

**City of Poulsbo  
PLANNING COMMISSION**

**Tuesday January 14, 2014**

**MINUTES**

**MEMBERS PRESENT**

Jim Coleman; Kate Nunes; Ray Stevens; James Thayer

**MEMBERS ABSENT**

Gordon Hanson; Bob Nordnes; Stephanie Wells

**STAFF**

Keri Weaver, Edie Berghoff

**GUESTS**

none

**1. CALL TO ORDER**

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

**2. FLAG SALUTE**

**3. ELECT CHAIR AND VICE CHAIR**

**MOTION: Thayer / Nunes: Move to elect Ray Stevens as Chair of the Planning Commission for 2014. Vote: Unanimous**

**MOTION: Stevens / Nunes: Move to elect Jim Coleman as Vice Chair of the Planning Commission for 2014. Vote: Unanimous**

**4. APPROVAL OF MINUTES – Minutes of November 12, 2013**

**MOTION: Coleman / Thayer: Move to approve the minutes of November 12, 2013. Vote: 3 for, 1 abstain**

**5. MODIFICATIONS TO AGENDA**

**6. COMMENTS FROM CITIZENS – none**

**7. LIBERTY BAY LANDING SHORT PLAT  
PUBLIC MEETING**

Keri Weaver, Associate Planner, introduced the Liberty Bay Landing short plat located in the residential high zone. This is the beginning of the development process; a number of uses could be located here such as single family attached or detached, multi-family attached, professional or medical office, bed and breakfast; further development will require site plan or further subdivision for a cottage type development; no further short plat for 5 years; no

setbacks, landscaping, design standards are reviewed with this subdivision because any type of future development will require further city review; single homes on each lot of the short plat will not meet density and would not be approved.

Associate Planner Weaver continued with: the two lot short plat at intersection of Torval Canyon Road and 1<sup>st</sup> Avenue; this site had approval for two apartment or condominium buildings which expired early this year; the applicant for the expired site plan and short plat currently under review is the same and they chose to let the site plan expire; the lots may be sold separately to different developers; each lot has access from public streets and utilities are in the road; no comments were received from the public; no critical areas within 300 feet of the site so no SEPA required; the proposal does meet minimum lot area, width and depth for the zone.

**DISCUSSION:**

Easements on site are established to serve utilities to address concern of the City Engineer; no development proposed; slope to west does not fall into the area of geologic concern; some geotechnical assessment was done for the expired site plan showing probable need to build retaining walls to support any design which will be proposed; any future proposal will need to do some geotechnical assessment; concern regarding enforcement of parking on Torval Canyon Road not on the subject property.

Concern regarding applicant provided narrative and future parking on site and recreational vehicle storage which will impact their development when further review is done. The short plat was originally submitted prior to the site plan expiration and rather than making the applicant resubmit the city continued on with the understanding of the applicant that they are coming in only for the short plat and there is no vesting for the site plan. A new drawing was required which removed the site plan building and other elements.

**MOTION: Thayer / Coleman: Recommend approval to the City Engineer for the Liberty Bay Landing Short Plat planning file subject to the Conditions of Approval contained in this report. Vote: Unanimous**

- 8. **COMMENTS FROM CITIZENS** - none
- 9. **COMMISSIONER COMMENTS** - none

The meeting was adjourned at 7:12 pm

  
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Ray Stevens  
Chairman, Poulsbo Planning Commission