

## POULSBO CITY COUNCIL MEETING OF OCOTBER 10, 2012

### MINUTES

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

Staff: Berezowsky, Boltz, Booher, Kasiniak, Kingery, Loveless, McCluskey, Treacher.

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of September 12, 2012 City Council Meeting
- \* \* \* Contract for Professional Services – Prothman Company
- \* \* \* Set Public Hearing: 2013 Final Budget
- \* \* \* Workshop: Draft Zoning and Code Enforcement Ordinances

#### 1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and led the Pledge of Allegiance.

#### 2. **COMMENTS FROM CITIZENS**

None.

#### 3. **MAYORS REPORT AND COUNCIL COMMENTS**

a. Councilmember Berry-Maraist reminded Council and audience of the Poulsbo Marathon this Sunday morning.

b. Councilmember Stern invited Scott Bosch, Harrison Hospital CEO, to the October 17th Council meeting, to address the re-affiliation of Harrison with Franciscan Medical Group.

c. Councilmember Henry reported on his attendance at the Sons of Norway monthly meeting.

d. Mayor Erickson reported on the Audubon Societys use of the City Hall this past weekend and announcement of Daffodil Day on November 3rd at 9:00AM.

e. Councilmember Lord announced the 100th year of First Lutherans Lutefisk dinner and the Bremerton Symphony concert this upcoming weekend.

#### 4. **CONSENT AGENDA**

**Motion:** Move to approve Consent Agenda item a.

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

The items listed are:

a. Minutes of September 12, 2012 City Council Meeting

#### 5. **BUSINESS AGENDA**

##### a. **Contract for Professional Services – Prothman Company**

Human Resources Manager Kingery asked for concurrence of the Council and emphasized the importance of doing a national search for a new Police Chief.

**Motion:** Move to authorize Mayor Erickson to enter into an agreement with Prothman Company to provide professional recruitment services to conduct the search for a Police Chief.

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

##### b. **Set Public Hearing: 2013 Final Budget**

**Motion:** Move to set a Public Hearing for November 14, 2012 at 7:15pm to allow the public time to address the Council regarding the 2013 budget.

**Action:** Approve, **Moved by** McGinty, **Seconded by** Stern.  
Motion passed unanimously.

##### c. **Workshop: Draft Zoning and Code Enforcement Ordinances**

Mayor Erickson opened the Workshop and invited comments from citizens with a limit of 5-minutes.

Mark Kuhlman, Team4 Engineering distributed information to Council and spoke regarding:

- Setbacks, specifically for porches, to enhance the sense of community.
- In section regarding lot averaging and suggested “flex-lots” be considered.
- Concern with forcing a variety of lot sizes, asked, suggestion item c4 (page 63) regarding lot size ranges be stricken.

- Consideration to minimize lot depth from 90 to 70.
- Cottage requirements (page 63-64); cottage dev not always multi-family, could be a subdivision allowing individual home ownership and appreciates the side yard setbacks of 5 foot.

Councilmember Stern questioned the purpose of setbacks. Boughton explained setbacks were discussed and reduced during the Planning Commission meetings in a cottage setting. Planning Director Berezowsky further explained the need for setbacks facilitates fire codes and property maintenance.

- No size limitation or maximum home size of cottage housing.
- Under Cottage Housing – Development Standards, suggested include “abutting open space shall be...”; and paragraph i, relating to Low Impact Development (LID) be stricken, compliance with storm manual will push use of LID.
- Concern with the requirement that a property owner must have lived in the primary residence at least 6 months prior to applying for Accessory Dwelling Units (ADUs) permit.

Discussion included:

- Accessory Dwelling Units (ADUs) including intended use for family members vs. rentals or duplexes
- ADU vs. stand alone residential unit
- Neighborhood concerns, specifically with ADUs that are used as rentals.

Sean Parker, Architect, spoke to the affordability of ADUs, planned mixed-use development referenced his hand-out and addressed the minimum site-size as two acres; it is counterproductive to have minimum lot-size. Parker suggested “residential units shall not occupy more than 40% of the buildings gross square footage” be eliminated on page 122, item C-2-b and page 119, item K-2; and page 119, item J-8, aisle width to be less restrictive and eliminate the minimum width.

Councilmember Berry-Maraist spoke about restrictive design standards of matching existing neighborhood houses.

Boughton stated tonight's workshop will continue discussion on Section II Land Use Districts of the draft Zoning Ordinance and pointed out the memo that was provided to Council summarizing the discussion from the last Council workshop. The question Councilmember raised at the workshop is whether professional and medical/dental offices fit with the Neighborhood Commercial purpose. Boughton provided background on how the City's zoning ordinance has addressed professional and medical/dental offices in the past.

Council discussion included:

- Commercial Uses in Residential Zone – Permitted uses under a conditional use permit; whether to removed professional/medical/dental office space as an allowable use and/or under a conditional use permit; and give examples of each type of use. The status quo is to continue to prohibit professional/medical/dental offices in the residential low (RL) zone.

Council concurred to modify Neighborhood Commercial – Uses (Section 17.70.070.F.6.A) to prohibit professional offices in residential low (RL), and allow dental offices around schools, as neighborhood commercial.

- Cottage Housing – Boughton stated most of Mr. Kuhlman's comments the Planning Department would agree with clarifying where cottage housing needs to be abutting to the open space.

Mayor Erickson questioned whether there should be a minimum lot size, in order to allow cottage housing; Boughton stated cottages are intended for the RM and RH zoning district right now, and require open space and clustering, and allow for flexibility in site design. The minimum lot size for cottages, through the PRD, for RL is 3,000 square feet; and would be the recommendation if the Council wanted to establish a minimum lot size for the RM and RH zones.

- Livestock and Poultry – Mayor Erickson noted she requested language be added to this section that properties are legally designated as a farm, the regulations not apply. Erickson's property is one of the two properties in the City; while the regulations have no affect her property, it would affect her neighbors property, which is a horse farm.

Councilmember Musgrove recommended wildlife refuge properties also be included in the designations in which the regulations would not apply.

## 6. COUNCIL COMMITTEE REPORTS

- Community Services Committee: Councilmember Lord reported on the creation of a brochure to guide donation, online registration software implementation by January and recap of summer recreational program financials, Net Shed Park, Mayors Daffodil Day, and Halloween events. Lord thanked Valley Nursery for the discounts and support for Daffodil Day.

## 7.DEPARTMENT HEAD COMMENTS

None.

## 8.CONTINUED COMMENTS FROM CITIZENS

None.

## 9.COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a.Councilmember Musgrove announced a meeting Wednesday 4:00PM in the 3rd Floor Conference Room to clarify and reiterate the plans for the Anderson Parkway project.

## 10.ADJOURNMENT

**Motion:** Move to adjourn at 9:30 PM.

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

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC