

**City of Poulsbo
PLANNING COMMISSION**

Tuesday, April 10, 2012

MINUTES

MEMBERS PRESENT

Jim Coleman, Gordon Hanson, Kate Nunes, Ray Stevens, James Thayer, Stephanie Wells

MEMBERS ABSENT

Bob Nordnes

STAFF

Karla Boughton, Consultant, Alyse Nelson, Edie Berghoff

GUESTS

none

1. CALL TO ORDER

Chairman Stevens called the meeting to order at 7:00 pm

2. FLAG SALUTE

3. ELECT CHAIR AND VICE CHAIR FOR 2012

Ray Stevens and Bob Nordnes were elected to remain Chairman and Vice Chair respectively for the year.

4. APPROVAL OF MINUTES OF NOVEMBER 15, 2011 AND MARCH 13, 2012

MOTION: COLEMAN/THAYER. Move to approve the minutes of November 15, 2011 and March 13, 2012. 6 for, 1 absent

5. COMMENTS FROM CITIZENS – none

6. 2012 DRAFT ZONING ORDINANCE – Workshop and Discussion –

Continued from March 27, 2012

Karla Boughton, Consultant, indicated the commission ended on the S Definitions and Commissioner Thayer had provided written comments.

Discussion: Discussion began section 18.40.030 Definitions, S Definitions with 1) a definition of short plat be included; 2) restructuring the sign definitions; 3) reader board signs are not electronic; 4) temporary signage is discussed in 18.170.080; 5) request to discuss art mural vs. painted sign during the appropriate section; 6) site-obscuring plantings are reviewed by Engineering Department; 7) start of construction days/time is regulated by building permit; 8) 'step-back' is illustrated on page 152 item E and is used when reviewing setbacks; 9) substantial construction percentage based on assessor's records and use is primarily related to nonconformity; and 10) market value is subjective.

Discussion continued with 11) city wells are considered a facility; 12) intent of utility system definition is for interpretation of use tables; 13) usable cannabis is covered in 18.90 Business and Employment districts; 14) moratorium is in place while regulation are being reviewed dealing specifically with medical marijuana; 15) seeds should not be excluded in definition; and 16) three tenths of one percent only lab determined which can be expensive.

Commissioners continued discussion with 17) motorhome and campers not on vehicles are considered recreational vehicles; 18) vender carts are non-motorized, not a mobile vehicle, such as push cart freezer box or hot box, found on page 102 item C; 19) motorized mobile vendors need to be addressed in definitions and code; 20) awning size and A-frame signs should be considered; and 21) abandoned and inoperable vehicles should be considered for inclusion and discussed with Police Department.

18.50 Use Classifications – Ms. Boughton provided introduction to this section as new to this update. This section provides a broad breakdown of types of uses which will be found in various zones. It is intended to assist the Planning Department when similar use determinations are requested. Commissioner discussion continued with 22) is tenancy calculation based on consecutive days; 23) tool rental and tractor sales belong in which use; 24) variety of businesses have rentals; 25) maintenance and repair of rental equipment should be considered; 26) are motorcycle, scooter and ATV considered with automobile sales; 27) tire shops are motor vehicle servicing and repair; 28) vehicle fuel sales needs to include Liquified Natural Gas and electrical; 29) Department of Transportation, county shop, and city yard added to uses; 30) Park & Ride facilities may be planned with a developing project or added to an existing development; and 31) wireless facilities definition and use.

Commissioners then reviewed section 18.55 Reasonable Accommodations for Persons with Disabilities – noting that 32) timeframe for Planning Director decision should be given.

Ms. Boughton introduced Section II Land Use Districts, beginning on page 51 of the draft, and her memorandum to the Commission dated April 3, 2012. Noting 18.60.020 Establishment of land use zones table proposes four commercial zoning districts due to discussion of increasing number of commercial zones during Comprehensive Plan process. Commercial areas today meet different needs of residents and traveling public. Merit to providing specific uses in one district or incentives for a particular zoning district. Office/Commercial/Industrial (OCI) zone being added. Deleted Redevelopment Master Plan and Viking Avenue overlay (VA), and refined the Master Plan (MP) overlay.

Discussion of Section II began with 33) school as a use not a zone and are found in the use table; 34) Strawberry Fields are School District property, not a City park; and 35) district boundaries refer to zoning districts, not special purpose districts such as port or fire.

18.60.060 Interpretation of Zoning map – discussion included 36) unmapped shorelands zoned the same as upland on the map; 37) Swanson Way east of Highway 305 is a public streets officially vacated or abandoned; and 38) is officially vacated or abandoned applicable to 3rd Avenue NW.

18.70 Residential Districts – review included 39) revision of density intervals to 4 to 5,

greater than 5 to 10, etc. will occur; 40) references to RCW for regulation of specific groups based on Supreme Court case law regarding group home which includes disabled, youth, and offenders; 41) are group homes for sex offenders included; 42) Federal and state fair housing regulate how disabled are housed; 43) Infill Residential Incentives, 18.70.070 P on page 78 of draft, provide for smaller lot sizes than the city standard 7,500 square feet; 44) infill incentives are available only in RL zone, and are not permitted outright to provide the community an opportunity for review and notification; 45) in CUP section, 18.230 on page 204 of the draft, the Administrative Conditional Use Permit (AC) may be determined by the Planning Director to require a Conditional Use Permit (CUP) reviewed by the Hearing Examiner; 46) neighborhood meeting requirement for infill if AC permit required; 47) Bed and Breakfast is limited to 10 rooms in 18.70.070 C on page 69 of the draft; 48) home business is different from home occupation; and 49) in RL medical/dental will be 'C' in table with note to remain.

Discussion continued with 50) day care center and family home day care are not the same scale of use; 51) home business added to use table to help show transition between home business and home occupation; 52) home occupation is intended to not infringe on a neighborhood; 53) employees arriving at a residence to pick up tools and equipment is a non-residential use; 54) home occupation may include one employee working at any given time in addition to the business owner/resident; 55) home business and home occupation both require business licenses; 56) public and quasi-public essential public facilities both regional and state are permitted use when they have been through a regional and state sighting process and the local jurisdiction has no regulatory authority to impose a CUP under state law; 57) the local jurisdiction would have input through the Kitsap Regional Coordinating Council (KRCC) if essential public facilities were proposed as a regional facility; 58) the state should be coordinating with the City if it were a state facility; 59) 18.125 on page 154 of the draft reviews essential public facilities; 60) existing and ongoing agricultural uses are 'P' in all zoning designations and are regulated in RCW; 61) new agricultural uses are regulated under livestock and urban agricultural section which reviews the scale of the use.

18.70.040 Minimum and maximum densities – discussion included 62) B 3 indicates as long as all other standards, such as lot coverage, landscaping, parking and building height standards are met there is no density requirement for residential living spaces which have shared cooking facilities; 63) federal and state standards for room size must be met for residential living spaces with shared cooling facilities; 64) a unit with a kitchen does count for density when located in assisted living, congregate care, nursing home, or residential care facility; 65) 18.70.040 B 1 indicates how density calculations have been done for many years; 66) Accessory Dwelling Units (ADU) are not calculated as density currently, and have not been, as it is considered an accessory use; 67) if ADU counts as density then the City will begin to regulate neighborhoods with ADU permits being on a first come first served basis; 68) the property owner must live on site for 6 months of the year; 69) the Comprehensive Plan goals and policies discuss ADUs; and 70) density calculation and a unit for land capacity are two different things.

18.70.050 Development standards in the RL zone – discussion included 71) the proposal to

reduce front yard setbacks by 5 feet 72) increased potential for vehicles to protrude into sidewalks; 73) aesthetically will be like a Brownstone; 74) consideration was to increase private space in the rear yard by 5 feet; 75) garage should be 20 feet from street; 76) front yards act as visual public spaces; 77) existing design guidelines are applicable for Planned Residential Development (PRD) not standard plats; 78) reduction proposed for standard plats; and 79) consensus is to keep current code for setbacks.

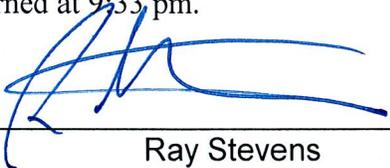
Commissioners indicated they were ready to adjourn, and would resume review of section 18.70.050 at the next meeting.

7. COMMENTS FROM CITIZENS - none

8. COMMISSION COMMENTS – none

Scheduled next meeting is on Saturday, April 14, at 9:00 am to 2:00 pm.

The meeting was adjourned at 9:33 pm.



Ray Stevens
Chairman, Poulsbo Planning Commission