

POULSBO CITY COUNCIL MEETING OF FEBRUARY 6, 2013

MINUTES

PRESENT: Mayor Erickson, Henry, Lord, McGinty, Musgrove, Nystul, Stern.
Absent/Excused: Berry-Maraist.

Staff: Bateman, Booher, Kasiniak, Nelson, Stephens, Treacher
Also present: Karla Boughton, kb Consulting

MAJOR BUSINESS ITEMS

- * * * Claims – December 1-31, 2012
- * * * Payroll – December 1-31, 2012
- * * * Budget Amendment, BA13-0101 Bernice Borgen Beautification Fund
- * * * Minutes of November 21, 2012 City Council Meeting
- * * * Minutes of December 5, 2012 City Council Meeting
- * * * Minutes of December 21, 2012 City Council Meeting
- * * * Quick Response Safety Grant
- * * * Workshop: Draft Zoning Code & Code Enforcement Ordinance

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

None.

3. MAYORS REPORT AND COUNCIL COMMENTS

a. Councilmember Stern spoke to the passing of Donna Bjorkman, former Finance Director, and remarked about her years of service at the City.

Stern also commented on the Poulsbo Historical Society fundraiser “Gone Fishing,” will be held at the Sons of Norway on March 30, 2013.

b. Mayor Erickson announced the Kitsap Humane Society now has an adoption center at the Young building that is open Saturday afternoons. Erickson also stated today is Sami National Day and the Sami flag is being flown in front of City Hall.

Michelle Balto, spoke to the Sami culture and her family history, and thanked the Mayor and City for their support.

4. CONSENT AGENDA

Motion: Move to approve Consent Agenda items a through f.

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

Motion passed unanimously. Absent: Berry-Maraist

The items listed are:

a. Claims – December 1-31, 2012

b. Payroll – December 1-31, 2012

c. Budget Amendment, BA13-0101 Bernice Borgen Beautification Fund

d. Minutes of November 21, 2012 City Council Meeting

e. Minutes of December 5, 2012 City Council Meeting

f. Minutes of December 21, 2012 City Council Meeting

5. BUSINESS AGENDA

a.  **Quick Response Safety Grant**

Senior Engineering Technician Bateman reported the \$400,000 Quick Response Safety Grant was awarded to the City, for installation of lighting at the intersections of SR305 and Noll Road, Johnson Road and Seminole Road. This grant was a last minute opportunity; therefore it has not yet been included in the current Capital Improvement Plan (CIP). The grant is construction only funding, but requires no city match. However, the City planned to contribute \$20,000, with the County matching with \$20,000, for the design work required for the project.

Kasiniak outlined the scope of work and funding for the project.

 **Motion:** Move to approve going forward with the SR 305 Intersection Safety Lighting project and direct the staff to prepare a budget amendment as presented by the Engineering Department.

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

Motion passed unanimously.

Motion: Move to approve the design work scope and budget for the consultant contract with Parametrix for the SR 305 Intersection Safety Lighting project as presented by the City Engineer.

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

Motion passed unanimously. Absent: Berry-Maraist

b. ► Anderson Parkway Project Update

Kasiniak stated the project has begun and is on schedule. Grading and paving will start February 18th or February 25th, depending on weather.

Kelle Kicher, Rockfish Group, stated a plastic brochure box will be placed in Anderson Parkway, with the maps including locations of free parking lots. Kicher stated the Port of Poulsbo parking lot will be available at no charge, during the project.

c. ► Workshop: Draft Zoning Code & Code Enforcement Ordinance

Karla Boughton, kb Consulting provided a brief introduction for the wrap-up of the Draft Zoning and Code Enforcement ordinances, and where discussion left off at the previous meeting.

Section 18.80.070 Development incentives in the C-2 (Viking Avenue) zoning district

- Council concurred with the development standard incentives and design standards in Section 18.80,070, offering alternative development standards that may be used voluntarily, in conjunction with design standards intended to infill and redevelop Viking Avenue as a viable commercial corridor and the creation of a complementary urban neighborhood; with revisions presented to parking and building height, as presented by staff with two revisions: 1) parking reduction is allowed only for nonresidential uses (residential use required parking spaces may not be reduced); and 2) buildings utilizing the height increase incentive shall consider impacts to significant viewsapes and a visual impact survey may be required.

Section 18.80.100 Off-Street Parking and Loading Standards in the C-1 zoning

District – Council concurred with the proposed revisions in Section 18.80.100 regarding required parking in the C-1 (Downtown-Front Street) zoning district, establishing a 1,500 credit for existing building to expand, and clarifying that new residential units, motels, hotels and bed and breakfasts must provide parking.

Further, The Mayor has directed staff to begin work on proposed amendments to the BIA (Downtown Business Improvement Area - BIA Ordinance 89-04) enabling ordinance to determine whether changes can assist in expanding downtown parking

supply. Council concurred.

Section 18.90.090 Medical Cannabis Collective Gardens - Council concurred with removing all provisions in the Draft Zoning Ordinance regarding medical cannabis, adding a new Legal Provisions section, and wait until after the State of Washington establishes its rules in the regulation of I-502 for any further action.

Section 18.110 Master Plan Overlay – Council concurred with the revisions proposed for Section 18.110 Master Plan Overlay clarifying when comprehensive plan land use and zoning map amendments may be necessary.

Section 18.170 Signage – Council concurred with the revisions proposed for Section 18.170 Signage clarifying provisions applying to sandwich board signs, and adding a new section on portable signs; however recommended a total of one sign per business.

Section 18.170.100 Portable Signs – Council recommended banner and feather sign be considered temporary and not more than 14 days.

18.180 Tree Retention – Council concurred with the revisions proposed for Section 18.180 Significant Tree Retention, by emphasizing retention of trees over specific types of trees to be applied to new development in the R zones and C-3 zone (along 10th Avenue) with two revisions: 1) ensuring that retained trees are to be owned and maintained by a Homeowners Association and not private property owners; and 2) clarifying when the City will get involved in determining when trees that were required to be retained, may be removed.

18.260 Incentives in Planned Residential Developments - Aging in Place – Council concurred with the revisions proposed for Section 18.260 Planned Residential Developments to include density bonus as incentives for home designs which include aging in place/accessibility elements and LEED certified homes. Council recommended adding a minimum amount of the homes provides accessibility elements in order to receive the density and changing the term to “multigenerational or fully functional” from aging in place.

Section 18.300 Wireless Communication Facilities – Council concurred with the revisions proposed for Section 18.300 Wireless Communication Facilities, clarifying that co-location is the priority location for placement of new wireless communication facilities.

Exhibit A to the Workshop Response and Recommendation Document - Council concurred with the proposed revisions and clarifications to various sections of the draft zoning ordinance included in Exhibit A, with one revision in #1 Definitions for “Commercial vehicle” by deleting the last sentence establishing a weight rating.

Council also concurred to revise Table 18.90.030 Business and Employment District Uses Table, and allow “Food and Drink where manufactured and sold on premise” to be administratively conditionally allowed in the Light Industrial (LI) zoning district.

The Council commended Karla and the Planning staff for their hard work. Boughton stated a revised Draft Zoning Ordinance will be distributed to the Council; and the public hearing will be held February 27, 2013.

6. COUNCIL COMMITTEE REPORTS

- a. Finance/Administration Committee: Councilmember Stern reported on the City surplus items coming forward; and updates on October and November sales tax.
- b. Public Works Committee: Councilmember Nystul reported on the results of the speed monitoring devices and stormwater rates review.
- c. Economic Development Committee- Councilmember Musgrove announced the next meeting will be held on February 27th and reported on review of the night time economy.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

- a. Mark Julian thanked the council for considering his written request to allow food and beverage manufacturing in the Light Industrial zoning district.
- b. Dan Baskins commented on the Council discussion regarding a potential view ordinance and height restrictions. Baskins encouraged the City to thoroughly discuss the view and height issue and if imposed, it should not be too vague.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

a. Councilmember Nystul commented on his attendance at the KEDA Decision Makers Breakfast.

b. Mayor Erickson announced the Council Meeting next week, February 13th, will be cancelled, due several Councilmembers and herself at the AWC CLAC.

10. ADJOURNMENT

Motion: Move to adjourn at 9:38 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, Deputy City Clerk, CMC