

City of Poulsbo

Planning & Economic Development



FARMERS MARKET LIMITED ZONING AMENDMENTS STAFF REPORT AND RECOMMENDATION

To: Planning Commission
From: Nikole Coleman, Associate Planner
Subject: Farmers Market Limited Zoning Amendments
Date: March 19, 2019

Staff respectfully recommends approval of the Farmers Market Limited Zoning Amendments as set forth in Exhibit A to this staff report.

PROPOSED MOTION:

MOVE to recommend (approval) (approval with modifications) to the Poulsbo City Council the Farmers Market Limited Zoning Amendments as identified as Exhibit A; and direct the Planning and Economic Development Director to prepare findings of fact in support of this decision for the Planning Commission Chair's signature.

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1.0 Introduction

National public health initiatives have endorsed the expansion of farmers markets, particularly in urban environments, to allow more convenient access to healthier food. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents. The farmers market is currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would permit the use by right within residential zoning districts if they meet certain criteria set forth in the ordinance.

2.0 Review Process to Date

The Draft Farmers Market Limited Zoning Amendments was publicly released January 25, 2019. This release and all associated documents were posted on the City's website, distributed to Washington State Department of Commerce and local, regional and state agencies, and emailed to the City's Development Regulations Update interested parties e-notice list.

On January 25, 2019, the Notice of Application (NOA) with Optional DNS was published in the North Kitsap Herald, emailed to the NOA, SEPA and Development Regulations e-notice list, and posted at the Poulsbo Library, Poulsbo Post Office, City Hall and the City's website. On February 11, 2019 the SEPA Threshold Determination was issued. No public comments have been received.

On March 8, 2019, a public notice announcing the Poulsbo Planning Commission Public Hearing was published in the North Kitsap Herald, emailed to the public hearing and Development Regulations e-notice list, posted at the Poulsbo Library, Poulsbo Post Office, City Hall and the City's website.

3.0 Summary of Proposed Amendments

- PMC 18.70.030 - Uses.

Farmers markets are currently permitted in the residential zoning districts after obtaining a Temporary Use Permit (TUP). The TUP is only valid for up to two years. This amendment to the use table would allow the Poulsbo Farmers Market to continue in its current location (Gateway Church).

- PMC 18.70.070 - Additional standards and provisions for R zoning districts.

Additional standards are provided for farmers markets in residential zoning districts, such as the farmers market is required to be run by a non-profit community organization, and requirements for on-site parking and minimum site size. Again, this amendment would allow the Poulsbo Farmers Market to continue in its current location, but also provide options if it needed to move to a new location in the future.

4.0 Review Criteria | PMC Chapter 18.210

Amendments to the text of this title or zoning amendments to the city's zoning map shall be applied for and processed according to the provisions of Title 19.

In order to grant a zoning code text amendment, the following findings must be made:

1. The amendment is consistent with the comprehensive plan; and
2. The amendment supports and/or enhances the public health, safety or welfare; and
3. The amendment is not contrary to the best interest of the citizens and property owners of the city of Poulsbo.

Staff Conclusion: The project as proposed meets the criteria in PMC Chapter 18.210.

5.0 Attorney General's Unconstitutional Takings Memo

Pursuant to Comprehensive Plan Policy PI-2.4, City staff members are familiar with Washington State Attorney General's "warning signals" for unconstitutional takings of private property. Staff has reviewed the Attorney General's Advisory Memorandum: Avoiding Unconstitutional Takings in the context of the proposed amendment and has consulted with the City Attorney regarding the warning signals. Staff and the City Attorney are comfortable that the draft ordinance does not result in any unconstitutional taking.

6.0 Staff Conclusion and Recommendation

The Poulsbo Planning and Economic Development staff respectfully recommends the Planning Commission offer a recommendation of approval to the City Council for the proposed Farmers Market Limited Zoning Amendments.

7.0 Planning Commission Public Hearing, March 26, 2019

A public hearing has been scheduled for 7:00 on March 26, 2019 for the Planning Commission to receive public comments on the proposed Farmers Market Limited Zoning Amendments.

PROPOSED MOTION:

MOVE to recommend (approval) (approval with modifications) to the Poulsbo City Council the Farmers Market Limited Zoning Amendments as identified as Exhibit A; and direct the Planning and Economic Development Director to prepare findings of fact in support of this decision for the Planning Commission Chair's signature.

8.0 Exhibits

- A. Draft/Proposed Farmers Market Limited Zoning Amendments
- B. Public Participation Plan
- C. Notice of Application with Optional DNS
- D. SEPA Threshold Determination DNS with commented checklist
- E. Notice of Planning Commission Public Hearing

PMC 18.70.030 Uses.

Table 18.70.030 Residential District Uses			
	RL	RM	RH
OTHER			
Agriculture, current use/conservation futures <i>(as defined in Chapter 18.40)</i>	P	P	P
Cemeteries	C	C	C
Clubs, lodges and charitable institutions, new freestanding structures or existing building(s) 5,001 square feet or larger	C	C	C
Clubs, lodges, charitable institutions and similar uses, under 5,000 square feet and within an existing building(s)	C	AC	AC
<i>Farmers market (see Section 18.70.070(L))</i>	<i>P</i>	<i>P</i>	<i>P</i>
Places of worship, new freestanding structures and existing building(s) 5,001 square feet or larger	C	C	C
Places of worship, under 5,000 square feet and within an existing building(s)	C	AC	AC
Privately owned amusement, sports or recreation establishments, such as marina, country clubs and golf courses, but not including such intensive commercial recreation uses as a golf driving range (unless within a golf course), race track, amusement park, or gun club	C	C	C

PMC 18.70.070 Additional standards and provisions for R zoning districts.

L. Farmers Market. A farmer’s market is an indoor and/or outdoor retail market open to the public consisting of three or more independent vendors, with each vendor operating independently from other vendors and subleasing booths, stalls or tables for the purpose of selling farm-grown or home-grown produce, food, flowers, plants or other similar perishable goods, and/or new wares, used goods or merchandise.

1. Farmers markets shall be limited to those run by nonprofit community organizations. “Nonprofit community organizations” are hereby defined to mean: bona fide nonprofit organizations recognized by the United States Internal Revenue Service as a charitable institution exempt from taxation under Section 503(C) of the Internal Revenue Code and whose principal offices or meeting place is located within the city of Poulsbo.
2. Minimum site location shall be 5-acres.
3. The market shall provide 1.50 parking spaces per vending booth. Off-site parking may be permitted for vendors. Customer parking shall be provided on site.
4. All litter, food, merchandise, signs, tents, tables or any other physical items associated with the market must be removed from the premises at the end of each market day.
5. The market must conform to the Sign Code, Chapter 18.170, particularly as it relates to sandwich boards, banners, temporary signs and prohibited signs. Please be aware that some signs will require a permit.
6. A farmers market permit is required and will be processed as a Type I permit pursuant to Title 19. The application shall be accompanied by a complete site plan containing the following information:
 - a. Designated vendor space;
 - b. Vendor and customer parking and circulation;
 - c. Vehicle entrance /exit location(s);
 - d. Pedestrian circulation;
 - e. Setbacks from property lines and existing structures;
 - f. Proposed temporary structures;
 - g. Size and location of waste receptacles;

- h. Size, location, and proposed screening for bathroom facilities; and
- i. Property owner notarized signature page.

7. Any entity having a Farmer's Market must obtain all necessary state, county, health and other applicable permits, licenses and vendor numbers for that specific use and location.

8. Sales by farmers or gardeners of their own farm products raised and grown exclusively upon lands owned or occupied by them and sold upon lands owned or occupied by them shall be exempt from the licensing provisions



EXHIBIT B

Farmers Market Limited Zoning Amendments Public Participation Plan January 2019

INTRODUCTION

National public health initiatives have endorsed the expansion of farmers markets, particularly in urban environments, to allow more convenient access to healthier food. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents.

The farmers market is currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would permit the use by right within residential zoning districts if they meet certain criteria set forth in the ordinance.

PUBLIC AND AGENCY GOALS

- To provide the public with timely information, an understanding of the process, and opportunities to review and comment on the critical areas ordinance amendments, and to have these comments forwarded to the City's decision makers.
- Ensure that information about the process is provided to the public early in the process and at regular intervals thereafter, to maximize public awareness and participation in the process.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the amendment process and the future of Poulsbo land uses and the City's Comprehensive Plan.
- Encourage the public to informally review and comment on the update throughout the process.
- Incorporate public comment into the local government's review process prior to significant milestones or decision making.
- Provide forums for formal public input at milestones prior to decision making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

PUBLIC ENGAGEMENT OPPORTUNITIES

The City is committed to providing multiple opportunities for the public to engage throughout the process. The City will take advantage of various modes of communication to inform the public and encourage their participation.

- **Website:** The City's Planning and Economic Development (PED) Department webpage will house the Farmers Market Limited Zoning Amendments where interested citizens and community members may visit for status updates, draft documents, official notices, minutes, and project information:
<https://cityofpoulsbo.com/development-regulation-amendments/>
- **E-Notice Mailing List:** An e-notice mailing list of interested persons and organizations has been established. Those on the e-notice list will receive periodic notices regarding the Farmers Market Limited Zoning Amendments progress. Individuals interested in being on the mailing list should contact the PED Department at (360) 394-9748 or at plan&econ@cityofpoulsbo.com and request being placed on the Development Regulations updates e-notice mailing list.
- **Comment:** Interested citizens are encouraged to provide comments to the City by letter, email or fax. All comments will be forwarded to the Poulsbo Planning Commission and City Council. Written comments can be submitted by the following methods:

City of Poulsbo Planning and Economic Development Department
200 NE Moe Street
Poulsbo, WA 98370
Fax (360)697-8269
plan&econ@cityofpoulsbo.com

- **Attend:** Interested citizens are encouraged to attend and provide verbal comments to the City at the Planning Commission and/or City Council public hearings.

INFORMATION AVAILABILITY

The proposed ordinance is available for public review. The primary repository of all information related to the update is the City's website— www.cityofpoulsbo.com – at the Planning and Economic Development main page – where draft documents, meeting dates, updates on process, and official notices (notice of application, environmental review, public hearing notices, etc.), will be posted. An e-mail link for questions or comments will also be provided at the website.

Documents are also available for review at Poulsbo City Hall 200 NE Moe Street, Poulsbo. Copies will be provided at a reasonable cost. Official notices will be published in the North Kitsap Herald and posted in the Poulsbo Post Office, Poulsbo Library, and Poulsbo City Hall notice boards. The local news media will be kept up to date on the update process, and receive copies of all official notices.

PUBLIC AND AGENCY REVIEW TIMELINE

A Public Participation Plan is required by the Growth Management Act to describe how the City will encourage early and continuous public participation throughout the process of reviewing and updating Development Regulations. The Public Participation Plan includes opportunities to comment, review timeline, and contact information. Please see <https://cityofpoulsbo.com/development-regulation-amendments/> to review the Public Participation Plan.

January 25, 2019

Public Release of Farmers Market Limited Zoning Amendments: 1) post on City's website; 2) distributed to local, regional and state agencies; 3) distributed to Planning Commission and City Council; 4) email announcing availability of material sent to email list.

January 25, 2019

Notice of Application with Optional DNS published in NK Herald; distributed to resource agencies, Tribe, other interested parties

February 8, 2019

Notice of Application with Optional DNS comment period over

March 19, 2019

Planning Commission Staff Report Due

March 26, 2019

Planning Commission Public Hearing 7 p.m. | Council Chambers

April 3, 2019

City Council Public Hearing - 7 p.m. | Council Chambers

PUBLIC HEARINGS

The Planning Commission and City Council will conduct at least one public hearing each to gather and consider public testimony on the Farmers Market Limited Zoning Amendments. The hearing(s) are anticipated for **March 26, 2019 (PC) and April 3, 2019 (CC)**. Public notice of all hearings will state explicitly the date/time, review body and location of the public hearing. The public notices will be published in the North Kitsap Herald, posted at the City's public notice locations, sent to the E-notice mailing list and others who request such notice.

RECORDING OF MEETINGS

All public meetings and hearings will be audio recorded. Minutes and/or meeting summary for all public meetings will be prepared, and hard copies made available upon request.



NOTICE OF APPLICATION and Optional DNS

EXHIBIT C

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

FARMERS MARKET LIMITED ZONING CODE AMENDMENT, TYPE IV

Comments Due: February 8, 2019

The public has the right to review contents of the official file for the proposal, provide written comments, participate in any public hearings, and request a copy of the final decision.

Planning File: Farmers Market Limited Zoning Code Amendment

Notice of Application: January 25, 2019

**Summary of
Proposed Application:**

National public health initiatives have endorsed the expansion of farmers markets, particularly in urban environments, to allow more convenient access to healthier food. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents. The farmers market is currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would permit the use by right within residential zoning districts if they meet certain criteria set forth in the ordinance.

**Environmental
Review:**

The City of Poulsbo has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for this project. The Optional DNS process in WAC 197-11-355 is being used. ***This may be the only opportunity to comment on the environmental impacts of the proposed project.*** The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent threshold determination for the proposal may be obtained upon request.

Agencies, tribes, and the public are encouraged to review and comment on the proposed project and its probable environmental impacts. **COMMENTS RELATED TO ENVIRONMENTAL REVIEW MUST BE SUBMITTED BY FEBRUARY 8, 2019.**

Interested citizens are encouraged to provide comments to the City by letter, email or fax. All comments will be forwarded to the Poulsbo Planning Commission and City Council. Written comments can be submitted by the following methods:

**Public Comment
Methods:**

Mail: City of Poulsbo Planning and Economic Development Department
200 NE Moe Street
Poulsbo, WA 98370
Fax: (360) 697-8269 | Email: plan&econ@cityofpoulsbo.com

Interested citizens are also encouraged to attend and provide verbal comments to the City at the Planning Commission and City Council public hearings. Workshops and hearings are held at Poulsbo City Hall, 200 NE Moe Street, Poulsbo, WA.

Public Participation Plan:

A public and agency participation plan has been developed for this review process, and can be viewed at the [City's website](#). A copy is also available at the Planning and Economic Development (PED) Department.

Date, Time, and Place of Meetings and Hearings:

The Planning Commission has a public hearing scheduled for February 26, 2019. The City Council has a public hearing scheduled for March 6, 2019. All hearings will be held at Poulso City Hall Council Chambers. Public notices for public hearing dates will be issued and published in the City's official newspaper and City's website.

The Planning Commission will make recommendations to the City Council. The City Council is the decision-making authority for the draft ordinance. Hearing procedures are available from the PED Department and City Clerk's office and are conducted based on Roberts Rules of Order.

Further Information:

Please contact the Poulso PED Department at (360) 394-9748, www.cityofpoulso.com or plan&econ@cityofpoulso.com for further information.

Examination of File:

The complete document may be viewed at the PED Department, Poulso City Hall, 200 NE Moe Street, from 8:30 a.m. to 4:30 p.m. Monday through Friday. Project documents are also available online here: <https://cityofpoulso.com/development-regulation-amendments/>





AFFIDAVIT OF PUBLIC NOTICE

Allen Wythe, being first duly sworn, upon his/her oath deposes and says: That he/she is now, and at all times herein mentioned has been, a citizen of the United States and the State of Washington, over and above the age of twenty-one years and a resident of said County, that on 25 January, 2019, affiant that a copy of the following City of Poulsbo public notices, and which is attached to this affidavit,

- Notice of Application
- SEPA Determination
- Notice of Public Hearing
- Notice of Decision

has been provided, mailed and/or posted to the attached distribution lists, property addresses or posting locations:

- US Mail
- Email
- Post at Library, City Hall, Poulsbo Post Office, Website
- Site Posting Address: _____

Allen Wythe
Subscribed and sworn to before me this 25th day of Jan, 2019.



Cheryln J. Haley
NOTARY PUBLIC in and for the State of Washington, residing at:

Poulsbo
My Commission expires on:

3-13-19



CITY OF POULSBO
NOTICE OF
APPLICATION and
Optional DNS
RCW 36.70B.110
Project Name:
Farmers Market Limited
Zoning Code Amend-
ments
Project Description:
The proposed amend-
ments to the Zoning Or-
dinance (Title 18) would
establish zoning regula-
tions for farmers' mar-
kets. The amendment in-
cludes a definition and
operational requirements
for "Farmers Markets"
which would be permit-
ted by right within resi-
dential zoning districts if
they meet certain criteria
set forth in the Ordi-
nance. "Farmers Mar-
kets" are currently per-
mitted in the Poulsbo
Municipal Code (PMC)
with a Temporary Use
Permit (TUP). However,
a TUP is only valid for
up to 2 years.
Permit Type: Type
IV | Legislative
Public Comment Meth-
ods: The Planning
Commission has a pub-
lic hearing scheduled for
February 26, 2019. The
City Council has a public
hearing scheduled for
March 6, 2019. Dates
are subject to change.
Public notices for public
hearing dates will be is-
sued and published in
the City's official news-
paper and City's web-
site.
Public Comment Agen-
cies, tribes, and the pub-

lic are encouraged to review and comment on the proposed amendments and their probable environmental impacts. Comments related to environmental review (SEPA) must be submitted by February 8, 2019.

More Information:

Documents may be examined at the PED Department, Poulsbo City Hall from 8:30 am to 4:00 pm Monday through Friday. All pertinent documents will be posted here <https://city-ofpoulsbo.com/development-regulation-amendments/>

Published: North Kitsap Herald
January 25, 2019
Legal #: NKH842324

Helen M. Wytko

From: Constant Contact <support@constantcontact.com>
Sent: Friday, January 25, 2019 1:45 PM
To: Helen M. Wytko
Subject: Your campaign Notice of Application - Farmers Market Limited Zoning Amendments has been sent

Constant Contact 

Dear Helen Wytko,

Your campaign '**Notice of Application - Farmers Market Limited Zoning Amendments**' was sent on 1/25/2019 around 4:45 PM EST.

Below is a copy of the message your subscribers received. See how your campaign is doing by visiting Reports [in your account](#) to get real-time results and stats.

Subject: Notice of Application - Farmers Market Limited Zoning Amendments



City of Poulsbo PUBLIC NOTICE

You are receiving this email because you have signed up to be on a City of Poulsbo PED public outreach list.

Please see the documents below.

- [Notice of Application w/Optional DNS](#)
- [SEPA Checklist](#)

City of Poulsbo | Planning and Economic Development Department, 200 NE Moe Street, Poulsbo, WA 98370

[Unsubscribe hwytko@cityofpoulsbo.com](mailto:hwytko@cityofpoulsbo.com)

[Update Profile](#) | [About our service provider](#)

Sent by planninginfo@cityofpoulsbo.com in collaboration with

Constant Contact 



EXHIBIT D

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

DETERMINATION OF NONSIGNIFICANCE (DNS)

Farmers Market Limited Zoning Amendments, Type IV Application

Description of Proposal:

The Planning and Economic Development Department (PED) has drafted limited amendments to Poulsbo Municipal Code (PMC) 18.70.030 and 18.70.070, as shown below. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents. The farmers market is currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would permit the use by right within residential zoning districts if they meet certain criteria set forth in the ordinance.

Project Name:

2019 Farmers Market Limited Zoning Amendments

NOA/Optional DNS:

January 25, 2019

Applicant:

City of Poulsbo Planning and Economic Development Department
200 NE Moe Street, Poulsbo, WA 98370

Lead Agency:

City of Poulsbo

The City of Poulsbo has determined that the above-described proposal does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

THIS DNS IS ISSUED AFTER USING THE OPTIONAL DNS PROCESS IN WAC 197-11-355. THERE IS NO FURTHER COMMENT PERIOD ON THE DNS.

Responsible Official:

Karla Boughton

Position/Title:

Planning and Economic Development Department Director
200 NE Moe Street
Poulsbo, WA 98370
(360) 394 -9748

Date: 2/11/19

Signature: _____

APPEAL: Any agency or person may appeal this SEPA determination by filing a written appeal to the responsible official no later than 10 working days from the date of this notice. You should be prepared to make specific factual objections. Contact the responsible official to read or ask about the procedure for SEPA appeals.





AFFIDAVIT OF PUBLIC NOTICE

Helen Wytko, being first duly sworn, upon his/her oath deposes and says: That he/she is now, and at all times herein mentioned has been, a citizen of the United States and the State of Washington, over and above the age of twenty-one years and a resident of said County, that on Feb 2, 2019, affiant that a copy of the following City of Poulsbo public notices, and which is attached to this affidavit,

- Notice of Application
- SEPA Determination
- Notice of Public Hearing
- Notice of Decision

has been provided, mailed and/or posted to the attached distribution lists, property addresses or posting locations:

- US Mail
- Email
- Post at Library, City Hall, Poulsbo Post Office, Website
- Site Posting Address: _____

Subscribed and sworn to before me this 19th day of March, 2019.



Kel B Diehl
NOTARY PUBLIC in and for the State of Washington, residing at:

Poulsbo, WA
My Commission expires on:

06-01-2022

Helen M. Wytko

From: Constant Contact <support@constantcontact.com>
Sent: Monday, February 11, 2019 8:01 AM
To: Helen M. Wytko
Subject: Your campaign Determination of Nonsignificance - Farmers Market Limited Zoning Amendments has been sent

Constant Contact

Dear Helen Wytko,

Your campaign '**Determination of Nonsignificance - Farmers Market Limited Zoning Amendments**' was sent on 2/11/2019 around 11:00 AM EST.

Below is a copy of the message your subscribers received. See how your campaign is doing by visiting Reports [in your account](#) to get real-time results and stats.

Subject: Determination of Nonsignificance - Farmers Market Limited Zoning Amendments



City of Poulsbo PUBLIC NOTICE

You are receiving this email because you have signed up to be on a City of Poulsbo PED public outreach list.

Please see the documents below.

- [Determination of Nonsignificance](#)

City of Poulsbo | Planning and Economic Development Department, 200 NE Moe Street, Poulsbo, WA 98370

[Unsubscribe](#) hwytko@cityofpoulsbo.com

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Sent by planninginfo@cityofpoulsbo.com in collaboration with

Constant Contact

Try it free today



SEPA ENVIRONMENTAL CHECKLIST

200 NE Moe Street | Poulsbo, Washington 98370

(360) 394-9748 | fax (360) 697-8269

www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

A. BACKGROUND

Name of proposed project, if applicable: Farmers Market Limited Zoning Code Amendments		Date Prepared: January 22, 2019
Name of Applicant: City of Poulsbo	Address: 200 NE Moe Street Poulsbo, Washington 98370	Phone Number: (360) 394-9748
Contact: Nikole Coleman, Associate Planner	Agency Requesting Checklist: City of Poulsbo	
Proposed timing or schedule (including phasing, if applicable) <p>The Planning Commission has a public hearing scheduled for February 26, 2019. The City Council has a public hearing scheduled for March 6, 2019. All hearings will be held at Poulsbo City Hall Council Chambers. Public notices for public hearing dates will be issued and published in the City's official newspaper and City's website. All meeting dates are subject to change. Public notices for public hearing dates will be issued and published in the City's official newspaper and City's website.</p>		
Do you have any plans for future additions, expansions, or further activity related to or connected with this proposal? If yes, explain. No.		
List any environmental information you know about that has been prepared, directly related to this proposal. <p>No specific environmental information has been prepared for this update. Land use applications submitted to the City will be required to be processed under the provisions of Title 19, and may require environmental review when development is proposed, pursuant to SEPA rules. <i>subject to phased review if required. kb</i></p>		
Do you know whether applications are pending for governmental approvals or other proposals directly affecting the property covered by your proposal? If yes, explain. Permits will be processed under the current zoning ordinance until new regulations go into effect.		
List any government approvals or permits that will be needed for your proposal, if known. City Council approval and adoption.		

Reviewed by Paula Boughton, PED Director 1/22/2019

Give a brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page.

National public health initiatives have endorsed the expansion of farmers markets, particularly in urban environments, to allow more convenient access to healthier food. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents.

Farmers Markets are currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would establish specific zoning regulations. The amendment includes a definition and operational requirements for Farmers Markets, which would be permitted by right within residential zoning districts if they meet certain criteria set forth in the ordinance.

Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

Poulsbo is located in Township 26 North, Range 1 East, Willamette Meridian and is located in all or portions of Sections 9, 10, 11, 13, 14, 15, 22, 23, 24, 25, and 26. The updated Ordinance will apply to residentially zoned properties city-wide. The responses provided from this point forward imply city-wide applicability, unless otherwise specified.

B. ENVIRONMENTAL ELEMENTS

Agree Disagree Mitigate

1. Earth

a. General description of the site (check one):

- flat rolling hilly steep slopes mountainous
- other.

Poulsbo's topography varies throughout the city, from flat to areas of steep slopes. Actual development will be subject to additional SEPA review as appropriate. Environmental review and a threshold determination will be required at the time of development review. Site specific development impacts are not identified at this time.



b. What is the steepest slope on the site (approximate percent slope)?

There are areas within the city limits with slopes exceeding 40 percent, and potential geohazard areas are mapped on the City's critical areas maps. At the time of a development proposal, additional information on slopes will be required. Future development will require additional environmental review.



<p>c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils</p> <p>According to the Kitsap County Soil Survey, the soils within the city limits is predominately classified as Poulsbo Gravelly sandy loam, with areas of Kapowsin gravelly loam and Sinclair soils.</p>	✓		
<p>d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.</p> <p>Geohazards are mapped in the City's critical areas maps and unstable soils/slopes are regulated by the City's Critical Areas Ordinance. No development is proposed at this time. Review of soil conditions will occur at the time specific proposals move forward.</p>	✓		
<p>e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.</p> <p>This is not applicable to this non-project action.</p>	✓		
<p>f. Could erosion occur as a result of clearing, construction or use? If so, generally describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. Erosion control would be addressed through existing City ordinances, including the clearing and grading and critical areas regulations.</p>	✓		
<p>g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Projects will require further analysis and SEPA review, where appropriate.</p>	✓		
<p>h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any.</p> <p>None. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
2. Air			
<p>a. What types of emissions to the air would result from the proposal (i.e. dust, automobile, odors, industrial, wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.</p> <p>No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.</p> <p>No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		

<p>c. Proposed measures to reduce or control emissions or other impacts to air, if any.</p> <p>None. No development is proposed at this time. Determination will be made at the time specific proposals move forward. New construction will comply with the requirements of the Poulsbo Municipal Code and the Engineering Department, which will be reviewed at the time of a specific project proposal moving forward.</p>	✓		
<p>3. Water</p>			
<p>a. Surface:</p>			
<p>1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.</p> <p>Poulsbo's main surface water body is Liberty Bay; there are numerous streams and wetlands throughout the city limits. There is no development proposed at this time; future development will require additional environmental review.</p>	✓		
<p>2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.</p> <p>No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>3) Estimate the amount of fill and dredge that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities, if known.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.</p> <p>No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		

b. Ground:			
1)	<p>Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓	
2)	<p>Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: domestic sewage; industrial, containing the following chemicals.; agricultural; etc...). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓	
c. Water Runoff (including storm water):			
1)	<p>Describe the source of runoff (including storm water) and method of collection and disposal, if any (including quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Future development will lead to stormwater runoff, which will be reviewed and required to meet City and State regulations for stormwater management. Determination will be made at the time specific proposals move forward.</p>	✓	
2)	<p>Could waste materials enter ground or surface waters? If so, generally describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓	
3)	<p>Does the proposal alter or otherwise affect drainage patterns near the site? If so, describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓	
d.	<p>Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:</p> <p>This is not applicable to this non-project action. No development is proposed at this time. At the time of development review, projects will be reviewed for compliance with the City's adopted storm water management regulations and updated critical areas ordinance.</p>	✓	

4. Plants			
<p>a. Check types of vegetation found on the site:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Deciduous tree: alder, maple, aspen, other <input checked="" type="checkbox"/> Evergreen tree: fir, cedar, pine, other <input checked="" type="checkbox"/> Shrubs <input checked="" type="checkbox"/> Grass <input checked="" type="checkbox"/> Pasture <input type="checkbox"/> Crop or grain <input checked="" type="checkbox"/> Wet soil plants: cattail, buttercup, bulrush, skunk cabbage, other <input type="checkbox"/> Water plants: water lily, eelgrass, milfoil, other <input type="checkbox"/> Other types of vegetation <p>The checked vegetation is found throughout Poulsbo. This is not applicable to this non-project action. No development is proposed at this time. The existing vegetation for sites will be determined at the time of development review.</p>	✓		
<p>b. What kind and amount of vegetation will be removed or altered?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>c. List threatened or endangered species known to be on or near the site.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. Landscaping is typically required for new development proposals.</p>	✓		
<p>e. List all noxious weeds and invasive species known to be on or near the site.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. Landscaping is typically required for new development proposals.</p>	✓		
5. Animals			
<p>a. Check any birds and animals which have been observed on or near the site or are known to be on or near the site:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Birds: hawk, heron, eagle, songbirds, other: <input type="checkbox"/> Mammals: deer, bear, elk, beaver, other: <input type="checkbox"/> Fish: bass, salmon, trout, herring, shellfish, other: <p>There are a variety of birds, fish, and mammals that inhabit Poulsbo. They are primarily located near streams and Liberty Bay.</p>	✓		

<p>b. List any threatened or endangered species known to be on or near the site.</p> <p>Poulsbo has several listed species, including bald eagle, blue heron, harbor seal, salmon (Chinook, chum, coho), steelhead, cutthroat, hardshell clam, smelt, and sand lance.</p> <p>No development is proposed at this time. Additional environmental review will be conducted at the time of application for specific development.</p>	✓		
<p>c. Is the site part of a migration route? If so, explain.</p> <p>Liberty Bay and adjacent streams are known to contain anadromous salmonids. The City is located within the Pacific Flyway – a flight corridor for migrating waterfowl and other birds – that extends from Alaska to Mexico and South America.</p>	✓		
<p>d. Proposed measures to preserve or enhance wildlife, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. The City’s Critical Areas Ordinance provides protection for wildlife. Any additional mitigation necessary will be identified at the time of site specific development review.</p>	✓		
<p>e. List any invasive animal species known to be on or near the site.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. The City’s Critical Areas Ordinance provides protection for wildlife. Any additional mitigation necessary will be identified at the time of site specific development review.</p>	✓		
6. Energy and Natural Resources			
<p>a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project’s energy needs? Describe whether it will be used for heating, manufacturing, etc.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. Electric energy is available city-wide and natural gas is available in specific locations in the city limits.</p>	✓		
<p>b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. Future development will meet the current energy code as identified in the International Building Code.</p>	✓		

7. Environmental Health			
<p>a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>1) Describe any known or possible contamination at the site from present or past uses.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>4) Describe special emergency services that might be required.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>5) Proposed measures to reduce or control environmental health hazards, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
b. Noise			
<p>1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?</p> <p>The city has a typical level of noise expected in an urban environment.</p>	✓		

<p>2) What types of levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>3) Proposed measures to reduce or control noise impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. Construction noise is regulated in the Poulsbo Municipal Code.</p>	✓		
8. Land and Shoreline Use			
<p>a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.</p> <p>The city has a variety of single-family residential development along with commercial areas, and other uses including multifamily residential, light industrial, institutional, and parks.</p>	✓		
<p>b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>c. Describe any structures on the site.</p> <p>No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>d. Will any structures be demolished? If so, what?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>e. What is the current zoning classification of the site?</p> <p>No development is proposed at the comprehensive plan amendment stage. Determination of zoning classification and applicable review requirements will be made at the time specific proposals move forward.</p>	✓		

<p>f. What is the current comprehensive plan designation of the site?</p> <p>No development is proposed at the comprehensive plan amendment stage. Determination of comprehensive plan designation will be made at the time specific proposals move forward.</p>	✓		
<p>g. If applicable, what is the current shoreline master program designation of the site?</p> <p>No development is proposed at the comprehensive plan amendment stage. Determination of shoreline designation and applicable review requirements will be made at the time specific proposals move forward.</p>	✓		
<p>h. Has any part of the site been classified as a critical area by the city or county? If so, specify</p> <p>The actual development of the specific sites will be subject to additional development review and would be subject to environmental review. Site specific development impacts are not identified at this time. Identification of critical areas will be made based on the City's Critical Area Ordinances maps and site-specific environmental information prepared during the development review process.</p>	✓		
<p>i. Approximately how many people would reside or work in the completed project?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>j. Approximately how many people would the completed project displace?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>k. Proposed measures to avoid or reduce displacement impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.</p> <p>No development is proposed with the comprehensive plan amendments. Determination of specific measures to ensure compatibility will be made during development review.</p>	✓		
<p>m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any.</p> <p>No development is proposed with the comprehensive plan amendments. Determination of specific measures to ensure compatibility will be made during development review.</p>	✓		
9. Housing			
<p>a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.</p> <p>None. This is a non-project action.</p>	✓		

<p>b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.</p> <p>None. This is a non-project action.</p>	✓		
<p>c. Proposed measures to reduce or control housing impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
10. Aesthetics			
<p>a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>b. What views in the immediate vicinity would be altered or obstructed?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>c. Proposed measures to reduce or control aesthetic impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. While site specific development impacts are not identified at this time, building height and design review requirements are set forth in Poulsbo's zoning ordinance.</p>	✓		
11. Light and Glare			
<p>a. What type of light or glare will the proposal produce? What time of day would it mainly occur?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>b. Could light or glare from the finished project be a safety hazard or interfere with views?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>c. What existing off-site sources of light or glare may affect your proposal?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>d. Proposed measures to reduce or control light and glare impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward. While site specific impacts are not identified at</p>	✓		

<p>this time, the City's zoning ordinance contains lighting requirements. Additional environmental review will be required as sites are proposed for development.</p>			
<p>12. Recreation</p>			
<p>a. What designated and informal recreational opportunities are in the immediate vicinity?</p> <p>Poulsbo has a variety of public parks and recreation opportunities throughout the city.</p>	✓		
<p>b. Would the proposed project displace any existing recreational uses? If so, describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>13. Historic and Cultural Preservation</p>			
<p>a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.</p> <p>Unknown at this time. This is a non-project action. Determination will be made at the time of specific proposals for development.</p>	✓		
<p>b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.</p> <p>Unknown at this time.</p>	✓		
<p>c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>d. Proposed measures to reduce or control impacts, if any.</p> <p>If at the time of site-specific development, evidence of historic or cultural resources are found, proper protocols and notifications will be initiated.</p>	✓		

14. Transportation			
<p>a. Identify public streets and highways serving the site and describe proposed access to the existing street system. Show on site plans, if any.</p> <p>Major streets and highways in Poulsbo include Highway 3, 305, State Route 307, Viking Avenue, Finn Hill, Front Street, Fjord Drive, Hostmark, Caldart, and Lincoln.</p>	✓		
<p>b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?</p> <p>Kitsap Transit provides public transit throughout the city.</p>	✓		
<p>c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>e. Will the project use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe.</p> <p>No.</p>	✓		
<p>f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		

<p>h. Proposed measures to reduce or control transportation impacts, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p> <p>At the time of development review, projects will be reviewed for traffic impacts and appropriate mitigation will be imposed.</p>	✓		
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15. Public Services

<p>a. Would the project result in an increased need for public service (for example fire protection, police protection, health care, schools, other)? If so, generally describe.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		
<p>b. Proposed measures to reduce or control direct impacts on public services, if any.</p> <p>This is not applicable to this non-project action. No development is proposed at this time. Determination will be made at the time specific proposals move forward.</p>	✓		

16. Utilities

<p>a. Check the utilities currently available at the site:</p> <p><input type="checkbox"/> electric <input type="checkbox"/> natural gas <input type="checkbox"/> water <input type="checkbox"/> refuse service <input type="checkbox"/> telephone, <input type="checkbox"/> sanitary sewer <input type="checkbox"/> septic system <input type="checkbox"/> other.</p> <p>Utilities are also available throughout the city, with natural gas only available in specific areas. No development is proposed with the amendments, and specific determination of utility services will be made at the time of development review.</p>	✓		
<p>b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.</p> <p>Utilities are also available throughout the city, with natural gas only available in specific areas. No development is proposed with the amendments, and specific determination of utility services will be made at the time of development review.</p>	✓		

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature:  Date Submitted: 5/29/19

D. SUPPLEMENTAL SHEET FOR NON-PROJECT ACTIONS

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment. When answering these questions, be aware of the extent of the proposal, or the types of activities likely to result from the proposal, that would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1.	<p>How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substance; or production of noise?</p> <p>As a non-project action, the Farmers Market Limited Zoning Amendments would not create any of these effects. All development and uses will be subject to all applicable local, state and federal regulatory requirements and will be reviewed on a case-by-case basis during the development review process.</p> <p>Proposed measures to avoid or reduce such increases are:</p> <p>No measures are proposed with the update. However, measures will be identified as necessary during the development permit and environmental process for specific projects. Compliance with city regulations and other appropriate mitigations would reduce increases.</p>
2.	<p>How would the proposal be likely to affect plants, animals, fish, or marine life?</p> <p>As a non-project action, the Farmers Market Limited Zoning Amendments would not directly affect plants, animals, fish or marine life. Projects resulting from the update may require further review under SEPA,</p> <p>Proposed measures to protect or conserve plants, animals, fish, or marine life are:</p> <p>The CAO provides regulatory protective measures to protect and conserve vegetation and wildlife habitat. Additional measures may be identified during the development permit and environmental review process for specific projects.</p>
3.	<p>How would the proposal be likely to deplete energy or natural resources?</p> <p>As a non-project action, the Farmers Market Limited Zoning Amendments would not deplete energy or natural resources. Projects resulting from the amendments will require further environmental review at the time of development application.</p> <p>Proposed measures to protect or conserve energy and natural resources are:</p> <p>Measures would be identified during the project specific development permit and environmental review. Compliance with city regulations and other appropriate mitigations would provide the appropriate measures to reduce impacts.</p>
4.	<p>How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?</p> <p>No development is proposed. The CAO includes standards to protect critical areas and their buffers when development is proposed.</p> <p>Proposed measures to protect such resources or to avoid or reduce impacts are:</p> <p>Measures would be identified during the project specific development permit and environmental review. Compliance with city regulations and other appropriate mitigations would provide the appropriate measures to reduce impacts.</p>

5.	<p>How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?</p> <p>The proposed updates will not change existing land use patterns.</p> <p>Proposed measures to avoid or reduce shoreline and land use impacts are:</p> <p>The amendments being considered through the update do not pose shoreline or land use impacts. All development applications will be subject to further review under SEPA, the city's zoning code and the Shoreline Master Program where appropriate.</p>
6.	<p>How would the proposal be likely to increase demands on transportation or public services and utilities?</p> <p>No development is proposed. However, future developments on the subject sites may have increased demands, which would be identified during the specific project development review. Projects resulting from amendments may require further review under SEPA which will be accomplished as required under WAC 197-11 and the Poulsbo Municipal Code.</p> <p>Proposed measures to reduce or respond to such demand(s) are:</p> <p>Measures to reduce impacts on transportation, public services and utilities would be identified during project specific development review. Compliance with city regulations and other appropriate mitigations could provide the appropriate measures to reduce impacts.</p>
7.	<p>Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.</p> <p>The proposed amendments do not conflict with any local, state or federal laws or requirements for the protection of the environment. All future development proposals would be required to follow all applicable regulations regarding the protection of the environment.</p>



NOTICE OF PUBLIC HEARING - REVISED

EXHIBIT E

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

FARMERS MARKET LIMITED ZONING AMENDMENTS, TYPE IV Planning Commission Public Hearing: March 26, 2019

Hearing Date:	March 26, 2019	Hearing Time:	The hearing is scheduled to begin at 7 pm.
Hearing Location:	Poulsbo City Hall, Council Chambers, 200 NE Moe Street, Poulsbo, WA		
Requested Action:	All interested citizens and agencies are invited to provide written and verbal testimony to the Planning Commission regarding the proposed project.		
Project Description:	National public health initiatives have endorsed the expansion of farmers markets, particularly in urban environments, to allow more convenient access to healthier food. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents. The farmers market is currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would permit the use by right within residential zoning districts if they meet certain criteria set forth in the ordinance.		
Public Comment Methods:	Written comments may be mailed, faxed, or e-mailed to the PED Department contact information indicated above. To ensure consideration, all written comments must be received prior to close of the public hearing. At the hearing, the public will have an opportunity to provide written and verbal testimony regarding the proposed project.		
Draft Document:	The proposed amendments are represented as <u>bold underline</u> for proposed additions and strikeouts for deletions. The proposed amendments can be found online: https://cityofpoulsbo.com/development-regulation-amendments/		
Public Participation Plan:	A public and agency participation plan has been developed for this application, and can be viewed here: https://cityofpoulsbo.com/development-regulation-amendments/		
Hearing Information:	The Planning Commission public hearing is scheduled for March 26, 2019 . The Planning Commission will make recommendations to the City Council. City Council is the review and decision-making authority. Hearing procedures are available from the PED Department and City Clerk's office and are conducted based on Roberts Rules of Order.		

All interested people are invited to attend the hearing. If you are unable to attend, your written comments, received no later than the date and time scheduled for the hearing, will be given careful consideration by the Planning Commission and made a part of the record. Testimony will be allowed on the proposal.

The following procedural rules have been established for public hearings to allow a fair and orderly hearing:

1. The length of time given to individuals speaking for or against a proposal may be determined by the Planning Commission prior to the application being considered;
2. A speaker representing each side of the issue is encouraged.

THE CITY OF POULSBO STRIVES TO PROVIDE ACCESSIBLE MEETINGS FOR PEOPLE WITH DISABILITIES. PLEASE CONTACT THE POULSBO PED DEPARTMENT AT 360-394-9748 AT LEAST 48 HOURS PRIOR TO THE MEETING IF ACCOMMODATIONS ARE NEEDED FOR THIS MEETING.



AFFIDAVIT OF PUBLIC NOTICE

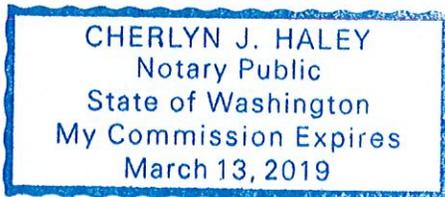
Helen Wytko, being first duly sworn, upon his/her oath deposes and says: That he/she is now, and at all times herein mentioned has been, a citizen of the United States and the State of Washington, over and above the age of twenty-one years and a resident of said County, that on 8 March, 2019, affiant that a copy of the following City of Poulsbo public notices, and which is attached to this affidavit,

- Notice of Application
- SEPA Determination
- Notice of Public Hearing
- Notice of Decision

has been provided, mailed and/or posted to the attached distribution lists, property addresses or posting locations:

- US Mail
- Email
- Post at Library, City Hall, Poulsbo Post Office, Website
- Site Posting Address: _____

Subscribed and sworn to before me this 8th day of March, 2019.



Cheryln Haley
NOTARY PUBLIC in and for the State of Washington, residing at:
Poulsbo
My Commission expires on:

3.13.19

Helen M. Wytko

From: Constant Contact <support@constantcontact.com>
Sent: Friday, March 08, 2019 11:27 AM
To: Helen M. Wytko
Subject: Your campaign Planning Commission Public Hearing Farmers Market has been sent

Constant Contact 

Dear Helen Wytko,

Your campaign '**Planning Commission Public Hearing Farmers Market**' was sent on 3/8/2019 around 2:26 PM EST.

Below is a copy of the message your subscribers received. See how your campaign is doing by visiting Reports [in your account](#) to get real-time results and stats.

Subject: Planning Commission Public Hearing Farmers Market



City of Poulsbo PUBLIC NOTICE

You are receiving this email because you have signed up to be on a City of Poulsbo PED public outreach list.

Please see the Public Notice below.

- [Planning Commission Notice of Public Hearing Farmers Market](#)

City of Poulsbo | Planning and Economic Development Department, 200 NE Moe Street, Poulsbo, WA 98370

[Unsubscribe hwytko@cityofpoulsbo.com](mailto:hwytko@cityofpoulsbo.com)

[Update Profile](#) | [About our service provider](#)

Sent by planninginfo@cityofpoulsbo.com in collaboration with

Constant Contact 

Try it free today

North Kitsap Herald

Affidavit of Publication

State of Washington }
County of Kitsap } ss

Dicy Sheppard being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the North Kitsap Herald a weekly newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a weekly newspaper in Kitsap County, Washington and is and always has been printed in whole or part in the North Kitsap Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Kitsap County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of NKH847229 as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 03/08/2019 and ending on 03/08/2019 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$27.51.

Dicy Sheppard

Subscribed and sworn before me on this 8th day of March, 2019.

Diana L Beaver



Notary Public in and for the State of Washington.



**CITY OF POULSBO
Revised - Notice of
Planning Commission
Public Hearing
RCW 36.70B.110**

Project Name/Location:
Farmers Market Limited
Zoning Amendments |
Type IV Review Process
Project Description: National public health initiatives have endorsed the expansion of farmers markets, particularly in urban environments, to allow more convenient access to healthier food. The City of Poulsbo wishes to encourage the growth and development of the farmers market. However, the City also recognizes the need to better regulate the market in order to ensure the health, safety and welfare of the residents. The farmers market is currently permitted in the Poulsbo Municipal Code (PMC) with a Temporary Use Permit (TUP). However, a TUP is only valid for up to 2 years. The proposed amendments to the Zoning Ordinance (Title 18) would permit the use by right within residential zoning districts if they meet certain criteria set forth in the ordinance.

Public Hearing: The Planning Commission Public Hearing is scheduled for March 26, 2019 @ 7pm, Poulsbo City Hall, Council Chambers, 200 NE Moe Street, Poulsbo, WA.
The Planning Commis-

sion will make recommendations to the City Council. City Council is the review and decision-making authority for the limited zoning amendments. Hearing procedures are available from the PED Department and City Clerk's office and are conducted based on Roberts Rules of Order.

Public Comment: All interested people are invited to attend the hearing. If you are unable to attend, your written comments, received no later than the date and time scheduled for the hearing, will be given careful consideration by the Planning Commission and made a part of the record. Testimony will be allowed on the proposal.

More Information:

Documents may be examined at the PED Department, Poulsbo City Hall from 8:30 am to 4:00 pm Monday through Friday. All pertinent documents will be posted here: <https://city-of-poulsbo.com/development-regulation-amendments/>

Published: North Kitsap Herald
March 8, 2019
Legal #: NKH847229