



PLANNING COMMISSION

Tuesday, March 13, 2018

Poulsbo City Hall Council Chambers

MINUTES

Commissioner Present: Ray Stevens, Jim Coleman, Gordon Hanson, Kate Nunes, Gary McVey, Jerry Block

Staff Present: Karla Boughton, Nikole Coleman, Helen Wytko

1. Call to Order
2. Flag Salute
3. Approval of Minutes HANSON/COLEMAN all in favor
4. Modifications to the agenda
KB: Public hearing start hearing will begin at 7pm.
5. Comments from citizens regarding items not on the agenda

Joan Hett 4th Ave NE never realized implications comprehensive plans C1 on house and living conditions. Have a wonderful view downtown. General concerns of the tone of the plan is that we use the term waterfront village throughout and I moved here in 1990 when I came here it was little Norway and then heard rumors that major developer wanted to change. Bother me because tourist attraction like Leavenworth. I have two things from the Herald in 2016 says it was voted as the best tourist attraction. American cruise line advertisement. Come here because of Scandinavian heritage. Would like to see waterfront village disappear from plan and Scandinavian heritage.

Looked at table 18.80.030 and removed maximum size for grocery store downtown. Opens up was for large Kroger's to come in. Rumor mill has it that the developer who has bought everything downtown plans on putting in a large grocery store.

In table cannot figure out what regional retail was. Confused by requirements for mixed use structures. Refer to another table for standards. Residential units must be located above...yet in the following paragraph it says that the minimum of 60% of street level shall be occupied with non residential uses. What is the other 40%?

I had trouble finding what the building height is. I don't think we want these taller buildings downtown. I like my view, I pay taxes on my view, and I think that I am contributing to the City coffers with my tax money. Hardly any parking downtown now. I have a handicap sticker. Living on fourth for me to get downtown, is very arduous. I don't go downtown because I can't find a parking spot. If we start adding residences and we don't allow residences sufficient parking, where are the tourists going to park? They bring a lot of money into this town. Final of the

concerns, build to maximum height, most downtown, depending on the tide level. Any building with underground parking is going to have to build concrete walls impermeable to water. Block water coming off the hillside of 3rd Ave. Geo hazards map you will find that my house along with everyone on 3rd and 4th lives a long a potentially geological hazard.

GM: wanted to ask a question is that appropriate?

RS: Lets wait.

6. Public Meeting 2018 Commercial Code Update

KB : Wanted to make a few introductory comments. The purpose behind the update is that there has been a change in ownership and potential redevelopment interest. There has been increased interest city wide on mixed use structures and mixed use developments. We have our normal set of changes proposed for ambiguities or issues. We are proposing stricter regulations then what they currently are today for downtown height.

NC: Tonight's agenda we are going to review schedule for workshop, an overview of proposed amendments and overview of use table. Note many of the images you see in the code are preliminary. We have signed a contract with an artist to do ten of them. If you see other points where a photo would be helpful or if a graphic isn't capturing text please let us know.

Planning
Commission
Workshop
March 13, 2018

Commercial Districts Ordinance Update

Tonight's Agenda

- Review Schedule
- Overview of Draft Amendments
- Begin Review of Permitted Use Table



Planning Commission Review Schedule

Date	Topics
March 13, 2018	Overview and begin discussion on Commercial Use Table
March 20, 2018	Continued discussion on Commercial Use Table (including self-serve mini-storage use in C-3 zoning district); begin discussion on lot coverage and building height.
March 27, 2018	Continued discussion from previous meeting; C-1 district design standards/shopfront overlay.
April 10, 2018	Standards for the C-2, C-3 and C-4 districts; mixed-use structures and mixed-use site.
April 17, 2018	Continued discussion from previous meeting; discussion on any 'parked' elements and/or responses to questions/requests for additional information.
April 24, 2018	Wrap up and review of proposed modifications.
May 8, 2018*	Public Hearing at 7 p.m.

* Please note date change

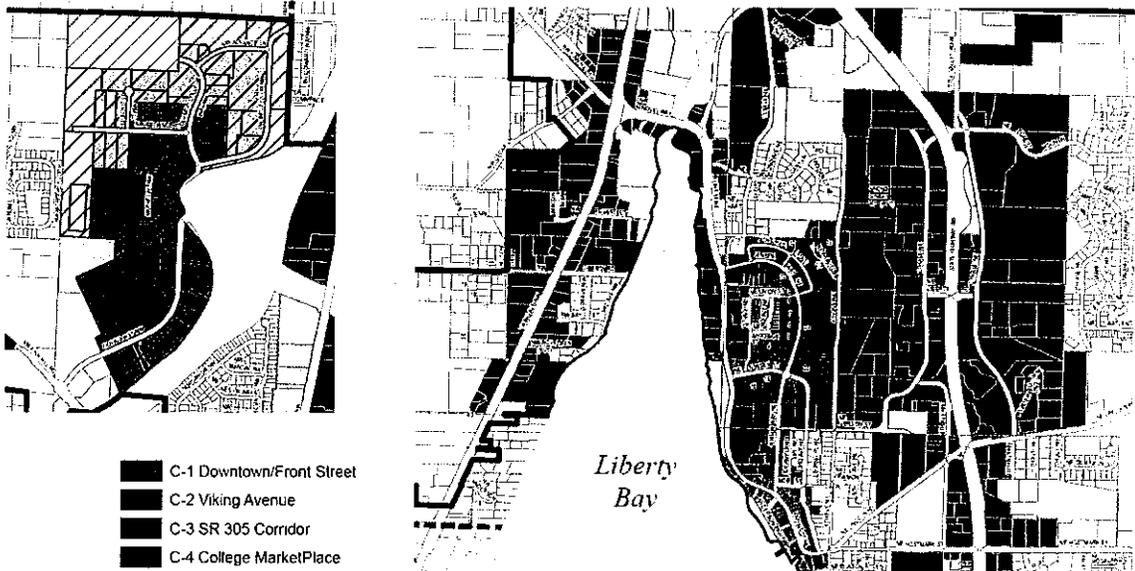
Public Comment Opportunities

- **March 9, 2018** | Notice of Application with Optional DNS Issued
- **March 13, 2018** | PC workshop - 6 p.m. | Council Chambers
- **March 20, 2018** | PC workshop - 6 p.m. | Council Chambers
- **March 23, 2018** | Notice of Application with Optional DNS Comment Period Over
- **March 27, 2018** | PC workshop - 6 p.m. | Council Chambers
- **April 10, 2018** | PC workshop - 6 p.m. | Council Chambers
- **April 17, 2018** | PC workshop - 6 p.m. | Council Chambers
- **April 24, 2018** | PC workshop - 6 p.m. | Council Chambers
- **May 8, 2018** | PC Public Hearing 7 p.m. | Council Chambers
- **May 16, 2018** | City Council (CC) Workshop – 7 p.m. | Council Chambers
- **May 23, 2018** | CC Workshop – 7 p.m. | Council Chambers
- **May 30, 2018** | CC Workshop – 7 p.m. | Council Chambers
- **June 13, 2018** | CC Public Hearing – 7 p.m. | Council Chambers

Commercial Districts PMC 18.80

The general purpose of the city's commercial districts is to provide the necessary commercial goods and services for the Poulsbo and greater north Kitsap communities. The commercial districts provide for the location of retail sales and services, professional services and offices, food and drinking establishments, lodging, personal and health services, arts, amusement, medical facilities, educational and recreational uses among others.

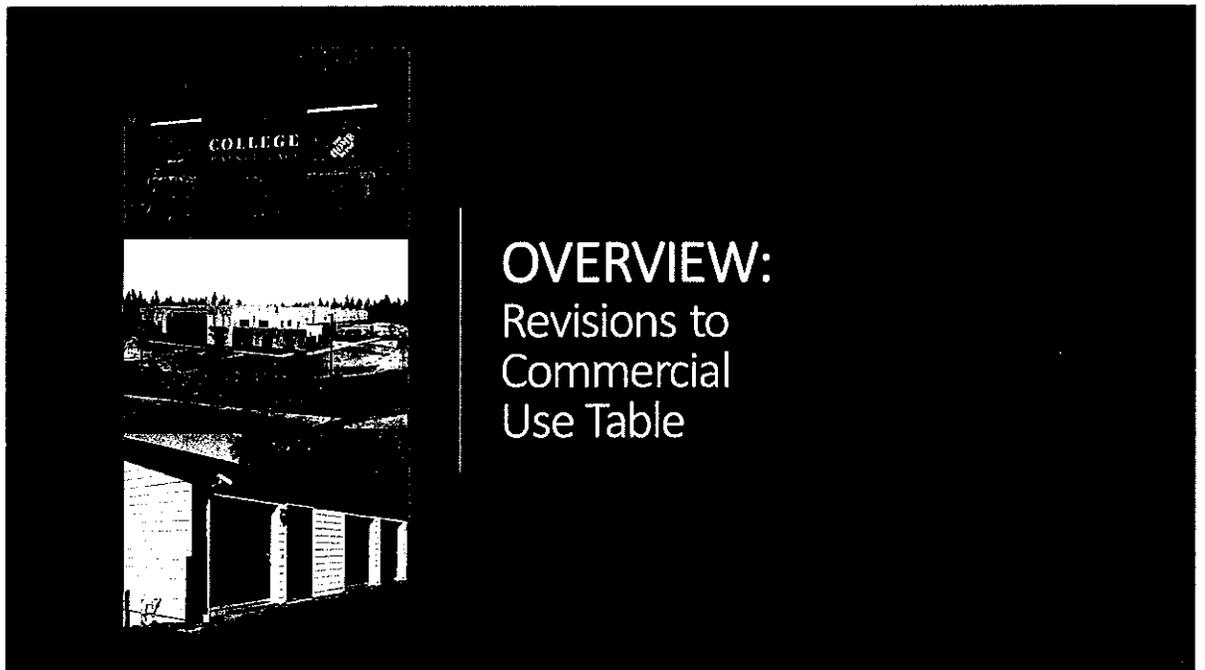
The commercial designation is broken up into four commercial zoning districts on the City's Zoning Ordinance Map based on geographic areas of the city and are identified as: C-1: Downtown/Front Street, C-2: Viking Avenue, C-3: SR 305 corridor, and C-4: College MarketPlace.



RS: Please provide a copy of zoning map.

Factors Contributing to Proposed Amendments

- Ownership change and redevelopment Downtown;
- Increased interest in mixed-use structures/development;
- Adaptation of uses due to the impact of online retail;
- Clarification or enhancement of some existing standards;
- Addressing self-storage facilities in the C-3 zoning district.



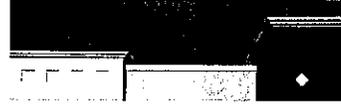
Overview: spent a lot of time looking at growth of fields we provided you 3 articles tonight at some of the thing we looked at while reviewing the use table. Had discussion about how downtown wants to be a unique and diverse district. Had this discussion for all the commercial district uses, has been a lengthy process. We researched why Albertson's in Poulsbo Village has struggled to be occupied.

A comprehensive review of C-1 zone was undertaken to ensure consistency with comprehensive plan. We wanted to do a brief overview on the policies. Apparent when you reviewed this you were aware of the scale and pedestrian friendly.

Commercial Use Table
Summary of Revisions

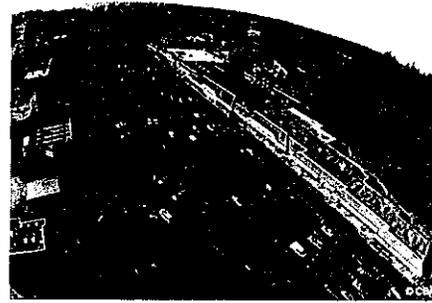
The Changing Nature of Retail: The Impact of Online Shopping on Cities

As consumers increasingly buy online, technology is changing the shape of our cities, reducing demand for retail space, increasing freight congestion, and leaving parking lots empty.



US manufacturing: The rise of the niche manufacturer

By 2025, cities in the US will have 10% more manufacturing jobs than in 2010, according to a new report from the Brookings Institution.



OVERVIEW:
C-1 Zoning District Design and
Development Standards

**C-1 Zoning District:
Consistency with the
Comprehensive Plan**



**C-1 Zoning District:
Consistency with the
Comprehensive Plan**



POLICY LU-3.5. In order to retain the pedestrian-friendly scale in the C-1 (Downtown/Front St) zoning district, the City's zoning ordinance shall identify appropriate development standards for height and scale of new development and redevelopment in this district.

POLICY LU-3.7. Design standards for the commercial land use designation shall be used to continue the northwestern architectural style of the existing commercial areas, and the Scandinavian small fishing village scale architectural style of the C-1 Zoning District.

POLICY CC-5.2. Maintain the Downtown as a primary identifying feature of Poulsbo, setting it apart from the rest of the City through control of such characteristics as height, scale, and intensity. The existing character of Front Street, with its two-story buildings, awnings, and store fronts located at the sidewalk, provide an appealing pedestrian scale that should be preserved.

POLICY CC-5.3. Encourage interspersed landscaping, public plazas with seating and tables, pleasing street frontage design and colors, and inclusion of public art throughout Downtown Poulsbo.

POLICY CC-5.7. New development and redevelopment in Downtown Poulsbo shall retain its pedestrian-friendly scale and be limited in height to an average of 35'.

POLICY CC-5.8. The City's design standards for Downtown Poulsbo should be evaluated to ensure that redevelopment in the Downtown will retain its intimate, pleasant and pedestrian-scale character. Height, street frontage design and colors, building design, placement of buildings, and view of rooflines (from below and above), at a minimum should be assessed.

POLICY CC-5.9. Encourage mixed use by allowing residential units to be located in association with commercial frontage in Downtown Poulsbo. New mixed-use buildings shall be designed to complement the existing character and pedestrian-scale of Downtown Poulsbo, shall be limited in height to an average of 35', and have a mix of both commercial and residential uses incorporated within the building.

C-1 Zoning District: Proposed Amendments



C-1 Zoning District: Proposed Amendments



Building Design: Revisions and enhancements to the building design standards for the C-1 zoning district are proposed. The purpose of the enhanced design standards is to meet the comprehensive plan policies above to continue the character as a small-town waterfront fishing village with Scandinavian heritage.

Site Design: Additional standards for new or redevelopment site features are identified, including providing for pedestrian features and connections, and hardscape features (seating areas, steps, boulders, plazas).

Building Height: Consistent with comprehensive plan policies, the building height for the C-1 zoning district is proposed to be limited to 35'.

Lot Coverage: New standards for lot coverage are proposed.

Shopfront Overlay: A new overlay is proposed and is intended to preserve the historical development pattern along Front Street defined by small parcels, pedestrian scale buildings, and retail and service uses. The shopfront overlay has specialized design standards for this limited area in the C-1 zoning district and requires the unique and individual 'shopfront' character be maintained.

Mixed Use Opportunities: Mixed use – which is the term used for when commercial and residential uses are located together either within the same building or on the same site – is proposed through mixed use structures, and for commercial zoned through lots bordered by Front Street on the west and 3rd Avenue on the east as a mixed-use site.



OVERVIEW: C-2, C-3, C-4 Development Standards

C-2, C-3, C-4 Standards

Building design, site and parking lot landscaping, and screening standards (trash/recycling and mechanical) were all reviewed with some amendments proposed. Additional development standards are proposed for siting of self-serve mini storages in the other permitted commercial zoning districts. Amendments to the standards for mixed use structures are also proposed.

- Revisions and consolidations of building design standards for architectural details, articulation, roof expression, exterior materials and colors.
- Revisions to landscaping standards for setbacks and parking lots.
- Clarification to mechanical screening and screening enclosures for trash/recycling facilities.
- Additional site design standards for self-serve mini storage in the C-2 and C-4 zoning districts and allowing existing mini storages in the C-3 zoning district to expand within existing property boundaries.
- Mixed-Use Structure: Inclusion of a minimum requirement for commercial square footage on the ground or street level floor.

Upcoming Dates and Topics

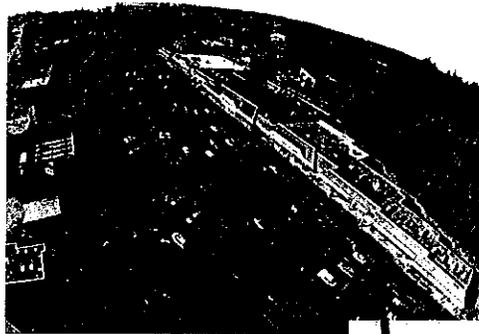
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PERMITTED USE TABLE

Commercial Use Table: Poulsbo Village



Commercial Use Table Shopfront Overlay

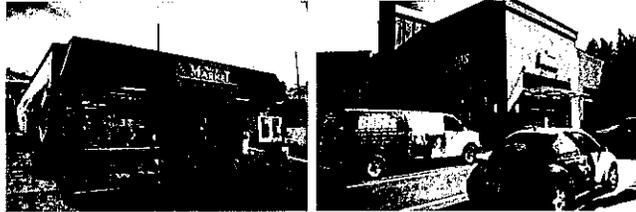
Refinement of uses allowed in the C-1 zoning district shopfront overlay, to ensure the businesses in downtown continue to provide the diverse and unique shopping experiences, products or eating/drinking opportunities not found online or at typical retail settings. Some uses are proposed to be located above or behind the primary storefront uses of retail, services and food/drink establishments.

Table 18.80.030 Commercial Zoning Districts Use Table

USE	C-1 Downtown/ Front Street	Shopfront Overlay	C-2 Viking Avenue	C-3 SR 305 Corridor	C-4 College MarketPlace
Retail Sales and Service					
Auto fuel service station ⁴	X	X	AC	AC	AC
Automobile sales, service, parts or rental establishment	X	X	P	P	P
Building with drive-through facility ⁴	X	X	P	P	P
Building materials, garden and farm supplies	X	X	P	P	P

Commercial Use Table

Additional questions or comments about the permitted use table?



RS: General question about overlay district. Is there a reason we didn't make that a new zone? Seems like we are going to make it completely separate. Seems simpler to keep track of.

KB: Main reason is that we have through lots. Didn't want to apply to 3rd Ave, and we as a rule of thumb do not do split zoning.

GS: In terms of process, laying out the public input, what sort of opportunities has the public had so far.

KB: All of our public participation programs are letting people know what is going on. They can come in and speak, but we require public comments to be written as to make them part of the record.

NC: Table 18.80.030 specific zone classification. Review of table small artisan manufacturing make sure allowed in commercial zone. Fabrication and assembly business and IT.

As staff we get a lot of questions about Poulsbo Village and the fact that there is vacant spaces and what can staff do to help it along. We have had people inquire, and I asked people why didn't you move forward, and what can the city do? I also contacted broker for the property. They both said the city has done everything they can, and there is just some issues with the space itself. Needs some updating.

KB: Our main goal for the village is we wanted to make sure that our code was not a barrier for development and redevelopment. There are a lot of properties, and they all need to get on board with each other or have a large developer take charge. Albertsons has a lot of delayed

maintenance in their building. Chose to put their money to the development on Safeway. Our code is not precluding people from coming and using space.

NC: Get lots of questions about Viking Avenue with Viking avenue activity. Have code in place to allow organic growth.

Point out we have change for mini storage. Shopfront overlay added to use table.

Commercial Use Table:
Viking Ave

Commercial Use Table:
Mini-Storage



Arendal Apartments

McDonalds Redesign

Advanced Rentals > James Lumber Site

Les Schwab Storage Building

Fishline

Olmsted Nursery

Potential New Waterfront Park

The Poulsbo City Council adopted an interim development regulation in 2017 to prohibit self-serve mini storage facilities in the C-3 zoning district. Table 18.80.030 proposes making this prohibition permanent, while continuing to allow the use in the C-2 and C-4 zoning districts.

USE	C-1 Downtown/ Front Street	Shopfront Overlay	C-2 Viking Avenue	C-3 SR 305 Corridor	C-4 College MarketPlace
Other					
Electric charging stations	P	P	P	P	P
Adult entertainment businesses	X	X	X	X	X
Commercial parking lots and parking garages (stand-alone, not associated with commercial structure)	AC	AC	P	P	P
Self-serve mini-storage ¹	X	X	P	P-X ⁵	P

Will discuss self-service mini-storage in depth on March 20.

Next Workshop – Tuesday, March 20 @ 6 PM

Continued discussion on Commercial Use Table (including self-serve mini-storage use in C-3 zoning district); begin discussion on lot coverage and building height.

NC: Staff would like to open discussion up to general comments.

JC: We have spent time up here on dealing with building heights. We have come across 305 non-restricted along with Viking Avenue. Are you planning on building up in those areas?

KB: The building height in all the districts is currently 35' including residential. That has been our building height since 1998. Part of who we are, but we did add in 2000 the ability to go to 45' with underground or underbuilding parking. This additional 10' is allowed in downtown, and it is being proposed in ways that were not being considered in 2000. We have a bulk and scale issues of current projects which is not what comprehensive plan, commission, or city council intended. Downtown a little different. PC can choose to talk about height for other commercial districts. Something the state legislature expects cities to deal with for growth allocation. You can deal with it during this code update, but you do not have to. We will talk about those things next week. Big item you all get to start wrestling with. Building height is being proposed to stay the same city wide except for downtown.

JC: CC7.5 on page 2 and then you go down below it and building heights, do not seem to agree with each other, am I missing something. Are we talking about two different things here.

KB: Proposal is to allow 35' with rooftop features. Standard is limited to average 35' and average is defined in definition in zoning code ordinance. We have informational brochure that describes.

RS: Please bring brochure so the commissioners can review it.

GH: Mail it out so we have some time to chew on it.

RS: I can remember when we did the height in past updates and it was hard.

GM: Would love to have some background on use of the term average. It would concern me to have 55' and 20' on the other side.

KB: Average is a way to address that we are not in a flat city.

JC: Use tables on abbreviation on P X A C I notice you have an X with an underline, what does that mean.

NC: x with underline implies new text has been added to the table. What we did was add footnote instead of having language in the table. For example, the language about limit on size of grocery stores downtown has been moved to footnote at bottom of the table.

RS: Remember seeing it in here some place definition of symbols.

KB: 18.80.030.A describes what each of those symbols are.

GH: Maybe in the foot note on grocery store size?

KB: Just to note that having footnotes is a new trend in zoning ordinance tables. It just seems to be a newer way of organizing use table, if it is not going to work for you over the next couple weeks, let us know. We were trying to identify special provisions in an organized way.

RS: And allows planners to repeat without using all the text. Just so everyone knows we go through the document line by line.

KB: To speak to that we identified specific topics for PC meeting days. Our hope would be that we can make it through organizationally. After tonight's hearing we could start on the 1st page and see how far we can go.

RS: Take 5 minute break and come back to the hearing.

BREAK

7. Public Hearing

RS: Bring meeting to order and start hearing for the 2018 Comprehensive Plan Amendments.

NC: We are here tonight for the 2018 comprehensive plan amendments going to do brief presentation and open up public comments.

COMPREHENSIVE PLAN

- The Poulsbo Comprehensive Plan describes the 20-year vision for Poulsbo and how that vision will be achieved. The plan covers land use, community character, transportation, environment, capital facilities, housing, parks, recreation, and open space, economic development, and utilities. The Comprehensive Plan is mandated by the WA State Growth Management Act (RCW 36.70A).
- Major Comprehensive Plan updates are mandated by the state every 8-years. The last major update of the Poulsbo Comprehensive Plan was adopted in 2016. In-between major updates, the City considers minor amendments to the Comprehensive Plan on an annual basis.

REVIEW PROCESS

- Deadline for Amendments | November 15, 2017
- Economic Development Committee | January 3, 2018
- City Council Reviews Docket | January 17, 2018
- Planning Department notified Department of Commerce | January 26, 2018
- Notice of Application w/Optional DNS Issued | January 26, 2018
- Planning Commission Workshops | February 13, 2018
- Planning Commission Staff Report Available | March 6, 2018
- **Planning Commission Public Hearing | March 13, 2018**
- City Council Workshop | March 21, 2018
- City Council Staff Report Available | April 4, 2018
- City Council Public Hearing | April 11, 2018

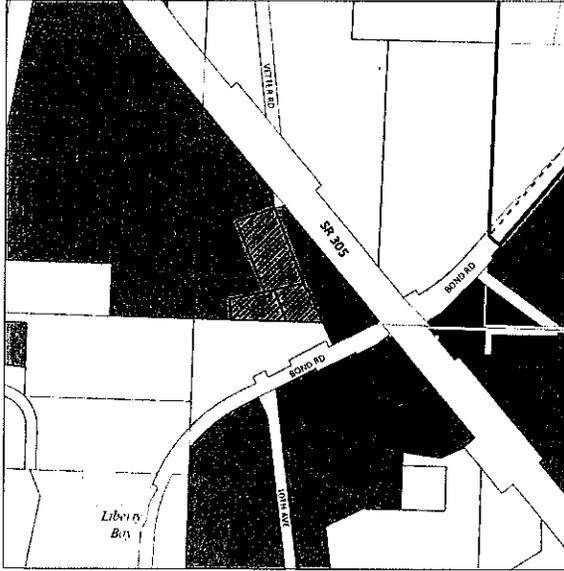
<https://cityofpoulsbo.com/planning-economic-comprehensive-plan-amendments>

SUMMARY OF 2018 AMENDMENT APPLICATIONS

1. Request to re-designate and rezone:
 - A 2.68-acre property located at 20831 Bond Rd NE from Residential High to Park.
 - A 1.85-acre property located at 20523 Little Valley Rd from Residential Low to Park.
2. Request to re-designate a .64- acre property located at 19589 Front St NE from Shoreline Residential to High Intensity and amend Poulsbo Municipal Code 16.02.240 C.2., to alleviate inconsistencies between the zoning designation and shoreline jurisdiction.
3. Text amendment to Ch. 12, the Capital Facilities Plan, to update Table CFP-4 (the City of Poulsbo 6-Year Capital Improvement Projects) to reflect the proposed projects listed in the 2018-2023 Capital Improvements Plan.
4. Text amendment to Ch. 4, Transportation, to better integrate complete streets policy, non-motorized transportation goals, and regional transportation plans.
5. Text amendment to Ch. 6 (Capital; Facilities), Ch. 10 (Utilities), Ch. 12 (Capital Facilities Plan) and Appendix B (Functional Plans) to reflect the new Solid Waste Utility Plan.

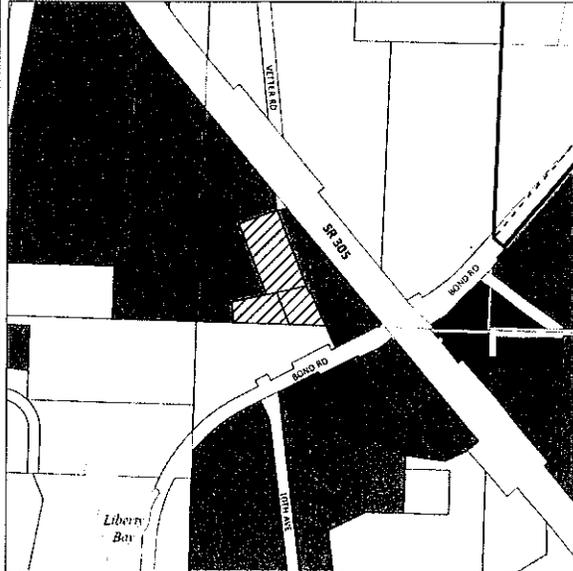
Current Zoning

City of Poulsbo Planning Department

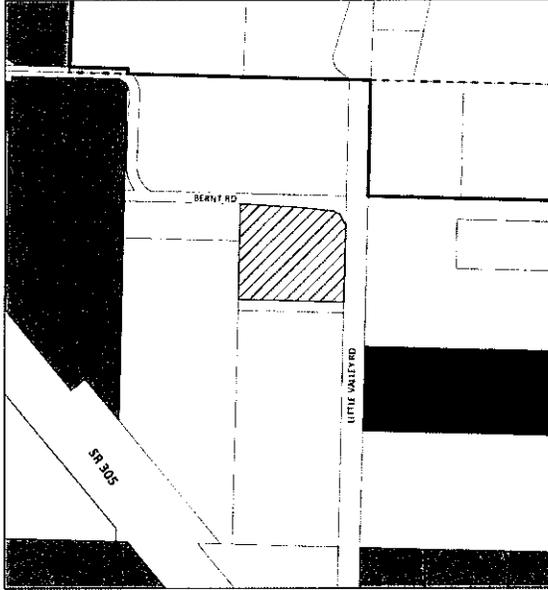


Proposed Zoning

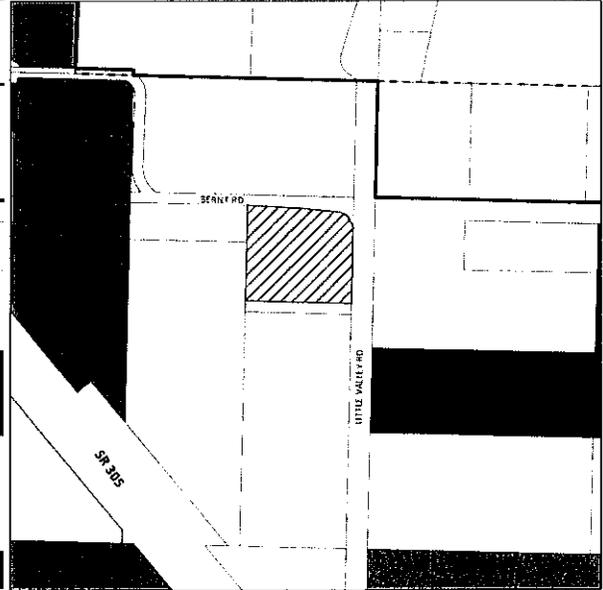
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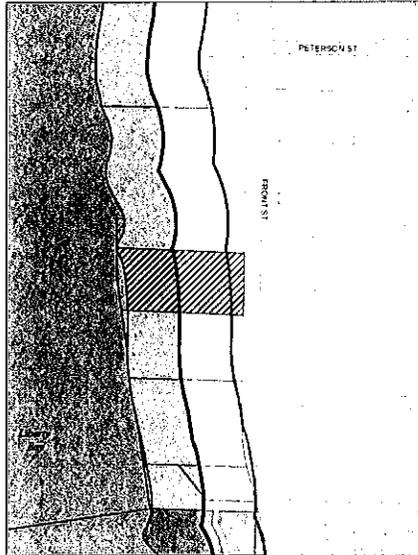
Current Zoning
City of Poulsbo Planning Department



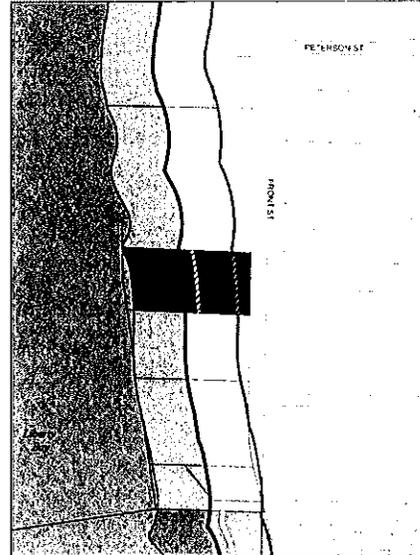
Proposed Zoning
City of Poulsbo Planning Department



Current Shoreline Zoning
City of Poulsbo Planning Department



Proposed Shoreline Zoning
City of Poulsbo Planning Department



2018 COMPREHENSIVE PLAN AMENDMENTS

- Staff has evaluated the amendments and found them to be internally consistent with the adopted comprehensive plan.
- Staff has concluded that the amendments are based upon new information, change in circumstances, or due to an error.
- Staff respectfully recommends the Planning Commission offer a recommendation of approval on all five applications.

NC: Recommend approval of all amendments to city council.

RS: Any one from the public like to comment? (None) Meeting close public hearing and open public meeting.

GH: Why aren't there 6 applications?

NC: There are 5 applications that include 7 amendments to the comprehensive plan.

RS: Anyone else have anything?

MOTIONS: HANSON/COLEMAN approval of the proposed 2018 Comprehensive Plan Amendments to the City Council. Vote: all in favor.

RS: Back to the Commercial Code Update. We will skip over introduction and go to right to commercial code update. Page 1.

JB: Down on the bottom shop front overlay, to me that is confusing at that point, you show map 5 or 6 pages down. Better defined in the beginning.

KB: Locationally?

JB: Suggest moving the schematic up earlier

RS: Affected me as well, like the idea of moving map closer to the section.

GM: Where on front street?

KB: Way this is set up now is through code publishing on our webpage. There is already clunkiness on platform for conditional code. Another spot on webpage and have to refer to map. Thinking through the whole ordinance. If we were to insert, then do I need to enter that into each section? Let us think through that locational description, or moving section around.

JB: Recommend refer to schematic on page 13

GH: And define front street.

RS: Anything on else on page 1, 2?

KN: On the wording for C-3 mixed use - that almost seems to apply to all of the C zones.

KB: Great comment. Reasons why that is in there is that in the Viking Avenue which we do not propose amendments to track back, maybe it needs to be more specific development incentives. Nod to Viking Avenue incentives. Can refine that or add to all of them. We are looking for closer connections to where people live and where they work.

JC: On that same page CC5.9 are we sure we want mixed use in old downtown area.

KB: Discussed on page 5.

RS: Page 2 on table, I would like to look at every X, AC, P because this is the crux of the document.

GM: In the table on page 2 building of drive thru facility we have that not being permitted in downtown. What about the drive thru at the banks like Wells Fargo?

KB: The drive thru is legal nonconforming.

RS: Has drive thru been an issue?

KB: This is where we don't want to have fast food restaurants. We have prohibited drive thru since 2000 ordinance. If concerned about non conforming, we can pull out banks. Idea is that most of the downtown core is going to be pedestrian friendly.

RS: They don't seem to be a problem, don't want to zone something to be nonconforming.

KB: Will say that they have been nonconforming since 2000 and it has not come up as an issue.

KN: Fast food drive thru is identified under food and drink as prohibited.

RS: Is it a big deal?

KB: 2000 zoning ordinance was our big overhaul, we did another look in 2014. Everything in this chapter is up for discussion.

JB: Would it make sense to have it conditional.

KB: I think that make sense, because main issue is navigational. I would recommend coffee shop and fast food be prohibited. X to AC

JB: Can you tell me the difference between AC and C.

KB: Great question. Main difference is the review authority for an ACUP is administrative, compared to CUP which goes to the hearing examiner and more expensive. Why an ACUP is still useful is because you get the criteria and ability to additional conditioning in an easier process to go through.

JC: Page 3 marine boat sales and service. We should not allow that downtown.

KB: We have marine sales in waterfront by the lofts. Seems to be appropriate for waterfront location.

JC: We don't want them to be hauling out boats.

RS: Waterfront town and need to have facilities. This whole C district. We have 3 marinas

GH: I think they sell and not service down by the Loft.

KB: Yes and I believe we still have active fishing boats.

JC: Regional retail large size, why is Viking avenue a no?

KB: We wanted to have regional retail be located in College Marketplace. That is the place where we had our box stores. 50,000 minimum Home Depot or Lowes would need. In order not to make Safeway and Central Market non conforming we have in C 3. Smaller midsize seemed more appropriate for the size and scale of parcels on Viking Avenue. We have not been approached by anyone who wants to put a grocery store on the first floor. It is possible that they are keeping it close, but we have not been told anything. There is the opportunity through mixed use that there are going to be more people living downtown. It is possible that marina market is the only grocery store style facility. There might be smaller scale grocery to smaller residents in downtown.

GM: Back to Jim's question how much is fishline?

KB: 50,000 is close to home depot. Walmart is between 75 and 100,000 sq ft central market is around 50,000 sq ft.

RS: In 2013 we were desperate about Viking, wondering if that is too large looking at the lot size. Wondering if second line item should really be permitted in that area. Should we go with 50,000 sq ft or less.

JC: If we are going to permit one and not allow other take one out.

KB: Are you talking about deleting 50,000 sq ft with story on 2nd floor?

GH: Back in 2013 all those car dealers were gone and there was just acreage vacant. It has all changed now.

RS: Wonder entire other are of Poulsbo developing out. Do we want to allow someone to go in and buy a couple lots?

JC: What about storage facilities, those can get pretty good size.

KB: Ray your are making some good points. One of the things we did well is that our big boxes are in one location in the city and that makes our city pretty unique. We heard that Lowes was looking for property on Viking and it would change forever, Viking Avenue incentives where you could see more interesting buildings. Path of least resistance, doesn't mean that someone will not do it. Robust market we are experiencing.

RS: Even though we enjoyed revenues from car dealers, pleasing for people who live here and behind there. Especially with online retailing happening. Don't want a big grocery store to be there and then be left empty.

KB: My recommendation is to delete intermediate second floor C3 and C4.

RS: Agree, lets keep going

GM: Curious the reason for not permitting beverage food retail mobile vending carts there. Arguing in favor of that could be add some vibrancy downtown.

KB: When this was originally brought up, there was concer of the downtown restaurants.

GM: You don't think we need the word truck in there?

KB: We can add beverage food and trucks.

KN: You mentioned they can get a temporary use permit for activity at Valholl.

HW: Valholl had a TUP which is now expired. Working with applicant on Viking to do a mobile food cart at Olmsted Nursery site on Viking Avenue.

KN: Do we maybe want to try to push it and see what kind of feedback we get. It does seem like Valholl does it in the past. People are an important part of the community and not just the shop owners.

RS: Should we put it in there that it has to be associated with a business?

KB: Tied it to special events. Viking fest 3rd of July.

GH: What happens with all the food booths for Viking Fest.

KB: Tied to special event application.

KN: I like allowing it and tying it to special events.

GM: On same page can you define food service contractor.

KB: Like Food Services of America, don't know if it is in use anymore

NC: Starbucks uses a company like that prepares the food, industrial type use trucks go out and deliver everything.

RS: I had this circle, we have shopfront no caterers or food preparation, are we are looking at Sluys who do food preparation? How do we crack that, we can say small scale?

KB: We do have bakeries above it.

RS: Thinking about artisan food.

NC: Goal would be there is some sort of store front. We can maybe tie it to a retail or cafe component. Fat Apple business model.

KN: Get rid of food preparation.

JB: So restaurant that are in shopfront overlay would also be able to cater?

KB: Delete that use. Caterers now are mostly restaurants or grocery stores. State law allows for small cottage industry. The use of a commercial space where someone prepares food as a caterer is no longer a common use.

KN: I had one question going back to the previous section, on the previous page automobile prohibited downtown and outright in C2 C3 C4.

KB: So your question is between rentals equipment and automobile. Advanced Rentals compared to Enterprise. Advanced Rentals has ACUP to check on impacts which is a little different compared to passenger vehicles. Do you want more refinement on how we distinguish that?

KN: Or maybe just equipment rental. Also questioning AC status downtown.

GM: There is a few types of businesses that I don't see listed. Liquor stores.

KB: We consider that retail.

RS: One question on page 3 we have business scientific and tech services. Page 4.

KB: We will come up with a better category for this one on page 3

JB: Conference centers, is Sons in the shopfront overlay?

NC: It is not.

RS: Page 4

KB: Introduce at top under offices. New locational on shopfront overlay. Diversity of uses that engage walking public. We spent time thinking about passive uses that are not engaging walking public like other uses are. We don't want to discourage them we want them downtown. This is new, example of this would be Toleman Kirk Law Office. He has a professional office, that type of use would need to go behind a storefront activity or above on second story. That is the only one we can think of that would be nonconforming if we made this change. That is what the 3 stands for.

NC: I also want to point out that research and development activities is repetitive.

JC: Business research and development technical services duplicating some of that?

KB: Yes we will stream line that.

JB: In that same section on the top of page 4 research development scientific. I think that you need to define those a little bit better even if but sounds like you are cleaning it up.

KB: Yes, probably strike out and keep generalized categories under new sections that we have proposed. Use tables in other jurisdictions are becoming more general to be a catchall. We wanted to be specific in dealing with some of these uses, especially with the shopfront overlay.

JB: My concern is from a P to an AC then define it a little.

JC: Under fabrication and assembly. Those are all Ps are you sure that you want them going on downtown?

RS: Way it is written administrative conditional but not shopfront.

KB: We have a new tenant contract purchaser for Fishline and the purchaser assembles guitar pickups but he does not sell them at a shopfront. He wants to work downtown Poulsbo, parts get sent to him, they put them together and ship them out. He will have his business office there. He would like to do musical rental and lessons. That would fall under assembly or light fabrication. He wants to move to build custom guitars. Thought he might have machine metal fabrication. Example of how use would get played out.

GM: Problematic, recommend change from P to AC to give us more oversight.

GH: I say leave it as P, getting down in the weeds here. No one with manufacturing is going to buy downtown Poulsbo because it is too small, hard to park.

KB: We can park it and revisit it at a later workshop.

RS: Light manufacturing. AC gives us ability to see what are you doing. filters and spray booth.

KB: That is all captured under building code.

RS: If building code covers it I don't think we need to worry about people doing that on a scale.

KN: Would there be issue with a noise.

GH: Same thing with a kid playing music in a garage.

KB: We have state standards for noise and smells. We can use SEPA as a mitigating authority as well. To distinguish if something is permitted if you meet the standards you are good. There are plenty of other codes too. Really your comfort level. ACUP extra layer of review.

GM: I would like to see AC on first two.

GH: I say P.

RS: Lets go around the table - ACs have it.

RS: Lets jump over to page 5. How about educational services. AC downtown what about scale?

KB: I proposed moving from C to AC because we have a college downtown now. While they are running the MSC component they want college level classes at facility. CUP would seem very rigorous. I hear what you are saying.

RS: I have no problem with AC in downtown which the MSC is not. I can't imagine why a college or U would go into a shopfront.

KB: I don't disagree if the model of large campuses is not what we are going to see. Interest in trying to find child care or preschool might be happening.

KN: Prohibited from shopfront or be upstairs business offices. Not looking for that in the shopfronts.

KB: Also difficulty with drop off in downtown.

JB: Yes big safety issue.

KN: X with footnote.

KB: X on shopfront and AC in other zones.

RS: A lot of people living in this area a place that they can walk there.

KB: Makes sense.

RS: Why don't we on colleges and university where it says college marketplace why wouldn't it be an outright permitted use?

GH: What about technical trade school same thing P, same with preschool make a P. C-4

KN: Why wouldn't they be C downtown, instead of ACUP.

KB: Inconsistent, we agree they should be C across the board.

RS: Health and human services animal vet. Are we concerned about people coming off the boat and having a place to take their animal?

KB: We could make it AC.

GM: Preschool/child care?

NC: Child care has additional standards. Would need to look on how we can combine those.

GH: Funeral services, I would put in some Xs C2, C3, C4

RS: Public administration.

JB: Confused, mixed use structure vs site.

KB: Mixed use site where residential and commercial on the same parcel but with different structures. Mixed use structure is commercial on first floor and residential above. We are proposing new use mixed use site. Standards further on; we will discuss that.

GM: Why would prohibit in C2, C3, C4.

KB: We have different way of handling mixed use in those zones. More details in next section.

RS: Moving on.

JC: Under residential, family daycare adult family home existing residential use. Wouldn't that be a home business.

KB: Family daycare 6 or less children 7 or more. Normally in our residential zone. In this case as you know there are sometimes residential houses in our commercial zone. Occasionally there is a SF house just gives them like a home occupation. We had it as an ACUP under shopfront overlay. People are living on second story downtown. that is the new owners plan is to convert second stories into apartments. I can ask the City attorney when can prohibit them.

RS: We can say a 3 on that one.

KB: State law prohibits us.

JC: Mixed use development permitted in C2, C3 not C4.

KB: Our thinking is our big box district and covered in the development agreement for Olhava. Mixed use structures were not contemplated as part of master plan. We do have specifically zoned areas as part of C4 I don't think the Olhava allows.

GM: Does it in the residential zone?

KB: No mixed use residential in commercial zone not the other way around. We have different provisions in residential zone through home occupations and corner stores.

GM: Master plan would have to change, should we take this up as part of this process?

KB: No not for us to change, it belongs to the developer.

RS: 3rd Ave?

KB: Mixed use site has a minimum lot size of 5 acres.

NC: Talked at length and mixed use and other concepts. We settled on mixed use site which we will get to when we get to that topic.

RS: Utilities and other public services. Electric charging stations should it be electric vehicle charging station.

JB: History behind why we in the past had C as permitting self serve mini storage. Biggest concern excluding mini storage and we are allowing other uses that are bad in my mind.

KB: Next week we will discuss thumbnail sketch, short period of time where we received 4 applications that would triple mini storage, and if they all went through, would dominate C3 corridor. Mayor concerned. Went to City Council and decided to do an interim prohibition on it. Mini storage very popular business model. I don't necessarily disagree with your assessment on other uses, but City Council did approve. We will give presentation on what City Council went through on public hearing process.

RS: Anything else anyone?

KB: We are going to bring self storage back next week. Also wanted to let you know Gary Lindsey might be here next meeting.

RS: We will pick it back up on page 7.

8. Comments from citizens - none

9. commissioner comments - none

10. Adjourned 8:56



Ray Stevens, Planning Commission Chair

