

POULSBO SPECIAL CITY COUNCIL MEETING OF SEPTEMBER 12, 2009

M I N U T E S

PRESENT: Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Berezowsky, Boltz, Stephens.
Also present: Karla Boughton, k.b. Consulting

MAJOR BUSINESS ITEMS

* * * July 2009 Comprehensive Plan Review

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Quade called the meeting to order in the Council Chambers at 9:36 AM and lead the Pledge of Allegiance.

2. July 2009 Comprehensive Plan Review

Mayor Quade briefly reviewed the process and guidelines for the workshop.

Zoning Map- Councilmember Berry-Maraist commented on the need to have a discussion regarding the zoning map and possible modifications to the map. Karla Boughton, k.b. consulting, stated the council does need to have the discussion, however if any changes are going to be made, the discussion should take place immediately.

Councilmember Erickson questioned when the current zoning map was created or last modified. Berezowsky explained the map was established in 1994; however the map has been revised several times since.

Boughton stated the light industrial areas are needed based on the Puget Sound Regional Council (PSRC) Employment forecast, which includes a small component of manufacturing and commercial; the proposed Office Commercial Industrial (OCI) zone, would allow for more flexibility.

Councilmember Berry-Maraist suggested the zoning map discussion take place after the adoption of the Comprehensive Plan and during the zoning ordinance changes. Berezowsky recommended the discussion and any changes not take place until the 2012 update.

Conclusion: Discuss the zoning code map during the zoning and land use review; and not during the Comprehensive Plan process.

Council concurred unanimously.

Councilmember Erickson added the discussion should take place within a year.

Land Capacity Analysis- Councilmember Berry-Maraist and Erickson stated the discussion does not need to happen now, but should within the next year.

Conclusion: Discuss the land capacity analysis after the adoption of the Comprehensive Plan.

Council concurred unanimously.

Reasonable Measures- Councilmember Berry-Maraist stated most of the reasonable measures listed to be enacted, are already being used and others will make minor changes.

Berezowsky stated the document states what measures are required by the countywide policies. Boughton further explained the Comprehensive Plan does state reasonable measures are currently implemented by the city and it is acknowledged in the document.

Berry-Maraist also expressed concern with the residential high language in the LU-2.3 narrative; Boughton suggested revising the sentence the language.

Conclusion: Revise narrative LU-2.3- *"The high residential designation of Pousbo- a variety of housing units designed to maximize density."*

Council concurred unanimously.

Mayor Quade reconvened the workshop at 11:02 AM, after a 7-minute break.

Concurrency- Councilmember Berry-Maraist questioned the list of intersection exemptions in the Transportation policy. Councilmember McGinty explained at the time of the level of service review, the city decided to make the intersections that did not meet the minimum standards, exempt so the city would be not be required to bring them up to standard.

Berry-Maraist stated she would like additional discussion on the issue with the City Engineer due to the fact the county has a different view.

Conclusion: Staff will confirm with City Attorney Haney whether the list of exemptions needs to be included in the Comprehensive Plan, and will be discussed in the Public Works committee, with City Engineer Kasiniak and the traffic consultant. Topic will come back to council for revisions, if necessary.

Council concurred unanimously.

Miscellaneous Transportation Policies- Councilmember Berry-Maraist expressed concern with the lack of language for shared use paths and connectivity.

Conclusion: Councilmember Berry-Maraist will meet with Boughton to revise some of the language, and bring it back to council for concurrence.
Council concurred unanimously.

Fin Hill- Councilmember Berry-Maraist expressed concern with Finn Hill and the lack of connectivity to west Poulsbo, and the need for an additional major road to connect to the west side.

McGinty requested the map be revised to not show the connection at Ridgewood, and to reflect the current plan.

Conclusion: No further discussion.

Council concurred.

Yes: Crowder, McGinty, Erickson, Lord, Stern, Rudolph.

No: Berry-Maraist

Design Review for Residential High Zoning District- Councilmember Erickson commented on the need for additional design review standards and process for new development projects in the residential high zoning district; and requested language be added that allows the conversation and review to take place. Erickson expressed concern with design and topography of developments.

Councilmember Stern stated the Design Review Board (DRB) should have more leeway in their responsibilities. Berezowsky stated Associate Planner Mueller is currently reviewing the guidelines and standards of the DRB. Berezowsky stated the code designates the review process of residential housing to staff.

Berezowsky suggested the issue be addressed in an amendment to the grading ordinance rather than in a Comprehensive Plan policy.

Conclusion: Add design review to mixed use areas (corner stores, commercial and residential), and potentially address in the grading ordinance.

Council concurred.

Yes: Crowder, McGinty, Lord, Stern, Rudolph.

No: Berry-Maraist, Erickson.

Mayor Quade reconvened the workshop at 12:22 PM, after a 10-minute break.

Housing types- Councilmember Berry-Maraist commented on the Accessory Dwelling Units (ADU) permitting process, which requires a conditional use permit; thereby discouraging ADU's. Berezowsky stated the issue is on the docket to discuss during the zoning code update.

Conclusion: Allow review of ADU permitting process through the zoning code amendment.

Council concurred unanimously.

Community Character- Councilmember Berry-Maraist questioned when the old town study will be reviewed and what the review area would consist of. Councilmember Erickson suggested the language referencing downtown/old town be general and not so specific.

Councilmember Erickson further suggested the Viking Avenue corridor section be moved into Community Character, from the Land Use section; Berezowsky suggested the section be moved from the policies and into the implementation strategies.

Conclusion: Council concurred unanimously, to make the following revisions-

- Community Character policy addition- *"The City should consider any opportunity that will foster the retention of heritage buildings."*
- Policy addition to the Downtown Commercial Core section, to encourage walking to downtown.
- Remove the Viking Avenue corridor goal and policy from the Land Use section and insert into the implementation strategies in the narrative section.
- Remove all language in LU-1.6, after the first sentence.

Building Height- Councilmember Berry-Maraist questioned the building height definition, view preservation and encouraging pitched roofs. Councilmember Erickson suggested view preservation be discussed and considered. Berezowsky pointed out in Community Character 2.2 there is a policy that addresses views.

Conclusion: LU-1.7- Revise view preservation policy to be more generic by removing the reference to 10th Avenue and Caldart, and add *forested area*; and change the word to "ensure" to "encourage".

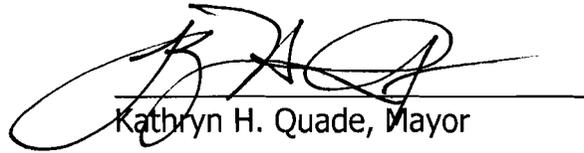
Council concurred unanimously.

Mayor Quade requested the council to review and agree the last four topics listed on the discussion guide are already included in the Comprehensive Plan and take them off the list for discussion; council concurred unanimously.

Berezowsky suggested council review the remaining proposed modifications outlined in the discussion guide, and forward any concerns and comments to the Planning Department.

3. ADJOURNMENT

MOTION: Stern/Rudolph. Move to adjourned at 1:48 PM.
Motion carried unanimously.



Kathryn H. Quade, Mayor

ATTEST:



Jill A. Boltz, City Clerk

Exhibit 1: Discussion guide- Councilmember Submitted Topics

Draft Comprehensive Plan Councilmember Submitted Topics

No.	Submitted Topic/Issue	Requested Topics for Discussion
Color Key █ – Council needs to agree to discuss █ – Subsequent to Comprehensive Plan Adoption (i.e. development regulations, outside purview of comprehensive plan) Yellow – Proposed Modification █ – Already in Draft Comprehensive Plan		
█	█	Light industrial, high density residential, mixed use, etc.
█	█	Land capacity analysis/high density zones/CAO and implications
█	█	Reasonable measures and conflicts between page 35, 50 and 51
█	█	Rigid enforcement of concurrency, exemptions and repercussions
█	█	Bike/ped safety (4.1), connectivity (37 & 67), increased priority on non-motorized projects, shared use paths, stairs, connections to regional and cross state trails, “teeth” for future developments, implementation plan, place holder for future adoption of trail plan
█	█	Connections on the west side; Finn Hill bottleneck and review west side mapped routes for connectivity
█	█	Add design review standards and process to new development projects in the Residential High zoning district
█	█	How to encourage ADUs/cottages/small homes on small lots <i>Draft Comprehensive Policies LU-2.3, HS-1.1; HS-1.4, HS-3.1, HS-3.2, HS-3.3, HS-3.5, HS-3.6 all provide policy direction encouraging a variety of housing types in the City, including ADUs, cottages and small homes on small lots.</i>
█	█	Options for preservation of downtown/old town character and implementation plan <i>Draft Comprehensive Plan Policies CC-5.1 through CC-5.9 all provide policy direction for preservation of downtown character; Policy CC-6.1 provide policy support for the establishment of special development standards for Old Town Pousbo residential neighborhood.</i>
█	█	Building height definition, view preservation and encouraging pitched roofs <i>Draft Comprehensive Plan Policy CC-3.2 provides policy support for pitched roofs in the commercial zoning districts</i>

Draft Comprehensive Plan Councilmember Submitted Topics

No.	Submitted Topic/Issue	Requested Topics for Discussion
Color Key <div style="display: flex; flex-direction: column; gap: 5px;"> <div style="display: flex; align-items: center;"> <div style="width: 15px; height: 15px; background-color: black; margin-right: 5px;"></div> – Council needs to agree to discuss </div> <div style="display: flex; align-items: center;"> <div style="width: 15px; height: 15px; background-color: black; margin-right: 5px;"></div> – Subsequent to Comprehensive Plan Adoption (i.e. development regulations, outside purview of comprehensive plan) </div> <div style="display: flex; align-items: center;"> <div style="width: 15px; height: 15px; background-color: yellow; margin-right: 5px;"></div> – Proposed Modification </div> <div style="display: flex; align-items: center;"> <div style="width: 15px; height: 15px; background-color: black; margin-right: 5px;"></div> – Already in Draft Comprehensive Plan </div> </div>		
10	Centers	<p>Note: At September 9th workshop, City Council agreed to modify Policy LU-3.1 and consensus was that this issue had been addressed.</p> <p><i>Policy LU-3.1</i> <i>The City shall support and build upon the Kitsap Countywide Planning Policy designations as a City Center for <u>Poulsbo Town Center and Olhava Mixed Use Center</u>, (Centers of Growth, Policy 3), and provide an abundant mix of shopping, service, employment and cultural opportunities. <u>The City shall continue to support future KRCC Center designations for areas within Poulsbo that meet the Centers of Growth criteria in the Kitsap Countywide Planning Policies.</u></i></p>
11	Historic Identification on-ground historic markers and signs	<p><i>Policy CC-7.2</i> <i>Cooperate with the Poulsbo Historical Society to identify Poulsbo's heritage residences and buildings. Develop a walking tour brochure and map of these heritage buildings for residents and visitors to learn about Poulsbo's history. <u>Install historic signs/markers for Poulsbo's heritage residences and buildings.</u></i></p>
12	Public Access	<p><i>Policy PRO-1.3</i> <i>Seek additional opportunities to acquire park land <u>and access easements</u> and/or to provide public access along the western and northern shoreline of Liberty Bay. <u>Provide identification on existing road ends and public easements with access to the shoreline.</u> Whenever possible, include boating facilities, fishing piers, beach access and swimming, and boardwalks as water access amenities.</i></p>
13	Add affordable to public building policy	<p><i>Policy CC-1.4</i> <i>Design and build Poulsbo's public buildings with quality <u>and affordable</u> materials and construction techniques to serve as a model to the community, and to enhance their function as community gathering places.</i></p>

Draft Comprehensive Plan Councilmember Submitted Topics

No.	Submitted Topic/Issue	Requested Topics for Discussion
<p>Color Key</p> <p>■ – Council needs to agree to discuss</p> <p>■ – Subsequent to Comprehensive Plan Adoption (i.e. development regulations, outside purview of comprehensive plan)</p> <p>Yellow – Proposed Modification</p> <p>■ – Already in Draft Comprehensive Plan</p>		
14	Tree ordinance but “while maintaining zoned density.”	<p><i>Policy LU-13.3</i></p> <p><i>Existing trees within a proposed development project should be an important factor in its site planning, including determination of building, parking, open space and other feature locations. Tree preservation provisions that encourage the early consideration of tree protection during design and planning of development proposals shall be developed for inclusion in the City’s Zoning, Subdivision Ordinance, or Clearing and Grading Ordinance as appropriate. <u>Tree preservation provisions must ensure zoned density is able to be achieved.</u></i></p>
15	Neighborhood Connectivity policy needs to include language that encourages multiple ingresses and egresses for large neighborhood development for pedestrians, bicycles and vehicles	<p><i>Policy TR-5.3</i></p> <p><i>All new residential developments shall be required to provide <u>vehicular, bicycle and pedestrian</u> through connections with adjacent existing or provide for connections to future residential developments, when such requirement is consistent with legal nexus parameters. When requiring a connection to undeveloped property which is zoned for residential development, the City shall require a sign be posted at the connection point indicating future road connection.</i></p>
16	Include a policy to address when property becomes unable of being developed due to City environmental restrictions	<p><i>NEW Policy NE-1.6</i></p> <p><i><u>City regulated environmental protection cannot constitute a legal “takings” of land and the City must provide in its Critical Areas Ordinance, provisions for reasonable use of property.</u></i></p>
17	Promote the concept of zero lot line development in lieu of condominiums in Policy LU-2.3	<p><i>Policy LU-2.3</i></p> <p><i>Encourage a variety of housing sizes, densities, and types, facilitate a more economically diverse housing stock, and provide for innovation, creativity and diversity in site design, by identifying flexible development standards. Examples include <u>planned residential development, infill incentives, cluster/cottage developments, zero lot line developments, and lot averaging</u>, to be identified as appropriate in the City’s development regulations.</i></p>

