

**City of Poulsbo
PLANNING COMMISSION**

Tuesday, March 27, 2012

MINUTES

MEMBERS PRESENT

Jim Coleman, Kate Nunes, Ray Stevens, Stephanie Wells

MEMBERS ABSENT

Gordon Hanson, Bob Nordnes, James Thayer

STAFF

Karla Boughton, Consultant, Alyse Nelson, Edie Berghoff

GUESTS

Fred Grimm, Troy Okunami

1. CALL TO ORDER

Chairman Stevens called the meeting to order at 7:01 pm

2. FLAG SALUTE

3. MODIFICATIONS TO AGENDA – none

Election of Planning Commission Chairman and Vice Chairman will not be this evening.

4. COMMENTS FROM CITIZENS – none

5. 2012 DRAFT ZONING ORDINANCE – Workshop and Discussion

Karla Boughton, Consultant, identified this review process as the first major reworking of the Zoning Ordinance since 1999-2000. Information regarding this update is on city website. Major modifications are incorporation and integration of mixed uses in multiple ways, reformatting for ease of use for staff and public, and dividing the draft ordinance into five sections. Review is planned to begin with Section 1 General Provisions which includes Intent and Purpose, Legal Provisions, Compliance, Definitions, Use Classifications, and Reasonable Accommodations. Following Zoning Ordinance review will be review of a new Code Enforcement Ordinance which places enforcement into a single chapter.

Discussion: Zoning Ordinance process is the opportunity to review and refine all of the modifications done over the last few years since 1999-2000 major update. Commissioners opted to review the draft document page by page.

The Public and Agency Participation Plan provides the minimum necessary timeline for review. Identified meetings, with two exceptions, fall on the Commissions regular Tuesday meeting days. Additional meetings may be added to the schedule as necessary. September 5, 2012 is the goal date for the Planning Commission Recommended Draft Document to be provided to City Council and the public.

18.30.010 Compliance, A. – a non conformity to this title may continue forward if it is consistent with the non-conforming section of the zoning code, otherwise it must be brought into conformance. Non-conformity was a concern during Shoreline review especially concerning destruction by fire, B. – development agent must also follow the same requirements.

18.40.030 Definitions – 1) ADU – requested clarification of term ‘mobile home’; 2) Accessory Structure – examples provided, refer to 18.70.070 I – Detached Accessory Structures, building and structure definitions, size limitation of accessory structures. Barns could be addressed with 18.70.070 Q – Livestock and Poultry; 3) Affordable Housing – low income and affordable housing are not the same, HUD and state define low income, affordable housing used for bonus density incentives; 4) Agent – may be given oral authorization to act as agent; 5) Apartment – duplex and apartment are multi-family housing type; 6) Arterial – connect collector to highways; and 7) Assisted Living – private facility could have skilled nursing care;

Discussion continued with: 8) Buffer – no longer used when referring to landscaping, term is reserved for critical area code; 9) Building Height – drawing is included in 18.150.050, no change in measurement method; 10) Center, On – used in landscaping for tree spacing, may be used generally; 11) Congregate Care Senior Housing – number of units/persons not regulated in RCW, kitchen definition should be separate; 12) Cottage Detached – needs additional information; 13) Density definitions in general – will not be impacted by current County related court cases; 14) Day Care definitions in general – need to address current trend of overnight and swing shift day care facility; 15) Dog Day Care – how let for hire relates, need limit on number of dogs, perhaps kennel permit may provide number limit; 16) Domestic Animals definitions in general – chickens are livestock, livestock section is expanded to address the recent trend toward urban agriculture; and 17) Duplex – minimum fire separation required per IBC.

Commissioners then discussed: 18) Engineer – not limited to civil engineering; 19) Exotic – Plants, Non Native; 20) Fence – is constructed, hedge is vegetation, site distance issue is reviewed by Engineering; 21) Family Day Care Home – is in private home, day care center is not in private home, refer to 18.70.070 D – Child Care; 22) Group Home and Group Residential Home – definitions provided by City Attorney from RCW; 23) Guest House – like an ADU with no kitchen, cottage similar to Poulsbo Place type development; 24) Home Business and Home Occupation – main differences are clients, employees and signage requirements, refer to 18.70.070 M – Home Business and N – Home Occupation; 25) Homeless Shelter – WAC regulates, time limits, social service availability; 26) Host Agency – host agency must be religious organization per state law, addresses tent city situation; 27) Hotel/Motel – institutions addressed in other places in ordinance; and 28) Household – number of related persons is not limited, is number of unrelated persons the correct number, Fair Housing Act regulates unrelated persons of disability, is ‘blood and marriage’ correct language for modern families.

Discussion continued with: 29) Land Disturbing Activity – appropriate for grading

ordinance; 30) Land Use –land uses such as forestry have limited human activity; 31) Lattice Tower – height is reviewed in 18.200 Wireless Communication Facilities; 32) Live/Work Units – must have owner in residence; 33) Low Income Housing – related to affordable housing; 34) Medical Marijuana or Cannabis Collective Garden – qualifying patient or qualifying agent, collective garden is limited to Light Industrial zone, required to address collective garden in this code, not required to regulate individual growing limited plants on own property, not required to address dispensaries, currently moratorium in place for collective garden; 35) Motor Home – regulating recreational vehicle parking on street; and 36) Neighborhood Commercial – definition should be added;

Continued discussion addressed: 37) Open Space definitions in general – collected in one place; 38) Pedestrian Area and Pedestrian Connection – definitions relate to Urban Paths of Poulsbo Plan, incorporate UPP into trail definition if appropriate; 39) Owner and Occupant definitions – tenant does not have authority to make binding agreement, legal owner vs. owner definition, responsibility for violations in code enforcement section to be reviewed immediately following zoning review, tenant pays rent, occupant may or may not pay rent; 40) Poultry – should rooster be addressed; 41) Remove or Removal (of trees) – rename Tree Removal, move to clearing and grading review, Tree Board has some potentially applicable definitions, consider with significant tree review; and 42) Restaurant definitions – will be revisited.

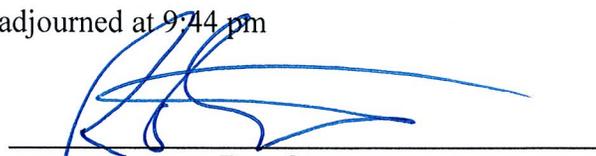
Discussion will commence with S Definitions section on page 33 of the review draft at the next meeting. Staff will distribute a memo addressing residential with the next agenda as it is likely Section 2 discussion will begin.

6. COMMENTS FROM CITIZENS –

Fred Grimm: Submitted a comment letter and spoke in support of policies LU-2.5 and LU-2.8 in Comprehensive Plan being developed into neighborhood commercial zone in the draft zoning ordinance.

7. COMMISSION COMMENTS – none

The meeting was adjourned at 9:44 pm



Ray Stevens
Chairman, Poulsbo Planning Commission