

## POULSBO CITY COUNCIL MEETING OF JANUARY 9, 2013

### MINUTES

**PRESENT:** Mayor Erickson, Berry-Maraist, Henry, Lord, Musgrove, Nystul, Stern.

**Absent/Excused:** McGinty.

Staff: Berezowsky, Boltz, Booher, Kasiniak, McCluskey, Stenstrom, Stephens, Wright

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of October 10, 2012 City Council Meeting
- \* \* \* Minutes of October 24, 2012 Special City Council Meeting
- \* \* \* Minutes of November 7, 2012 City Council Meeting
- \* \* \* Minutes of November 14, 2012 City Council Meeting
- \* \* \* Anderson Parkway Project Award
- \* \* \* 2013 Comprehensive Plan Amendments – Docket Setting
- \* \* \* Police Officer - New Position discussion
- \* \* \* Workshop: Draft Zoning Code & Code Enforcement Ordinance – continued

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and led the Pledge of Allegiance.

### 2. COMMENTS FROM CITIZENS

Diane Iverson suggested giving incentives encouraging builders to include at least one house entrance without any steps, larger doorways, and counter and toilet heights easily accessible for the disabled and elderly.

### 3. MAYORS REPORT AND COUNCIL COMMENTS

a. John Powers, KEDA Executive Director, reported on the events held in 2012, and the 2013 goals and projects; and upcoming events and programs for small businesses.

b. Bill Webb, North Kitsap School Board liaison, acknowledged the increased housing developments in the City.

c. Councilmember Stern thanked Bill Austin for the City entrance improvements and the welcome sign on Highway 305.

d. Mayor Erickson invited the public to the Poulsbo Library Lunch-hour Story time for Grown-ups, and she will be reading on January 30th.

Mayor Erickson requested Council consensus to pay the invoice for the welcome sign made by Bill Austin; Council concurred.

#### 4. **CONSENT AGENDA**

**Motion:** Move to approve Consent Agenda items a through d.

**Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Nystul.

Motion passed unanimously. Absent: McGinty

The items listed are:

a. Minutes of October 10, 2012 City Council Meeting

b. Minutes of October 24, 2012 Special City Council Meeting

c. Minutes of November 7, 2012 City Council Meeting

d. Minutes of November 14, 2012 City Council Meeting

#### 5. **BUSINESS AGENDA**

##### a. **Anderson Parkway Project Award**

City Engineer Kasiniak presented the results of the Anderson Parkway Project bids received, discussing the award options (bid alternatives) as well as project funding needs. Seton Construction was the low bidder for bid alternative A and B.

The Public Works committee reviewed the bids and recommends awarding the contract to Seton Construction.

**Motion:** Move to award the construction to Seton Construction in the amount of \$529,037.32, including sales tax and alternate B, and authorize the Mayor to sign change orders up to 10% of the contract price. And move to direct staff to prepare a budget amendment in the amount of \$40,228 from fund 311 as presented by the City Engineer.

**Action:** Approve, **Moved by** Nystul, **Seconded by** Henry.

Motion passed unanimously. Absent: McGinty

##### b. **2013 Comprehensive Plan Amendments – Docket Setting**

Associate Planner Nelson explained the Planning Department received one site specific amendment and four applications for text and map amendments for the 2013 Comprehensive Plan amendment cycle. There will be a public hearing for the amendments at a later date.

The amendments include:

- CPA 2013-01 - Hansen Properties re-designation, a request to re-designate and rezone property from Residential High to Park.
  
- CPA 2013-02 - Text and map amendments to Chapter 8 and Chapter 12, the Parks Chapter and Capital Facilities Plan, to add Net Shed Park and Hattaland Park to the future park development list in Table CFP-3 (the 2025 City Capital Facility Project List) and to add narratives describing the park development in Chapter 12.
  
- CPA 2013-03 - Text amendments to Chapter 12, the Capital Facilities Plan, to update Table CFP-4 (the City of Poulsbo 6-Year Capital Improvement Projects) to reflect the proposed projects listed in the 2013-2018 Capital Improvements Plan.
  
- CPA 2013-04 - Text and map amendments to Chapter 4, the Transportation Chapter, to correct existing errors in the text that are inconsistent with the City's adopted 2006 Transportation Plan.
  
- CPA 2013-05 - Text and map amendments to Chapters 2 and 3, the Land Use and Community Character Chapters, to better align the language in the comprehensive plan to support the zoning ordinance update.

**Motion:** Move to approve comprehensive plan amendments 2013-01 through 2013-05 be docketed for the 2013 Comprehensive Plan Amendment cycle.

**Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Lord.

Motion passed unanimously. Absent: McGinty

c.  **Police Officer – New Position discussion**

Mayor Erickson explained she initially emailed the school board, council and city staff, shortly after the Sandy Hook school shooting, regarding her request to reinstate a School Resource Officer (SRO) at North Kitsap High School. In order to do so the City would need an additional police officer. The minimum costs of adding a new patrol position are wages (at step A) - \$63,170, benefits \$30,216, supplies \$6,659, and car \$49,582; totaling \$149,627.

Mayor Erickson stated she will come back to the Council with a full report, once she has the opportunity to discuss it with the School District; the report will include funding and job description.

**d. ► Workshop: Draft Zoning Code & Code Enforcement Ordinance**

Karla Boughton, kb Consulting, stated the workshop will continue discussion of the September 2012 Draft Zoning Ordinance.

Off-Street Parking and Loading – Clarifications to the table, and additional language to the change of use of a bldg, and increased the standard amt of compact spaces, alternative paving materials, included new standards for new parking structures. The Planning Department has identified two options to consider for the regulation of when new parking is requested in the Commercial zone: option 1- Increase square footage threshold and add to alternative parking strategies, and option 2- Revise provisions for when new parking is required in C-1 zoning district only to apply to new residential units, substantial redevelopment, or new construction.

Council discussion included:

- The possibility of “stepping” the parking requirement and increased square footage, opposed to anything over a set amount.
- Hybrid alternative

Mayor Erickson asked the Planning staff to bring back what a hybrid alternative would include.

Signage - Updating the City's signage provisions to provide more specifics on sign size/height in the R zoning districts; to bring the sign size/height in the C-1 Downtown zoning district to be consistent with the other commercial areas of the City; establish a permit and location criteria for sandwich board signs; and update the sign code enforcement procedures.

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Due to the time, Mayor Erickson suggested the remaining items be discussed at the next scheduled workshop.

**6. ► COUNCIL COMMITTEE REPORTS**

- a.** Community Services Committee - Councilmember Berry-Maraist reported on review of the Hotel/Motel funding policy, letter of support for the Kitsap Water Trails National Water Trail designation, and project updates.

- b.** Public Works Committee – Councilmember Nystul reported on Storm/Sewer fund review and the Engineering 2013 work plan.

## **7. DEPARTMENT HEAD COMMENTS**

None.

## **8. CONTINUED COMMENTS FROM CITIZENS**

- a.** John Eastman, questioned if the grant received for Old Town road improvements had been completely used, and his concern with the staging of the Viking Fest Parade causing resident access issues, particularly in the event of an emergency.

## **9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

- a.** Councilmember Berry-Maraist commented on her attendance at the PSRC Growth Management Board meeting.
- b.** Mayor Erickson asked the Council to contact the Clerks office if they wish to attend the Association of Washington Cities (AWC) City Legislative Action Conference; and commented on her attendance at meeting with Washington State Department of Transportation, regarding the culvert replacement.

## **10. ADJOURNMENT**

**Motion:** Move to adjourn at 9:42 PM.

**Action:** Approve, **Moved by** Musgrove, **Seconded by** Stern.

Motion passed unanimously.

Rebecca Erickson, Mayor  
ATTEST:

Jill A. Boltz, City Clerk, CMC

