



PLANNING COMMISSION

Tuesday, May 8, 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 COLEMAN/MCVEY 5 in favor 1 abstention (Block).
4. Modifications to the agenda - none
5. Comments from citizens regarding items not on the agenda – none
6. Public Hearing
2018 Commercial Code Update

RS: Open public hearing

KB: Tonight is the public hearing on the proposed commercial districts ordinance update. NC making presentation.

NC: Good to be back here for the public hearing. We will be going through an Overview of Process and Summary of Updates

Review Process to Date

March 2, 2018	Initial Release of Draft Commercial Districts Ordinance Update
March 9, 2018	Issue Notice of Application/Optional DNS
March 13, 2018	Planning Commission Workshop No. 1
March 20, 2018	Planning Commission Workshop No. 2
March 27, 2018	Planning Commission Workshop No. 3
April 10, 2018	Planning Commission Workshop No. 4
April 20, 2018	Issue Planning Commission Notice of Public Hearing
April 24, 2018	Planning Commission Workshop No. 5
May 1, 2018	Staff Report Available
May 8, 2018	Planning Commission Public Hearing

<https://cityofpoulsbo.com/commercial-code-update/>

Review Process Moving Forward

May 9, 2018	Planning Commission Recommended Draft Forwarded to City Council
May 16, 2018	City Council Workshop 1
May 23, 2018	Economic Development Committee Meeting (summary will be provided)
June 6, 2018	Issue City Council Notice of Public Hearing
June 6, 2018	City Council Workshop 2
June 13, 2018	City Council Staff Report Available
June 13, 2018	City Council Workshop 3 (if needed)
June 20, 2018	City Council Public Hearing

<https://cityofpoulsbo.com/commercial-code-update/>

All this information including presentations and all documentation is available on the PED website.

PLANNING & ECONOMIC DEVELOPMENT > DEVELOPMENT REGULATION AMENDMENTS

COMMERCIAL CODE UPDATE - WINTER/SPRING 2018

The Growth Management Act of Washington (GMA) requires counties and cities to review and evaluate comprehensive plans and development regulations, and update them if necessary, according to a schedule established by RCW 36.70A.130. The City of Poulsbo adopted an updated comprehensive plan in December 2016, which provides a framework of goals and policies. In 2017, the City of Poulsbo updated the Critical Areas Ordinance and Land Division Ordinance.

The City's next review of development regulations is the Commercial Districts, found in Poulsbo Municipal Code (PMC) 13.80. 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 primary purposes of the 2018 Commercial Districts Update is to incorporate development standards consistent with the land use and community character policies of the 2016 Poulsbo Comprehensive Plan; to ensure that commercial developments respect the scale, design and character of Poulsbo; provide for a mix of commercial land uses that respond to market changes and serve the needs of residents, businesses, and visitors; and provide clarifications in some areas where ambiguity of the development standards exist.

QUICK LINKS

- Planning & Economic Development
- Economic Development
 - Poulsbo Profile
 - Our People
 - Our Location
 - Our Community
 - Our Businesses
 - Resources
 - Poulsbo Parks
 - Poulsbo in the Press
 - Community Calendar
- Code Enforcement
- Comprehensive Plan
 - Comprehensive Plan Amendments
 - Urban Parts of Poulsbo Update
- Development Regulation Amendments
 - 2018 Commercial Code Update

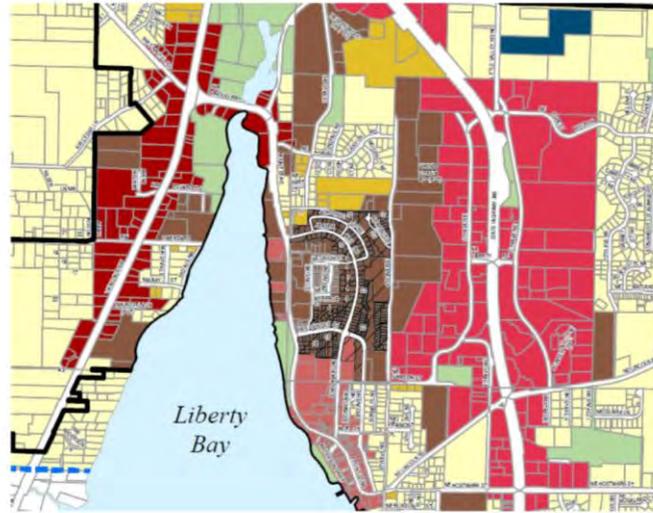
PLANNING COMMISSION REVIEW

- March 13, 2018
- Final/Staff Presentation
 - Memo Action
 - Final/Staff Report/Map
 - Supplement County Map
- March 28, 2018 Workshop
- Presentation Presentation
 - Meeting/Staff Report/Map/Action
 - Meeting/Staff Report
- March 27, 2018 Workshop
- Presentation Presentation
- April 18, 2018 Workshop
- Presentation Presentation
- April 24, 2018 Workshop
- Update Commercial Districts Ordinance Draft - Planning Commission Review
 - Presentation/Staff Report/Map/Action
 - Presentation/Staff Report/Map/Action
- May 8, 2018 Public Hearing
- Notice of Public Hearing
 - Staff Report/Staff Report
 - Staff Report/Staff Report/Map/Action
 - Staff Report/Staff Report/Map/Action

We are dealing with our C district zones downtown, Viking Ave, SR 305, and Olhava.



- C-1 Downtown/Front Street
- C-2 Viking Avenue
- C-3 SR 305 Corridor
- C-4 College MarketPlace



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 district.

Systematic Review of Staff Proposed Amendments

- Overview staff presentation.
- Page by page review of draft.
- Parked items that required additional time.
- PC amendments = red underline and ~~strikethrough~~.

SUMMARY OF UPDATES

C1 zoning district

For clarification there is a 35' height limit in all zones. We are proposing eliminating the 10' bonus for underground or underbuilding parking.

Additional Development Standards 18.80.080 clearing house for additional topics. SLIDE

Proposed modification we talked April 24th in our email we sent out last week we told you staff had not finished our research on what we would like to recommend. In front of you is text for the mixed use site and flexible space for first floor lots on 3rd Moe and 3rd and Hostmark purple text is language we are suggesting we add tonight.

RS: Open Public Hearing

Tom Curran: I live at 18883 4th Ave. I am not a spectator to Poulsbo Development but I have been a participant. Had a clinic built behind the Doctors Clinic to set up an oral surgery clinic. I also was involved leading a church building project. It started as a \$2.2 million project. Went to the City and found it was \$2.8 million church. It never occurred to me to say I would like you to change your code. I just said to the congregation at church, Poulsbo has a code. When I hear people say your code won't fit our business model, your code isn't reflective of our business, that is not fair to everyone who had to follow the code. I have two residences that I built downtown. I didn't come back and say the bank wouldn't let me do that so you need to change. I did not say change the code to meet me. That is one point. The other is I love the Norwegian theme we don't have to spend \$50 to listen to the historical society. Think about our heritage think about preserving it. Glad it is in our code to preserve and enhance in our architecture.

Joan Hett: Thank all of you for listening to us. I am most pleased to Scandinavian reference back in the document. That does not mean I am completely happy. First thing I would like to talk about it is how density is calculated. There is no way to figure out what density is by building by building. I feel that we should calculate units per zone. I tried to get these numbers I understand that I have to get to calculate area of C1 and then I think we should look at what is a max capacity for an area like C1 and maybe the others too. I plan to continue my approach.

There are 3 buildings planned that I understand applications are in for. Old PD, Old City Hall, 3rd and Moe. Tried to show where entrances and exits from parking lots will be. Start with the PD coming off just about 3rd Ave. Approx 100' west of the stop signs on Hostmark. Shortly thereafter there is the driveway to drug store, then another to MSC, then Ice Cream driveway. I live on 4th and I very frequently go down to the stop sign on 4th and Hostmark. Can't imagine how hard it is going to be to get in and out of these places. Townhomes on 3rd Ave will be off Front Street. Again I just parked there a few minutes ago and it wasn't easy to get out. Also employees are parking there and you and I can't park there. If the buildings are built then those employees are losing their parking and they are going to exacerbate the parking downtown. There is a parking lot from St Olaf's to Front Street. Don't know if they are going to cut those off. Traffic from that building is going to be from Front Street to Jensen. Then Moe Street building

which will exit Moe to Jensen to Front. With all these residential units added I don't know what is going to happen to traffic. I can see section of front street to Grand Kirk. Dinner time steady stream of traffic year round. My guess is before too long we are not going to get people in and out of town. It will be like the July 3rd fireworks. In 3 to 5 years we will wonder why we tried to comply with GMA in the C1 zone. I think with this we are going to strangle downtown. Thank you for listening I will continue at City Council.

Gary Lindsey: There is a lot of demand in Poulsbo, especially for residential. That demand is reducing commercial space. Pricing of new residential construction is less than commercial. I have designed this project 4 townhouse unit residences enter from Bjermeland. Being on Jensen is a little different then being on front street. I would request the flex space be considered up Jensen as well. There are other projects that would move ahead if they didn't have to construct that commercial space.

Rosie Bennet: I would like to speak tonight about policy of averaging the height of 35'. My figures might not be with these new restrictions. You could have a building that has a 35' side, 35', 20', 50' side; that follows the averaging of size it becomes 35'. Miss true intent. Unintended consequences. Between this range of 50' and 20' or some other large differences be moderated between some sort of limit between acceptable ranges. A certain % this would keep neighborhood or business district. Perhaps to find a solution of large ranges of feet between size. I would like to note how respectful everyone has been. This further impresses me, it is nice to be living in a quaint Norwegian village

Brian Smith: Not anti-development, but smart development. Moe Street and Hostmark corners exemption. To build a commercial building that can accommodate future conversion. Because residential is in higher demand. No timeline for conversion, think we have missed something if there is no mandated time. If economically viable, why would we change? As I drove down Front Street there were 17 spaces to park. All were occupied. On 3rd there were 34 but they park on both sides of the street. If you reduce parking for residents or pedestrian, more congestion, less pedestrian safety, and people will keep driving. In town where you will build you need essential community services that are walkable. We don't have services down here. These new residences don't shop down here for regular stuff. Resident will get his car and drive. Ferry is a popular way to get to work. Everyone of those spots will be filled by resident or business person. Guest won't feel welcome. Another community which build without thinking of affect is Bainbridge Island. They are now under a moratorium to figure out what they did. It is about the impact of doing something that cannot be undone. There is no more new frontier we have to make it here.

Cynthia Baker: I own home on Fjord Drive. I really appreciated what someone else has said. Hit on all the points. Very simple letter received. Want to be careful about development. Suggest before a decision is made to float balloons to see building height. My suggestions to you. It is my opinion that 2 stories is correct height. Poulsbo has a lot of area which hasn't been looked at all for development, and it should happen somewhere else in the City . Mixed use in this town will change it dramatically. You cannot take it back. I appreciate all the hard work.

Mike Brown: Sound West Group. I am involved in a lot of the buildings. Appreciate opportunity to be involved in process and hear our opinions on how and might work. Appreciate thoughtful draft and supports what it stands for. Authenticity is key component to what is going on. Yard stick popular because of eclectic nature. Wonderful hamlet it has unique seaport character. For anyone to violate that would be a travesty. There are parts I agree with and those that I don't. From stand point of Sound West Group we fully support draft.

Charles Wenzlau: Just a bit of anecdotal information. I did graduate architectural thesis on Poulsbo Place back when it was old WWII housing. Architect now for projects that it has. Wanted to convey what an opportunity and honor Poulsbo's goals. Appreciate Karla and Nikole's time. Rules you came up with will allow preservation and revitalization. Thank you for listening to our interests.

Close Public Hearing

RS: The Commissioner's turn to review the proposed update.

JC: Exhibit A page 2 the shopfront overlay. I think at our last meeting we thought we would remove Grand Kirk on the end.

NC: I apologize we will change that.

RS: It is a historic building, will leave it alone.

GH: On what is on the screen 2.a.1 modification that Karla added how do you justify use on corner property.

RS: This is the proposed modification to the modification in the document.

GH: Okay I understand.

RS: Had a question been thinking about this after last meeting. Why should we limit this only to residential. What about office space? Do you see any problems with it? Could be other uses?

KB: For the mixed-use structure overall, you chose the option to have the commercial space front the street and other uses occur behind it. Two corners consider flex.

RS: If we are going to let the bottom floor be convertible we have residences living upstairs. They need a place to work since it is across the street why wouldn't we allow that use as will.

NC: Office space is a commercial use.

GM: I was with the chair.

KB: Still assumed commercial use.

JC: Didn't we talk about timeframe for intermittent uses.

RS: Every 5 years a study would be submitted to the City.

JC: Question someone brought up.

RS: Different then what is in our draft.

JB: What is the rationale for 5 years?

NC: Difficult to know when a conversion is feasible. We have benchmark where we can check in and determine.

GM: Appreciate the addition of language market study every 5 years. Uncomfortable allowing convertible space. We are getting closer to something I can support. Who would that be submitted to and who would make that decision whether the market supports conversion?

KB: The study would be provided to the PED Director.

RS: Would it be a type of permit?

KB: No, we would treat it like special studies for critical area protection. Part of the overall permit. We may also require the study to be peer reviewed.

GM: Are people supportive of 5 years?

KN: I like 3 years.

JB: 3 or 4 years

JC: 3 a little on the short side, let's do 4.

GM: I can support 4 years.

I do not think the update of the commercial code was in response to a single builder. I would also like to point out that there is an awful lot we are doing here. Eliminating height bonus, tightening up design standards, that is getting overlooked. I think that it is a balancing act and we have struck a pretty good balance. Market change every 4 years. Hesitant to expand use of residential on first floor. Expand commercial along Jensen. Reason we have identified lots primarily of slope issues. I don't think some other commercial areas have similar problems. Hesitant to continue, limited commercial space. Needs to be mixed use. Do not want to give up limited commercial space.

JB: I have clerical issues perhaps. Page 11 on top under 4.a mis numbered. Page 14 d.9 delete the "or". Page 15 mis numbered 13, 14. Page 18 under 9.c bright high contrast instead of contract. Page 28 on bottom under i.6 a managers or caretakers leave as plurals. Eliminate A.

GM: Change it to singular. Stricken out.

JB: Page 31 12, and this probably goes back and follows up with comments tonight, pedestrian pathways. I would still like to talk about if there is some way we can prohibit vehicular access onto front.

NC: We did discuss this already. Access on front. Not ideal, hard to maintain. Trying to eliminate someone's existing access. Write in there encourage access on 3rd and not on Front.

JB: On page 32, I have a question about the lighting photometric plan. Should we put something in there that measures the amount of lumens? If we are not doing anything with the measurements, why are we doing it?

NC: We use the street lighting standard. We can include that in there.

RS: It does say lumens readings every 10'.

JB: What do they do when they get them? Does not serve a purposed if you are not doing anything with the result.

NC: We review it and they have to meet a certain lumens standard. If they don't they have to provide a lighting fixture that does meet that standard.

RS: This standard is to have them supply us this information.

Does it say in here the standard that we use photoelements. We use what street lighting standard and if that changes then we can be consistent.

JB: I am okay leaving it out and if the information is being reviewed. Done a really good job. Last one 36 under 12 revise the lettering sequence.

GM: One clarifying question page 25 item 2 regarding mobile food tucks. Just want to make sure I am clear, these are intended to be temporary.

NC: Identifying zones they are allowed in. Allowed in C1 under special event permits like Viking Fest.

HANSON/BLOCK Move to recommend approval with modifications to the Poulsbo City Council commercial district ordinance update as identified as Exhibit A of the Planning Commission staff report and recommend the Planning and Economic Development Director to prepare findings of fact in support for the Planning Commissions chair's signature. Modifications include PMC 18.80.080 adding section 2 items 2 and 3, changing market study requirement for conversion from 5 years to 4 years, correction of the map of the shopfront overlay district, and minor clerical changes. **All in favor.**

7. RS: Comments from citizens – NONE
8. Commissioner Comments

JC: Thank staff for coordinating and getting historical walk. That was very enjoyable.

GH: Second that.

JB: We see all these people who are giving up their time. Appreciate your input too.

RS: Any news on the Liberty Bay sign?

KB: Property was contact and told to take it down. Code Enforcer opened a case. Contacts were made with property owner.

9. Meeting adjourned at 8:09PM

Ray Stevens, Planning Commission Chair

DRAFT