

**City of Poulsbo
PLANNING COMMISSION
Tuesday, January 13, 2009**

MINUTES

MEMBERS PRESENT

Jim Coleman
Gordon Hanson
Bob Nordnes
Ray Stevens
James Thayer

STAFF

Barry Berezowsky
Lynda Loveday
Karla Boughton, Consultant

GUESTS

MEMBERS ABSENT

Vacancy
Don Sarles

1. CALL TO ORDER

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

2. FLAG SALUTE

3. ELECT CHAIR AND VICE-CHAIR

MOTION: NORDNES/COLEMAN. Move to keep the current chair and vice-chair. 5 for. 1 absent. 1 vacant.

4. MODIFICATIONS TO AGENDA

none

5. APPROVAL OF MINUTES OF 9-23-2008

MOTION: COLEMAN/HANSON. Move to approve the minutes of September 23, 2008 as presented. 3 for. 2 abstain. 1 absent. 1 vacancy.

6. COMMENTS FROM CITIZENS

none

7. 2009 COMPREHENSIVE PLAN UPDATE

Karla Boughton, Consultant, gave a brief background on her qualifications for preparing the Comprehensive Plan. She then gave an overview of the plan by discussing: (1) the context of the draft Poulsbo Comprehensive Plan; (2) the

city's vision of the future; (3) the plan is long range and is meant to be a 20 year plan; (4) it is predictable and has a map that tells how the land should develop in the future; (5) it contains internal consistency; (6) it is adjustable which means it will change through the amendment process; (7) GMA has built in "check in" points for making changes to the plan due to circumstances of life in Poulsbo; (8) it is comprehensive, it brings together the relationships between the built environment and peoples desires; (9) GMA changed the way comp planning is done in Washington by listing 13 goals; (10) the plan has to be made in a regional context.

The presentation continued with: (11) county wide planning policies are also required under GMA and they set the foundation for a lot of the planning that has to happen in the Comp Plan; (12) population allocation is determined by the KRCC; (13) the process that has been followed so far over the past year to get the plan to its current status; (14) all functional plans are up to date and will mesh well with the draft plan; (15) the draft plan will be released next week by the Mayor at the Council meeting; (16) the plan will be available on the city's web site immediately after the release; (17) there will also be CD's of the comp plan and all the functional plans and appendices available for purchase; (18) there will be a hard copy at the library; (19) there will be a copy of everything at Sound Reprographics for personal purchase; (20) the plan has been broken down into four sections.

The presentation continued with: (21) the functional plans will only be available on disc; (22) there are certain chapters that are required to be included in the plan; (23) there are also voluntary chapters that are included; (24) there are goals, policies and implementation strategies in the plan; (25) the comp plan is not meant to solve zoning issues; (26) the PC is the central advisory committee for public review of the draft plan; (27) there will be some joint workshops with City Council to make sure that there is a collaborative partnership in the policy direction; (28) review of the plan will take place every Tuesday night, with a few exceptions, from 6:00pm to 8:30pm through June; (29) the review timeline is an aggressive one so the format for the meetings will be more formal than normal.

The presentation continued with: (30) outstanding issues that need more research by staff will be discussed at the end of the review process; (31) the process for receiving public input and review of those comments; (32) towards the end of the review process staff will be presenting site specific amendment requests that have been submitted by property owners; (33) the commission will have gone through the whole comp plan and will be able to look at the specific amendment requests in the context of the new draft document; (34) staff is not recommending changes to the comp plan map or density ranges; (35) we are meeting urban density; (36) the PC is receiving and reviewing staffs plan; (37) when it goes to the CC they will be reviewing the PC's plan; (38) changes will be

inevitable; (39) depending on the discussion people in the audience will ebb and flow; (40) people will have comments about what they want changed for their property; (41) this is not the forum for that discussion; (42) a lot of things are mandated by higher authorities; (43) that issue gets lost to people in the audience; (44) the plan includes quotations from the GMA to help the PC in its review; (45) the city has to grow and achieve urban densities; (46) capital facilities element has to support the land use element; (47) council should not make a decision without the comp plan to support them; (48) the budget process implements the goals and objectives of the plan; (49) the capital facilities plan identifies funding sources; (50) there are a lot of projects that are transportation related.

The discussion continued with: (51) GMA requires identification of 20 year projects but only requires funding identification for 6 years; (52) the county dictates the land capacity methodology; (55) changes in methodology factors is a discussion to be held in the future; (56) densities we have achieved; (57) it is appropriate for the PC to not consider changing the UGA; (58) OFM will release new estimate for the city in a few months; (59) community input has been mainly wanting to add to or reduce the city limits; (60) wanting to change the CAO by wanting to use the comp plan

The discussion continued with: (61) wanting to increase buffers through the comp plan; (62) the CAO has been adopted and not challenged, it does not need changing; (63) the Inter Local Agreement talk about how the plan was achieved and how it will be adopted but does not address how it will be amended; (64) there isn't going to be the urgency there has been in the past regarding building permits; (65) there was a period of time where development was not occurring while the UGA and annexation issues were resolved; (66) 1998 was when all the other cities were given UGA's; (67) the city expects the comp plan to be challenged; (69) the PC will get a notebook and a CD of the draft; (70) the meeting format will be more formal than their usual meetings.

The discussion continued with: (71) three minutes will be allowed for audience comment at the beginning and end of the meeting; (72) this is not a public hearing time it is a discussion time; (73) the draft timeline was presented and discussed; (74) there was a question as to whether a quorum is needed for all the meetings; staff will ask the city attorney; (75) a quorum is needed to make a decision; (76) there will be several joint meeting with the Council; (77) the UGA will not be part of their discussion; (78) some citizens will want to bring it up; (79) they need to take it to another forum; (80) the normal annual comp plan amendment process was outlined; (81) this year they are being included in the overall comp plan discussion at the end of the review time; (82) all the site specific comp plan amendments will be placed on a docket that Council will review and will determine which to be taken forward and which will not; (83) the

UGA is not within the PC's jurisdiction for discussion; (84) GMA says that the county has explicit responsibility for designating UGA's; (85) the city has a role in it because it will become it's boundary; (86) all construction has come to a screeching halt; (87) staff has no projections for construction for the future; (88) the city has not absorbed its designated population during the last few busy years so we don't need more land at this time; (89) monitoring the growth of the cities is the county's job; (90) reasonable measures to increase capacity have to be done within the current city limits before the UGA can be increased.

The discussion continued with: (91) we don't know what development is going to look like after the market recovers; (92) there is only one area that is left to be annexed; (93) there is the possibility and opportunity to up-zone; (94) Poulsbo has the right to be Poulsbo; (95) we do have to accommodate our population allocation; (96) are there any projections for what is going to happen to the properties on Viking Avenue that empty; (97) how have they affected the city's budget process; (98) Wal-Mart is helping with their sales tax, they are always busy; (99) sales tax projections with regard to loss from Viking Avenue are not known by the consultant; (100) some council members want to look at revitalizing the downtown area all the way to Poulsbo Village.

The discussion continued with: (101) Viking Avenue needs to be looked at for possible change in zoning; (102) it would be a good place for mixed use; (103) it is one of the reasonable measures for increasing capacity in the city limits; (104) if the government comes out with a stimulus package it would be a good opportunity to get rid of overhead electrical lines; (105) the city needs a tunnel (laughter); (106) staff will deliver the comp plan binders to any Commissioner who is unable to come to the meeting on the 21st.

8. Commissioner Comments

Items discussed: (1) Megger Circle back yards need to be cleaned up; (2) the clock downtown needs to be fixed.

The meeting was adjourned at 8:45pm

Ray Stevens
Chairman, Poulsbo Planning Commission