

City of Poulsbo
PLANNING COMMISSION
Tuesday, May 15, 2012

MINUTES

MEMBERS PRESENT: Jim Coleman (JC), Bob Nordnes (BN), Kate Nunes KN), Ray Stevens (RS), James Thayer (JT), Stephanie Wells (SW)

MEMBERS ABSENT: Gordon Hanson

STAFF PRESENT: Karla Boughton – Consultant, Debbie Nau

GUEST: Shane Skelley

1. CALL TO ORDER

Chairman Stevens called the meeting to order at 6:02 pm

2. FLAG SALUTE

3. APPROVAL OF MINUTES OF – None at this time

4. COMMENTS FROM CITIZENS – None

2012 Draft Ordinance Workshop and Discussion

Chairman Stevens opens meeting with updating Commissioners, staff and guests of where the previous meeting ended and information received from Karla Boughton, Consultant, via e-mail. Karla, continued the discussion with clarifying the note to Chairman Stevens regarding options for reviewing the revised/redline sections of the Draft Zoning and Code Enforcement Ordinance: 1.) As we go, review of updates by section, or 2.) At the end of workshop, full revised/redline draft document to be reviewed in meeting with any outstanding issues. Commissioners agree at the end of the workshop option 2.

18.80.070 Development Incentives in C-2 Zoning Districts (page 101).

Commissioners started reviewing this section at the previous planning commission meeting (May 8, 2012). They agreed to return to this section and make extra time for reviewing development incentives in C-2 zoning district due to the significant changes on Viking Avenue and surrounding areas.

Beginning with (1) A.1 Building Lot Coverage (page 101), an additional increase bonus of 20% from the 50% base for a mix of allowed uses (see use table page 90-94) with residential above the first floor. (2) Potential for three-story building, perhaps consider percentage of square feet of commercial verses percentage of square feet of residential rather than floors. (3) An increase in lot coverage area could mean the increase of the storm water runoff requirements as well as an increase in the parking requirements. (4) A .2 the intent of incentives was to have the buildings located closer to Viking Avenue. (5) Commissioners agreed to re-work of A.2. – adding incentives, defining parking to be in, behind, underground, or on top of the building. (6) (page 102) A.7 the cumulative building lot coverage bonus is the combination of A .1 –7 that would equal 80%, cannot exceed 80%.

Commissioners had lengthy discussion on the “Vision of Viking Avenue” and what it means - tying into a mixed use, multi function transportation corridor. The infrastructure exists within the Viking avenue corridor and the incentives are meant to bring new construction development for the future, drawing people to live, work, and play.

(7) (page 102) B. Consultant clarifies existing setbacks - the combination of sidewalks, separations, planting strips, landscaping, parking, buffers, reduced front yards and right-of- way. Discussion included comparison of Viking Avenue zoning to other zones within the City.

Commissioners agree to leave B. as written with reduction to 5 feet if project contains a mix of commercial uses and residential above the first floor.

18.80.080 Additional Standards and Provisions for C Zoning Districts (page 102)

Bed and Breakfast (8) B.2 change to include RCW/WAC reference number.

Beverage/Food Carts and Street Vendors (9) C.1 Beverage/food Carts and Street Vendors Consultant to rewrite section and Commissioner will review at end of workshop; include adding definition of required parking space. (10) C.2. Commissioners agreed to define mobile carts and add height restrictions of carts. (11) (page 103) C.3a all agreed to add a definition of required parking space and limit two carts per site. (12) Instead of the standard required parking space, insert a percentage of the required parking spaces. (13) C.3 consider a listing of restrictions; the placement of a cart, in path of pedestrian traffic, noise standards - next to residential areas, signage on or near carts, and carts in downtown C-1 zoning are not allowed with the exception of special events, holiday, Viking Fest or a permitted event. (14) Discussion of new paragraph or adding the definition of “Carts” using similar language of Kitsap County Health Department in their standards to be consistent.

Clubs, lodges, places of worship (page 103) (15) D.5 remove sentence, it is captured in the landscaping design standards section; 18.80.060 (page 97) b.3. (16) D.4 change sentence to: no existing building or structure shall be converted to a place of worship, club or lodge adding club or lodge.

Child care center (page 103) (16) E.1c remove words have committed and confirm the agency that governs the inspection of day care facilities. (17) E.1e remove sentence, it is captured in the landscaping design standards section; 18.80.060 b.3 page 97. (18) E.3 page 104 Include all the above in sentence.

Drive-through businesses (page 104) (19) F.1 Add section for banks with drive up ATM's that allow pedestrian usage. (20) Add stronger language to address pedestrian traffic. (21) F.3 Change minimum requirement from 5 parking spaces to base on gross square footage.

Existing Residences and Residential Uses (page 105) (22) due to a catastrophic event damaged buildings are allowed to rebuild see 18.160.060 page 175 d. non conforming section, a new paragraph has been added.

Live Work Units (page 105) (23) H. Listing of permitted uses – is also in the International Building Code (IBC), each section is a standalone standard. (24) H.1 the limit of 3,000 square feet - it is possible that it is an International Building Code requirement, Consultant to verify. (25) With the no occupancy requirement it becomes a mixed use. (26) H.5 limit of size of balconies. (27) List and limit hours of business and deliveries to meet other standards within the City. (28) H.10 Inspections certificate has not been created may be adopted in code enforcement ordinance and in conjunction with the Building department. (29) What types of live/work business are permitted uses?

Discussed in length; in a commercial area, the word incubate or a type of incubate is to form or develop something such as a plan or an idea slowly over a period of time. To be formed or developed in this way allows the start of a business in a shared space, between the owner's residence and the owners business a possible financial advantage, adopting a larger space as business excels. Live/work is meant to be integrated – one front door. In comparison a mixed use, the owner of the building or property is not required to reside in the residential area.

Mechanical equipment (page 106) (30) reformat paragraph - separate paragraph 1. – in to 1. and 2. All heating, ventilating, and air conditioning (HVAC) equipment, pumps, heaters, and other mechanical devices shall be screened from view from adjacent streets and properties. (31) The rest of the wording in section in 1. will become paragraph number 2. as written. (32) Mechanical equipment screening language will be included in the RM and RH zones.

Mini storage, self serve (page 106) (33) J.7 Conflicts with A.12.b page 113, delete verbiage. (34) J.2 requires road frontage and site obscuring fence for residential zoning. Commissioners agree, to fence only the units when adjacent to R zones.

Mixed use (page 107) (35) K. 5 define balcony size requirement. (36) K.7 conflicts with use table page 92 - Consultant to review.

Outdoor storage (page108) (37) L. define - seasonal outdoor display, define outdoor storage, add retail/seasonal and permanent storage in definitions and this section.

Service and gas stations (page 108) (38) M.7 all setbacks have to be landscaped in all zones. (39) M.8. New permit type M.9, gas stations with convenience stores. (40) M.10 underground tank storage environmental language or add reference to section-to section (41) M.11 increase language for pedestrian safety - a primary walkway shall be minimum 5 feet walkway - special exception –sidewalk maybe painted /striped reference language on page 98 F1-6.

Schools (page109) (42) N.3 remove sight obscuring fencing along the perimeter – remove from residential section page 84 N.3 - Commissioners agreed to remove language in 3. (43) N.4d Consultant to research pedestrian connection is it called a sidewalk/path - who would put it in and be responsible to maintain- how long should the path be from school.

18.80.090 Planned Mixed Use Development (PMUD) (page109) (44) C.2 and C.3 districts New section modeled after Gig Harbor PMUD. (45) Add definition of PMUD. Commissioner discussion in depth the concept of PMUD and agree to change wording of section C.2. (46) Remove C.3 it is in the use table as a conditional use permit.

Development Standards (page 110) (47) E1. Add clarification to setbacks between attached housing units.

Integration of Uses (page 110) (48) F. Requirement to cap at a certain percentage of residential unit is confusing, Consultant to revise.

18.80.100 –Off Street Parking and Loading Standards in the C-1 zoning districts

A.3 Change to; add up to additional 1,000 sq ft.

Consultant gave history of how standards have applied to downtown core, lids and parking language to capture existing problems, funding. Review of the section in next Planning commission meeting

Discussion continued including parking enforcement, visitors - direction of where the parking is. Employee parking –shared parking with other business with 3rd Avenue

providing some relief, impact fees – fee-in-lieu of parking - the need to provide a technical analysis on the parking demand and supply.

Include Parking Committee recommendations and David Evans parking study in packet for next Planning Commission workshop, beginning on 18.80.100 (page 111).

Comments from Citizens none at this time

5. DIRECTORS REPORT: none at this time

6. COMMISSION CONCERNS:

Meeting Adjourned at 9:02 pm



Ray Stevens, Chairman

Poulsbo Planning Commission