

City of Poulsbo PLANNING COMMISSION

Tuesday, December 1, 2015

MINUTES

Members Present

James Coleman (JC), Kate Nunes(KN), Ray Stevens (RS), Shane Skelley (SS), James Thayer (JT)

Members Absent

Gordon Hanson

Staff

Keri Weaver (KW), Aaron Hulst (AH), Andrzej Kasiniak (AK), Karla Boughton (KB), Helen Wytko (HW)

Guests

Barry Margolese (applicant), Mark Kulman (Team 4 Engineering)

1. Call to Order
2. Flag Salute
3. Approval of Minutes – August 18, 2015 COLEMAN/NUNES, 1 abstention (NORDNES)
4. Modifications to Agenda - none
5. Comments from Citizens – regarding items not on the agenda
6. Crystal View Preliminary Plat
Public Meeting
Staff: Weaver

RS: We will start with Crystal View

SS recues himself from the meeting because he has property to the south of the Plat and they are working to get utilities down there.

Associate Planner, Keri Weaver. Crystal View, originally submitted as Crystal Glen. The project is 46 residential single family lots, on two parcels 1.64 acres zoned Residential Low. Gently to moderately sloped from north to south. Lot sizes range from 7,500 to 10,487 sqft. Primary access from Sunrise Ridge Ave NE, which currently dead ends south of Meredith Heights. Future connection to Johnson Road, which is not being built with the project, but a construction road will be built. Critical Areas

include unnamed offsite class 5 stream protected by 75ft buffer and 25 foot setback. Crystal View submitted summer of 09, so vested to an older zoning code.

An addendum of public comments received and notices and affidavits received since staff report published. Received publication NOH and couple more public comments which are provided to you today as well. Preliminary Plat of crystal view some copies had a page missing, just in case they are part of the package. Pull a part of exhibit 2 which are the drawings, in lower right hand corner 4-9 of X, submitted as part of the construction set, specifically address ADA compliance, which is also dealt with in section F.

Happy to go through the project in more detail.

RS: Everybody has read staff report does, anyone have any questions about it?

JC: On page 13 of 31, staff analysis stormwater option 1 item A, you are intending to discharge into a stream?

AH: Correct.

JC: On drawing 12 of 17 you have a 30 inch storm drian line running into liberty bay?

AH: Two options. Option 1 has pond option for division 1 and vault option for division 2

JC: but you won't accept any option 2?

AH: We had them provide drawing, the more information they could provide the less intense of a PDR in the future.

KW: If they want it approved they need to do a PDR or plat amendment. We cannot approve two at this time.

JC: Rework?

AH: It is correct, requires post decision review or amendment and not approved with preliminary plat submittal

JC: What is the grade on forest rock coming up

AK: Steepest slope is 15%, currently maximum is 12%

JC: I am concerned about the cut and filling above that site are we dealing with critical slope areas?

AK: Same concern so we asked for geotech reports

JC: We have already had some slide on the back site of Sunset

AK: Correct

JC: concerned

HUSLT there has been a number of geotech over the years. There has been at least 5 or more geotech. Earlier ones were geological which were all that were required by CAO at the time. Newer reports address all concerns on site. It was peer reviewed and some corrections were made. Letter from peer reviewer saying that it is okay.

JC: people and I are still concerned about it.

RS: Any other question

KN: I was looking through the traffic study looking for what the concerns might be for the Deer Run neighborhood. Current study looks going out Sunrise, down to Caldart and out via Hosmark. People cutting through deer run to avoid school traffic or go to Bainbridge Island. Why wasn't that option addressed in the traffic study?

AH: At the request of the hearing examiner, no trips go to the intersection of Noll and SR 305. Assuming the only reason to go through Deer Run is to get to that intersection. Applicant was asked to exclude that in the study because there is a failing level of service and wanted to see where people would go.

KN: How is the applicant going to make sure that they will not take that path?

AH: Residential collector street with capacity for 4000 trips. Existing and proposed plats falls way under.

RS: What would be the worst case scenario is what the HE was looking at.

AH: Correct

RS: Any other questions? Open up to applicant and then citizens.

Barry Margolese 105 S Main Street, Suite 230, Seattle, WA 98104 - I am a partner with the applicant and it shows in the application Smith Kenmore LLC, which we used to purchase the property. Moved to Crystal View LLC for this project. We purchased three years ago. Worked closely with City and consultant and are pleased to bring in front of the Planning Commission tonight. Year and half started working with Meredith Heights residents representing homeowners association. Zoned for its use, no deviations. Location of south end of Meredith Heights. Sunrise Ridge Ave permanently stubbed and available for anyone living in Meredith Heights to use. Suggest that we have a right to utilize road for construction, just like it was used to construct all of existing homes of Meredith Heights.

With the right, we also have an obligation to act responsibly and would do that. Suggested through the City, because Meredith Heights has no stop signs in whole subdivision, that we would install as possible means of traffic control. We are prepared to erect traffic and temporary speed bumps like in Walmart parking lots secured on paved areas. A lot of correspondence from neighbors about access from Sunrise to our plat. One of the benefits of the development is in negotiations with City agreed to provide an emergency access from South end through Shane Skelley's property onto Johnson Rd. Acts as a second means of accessing the property. Meredith Heights has approximately 49 to 50 houses that are south of the Sunrise and Mt. Townsend and of all of those houses have one point of access. Provision of an emergency access serves as an emergency access to Meredith Heights as well. Introduce Mark Kuhlman from Team 4.

Mark Kuhlman Team 4 Engineering - Working on project for several years. I was going to have a few typos but will submit directly to Planning Department. I did want to touch base on a couple things. Commissioner Nunes talked about traffic. There is also a traffic analysis that analyzed Noll and 305 intersection, which needs a traffic signal. Highway Department will only have one traffic so Noll Road is never going to get a signal because Johnson getting it, and will never correct level of service F. If Johnson gets a roundabout, Noll road turn into a right in right out only. Commissioner Colman you asked about a stormwater options. We are looking at possibility of direct discharge option because of development in the area, may allow us to look at a regional solution perhaps a public driven decision. Did not want to be lead agency at this time. In discussing with City you need to tell us what you are thinking even though it's not approved at this time. Commissioner Stevens question about 21 on page 21. The temporary easement is for the City to access the temporary stormwater pond built in phase 1. Responsibility of HOA to maintain until goes away until phase 2. That is purpose of temporary easement. City standard streets. Sunrise Ridge is residential collector, is required to connect up to Johnson road, our obligation, development funded street. Questions about road section. Poulsbo has very stringent road standards requires high building standards. I think 10,000 could pass, but will not exceeding residential collector 4,000 capacity. Geotech issues. Steep site with very beautiful homes and views. There will be earthwork involved. Looking at geotech being prepared on our property and property around us. We are prepared to comply with conditions. Do you have any questions of me?

JC: You were talking about changing our routing from what we have in before us?

Kulman: Truck route?

JC: Chief of police establish truck route, and you want establish a truck route that is not consist with what we have before u in writing?

Margolese: No, we are prepared to meet with the conditions of report. Wanted to clarify we have bent over backwards because we have a primary right to use it without any qualifications.

RS: Any other questions? We can open it up for public comment.

Gary Jackson 18072 Mt Walker Dr NE - Thank City staff for keeping us update. Help keeping us up to date with correct information. Concern that I would like to discuss. Is that it was said there is no stop signs in Meredith Heights, but there are stop signs in every intersection. Concern that is we have been told that there will be a construction road. On page 25 item 50, even though there is a construction road, talks about Sunrise Ridge for preliminary work. Concern that we would see construction vehicles on Sunrise Ridge.

John Anderson 18201 Sunrise Ridge - I would like to thank Barry for coming in and the time he spent with us. Same concerns as Gary with the amount of work which seems to excuse a lot of initial heavy traffic. How much rock is going to be pulled in and out and trucked through Meredith Heights. Utility for emergency access road for construction. Notice it is only going to be 20 feet wide, two trucks can't pass. There is going to be a street down there anyway, is this road planned to be the street, or along the route, or will be torn down and abandoned? Planning condition 4, waived requirement for RV storage. We think that it saddles that development with yet another that is devoid of amenities. This pushes the problem down the road. Some consideration should be given that when stormwater retention pond when it ceases to be in use, it should be turned over for RV parking. Seems to me that is the only possible place for amenities. There was one item. Fencing along unnamed creek to protect silt. We would like to ask for this fencing along southern boundary that goes into our eastern greenbelt.

Don Jukam 18077 Sunrise Ridge Ave NE - Preliminary plat as we see already establishes construction route. Truck route which is a good idea and will serve development well. However condition 50 seeks approval for construction traffic on Sunrise for preliminary site mobilization, clearing and grubbing, and timber cutting and hauling. We maintain that Sunrise is suited only for light traffic. Light traffic for both Sunrise and Mt Walker is specified in the 2003 Krazan Geotech Report. Passenger vehicles and an occasional service vehicle is the light traffic designated because of mass grading and cut and fill operations. The Krazan report is labeled Geotechnical Engineering Investigation Report Slope Stability Requirements and Building Setback Requirements for Meredith Heights. The Geotech study was commissioned by capstone, the developer of Meredith Heights, and by inference, light traffic then would preclude construction traffic. So it not a wish out of thin air, it has solid science behind that request. The City has this report on file dated March 31, 2003. You are also invited to look at two other documents the City has on file. Krazan letters March 31, 2003, February 4, 2004 these two letters were there because of slide on Sunrise Ridge slope next to Crystal View. Both letters confirm that soil and ground conditions are vulnerable to

vibrations, it is a type B soil I am told, vulnerable to slides and construction traffic. If there is going to be a construction road coming up from Johnson Rd, then why not just start with that construction road and not even be necessary to use Sunrise Ridge and all the problems that it could encompass.

Elaine Jukam 18077 Sunrise Ridge Ave – Read letter out loud from Susan McDonald that was already part of the public record provided to as part of the Planning Commission

Stacy Speckle 18311 Miss Ellis Loop - I am a resident impacted. I bought my house in 2004 and I was assured that slope would be stabilized through planting. Trees failed. I again met with Mayor Quade in October 2005 when I was concerned that, a quick claim deed was filed. The day that I had to hire an attorney to contact Sabra who built Meredith Heights and a tree did indeed fall on my home causing 1000 worth of damage. You must do something about this. When you approved this plat said that the hillside would be stabilized. After the tree fell on our home and they brought in heavy machinery and cut down the alder trees which have grown back ten years later. I am concerned that second section will be done without slope stabilizations. Impacted I also have insurance that would not cover me for collapse. Does not seem that the meeting taking place is fair. Why will Hearing be taking place on 10th in the morning. It appears that it is happening so that the residents are not seeing what is happening with decision making.

RS: Anyone else?

AH: It sounds like there is concern over condition of approval number 50 allowing initial construction traffic to use Sunrise Ridge. After I finish here perhaps Mr. Kuhlman can I shed some more light on why they have to use that preliminarily for some construction access. Let you know exactly how many trucks are going to come through there. We had numerous meeting with both the applicant and his engineer. They will have to build that emergency access road from bottom of hill all the way from Johnson up. Trees will have to come down. Will have to use Sunrise Ridge in beginning for heavy construction traffic. We have outlined that in our conditions of approval. Only use for preliminary site mobilization, preliminary site clearing and grubbing, or timber cutting and hauling, anything above or beyond that will require police chief approval.

RS: My question is when is preliminary over and when is construction starting?

Kuhlman. Talk about COA 50 and why it allows any traffic. It was position of City staff that there should be no traffic by city staff. But other route involves a stream crossing that is 20 or 25 ft deep, previously discussed type 5 stream, the earth it will take to fill for that stream crossing all has to come from up the hill. Until then no viable access from the bottom. To get started we can't even get to the site from the bottom. We have to come in

from the top, when do you stop coming in from the top? When we get road prism across stream built and we can come in from the bottom. In order to get to that point, we have to go in there and push the dirt into road prism. Not 100 truckloads of timber, if there is 50 I would be surprised. When that road prism and stream crossing that is when we stop. It was also asked 20 ft wide. Is going to be in final alignment of Sunrise Ridge. I think that is exactly where it is going to go, but engineering has to approve design. But road prism we build is going to end up where the road is going to end up. We are building to serve the future construction, not going to do 20 ft prism at top and 2-1 slopes down. It is going to handle 30 ft wide sidewalk both sides road prism. By putting expense on this project that could easily be done on the next project. Done in cooperation with this property owner and the property owner to the south. We are only going to put 20ft gravel down for emergency vehicle access but top of road prism is going to be 40ft wide. Plenty of room for two trucks to meet.

RV storage. There is none being allowed; CC&R required to store offsite in Poulsbo. Krazan report Mr. Jukam talks about. The report which is in exhibit package and you should read that introduction paragraph on page 1. Talks about Sunrise Ridge Drive as the anticipated finished traffic volumes would be typical of residential subdivision with individual vehicles with occasional service truck. Statement of what is the typical characteristic. An interpretation of what typically travels, not what is limited to travel. We only anticipate this construction period to be 30-45 days and then we will be done.

AH: I would like to add a little bit. Clear up Sunrise Ridge. The only language that talks about passenger vehicles and an occasional service vehicle is in a paragraph that is meant to be simply an introduction to the geotech report. Narrative on how the street is supposed to function. Not a conclusion or recommendation in the report. Hopefully that clears that up. Quite a few geotech reports and letters from Krazan since then. I have one dated February 3, 2010. Opinion that vibrations from construction traffic would not adversely affect the stability of east facing slope.

BN: So we can conclude that this concern from Sunrise has come from a typical statement that Krazan and others make on their cover letter?

AH: Yes, it is just an introductory paragraph

BN: There is no fact or issue out there that is causing this concern. That there are a few dump trucks are going to take down the slope. You don't have any facts or concerns that it is going to happen.

AH: I read every geotech report for Meredith Heights, Crystal View/ Crystal Glen and have not been able to find anything. Just to confirm that we had the whole getoech report peer reviewed to confirm that. They have signed off on it as well.

KW: Would like to stress that the geotech report being discussed. Contrary to what is being reported this is what it says. . .I believe that

some citizens have been mistakenly conflating those to, and because there has been mass cut and fill that it is only suitable for passenger vehicles. This report does not say that.

BN: That is exactly the way that I am seeing it.

KW: Will point out this is the intended use and classification and use of the road, and yes they are going to have to cut and fill. These are observations, not findings or recommendations. Not identifying any problem with the road.

BN: I want to make that point. I am trying to understand your concerns. If there was a big crack in the road. This is a standard road built to city specs which is almost done and the people before you had the same concerns and we are here to make sure that they are covered and aren't going to come crashing down. Meredith Heights and Deer Run were making the same points and it didn't happen. We have to provide houses for people to live in. We have to be reasonable. I think you are making a mountain from a molehill.

John Anderson: We are not concerned about the road. We are concerned about hillside. Plaster cracks from 50 logging trucks a day running back and forth. Not concerned about road, because not our problem. So there are somebody else's problem. Worried about suddenly waking up with a Deer Run address. There has been one slide there and that was repaired. It was an extensive repair. If that 50 loads of whatever goes back and forth in the street, then we are worried about that hillside and what happens in the back of the lots. Landforms around there and housing foundations. Had to fill 20ft ravine and haul stumps and lumber. Planning to fill with site material?

Kuhlman: Road prism we will obtain structural fill from site on top gravel access to hold fire truck additionally on ten percent slope. So it will be combination. Some sections with asphalt. Will go away when road gets built.

JC: Staff why a 10 am meeting with Hearing Examiner, can you explain that?

Weaver: I don't know reason why. But city council adopted an ordinance to establish hearing examiner in 2005 including a process at when time the hearing will be held all hearings are held a 10 am for at least 10 years. Only worked in jurisdictions that have them in the day, not unusually. Not established for this project, applies to all hearings.

JUKAM Don, this Krazan report when it came out in 2009. I talked to Krazan engineer who said yes this light traffic designation is restrictive or traffic restrictive did indeed focus on Sunrise and Mt Walker. And wasn't suitable for construction traffic. When we talk about road we believe in road. When we talk about mass grading cut and fill. Krazan's letters which I gave to you earlier that it is the sub grade problems and

water problems. We cannot even speak to. I don't know a whole lot about this, I only know what I think I know. David Soleim is the developer of Meredith Heights and is very much aware of the Krazan report he ordered and is addressed to him. He is aware of the 25 by 40ft slide. He has been in out of heights because of water that is issued there. We have a curtain drain between our house and next house because we have to when you need to talk to the person road suffers problems likely or unlikely

Margolese: Part of the applicant. Curious about the impacts of trucks and construction trucks. Looked up with different trucks weigh concert truck weighs 66,000 lbs. a logging tuck weighs about the same, fire truck, and garbage truck. The impact of our construction vehicles on the road then is the same is as a garbage truck. If construction traffic can't use this street then fire trucks can't use this street. I recommend after this discussion and I am looking forward to your positive recommendation to hearing examiner.

BN: I am curious on her concerns for the property up behind her house. Is that going to be fixed? It is a bad thing not to be taken care of and it does cast doubt for the public. Deer Run were under the understanding that when I purchased that Meredith Heights that there was going to be a second phase that will be stabilized. I can only respond to a limited degree. I was not involved was Deer Run or Meredith Heights. Stability concerns how this project could concern you are welcome to give me a file complaint if you think there is something that is left undone. Specifically that is done separately. One thing that it does do is highlight the fact that everything that we put in this report. We have to be sure. I think we were different city. If we put conditions into a report they need to be met otherwise there is no point in having them.

KW: I was not involved but if you contact me tomorrow I would be happy to help you.

RS: Highlights that we need to make sure that everything that we put in this report is followed.

BN: One more question. I understand what concerns are. I am in the construction business. It makes sense for them to go the route they are going. There is going to be a period of time where they are going to have to come off of sunrise. It is reasonable who is going to be the public's watchdog to make sure that it does not go over.

AH: Construction truck route. Police chief governs. Condition that there will be signs on sunrise ridge. That over 10 lbs have to use of an established truck routes. No more logging trucks no more this or that.

BN: Who tells them specifically that they are done.

AH: Engineering inspectors who will be out there throughout several days a week. We will be working together.

AK: Enforcement will be provided by police department.

BN: Sounds fair, somebody has to tell them from the city.

RS: One question about fence on southern boundary?

AH: Anywhere it is necessary to contain erosion on site will be identified in an erosion control plan sheet. We will require silt fencing when necessary

RS: And there is a clause so that you can require more?

AH: yes.

KN: One minor thing page 9. Says that the development isn't within walking distance of school. I think that is an error. All the kids of Meredith Heights and Deer Run are

KW: Double check that and if necessary correct it, thank you.

NORNDES/COLEMAN Mr. Chairman I move to recommend approval to the Hearing Examiner, the proposed Crystal View Preliminary Plat 06-22-09-1. **6 in favor**

Title 19 Update
Workshop
Staff: Boughton

Karla Boughton, Senior Planner - Poulsbo Municipal Code Title 19 last section of our municipal code which spells out procedures the City will take when we receive a land use permit application. On the books already, originally adopted in 1997 as part of regulatory reform. At that time it was to consolidate land use permit review and shorten timelines to reduce redundancy. How long a jurisdiction will reduce certain things. For example. The planning jurisdictions have no more than 120 days to review a project permit and in some instances shorter than that. Sets out by state law time limits involved in applications. We are under way in a Comprehensive Plan Update in 2016. We have been working on Title 19 on and off for last three years. We are bringing it forward now before Comprehensive Plan and Development Regulations Update primarily because much of this is regulated by state law and we are not amending too many different things. With that you have our binder. With your draft Title 19 and utilize the same format. There is also a summary that is provided to you in notebook and in email. Outlines biggest changes. I am prepared to review the first three sections and I can talk in more detail about what changes are made in those three sections.

RS: We need to read and look at every word because this is code. I have read almost through section 4. So anyway if we could just move our way

through. I think our adjournment time is 10pm. Let's go as far as we think we can.

KB: Before we start does anyone have any question that will help put this in context?

JC: Question, 3.0 looking at timeline December 25th , how are you going to do that on Christmas?

KB: Paper still publishes on Christmas.

JC: Good with timeframe

KB: To talk about the schedule, we have tonight and the next two weeks meetings on the 8th and 15th. Another workshop scheduled January 5th and the final on January 12th.

RS: Nice to read through this like this.

KB: I don't remember if we reviewed it in 1997 because this is the ordinance that established it, possible just went to City Council. We also have not done an update so they were probably packaged into something else. But you haven't seen the whole document.

RS: This is nice because it is something we do all the time.

JT: When I read that title I thought about why this wasn't handed to me when I came onto the PC.

RS: New people should be handed this.

KB: Comes up as part of our staff report. That tells you the procedures we went through, but this is the section of code we follow. One more quick introductory comment. The format is different and made it streamlined for us planners that use it every day. Also notice that we used the same formatting in the Zoning Ordinance in 2012-13 and will use the same formats in 2016.

RS: So do we want to go ahead and get started in permit application procedure?

JT: Introduction provides/provide

KB: Just the ordinance gets published into the municipal code, the introductory piece is for you.

JT: On the schedule we have a workshop on January 20, is this a joint workshop?

KB: No you will be done around January 12th.

RS: After introduction start on page three, definitions.

KB: Will note definitions are new, we do not have definitions in our current ordinance. A lot of sections are similar to what we have, 50 and 60 are new the legal language that the city attorney wants to put into our entire ordinance.

RS: in anything on page 3 general provisions and definitions.

JT: Party of record. Number 7, party of record does not include a person who has only signed a petition. Is the person who generated the petition a party of record?

KB: Need to double check, what this is establish is that you have to be a party of record to appeal a project, not because you signed a petition.

RS: Pg 5? Pg 6 this is the cheat sheet.

JC: Pg 5 19.10.050 who does that?

KB: Legal section the city attorney wants in there. What is called liberal construction is a legal term in how a court would interpret certain provisions. By having this liberal construction is that if someone appeals the ordinance or pieces of the ordinance, it is directing the court not to do a very narrow review but to give it the full effect of purposes and objectives of the regulation reform 36.70B. Look at whole body of law including state statutes. And not have the rule of strict construction.

BN: Like opening up dictionary and taking definition of one word. They don't want you to do that.

JC: Should there be a definition?

KB: Sure

JT: If a lawyer is going to pick this apart, and comes up with another definition of liberal construction, or is this something that is legally locked in concrete?

KB: Rule of liberal construction? I will ask them.

RS: Have a clause that says liberal construction should be applied.

BN: I understand it does make sense you don't want a definitive definition, you want to generalize through flavor intent.

JT: Intent other than exact wording.

KB: Correct, you need to look at body in order to make interpretation of one sentence or one word.

BN: Who's that direction being given to?

KB: For a court of law.

JT: Can a party come in and say this is my interpretation of liberal construction?

RS: Assume it is general terminology.

RS: Anything else page 5? 6?

JT: What does quasi judicial mean?

KB: The decision maker is in the role of the judge and must be fair and objective and consider all records. Now you are legislative versus Olhava when you had to not speak about project and had to base decision on what was presented in the hearing. HE in quasi judicial role. Does not speak to anyone outside public hearing process, establishes record. City council is quasi judicial when considering a master plan. Role of judge and process has to appear to be fair.

JT: Legislative?

KB: You can talk to anyone and ask questions. It is establishing rules and procedures public discourse allowed. Don't have the same rules, can't make decisions under proper procedures.

RS: HE can bring in outside facts?

KB: Yes he can bring in information into his own record. He will note that he has, because he is attorney he can use processes. He will enter something into the record that the staff or applicant or the public didn't put in.

BN: Can he research?

KB Yes.

BN: Years ago there were few council members who went out on their own and got in trouble.

KB: All have to have the same information before hand. Whereas it is helpful that the HE is only one person.

KB: We have moved on to section 19.20 type classifications and applications. All taken from code now.

RS: Question about chart related to question about appeal process. Wondering if appeal authority should be in chart as well.

KB: This chart establishes what each permit is, but appeals are not a

permit themselves.

RS: Page 15, letter E, may be appealed but review authority changes depending on permit type. Just curious whether that makes sense?

KB: If we are talking about appeals type 1 and 2 goes to HE because Planning Director is primary review authority.

RS: If they go to CC do they go to HE for appeal?

KB: Way it is set up today, type 1 and 2 appeals go to HE who will hold an open record hearing. Then the HE makes a decision and then that decision may be appealed to CC, of which the Council calls closed record because under regulation reform only one open record hearing. CC can be appealed to court.

BN: Just want to have a good narrative on how they appeal each type.

RS: If we read further in it says how appeal works but it makes sense.

JT: When we get to section 40 type 3 hearing examiner decisions is only one that didn't have appeal.

KB: Consolidated it under page 19 under K.

JT: Thank you.

RS: Fair warning I got stuck at 40 because I am having trouble following the logic in paragraphs.

KB: We will do that next week.

RS: Table idea about changing the table.

KB: Couple things in table to bring to attention in the table. Most part the same, few notable additions. For starting at top of table, two types for ADU. That is in relation to how we set up ADU in zoning ordinance. Basement versus detached ADU that is more visible to neighborhood that is the ACUP. New administrative interpretation. This consolidated permit types, code map interpretation or determinations.

RS: So it formalizes questions at the counter.

KB: Yes and we do get specific questions in which the answer from city is requested in writing. Some routine letters that we send out.

New section is one next in line, administrative modification. New provision that allows very minor changes to an already approved project. Want might to move landscape strip or parking space. Minor and doesn't change development in any way. Simple type 1 maybe more changes but doesn't affect project in any significant way. Largest change is Binding

Site Plan are currently type 3 goes to you guys and HE. We are proposing to change to type 2 to have that be an administrative approval. Very much like Site Plan and can only be used commercial or industrial zone, mobile home parks. We have a number of folks who want to utilize BSP but don't want to go to HE. Another tool for them. CVS example.

RS: Going to need review SP and BSP

KB: Difference is you review a SP as a type 2 but a BSP includes land subdivision with it.

RS: Makes our statement of approving things

JT Say it was a site plan with land subdivision

KB: You will see in ordinance next year, more flexibility in how they design the land. Commercial industrial type uses with how they can design to lot. Boxlight/Powder Hill.

RS: What is downside?

KB: Don't know because still have to meet code. Have public input that will need to be taken into consideration. Substantial discretion. Because these are limited to commercial and industrial. Under state subdivision law mobile home parks can be developed through BSP. Bring you back more info.

RS: Is there availability to do separate?

KB: Run by attorney commercial type 2 and mobile home type 3

BN: Transparency critical. Hate to see going back to policy decisions that are making.

KB: Admin review important for develop community

Nordnes I understand as long as good for one is good for all.

JT: mobile home parks maybe commercial on one side and residential.

KB: mobile home parks in residential. Whenever state established bsp they added mobile home parks. Maybe because you did a manufactured plat. Seabird owns building but land owned by property owner. Where everyone had own lot so when owned home as well has land.

BN: I think both under single owner

RS: But we aren't excluding mobile home parks?

BN: Mobile home parks, no.

KB: One binding site plan in 15 years so not to belabor the point.

KB: Moving down couple new things, BSP modification will be in subdivision ordinance making minor modifications to it. Design review new to the table. Trying to be consistent about zoning ordinance. Frequently we get someone who wants to remodel building which also consists of making outside changes. Type 2 added new section that said if you do it through building permit process planning will review.

BN: We don't want to go back to Design Review Board.

RS: Anything else?

KB: On this page we have post decision modification and plat alterations are new but are prescribed by state law. To say they are here but not a new provision in CAO as type 3 new provision of ordinance. Anytime someone identified it was a type 1 process but. New section on shoreline that came out of shoreline master program. The updated SMP broke it down into different types. Added minor site plan, to be consistent with zoning. Zoning map amendment one broke it out into four types. So nothing that is not already in another ordinance.

JT: Any discussion pg 9?

RS: Start next time at 19.30

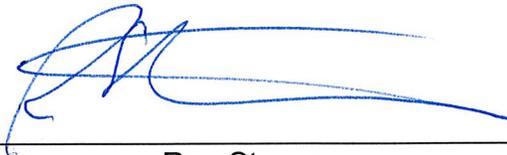
KB: Perfect, next time shoot for 30 and 40 where you said you had a lot of questions.

KN: 50 too.

Comments from Citizens -none

9. Commissioner Comments -none

10. Automatic Adjournment (unless meeting is extended by a majority vote)
Adjourned 9.29pm.



Ray Stevens
Chairman, Poulsbo Planning Commission