

**City of Poulsbo
PLANNING COMMISSION
Tuesday, March 24, 2009**

MINUTES

MEMBERS PRESENT

Jim Coleman
Gordon Hanson
Jim Henry
Ray Stevens
James Thayer
Stephanie Wells

STAFF

Andre Kasiniak
Barry Loveless
Lynda Loveday
Karla Boughton, Consultant

GUESTS

Tom Foley
Molly Lee
Jan Wold

MEMBERS ABSENT

Bob Nordnes

1. CALL TO ORDER

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

2. FLAG SALUTE

Welcome to new members Stephanie Wells & Jim Henry

3. MODIFICATIONS TO AGENDA - none

4. APPROVAL OF MINUTES OF January 27 and March 3, 2009

MOTION: COLEMAN/THAYER. Move to approve the minutes of January 27 and March 3, 2009, as presented. 4 for. 2 abstain. 1 absent.

5. COMMENTS FROM CITIZENS

There were no comments.

6. 2009 COMPREHENSIVE PLAN DRAFT REVIEW

Karla Boughton, consultant, addressed some issues that were discussed at their previous meeting: (1) revising the road classification map; (2) possibly doing two maps; (3) revising the circulation plan map; (4) going out in the field and seeing what is currently there; (5) David Evans & Associates will be contacted to get current cost figures; (6) correcting her statement from last week regarding requirements for the state highway LOS; (7) a neighborhood connectivity policy is

being worked on by the Public Works Committee; (8) a draft policy will be written regarding trails.

The Commissioners, staff and consultant then discussed: (1) page 61, 3rd bullet change the word “improved” to “constructed”; (2) 5th bullet add “cut through” at the beginning of the sentence; (3) 8th bullet change “finding” to “identify”; (4) Page 68 “cut-through trips” was explained; (5) “traffic impacts” was explained; (6) the length of a vehicle’s trip and how it impacts the roads; (7) the models done by David Evans & Assoc. are based on how many miles a car is on the road, not how much time it takes to get to its destination; (8) a formula is used to determine impact fees; (9) at one point the city enacted an emergency traffic impact fee ordinance; (10) page 63, TR1.2 paragraphs 3 and 4 seem redundant; (11) some of the information in the policies was provided by the City Attorney so he will need to be consulted about making changes to it; (12) page 64, 2.1 & 2.2 and pages 225 & 226 regarding impacts to exempt streets were written at different points in time, they need to be revised; (13) page 225/6, CFP-7 need to be reconciled with page 64, TR2.1 & 2.2; (14) impact fees are based on a 20 year operational future.

There was discussion regarding: (1) roads in annexations that don’t meet the city standards; (2) identifying them on title reports; (3) there is no obligation to bring them up to city standards; (4) collecting funds from the HOA’s to share the cost with the city when improvements are required; (5) impact fees cannot be used to correct deficiencies, only for new construction to support new growth; (6) the city needs to be protected from liability; (7) staff will ask the city attorney if a policy could be drafted to protect the city; (8) the city has to fill in areas between developments; (9) page 64, TR-2.4 and page 220 regarding level of service needs to be clarified; (10) page 65, TR-2.6 change the word “citations” to “policies”; (11) page 65 TR-2.6 regarding LOS D as a WSDOT requirement for roads in the city; (12) WSDOT does not have to adhere to concurrency requirements; (13) the reason the policy is in the draft comp plan is because GMA requires it to be; (14) the policy carries no weight; (15) WSDOT only looks at large projects like Olhava.

There was discussion regarding: (1) page 66, TR-4.1 regarding road safety, “periodic” is too vague and subject to interpretation; (2) a specific time frame should be inserted; (3) there was a timeline but it was removed due to liability issues; (4) safety standards could be reviewed at the same time as the 6-year TIP; (5) page 67, TR-4.6 & 4.7 are very similar and need to be clarified; (6) it is very challenging to adopt a traffic calming program; (7) methodology for determining traffic calming areas; (8) having a policy vs. implementation of the policy; (9) making roads more efficient without adding more pavement; (10) making roads bigger isn’t the only way to improve capacity; (11) traffic flow can be directed by sequencing the lights; (12) implementing lanes that go both ways

depending on the time of day; (13) the new stop signs in the city are part of Transportation Demand Management implementation; (14) enforcement is still an issue; (15) in California they use LED speed limit signs that can be changed easily; (16) participating in regional transportation coordination; (17) there is no policy in the comp plan for taxi's, they are regulated through the PMC; (18) there is no fee for taxi stands but they do have to get a city business license; (19) they will be addressed in the future if they become a problem; (20) page 71, TR-7.3 is language from GMA and allows the Council to remove items from the 6 year TIP if there is a budget short fall.

7. OWENS SHORT PLAT

Edie Berghoff, Associate Planner, presented the Owens short plat which is a proposal to sub-divide an approximately 0.56 acre property located at 1458 NE Odessa Way into three lots. She also discussed: (1) zoning of the site and surrounding area; (2) access to the site; (3) the owners wish to retain the existing house and green house; (4) the plan to demolish or move the garage and shed; (5) the administrative determination made by the Planning Director for density; (6) lots A & C require variations for reduction of width and/or depth; (7) the proposal does not constitute a special privilege nor is it a detriment to the health, safety or welfare of the citizens; (8) the property will not be able to be sub-divided again for five years; (9) utilities are in conformance with city codes; (10) buildable lot areas exist; (11) the proposal is in conformance with the comp plan and conforms to Title 17 – Sub-divisions.

Commissioners and staff discussed: (1) a private easement serves the rear of Caldart Heights for vehicles and utilities; (2) Lot A is a second access for all the lots in the proposal; (3) Fontaine Way turns into Odessa Way; (4) the road has been there for a long time; (5) on Lot C on the south boundary line there is an existing wooded fence inside the survey stakes which may be removed; (6) the configuration of Lot C is strange; (7) lot coverage will not exceed 50% when a building is constructed; (8) the lots will be connected to sewer before any construction occurs; (9) the owners want to preserve the existing home for historical reasons; (10) historical preservation is addressed in the comp plan; (11) the home is not on any registry, staff is just informing the commissioners of the applicants desire to maintain the home due to its age; (12) maintaining the home is not included in the findings of the staff report; (13) historical significance is not an issue for the city it is an issue for the home owner to worry about; (14) the building does have structural significance; (15) the conditions of approval don't state when the garage and shed need to be moved or removed; (16) need to add a sentence to conditions of approval #2 that states they must be moved or removed prior to recording of the short plat.

MOTION: COLEMAN/HENRY. The Planning Commission recommends approval, with modifications, to the City Engineer, the Owens Short Plat, Planning File 07-17-08-1, subject to the Conditions of Approval for a site located at 1458 NE Odessa Way, approximately 375 feet west of Caldart Avenue NE, south of the Caldart Heights Plat. The modification being to add a sentence to conditions of approval #2 regarding moving or removing the garage and shed prior to recording of the short plat. 6 for. 1 absent.

8. CONTINUED COMMENTS FROM CITIZENS

Molly Lee discussed: access to John Johnson and a Council Members property; the map shows a road going through her property; she will not give road access to the City; protection of wildlife.

9. COMMISSION COMMENTS - none

The meeting was adjourned at 7:35 pm

Ray Stevens
Chairman, Poulsbo Planning Commission