade rail crossings not located within a street or highway, detectable warning surfaces shall be placed on each side of the rail crossing. The edge of the detectable warning surface nearest the rail crossing shall be 6.0 ft. minimum and 15.0 ft. maximum from the centerline of the nearest rail. Where pedestrian gates are provided, detectable warning surfaces shall be placed on the side of the gates opposite the rail. (PROWAG R305.2.5).	Not mentioned.	No recommendation as there are no railroad crossings with pedestrian facilities in City of Sequim.
Detectable Warning Surfaces at Rail Boarding Areas	At boarding platforms for rail vehicles, detectable warning surfaces shall be placed at the boarding edge of the platform (PROWAG R305.2.6). At boarding and alighting areas at sidewalk or street level transit stops for rail vehicles, detectable warning surfaces shall be placed at the side of the boarding and alighting area facing the rail vehicles (PROWAG R305.2.7).	Not mentioned.	No recommendation as there are no railroad crossings with pedestrian facilities in City of Sequim.

Appendix B: Existing Data Inventory



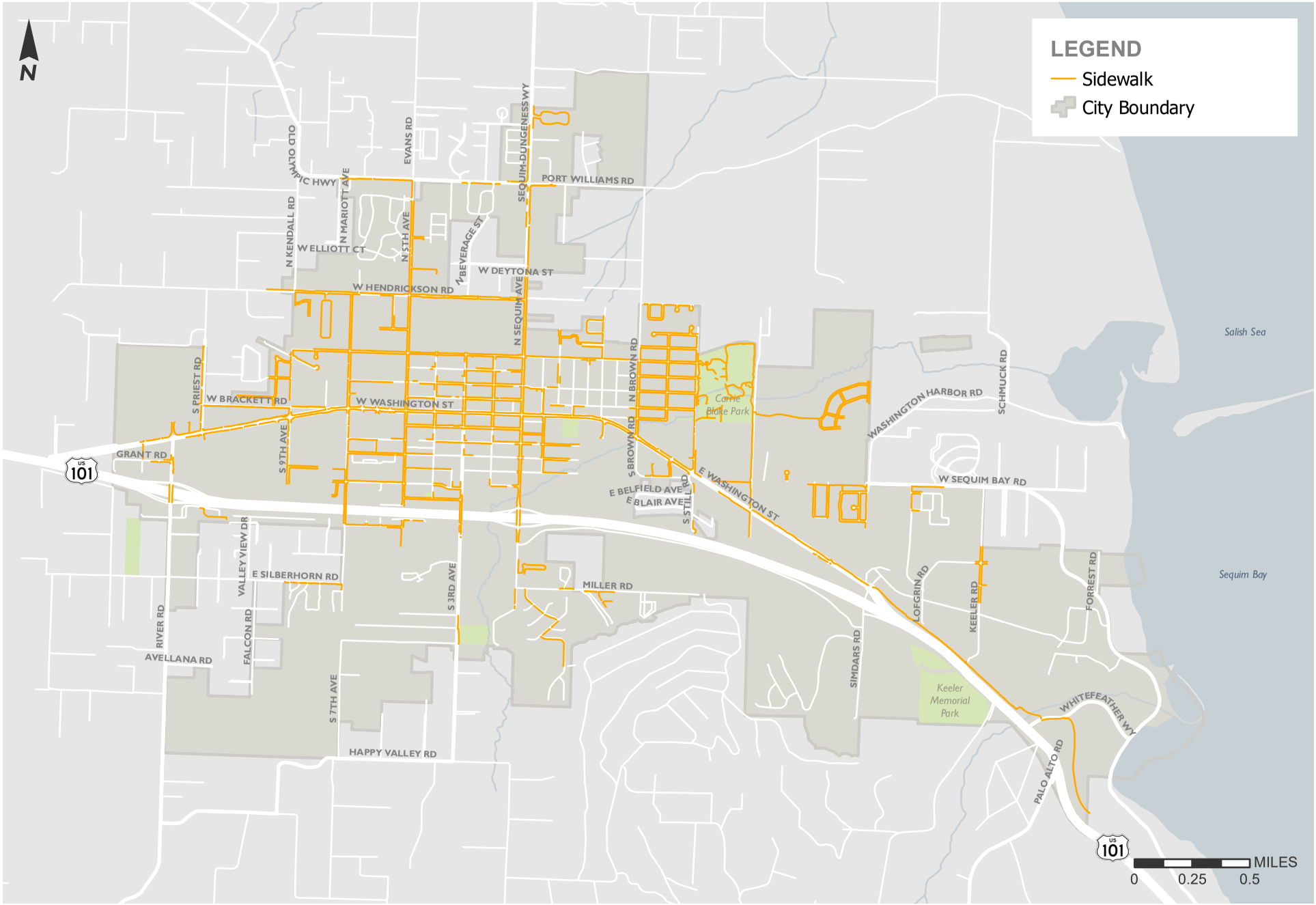
Inventory Curb Ramp

Sequim ADA Transition Plan

FIGURE

I-1

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx



CITY OF SEQUIM

Inventory Sidewalk

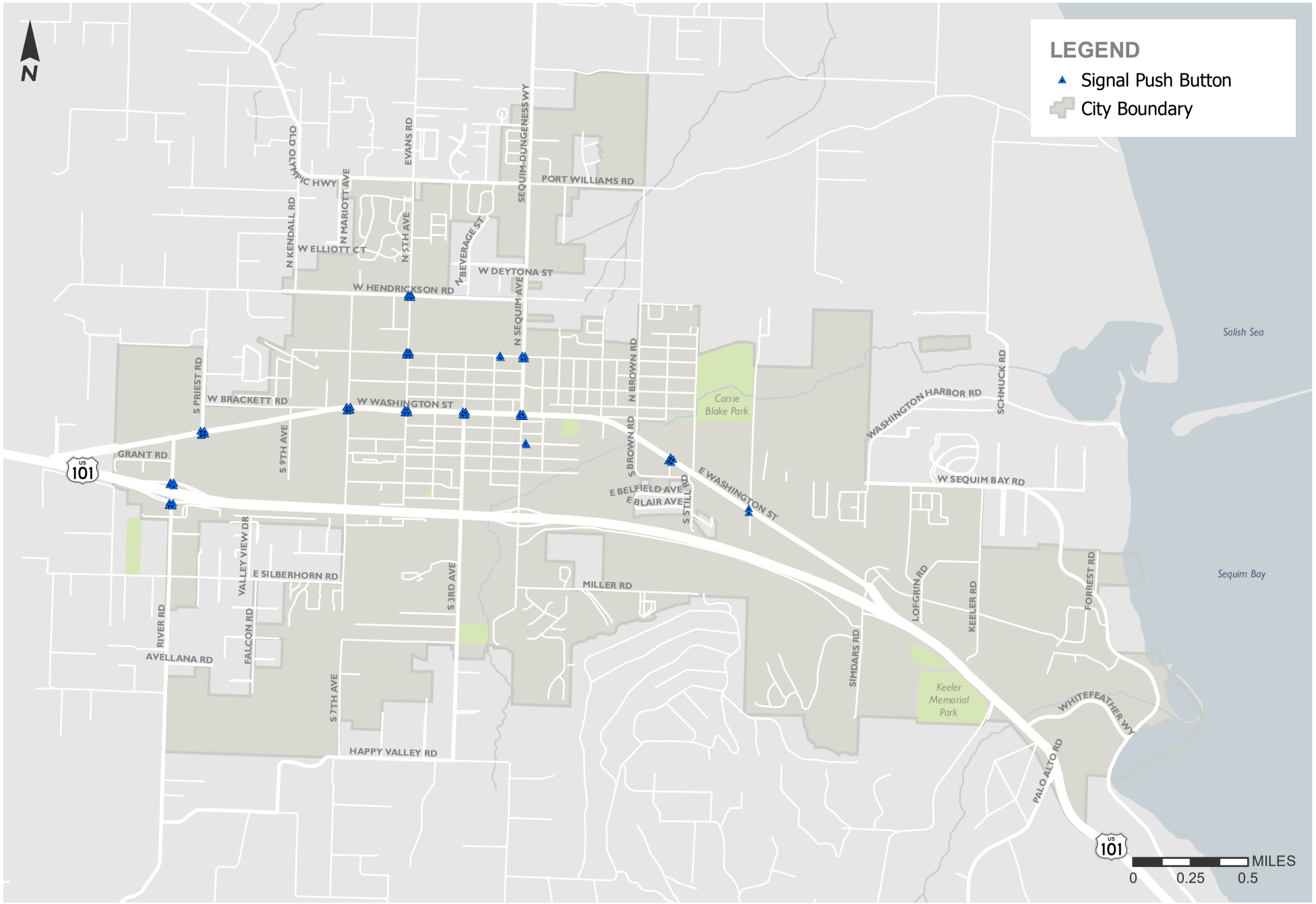
Sequim ADA Transition Plan

FIGURE

I-2

transpogroup

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx



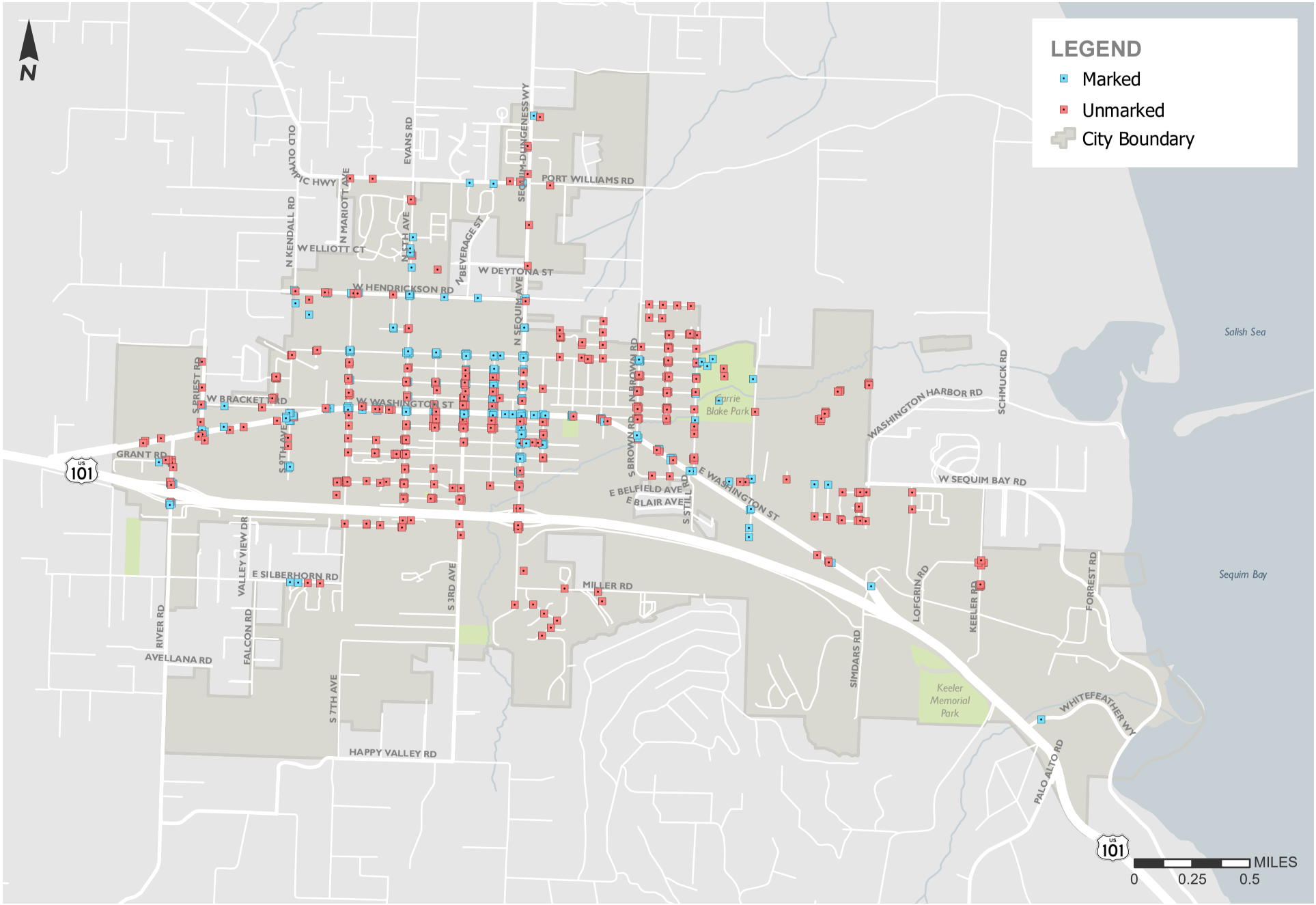
Inventory Signal Push Button

Sequim ADA Transition Plan

FIGURE

I-3

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx



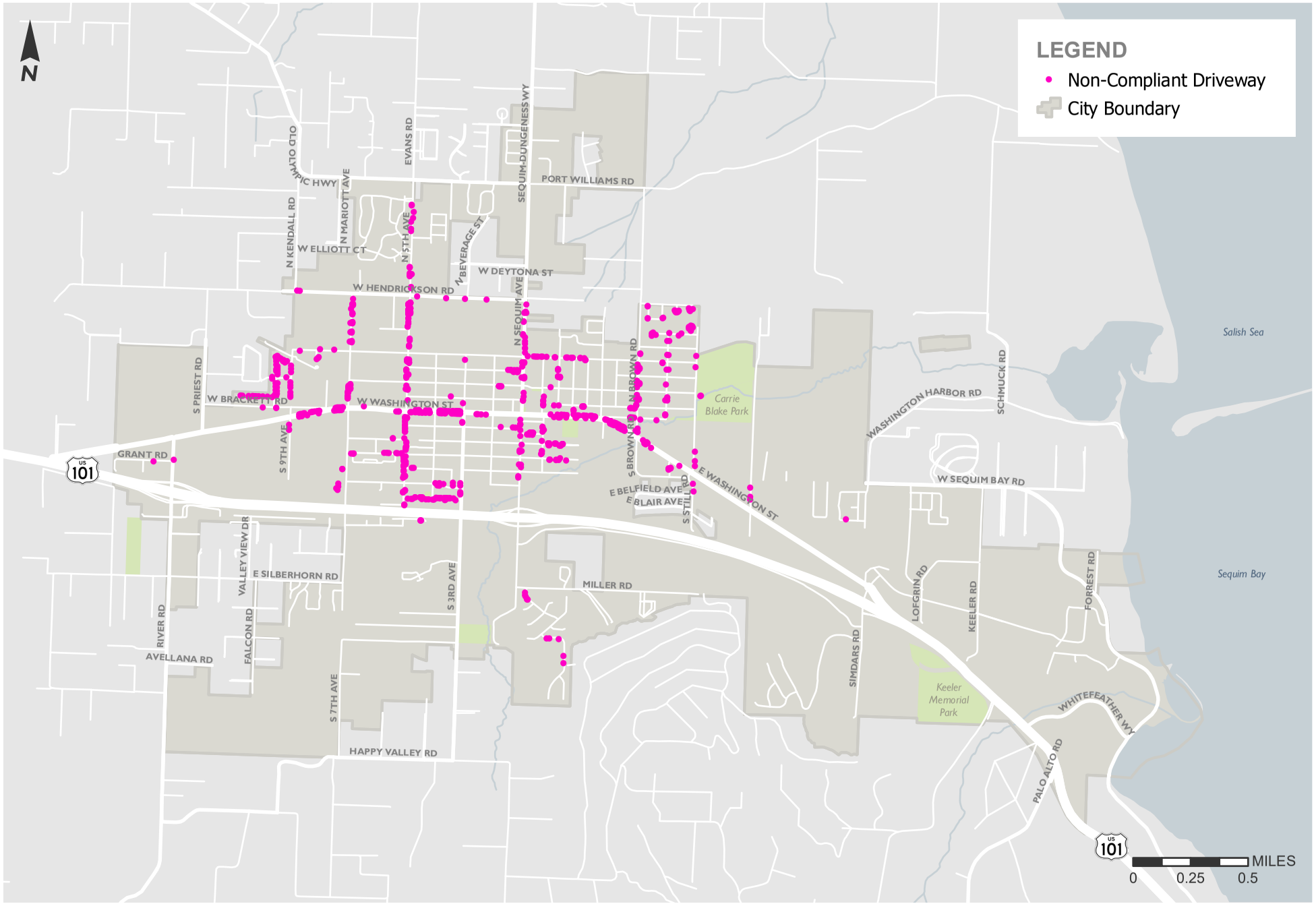
Inventory Crosswalk

Sequim ADA Transition Plan

FIGURE

I-4

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx



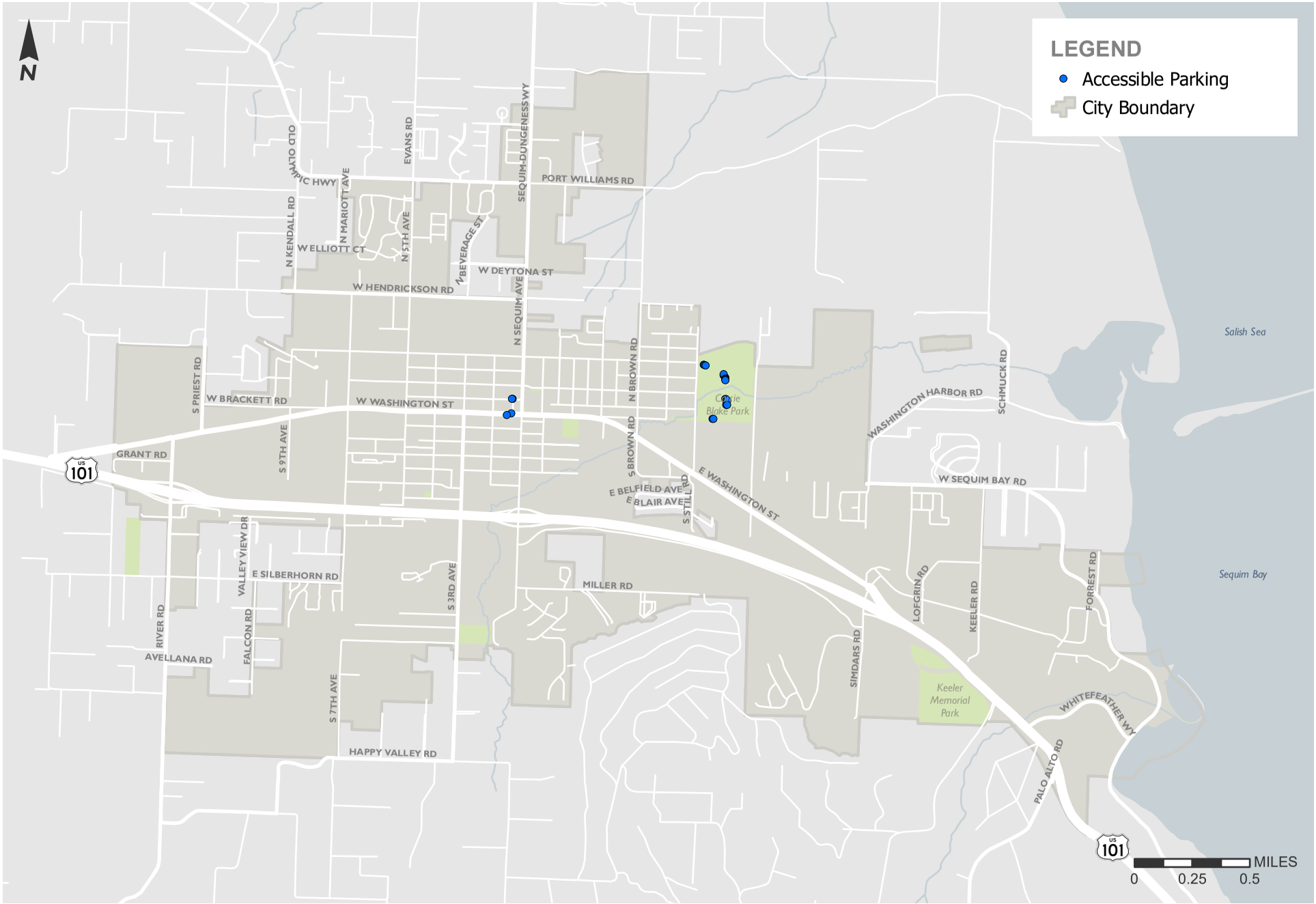
Inventory Non-Compliant Driveway

Sequim ADA Transition Plan

FIGURE

I-5

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx



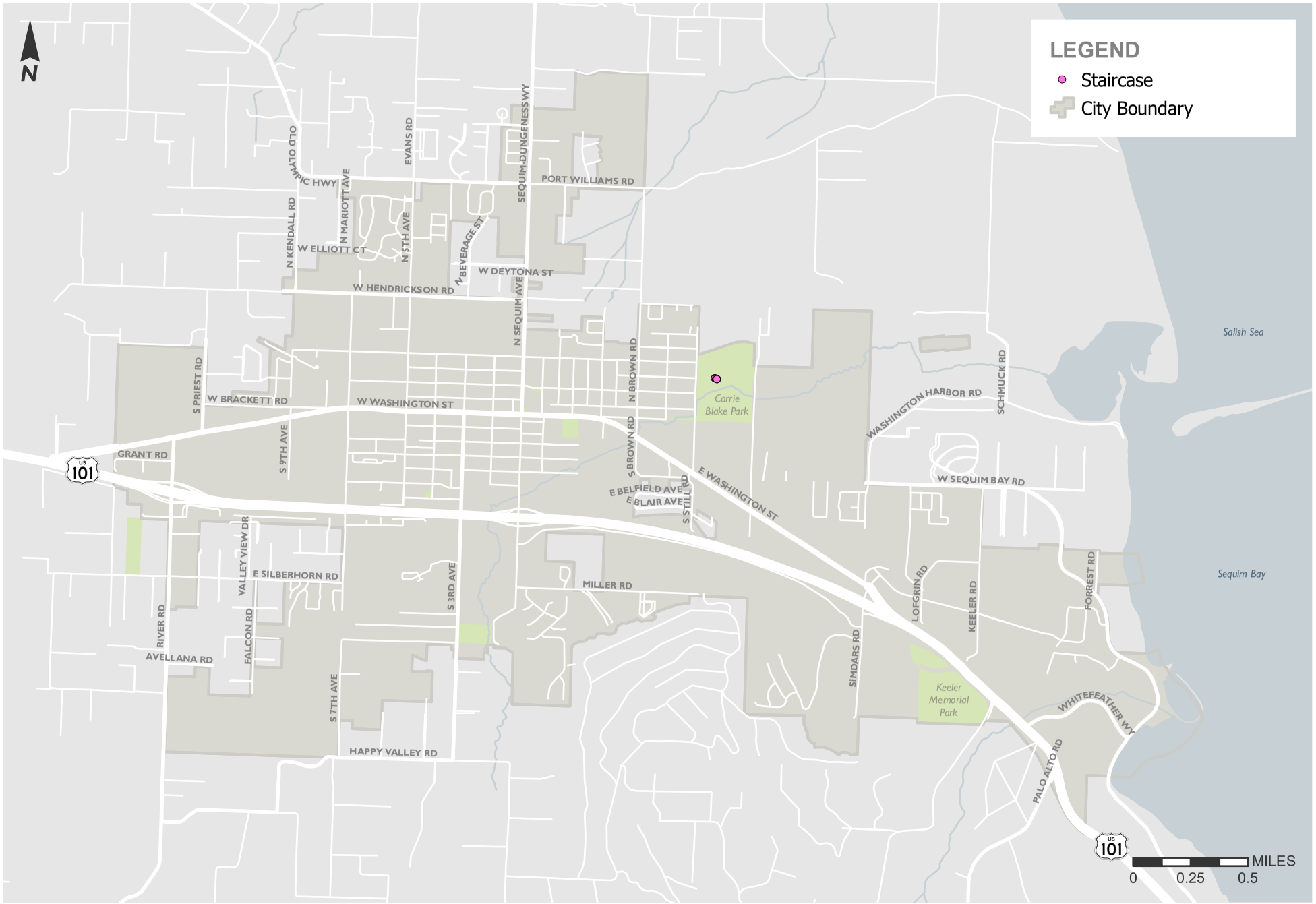
Inventory Accessible Parking

Sequim ADA Transition Plan

FIGURE

I-6

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx



CITY OF SEQUIM

Inventory Staircase

Sequim ADA Transition Plan

transpogroup

FIGURE

I-7

M:\22\1.22289.00 - Sequim ADA Transition Plan\GIS\ArcGISPro\SequimADA\SequimADA_FigureExports.aprx

Appendix C: Prioritization Criteria

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Staircases	Riser	< 4 inches or > 7 inches	4	4
	Tread	< 11 inches	4	4
	Tread Cross Slope	> 2%	3	3
	Contrasting Strip	If no contrasting strips and staircase within ROW	2	2
	Contrasting Strip Placement/ Width/ Length	If there are strips and they're placed elsewhere than front of steps AND/OR If there are strips and they're < 2 inches AND/OR If there are strips and they're less than the full width of each step	1	1
	Nosing Radius	> 0.5 inches	2	2
	Riser Slope	> 30 degrees	2	2
	Tread Projection	> 1.5 inches	2	2
	Handrail Placement (Max. Score)	**No handrails present**	**10**	10
	Handrail Placement	Handrail on one side only	2	
	Handrail Height	< 34 inches or > 38 inches	1	
	Handrail Clearance	< 1.5 inches	1	
	Handrail Grip Surface Obstructed	> 20% obstructed	1	
	Handrail Cross Section	If circular, diameter < 1.25 inches or > 2 inches If non-circular, perimeter < 4 inches or > 6 inches	1	
	Handrail Top Extension Slope	Not horizontal and/or doesn't begin at first nosing, or no top extension	1	
	Handrail Top Extension Length	< 12 inches	1	
	Handrail Bottom Extension Slope	Not same slope as stairway or no bottom extension	1	
	Handrail Bottom Extension Length	< Tread width	1	
	Maximum Staircase (AIS) Score			**30**

1

DRAFT ADA Transition Plan Prioritization Process

Public Right-of-Way

To focus efforts toward facilities that pose the largest barrier within the public right-of-way, an analysis of the accessibility of each pedestrian facility and its proximity to public destinations such as schools, libraries, parks, transit, and city buildings will be completed. The result of this analysis is a prioritized list of projects, with the highest benefit projects identified for removal first.

To complete this assessment, a multi-criteria analysis is conducted to determine which facilities do not meet existing sidewalks and curb ramp standards. Each attribute collected in the field is compared against PROWAG requirements.

If the facility does not meet PROWAG criteria or is located near public destinations, points are assigned, with the number of points dependent on the relative importance or proximity. Sidewalks or curb ramps with poor PROWAG compliance and a number of proximate destinations receive a high score and are prioritized for removal while PROWAG compliant ramps far from public destinations have a score of zero. Missing curb ramps are assigned the greatest number of points.

Accessibility Prioritization (aka Accessibility Index Score)

A number of criteria are used to establish the extent to which each pedestrian facility did or did not present a barrier to accessible mobility. Table shows these criteria, the threshold used to identify them as a barrier, and the score used to indicate the severity of each barrier relative to each other. Pedestrian facilities with a higher Accessibility Index Score (AIS) presented a large accessibility barrier and have a higher score. Facilities with fewer or no barriers have a lower score.

Below is an example of typical weighted values to equal a total possible score of 30

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Sidewalks	Width	In ROW, < 48 inches or >= 48 - < 60 inches w/ out pullouts. On-Site, < 36 inches	4	4
	Run Slope	> 5% (and not similar to roadway grade if in ROW)	3	3
	Cross Slope	> 2%	1	3
	Cross Slope	> 2.4%	1	
	Cross Slope	> 3%	1	
	Surface Condition	< Average	2	2
	Vertical Discontinuity > ¼ inch and <= ½ inch without bevel or >½ inch	Barriers Present >= 1	1	3

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Vertical Discontinuity	Barriers Present >= 5	1	
	Vertical Discontinuity	Barriers Present >= 10	1	
	Horizontal Discontinuity > ½ inch	Barriers Present >= 1	1	3
	Horizontal Discontinuity	Barriers Present >= 5	1	
	Horizontal Discontinuity	Barriers Present >= 10	1	
	Fixed Obstacles	Barriers Present >= 1	1	3
	Fixed Obstacles	Barriers Present >= 2	1	
	Fixed Obstacles	Barriers Present >= 3	1	
	Moveable Object	Barriers Present >= 1	1	3
	Moveable Object	Barriers Present >= 2	1	
	Moveable Object	Barriers Present >= 3	1	
	Protruding Object	Barriers Present >= 1	1	3
	Protruding Object	Barriers Present >= 2	1	
	Protruding Object	Barriers Present >= 3	1	
	Non-Compliant Driveway Non-Compliant >2% cross-slope, and/or Non-Concurrent Grade Break and/or >8.3% Running Slope	Barriers Present >= 1	1	3
	Non-Compliant Driveway	Barriers Present >= 2	1	
	Non-Compliant Driveway	Barriers Present >= 3	1	
	Maximum Sidewalk (AIS) Score			**30**
Curb Ramps (Max. Score)	Ramp Width	< 48 inches	30	30
	Run Slope	> 8.3% (less than 15 feet) or > 5% (Blended)	30	30
	Cross Slope	> 2% - <= 3%	20	30
	Cross Slope	> 3%	10	
	Curb Ramp Type	Non-Compliant Type	30	30
Curb Ramps	Accessible Path	No	2	2
	Turning Space	None or width < full width of ramp or length < 48 inches	5	5
	Turning Space Cross Slope	> 2%	3	3
	Truncated Domes (DWS)	No	3	3
	Truncated Domes (DWS) Placement	Other than Back of Curb	1	3
	Truncated Domes (DWS) Depth	< 2 feet	1	
	Truncated Domes (DWS) Width	Less than Full Width	1	
	Flare Slope	> 10%	2	2
	Grade Break	Not Concurrent	2	2
	Counter Slope	> 5%	2	2

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Lip	> ¼ inch	2	2
	Roadway Clear Space	< 4ft x 4ft	2	2
	Receiving Ramp	No	2	2
	End inside of Marked Crosswalk if present	No	2	2
	Maximum Curb Ramp (AIS) Score			**30**
Signal Pushbuttons	Pushbutton is <= 10 feet from Curb in Direction of Travel	No	2	2
	Pushbutton is <= 5 feet from Extension of Crosswalk Width Edge	No	2	2
	Force to Activate Pushbutton is <= 5 lbs.	No	2	2
	Pushbutton Includes Vibe Feedback during "Walk" Phase	No	2	2
	Pushbutton is >= 2 inches in Diameter and Includes Visual Contrast from Housing	No	2	2
	Tactile Arrow Present on Pushbutton	No	2	2
	Nearest Pushbutton > 10 feet Away or Pushbutton Includes Audible Speech Indicating "Walk" Phase	No	2	2
	Level Clear Space at Pushbutton that Includes Minimum 30 inch x 48 inch Landing Area and < 2% Slope in Any Direction	No	2	2
	Reach Depth from Landing to Pushbutton is <= 10 inches	No	2	2
	Mounting Height of Pushbutton	Mounting height of pushbutton from landing area is < 42 inches or > 48 inches	2	2
	Directional Arrow Exists on Pushbutton Face, Housing, or Mounting and is Parallel to Crossing	No	2	2
	Audible Tone indicating "Walk" Phase or Audible Speech indicating "Walk" Phase Present	No	2	2
	Locator Tone during "Don't Walk" Phases Present	No	2	2
	Street Name in Braille Present on Pushbutton	No	2	2
	APS-Style Pushbutton Housing	No	2	2
	Maximum Signal Pushbutton (AIS) Score			**30**

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
Crosswalks	Width	< 6 feet	6	6
	Run Slope	> 5%	12	12
	Cross Slope	> 5% at Non-Stop/Yield Controlled Intersections or > 2% at any other type except for mid-block crossings	12	12
	Maximum Crosswalk (AIS) Score			**30**
Bus Stops	Boarding Area Dimensions	< 5'x8' or no boarding area	8	8
	Condition	Poor	5	5
	Boarding Area Cross Slope	> 2%	5	5
	Boarding Area Run Slope	> 5% and not similar to roadway grade	4	4
	Accessible Route Slope	> 5% and not parallel roadway grade (if separation between boarding area and shelter)	4	4
	Shelter Cross Slope	> 2% if shelter exists	4	4
	Maximum Bus Stop (AIS) Score			**30**
Parking Stalls	Stall Width	If regular stall, < 96 inches. If van accessible stall, < 132 inches and adjacent aisle is < 96 inches.	4	4
	Stall Turning Slope	> 2%	4	4
	Stall Pavement Marking	No Marking	3	3
	Sign Present	No Sign	2	2
	Sign Height	< 60 inches	1	1
	Wheelstop or Curb Present	No Wheelstop/Curb (and not a parallel stall)	2	2
	Vertical Clearance	< 98 inches and a van accessible parking stall	2	2
	Adjacent Walkway Width	For parallel on-street parking with a sidewalk <= 14 feet wide nearby, stall is not at end of block. If sidewalk is > 14 feet wide, no access aisle provided in road parallel to stall or access aisle is < 5 feet wide.	2	2
	Connected to Access Aisle (Max. Score)	**No Access Aisle**	**10**	10
	Connected to Accessible Path	Not Connected	2	
	Access Aisle Width	< 60 inches	3	

ACCESSIBILITY INDEX SCORE	CRITERIA	THRESHOLD	SCORE	MAX. POSSIBLE SCORE
	Access Aisle Turning Slope	> 2%	3	
	Pavement Marking	No Hatching	2	
	Maximum Parking Stall (AIS) Score			**30**

Location Prioritization (aka Location Index Score)

A number of destinations are used to identify high priority pedestrian facilities within the City. This is done by identifying public destinations such as public buildings, transit and parks and identifying pedestrian facilities within close proximity of one or more of these destinations.

Pedestrian facilities within the identified proximity were assigned points based on each destination they were close to, as shown in Table. This measure is called the Location Index Score (LIS), which identifies high pedestrian generating overlapping areas. Ultimately the more pedestrian generating areas an asset is within, the higher number. Community Defined Destinations criteria is added to the Location Index Score (LIS) following comments and results received from open house attendees, City staff, other stakeholders during engagement and public outreach. This assists in factoring in what's important to the citizens and community to help with the overall prioritization.

Below is an example of typical weighted values to equal a total possible score of 45

LOCATION CRITERIA	RATING CRITERIA	POSSIBLE SCORE
Schools		
Proximity to Schools	Within ⅛-mile radius of school	5
Walk-To-School Route Proximity	Within ½-mile radius of school	5
Parks	Within ⅛-mile radius of park	5
Transit		
Park and Ride	Within ⅛-mile of park and ride	5
Bus Stops	Within ⅛-mile of transit stop	5
Traffic Signal/Roundabout	Within ⅛-mile of signal or roundabout	5
Public Buildings	Within ⅛-mile of location	5
Downtown / Urban / Commercial Business Centers	Within ¼-mile radius of Downtown, Urban and Commercial Business Center Zoning	5
Community Defined Destinations (defined by Stakeholder/Public Engagement*)	Within ⅛-mile of location	5
TOTAL LOCATION INDEX SCORE (LIS)		45

* Note: Community Defined Destinations to be identified based on public outreach, ADA surveys, etc. on what locations are more important, thus giving extra weight to those community defined destinations. (To be determined)

Barrier Removal Priorities (Combined Composite Index Score)

By combining the Accessibility Index Score and Location Index Score, a Combined Composite Index Score was developed. Together, these measures prioritize barrier removal at locations where pedestrian facilities present a barrier and where pedestrians would be expected.

Facilities with the highest score should be addressed first (46+ points) and represent facilities that present a clear physical barrier and are in high-demand areas. Facilities with lower scores should be address last (0 to 15 points), have minor barriers, and are in locations where pedestrian demand would be expected to be lower. These scores are relative, comparing one facility to the other. The ranges for medium and high priority were defined based on review of the identified barriers and assessment of the relative barrier they present. It should be noted that while some barriers have a lower priority, they still should be removed.

Appendix D: Stakeholder Engagement

Appendix D - Stakeholder Engagement

MEMORANDUM

Date:	June 13, 2023	**TG:**	1.22289
To:	Austin Wagner – City of Sequim		
From:	Jennifer Palmer, PE, PTOE – Transpo Group Jewell Hamilton, STP – Transpo Group		
Subject:	Sequim ADA Transition Plan Stakeholder Engagement		

The following document summarizes the Sequim ADA Transition Plan stakeholder engagement process and identifies trends and priorities based on the community's responses.

Public and stakeholder input is an essential element in the transition plan development and self-evaluation processes. ADA implementation regulations require public entities to provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process and development of the transition plan by submitting comments (28 CFR 35.105(b) and 28 CFR 35.150(d)(1)). The City's three primary goals for conducting public outreach activities prior to adopting the plan include the following:

- Inform the public about the City's plan and processes regarding removal of barriers to accessibility within the rights-of-way. Provide information to assist interested parties to understand the issues faced by the City, the alternatives considered and planned actions.
- Obtain public comment to identify any errors or gaps in the proposed accessibility transition plan for the public rights-of-way, specifically on prioritization and grievance processes.
- Meet Title II requirements for public comment opportunity.

Engagement Survey
The engagement survey was promoted by the City of Sequim between early March 2023 and mid-May 2023 to request responses via the distribution of paper surveys to twelve senior living facilities, the City's virtual open house website, at local festivals, and on the City's social media channels in March 2023 and April 2023.

An online survey was made available to residents through the City of Sequim's ADA transition plan website, www.sequimada.com.The online open house provides context on the City's ADA Transition Plan process and allows viewers to respond to the feedback survey. The feedback survey asked respondents to provide input on their disability status, travel modes, barriers to travel that they experience, and priorities for improving ADA facilities. The survey contained several sections that asked the responder to comment on the following subtexts:

1. Whether they have a disability or support someone with one
2. Which type of accessibility barriers they currently experience
3. How they rate the accessibility conditions of existing right-of-way facilities; and,
4. What facility types they believe should be prioritized when removing accessibility barriers.

A full account of the survey findings can be found in Attachment A. In addition to the online survey, an interactive map was available for respondents to identify areas of concern.

The online survey received 60 respondents. Out of the 60 responses, 77 percent were residents of Sequim. Respondents also worked in or frequented Sequim for recreation, medical appointments, social or community services, or shopping. Of all respondents, 24 percent (24 respondents) indicated they have a disability that impacts the way they travel and 19 percent (19 respondents) reported supporting someone with a disability. 4 of these respondents reported that they both have a disability and support someone with a disability. A summary of respondents' disability status is shown on Figure 1.

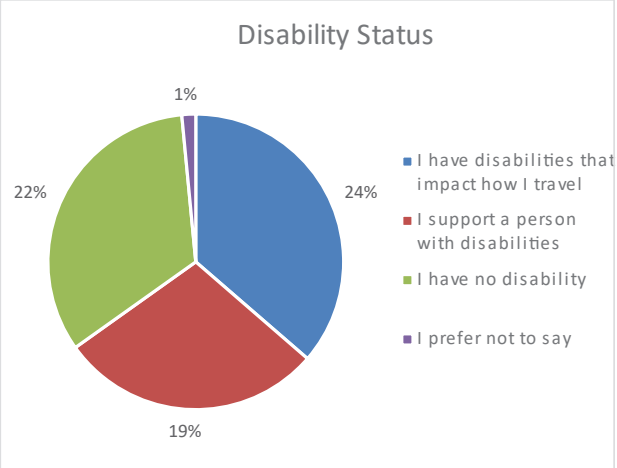


Figure 1 Disability Status

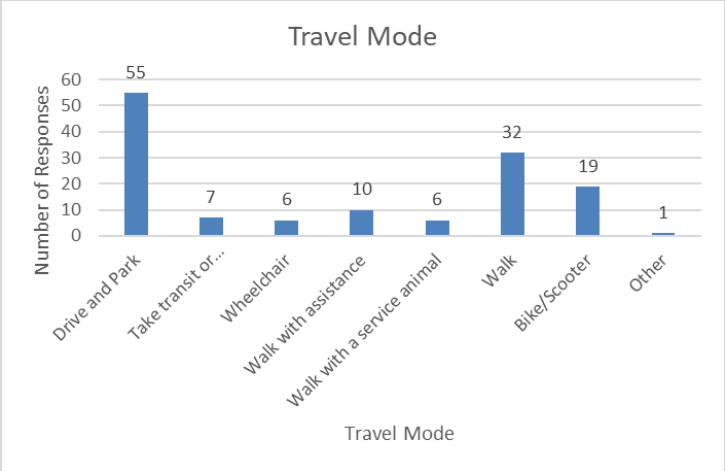


Figure 2 Travel Mode

The survey asked respondents to evaluate their use of frequent travel modes through the city, including driving, transit or paratransit shuttle, wheelchair, bike, or walk. Respondents were able to indicate if they use multiple travel modes.

As shown in Figure 2 the survey respondents predominantly drive and walk, with 55 of the 60 total respondents (92 percent) indicating that they drive, 32 respondents (53 percent) indicating that they walk. A smaller number of respondents use other modes, with 6 respondents (10 percent) using a wheelchair, 19 respondents (32 percent) using a bike/scooter and 7 respondents (12 percent) taking transit or

paratransit shuttles. 10 respondents (17 percent) walk with assistance, and six respondents (10 percent) walk with a service animal.

Survey respondents were asked to identify barriers in the public right-of-way that limit participation and access to services in the City of Sequim.

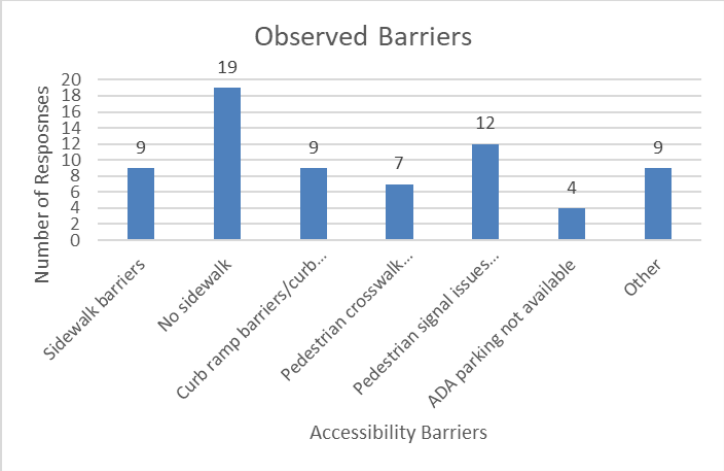


Figure 3 Observed Barriers in Public Right-of-Way

As shown on Figure 3, several barriers received significant response from the survey, with lack of sidewalk and pedestrian signal issues selected most frequently. In addition, curb ramp barriers and sidewalk barriers were identified as challenges. Survey respondents selecting the Other category identified barriers including sidewalk condition, structural barriers, and lack of ADA compliant sidewalk access.

Improvement Priorities

The survey respondents both identified and ranked their accessibility priorities within the City's public right-of-way. Respondents ranked areas within City right-of-way as first and second priority. Ranking an item as a first priority improvement was given a greater weight than second priority to emphasize the improvement's importance. A first priority ranking scored 3 points in the weighted scoring system, while a second priority ranking scored one point. The first and second priority survey responses are shown in Figure 4.

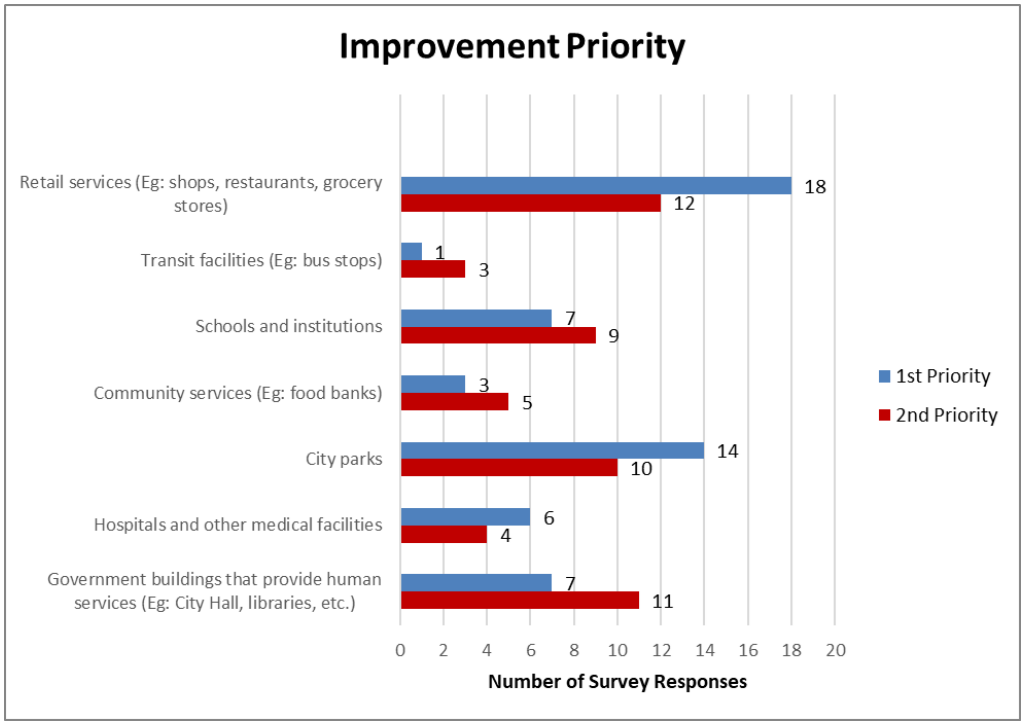


Figure 4 Unweighted First and Second Improvement Priority Ranking

When considering weighted scores, the top three priorities among survey respondents were retail services, city parks, and government buildings. A summary of the weighted ranked priority locations is included in Figure 5 These weighted ranked priorities were utilized in the prioritization of barrier removal in the City's transition plan.

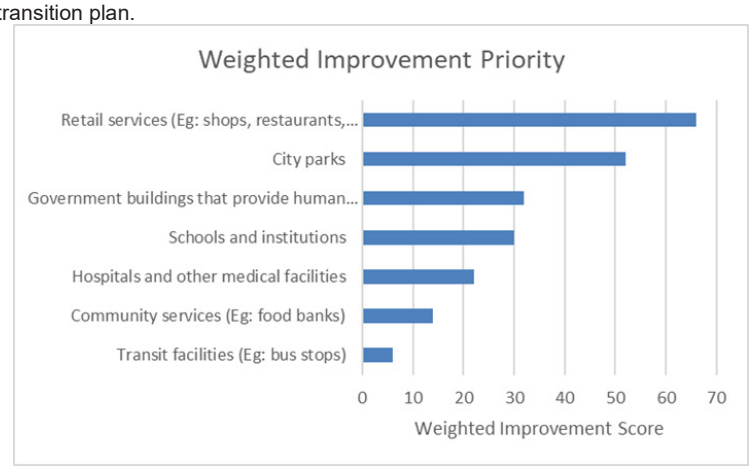


Figure 5 Weighted Improvement Priority Ranking

As shown in Figure 5, retail services, city parks, and government buildings ranked as the three highest weighted priorities for improvement.

Respondents were also given the opportunity to identify locations where they have experienced mobility or accessibility challenges in the City of Sequim. Locations were able to be identified via written survey responses and an online mapping tool. Key locations identified via written survey results and the online mapping tool are summarized in Table 1. Lack of sidewalk or limited access to sidewalks were identified as the most common barriers among the locations identified. Many acknowledgements were given to the lack of sidewalk or safe crossings Downtown, on Washington St., and around the city's parks. A complete listing is given in Attachment A.

Table 1. Identified Accessibility Barriers

City Locations and/or Landmarks	City Roadways or Roadway Segments
Downtown	7th Avenue
City of Sequim	Sequim Avenue
Carrie Blake Park	Washington Street
Pioneer Memorial Park	West Prairie St
Olympic Area Agency on Aging	3rd street between Fir and Alder
Helen Haller and Sequim High School	4th between Fir & Alder
Sequim Prairie Grange	West Sequim Bay and East Washington

In addition to the online survey, locations with mobility and accessibility barriers were identified by respondents via an online mapping and reporting tool.

Meeting ADA Standards

Per 28 CFR 35.150(d)(1), public involvement is required as follows: A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the development of the transition plan by submitting comments. A copy of the transition plan shall be made available for public inspection.

The City has engaged with the public for feedback on developing the ADA transition plan in a manner that meets Title VI of the Civil Rights act. Title VI of the Civil Rights Act of 1964 is a Federal statute and provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. This includes matters related to language access or limited English proficient (LEP) persons.

Additional Outreach

A draft version of the ADA transition plan will be made available for public comment. Notice will be sent out via a mailer to all addresses in the City, City e-news, and the City newsletter that will inform people how to view the plan and provide any comments.

Attachment A: Survey Response Data

Question 14: Please list up to three locations where you have experienced (or noticed) mobility challenges, accessibility challenges, trip hazards, etc. in the City of Sequim*.
*For these open-ended questions, please provide the location/s where you have experienced challenges with pedestrian facilities as well as a description of the problem/s you encountered.
For example:
Location: sidewalks on 1st Avenue, to the east of A Street.
Description: Sidewalk is raised creating a trip hazard

Location	Description of Barrier
O3A [Olympic Area Agency on Aging] - information and assistance	Multiple Descriptive Responses: public entry door, very heavy to open front door is not ADA compliant – very heavy to open, especially for someone using a walker or cane
7th Avenue South	Multiple Descriptive Responses: - no sidewalks past 101 Hwy - no lighting at night on south side of Hwy 101, no sidewalk and no lighting – difficult walking at night
Walmart crosswalk to First Federal Bank	No crosswalk entry from Walmart side
City of Sequim ADA Survey	This survey is not ADA compliant – not easily accessible. Most seniors don't use QR code or online surveys. Need to distribute paper copies. Obviously designed by someone without disabilities.
Carrie Blake park	Multiple Descriptive Responses: limited ADA parking and paved trails for events at CBP the lack of sidewalk on 'back side' of the pickleball/tennis courts. When parking one has to go long way around to use sidewalk or try walking on not smooth ground to get to the building. Not a good way out of the park if you go too far south uneven walk path due to tree roots - tripping hazard difficult for someone using a walking aid. Need more and improved bikes and pedestrian lanes.
217 N Ryser Ave	No sidewalks on my street for safe walking. Very uneven street for walking on. Hard to walk without tripping on something. Rocks, pebbles etc.
Sequim Avenue Between Hwy 101 Overpass and Miller Road	The sidewalk on the east side of the street starts up and then ends abruptly in a grassed area with unlevel ground. I have fallen here a couple times, so I now walk in the street.

ODT ramps at N Spencer Farm Place	These ramps are angled out into the street, which makes them awkward for wheelchair and large tricycle users. The Sequim Wheelers pick up passengers at Sherwood Assisted Living and have to negotiate these ramps. If they were aligned straight across Spencer Farm Place, they would be MUCH improved.
Spruce Street	Missing sidewalk
609 S. Washington Suite 16	The front door is very heavy. Someone with a cane, a walker, wheelchair or power wheelchair cannot hold open the door and get inside without assistance. This seems rather odd for an agency working with the elderly. An elderly couple has been injured trying to get into this agency.
51 E Robert Pl	Several sidewalk curb cuts are too steep, have too much sideways slope or are just missing.
Pioneer Memorial park	Multiple Descriptive Responses: uneven grounds, no sidewalk The park is used daily by people who walk their dogs or to exercise. Thee ground is uneven and a paved path around the perimeter would improve its use. Parking lot unpaved.
downtown sidewalks	businesses place sandwich board signs on the sidewalks and they obstruct easy access for wheelchairs and the blind
95 Viking Way	No description
East end of Washington Street both north and south side.	Pedestrian crosswalk light does not change to walk unless to press the button on time. They should be set to automatic so no push of the button is required. It would be much safer for pedestrians! Curb cuts are old and too deep to sharpen angle. Has dumped me out more than one time because of the angle is wrong
Bus Stop across the street from Costco	Can't get to the bus stop easily or safely from Costco driveway.
Sequim retail stores on Washington street/ Bell street	steps to get into buildings
Sequim School District [offices]	Limited access to the 2nd floor at the District Office. There is only stair access to the 2nd floor.
W. Brackett Rd and W. Washington St.	Lack of a sidewalk in front of Juniper Mobile Estate makes it difficult to traverse due to mud, uneven terrain, hidden obstacles. Wheeled travel must travel on a narrow unsafe roadway.
Rotary by Walmart	So hazardous‼ Walking across or thru one is life-threatening! So is driving thru one... drivers never know how to use these safely, don't know the rules or don't follow them!
West Prairie St	Sidewalk is sticking up causing a tripping hazard.

3rd street between Fir and Alder, 4th between Fir & Alder	No sidewalks on the west side of the street, narrow sidewalks on the east side. I am a crossing guard at 3rd & Fir before and after school and see that as a real problem for kids and families. 4th street no sidewalks either side.
Sequim Schools [Helen Haller and Sequim High School]	many limitations for students in wheelchairs.
7th and Washington	Walk signals too short, slippery paint
Washington St Sequim Ave through 3rd	Not enough handicap parking sometimes to go into stores.
Intersection of Haller and Alder.	No indentation of road or nearby driveway to continue forward without having to step down or up from a curb. Steps are very difficult for me to navigate.
Sequim Avenue Between 101 Overpass and Miller Road	The sidewalk on the west side of the street just past the overpass has a curb cut on one end and then does not have a curb cut when you reach the other end of the run of walkway.
Helen Haller elementary poses challenges for me.	Uneven sidewalks
609 S Washington	None of the business in this shopping complex have an assistive device to hold open door for people with canes, walkers, wheelchairs, or power wheelchairs. As above, if using any of these pieces of equipment it is very difficult if not impossible to hold a door open and also try to get inside a business.
Creamery Square	uneven parking lot, safety issues
along Hendrickson west of the animal clinic	the sidewalk is not smooth all the way between 7th and Hendrickson Heritage park entrance.
West Sequim Bay Rd	there are not sidewalks west of Keeler and road is dangerous for walkers and disabled
Sequim Avenue cross walks	I walk daily and there are many drivers who just look at you waiting at the crosswalk and keep going. Sometimes you literally have to step out into the street to even get them to slow down and stop.
Hendrickson and Priest Road intersection	Not the best for pedestrians connecting on the ODT. An all way stop would be effective
W. Brackett Rd at 9th	Needs a crosswalk for pedestrians to access sidewalks
QFC, SAFEWAY, Shopping areas	There is little (if any) outside seating for shoppers to wait for rides, or just sit to rest before/ after shopping. If walking & standing is painful, a seat makes a big difference to end users. Inside seats feel like you are expected to buy something, or are being watched, and can be otherwise not comfortable.
4th Avenue - North Washington to Fir	Barely any sidewalk for kids walking to the elementary school.
N 5th Ave	A lack of bike lines in the north part of the city creates huge transportation/safety issues.
Parking lot at Oasis restaurant	Very limited handicap parking for a plaza with 2 very busy restaurants.
Prairie St	No sidewalks/gravel sections/uneven surface
Safeway Parking Lot Entrance Near Gas Station	There is no curb cut when you turn from Washington Avenue into the Safeway parking lot at the eastern most entrance. There is a strip mall with a smoke shop and a Federal government building there with no curb cut and no handicap parking. Disabled pedestrians are forced to walk in the traffic lane instead of on the sidewalk and are also exposed to cars backing out of strip mall parking spaces.

Sequim Prairie Grange	no ADA parking, difficult front door access due to usage rep/stairs, uneven grounds
East Washington Street	There are not sidewalks from Elk Creek apartments to QFC which makes the area dangerous for walking and use of wheelchairs
Between Rainshadow Coffee and the old museum.	Provide a Cedar Ave. curb cut and space to walk to walk on pathway between buildings. Need to get there quick from transit center as anyone should.
West Sequim Bay and East Washington.	Need a crosswalk at the intersection
North Blake Ave next to the Methodist Church.	need a sidewalk along the west side
W. Washington at Costco	Zebra crosswalk needed - drivers entering and exiting need a strong visual for pedestrians.
South Sequim Avenue	Difficult to cross with cars not following speed limit.
All of East Washington	[Dangerous for] Bike and pedestrian! No where to cross. Always speeding, too long of stretches there with no lights.
Public parking lot on Sequim Ave	limited handicap spaces.
Sequim Schools	Doorways too narrow, no electric door openings. Bathrooms NOT ADA compliant
The two roundabouts	Could make them a little more wider for the large trucks
Washington Street Retail Stores	No description
Businesses within the City of Sequim: Public Entry Doors	Should be REQUIRED and Inspected for ADA COMPLIANCE status.
Too many to list.	Many sidewalks have power poles, signposts, mailboxes, garbage cans, overgrown trees and bushes.
City of Sequim	Some sidewalks don't go all the way Some streets don't have bike lanes Some parking is far - it would be helpful to have a couple of our "downtown" streets turned into "walking only" streets.
Most Banks in town	Same description as #1 (Doorways are too narrow, no electric door openings. Bathrooms NOT ADA compliant)
Sequim and Washington	Incredibly slippery? Brick maybe!!
Walmart	No description
City of Sequim Streets	Dark at night, and unsafe for any form of traffics, especially Pedestrians. Definitely NEED more LIGHTS!!!
No location	Survey should not be asking about a hospital as Sequim does not have a hospital. Government buildings should all be ADA compliant so why are those even on the list? If a government building is not ADA compliant there is something wrong.
email or call me for a list.	Some local business are not accessible due to steps, narrow doors and obstacles on sidewalk. I am willing to make a comprehensive list of all of the above.
Walmart, Safeway	Same (Doorways too narrow, no electric door openings. Bathrooms NOT ADA compliant)

Date	1. Why do you travel in Sequim? I live in Sequim	1. Why do you travel in Sequim? I work in Sequim	1. Why do you travel in Sequim? Attend school/college
2023-05-17 11:03:07	yes	yes	no
2023-05-17 11:02:33	yes	no	no
2023-05-17 10:59:20	yes	no	no
2023-05-17 10:56:45	yes	no	no
2023-05-17 10:51:50	yes	no	no
2023-05-11 10:53:05	yes	yes	no
2023-05-09 10:47:03	yes	no	no
2023-05-07 17:37:08	yes	yes	no
2023-05-06 21:19:05	yes	no	no
2023-05-06 16:47:18	yes	no	no
2023-05-06 14:03:06	yes	yes	no
2023-05-04 11:37:36	yes	no	no
2023-05-03 16:45:33	no	no	no
2023-05-03 14:35:42	yes	yes	no
2023-05-03 13:05:33	yes	yes	no
2023-05-03 11:28:21	yes	no	no
2023-04-22 19:31:45	yes	no	no
2023-04-22 13:45:27	yes	no	no
2023-04-20 08:57:59	yes	no	no
2023-04-14 08:33:50	yes	no	no
2023-04-11 16:15:40	yes	no	no
2023-04-09 08:29:50	no	no	no
2023-04-08 08:46:08	yes	no	no
2023-04-08 10:12:15	yes	no	no
2023-04-08 08:45:00	yes	no	no
2023-04-08 07:49:45	yes	no	no
2023-04-08 06:44:32	yes	no	no
2023-04-08 06:25:20	yes	no	no
2023-04-08 04:59:14	yes	no	no
2023-04-08 03:47:50	yes	no	no
2023-04-07 08:41:08	no	yes	no
2023-04-05 14:31:31	no	no	no
2023-04-05 08:48:34	yes	no	no
2023-04-04 19:22:59	no	yes	no
2023-04-03 22:29:37	no	no	no
2023-04-03 19:13:97	yes	yes	no
2023-04-02 22:31:52	yes	yes	no
2023-04-02 20:08:16	yes	no	no
2023-04-02 08:28:39	yes	no	no
2023-04-02 07:41:41	no	yes	no
2023-04-02 07:29:43	yes	no	no
2023-04-02 06:45:01	no	no	no
2023-04-02 06:56:49	yes	yes	no
2023-04-02 06:38:03	yes	yes	no
2023-04-02 05:02:26	no	yes	no
2023-04-01 12:34:59	yes	no	no
2023-04-01 08:13:01	yes	no	no
2023-04-01 07:50:35	no	yes	no
2023-04-01 07:36:21	yes	no	no
2023-03-31 19:30:56	yes	no	no
2023-03-30 06:42:50	no	no	no
2023-03-29 18:18:13	yes	no	no
2023-03-15 18:18:47	no	yes	no
2023-03-15 07:02:36	yes	no	no
2023-03-14 07:09:05	yes	yes	no
2023-03-13 18:35:46	no	yes	no
2023-03-13 15:10:09	yes	yes	no
2023-03-09 21:52:56	yes	yes	no
2023-03-07 19:47:50	no	no	no
2023-03-05 19:52:03	yes	no	no

1. Why do you travel in Sequim? Recreation/recreational activities	1. Why do you travel in Sequim? Medical appointments	1. Why do you travel in Sequim? Shopping	1. Why do you travel in Sequim? Other community or social services	Other value	2. Please tell us about yourself (select all that apply) I have disabilities that impact how I travel (please describe in Question #3)
no	yes	yes	no	no	no
no	no	no	no	no	no
yes	yes	yes	yes	no	yes
no	no	no	no	no	no
no	no	no	no	no	yes
yes	no	yes	no	no	no
no	no	no	no	no	no
yes	yes	yes	no	no	yes
yes	yes	yes	yes	no	yes
no	no	no	no	no	no
yes	yes	yes	yes	no	yes
yes	yes	yes	yes	no	no
yes	yes	yes	yes	no	no
no	no	no	no	no	yes
no	yes	no	no	no	no
yes	yes	yes	yes	no	yes
no	yes	yes	no	no	yes
no	no	no	no	no	no
yes	yes	yes	yes	no	yes
no	no	no	no	no	yes
no	yes	yes	no	no	no
no	yes	yes	yes	no	no
no	no	no	no	no	no
yes	yes	yes	yes	no	no
yes	yes	yes	yes	yes, I enjoy Pioneer Memorial Park	yes
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	yes	yes	no	no
no	no	no	no	no	no
yes	no	yes	no	no	no
no	no	no	no	yes, Transfer between buses	no
no	no	no	no	no	yes
yes	yes	yes	no	no	no
no	yes	yes	yes	no	yes
no	no	no	no	no	yes
no	yes	no	no	no	no
no	no	no	no	no	yes
no	yes	yes	yes	no	yes
yes	yes	yes	yes	no	no
no	no	no	no	no	no
no	no	no	no	no	no
yes	yes	yes	yes	no	no
no	no	no	no	yes, Family	no
yes	yes	yes	no	no	yes
no	no	no	no	no	yes
no	yes	yes	no	no	yes
no	no	no	no	no	yes
no	no	yes	no	no	no
no	no	no	no	no	no
yes	yes	yes	yes	no	no
no	yes	yes	no	no	no
yes	yes	yes	no	no	no
yes	yes	yes	yes	no	yes
yes	yes	yes	yes	no	yes
no	no	no	no	no	yes

2. Please tell us about yourself (select all that apply)-I support a person with disabilities (please describe in Question #3)	2. Please tell us about yourself (select all that apply)-I have no disability	2. Please tell us about yourself (select all that apply)-I prefer not to say	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 4)-Physical, mental, or emotional condition that limits learning, memory, or concentration	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 4)-Blindness or serious difficulty seeing when wearing glasses	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 4)-Condition that substantially limits one or more physical activities such as walking, climbing stairs, reaching, lifting, or carrying
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	yes
yes	no	no	yes	yes	no
no	no	no	no	no	no
yes	no	no	yes	yes	yes
yes	no	no	no	no	yes
yes	no	no	yes	no	yes
no	no	no	no	yes	yes
no	yes	no	no	no	no
no	no	no	no	no	no
yes	yes	no	no	no	yes
no	yes	no	no	no	no
no	no	no	no	no	yes
yes	no	no	no	no	yes
no	no	no	no	no	yes
no	no	no	no	no	yes
no	yes	no	no	no	no
yes	no	no	no	no	yes
no	no	no	no	no	yes
yes	no	no	yes	yes	no
no	yes	no	no	no	no
no	no	yes	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	yes
no	yes	no	no	no	no
yes	no	no	no	no	yes
no	yes	no	no	no	no
yes	yes	no	no	no	no
yes	no	no	no	no	yes
yes	no	no	no	no	yes
no	yes	no	no	no	no
no	no	no	no	no	yes
no	yes	no	no	no	no
no	no	no	no	no	yes
no	yes	no	no	no	no
no	yes	no	no	no	yes
no	no	no	no	no	yes
no	yes	no	no	no	no
no	yes	no	no	no	yes
no	no	no	yes	no	no
no	yes	no	no	no	yes
no	no	no	no	no	no
yes	no	no	yes	no	yes
no	yes	no	no	no	no
no	no	no	no	no	yes
yes	no	no	no	no	no
yes	no	no	no	no	yes
no	no	no	yes	no	no
yes	no	no	yes	no	yes
no	no	no	yes	no	yes
no	yes	no	no	no	no
yes	no	no	no	no	yes
no	yes	no	no	no	no
yes	yes	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	yes

3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 5)-Deafness or hearing difficulty	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 5)-Use mobility device/s	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 5)-Use a wheelchair	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 5)-Use assistive software technology such as a screen-reader	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 5)-Use hearing aids or hearing assistive devices	3. If you have a disability/disabilities or you support someone with a disability/disabilities, please check all that apply (if this does not apply to you, skip this question and proceed to question 5)-Use a service animal
no	no	no	no	no	no
no	no	no	no	no	no
yes	no	no	no	no	yes
yes	yes	no	no	yes	no
no	no	no	no	no	yes
yes	yes	no	no	yes	no
yes	yes	no	no	yes	no
no	yes	no	no	no	no
no	no	no	yes	no	yes
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	yes	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	yes	no	yes	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	yes	no	no	no	no
yes	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	yes	yes	no	no	no
no	no	no	no	no	no
yes	no	no	no	no	no
no	no	no	no	no	yes
no	no	no	no	yes	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	yes	no	no	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	yes	no
yes	yes	no	no	yes	no
yes	no	no	no	yes	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	yes	no	no	yes
no	no	no	no	no	no
no	yes	yes	no	yes	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	yes	yes	no	no
no	no	no	no	no	no
no	yes	no	no	no	no

Other value	4. What resources do you use to find information on ADA issues? (select all that apply)- Washington State Department of Social and Health Services (DSHS)	4. What resources do you use to find information on ADA issues? (select all that apply)- Washington State Department of Services for the Blind (DSB)	4. What resources do you use to find information on ADA issues? (select all that apply)- City of Sequim	4. What resources do you use to find information on ADA issues? (select all that apply)- Transit Service	4. What resources do you use to find information on ADA issues? (select all that apply)- Department of Veterans Affairs
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	no	yes	no	no
no	no	yes	no	no	no
no	no	no	no	no	no
no	no	yes	no	no	no
no	no	no	yes	no	no
no	yes	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	no	yes	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	yes	no	no	no	yes
no	yes	no	no	no	no
no	yes	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	yes	no	no	yes	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	no	no	yes	no	yes
no	yes	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	no
yes, electric trike	no	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	no	yes	yes	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	yes
no	yes	no	yes	no	yes
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	yes	no	yes	yes	no
no	no	no	no	no	no
no	yes	no	no	no	no
no	yes	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	yes	no	no	no	no
no	no	no	no	no	no

Other value	5. Please provide your five-digit zip code	6. How often do you travel in the City of Sequim?	7. How do you travel within the City of Sequim? Drive and Park	7. How do you travel within the City of Sequim? Take transit or paratransit shuttles	7. How do you travel within the City of Sequim? Wheelchair
no	98382	5-7 days per week	yes	no	no
no	98381	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
yes, ADA.gov	98382	5-7 days per week	no	yes	no
yes, Caregiver Support Group, Olympic Area Agency on Aging	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	yes	no
yes, I was a Commissioner of Human Rights and contributed to the draft of the ADA and late to enforcement.	98382	5-7 days per week	yes	yes	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	3-4 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
yes, Friends, family, Facebook groups, community members, Google	98382	3-4 days per week	yes	no	yes
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	3-4 days per week	yes	no	no
yes, none	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	3-4 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no		5-7 days per week	yes	no	no
no	98382	3-4 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	3-4 days per week	no	yes	no
no	98382	5-7 days per week	yes	no	yes
no	98382	3-4 days per week	yes	no	no
no	98324	3-4 days per week	yes	no	no
yes, ada.gov	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	3-4 days per week	yes	no	no
no	98382	3-4 days per week	no	yes	yes
no		1-2 days per week	yes	no	no
no	98378	3-4 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
yes, Federal laws	98382	3-4 days per week	yes	no	no
no	98382	3-4 days per week	yes	no	no
no	98382		yes	no	no
yes, Friends, local media	98382	3-4 days per week	yes	no	no
yes, Medicare. Tribal clinic	98382	5-7 days per week	yes	no	no
no	98382	1-2 days per week	no	yes	no
no	98382	3-4 days per week	yes	no	yes
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	yes
no	98382	5-7 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no
yes, Federal ADA. Section 504 of the Federal Rehab Act	98382	5-7 days per week	yes	no	yes
no	98382	5-7 days per week	no	yes	no
yes, Provider websites, Dept of Vocational Rehabilitation, Word of mouth	98382	1-2 days per week	yes	no	no
no	98382	5-7 days per week	yes	no	no

7. How do you travel within the City of Sequim? Walk with assistance	7. How do you travel within the City of Sequim? Walk with a service animal	7. How do you travel within the City of Sequim? Walk	7. How do you travel within the City of Sequim? Motorscooter	Other value	8. If you use transit, how often do you use it in a typical week?
no	no	yes	no	no	
no	no	yes	yes	no	Less than weekly
no	yes	yes	no	no	
yes	no	yes	yes	no	
no	yes	no	yes	no	Less than weekly
no	no	yes	no	no	
yes	no	yes	no	no	Less than weekly
yes	no	no	no	no	Less than weekly
no	yes	yes	no	no	Less than weekly
no	no	no	no	no	
yes	no	yes	no	no	
no	no	yes	yes	no	
no	no	yes	yes	no	Less than weekly
no	no	yes	yes	no	Less than weekly
no	no	yes	no	no	
no	no	no	no	no	
no	no	no	yes	no	
no	no	no	no	no	Less than weekly
yes	no	yes	no	no	Less than weekly
no	no	no	no	no	
no	no	no	no	no	
no	no	no	no	no	
no	yes	no	no	no	Less than weekly
no	no	yes	yes	no	
yes	no	no	yes	no	
no	no	yes	no	no	Less than weekly
no	no	no	no	no	
no	no	yes	no	no	
no	no	no	no	no	
yes	no	no	no	no	Less than weekly
no	no	yes	yes	no	
no	no	yes	no	no	2-4 days per week
no	no	no	yes	yes, electric bike	
no	no	no	yes	no	
yes	no	no	no	no	
no	yes	yes	no	no	Less than weekly
no	no	no	no	no	
no	no	yes	no	no	
no	no	yes	no	no	
no	no	no	yes	no	
yes	no	no	no	no	2-4 days per week
no	no	no	yes	no	Less than weekly
no	no	no	no	no	
no	no	yes	no	no	
no	no	yes	yes	no	Less than weekly
no	no	yes	no	no	
no	no	no	no	no	
no	no	no	no	no	Less than weekly
no	no	yes	no	no	
no	yes	no	no	no	Less than weekly
no	no	no	no	no	2-4 days per week
no	no	no	no	no	
no	no	yes	no	no	
no	no	yes	yes	no	
no	no	no	yes	no	
no	no	yes	no	no	
no	no	yes	no	no	5 or more days per week
no	no	no	no	no	
yes	no	no	no	no	

9. If you walk, how far are you willing/able to walk to your destination?	10. Are you now or were you ever unable to participate in an event or obtain services in the City of Sequim?	11. Which of the following physical barriers are/were reasons why you are not/were not able to participate in events or access services in the City of Sequim? (choose all that apply): Sidewalk barriers	11. Which of the following physical barriers are/were reasons why you are not/were not able to participate in events or access services in the City of Sequim? (choose all that apply): No sidewalk	11. Which of the following physical barriers are/were reasons why you are not/were not able to participate in events or access services in the City of Sequim? (choose all that apply): Curb ramp/curb barriers	11. Which of the following physical barriers are/were reasons why you are not/were not able to participate in events or access services in the City of Sequim? (choose all that apply): Pedestrian crosswalk issues
1/2 mile	Yes	no	no	no	no
1 mile	No	no	yes	no	yes
1/2 mile	No	no	no	no	no
Less than 1/2 mile	Yes	yes	yes	no	yes
Less than 1/2 mile	No	no	no	no	no
More than 2 miles	Yes	yes	yes	yes	no
More than 2 miles	Yes	yes	yes	yes	no
1 mile	Yes	no	yes	no	no
	Yes	yes	yes	yes	no
Less than 1/2 mile	No	no	no	no	no
	No	no	yes	no	no
2 miles	No	no	no	no	no
More than 2 miles	No	no	no	no	no
1 mile	No	yes	yes	no	yes
Less than 1/2 mile	Yes	no	yes	yes	no
	Yes	yes	yes	yes	no
	Yes	no	no	yes	no
1 mile	No	no	no	no	no
Less than 1/2 mile	Yes	no	yes	no	no
Less than 1/2 mile	No	no	no	no	no
		yes	yes	no	no
		no	no	no	no
Less than 1/2 mile	No	no	no	no	no
1 mile	Yes	no	yes	no	no
1/2 mile	Yes	no	no	no	no
2 miles	No	no	no	no	no
Less than 1/2 mile	No	yes	no	yes	no
2 miles	No	no	no	no	yes
1 mile	No	no	no	no	no
Less than 1/2 mile	Yes	no	yes	yes	no
More than 2 miles	No	no	no	no	no
2 miles	Yes	no	no	no	yes
	No	no	no	no	no
1 mile	No	no	no	no	no
Less than 1/2 mile	Yes	no	no	no	no
1 mile	No	no	no	no	no
	No	no	no	no	no
1 mile	No	no	no	no	no
Less than 1/2 mile	Yes	no	yes	no	no
	No	no	no	no	no
Less than 1/2 mile	Yes	yes	yes	yes	yes
1 mile	No	no	no	no	no
	Yes	no	no	no	no
1 mile	No	no	no	no	no
1 mile	No	no	no	no	no
1 mile	No	no	no	no	no
1/2 mile	No	no	no	no	no
2 miles	Yes	no	no	no	no
Less than 1/2 mile	Yes	no	no	no	no
1 mile	Yes	no	yes	no	no
Less than 1/2 mile	No	no	no	no	no
	No	no	no	no	no
Less than 1/2 mile	No	no	no	no	no
1/2 mile	No	no	no	no	no
1/2 mile	Yes	no	no	no	no
1/2 mile	Yes	no	yes	no	no
Less than 1/2 mile	No	no	no	no	no
1 mile	Yes	no	yes	no	yes
Less than 1/2 mile	Yes	no	no	no	no
Less than 1/2 mile	Yes	no	no	no	no

11. Which of the following physical barriers arewere reasons why you are nothere not able to participate in events or access services in the City of Sequim? (choose all that apply) - Pedestrian signal issues including access to push-buttons	11. Which of the following physical barriers arewere reasons why you are nothere not able to participate in events or access services in the City of Sequim? (choose all that apply) - ADA parking not available	Other value	12. What areas would be your first priority in improving pedestrian facilities? Government buildings that provide human services (Eg: City Hall, libraries, etc.)	12. What areas would be your first priority in improving pedestrian facilities? Hospitals and other medical facilities	12. What areas would be your first priority in improving pedestrian facilities? City parks
no	no	yes, too long a walk for me	yes	no	no
no	no	no	no	no	no
no	no	no	yes	no	no
no	no	yes, lighting at night within city if not on WA street.	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	yes	yes, gravel paths	no	no	yes
no	no	no	no	yes	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	yes	no
no	yes	yes, Need more bike lanes and pedestrian sidewalks access.	no	no	no
no	yes	no	no	no	no
no	yes	yes, structural barriers	no	yes	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	yes	yes, very uneven ground	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	yes
no	no	no	no	no	yes
no	no	no	no	no	yes
no	yes	no	no	no	yes
no	no	no	no	no	yes
no	yes	no	no	no	yes
yes	no	no	no	no	no
no	no	no	no	no	yes
no	no	yes, Uneven walking surfaces	no	no	yes
no	no	no	no	no	yes
no	no	no	yes	no	no
no	no	no	no	no	yes
no	no	no	no	no	no
no	yes	no	no	yes	no
no	no	no	no	no	yes
no	no	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	yes	no	no
no	no	yes, Not enuf public transport or seating	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
yes	no	no	no	no	no
no	no	yes, katherine driver's/ short walk signals/ really long red lights/ totally unreliable bus service/ walked with groceries twice/ did week/MOST IMPORTANT ***** THE PAINT USED FOR CROSSWALK IS SO SUPER SLIPPERY WHEN WET!!! MAKES NO SENSE!!!!!!	no	no	no
no	yes	no	no	no	no
no	yes	no	no	no	no

12. What areas would be your first priority in improving pedestrian facilities? Community services (Eg: food banks)	12. What areas would be your first priority in improving pedestrian facilities? Schools and institutions	12. What areas would be your first priority in improving pedestrian facilities? Transit facilities (Eg: bus stops)	12. What areas would be your first priority in improving pedestrian facilities? Retail services (Eg: shops, restaurants, grocery stores)	13. What areas would be your second priority in improving pedestrian facilities? Government buildings that provide human services (Eg: City Hall, libraries, etc.)	13. What areas would be your second priority in improving pedestrian facilities? Hospitals and other medical facilities
no	no	no	no	no	yes
no	no	no	yes	yes	no
no	no	no	no	no	no
yes	no	no	no	no	no
yes	no	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	yes	yes	no
no	yes	no	no	no	yes
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	yes	yes	no
no	no	no	yes	no	no
no	no	no	no	yes	no
no	no	no	yes	no	no
no	no	no	yes	yes	no
no	no	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	no	no	no
no	no	no	no	yes	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	no	no	no	no	no
no	no	no	yes	no	no
no	no	no	yes	no	yes
no	yes	no	no	no	no
no	no	no	yes	no	no
no	no	no	no	no	no
no	no	no	yes	no	no
yes	no	no	no	no	no
no	yes	no	no	no	no
no	yes	no	no	no	no
no	no	no	no	no	no
no	yes	no	no	no	yes
yes	no	no	no	no	no
no	yes	no	no	yes	no
no	no	no	yes	no	no

13. What areas would be your second priority in improving pedestrian facilities?-City parks	13. What areas would be your second priority in improving pedestrian facilities?-Community services (Eg. food banks)	13. What areas would be your second priority in improving pedestrian facilities?-Schools and institutions	13. What areas would be your second priority in improving pedestrian facilities?-Transit facilities (Eg. bus stops)	13. What areas would be your second priority in improving pedestrian facilities?-Retail services (Eg. shops, restaurants, grocery stores)
no	no	no	no	no
no	no	no	no	no
no	no	yes	no	no
no	no	no	no	yes
no	no	no	no	yes
yes	no	no	no	no
no	no	no	no	yes
no	no	no	no	no
no	no	no	no	no
no	no	no	no	no
no	no	yes	no	no
no	no	no	no	no
no	no	no	no	no
no	no	no	no	no
no	yes	no	no	no
no	no	no	no	no
no	no	yes	no	no
no	no	no	no	no
no	no	no	no	yes
no	yes	no	no	no
no	no	no	no	no
no	no	no	no	no
yes	no	no	no	no
no	no	no	no	yes
no	no	no	no	no
no	no	yes	no	no
no	no	no	no	no
no	no	no	no	no
yes	no	no	no	no
yes	no	no	no	no
no	no	no	no	yes
no	no	no	no	yes
no	no	yes	no	no
no	no	no	no	yes
no	no	yes	no	no
no	no	no	no	no
no	no	yes	no	no
no	no	no	no	no
no	no	no	no	no
no	no	no	yes	no
no	no	no	yes	no
no	no	no	yes	no
no	no	no	no	no
no	no	no	no	no
no	yes	no	no	no
no	no	no	no	yes
no	yes	no	no	no
no	no	no	no	yes
no	no	yes	no	no
no	no	no	no	yes
no	no	yes	no	no
no	no	no	no	no
yes	no	no	no	no
no	no	no	no	no
yes	no	no	no	no
no	no	no	no	no
yes	no	no	no	no

14. Please list up to three locations where you have experienced (or noticed) mobility challenges with pedestrian facilities in the City of Sequim. (Type N/A if none.) For these open-ended questions, please provide the location/s where you have experienced challenges with pedestrian facilities as well as a description of the problems you	Description 1	Location 2	Description 2	Location 3	Description 3
OSA [Olympic Area Agency on Aging] - information and assistance	public entry door, very heavy to open				
7th Avenue South	- no sidewalks past 101 Hwy - no lighting at night	carrie blake park	uneven walk path due to tree rots - tripping hazard difficult for someone using a walking aid.	Prairie St	No sidewalking/gravel sections/uneven surface
Walmart crosswalk to First Federal Bank	No crosswalk entry from walmart side	The two roundabouts	Could make them a little more wider for the large trucks		
City of Sequim ADA Survey	This survey is not ADA compliant - not easily accessible. Most sensors don't use QR code or online surveys. Need to distribute paper copies. Obviously designed by someone without disabilities.	Olympic Area Agency on Aging Office	front door is not ADA compliant - very heavy to open, especially for someone using a walker or cane	South 7th Ave	on south side of Hwy 101, no sidewalk and no lighting - difficult walking at night
Carrie Blake park	Carrie Blake park	Washington Street Retail Stores		Walmart	
217 N Ryan Ave	No sidewalks on my street for safe walking. Very uneven street for walking on. Hard to walk without tripping on something. Rocks, pebbles etc.	Intersection of Hider and Alder.	No indentation of road or nearby driveway to continue forward without having to step down or up from a curb. Steps are very difficult for me to navigate.		
Sequim Avenue Between Hwy 101 Overpass and Miller Road	The sidewalk on the east side of the street starts up and then ends abruptly in a grassed area with unlevel ground. I have fallen here a couple times, so I now walk in the street.	Sequim Avenue Between 101 Overpass and Miller Road	The sidewalk on the west side of the street just past the overpass has a curb cut on one end and then does not have a curb cut when you reach the other end of the run of sidewalk.	Safeway Parking Lot Entrance Near Gas Station	There is no curb cut when you turn from Washington Avenue into the Safeway parking lot at the eastern most entrance. There is a strip mall with a smoke shop and a Federal Government building on the corner. Wheelchairs and pedestrians with mobility considerations are forced to walk in the traffic lane instead of on the sidewalk and are also exposed to cars
No sidewalk areas	My balance is not good on uneven surfaces.	Helen Haller elementary poses challenges for me.	Uneven sidewalks		
ODT ramps at N Spencer Farm Place	These ramps are angled out into the street, which makes them awkward for wheelchair and large tricycle users. The Sequim Wheelers pick up passengers at Rhenascit Assisted Living, and have to negotiate these ramps. If they were aligned straight across Spencer Farm Place, they would be MUCH improved.				
Carrie Blake Park	Need more and improved bikes and pedestrian lanes.	Businesses within the City of Sequim: Public Entry Doors	Should be REQUIRED and Inspected for ADA COMPLIANCE status.	City of Sequim Streets	Dark at night, and unsafe for any form of traffice, especially Pedestrians. Definitely NEED more LIGHTS!!!
609 S. Washington Suite 1b	The front door is very heavy. Someone with a cane, a walker, wheelchair or power wheelchair cannot hold open the door and get inside without assistance. This seems rather odd for an agency working with the elderly. An elderly couple has been injured trying to get into this agency.	609 S Washington	Non of the business in this shopping complex have an assistive device to hold open door for people with canes, walkers, wheelchairs, or power wheelchairs. As above, if using any of these pieces of equipment it is very difficult if not impossible to hold a door open and pass by to get inside a business.		Survey should not be asking about a hospital as Sequim does not have a hospital. Government buildings should ALL be ADA compliant so why are those even on the list? If a government building is not ADA compliant there is something wrong.
611 E Robert Pl	Several sidewalk curb cuts are too steep, have too much sideways slope or are just are missing.	Too many to list.	Many sidewalks have power poles, sign posts, mailboxes, garbage cans, overgrown trees and bushes.	email or call me for a list.	Some local business are not accessible due to steps, narrow doors and obstacles on sidewalk. I am willing to make a comprehensive list of all of the above.
Pioneer Memorial park	uneven grounds, no sidewalk	Crossnery Square	uneven parking lot, safety issues	Sequim Prairie Grange	no ADA parking, difficult front door access due to usage reprobers, uneven grounds
Carrie Blake Park	the lack of sidewalk on 'back side' of the pickleball/tennis courts. When park one has to go long way around to use sidewalk or try walking on not smooth ground to get to the building.	along Hendrickson west of the animal clinic	the sidewalk is not smooth all the way between 7th and Hendrickson Heritage park entrance.		
downtown sidewalks	businesses place sandwich board signs on the sidewalks and they obstruct easy access for wheelchairs and the blind	West Sequim Bay rd	there are not sidewalks west of Keeler and road is dangerous for walkers and disabled	East Washington Street	There are not sidewalks from Elk Creek apartments to QFC which makes the area dangerous for walking and use of wheelchairs
Pioneer Memorial Park	The park is used daily by people who walk their dogs or to excercise. Their ground is uneven and and a paved path around the perimeter would improve it's use.				
Pioneer Park	No paved paths				
95 Viking Way					
Pioneer Memorial Park	No paved walkway to enjoy the beauty of the park.				
Pioneer Memorial Park	No paved paths - only roads for cars. Also, parking lot not paved.				
Washington Street	Pedestrian crosswalk light does not change to walk unless to press the button on time. They should be set to automatic so no push of the button is required. It would be much safer for pedestrians! I Do LOVE the new yellow light flashing buttons installed in town near the school.	Sequim Avenue cross walks	I walk daily and there are many drivers who just look at you walking at the crosswalk and keep going. Sometimes you literally have to step out into the street to even get them to slow down and stop.		
Sequim					
Pioneer Memorial Park	No ADA path. Park surfaces uneven.				
Bus Stop across the street from Costco	Can't get to the bus stop easily or safely from Costco driveway.	Hendrickson and Priest Road intersection	Not the best for pedestrians connecting on the ODT. An all way stop would be effective.	Between Rainshadow Coffee and the old museum.	Provide a Cedar Ave. curb cut and space to walk to walk on pathway between buildings. Need to get there quick from transit center as anyone should.
sequim retail stores on Washington street 9tet street	steps to get into buildings				
Carrie blake	Not a good way out of the park if you go too far south				
East end of Washington Street both north and south side.	Curb cuts are old and too steep to sharpen angle. Has dumped me out more than one time because of the angle is wrong				
Sequim School District	Limited access to the 2nd floor at the District Office.	City Parks - CBP	limited ADA parking and paved trails for events at CBP	West Sequim Bay and East Washington.	Need a crosswalk at the intersection Also need a sidewalk along the west side of North Blake Ave next to the Methodist Church.
W. Brackett Rd and W. Washington St.	Lack of a sidewalk in front of Juniper Middle Estate makes it difficult to traverse due to mud, uneven terrain, hidden obstacles. Wheelchairs must travel down on a narrow unsafe roadway.	W. Brackett Rd at 9th	Needs a crosswalk for pedestrians to access sidewalks	W. Washington at Costco	Zebra crosswalk needed - drivers entering and exiting need a strong visual for pedestrians.
Rotary by Walmart	Its hazardous!! Walking across or thru one is life-threatening! So is driving thru one. - drivers never know how to use these safely, don't know the rules or don't follow them!	QFC, SAFEWAY, Shopping areas	There is little (if any) outside seating for shoppers to wait for rides, or just sit to rest before/ after shopping. If walking & standing is painful, a seat makes a big difference to end users. Inside seats feel like you are expected to buy something, or are being watched, and can be otherwise not comfortable.		
West Prairie St	Sidewalk is sticking up causing a tripping hazard.	4th Avenue - North Washington to Fir	Barely any sidewalk for kids walking to the elementary school.	South Sequim Avenue	Difficult to cross with cars not following speed limit.
3rd street between Fir and Alder, 4th between Fir & Alder	No sidewalks on the west side of the street, narrow sidewalks on the east side. I am a crossing guard at 3rd & Fir before and after school and see that as a real problem for kids and families. 4th street no sidewalks either side.				
Sequim Schools	Helen Haller and Sequim High School have many limitations for students in wheelchairs...	City of Sequim	Some sidewalks don't go all the way. Some streets don't have bike lanes. Some parking is fair. - it would be helpful to have a couple of our "downtown" streets turned into "walking only" streets.		
District office at the Sequim School District	There is only stair access to the 2nd floor.	N 6th Ave	A lack of bike lines in the north part of the city creates huge transportation/safety issues.		
Lack of sidewalks on Spruce St.					
Sequim Schools	Doorways too narrow, no electric door openings. Bathrooms NOT ADA compliant	Most Banks in town	Same description as #1	Walmart, Safeway	same
7th and Washington	Walk signals too short, slippery paint	Sequim and Washington	Incredibly slippery!! Brick maybe!!	All of East Washington	Bike and pedestrian dangerous! No where to cross. Always speeding, too long sg stretches there with no lights.
Washington St sequim Ave thru 3rd	Not enough handicap parking sometimes to go into stores.	Parking lot at Oasis restaurant	Very limited handicap parking for a plaza with 2 very busy restaurants.	Public parking lot on sequim ave	Again, limited handicap spaces.

19. What is your age? (optional)	19. How do you identify yourself? (optional)-African American/Black	19. How do you identify yourself? (optional)-Asian	19. How do you identify yourself? (optional)-Caucasian/White	19. How do you identify yourself? (optional)-Native American	19. How do you identify yourself? (optional)-Native Hawaiian/Pacific Islander
over 65	no	no	yes	no	no
55 to 64	no	no	no	no	no
55 to 64	no	no	yes	no	no
over 65	no	no	yes	no	no
25 to 44	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
55 to 64	no	no	no	no	no
25 to 34	no	no	yes	no	no
55 to 64	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
45 to 54	no	no	no	no	no
over 65	no	no	yes	no	no
55 to 64	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
45 to 54	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
	no	no	no	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	no	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
25 to 34	no	no	no	yes	no
over 65	no	no	yes	no	no
18 to 24	no	yes	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
over 65	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	no	no	no
over 65	no	no	yes	no	no
45 to 54	no	no	yes	no	no
55 to 64	no	no	yes	no	no
39 to 44	no	no	no	no	no
over 65	no	no	yes	no	no
over 65	no	no	no	yes	no
over 65	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	no	no	no
25 to 34	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
55 to 64	no	no	yes	no	no
over 65	no	no	yes	no	no

Other value	17. Are you of Spanish, Hispanic, or Latino origin or descent? (optional)	18. Please select your income range (optional)
no	No	
no		
no	No	under $15,000 per year
no	No	$40,000-$50,000 per year
no	No	under $15,000 per year
no	No	
no	No	$30,000-$40,000 per year
no	No	$15,000-$25,000 per year
no		
no	No	over $60,000 per year
no	No	$30,000-$40,000 per year
no	No	
no	No	
no		
no	No	
no	No	$15,000-$25,000 per year
no	No	
no	No	over $60,000 per year
no	No	$15,000-$25,000 per year
no	No	
no	No	over $60,000 per year
no	No	$30,000-$40,000 per year
no	No	over $60,000 per year
no	No	$40,000-$50,000 per year
no	No	over $60,000 per year
no	No	over $60,000 per year
no	No	over $60,000 per year
no		
no	No	over $60,000 per year
no		
no		over $60,000 per year
no	No	over $60,000 per year
no	Yes	$30,000-$40,000 per year
no	No	over $60,000 per year
no	No	$30,000-$40,000 per year
no	No	over $60,000 per year
no	No	over $60,000 per year
no	No	over $60,000 per year
no	No	
no	No	under $15,000 per year
no	No	$15,000-$25,000 per year
yes, human	No	over $60,000 per year
no	No	
no	No	over $60,000 per year
no	No	over $60,000 per year
no	No	
no	No	over $60,000 per year
no	No	under $15,000 per year
no	No	$30,000-$40,000 per year
no	No	over $60,000 per year
no	No	
no	No	$25,000-$30,000 per year
no	No	$30,000-$40,000 per year
no		
no	No	over $60,000 per year
no	No	over $60,000 per year
no	No	over $60,000 per year
no	No	$15,000-$25,000 per year
no	No	over $60,000 per year
no	No	

Appendix E: Planning Cost Estimate

transpogroup

Planning Level Cost Estimate

PROJECT NAME: Sequim ADA Transition Plan

JOB NUMBER: 1.22289.00

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes structural impacts to buildings and parking structures, inflation, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.
When features require multiple improvements, the cost of the smaller component is included in the larger task. (i.e. detectable warning surface is included with curb ramp reconstruction.)

ROW Facilities

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
		Sidewalk Improvements				
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/paved shoulder walkway	90,602	SY	$ 145	$ 13,138,000
2	Non-compliant driveway (slope, grade break, etc.)	New driveway with sidewalk	768	EA	$ 2,900	$ 2,228,000
					Subtotal	**$ 15,366,000**
		Maintenance/Miscellaneous				
3	Non-compliant vertical discontinuity (>1/4in-<=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	1,478	EA	$ 250	$ 370,000
4	Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	663	EA	$ 806	$ 535,000
5	Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	32,885	LF	$ 5	$ 165,000
6	Fixed Obstacles	Relocation of obstacles including utility pole, mailbox, tree trunk, etc.	555	EA	$ 3,000	$ 1,665,000
7	Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	251	EA	$ 200	$ 51,000
8	Protruding Obstacles	Relocation of obstacles including of bush/tree, signs, awnings etc.	397	EA	$ 500	$ 199,000
					Subtotal	**$ 2,985,000**
		Curb Ramp Improvements				
9	Missing curb ramps	Install new curb ramp	289	EA	$ 6,000	$ 1,734,000
10	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp	803	EA	$ 6,000	$ 4,818,000
11	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	49	EA	$ 1,030	$ 51,000
12	Curb ramp at marked crosswalk does not end within crosswalk.	Rechannelize crosswalk.	4	EA	$ 1,100	$ 5,000
					Subtotal	**$ 6,608,000**
		Pushbutton Improvements				
13	Non-APS pushbutton and pushbutton is located incorrectly.	Install new APS pushbutton AND Install new pole.	67	EA	$ 5,900	$ 395,000
14	APS pushbutton has button that is too small is located incorrectly.	Install new APS pushbutton AND Install new pole.	7	EA	$ 5,900	$ 42,000
15	APS pushbutton that has non-compliant dimensions and/or programming and located incorrectly.	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow AND Install new pole and relocate pushbutton.	9	EA	$ 3,700	$ 34,000
16	APS pushbutton that has non-compliant dimensions and/or programming	Reprogram pushbutton, reorient pushbutton, and/or install tactile arrow.	1	EA	$ 200	$ 1,000
					Subtotal	**$ 472,000**

Bus Stop Improvements						
17	Non-compliant bus shelter turning space cross slope	Replace bus shelter pad (7.5 SY per occurrence).	23	SY	$ 180	$4,000
18	Non-compliant bus stop boarding area (running slope, cross slope, size, and/or condition)	Replace/construct boarding area (8ftx5ft) and two transition panels (5ftx5ft) - 10 SY per occurrence.	290	SY	$ 145	$42,000
					Subtotal	**$ 46,000**
Accessible Parking Improvements						
19	Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	6	EA	$ 2,000	$12,000
20	Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	5	EA	$ 200	$1,000
21	Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	4	EA	$ 200	$800
					Subtotal	**$ 14,000**
					Total	**$ 25,491,000**
					Contingency @ 20%	**$ 5,099,000**
					Design @ 12%	**$ 3,059,000**
					Mobilization @ 8%	**$ 2,040,000**
					TESC + Traffic Control @ 12%	**$ 3,059,000**
					Construction Management @ 20%	**$ 5,099,000**
					Right-of-Way & 20%	**$ 5,099,000**
Total					**Grand Total 2023 Dollars**	**$ 48,946,000**

Planning Level Cost Estimate - Right-of-Way
PROJECT NAME: Sequim ADA Transition Plan
TG PROJECT NUMBER: 1.22289

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes right-of-way acquisition and all associated costs, structural impacts to buildings and parking structures, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.

This planning cost estimate covers only the pedestrian features within the first stage of data collection.

transpogroup

Quantity by Priority

	Low		Medium		High		Very High		
Feature	**1-15 (0-10 hazards)**	**%**	**16-30 (11-20 hazards)**	**%**	**31-45 (21-30 hazards)**	**%**	**46+ (31+ hazards)**	**%**	**Total**
Sidewalks (SY)	17,523	19%	34,635	38%	27,736	31%	10,708	12%	90,602
Driveways (EA)	196	26%	235	31%	293	38%	44	6%	768
Non-compliant vertical discontinuity (EA)	654	30%	707	33%	593	28%	191	9%	2,145
Non-compliant horizontal discontinuity (LF)	14,520	44%	9,675	29%	6,545	20%	2,145	7%	32,885
Fixed Obstacles (EA)	38	7%	93	17%	237	43%	187	34%	555
Moveable Obstacles (EA)	72	29%	107	43%	51	20%	21	8%	251
Protruding Obstacles (EA)	138	35%	156	39%	75	19%	28	7%	397
Curb Ramps (EA)	59	5%	161	14%	493	43%	428	38%	1,141
Pushbuttons (EA)	0	0%	0	0%	59	70%	25	30%	84
Bus Stops (SY)	0	0%	108	34%	205	66%	0	0%	313
Parking (EA)	0	0%	0	0%	0	0%	4	100%	4

Cost by Priority

	Low		Medium		High		Very High		
Feature	**1-15 (0-10 hazards)**	**%**	**16-30 (11-20 hazards)**	**%**	**31-45 (21-30 hazards)**	**%**	**46+ (31+ hazards)**	**%**	**Total**
Sidewalks (SY)	$ 2,540,827	19%	$ 5,022,028	38%	$ 4,021,740	31%	$ 1,552,643	12%	**$ 13,138,000**
Driveways (EA)	$ 568,400	26%	$ 681,500	31%	$ 849,700	38%	$ 127,600	6%	**$ 2,228,000**
Non-compliant vertical discontinuity (EA)	$ 274,056	30%	$ 311,194	34%	$ 247,139	27%	$ 72,194	8%	**$ 905,000**
Non-compliant horizontal discontinuity (LF)	$ 72,600	44%	$ 48,375	29%	$ 32,725	20%	$ 10,725	7%	**$ 165,000**
Fixed Obstacles (EA)	$ 114,000	7%	$ 279,000	17%	$ 711,000	43%	$ 561,000	34%	**$ 1,665,000**
Moveable Obstacles (EA)	$ 14,400	28%	$ 21,400	42%	$ 10,200	20%	$ 4,200	8%	**$ 51,000**
Protruding Obstacles (EA)	$ 69,000	35%	$ 78,000	39%	$ 37,500	19%	$ 14,000	7%	**$ 199,000**
Curb Ramps (EA)	$ 286,620	4%	$ 843,950	13%	$ 2,908,300	44%	$ 2,568,000	39%	**$ 6,607,000**
Pushbuttons (EA)	$ -	0%	$ -	0%	$ 323,600	69%	$ 147,500	31%	**$ 472,000**
Bus Stops (SY)	$ -	0%	$ 15,850	34%	$ 30,250	66%	$ -	0%	**$ 46,000**
Parking (EA)	$ -	0%	$ -	0%	$ -	0%	$ 13,800	99%	**$ 14,000**

	Low 1-15	Medium 16-30	High 31-45	Very High 46+	Total
Total	$ 3,940,000	$ 7,302,000	$ 9,173,000	$ 5,072,000	$ 25,491,000
Contingency @ 20%	**$ 788,000**	**$ 1,461,000**	**$ 1,835,000**	**$ 1,015,000**	**$ 5,099,000**
Design @ 12%	**$ 473,000**	**$ 877,000**	**$ 1,101,000**	**$ 609,000**	**$ 3,059,000**
Mobilization @ 8%	**$ 316,000**	**$ 585,000**	**$ 734,000**	**$ 406,000**	**$ 2,040,000**
TESC + Traffic Control @ 12%	**$ 473,000**	**$ 877,000**	**$ 1,101,000**	**$ 609,000**	**$ 3,059,000**
Const. Management @ 20%	**$ 788,000**	**$ 1,461,000**	**$ 1,835,000**	**$ 1,015,000**	**$ 5,099,000**
Right-of-way @ 20%	**$ 788,000**	**$ 1,461,000**	**$ 1,835,000**	**$ 1,015,000**	**$ 5,099,000**
Grand Total	$ 7,566,000	$ 14,024,000	$ 17,614,000	$ 9,741,000	**$ 48,946,000**

transpogroup

Planning Level Cost Estimate

PROJECT NAME: Sequim ADA Transition Plan
JOB NUMBER: 1.22289.00

NOTE: This cost estimate is planning level in nature. It should be considered preliminary and for planning purposes only. It specifically excludes structural impacts to buildings and parking structures, inflation, and sales tax. Potential items such as retaining walls, earthwork, etc., are assumed to be included in the planning level estimate contingency unless otherwise indicated.
When features require multiple improvements, the cost of the smaller component is included in the larger task. (i.e. detectable warning surface is included with curb ramp reconstruction.)

On-Site Facilities

Item No.	ADA Deficiency	Improvement Type	Quantity	Unit	Unit Price	Total Price
		Sidewalk Improvements				
1	Non-compliant sidewalk (width, condition, slope, etc.)	Reconstruct existing sidewalk/paved shoulder walkway	1,753	SY	$ 145	$ 255,000
					Subtotal	**$ 255,000**
		Maintenance/Miscellaneous				
2	Non-compliant vertical discontinuity (>1/4in - <=1/2in w/out bevel)	Sidewalk grinding (5 LF of sidewalk).	23	EA	$ 250	$ 6,000
3	Non-compliant vertical discontinuity (>1/2in)	Replace two adjacent sidewalk panels (5ft x 5ft panels)	32	EA	$ 806	$ 26,000
4	Non-compliant horizontal discontinuity	Sidewalk crack sealing/grouting (5LF per occurrence)	495	LF	$ 5	$ 3,000
6	Moveable Obstacles	Relocation of obstacles including tree/bush (prunable), message boards, parked cars, etc.	4	EA	$ 200	$ 1,000
					Subtotal	**$ 36,000**
		Curb Ramp Improvements				
8	Missing curb ramps	Install new curb ramp	3	EA	$ 6,000	$ 18,000
9	Non-compliant ramp (running slope, cross slope, ramp width, flare slope, lip, grade break, etc.)	Remove and reconstruct existing ramp	25	EA	$ 6,000	$ 150,000
10	Curb ramps without detectable warning surface (DWS), non-compliant DWS placement, non-compliant DWS depth, or non-compliant DWS Width	Install/replace detectable warning surface	5	EA	$ 1,030	$ 6,000
11	Curb ramp at marked crosswalk does not end within crosswalk.	Rechannelize crosswalk.	0	EA	$ 1,100	$ -
					Subtotal	**$ 174,000**

Staircase Improvements						
12	Non-compliant staircase (riser, tread, slope, etc.)	Replace concrete staircase (per 1ft width of step).	12	LF	$ 100	$1,200
13	Non-compliant handrail or missing handrail (height, diameter, extensions, etc.)	Replace handrail.	25	LF	$ 150	$3,800
14	Non-compliant contrasting strip.	Replace contrasting strip.	0	LF	$ 13	$0
					Subtotal	$ **5,000**

Accessible Parking Improvements						
18	Non-compliant parking stall/parking aisle slope.	Grind surface and/or add asphalt lift.	11	EA	$ 2,000	$22,000
19	Non-compliant accessible parking stall/parking aisle width or pavement marking.	Install parking stall accessible symbol/aisle pavement markings or resize and restripe stall/aisle.	17	EA	$ 200	$3,400
20	Non-compliant sign height or no sign indicating accessible stall.	Install new sign or adjust existing sign.	20	EA	$ 200	$4,000
					Subtotal	$ **30,000**

	Total	$ **500,000**
Contingency @ 20%	$	**100,000**
Design @ 12%	$	**60,000**
Mobilization @ 8%	$	**40,000**
TESC + Traffic Control @ 12%	$	**60,000**
Construction Management @ 20%	$	**100,000**
Right-of-Way & 20%	$	**100,000**
Total	**Grand Total 2023 Dollars**	$ **860,000**

Appendix F: Accessible Pedestrian Signal (APS) Policy

City of Sequim - Policy for Installation of Accessible Pedestrian Signals and Pushbuttons

Intent:

It is the City's intention to be consistent with the most current version of the Public Right of Way Access Guidelines (PROWAG) in the provision of and location of accessible pedestrian signals and pushbuttons (APS) at traffic signals. Further guidance is available in 28 CFR Part 35 and Manual on Uniform Traffic Control Devices (MUTCD) section 4E.08 through 4E.13.

Purpose:

The purpose of this plan is to establish a reasonable and consistent policy for installing APS.

Scope:

1. *Requests*: Requests for APS systems from the public will be responded to in a timely manner and the consideration for installation will be done in accordance with applicable sections of the ADA.

2. *New construction*: New construction of traffic signal projects requires installation of APS and associated accessible features when pedestrian signals are installed.

3. *Alterations:* When the signal controller and software are altered, the pedestrian signal head is replaced, or pedestrian detectors are replaced, the existing pedestrian signals shall be upgraded to APS on poles in accessible locations.

4. *Curb ramp replacement at traffic signals*: Altering or replacing curb ramps does not require installation of APS unless the curb ramp cannot be altered or replaced without the alteration, installation or replacement of any pole to which a pedestrian pushbutton is attached. Then, installation of APS on poles in accessible locations is required.

5. In addition to the above conditions, APS will be installed through fulfillment of the City's obligations to complete its ADA Transition Plan.

Installation of APS is not required, unless otherwise noted, under the following conditions, but is recommended when inclusion in the project scope is possible:

1. *Minor work and routine maintenance at traffic signals:* Projects including but not limited to: emergency repairs, vehicular detection installation and repairs, installation and repair of CCTV or other cameras, vehicular signal head upgrades and repairs, and repair of pedestrian detection do not require installation of APS and associated accessible features.

2. *Signal timing changes:* Updating signal timing including cycle length, splits, offsets, and pedestrian clearance times do not require installation of APS and associated accessible features.

Appendix G: Grievance Procedure

CITY OF SEQUIM

152 W. Cedar Street, Sequim, WA 98382
PH (360) 683-4139 FAX (360) 681-3448

City of Sequim Grievance Procedure
Under the Americans with Disabilities Act
November 2021

This Grievance Procedure is established to meet the Americans with Disabilities Act of 1990 (ADA). This Grievance Procedure may be used by anyone who wished to file a complaint alleging discrimination based on disability with the provisions of services, activities, programs, facilities, or benefits by the City of Sequim. These procedures do not apply to employment-related complaints about disability discrimination, the City's personnel policies and state law will govern. Use of these procedures is not a prerequisite pursuing other remedies, such as filing a complaint with the Department of Justice.

If you believe you have been the subject of unlawful discrimination based on disability, submit a written complaint, or fill out the ADA Grievance Form as soon as possible, but no more than 60 calendar days after the alleged violation. A copy of the ADA Grievance Form can be obtained from the ADA Compliance Team or on the City of Sequim website at www.sequimwa.gov. The Complaint Form or written complaint may be submitted or mailed to the ADA Compliance Team at:

ADA Compliance Team
152 West Cedar Street
Sequim, WA 98382
adacompliance@sequimwa.gov
360-681-6605
Monday – Friday, 7:30 am to 4:00 pm

The written complaint should contain the following information, if applicable:

- Name, address, and contact information of the person alleging discrimination.
- Name and contact information of representative of complainant, if any.
- Description of the service, activity, program, facility, or benefit alleged to be inaccessible.
- Date and location of incident giving rise to this grievance; and
- City department and/or personnel involved.

Alternative means of filing complaints, such as personal interviews or audio/video recordings of the complainant, will be made available for persons with disabilities upon request to the ADA Compliance Team.

The ADA Compliance Team is made up of the following staff members:

- City Manager.
- Human Resources Director.
- City Attorney.
- Public Works Director or designee.
- Additional staff members, as needed.
- City Legal Assistant, will serve as the initial point of contact and will assist the ADA Compliance Team, as needed.

Within 15 calendar days after receipt of the complaint, the City of Sequim's ADA Compliance Team and/or designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days of the meeting, the City's ADA Compliance Team or designee will respond in writing, or where appropriate, in a format accessible to the complainant. The response will explain the position of the City of Sequim and offer options for substantive resolution of the complaint.

If the response by the City's ADA Compliance Team or designee does not satisfactorily resolve the issue. The complainant may seek reconsideration of the decision within 15 calendar days after the response to the City Council. Any request for reconsideration by the City Council should be in writing.

Within 15 days after receipt of the request for reconsideration, the City Council will meet with the complainant to discuss the complaint, the previously issued decision, and possible resolutions. Within 15 calendar days of the meeting, the City Council will respond in writing, or where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received and responses given by the ADA Compliance Team and/or City Manager will be retained by the City of Sequim for at least 6 years.

ADA Compliance Team
152 W. Cedar Street, Sequim, WA 98382
PH (360) 681-6605 adacompliance@sequimwa.gov

GRIEVANCE COMPLAINT FORM

Complainant Contact Information:

_____
Name

_____
Street address/City/State/Zip code

_____
Phone number (work, home, cell, or message phone)

_____
Email address

Representative contact information (if needed):

_____
Name

_____
Street address/City/State/Zip code

_____
Phone number (work, home, cell, or message phone)

_____
Email address

_____
Relationship to aggrieved party

Name of respondent: City of Sequim, Washington

Department or agency (if known): _____

_____

Address/location (if known): _____

Date(s) of incident: _____

I believe the above actions were taken because of my disability. My primary type of disability is:

_____ (e.g., mobility, vision, developmental)

Statement of Complaint- How were you discriminated against? Explain as clearly as possible what happened, who was involved, and where it happened. Include all facts upon which the complaint is based. Attach additional sheets if needed.

_____

_____

_____

_____

_____

_____

_____

_____

Name, position, and department of City employee you have contacted regarding the incident(s).

_____

_____

Witness or other involved – Provide name, address, telephone number, and email address (if available). Attach additional sheets if needed.

_____

_____

_____

_____

In the complainant's view, what would be the best way to resolve this grievance?

_____

_____

_____

_____

I certify under penalty of perjury of law that the information above is true and correct. I understand that all information becomes a matter of public record after the filing of this complaint.

_____ _____

Signature **Date**

_____ _____

Representative signature (if any) **Date**

Appendix H: Maximum Extent Feasible (MEF) Documentation Template

Maximum Extent Feasible (MEF) Template

Project Description

Highway/Building Parameters

- Roadway Classification:
- Design Speed/Posted Speed:
- Design Year ADT:
- Truck Percentage:
- Access Control:
- Building Type:
- Facilities Provided in Building:

Existing Pedestrian Facilities – general description (for new construction projects include a summary of the project pedestrian study)

Pedestrian Design Standards – cover the following subjects

- Discuss the criteria that apply to the pedestrian elements on the project that will be built to the Maximum Extent Feasible
- Include reference(s) to the appropriate PROWAG/ADA section(s) and City Public Works Standards [including revision date]

Alternative(s) analysis - needed for new construction projects only

Proposal – cover the following subjects

- What features will remain that meet guidelines
- What features are being built to guidelines
- What is being built to the maximum extent feasible

Justification

- Discussion of what constraints/challenges there are to meet full design level
- See worksheet

Additional Benefits – new construction projects

Attachments

MEF Template – Public Right-of-Way Alteration Project Example

Project Description

This Alteration project will mill & fill SR "A" (from edge line to edge line) with 0.15' HMA (Class 1/2" PG 64-22) from MP 4.03 to 4.45 and from MP 4.71 to 6.89. This project will overlay the roadway (from edge of pavement to edge of pavement) with 0.20' HMA (Class 1/2" PG 64-22) from MP 4.45 to 4.71. There is no proposed paving on the County Roads.

Highway Parameters

- Roadway Classification: Non-NHS, U-1, Urban Principal Arterial.
- Funding Program: P1 – Paving
- Posted/Design Speed: Mainline - 55/60 mph
- Average Daily Traffic: 25,000 (per Project Definition)
- Truck %: 9% (per Traffic Operations)
- Access Management Classification: Currently classified as Managed Access Class 3. On Master Plan for Modified Limited Access

Existing Pedestrian Facilities

There are five curb ramps and eight sidewalk ramps (from sidewalk to shoulder) located along SR "A" within the paving limits of this project. All five curb ramps and seven of the eight sidewalk ramps do not meet current ADA standards. One sidewalk ramp is located north of the "X" Street intersection (east side – E1, meets guidelines) at the north end of the sidewalk.

There are curb ramps and sidewalk ramps located at the four corners of the "Y" Avenue signalized intersection. Pedestrians can cross this intersection via six curb ramps and four marked crosswalks.

There are curb ramps and sidewalk ramps located at the southwest and northwest corners of the "Z" Way signalized tee intersection. Pedestrians can cross this intersection via three curb ramps and two marked crosswalks. There is one unmarked crossing on SR "A" located at the north side of this intersection. The unmarked crossing meets ADA standards, but the curb ramp located at the west side of the unmarked crossing does not meet ADA standards. This curb ramp is for the marked crosswalk on "Z" Way, is outside of our paving limits, and will not be addressed.

Pedestrian Design Standards

Curb Ramps – Landing, PROWAG 2005 R303.2.1.3

The cross slopes of a curb ramp landing shall be 2% maximum.

This also implies that the gutter slope adjacent to a curb ramp landing shall be 2% maximum.

Proposal

Curb Ramps and Ramps (from sidewalk to shoulder)

North of the "X" Street intersection (west side - W4)

This sidewalk ramp will be upgraded to meet City standards.

"Y" Avenue Intersection

Three of the four proposed curb ramps and all four proposed sidewalk ramps at the "Y" Avenue intersection meet current City standards. Proposed curb ramp "Y" Avenue SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp "Y" Avenue SW2 will maintain its current landing location to accommodate two crosswalks. All curb ramp elements will meet current City standards, except for the proposed gutter slope (4.4%) and landing cross slope (5.0%). These two elements will maintain the existing gutter slope >2%.

"Z" Way Intersection

The two proposed sidewalk ramps at the "Z" Way intersection meet current City standards. Proposed curb ramp "Z" Way SW2, located at the southwest corner, is designed to the maximum extent feasible.

Proposed curb ramp "Z" Way SW2 will maintain its current landing location to minimize the gutter slope and landing cross slope. All curb ramp elements will meet current City standards, except for the proposed gutter slope (7.4%) and landing cross slope (7.9%). These two elements will maintain the existing gutter slope >2%.

Justification

To construct the curb ramps to be 100% compliant would require re-profiling the existing roadway. This type of major reconstruction is not feasible in this type of Alteration project.

To construct the curb ramps while maintaining the existing profile of the roadway would require rebuilding the roadway adjacent to the proposed curb ramps. The rebuilt roadway would not eliminate the transition from the 2% cross slope of the curb ramps as it matches into the steeper cross slopes of the existing crosswalks but would simply move the transition further into the active traveled roadway. The result would be a grade change transition within the driving lane that would be undesirable.

Attachments

Vicinity Map

Spreadsheet

Curb Ramp Geometrics

Plan Sheets

Appendix I: ADA Terminology

ADA Terminology

Accessible Pedestrian Signals. A device that communicates information about pedestrian signal timing in non-visual format such as audible tones, speech messages, and/or vibrating surfaces.

Barrier. Obstacle that prevents movement or access.

Cross Slope. The slope that is perpendicular to the direction of travel (see running slope).

Curb Ramp. A short ramp cutting through a curb or built up to it.

Detectable Warning. A standardized surface feature built in or applied to walking surfaces or other elements to warn of hazards on a circulation path. Also known as "truncated domes".

Fixed Obstacles. Obstacles in pathways that cannot be moved without significant changes to the existing infrastructure.

Grade Break. Location where a pathway's slope changes.

Hazard. Miscellaneous barrier along a pedestrian circulation route.

Maximum Extent Feasible. The situation in which the nature of an existing building or facility makes it virtually impossible to comply fully with accessibility standards.

Moveable Obstacles. Obstacles in pathways that can be moved without significant changes to the existing infrastructure.

Pedestrian Access Route. A continuous and unobstructed path of travel provided for pedestrians with disabilities within or coinciding with a pedestrian circulation path.

Pedestrian Circulation Path. A prepared exterior or interior surface provided for pedestrian travel in the public right-of-way.

Ramp. A walking surface that has a running slope steeper than 1:20.

Running Slope. The slope that is parallel to the direction of travel (see cross slope).

Ramp Flare. Transitions the curb line to the elevation of the street.

Stakeholder. Focused group of the general public with interest in outreach efforts.

Turning Space. Area that provides maneuvering space at the top/bottom of a ramp.

This page intentionally left blank

Appendix B – Level of Traffic Stress Evaluation Matrices

Bicycle Level of Traffic Stress

SHARED ROADWAY W/O TRAFFIC CALMING						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	2	3	4	4
	750-1500	2	2	3	4	4
	1500-3000	2	2	3	4	4
	3000+	2	3	3	4	4
3 lanes	0-3,500	1	2	3	4	4
	3,500-7,000	2	2	3	4	4
	7,000-10,000	2	3	3	4	4
	10,000+	2	3	4	4	4

SHARED ROADWAY W/ TRAFFIC CALMING						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	1	2	3	4
	750-1500	1	1	2	3	4
	1500-3000	1	2	2	3	4
	3000+	2	2	3	3	4
3 lanes	0-3,500	1	2	2	4	4
	3,500-7,000	2	2	3	4	4
	7,000-10,000	2	2	3	4	4
	10,000+	2	3	4	4	4

BIKE LANE/SHOULDER W/O SEPARATION						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	1	2	2	3
	750-1500	1	1	2	3	3
	1500-3000	1	2	2	3	4
	3000+	2	2	2	3	4
3 lanes	0-3,500	1	2	2	3	3
	3,500-7,000	1	2	2	3	4
	7,000-10,000	2	2	2	3	4
	10,000+	2	2	3	3	4

BIKE LANE W/ SEPARATION						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	1	2	2	3
	750-1500	1	1	2	2	3
	1500-3000	1	1	2	3	4
	3000+	2	2	2	3	4
3 lanes	0-3,500	1	1	2	2	3
	3,500-7,000	1	1	2	3	3
	7,000-10,000	2	2	2	3	4
	10,000+	2	2	2	3	4

MULTI-USE PATH (MORE THAN 2 FEET OF SEPARATION)						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
ANY	0-3,500	1	1	1	2	2
	3,500-7,000	1	1	1	2	2
	7,000-10,000	2	2	2	2	2
	10,000+	2	2	2	2	2

Pedestrian Level of Traffic Stress

NO PEDESTRIAN FACILITY						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	1	3	4	4
	750-1500	1	2	3	4	4
	1500-3000	2	2	3	4	4
	3000+	3	3	4	4	4
3 lanes	0-3,500	2	2	3	4	4
	3,500-7,000	4	4	4	4	4
	7,000-10,000	4	4	4	4	4
	10,000+	4	4	4	4	4

SIDEWALK (5-FOOT WIDE W/O BUFFER)						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	1	2	3	4
	750-1500	1	1	2	3	4
	1500-3000	1	2	2	4	4
	3000+	2	2	2	4	4
3 lanes	0-3,500	1	1	2	4	4
	3,500-7,000	2	2	2	4	4
	7,000-10,000	2	2	3	4	4
	10,000+	2	2	3	4	4

SIDEWALK (MORE THAN 6-FOOT WIDE AND/OR WITH BUFFER)						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
2 lanes	0-750	1	1	2	2	3
	750-1500	1	1	2	2	3
	1500-3000	1	1	2	2	3
	3000+	1	2	2	3	3
3 lanes	0-3,500	1	1	2	2	3
	3,500-7,000	1	2	2	3	4
	7,000-10,000	2	2	2	3	4
	10,000+	2	2	2	3	4

MULTI-USE PATH (MORE THAN 2 FEET OF SEPARATION)						
		Speed Limit				
Lanes	ADT	≤20	25	30	35	≥40
ANY	0-3,500	1	1	1	2	2
	3,500-7,000	1	1	1	2	2
	7,000-10,000	2	2	2	2	2
	10,000+	2	2	2	2	2

Appendix C – Detailed 20-Year Project List

Project Information			Project Elements				Growth-Related?			Project Cost	
Map ID	Title and Location	Project Description	Vehicular Operations	Safety	Active Transportation	Complete Streets / Preservation	Vehicle LOS[1]	Active Trans. LOS[2]	Growth Related[3]	2026 Total Project Cost	Priority
Active Transportation											
AT-1	**Fir Street Bike Pedestrian & Bicycle Improvements**	Install the following improvements along Fir St: • Fill missing sidewalk gaps on south side of the roadway bet. Sequim Ave and Brown Rd •Bike lanes bet. 9th Ave and 5th Ave and Sequim Ave and Blake Ave • Upgrade/install ADA curb ramps at non-compliant locations along the corridor (26 locations)		X	X	X		X	Y	**$2,200,000**	**High**
AT-2	**Spruce Street Bicycle Boulevard**	Install the following improvements along Spruce St: • Mini roundabouts at all intersections along Spruce St bet. 4th Ave and Haller Ave (except Sequim Ave) • Sharrow markings and signage (7th Ave to Blake Ave)		X	X	X			N	**$1,550,000**	**High**
AT-3	**South Sequim Complete Streets Improvements - Phase 1**	Install the following improvements along Prairie St: • Bike lanes between 5th Ave and eastern terminus • Sidewalks between 5th Ave and eastern terminus • Mini roundabouts at Prairie/4th, Prairie/3rd, Prairie/2nd, Prairie/Sunnyside • Upgrade/install ADA curb ramps at non-compliant locations along the corridor (20 locations)		X	X	X			N	**$8,460,000**	**High**
AT-4	**South Sequim Complete Streets Improvements - Phase 2**	Install the following improvements within South Sequim : • 7th Ave: fill sidewalk gaps (Washington to Hemlock), protected bike lanes (Washington to McCurdy), ADA curb ramp improvements (Fir to Washington, 12 locations) • 5th Ave: sharrows & signage (Washington to Hemlock) • Bell St: sharrows & signage (5th to Sequim) • Maple St: mini roundabouts (4th, 3rd, 2nd, Sunnyside)		X	X	X		X	Y	**$1,730,000**	**High**
AT-5	**N 3rd Avenue Complete Street**	Install the following improvements along 3rd Ave bet. Fir and Washington: • Fill sidewalk gaps • ADA curb ramp upgrades • Bike lanes • Pedestrian crosswalks at Alder, Spruce, and Cedar • Remove stop-controlled approaches along 3rd and move stop-controlled approached to east-west roadways at Alder and Cedar		X	X	X			N	**$4,400,000**	**High**
AT-6	**W Washington Street Safety Improvements**	Install the following improvements along W Washington St: • Protected bike lanes bet. 9th Ave and 7th Ave • Access management and center medians bet. River Rd and 5th Ave • Roundabout retrofit improvements (sidewalk widening, crosswalk/bike ramp installation) at Washington/River and Washington/9th • Install two-stage turn queue boxes for EB and NB bikes (with curb extensions on the NE and SE corners)	X	X	X	X		X	Y	**$2,980,000**	Medium
AT-7	**E Washington St Multimodal Project**	Install the following improvements along E Washington St: • Install/improve MUP along the north side of the roadway bet. Brown and Simdars (connect with ODT) • Access management and center medians bet. Brown and W Sequim Bay • Pedestrian crossing improvement (HAWK signal or half signal) at Washington/Brown • RRFB improvements at Blake, Rhodefer, and Holiday Inn Express	X	X	X	X		X	Y	**$3,100,000**	**High**

Project Information			Project Elements				Growth-Related?			Project Cost	
Map ID	Title and Location	Project Description	Vehicular Operations	Safety	Active Transportation	Complete Streets / Preservation	Vehicle LOS[1]	Active Trans. LOS[2]	Growth Related[3]	2026 Total Project Cost	Priority
Active Transportation											
AT-8	**W Sequim Bay Road Bicycle & Pedestrian Improvements**	Install the following improvements along W Sequim Bay Rd: • MUP bet. Washington and Keeler • Enhanced crossing at Rhodefer, Washington Harbor, Bell Bottom (RRFB)		X	X	X		X	Y	**$3,200,000**	Medium
AT-9	**Keeler Road Bicycle & Pedestrian Improvements**	Install the following improvements along Keeler Rd: • MUP bet. W Sequim Bay and ODT			X	X			N	**$580,000**	Medium
AT-10	**Whitefeather Way Multi-Use Path**	Install the following improvements along Whitefeather Way: • MUP bet. W Sequim Bay and ODT • Enhanced crossing at ODT and W Sequim Bay Rd (with RRFB)			X	X		X	Y	**$3,690,000**	Low
AT-11	**Priest Road Multi-Use Path**	Install the following improvements along Priest Rd: • MUP bet. north City limits and Washington St			X	X		X	Y	**$1,250,000**	Medium
AT-12	**Old Olympic Highway Bicycle & Pedestrian Improvements**	Install the following improvements along Old Olympic Hwy: • Fill missing sidewalk gaps on both sides of the roadway bet. 5th Ave and Sequim Ave •Bike lanes bet. 5th Ave and Sequim Ave			X	X		X	Y	**$2,930,000**	Low
AT-13	**Sunnyside Avenue Pedestrian & Bicycle Improvements**	Install the following improvements along Sunnyside Ave: •Fill missing sidewalk gaps on both sides of the roadway bet. Fir St and Prairie St •Bike facilities bet. Fir St and Prairie St •Enhanced crossing at Washington St with access management improvements			X	X			N	**$1,190,000**	Medium
AT-14	**Blake Avenue Bicycle & Pedestrian Improvements**	Install the following improvements along Blake Avenue: • Fill missing sidewalk gaps on the east side of the roadway bet. Carrie Blake Park and Washington St			X	X			N	**$910,000**	Medium
AT-15	**River Road Multi-Use Path**	Install the following improvements along River Rd: • MUP along the east side of the roadway bet. Washington and Silberhorn • Enhanced crossing at Grant Rd			X	X		X	Y	**$2,920,000**	Medium
AT-16	**7th Avenue Pedestrian & Bicycle Improvements**	Install the following improvements along 7th Ave: • Bike lanes bet. Happy Valley Rd and Washington St • Ped/Bike crosswalk at McCurdy Rd and Silberhorn Rd			X	X		X	Y	**$370,000**	**High**
AT-17	**3rd Avenue Pedestrian & Bicycle Improvements**	Install the following improvements along 3rd Ave: • Fill missing sidewalk gaps on both sides of the roadway bet. Bell St and Hemlock St • Sharrows and signage bet. Washington St and Bell St •Bike lanes bet. Bell St and Brownfield Rd • MUP on west side of the roadway bet. Brownfield Rd and southern City limits • Ped/Bike crosswalk at Hemlock St, Brownfield Rd, and Norman St (with RRFB)			X	X		X	Y	**$2,670,000**	**High**
AT-18	**Norman Street Bicycle & Pedestrian Improvements**	Install the following improvements along Norman St: • Sidewalks & bike lanes bet. Western terminus and 3rd Ave			X	X			N	**$2,880,000**	Low

Project Information			Project Elements				Growth-Related?			Project Cost	
Map ID	Title and Location	Project Description	Vehicular Operations	Safety	Active Transportation	Complete Streets / Preservation	Vehicle LOS[1]	Active Trans. LOS[2]	Growth Related[3]	2026 Total Project Cost	Priority
Active Transportation											
AT-19	**S Sequim Avenue Multi-Use Path**	Install the following improvements along S Sequim Avenue: • MUP along the west side of the roadway bet. Brownfield and Miller (to be installed as part of planned development)			X	X		X	Y	**N/A**	Medium
AT-20	**E Silberhorn Rd Bicycle Facilities**	Install bike lanes or a multi-use path bet. River Road and S 7th Ave			X	X			N	**$2,130,000**	Low
AT-21	**Carrie Blake Park ODT Realignment**	Realign ODT segment within Carrie Blake Park			X				N	**$110,000**	Low
AT-22	**Brackett Road Sidewalk**	Fill missing sidewalk gaps bet. Priest Rd and 9th St			X				N	**$690,000**	Low
AT-23	**Johnson Creek Crossing Repair**	Repairs to the Railroad Trestle Foot Bridge along the Olympic Discovery Trail			X				N	**$2,010,000**	Medium
AT-24	**Brownfield Road Speed Mitigation**	Install curve warning signs with flashing LED permieters, edge striping, and enhanced signage and reflective markers	X	X					N	**N/A**	Low
Roadway & Intersection											
RW-1	**Prairie Street & Sequim Avenue New Signal**	Install traffic signal at Prairie St & Sequim Ave	X	X			X		Y	**$530,000**	Medium
RW-2	**US-101 Ramps & S Sequim Avenue RAB**	Install RABs at US-101 ramp intersections	X	X			X		Y	**$6,000,000**	Medium
RW-3	**Traffic Signal at Fir & N Sequim Avenue**	Intersection improvements at Fir St & Sequim Ave (Note that the need for this project is to accommodate school-related traffic, which is not captured in the MD peak hour anlaysis in the TMP).	X	X					N	**$400,000**	Medium
RW-4	**Kendall & Hendrickson Improvements**	Install additional pavement, improved sight lines, striping, and signage (potential roundabout)		X	X				N	**$1,500,000**	Medium
RW-5	**US-101 & Simdars Road Intersection Improvements**	Install improvements to the US-101/Simdars Ave Interchange: - Construct US-101 WB On-Ramp and EB Off-Ramp - Install RAB at Washington St/Simdars Ave	X	X					N	**$10,710,000**	**High**
RW-6	**W Washington Street Slip Lane Realignment**	Roadway improvement between River and Priest Rd - realignment of the EB slip lane	X	X					N	**$770,000**	Medium
RW-7	**S 7th Avenue Road Connection**	Complete roadway connection between Silberhorn Rd and Reservoir Rd	X			X		X	Y	**$4,580,000**	Medium
RW-8	**W Norman Street Road Connection**	Complete roadway connection between 7th Avenue and western terminus (west of Edelweiss Dr)	X			X		X	Y	**$1,160,000**	Low
RW-9	**W Brownfield Road Realignment**	Realign Brownfield Road between 3rd Ave and Sequim Ave. Install bike lanes, sidewalk, curb and gutter	X			X		X	Y	**$4,650,000**	Medium
RW-10	**W Maple Street Road Connection**	Complete roadway connection between 5th Avenue and 4th Avenue	X			X			N	**$2,540,000**	Medium
RW-11	**E Washington Street & Brown Road**	Intersection improvements at E Washington St & Brown Rd (potential RAB)	X	X			X		Y	**$1,600,000**	**High**
RW-12	**E Washington Place Road Connection**	Complete roadway connection between Blake Ave & Rhodefer Rd	X			X			N	**$1,360,000**	Low
RW-13	**N 9th Avenue Road Connection**	Complete roadway connection between Fir St & Brackett Ave and Fir St & Hendrickson	X			X			N	**$2,350,000**	Medium

Project Information			Project Elements				Growth-Related?			Project Cost	
Map ID	Title and Location	Project Description	Vehicular Operations	Safety	Active Transportation	Complete Streets / Preservation	Vehicle LOS[1]	Active Trans. LOS[2]	Growth Related[3]	2026 Total Project Cost	Priority
Roadway & Intersection											
RW-14	**W Sequim Bay Rock Revetment Reconstruction**	Reconstruction of the rock revetment supporting W Sequim Bay Rd, near Pitship Bridge.		X		X			N	**$510,000**	Low
RW-15	**US-101/Whitefeather Intersection Improvements**	Safety/operational improvements with US 101/Whitefeather/Palo Alto		X					N	**$6,460,000**	**High**
RW-16	**S 5th Ave Extension (McCurdy to Driveway)**	Construct half-roadway between McCurdy Rd and driveway				X			N	**$160,000**	Low
RW-17	**Port Williams Road Expansion**	Expand roadway and install pedestrian facilities between Sequim Ave and Brown Rd			X	X			N	**$690,000**	Low
RW-18	**Happy Valley to Simdars Road Frontage Road Connection**	Install connection between Simdars Rd and Happy Valley Rd	X		X			X	Y	**$5,600,000**	Medium

Notes:

[1] Projects marked in this column indicate those needed ro address locations that do not meet vehicular LOS standards under future (2045) conditions.

[2] Projects marked in this column indicate those needed ro address locations that do not meet pedestrian or bicycle LOS standards under future (2045) conditions.

[3] Projects needed to meet future LOS standards. (Y = Yes, N = No)

Cost Totals	
Active Transportation	**$51,950,000**
Roadway & Intersection	**$22,800,000**
WSDOT Projects	**$28,770,000**
Total	**$103,520,000**
Growth-Related Projects	**$51,160,000**

Appendix D – Project List Prioritization Matrix

		COLLISION CRITERIA						LOCATION CRITERIA					EQUITY CRITERIA									GROWTH RELATED			PROJECT READINESS					
		Fatal/Severe Injury Collision History		Risk Factors Addressed				Proximity to					Social Vulnerability Index of Adj. Census Tracts			Income Level of Adj. Census Tracts			Zero Car Households in Adj. Census Tracts			Deficiencies		New Road Connection	Stage of Development					
Map ID	Intersection/Corridor Project	Fatal	Severe Injury	Ped/Bike Crashes	Angle Crashes	Rear End Crashes	Speed Crashes	Schools	Parks	ODT	Civic Facilities	Medical Facilities	High	Medium	Low	<$50k	$50k-$100k	>$100k	>20%	5%-20%	0%-5%	LOS (F or F)[1]	LTS (3 or 4)[2]		Planned in TIP or RTIP	Design	Total	2026 Cost	Project Type	Jurisdiction
Map ID	Weighting Factors:	3	2	2	1	1	1	3	2	2	1	1	3	1	0	3	1	0	3	1	0	4	4	2	2	4	max = 40			
AT-1	Fir Street Pedestrian & Bicycle Improvements			X	X			X	X	X	X		X			X				X			X			X	26 /40	$2,200,000	Active Transportation	City
AT-4	South Sequim Complete Streets Improvements - Phase 2	X		X	X				X				X			X			X				X				21 /40	$1,730,000	Active Transportation	City
AT-5	N 3rd Avenue Complete Street			X	X			X	X		X		X			X				X						X	20 /40	$4,400,000	Active Transportation	City
RW-5	US-101 & Simdars Road Intersection Improvements	X	X		X	X				X			X			X				X						X	20 /40	$10,710,000	Roadway & Intersection	WSDOT
AT-3	South Sequim Complete Streets Improvements - Phase 1		X	X	X	X			X				X			X			X						X		19 /40	$8,460,000	Active Transportation	City
AT-7	E Washington St Multimodal Project			X	X	X				X			X			X				X			X		X		19 /40	$3,100,000	Active Transportation	City
AT-16	7th Avenue Pedestrian & Bicycle Improvements			X	X	X				X			X			X			X				X				19 /40	$370,000	Active Transportation	City
AT-17	3rd Avenue Pedestrian & Bicycle Improvements		X	X	X						X		X			X			X				X				19 /40	$2,670,000	Active Transportation	City
AT-2	Spruce Street Bicycle Boulevard		X	X	X			X	X		X		X			X				X							18 /40	$1,550,000	Active Transportation	City
RW-15	US-101/Whitefeather Intersection Improvements	X	X		X		X		X	X				X			X			X						X	18 /40	$6,460,000	Roadway & Intersection	WSDOT
RW-11	E Washington Street & Brown Road				X	X							X			X			X			X					15 /40	$1,600,000	Roadway & Intersection	City
AT-6	W Washington Street Safety Improvements		X	X	X	X								X		X				X			X				15 /40	$2,980,000	Active Transportation	City
RW-2	US-101 Ramps & S Sequim Avenue RAB					X	X						X			X			X			X					15 /40	$6,000,000	Roadway & Intersection	WSDOT
AT-13	Sunnyside Avenue Bicycle & Pedestrian Improvements			X					X	X	X		X			X				X							14 /40	$1,190,000	Active Transportation	City
RW-1	Prairie Street & Sequim Avenue New Signal				X								X			X			X			X					14 /40	$530,000	Roadway & Intersection	City
RW-3	Traffic Signal at Fir & N Sequim Avenue				X			X		X	X		X			X				X							14 /40	$400,000	Roadway & Intersection	City
AT-11	Priest Road Multi-Use Path			X						X				X		X				X			X				13 /40	$1,250,000	Active Transportation	City
AT-14	Blake Avenue Bicycle & Pedestrian Improvements			X					X	X			X			X				X							13 /40	$910,000	Active Transportation	City
AT-15	River Road Multi-Use Path			X					X					X		X				X			X				13 /40	$2,920,000	Active Transportation	City
AT-8	W Sequim Bay Road Bicycle & Pedestrian Improvements			X						X				X			X			X			X		X		13 /40	$3,200,000	Active Transportation	City
RW-18	Happy Valley to Simdars Road Frontage Road Connection			X					X	X				X			X			X			X				13 /40	$5,600,000	Roadway & Intersection	WSDOT
RW-10	W Maple Street Road Connection			X												X			X					X	X		12 /40	$2,540,000	Roadway & Intersection	City
RW-8	W Norman Street Road Connection			X										X			X			X			X	X			11 /40	$1,160,000	Roadway & Intersection	City
AT-10	Whitefeather Way Multi-Use Path			X						X				X			X			X			X				11 /40	$3,690,000	Active Transportation	City
AT-9	Keeler Road Bicycle & Pedestrian Improvements			X						X				X			X			X						X	11 /40	$580,000	Active Transportation	City
RW-13	N 9th Avenue Road Connection			X						X				X		X				X				X			11 /40	$2,350,000	Roadway & Intersection	City
RW-6	W Washington Street Slip Lane Realignment				X	X								X		X				X			X				11 /40	$770,000	Roadway & Intersection	City
RW-7	S 7th Avenue Road Connection			X										X			X			X			X	X			11 /40	$4,580,000	Roadway & Intersection	City
RW-9	W Brownfield Road Realignment			X										X			X			X			X		X		11 /40	$4,650,000	Roadway & Intersection	City
RW-4	Kendall & Hendrickson Improvements			X	X					X				X		X				X							10 /40	$1,500,000	Roadway & Intersection	City
AT-19	S Sequim Avenue Multi-Use Path			X										X			X			X			X				9 /40	N/A	Active Transportation	City
AT-23	Johnson Creek Crossing Repair									X				X			X			X						X	9 /40	$2,010,000	Active Transportation	City
RW-12	E Washington Place Road Connection								X	X				X			X				X			X			8 /40	$1,360,000	Roadway & Intersection	City
AT-21	Carrie Blake Park ODT Realignment			X					X	X					X		X				X						7 /40	$110,000	Active Transportation	City
AT-22	Brackett Road Sidewalk			X										X		X				X							7 /40	$690,000	Active Transportation	City
RW-16	S 5th Ave Extension (McCurdy to Driveway)								X					X			X			X					X		7 /40	$160,000	Roadway & Intersection	City
AT-12	Old Olympic Highway Bicycle & Pedestrian Improvements			X																			X				6 /40	$2,930,000	Active Transportation	City
AT-20	E Silberhorn Rd Bicycle Facilities			X	X									X			X			X							6 /40	$2,130,000	Active Transportation	City
AT-18	Norman Street Bicycle & Pedestrian Improvements			X										X			X			X							5 /40	$2,880,000	Active Transportation	City
RW-14	W Sequim Bay Rock Revetment Reconstruction													X			X			X					X		5 /40	$510,000	Roadway & Intersection	City
AT-24	Brownfield Road Speed Mitigation						X							X			X			X							4 /40	N/A	Active Transportation	City
RW-17	Port Williams Road Expansion				X	X								X			X				X						4 /40	$690,000	Roadway & Intersection	City

Notes:

[1] Identifies projects needed to address the City's vehicular LOS standards (LOS F or better for Washington Street between 5th Ave and Brown Rd; LOS E or better for all other segments of Washington St; and LOS D or better for all other roadways.)

[2] Identifies projects needed to address the City's active transportation LOS standards (LTS 1 or better along the Olympic Discovery Trail; LTS 2 or better for all otehr orads identifies in the Bicycle or Pedestrian System Plans.)

Appendix E – Detailed Transportation Action Plan Strategies

Implementation Action	Implementation Strategies	Likely Lead(s) & Partners(s)	Timeline
1. Evaluate/develop a comprehensive funding strategy to implement the transportation priorities and capital projects identified in the TMP	This effort would include assessing existing revenue streams and identifying new or enhanced mechanisms to close funding gaps, such as: • Updating the Transportation Impact Fee (TIF) program to ensure new development contributes proportionally to system improvements needed to serve growth. • Evaluating options to increase the existing Transportation Benefit District (TBD) revenue authority. • Exploring a voter-approved street levy or levy lid lift to fund preservation and safety improvements. • Considering councilmanic bonds or other debt financing tools to accelerate delivery of high-priority capital projects. • Identifying state and federal grant opportunities and positioning priority projects for competitive funding programs.	Public Works	Short-Term
2. Review/revise concurrency regulations, municipal code, and associated ordinances to ensure consistency with multimodal Level of Service (LOS) standards.	This effort would ensure regulatory consistency and defensibility while supporting the Comprehensive Plan's multimodal transportation policies and would include: • Aligning concurrency thresholds and evaluation methodologies with MMLOS metrics rather than solely vehicular LOS. • Clarifying how pedestrian, bicycle, and transit performance are incorporated into development review. • Updating compliance pathways and mitigation requirements to reflect multimodal system objectives.	Public Works & Community Development	Short-Term
3. Review/update roadway design standards to better align with Level of Traffic Stress (LTS) considerations.	This effort would result in a cohesive set of standards that better implements the City's adopted transportation vision by: • Incorporating context-sensitive design approaches that reflect surrounding land use and modal priorities. • Updating cross-section standards to support multimodal access, safety, and comfort. • Integrating LTS criteria into facility selection and design guidance. • Identify and update design requirements that may conflict with safety or livability goals.	Public Works	Medium-Term

Implementation Action	Implementation Strategies	Likely Lead(s) & Partners(s)	Timeline
4. Review/update the development review process to align with Comprehensive Plan policies, land use plan, and updated MMLOS standards	This effort would help streamline development review while ensuring new construction supports adopted transportation goals by: • Preparing or updating Traffic Study Guidelines to reflect multimodal analysis requirements. • Clarifying study thresholds, methodology expectations, and mitigation frameworks. • Ensuring consistency between transportation impact analysis and updated state regulations. • Improving predictability and transparency for applicants while maintaining technical compliance.	Public Works & Community Development	Medium-Term
5. Update the 6-Year Transportation Improvement Program (TIP) development process to incorporate policy-driven prioritization metrics consistent with the TMP.	This effort would strengthen the linkage between long-range planning and capital programming while enhancing accountability and strategic investment. Strategies could include: • Establishing a scoring framework tied to safety, equity, multimodal access, system preservation, congestion management, and economic development. • Aligning project selection with MMLOS and Comprehensive Plan performance measures. • Increasing transparency in how projects move from planning to programming. • Creating a repeatable, defensible prioritization methodology to support Council decision-making.	Public Works	Short-Term

Public Participation

1. INTRODUCTION

Public participation has been a foundational component of the City of Sequim's 2025 Comprehensive Plan Periodic Update. Consistent with RCW 36.70A.140, the City conducted early and continuous public participation throughout development of the Comprehensive Plan and associated development regulations. The City's engagement program was designed to provide multiple opportunities for residents, businesses, community organizations, partner agencies, property owners, and other interested parties to learn about the update, provide feedback, and participate in shaping the community's vision for the next twenty years.

Public engagement occurred between 2024 and 2026 through workshops, community events, online surveys, stakeholder interviews, Planning Commission meetings, City Council workshops, newsletters, presentations to community organizations, and an online project website. Public comments received throughout the process informed development of the Comprehensive Plan policies, Future Land Use Map, housing strategies, development regulations, and implementation actions.

2. PUBLIC PARTICIPATION PROGRAM

The City of Sequim used a variety of public participation methods during the 2025 Comprehensive Plan Periodic Update to provide opportunities for residents, businesses, community organizations, partner agencies, and other interested parties to engage throughout the planning process.

Project Website. The Sequimagine project website served as the primary information hub for the Comprehensive Plan update. The website provided access to draft chapters, meeting materials, workshop presentations, survey information, schedules, public notices, and opportunities to submit comments.

Online Open House. An online open house was conducted during the public review period for the draft Comprehensive Plan and development regulations. The online format allowed community members to review materials and provide comments remotely and at their convenience.

Community Survey. Online surveys were used to gather broad community input regarding the City's vision, growth priorities, housing needs, transportation issues, and community character. Surveys provided an accessible opportunity for participation by individuals who were unable to attend meetings in person.

Planning Scenario Workshops. A series of community workshops early in the process was held to discuss the City's vision statement, planning goals, growth alternatives, and future land use scenarios. These workshops allowed participants to interact directly with planning staff and consultants while evaluating potential approaches for accommodating future growth.

Transportation Open House. A dedicated transportation open house was conducted to present transportation priorities, mobility challenges, and potential improvements. The event included opportunities for attendees to discuss transportation issues with staff and the City's transportation consultant.

Farmers Market Outreach. Planning staff conducted outreach at the Sequim Farmers Market to engage residents in an informal setting and reach individuals who may not typically participate in public meetings. Market outreach provided opportunities for one-on-one conversations and distribution of project information.

Stakeholder Interviews. Targeted stakeholder interviews were conducted with representatives from community organizations, housing providers, business groups, public agencies, and other partner organizations. These interviews helped identify community needs, implementation challenges, and opportunities related to housing, economic development, infrastructure, and development regulations

Housing Focus Group. The City convened a focused discussion with housing professionals and development representatives to obtain technical feedback regarding the feasibility of different housing types, affordability considerations, and barriers to housing production.

Advisory Board and Commission Engagement. Draft Comprehensive Plan chapters were presented to the Planning Commission, Parks, Arbor and Recreation Board, and Sequim Arts Commission for review and discussion. These meetings provided subject-matter feedback related to parks, open space, urban forestry, community character, transportation, housing, and other plan elements.

City Council and Planning Commission Joint Workshops. City Council joint workshops with the Planning Commission were conducted to review housing and land use analyses that informed policy and development regulation updates. These meetings provided opportunities for public observation and comment while informing policy direction.

Community Organization Presentations. Staff presented project information to community organizations including the Clallam Economic Development Council, Sequim-Dungeness Valley Chamber of Commerce, the League of Women Voters, and other public forums. These presentations helped expand awareness of the update process and encouraged additional participation.

City Newsletters, Email Notifications, and Public Notices. Project updates were distributed through City newsletters, email notification lists, website postings, and legally required public notices. These communication methods informed the public of upcoming meetings, workshops, draft document releases, public hearings, and opportunities to submit comments.

Public Hearings and Written Comments. Formal public hearings before the Planning Commission and City Council provided opportunities for oral testimony and written comments on the draft Comprehensive Plan and associated development regulations. Comments received during the public review process were considered as part of the City's evaluation and refinement of the proposed plan.

Together, these participation methods created multiple avenues for engagement throughout the Comprehensive Plan update and helped ensure that community input informed the development of the City's vision, policies, future land use decisions, housing strategies, and implementation actions.

3. SUMMARY OF PUBLIC INPUT

Community members participated in workshops, surveys, stakeholder interviews, focus groups, online open house and public hearings throughout the planning process. Collectively, these engagement efforts provided valuable insight into community priorities and helped inform preparation of the Comprehensive Plan.

Several common themes emerged consistently throughout the public participation process:

*Preserving Community Character***.** Participants expressed a strong desire to maintain Sequim's unique identity, small-town character, and sense of place while planning for future growth. Community members emphasized preserving established neighborhoods, scenic qualities, cultural resources, and the City's welcoming atmosphere as Sequim continues to evolve.

Housing Opportunities. Housing availability and affordability were recurring topics throughout the planning process. Participants identified a need for a greater variety of housing types to meet the needs of residents at different stages of life and income levels while recognizing the importance of compatible neighborhood design and infrastructure planning.

Transportation and Mobility. Community members emphasized improving transportation safety and connectivity for all users. Comments addressed roadway improvements, pedestrian and bicycle facilities, accessibility, traffic operations, and maintaining a transportation system that supports anticipated population and employment growth.

Parks, Recreation, and Natural Resources. Participants consistently identified parks, trails, open spaces, urban forestry, and protection of environmental resources as defining features of the community. Public input supported continued investment in recreational opportunities while protecting environmentally sensitive areas and enhancing community resilience.

Economic Vitality. Residents, business owners, and stakeholders emphasized supporting local businesses, expanding employment opportunities, and maintaining a vibrant commercial environment that contributes to the City's long-term economic health. Public discussion also recognized the relationship between housing availability, workforce needs, and economic development.

Infrastructure and Public Services. Participants expressed the importance of ensuring that public facilities, utilities, transportation infrastructure, and community services keep pace with future growth. Comments supported thoughtful planning and coordinated investment to maintain community quality of life.

The Planning Commission and City Council also provided extensive policy direction through numerous public meetings and workshops during development of the Comprehensive Plan. Public comments received throughout the planning process were considered alongside technical analyses, state Growth Management Act requirements, countywide planning policies, and agency coordination in preparing the final Comprehensive Plan.

4. PUBLIC PARTICIPATION TIMELINE

The Planning Commission served as the primary advisory body throughout preparation of the Comprehensive Plan. Between 2024 and 2026, the Commission reviewed individual plan chapters, supporting technical analyses, development regulations, and the Future Land Use Map during publicly noticed meetings. This chapter-by-chapter review allowed policies to evolve over time and provided multiple opportunities for public comment before release of the complete draft Comprehensive Plan.

Public participation occurred alongside preparation of numerous technical studies that informed policy development, including the Housing Needs Assessment, Land Capacity Analysis, Housing Adequate Provisions, Housing and Economic Market Analysis, Capital Facilities Plan, Transportation Master Plan, and other supporting analyses. These studies provided a factual basis for discussions and helped evaluate options throughout the planning process.

The Comprehensive Plan periodic update was conducted over approximately two years through a series of coordinated engagement activities designed to build upon one another. Early outreach focused on understanding community values, opportunities, and challenges. The following timeline summarizes the major milestones and public participation activities completed during the update process.

Phase 1 2024 Project Initiation and Community Visioning	
March 2024	2025 Comprehensive Plan Periodic Update initiated.
March 5-6	Stakeholder Interviews: Consultant SCJ Alliance conducted in-person and video interviews with ~25 local stakeholders (community organizations, nonprofits, public agencies, business groups), to gather early input on priorities, issues, and ideas for the Comprehensive Plan.
April	Comprehensive Plan Update website launched
June	Public Participation Plan Developed
June 11	Vision Studio and Evening Session: informal studio session with consultant to review the existing vision and gather feedback; evening presentation and workshop focused on refining community vision and planning goals.
June 12	Land Use and Transportation Open House: full-day studio session with consultant and transportation consultant; evening presentation and transportation open house to discuss transportation priorities and recommendations.
June 13	Planning Scenarios Workshop: daytime studio session with consultant focused on refining planning scenarios and alternatives; evening scenario workshop discussed thematic approaches to achieve the vision.
July 13	Farmers Market Outreach
Aug 10	Farmers Market Outreach

July-Sept	Website Online Survey
September 17	Future Land Use Alternates Workshop at Guy Cole Community Center: Session with consultant held concurrent with Planning Commission to consider different scenarios to address planned growth.
September 18	Middle Housing Focus Group: consultant convened a focus group of housing professionals and facilitated discussion.
December 2	Planning Commission discussed draft Vision Statement
Phase 2 2025 Technical Analysis and Policy Development	
February 24	City Council Retreat: Comprehensive Plan Update Overview
March 18	Planning Commission: Comprehensive Plan Update Overview
April 14	City Council: Resolution Public Participation Plan
April 15	Planning Commission: Preliminary Land Use Policies and Introduction
May 6	Planning Commission: Future Land Use Map Review and Discussion
May 8	Clallam County Attainable Workforce Housing Summit Panelist
May 19	Parks, Arbor and Recreation Board: Draft Chapter 7 Parks and Open Space
May 20	Planning Commission: Chapter 1 Introduction + Vision
June 3	Planning Commission: Chapter 3 Community Character
June 16	Parks, Arbor and Recreation Board: Chapter 9 Natural Environment Urban Forestry
June 17	Planning Commission: Chapter 9 Natural Environment
June 23	Sequim Arts Commission: Chapter 3 Community Character
July 15	Planning Commission: Chapter 5 Transportation
July 21	Parks, Arbor and Recreation Board: Chapter 7 Parks and Open Space
July 24-25	Stakeholder Interviews: Leland Consulting Group conducted in-person interviews with local stakeholders to inform a Housing and Economic Market Analysis.
July 24	Joint City Council and Planning Commission Workshop: Leland Consulting Group facilitated joint workshop to inform Housing and Economic Market Analysis.
July 28	Sequim Arts Commission: Chapter 3 Community Character
August 5	Planning Commission: Chapter 7 Parks and Open Space
August 26	Planning Commission: Chapter 10 Climate and Resiliency
September 2	Planning Commission: Chapter 6 Capital Facilities and Utilities
September 16	Planning Commission: Site Specific Redesignations Requests to Future Land Use Map by property owners
September 30	Clallam County EDC Forum Panelist: Where is the Housing Market Headed?
October	Comprehensive Plan Update featured in City Newsletter
October 7	Planning Commission: Future Land Use Map designations and staff recommendations
October 21	Planning Commission: Chapter 2 Land Use
November	City Council/Planning Commission Joint Session featured in City Newsletter
November 17	Joint City Council and Planning Commission Workshop: Leland Consulting Group presented in joint workshop results of the Housing and Economic Market Analysis.
November 18	Planning Commission: Chapter 3 Housing
December 2	Planning Commission: Housing Appendix A: Housing Needs Assessment, Adequate Provisions, Land Capacity Analysis, and Racially Disparate Impacts Analysis
December 10	Guest Speaker at Clallam EDC Coffee with Colleen
December 16	Planning Commission: Chapter 8 Economic Development

December 16 & 19	Affordable Housing Providers Stakeholder Interviews: Leland Consulting Group conducted online interviews/discussion with local affordable housing providers.
December 31	Planning Commission Redlined Draft Comprehensive Plan policy document posted on website
Phase 3 Development Regulations and Future Land Use Map January-July 2026	
January 2	Public Release of Draft Title 17 Land Divisions Ordinance
January 6	Planning Commission: Draft Title 17
January 12	City Council: Comprehensive Plan Status Update
January 20	Planning Commission: Draft Title 17
January 22	Developers Forum: Draft Title 17
January 23	Public Release of Chapter 18.21 Supplemental Housing Requirements
February	Proposed Updates to Development Regulations featured in City Newsletter
February 3	Planning Commission: Draft Chapter 18.21
February 9	City Council Workshop: Draft Future Land Use Map and Land Use Designations Overview
February 17	Planning Commission: Public Hearing on Draft Title 17 and Chapter 18.21
February 23	City Council: Draft Title 17 and Chapter 18.21 First Touch
March 3	Planning Commission: Draft Future Land Use Map Overview
March 19	Developers Forum: Draft Title 18 Zoning - Residential District overview
March 23	City Council: Public Hearing on Draft Title 17 and Chapter 18.21
March 24	Guest Speaker at Sequim-Dungeness Valley Greater Chamber of Commerce
April	Comprehensive Plan update and new video featured in City Newsletter
April 7	Planning Commission: Draft Title 18 Zoning - Residential District overview
April 17	Guest Speaker at League of Women Voters
April 21	Planning Commission: Draft Title 18 Zoning - Non-Residential Zoning Districts (Commercial, Business and Employment zones)
May 5	Planning Commission: Draft Title 18 Zoning – Site Plans, Design Review, Off-Street Parking and Landscaping
May 19	Planning Commission: Draft Title 18 Zoning – Essential Public Facilities, Day Care Facilities, Home Occupations, Conditional Uses and Temporary Uses
June 2	Planning Commission: Draft Title 18 Zoning – Nonconforming, Signs, Wireless Communication Facilities, Accessory Dwelling Units/Transitory Accommodations, Mobile Food Vendors, Annexations, Variances
June 16	Planning Commission: Future Land Use and Zoning Map – Site Specific, Rereview Chapter 5 Transportation (with consultant comments)
Phase 4 Draft Plan Review and Adoption July-September 2026*	
July	Public Release of Draft Comprehensive Plan package featured in City's Newsletter
July 13	Public Release Draft Comprehensive Plan, Draft Future Land Use Map, Draft Development Regulations and DSEIS
July 13- Aug 13	Online Open House
July 21	Drop-In Community Open House 4:30-5:30
July 21	Planning Commission: Capital Facilities Plan overview
August 4	Drop-In Community Open House 4:30-5:30
August 4	Planning Commission Meeting: Title 18 overview
August 10	City Council: Comprehensive Plan and Development Regulations overview
August 13	End of statutory 30-day SEIS comment period; end of online open house
August 13	Developers Forum – Draft Title 18, Draft Zoning Map
August 18	Planning Commission: Final review

September 1	Planning Commission Public Hearing
October 6	Planning Commission Continued Public Hearing; Recommended to City Council
October 26	City Council: Overview of PC Recommended 2025 Comprehensive Plan + Development Regulations, FSEIS
November 9	City Council Public Hearing
November 23	Deliberations and Ordinance Adoption

***** *The activities listed as Phase 4 are scheduled as of publication of the Planning Commission Recommended Comprehensive Plan (October 2026). The final adopted Comprehensive Plan will document the actual public review and adoption activities and dates for Phase 4.*

The 2025 Comprehensive Plan and Development Regulations Periodic Update reflects an extensive collaborative planning effort involving residents, community organizations, partner agencies, advisory boards, the Planning Commission, and the City Council. Public participation occurred throughout each phase of the update and, together with technical analysis, state Growth Management Act requirements, regional planning policies, and agency coordination, informed development of the Comprehensive Plan.

5. PUBLIC PARTICIPATION PLAN

The City adopted a Public Participation Plan at the outset of the 2025 Comprehensive Plan Periodic Update to guide community engagement throughout the planning process. The plan established the overall outreach strategy, identified opportunities for public participation, outlined communication methods, and provided a framework for achieving early and continuous public involvement consistent with the Washington State Growth Management Act. While the outreach program evolved throughout the update to respond to emerging planning topics and additional engagement opportunities, the Public Participation Plan served as the foundation for the City's comprehensive public engagement efforts.

Attachments: Public Participation Plan
A-1: July 2024 Comprehensive Plan PPP
A-2: Resolution 2025-011 PPP for Comprehensive Plan
A-3: Resolution 2025-026 PPP for Development Regulations

6. SUPPORTING PUBLIC PARTICIPATION DOCUMENTS

The following documents were prepared during the 2025 Comprehensive Plan Periodic Update and are incorporated by reference as part of the administrative record supporting this appendix. These materials document the public outreach activities, comments received, and supporting analyses that informed preparation of the Comprehensive Plan. The documents, as well as the agenda packets, minutes and videos of Planning Commission and City Council meetings, are maintained by the City of Sequim as part of the official legislative record and are available through the City's Comprehensive Plan project webpage and public records.

B-1 March 2024 Stakeholder Interviews Summary
B-2 June 2024 Outreach Summary
B-3 July-Sept. 2024 Online Survey Summary
B-4 September 2024 Scenarios Workshop Summary
B-4 September 2024 Scenarios Workshop Presentation

B-5 September 2024 Middle Housing Focus Group Summary
B-6 October 2025 Housing and Economic Analysis – Appendix A Stakeholder Engagement
B-7 Coffee with Colleen Presentation, Dec. 2025
B-8 Chamber of Commerce Presentation, March 2026
B-9 League of Women Voters Presentation, April 2026

See Public Participation Timeline for dates of Planning Commission and City Council meetings.



Comprehensive Plan Update

Public Participation Plan

Sequim, WA

March 2024

SCJ ALLIANCE
CONSULTING SERVICES

Table of Contents

Introduction 2
Public Participation Plan Objectives 2
Public Participation Approach 3
Communication Channels 3
Participation Inclusivity and Potential Barriers 3
Engagement Activities 5
1. Project Website 5
2. Social Media 5
3. Orientation Interviews 6
4. Survey 6
5. Public Workshops & Studios 6
Comprehensive Plan Coordination 8
Planning Commission 8
Interdepartmental and Interagency Coordination 9
Final Plan Presentation 9
Conclusion 9

Introduction

Sequim is updating its Comprehensive Plan in accordance with the Washington State Growth Management Act (GMA). The City is also updating its transportation plan, evaluating its economic development strategy, preparing a housing action plan and a climate action plan, and creating a unified development code. This entire suite of planning activities is partially funded by grants from the Department of Commerce, matched by local resources. This document refers to the entire scope of this effort as the comprehensive plan update.

Sequim is a "fully planning jurisdiction" and is required to evaluate the Comprehensive Plan and development regulations against updates in the GMA, case law, and forecast changes in land use and population growth (RCW 36.70A.130).

The Sequim Comprehensive Plan guides City decisions on land use, zoning regulations, subdivisions, hazard regulations, annexations, development review, and other community development decisions, including grants and large capital investments. The plan is a framework to accomplish community aspirations and intentions. It states goals and objectives, and it recommends courses of action for future growth and development, public facilities and services, and environmental protection.

Public engagement is a key component of this update effort. This Public Participation Plan (PPP) is intended to guide community engagement efforts throughout the process to ensure early and continuous involvement in decision-making. the City will encourage participation over the course of this entire project.

Public Participation Plan Objectives

This document outlines the public participation opportunities for the Sequim Comprehensive Plan update, including engagement methods, timeline, and implementation strategies. This is a working document and may be updated over time to reflect the community's needs.

The objectives for this Public Participation Plan are:

- **Inform residents of the Comprehensive Plan update**, the process, and outcomes, using outreach methods to alert residents and property owners of the variety of participation opportunities.
- **Conduct collaborative events** which use conversation to exchange ideas and information, giving participants more ownership in the outcomes and producing more effective planning documents.
- Include a **range of perspectives**, engaging residents in unique ways to reach a broader audience and understand their goals, needs, and desires.
- Provide **access to engagement opportunities**, events, and participation for all residents within Sequim, including disadvantaged groups and individuals and those who have historically been left out of community planning processes.
- Be transparent and **openly reflect a variety of viewpoints** within the community and the City's process for the development and implementation of the Comprehensive Plan.

Public Participation Approach

Communication Channels

This process must make information available to allow any interested person to review materials and participate. Throughout the Comprehensive Plan update process, the City will maintain several channels to notify the public and other participants of relevant meetings and events. Regular opportunities for education and notification include:

- Project website: sequimagine.org
- City website
- Social media posts
- Press releases
- Mailers and other City communications (flyers, notice boards, etc.)
- Sequim Gazette advertising
- Email lists

Participation Inclusivity and Potential Barriers

The channels by which we communicate and the events we hold should incorporate an inclusive engagement approach. The table below identifies the engagement options for this plan, including the potential barriers of each, and the methods to achieve inclusivity.

Engagement Method	Potential Barriers	Inclusivity Method
Project Website *A central location for status updates, draft documents, meeting schedules and related information, official notices, and feedback/comment portal*	♦ Getting visitors to the website ♦ Reaching ESL residents ♦ Reaching residents with limited internet services ♦ Uploading materials in a timely manner	♦ Ensure ease of access through virtual outreach on social media and email correspondence directing public to website ♦ Provide materials in a variety of languages as needed ♦ Make materials available in advance available on the website ♦ Keep participants informed of results/progress ♦ Display information in multiple formats (images, charts, graphs, videos, etc.) ♦ Partner with the library to connect those without internet to resources
Social Media *Sharing of public events, surveys, and other opportunities to participate*	♦ Posting and noticing in a timely manner ♦ Creating postings that appeal to a wide audience ♦ Reaching ESL residents	♦ Provide materials in a variety of languages as needed ♦ Provide links to surveys and other web-based platforms provided

Engagement Method	Potential Barriers	Inclusivity Method
	♦ Reaching residents with limited internet services ♦ Moderating responses.	
Printed Materials *Printed materials describing the update process, including:* ♦ **Sequim Gazette** ♦ **Mailers**	♦ Reaching ESL residents ♦ Potential for low participation	♦ Provide materials in a variety of languages as needed ♦ Identify a variety of outlets with relevant contact information for notification and distribution of materials (newspapers, neighborhoods, churches, and other community-oriented organizations/groups) ♦ Include website link and QR code for easy access
Public Meetings, Open Houses, and Presentations *Sharing of information, process updates, results, small-group conversations, interactive exercises,*	♦ Identifying appropriate events to reach a variety of community members ♦ Reaching ESL residents ♦ Childcare availability ♦ Potential for low participation ♦ High level of coordination/ communication required ♦ Inclement weather ♦ Proper safety measures to reduce the risk of COVID exposure.	♦ Work with City departments to identify appropriate events to reach a diverse audience ♦ Designate 1-2 point people for coordination/communication to ensure clarity and efficiency ♦ Provide options for non-English-speaking participants and ensure ADA accessibility ♦ Incentivize participation with food and/or childcare ♦ Include opportunities for both virtual and in-person participation; host "hybrid" public meetings –in-person meetings with a virtual participation option ♦ Tailor events to various size audiences
Community Workshops and Open Houses *Public events may be held at any location open and accessible to the public, including but not limited to neighborhoods, schools, community door to door, or other gathering places*	♦ Reaching ESL residents ♦ Potential for low participation ♦ Identifying appropriate events for community ♦ Inclement weather	♦ Provide options for non-English speaking participants and ensure ADA accessibility ♦ Incentivize participation with food and/or childcare ♦ Include opportunities for both virtual and in-person participation; host "hybrid" public meetings –in-person meetings with a virtual participation option

Engagement Method	Potential Barriers	Inclusivity Method
		♦ Tailor events to various size audiences
Planning Commission and City Council Meetings and Hearings *Sharing results, taking public comment, working through details with officials, adoption*	♦ Reaching ESL residents ♦ Potential for low public participation ♦ May be intimidating ♦ Childcare availability ♦ Inclement weather	♦ Provide ample time for the public to speak and/or provide written comments and questions ♦ Provide options for non-English-speaking participants and ensure ADA accessibility ♦ Incentivize participation with food and/or childcare ♦ Include opportunities for both virtual and in-person participation

Engagement Activities

This section delves deeper into each of the engagement strategies that are planned as part of the Comprehensive Plan update process, including descriptions and anticipated timeframe.

1. Project Website

Timeframe: Duration of Project

The project website will provide the latest information related to the Sequim Comprehensive Plan update for all interested parties. The website will be linked through the Sequim website and allow the public to:

- Access project status and timelines
- View meeting schedules and related information
- Review draft and final documents and community workshop materials
- Provide feedback through a comment portal or survey
- View official notices related to the update process

Roles and Responsibilities

- **City Staff** *(lead):* Distribution, and translation (as needed) of materials.
- **SCJ Alliance** *(support):* Production of materials as needed, website creation and maintenance.

2. Social Media

Timeframe: Duration of Project

The City will use its social media channels (Facebook and Instagram) to broadcast public events, surveys, and other public participation activities. Project information will be targeted to areas in Sequim by using strategically scheduled posts, and will use enhancements (e.g., Facebook boosts) for area-specific communications.

To run a successful social media campaign, materials must be published on time and updated regularly. There should be a schedule for postings that lead up to events, and each post should include an image that can be clicked to redirect people to the City's website. Any comments from social media posts should be compiled and delivered to City staff and consultants regularly.

Roles and Responsibilities

- **City Staff** *(lead):* Publishing and production of materials.
- **SCJ Alliance** *(support):* Assisting the City in the production of social media content (e.g., text, images, and information).

3. Orientation Interviews

Timeframe: March 2024

Interviews will be held with community representatives, collaborators, and other interested parties in Sequim. The interviews can be a combination of in-person or virtual meetings, and will be flexible to accommodate the diverse working schedules and home life responsibilities. Up to 25 interviews will be conducted by the consultant team; City staff will identify community stakeholders and coordinate the meetings.

4. Survey

Timeframe: Spring/Summer 2024

An online questionnaire will be developed to gather the community's thoughts on priorities, trade-offs, values, and preferences related to the Comprehensive Plan update. The survey will be developed through an online platform (e.g., Alchemer, Maptionnaire, ArcGIS StoryMaps) and will be made available online, including accessibility on mobile devices, as well as printed out versions that can be filled out at public outreach events or distributed around the community for those that would prefer to fill out the paper copy. In addition, an iPad can be available at public outreach events for those that wish to take the survey at the outreach events. The survey will be rolled out to coincide with public outreach events.

This survey will collect topical information from the public on various elements of the Comprehensive Plan. The survey may also include visual preferencing and the collection of comments and ideas on planning scenarios.

5. Public Workshops & Studios

Timeframe: April – July 2024

The Comprehensive Plan update process will include a series of public workshops and intensive studios to support the public engagement process. This schedule will include the following events:

Workshop 1: Vision

First, we will host a vision workshop in **spring of 2024 (April/May)** to consider Sequim's existing vision statement and how well it meets the community's expectations for the year 2045. This will be a broad-

ranging exercise to gather community input about what Sequim should look like 20 years from now, covering all topics addressed in the comp plan.

Storefront Studio

We will then host a multiple day "storefront studio" in **June or July 2024**. The studio will feature two to three days of public drop-in access to talk with the consultant team, a project gallery, and three evenings of public workshops/open houses, as follows:

- **Day 1**
  - **Workshop 2: Vision to Scenarios**
    - This workshop will present the draft vision and will invite community members to consider different ways this vision could play out, ultimately leading to the development of various scenarios.
  - **Studio, Part 1: Scenarios**
    - Day 1's studio will focus on the further development of various scenarios for how the draft vision could play out. These scenarios will be prepared and ready for discussion on Day 2.
- **Day 2**
  - **Studio, Part 2: Choices**
    - Day 2's studio will analyze pros, cons, and policy implications based on the proposed scenarios. This will include a look at elements such as land use, housing, climate, economic development, and transportation that will make up the foundation of the plan update.
  - **Workshop 3: Transportation Open House**
    - This open house will provide an opportunity to speak with the Transportation Master Plan consultants and discuss how transportation interrelates with the comprehensive plan update, including the proposed scenarios developed during the studios.
- **Day 3**
  - **Studio, Part 3: Direction**
    - Day 3's studio will distill the feedback heard at the scenario workshop, the transportation open house, and during studio conversations to refine a preferred direction to guide the development of the comp plan.

Housing Workshop

Timeframe: August 2024

In coordination with the comprehensive plan update, a housing action plan will be developed to focus on specific efforts to increase housing availability and affordability within Sequim. A housing-focused public workshop will be included in this scope, and should dovetail off the scenario work completed for the comprehensive plan outreach process.

Climate Workshop

Timeframe: October 2024

An additional coordinated effort alongside the comprehensive plan will be a climate action plan. This will also include public participation, which may include a public workshop focused on climate issues and proposed actions.

This workshop may be coordinated with comprehensive plan outreach efforts, such as the implementation workshop, which is also slated for October 2024.

Implementation Workshop

Timeframe: October 2024

We will also prepare and host a workshop later in the fall of 2024 specifically on implementation actions that will guide how the plan will be used once adopted. This will be another public event, focusing on proposed implementation measures. The outcome will be a prioritized and detailed list of proposed implementation measures.

Roll-Out Open House

Timeframe: December 2024 or January 2025

The Comprehensive Plan update process will include a roll-out open house to invite community input on the draft plan and recommendations. The meeting will be informational and educational and include activities to gather specific suggestions from participants on how the plan can be refined to reflect the community's needs and aspirations. The meeting may be in person, virtual, or a hybrid.

Comprehensive Plan Coordination

While the Planning Commission and City Council will continue to hold regular meetings throughout the update process, there will be several meetings specifically associated with the comp plan.

Planning Commission

The Planning Commission will coordinate with the consultant team and county staff to host workshops, meetings, and public hearings, and they will serve in an advisory capacity throughout the update process.

The Planning Commission will workshop each element throughout the update process, then review a final consolidated draft of the updated Comprehensive Plan to prepare a recommendation for the City Council.

Proposed dates for Planning Commission Check-in's:

Focus	Date
Land Use	August 2024
Housing	September 2024
Transportation (with Transpo)	October 2024
Climate	November 2024
Economic Development	December 2024
Capital Facilities/Utilities	January 2025
Final Plan Presentation (with Council)	April 2025

Interdepartmental and Interagency Coordination

The consultant team and county staff will meet regularly with internal and external groups to address key issues as they arise. Anticipated partner agencies include city departments (Community Development, Public Works), local and regional agencies (WSDOT, PRTPO, Clallam County), and tribes (Jamestown S'Klallam Tribe).

Final Plan Presentation

Timeframe: Spring 2025

The final updated Comprehensive Plan will be presented to the City Council for review, deliberation, and adoption in Spring 2025.

Conclusion

The Sequim Comprehensive Plan update is a collaborative effort in which the City will engage the public, businesses, governmental agencies, and other interested groups. As detailed in this Public Participation Plan, the City's project website, public postings, community events, public meetings, interviews, meetings, presentations, and workshops will be used to engage with interested and invested parties and involve them in the update process, ensuring their voices are heard and their vision for the community is reflected in the final Comprehensive Plan.

RESOLUTION NO. R2025-011

A RESOLUTION OF THE CITY OF SEQUIM, WASHINGTON ADOPTING A PUBLIC PARTICIPATION PLAN AND SCHEDULE FOR UPDATING THE COMPREHENSIVE PLAN

WHEREAS, the Washington State Growth Management Act (GMA) of 1990, RCW Chapter 36.70A, establishes statewide goals, guidelines, and procedural requirements to guide development, coordination, and implementation of long-range plans; and

WHEREAS, the GMA requires the City of Sequim to review and, if needed, revise the Comprehensive Plan by December 31, 2025, to ensure compliance with the requirements of the GMA; and

WHEREAS, part of the Comprehensive Plan update includes a new climate action plan requirement and the City anticipates being able to meet the December 31, 2025 deadline for preparing that plan; and

WHEREAS, RCW 36.70A.035 requires reasonable public participation efforts to be conducted whenever comprehensive plans or development regulations are amended; and

WHEREAS, the City must adopt a Public Participation Plan (PPP) as part of its compliance with the GMA; and

WHEREAS, delays in receiving and finalizing the required information from Clallam County and internal transitions within the City's Department of Community and Economic Development (DCED) have delayed adoption of the PPP; and

WHEREAS, the City directed its consultant to create a website for anyone interested in the work being conducted on the City's Comprehensive Plan even though the PPP has not yet been formally adopted; and

WHEREAS, a proposed PPP, attached as Exhibit A, provides the public with an opportunity to learn about, comment on the review, and contribute to the revisions of the Comprehensive Plan; and

WHEREAS, the PPP has been updated to identify work that has already been accomplished and to include a new proposed general Work Plan to complete revisions needed in the Comprehensive Plan; and

WHEREAS, the City Council finds that the PPP is intended to broadly disseminate information about the procedures employed to amend the Comprehensive Plan and provides for early and continuous opportunities for the public to participate in the update process, consistent with RCW 36.70A.130(2)(a) and RCW 36.70A.140; and

WHEREAS, the City Council finds that the proposed PPP and Work Plan is reasonably calculated to provide notice to property owners and other affected and interested individuals and businesses, government agencies, the Sequim School District, and other organizations;

NOW THEREFORE the City Council of the City of Sequim, Washington, hereby resolves as follows:

Section 1. Adoption of Findings. The recitals above are considered findings by the City Council and are adopted by this reference.

Section 2. Adoption of Plans and Schedules. The Public Participation Plan and conceptual schedule attached and incorporated as Exhibit A are adopted and will guide public participation efforts during completion of the Comprehensive Plan amendment cycle.

APPROVED by the City Council of the City of Sequim at a regular meeting thereof this 14th day of April 2025.

Brandon Janisse, Mayor

Attest:

Heather Robley, City Clerk

Approved as to Form:

Kristina Nelson-Gross, City Attorney

CITY OF SEQUIM

2025 COMPREHENSIVE PLAN UPDATE

Public Participation Plan | 2024-2025

Sequim, WA

March 2025

1.0 INTRODUCTION

The City of Sequim is undertaking a periodic review and update of its comprehensive plan, as required by the Washington State Growth Management Act (GMA), RCW 36.70A.130(5). The GMA sets forth that Clallam County and its cities should review and revise, if needed, their comprehensive plans to ensure the plan comply with GMA requirements. The periodic review shall continue for every ten years thereafter. The updated Sequim Comprehensive Plan is due December 30, 2025.

The GMA requires that local governments manage growth, protect their resources, and strengthen their ability to meet evolving community needs by periodically updating their plans and goals and implementing them through capital investment and development regulations. The updated Comprehensive Plan we're developing now is expected to guide Sequim through the year 2045.

As part of this process, the City has adopted a Public Participation Plan (PPP) designed to engage the community, gather feedback, and ensure that our residents and businesses are involved in decision-making about Sequim's future. The City's Public Participation Plan was prepared in 2024 by City's consultant SJC Alliance, in coordination with staff; this is an update prepared to reflect our ongoing engagement activity (and includes the initial PPP by reference).

This PPP may be revised as needed during this update process and activities not anticipated may occur or be added without revision of this plan. Errors in exact compliance with this specific public participation program shall not constitute grounds for invalidation of legislation adopted under the update, so long as the spirit of the procedures are observed, unless otherwise provided by state or federal law.

2.0 SUCCESSFULLY COMPLETED OUTREACH 2024

Website

In early 2024, City staff and the SCJ Alliance team created the "Sequimagine" website to inform the public about the Comprehensive Plan update, housing needs, climate resilience, and a planned update of development regulations. Through this website, the team also collected feedback through online survey, quick poll, and invitations to workshops.

Stakeholder Interviews

In March 2024, SCJ conducted orientation interviews with community representatives, collaborators, and other interested parties. These were a combination of in-person and virtual meetings scheduled in a way

to accommodate diverse working schedules and home life responsibilities. The consultant team held interviews with 25 people or groups and collected valuable feedback.

Community Workshops

Between June 11-13, 2024, we held three workshops – Vision, Vision to Scenarios, and a Transportation Open House, that were well attended and resulted in a great deal of input on the community's vision for Sequim for the next twenty years. At the same time, the City conducted a storefront studio featuring drop-in access to talk to the consultant team and a project gallery.

On September 17, 2024, another community workshop was held with the community, Sequim Planning Commission and members of the City Council on potential growth scenarios developed by SCJ. The Future Scenario Workshop was well attended at Guy Cole Center and engaged in an evaluative discussion on the opportunities and challenges with the planned growth.



Community members gather during a Future Land Use Workshop hosted by the Comprehensive Plan consultants and City Staff on September 17, 2024.

Other community engagement included City staff attendance at Sequim Farmers Market in summer of 2024 promoting the Sequimagine comprehensive plan update with educational materials and upcoming workshop notices.

Middle Housing Focus Session

On September 18, 2024, SCJ held a two-hour focus group with local housing professionals to discuss the comprehensive plan update and the requirement by the state legislature to support a variety of housing types within the City's housing stock. The focus session has twelve participants who engaged with SCJ and City staff and the challenges and opportunities of providing housing.

3.0 ONGOING PUBLIC PARTICIPATION PLAN 2025

3.1 *Continue Meeting Public Participation Objectives in the initial 2024 PPP, as appropriate in 2025:*

- **Inform residents of the Comprehensive Plan update**, the process, and outcomes, using outreach methods to alert residents and property owners of the variety of participation opportunities.
- **Conduct collaborative events** which use conversation to exchange ideas and information, giving participants more ownership in the outcomes and producing more effective planning documents.
- Include a **range of perspectives**, engaging residents in unique ways to reach a broader audience and understand their goals, needs, and desires.

- Provide **access to engagement opportunities**, events, and participation for all residents within Sequim, including disadvantaged groups and individuals and those who have historically been left out of community planning processes.
- Be transparent and **openly reflect a variety of viewpoints** within the community and the City's process for the development and implementation of the Comprehensive Plan.

3.2 *Continue to utilize the established communication channels as appropriate in 2025*:

- Project website: sequimagine.org or City website
- Social media posts
- Press releases
- Mailers and other City communications (flyers, notice boards, etc.)
- Sequim Gazette advertising
- Email lists
- Written comment

3.3 *Utilize the Sequim Planning Commission as the City's designated advisory board on the 2025 Comprehensive Plan Update*.

The Sequim Planning Commission is designated as the responsible advisory board for advising the City Council on comprehensive plan and land use issues. Accordingly, the Planning Commission will be the primary source of public involvement in guiding the 2025 update. All Planning Commission meetings are open to the public and interested community members are welcome to attend. Additional information about Planning Commission meetings can be found at sequimwa.gov/223/Planning-Commission, including how to attend meetings virtually.

3.4 *Public hearings on the 2025 Comprehensive Plan Update will be held before both the Sequim Planning Commission and City Council.*

Public hearings will be conducted by the Planning Commission and the City Council. This will include opportunities for verbal and written comments. Public notices will be provided consistent with Sequim Municipal Code for legislative actions.

4.0 SCHEDULE

A schedule of community outreach events, Planning Commission meetings on the draft Sequim Comprehensive Plan, and public hearings will be posted and updated regularly on the City's and the Sequimagine websites.

SEQUiMAGINE
PLANNING TODAY, SHAPING TOMORROW

RESOLUTION NO. R2025-026

A RESOLUTION OF THE CITY OF SEQUIM, WASHINGTON ADOPTING A PUBLIC PARTICIPATION PLAN AND SCHEDULE FOR UPDATING DEVELOPMENT REGULATIONS

WHEREAS, the Washington State Growth Management Act (GMA) of 1990, RCW Chapter 36.70A, establishes statewide goals, guidelines, and procedural requirements to guide development, coordination, and implementation of long-range plans; and

WHEREAS, the GMA requires the City of Sequim to review and, if needed, revise the Comprehensive Plan and Development Regulations to ensure compliance with the requirements of the GMA as required in 36.70A.130(1) as a periodic update; and

WHEREAS, RCW 36.70A.035 requires reasonable public participation efforts to be conducted whenever comprehensive plans or development regulations are amended; and

WHEREAS, the City adopted a Public Participation Plan (PPP) as part of its compliance with the GMA on April 14, 2025; and

WHEREAS, the City is required to review and revise its Development Regulations as part of the Comprehensive Plan Update; and

WHEREAS, in addition to development regulations revisions that will occur concurrent with the Comprehensive Plan Update, the City desires to amend other sections of the Sequim Municipal Code related to development; and

WHEREAS, a multi-year phased approach that results in updating all regulations related to development is proposed; and

WHEREAS, a proposed PPP, attached as Exhibit A, provides the public with an opportunity to learn about, comment on the review, and contribute to the revisions of various sections of the Sequim Municipal Code; and

WHEREAS, the PPP includes a proposed general Work Plan to complete revisions to Sequim Municipal Code; and

WHEREAS, the City Council finds that the PPP is intended to broadly disseminate information about the procedures employed to amend the City's Development Regulations and provides for early and continuous opportunities for the public to participate in the update process, consistent with RCW 36.70A.130(2)(a) and RCW 36.70A.140; and

WHEREAS, the City Council finds that the proposed PPP and Work Plan is reasonably calculated to provide notice to property owners and other affected and interested individuals and businesses, government agencies, the Sequim School District, and other organizations;

NOW THEREFORE the City Council of the City of Sequim, Washington, hereby resolves as follows:

Section 1. Adoption of Findings. The recitals above are considered findings by the City Council and are adopted by this reference.

Section 2. Adoption of Plans and Schedules. The Public Participation Plan and conceptual schedule attached and incorporated as Exhibit A are adopted and will guide public participation efforts during completion of the Comprehensive Plan amendment cycle.

APPROVED by the City Council of the City of Sequim at a regular meeting thereof this 22nd day of September 2025.

Brandon Janisse, Mayor

Attest:

Heather Robley, City Clerk

Approved as to Form:

Kristina Nelson-Gross, City Attorney

CITY OF SEQUIM

DEVELOPMENT REGULATIONS UPDATE

Public Participation Plan | 2025-2027
Sequim, WA

SEPTEMBER 2025

1.0 PURPOSE AND AUTHORITY

This Public Participation Program (PPP) has been prepared in accordance with the Washington State Growth Management Act (GMA), **RCW 36.70A.140**, which requires jurisdictions to establish procedures providing for early and continuous public participation when developing and amending comprehensive plans and development regulations.

The City of Sequim is undertaking a phased update to its **development regulations** beginning 2025 and anticipated to continue to 2027; this PPP outlines how the public will be informed and engaged throughout the process.

This PPP may be revised as needed during this update process and activities not anticipated may occur or be added without revision of this plan. Errors in exact compliance with this specific public participation program shall not constitute grounds for invalidation of legislation adopted under the update, so long as the spirit of the procedures are observed, unless otherwise provided by state or federal law.

2.0 PUBLIC PARTICIPATION GOALS

To provide the public with timely information, an understanding of the process, and opportunities to review and comment on the development regulations revisions, and to have these comments forwarded to the City's decision makers.

- Ensure that information about the process is provided to the public early in the process and at regular intervals thereafter, to maximize public awareness and participation in the process.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the amendment process.
- Encourage the public to informally review and comment on the update throughout the process.
- Incorporate public comment into the local government's review process prior to significant milestones or decision making.
- Provide forums for formal public input at milestones prior to decision making by local officials.

3.0 PHASED APPROACH

The phased update will include the following code amendments:

1. SMC Title 17 Land Division - Sept–Dec 2025
2. SMC Select Amendments to Title 18 Responsive to Increase Housing - Oct 2025–Jan 2026

3. SMC Select Amendments to Title 18 Implementing 2025 Comprehensive Plan Update - Concurrent with the Comprehensive Plan Update process
4. SMC Update to Title 18 Zoning - Jul 2026–early 2027
5. SMC Update to City's Critical Areas Ordinance - 2027

4.0 PUBLIC PARTICIPATION TOOLS

The City will use a variety of tools to ensure effective communication and outreach, modeled after the Comprehensive Plan PPP:

- **Project Website:** Central hub for background materials, draft documents, meeting notices, and comment opportunities.
- **Email Notifications:** Updates through Sequim's subscription service.
- **Press Releases / Newspaper Notices:** Required legal notices and articles in local media.
- **Social Media:** Facebook and other City platforms for reminders and updates.
- **Public Meetings:** Open houses, Planning Commission workshops, and City Council hearings (in-person and online hybrid formats).
- **Stakeholder Outreach:** Focused discussions with housing advocates, builders, neighborhood associations, and local agencies.
- **Written Comment:** Interested citizens are encouraged to provide comments to the city by letter or email. All comments will be forwarded to the Planning Commission and City Council. Written comments can be submitted by the following methods:

  City of Sequim Planning and Economic Development Department
  planningdept@sequimwa.gov or mail/drop off at
  Sequim Civic Center
  152 W. Cedar Street
  Sequim, WA 98382

The City will continue to utilize the Sequim Planning Commission as the City's designated advisory board for the 2025-2027 Development Regulations Update.

The Sequim Planning Commission is designated as the responsible advisory board for advising the City Council on comprehensive plan, zoning and land use issues. Accordingly, the Planning Commission will be the primary source of public involvement in guiding the City Development Regulations updates. All Planning Commission meetings are open to the public and interested community members are welcome to attend.

Additional information about Planning Commission meetings can be found on the Planning Commission webpage through the City's website.

Public hearings on the Development Regulations Updates will be held before both the Sequim Planning Commission and City Council.

Public hearings will be conducted by the Planning Commission and the City Council. This will include opportunities for verbal and written comments. Public notices will be provided consistent with Sequim Municipal Code for legislative actions.

5.0 SCHEDULE

A schedule of Planning Commission and City Council public meetings and hearings will be posted and updated regularly on the City website's calendar.

Timeline of Events

Phase	Timeframe	Communication and Outreach Activities
1. Title 17 Land Division Update	Sept 2025–Jan 2026	Fact sheet on proposed changes; Planning Commission workshop(s) and hearing; City Council workshop(s), hearing and adoption.
2. Title 18 Select Amendments to Increase Housing	Oct 2025–Jan 2026	Fact sheet on proposed changes (responsive to state-mandates); Planning Commission workshop(s) and public hearing; City Council workshop(s), hearing and adoption.
3. Title 18 Comp Plan Implementation Amendments	Jan–Jun 2026	Fact sheet on proposed changes; Public process coincident with 2025 Comprehensive Plan Update process; Joint PC/CC study session; Planning Commission workshop(s) and public hearing; City Council workshop(s), public hearing and adoption.
4. Title 18 Zoning Update (remainder)	Jul 2026–early 2027	Fact sheet on proposed changes; online open house; Planning Commission workshop(s) and public hearing; City Council workshop(s), public hearing and adoption.
5. Critical Areas Ordinance Update	2027	Fact sheet on proposed changes; Planning Commission workshop(s) and public hearing; City Council workshop(s), public hearing and adoption.