

City of Poulsbgo
PLANNING COMMISSION

Tuesday, March 24, 2015

MINUTES

Members Present

James Coleman, Kate Nunes, Ray Stevens, Shane Skelley, Gordon Hanson, Bob Nordnes, James Thayer

Staff

Karla Boughton, Helen Wytko

Guests

NONE

1. **Call to Order**
Chairman Stevens called the meeting to order at 7:00 pm
2. Flag Salute
3. **Approval of Minutes** – January 27, 2015
MOTION: NORDNES/HANSON: Move to approve the minutes of January 27, 2015. **Vote: 6 FOR, 1 OBSTENTION - COLEMAN**
4. **Modifications to Agenda** – Remove election of chair and vice chair as was voted at last meeting
5. **Comments from Citizens** - NONE
6. **2015 COMPREHENSIVE PLAN AMENDMENTS**
PUBLIC HEARING
BOUGHTON, Karla: There are 5 proposed amendments to the Comprehensive Plan. All are initiated by city staff.

CPA 2015-01 – Is a map amendment to reflect the Fish Park expansion of 3.77 acres acquired in 2014. All City owned parks shall be designated park on the land use zoning map. The area is currently marked as Residential High; the amendment proposes to change it to Park.

CPA 2015-02 – Is a map amendment to amend an area already rezoned for park, but the shoreline designation did not get captured with that change. The current shoreline environment is SR1 and SR2, but the appropriate environment for shoreline Parks is Natural. The change of shoreline environment will be reflected on Figure NE-6 in the Natural Environment Chapter, and on the Shoreline Master Program Maps.

CPA 2015-03 – An annual text amendment to capital facility plan, including the and is the six year Capital Improvement Program approved as part of the 2015 budget.

CPA 2015-04 – Identifies two new park projects that came out of this year's budget cycle. Vista Park at College Marketplace, and Morrow Manor. The amendment is to the Capital Facilities Plan and would be reflected in Table CFP-3, and parks section 12.10. The acre for Morrow Manor is being dedicated to the city.

CPA 2015-05 – Department of Health requires that the city updates its water system plan on a six year cycle. The Engineering Department completed the water system plan update in 2014. The amendment is to replace current water system plan identified in appendix B-1 and Water System Section 12.6 text in the Capital Facilities Plan. The amendment reflects new projects that have been identified or completed since 2007.

City staff recommends approval of the amendments and that they are consistent with the Comprehensive Plan.

PUBLIC COMMENT

No people in attendance and no written statements provided to the City.

PLANNING COMMISSION DISCUSSION

HANSON: Where is Morrow Manor park? BOUGHTON: The park is located at Noll RD and Mesford at the SE corner. The idea is that the land has been jointly given to the City, NK Rotary, and YWCA.

HANSON: What is the location of Vista Park? BOUGHTON: no specific site has been identified but Mayor working with First Western Development to find a place by Home Depot. Looking at parcel acquisition or trail area with city benches so most likely a tract of land or easements. Mayor's idea to provide view opportunity from that area of college Marketplace.

THAYER: CPA 2015-01 currently Residential Medium but you said it is Residential High. BOUGHTON: To clarify it is Residential High. Will correct in text.

THAYER: On page 16 and 17 the projects identify PRO numbers. What does that mean? BOUGHTON: We tried to do is match the projects that are identified in Capital Facilities Plan (CFP) to the future Parks Plan Map of Figure PRO-2, and to correlate between project and CFP. No mapping exercise for this round and we will capture and update Figure PRO-2 in the 2016 Comprehensive Plan Update.

THAYER: On page 19 where there are CF tables, are the deleted projects being replaced by specific new projects? BOUGHTON: They are a combination of projects being completed or projects being renamed, combined, and new projects added. HANSON: It might be useful to note the ones that are crossed out which are completed and which are combined.

THAYER: On page 23 Raab Park reservoir replacement. Are we increasing storage capacity for water from 150,000 to 300,000? Or are there two 150,000 existing?

BOUGHTON: It is increasing capacity to 300,000.

HANSON: 25 typo Liberty Ridge supposed to be 2500 GPM.

CHAIRMAN STEVENS: Close public hearing 7:20

MOTION: NORDNES/NUNES: Move to recommend approval to the City Council CPA 2015-01, CPA 2015-02, CPA 2015-03, CPA 2015-04, and CPA 2015-05 and direct the Planning Director to prepare findings of fact in support of this decision for the Planning Commission Chairman's signature. **COLEMAN/NORDNES:** amendment to include editorial corrections. **VOTE: 7 for.**

8. **Comments from Citizens-** none

9. **Commissioner Comments**

NORDNES: As you are going down Front Street, halfway between Jensen and where Liberty Bay Auto is, on the left hand side on the up hand side there is a tree overhanging on Front Street. I believe it is a fir of some sort. The tree is growing out at an angle, and somebody should really take a look at it.

COLEMAN: At Lincoln and 10th when are we doing the demolition? BOUGHTON: At this time I do not know, however I don't think the purchase and sale is completed.

NORDNES: What is going on at the Chevron? BOUGHTON: We have not been approached other than the demolition permit.

BOUGHTON: We have a few things to report. First is that the Mayor, in February, reorganized the department and has moved the Building Department from Planning into the engineering Department. Our City Engineer is now our Building Official. Barry is no longer City's Building Official. When she did that, she added new functions to Planning, called economic development. Part of the Mayor's intent is to be intentional to recruit and retain businesses. We are reporting to the Economic Development Committee and the City hired a business development director, Jan Harrison. Her primary function is to be the feet out in the community, meeting with businesses, looking at ways the city can help keep them in town and recruitment strategies. We have put together a work program and are putting together a webpage that is a great clearing house for information. Official launch is next Wednesday. We have completed the Poulsbo Profile where all our demographic information unique to Poulsbo is listed.

In addition we have a tremendous uptake in permit activity and interest. A number of plats that have been in the city are ready to come back online.

The Growth Management Act requires that all the jurisdictions in Kitsap County update by 2016, so we will be going through the comprehensive plan update process. Not the same as 2009, few specific areas we will focus on, including updating all functional plans (transportation, parks, stormwater, sewer) just as we did the Water System Plan tonight. We want to update Section 2 Buildable Lands and Land Capacity Analysis. We will be going through a public participation piece of

it, launching a community survey in May.

To give you a heads up, we want to have a big Planning Commission/City Council kick off where we all get together and identify scope and work program.

NORDES: It is wonderful to put planning and economic development together. Sounds exciting and the way it was when he was with the City. Conflict of interest to have building and planning together.

SKELLEY: Does the city have a hydrologist that they work with? BOUGHTON: Gary and Osborne served as the hydraulic engineers for the Water System Plan. KPUD also assists with ground water.

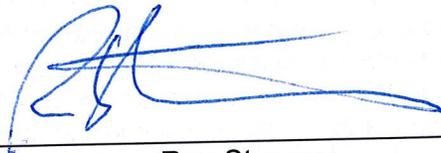
NORDNES: KPUD? BOUGHTON: Kitsap Public Utility District. They have a charter from State Department of Health and a robust GIS dept. They have mapped our aquifers. They do the same for other jurisdictions in the area.

COLEMAN: City might want to look at rain gardens and incentive to have them. Seattle is pushing them more with incentives. BOUGHTON: We are now required by Ecology and EPA to do that. Rain gardens are also called bioretention cells. We have to have those incentives identified by December 2016.

STEVENS: In Seattle they have to remove all soil off property and replace with new soil. BOUGHTON: Under Low Impact Development, that is the way you handle that unless technically unfeasible.

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

The meeting was adjourned at 7:44



Ray Stevens
Chairman, Poulsbo Planning Commission