

**City of Poulsbo
PLANNING COMMISSION**

Tuesday, June 12, 2012

MINUTES

MEMBERS PRESENT: Jim Coleman, Gordon Hanson, Kate Nunes, Bob Nordnes, Ray Stevens, James Thayer, Stephanie Wells

STAFF PRESENT - Karla Boughton, Consultant, Alyse Nelson, Planner, Debbie Nau

GUEST - William Quinn, Rosalee Quinn, Stacy Galloway, Lisa Rutland, Marta Holt-Hawkins, Phil Hawkins, Shane Skelley

1. **CALL TO ORDER** : Chairman Stevens called the meeting to order at 6:01 PM
2. **FLAG SALUTE**
3. **MODIFICATIONS TO AGENDA** – None.
4. **APPROVAL OF MINUTES OF** - None at this time.

5. **COMMENTS FROM CITIZENS** - Marta Holt-Hawkins lives within the 15th loop community. She presented information on behalf of 4 or 5 people, and also from the same community regarding the Residential and Non-Residential uses, specifically the Neighborhood Commercial Conditional Use for a commercial/residential development on the corner of Caldart and Hostmak. The group will be putting together a formal letter, with their concerns and comments to the Planning Commission for their review in the near future.

Shane Skelley – Introduces himself to the Planning Commission as a resident and business person, with an interest to learn how the local government thinks and works.

Chairman Stevens thanked the guests for attending and speaking. He expressed appreciation for their participation, welcoming further involvement from the citizens. He continued with an update of where the Planning Commission was in the process; completing the first review, next will be the draft redlined version, and then a Public Hearing with a final draft of the 2012 Zoning Ordinance and Code Enforcement, at which time the public may give testimony to the Planning Commission for review and consideration. The Planning Commissioners will then pass this information to Council.

Karla Boughton, Consultant explains the tentative time lines, to help the citizens understand their opportunities to become involved, also expressing appreciation for their comments with direction on how they may submit letters; mail, e-mail, fax, in person or presenting them directly to the Planning Commission or City Council.

6. **2012 Draft Zoning Ordinance – Workshop and Discussion:**

Continued from June 5, 2012 - beginning on page 173

18.160 Nonconformities

18.160.010 Purpose (page 173) (1) Last sentence, add the words; as is (2) strike the second word structures, the sentence becoming: structures and use of land.

18.160.020 Nonconforming uses (page 173) (3) C. Change wording from six months to twelve months. C.3. (4) Change to twelve months to be consistent with the SMP. (page 174) (F) (5) Add Language from Shoreline Master Program (SMP); the twelve months building permit issuance can be extended should extenuating circumstances such as insurance litigation take place.

18.160.030 Nonconforming Structures (page 174) (6) D. Add the same SMP language from 18.160.020.

18.160.040 Nonconforming Lot of Record (page 174) (7) A. Change the first sentence to: a nonconforming legal lot, adding legal. (7) Add nonconforming legal lot. (8) Define the word lot. (page 175) (9) B. Add the word zoning in front of the word district.

18.160.050 Nonconforming Site (page 175) (10) Change the first sentence to: a nonconforming lot, is a legal lot, adding the word legal.

18.160.060 Existing Residences in Non-Residential Zoning Districts (page 175) (11) B. Change the sentence to; or added to a relocated (12) Change six months to twelve months in first sentence. (page 176) (13) Consultant re-worked this section adding number E. Residential or commercial that meets the definition of a mixed use structure is not considered nonconforming. (14) Clarify language in A, B, and C.

18.160.080 Applicability to Property Regulated under the Shoreline Master Plan (SMP) (page 176) (15) Strike the last sentence. The SMP will guide all the nonconformities in Zoning when properties are within the shoreline jurisdiction.

18.170 Signage (page 177) (16) A. 3 Discussion regarding the definition of abandoned/vacant signs. (17) A. 5 Add acronym; IBC for International Building Code.

18.170.050 Prohibited Signs (page 178) (18) B. Define the size, on bench and billboards signs. (19) D. Re-write paragraph. (page 179) (20) G. Define roof verses facades, add to sentence. (21) J. Remove the word franchise replace with business. (22) M. Change the word section to chapter. (23) Add the sentence; Planning Director has the authority to determine the intent. (24) N. Strike on a long-term basis, add display 14 days.

18.170.060 Wall Mounted Signs (page 179) (25) E. Define the word; change. (26) Add to section Banner Signs can be located in a temporary location for one year, a

full business license cycle (annual) or as approved by the Planning Director. Banner sign must be replaced with a permanent sign at the end of one year.

18.170.080 Temporary Signs (page 180) (26) A.3 Add the word banner after the word streamers. (page 181) (27) B.3 Add the word banner to event. (28) D.2 Remove Maximum duration shall be one year, replace with during time of construction, remove by Occupancy. (29) Change area shall be 16 to 32 square feet. (page 182) (30) Add the word square to sentence.

18.170.090 Sandwich Board Signs (Page 182-184) Consultant presents to Commission some history and reasoning behind this section, it is new, not addressed to any extent in the current code. (31) B. Re-word of paragraph last sentence. (32) D.2 Consensus to strike out, the distance limit –remove first sentence. (33) D.5 Use language from page 181, C. (34) F. 1-2 Move paragraph closer to the beginning of Sandwich Board Signs Section on page 182-183. Add paragraph F.1-2 to Permit Required 18.170.120.

18.170.100 Nonconforming Signs (page 184) (35) Long discussion of options from hand out provided by Consultant on allowing non-conforming signs.

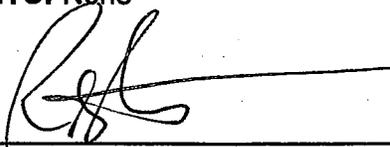
Chairman Stevens:

Discussion on agenda items for June 19, 2012 beginning with Significant Tree Retention Section 18.180 page 188

7. COMMENTS FROM CITIZENS –Shane Skelley questions (page 177) E. Is he entitled to have an exception due to his property work continually being under construction? Consultant refers him to Planning Department – Building Department for review of current permits. E. is related to a site having building construction; such as a development of homes.

8. COMMISSION COMMENTS: None

Meeting Adjourn: 8:49 PM



Ray Stevens, Chairman
Poulsbo Planning Commission

