

POULSBO CITY COUNCIL MEETING OF APRIL 2, 2014

MINUTES

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

Staff: Planning Director Berezowsky, Finance Director Booher, City Engineer Kasiniak, Parks and Recreation Director McCluskey, City Clerk Purves, IT Manager Stenstrom, Deputy City Clerk Stephens

MAJOR BUSINESS ITEMS

- * * * Minutes of February 5, 2014 City Council Meeting
- * * * Minutes of February 12, 2014 City Council Meeting
- * * * Minutes of March 5, 2014 City Council Meeting
- * * * Minutes of March 12, 2014 City Council Meeting
- * * * Public Hearing: 2014 Comprehensive Plan Amendments
- * * * Resolution No. 2014-03, Revise Land Use Application Fee Schedule
- * * * Liberty Bay Waterfront Trail – Phase II
- * * * Resolution No. 2014-04, City Council Meeting Room Use Policies

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. AGENDA REVIEW

Mayor Erickson announced business item c, Liberty Bay Waterfront Trail – Phase II, will be moved to the April 9, 2014 Council Meeting

Motion: Move to approve the modified agenda.

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

Motion passed unanimously.

3. COMMENTS FROM CITIZENS

- a. Rita Hagwell spoke to Marelaine Lane being documented on several published maps and guides; and presented the chain of title timeline of Marelaine Lane, prepared by Kitsap County.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

- a. 2013 Donations- Mayor Erickson reported on the list of items and volunteer hours that were donated to the City in 2013.

Mayor Erickson also announced Farmers Market begins this Saturday; Arbor Day is next Saturday, where trees will be planted on the Moe Street Trail; and the exciting changes to the new Fishline Building on Viking Avenue.

- b. Councilmember Berry-Maraist commented on the appointment of Patty Graf-Hoke to Washington State Taskforce for Outdoor Recreation and Economic Development.

5. CONSENT AGENDA

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

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

Motion passed unanimously.

The items listed are:

- a. Minutes of February 5, 2014 City Council Meeting
- b. Minutes of February 12, 2014 City Council Meeting
- c. Minutes of March 5, 2014 City Council Meeting
- d. Minutes of March 12, 2014 City Council Meeting

6. BUSINESS AGENDA

a. Public Hearing: 2014 Comprehensive Plan Amendments

Associate Planner Boughton reported on the three Comprehensive Plan Amendments (one was withdrawn) received. The amendments included:

- CPA 2014-01- a site specific comprehensive plan re-designation and zoning map rezone request for the Ferris re-designation, one parcel located at 19872 Hamilton Court NE, to be re-designated and rezoned from Residential Medium to Residential High.
- CPA 2014-02- withdrawn by applicant.
- CPA 2014-03- a map amendment to Chapter 4 Figure TR-1 updating street classifications that are anticipated to be approved by WSDOT in Spring 2014, as well as showing future road classifications and existing road classifications together on the same map.
- CPA 2014-04- text amendments to update Table CFP-4, City of Poulsbo 6-Year Capital Improvement Projects, to reflect projects as listed in the 2014-2019 Capital Improvements Plan (CIP).

Mayor Erickson opened the public hearing at 7:19 PM, and requested public testimony.

- i. Jim Ferris stated the Hamilton Project was previously approved for 10 units; the project was not carried out because of City requirements to improve Hamilton Court and bring the property up to current standards (curbs,

sidewalks, gutters and street parking), given the small project. The initial cost estimate and evaluations show the additional 4 units, although not a great impact on traffic, are significant in making the project viable. At this point there is no design on the project yet, but the intent is for the project to fit in with the neighborhood, Poulsbo Place and surrounding neighborhoods. Ferris pointed out he is not a large out of town developer; his family has been part of the community for many years, including a business owner in the community.

- ii. Mark Kuhlman, Team 4 Engineering, stated he is working with Mr. Ferris on the (Hamilton Court) application. The request is to make the property residential high, which would allow for 14 units and is consistent with what is already on two sides of the property (Poulsbo Place). The request is supportable because of changed circumstances in the neighborhood, the property initially received its zoning designation with the 1994 Comprehensive Plan; since then the built out of Poulsbo Place has taken place. The Poulsbo Place project showed what makes a project successful: the proximity to downtown, the amenities downtown, and walkability. Kuhlman stated he believes the request is consistent with the Comprehensive Plan, in particular the housing goals and policies, housing types, provides for infill, and the proximity to downtown. The additional 4 units the redesignation will allow will better support the significant infrastructure requirements that are placed upon the site. When the property develops, it will be required to provide parallel parking on one side of the street. The density will also make more efficient use out of the public utilities that are there. There are no critical areas, good topography and good access to public streets. The impact to the neighborhood is new streets with formalized parking. Kuhlman pointed out, in thinking about the existing character of the neighborhood; it's adjacent to residential high, a master plan with high density housing, north of the site is 8 duplex units, a sports field, commercial offices and several apartment buildings; all within the notification area of this request. Kuhlman expressed his hope that the Council will support the redesignation request.
- iii. John Peterson, Hamilton Court resident, expressed his concerns with the Ferris property and the 1.03 acre size of the property, however part of that acreage is on the other side of (the easement) Hamilton Court from where the proposed building will be, and suggested improving Hamilton Court in that section as well. The building project will gain the most benefit from the improvements, as much as the increased traffic and disadvantage with the parking. Peterson also noted the drainage in the area is down slope towards his property, any drainage issues not address will likely result in his property having issues. The initial project had addressed some parking on site, and

expressed his concern that parking should still be addressed in the new higher density project.

- iv.** Ted Newman, Hamilton Court resident, stated he resides across the street from the (Ferris) property, and he didn't feel the property owner should be responsible for street improvements on both side of the property. The City should be responsible for part of the curb, sidewalk and gutters. Additionally, if the property is designated high density, access should be off of Ash Crest Loop and essentially part of Poulsbo Place.
- v.** Jeff Brown asked the Council if anyone has visited the site, and stated the Ferris property is not part of Poulsbo Place, there is no pedestrian or vehicle access. There is one parcel that is medium density and the area may look like mixed use, and the higher density for this property would fit in, but it is not mixed use. The Poulsbo Place Homeowner Association specifically denied access between the Ferris property and Poulsbo Place, and does not want to be a part of the Ferris property or project. Brown stated the 1.03 acres includes an easement that runs through the property. Brown questioned if the easement was a recognized city street, would it the street be included in the acreage. Associate Planner Boughton stated if it was public right-of-way it would not be considered part of their site acreage.

Brown further stated not only does the high density not fit it in with the neighborhood, it is not really 1.03 acres. The street is not going to be built on and should not be counted in the 1.03 acres. Brown asked the Council to reject the request to high density.

- vi.** Donna Davidson, resident in the Ferris property area, expressed concern with the proposed project, the increase in traffic and parking concerns, especially in the spring and summer months. In changing the property from medium to high density, what is the assurance if Mr. Ferris does not move forward with the project, that another developer would preserve the feel of the neighborhood. Davidson stated her main concerns are on street parking and the plan for overflow parking. Davidson further expressed her support of safe guarding and securing the nature and character of the neighborhood, and not allowing the property to be changed to high density.
- vii.** Laura Minehart, Hamilton Court resident, expressed concerns with the traffic and parking, with the ball fields; especially during the summer. Minehart stated she did not understand why the property would need to go to high density if the city has already met their population goal, with the property at medium density.

At 7:45 PM Mayor Erickson closed the public hearing.

Council discussion included:

CPA 2014-01

- Planning Commission ruling regarding infilling underutilized properties and the request to high density in the area.
- The rationale behind requiring the property owner to improve road on two side of the property.
- Difference in the density in the area, and bordering density areas.
- Reconfiguration of the access easement
- On site and on street parking requirements on the high density request.

Motion: Move to deny application CPA 2014-01, and to keep the property (19872 Hamilton Court NE) at residential medium, for 10 developable lots; and direct the City Attorney to prepare City Council Findings of Fact, that the property is not distressed and it is not necessary for infill.

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

Vote: Motion passed (**summary:** Yes = 4, No = 3, Abstain = 0).

Yes: Lord, Musgrove, Nystul, Stern.

No: Berry-Maraist, Henry, McGinty.

Motion: Move to CPA 2014-03, a map amendment to Chapter 4 Figure TR-1 updating street classifications that are anticipated to be approved by WSDOT in Spring 2014, as well as showing future road classifications and existing road classifications together on the same map; and adopt the Planning Commission Findings of fact in support of these decisions; and direct the City Attorney to prepare an adoption ordinance to this effect.

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

Motion passed unanimously.

Motion: CPA 2014-04, text amendments to update Table CFP-4, City of Poulsbo 6-Year Capital Improvement Projects, to reflect projects as listed in the 2014-2019 Capital Improvements Plan (CIP); and adopt the Planning Commission Findings of fact in support of these decisions; and direct the City Attorney to prepare an adoption ordinance to this effect.

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

Motion passed unanimously.

b. Resolution No. 2104-03, Revise Land Use Application Fee Schedule

Planning Director Berezowsky explained the Planning Department reviews its Land Use Application fee schedule annually, and this year is proposing two revisions to the fee schedule: 1) add a miscellaneous permit fee to which has a base fee and then hourly rate to be charges on actual hours spend reviewing; and 2) delete the sandwich board sign permit in order to lessen the economic impact on city business owners and to encourage voluntary compliance with the city's new sandwich board sign regulations. The Public Works Committee considered the deletion of the sandwich board sign permit fee at its March 26, 2014 meeting, and offers a recommendation to delete the fee.

Motion: Move to adopt Resolution No. 2014-03, a resolution of the City Council of the City of Poulsbo, Washington, amending the fee schedule for land use applications adopted by section 3.12.030 of the Poulsbo Municipal Code in order to add miscellaneous permits and delete fees for sandwich board signs.

Action: Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.
Motion passed unanimously.

c. Liberty Bay Waterfront Trail – Phase II

Item moved to the April 9, 2014 Council Meeting.

d. Resolution No. 2014-04, City Hall Meeting Room Use Policies

Deputy City Clerk Stephens reported the City Hall Room Use Policies are being update to revise language based on current practices and procedures, as well as additional language proposed by the Community Services Committee and Mayor Erickson.

Motion: Move to approve Resolution No. 2014-04, a Resolution of the City Council of the City of Poulsbo, Washington, adopting Policies and Fee Schedule for the Rental of Public Meeting Rooms in City Hall, as amended.

Action: Approve, **Moved by** Musgrove, **Seconded by** Henry.
Motion passed unanimously.

7. COUNCIL COMMITTEE REPORTS

- a. Public Works Committee: Councilmember McGinty reported on significant discussion on the current and proposed Public Works building.
- b. Finance/Administration Committee: Councilmember Musgrove reported the meeting was held at the Public Works building and discussed the current conditions of the building and proposed new building. Musgrove also commented on the overhead power approval for the brewery.

- c. Economic Development Committee: Councilmember Stern reported on the employment, population and housing and the year 2035; Mayor Erickson will be holding a Council workshop on this topic, in May.

8. DEPARTMENT HEAD COMMENTS

None.

9. CONTINUED COMMENTS FROM CITIZENS

- a. Rita Hagwell spoke to Marelaine Lane, and her concern that a sewer line will go in on her property.
- b. John Peterson suggested the City force access to the Ferris property from Ash Crest Loop, for safety access.

10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Nystul spoke to the state requirement that elected officials take public records/records retention trainings.
- b. Councilmember Berry-Maraist commented on her attendance at the Women League of Voter's forum on suicide prevention.

11. EXECUTIVE SESSION

At 9:05 PM Mayor Erickson recessed the meeting into a 15 minute executive session, for the purpose of discussing Real Estate disposition, pursuant to RCW 42.30.110 (c).

Motion: Move to adjourn the meeting out of executive session.

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

Motion passed unanimously.

12. ADJOURNMENT

Meeting ended at 9:20 PM.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, Deputy City Clerk, CMC