

**City of Poulsbo
PLANNING COMMISSION**

**Tuesday, July 10, 2012
MINUTES**

MEMBERS PRESENT: Jim Coleman, Gordon Hanson, Kate Nune, Ray Stevens, James Thayer, Stephanie Wells

MEMBERS ABSENT: Bob Nordnes

STAFF PRESENT: Karla Boughton, Consultant, Alyse Nelson, Debbie Nau

GUEST: None

1. CALL TO ORDER

Chairman Stevens called the meeting to order at 6:04 PM

2. FLAG SALUTE

3. MODIFICATIONS TO AGENDA - None

4. APPROVAL OF MINUTES OF – May 8, 15, 2012

Motion; Jim Coleman moved to approve minutes of May 8, 15, 2012 as written, Kate Nunes, second motion. Gordon Hanson, abstain both.

5. COMMENTS FROM CITIZENS - None

6. 2012 DRAFT ZONING ORDINANCE AND DISCUSSION

* Old Town Residential Neighborhood

* Section 18.70.070.P Infill Residential Incentives (page 78).

Karla Boughton, Consultant introduces to the Commissioners where the workshop left off at the April 14, 2012 meeting in regards to the Old Town Residential Neighborhood Design Study stating the Commissioners had agreed to leave this topic/section until the end of the review of the Draft Zoning Ordinance. Prepared for the Commissioners is: (1) Memo #4 to assist the Planning Commission in their review, with proposed alternatives and recommendations from staff, to consider for dealing with the Old Town Study (2) the missing page, 243 of the Draft Zoning Ordinance identified at the last meeting, on June 26, 2012. (3) Exhibit T, a map of existing future opportunity for development within the neighborhood commercial zone, requested by the Planning Commission for future discussion. (4) Exhibit U and V are comment letters from the two orthodontists in response to the comment letters received from the residents of 15th loop. (5) Exhibit W a map, with an in-depth explanation of block face, a term used in the infill section, requested by Commissioner Thayer for discussion tonight.

The Consultant noted to the Commissioners that the e-mail was sent; as directed by the

Planning Commission, to the 15th loop residents inviting them to address the Commission under the Comments from Citizens based on their request for tonight's meeting.

Commissioner Hanson comments the recommendation is well written, including the old town overlay, with the infill development standards encompassing the whole city.

Discussion began with; (1) the definition of a neighborhood, Commissioners concluded, to leave it as an established neighborhood area, as it is related to block face. (2) It is Administrative Conditional Use Permit; and leaves some interpretation for Planning Director. (3) Commissioners agreed that caution should be used as to type of permit, a full CUP or ACUP and use of the requirement to have a neighbor meeting as this permit is used as an incentive to infill, encouraging development. (4) Consensus is to keep it as an ACUP with optional neighborhood meeting. (5) The "block face" definition to include diagrams in the code.

Commissioner Thayer thanked staff for the work to explain what block face looks like and diagrams.

(6) Discussion of the map, exhibit 3, showing potential for infill is used for illustration and discussion only. Appropriate for RL zoning districts or any infill city wide. (7) In the statement to City Council (page 5) first sentence, change the word is to its. (8) Second paragraph, third line; strike entire clause. (9) Planning Commission continued with discussion of 3.e (page 7) proposed infill as related to existing neighborhood and average number of stories, consultant to re-word paragraph. (10) Consultant to add reference to the Design Study to the sentences, when the term "Old Town" is used in the statement to City Council.

Consultant outlined the remaining meetings and goal to complete; July 24, 2012 review red lines, August 21, 2012 - Public Hearing.

7. **COMMENTS FROM CITIZENS:** None present

8. **COMMISSION CONCERNS:** None

The meeting was adjourned at 6:46 PM



Ray Stevens Chairman,
Poulsbo Planning Commission