

# City of Poulsbo

## *Planning & Economic Development*

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### **City of Poulsbo Staff Report**

**To:** Karla Boughton, Poulsbo Planning and Economic Director  
**From:** Marla S. Powers, Associate Planner  
**Date:** April 4, 2019  
**Subject:** Island Grindz Food Truck Temporary Use Permit

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The Poulsbo Planning and Economic Development staff respectfully recommends approval of the Island Grindz Food Truck Temporary Use Permit, Planning File P-03-27-19-03.

#### **ACTION:**

The Planning and Economic Development Director shall hereby (approve) (approve with modifications) (deny) the Island Grindz Food Truck TUP, Planning File P-03-27-19-03.

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Site Vicinity Map  
650 NW Bovela Ln: Rainy Daze Brewing



19740 Viking Avenue: Integrity Roofing



18520 SR 305: Viking Dental



Island Grindz Food Truck P-03-27-19-03

20081 Viking Avenue NW: Hudson Auto



**Island Grindz Food Truck TUP  
PLANNING FILE P-03-27-19-03**

**I. GENERAL INFORMATION**

**Applicant Name and Address:**

Island Kitchen (DBA) Island Grindz  
Karlene and Melvin Borges  
18080 Diamond Dr. NE  
Poulsbo, WA 98370

**Land Use Review:** Temporary Use-Food Truck

**Description of Proposal:** The proposed project is a TUP for a food truck at the following locations. More locations may be proposed in the future.

**Location:** 19700 Viking Avenue NW | Tax Parcel 4369-000-001-0006

Location	Comprehensive Plan/Zoning	Existing Land Use
650 NW Bovela Ln	Commercial/C-2 Viking Ave	Rainy Daze Brewing
19740 Viking Ave NW	Commercial/C-2 Viking Ave	Integrity Roofing
18520 SR 305	Commercial/C-3 SR 305 Corridor	Viking Dental
20081 Viking Ave NW	Commercial/C-2 Viking Ave	Hudson Auto

**Site Features:**

All sites are developed with commercial, retail, medical office, or drinking establishments. Sites are generally flat, paved and improved.

**II. APPLICABLE REVIEW CRITERIA**

The review criteria for the Island Grindz Food Truck Review include PMC Chapter 18.280 for Temporary Use, PMC Chapter 18.80.080.C Additional Standards and

Provisions for C Zoning Districts for Mobile Beverage/Food and Retail Services, and PMC Title 19 Project Permit Application Procedures.

**III. TITLE 18 ZONING ORDINANCE DEVELOPMENT STANDARDS**

*The proposed review criteria are set forth and discussed below:*

**A. PMC 18.80 Commercial Zoning Use Criteria**

1. Under the provisions of PMC 18.80.030, the Island Grindz Food Truck is classified as Mobile Food Services. This use requires a TUP in the C-2 and C-3 zone.
2. The application meets the regulations in PMC Chapter 18.80.080.C Additional Standards and Provisions for C zoning districts, Mobile Food Trucks and will be conditioned as follows:
  - a. One truck per parcel at a time is allowed; provided, that if the parcel is over one acre in size, two are allowed at a time.
  - b. No drive-through facilities are allowed.
  - c. When placed in an existing parking lot, the truck shall occupy no more than three parking spaces and shall be situated in a way that does not obstruct the movement of pedestrians or vehicles.
  - d. The operating food truck and any accessories (trash cans, benches, umbrellas) shall be removed from the site of operation at the end of each business day.
  - e. If, after the one-year initial TUP permit, and if a one-year extension was approved, the food truck requests to continue, the use will be considered permanent and a minor site plan review and approval shall be required.

**B. PMC 18.280.060 Temporary Use Permit Decision Criteria**

1. The temporary use will not be materially detrimental to the public health, safety, or welfare, nor injurious to property or improvements in the immediate vicinity of the temporary use.

*Staff Comment:* The proposed use does not have materially detrimental impacts as it will be located meeting all the conditions of approval. Parking for the use is provided on the site and in conjunction with each developed site. This criterion is met.

2. The temporary use is not incompatible in the intensity and appearance with existing land uses in the immediate vicinity of the temporary use.

*Staff Comment:* The use is compatible in intensity and appearance of the existing sites and development. This criterion is met.

3. Adequate parking is provided to serve the temporary use, and if applicable the temporary use does not create a parking shortage for other existing uses on the site.

*Staff Comment:* Parking for the existing uses is provided on site, the food truck is expected to be a temporary and secondary use of the site. It is not anticipated that this use will cause an increase in parking. No parking spaces may be blocked by the food truck as per conditions of approval. This criterion is met.

4. Hours of operation of the temporary use are specified.

*Staff Comment:* The applicant has communicated that the hours of operation will be 4pm to 8pm. This is also a term in conditions of approval.

5. The temporary use will not cause noise, light, or glare which adversely impacts surrounding uses.

*Staff Comment:* The use will be utilizing the existing lighting at the site. No excessive noise is associated with the use. This criterion is met.

**IV. STATE ENVIRONMENTAL POLICY ACT (SEPA)**

This project is exempt from SEPA review pursuant to WAC 197-11-800(6)(b)(ii).

**V. TITLE 19 PROJECT PERMIT PROCEDURES**

Temporary Use Permit is a Type I application. The review authority for a TUP is the Planning and Economic Development Director. The application was received on March 28, 2019 and was determined to be Technically Complete on April 3, 2019.

**VI. STAFF COMMENT AND RECOMMENDATIONS**

**Comments:** This project as proposed is consistent with the Poulsbo Comprehensive Plan and Zoning Ordinance.

**Recommendation:** Staff respectfully recommends approval of the Island Grindz Food Truck, as presented and subject to all Conditions of Approval contained herein.

**VII. EXHIBITS**

- A. Application
- B. Drawings and Materials

**Island Grindz Food Truck  
TEMPORARY USE PERMIT  
Planning File P-03-27-19-03**

**CONDITIONS OF APPROVAL**

*Planning Department*

1. The Temporary Use Permit shall be effective from April 5, 2019 through April 5, 2020. A one 1-year extension may be requested no later than March 5, 2020 and will be permitted by the Planning & Economic Development Director for demonstration of good cause.
2. The permitted days and hours of operation for the food truck are 7 days a week from 7:30am to 9:30pm.
3. The food truck or seating cannot take up parking spaces for the primary business nor block site circulation.
4. A separate sandwich board sign permit is required for an A-frame sign.
5. No additional site lighting is approved with this permit. Decorative rope lighting is allowed.
6. The food truck is required to have permission of property owner signed and notarized and included in this application when additional permissible locations are determined.
7. All vendors shall obtain the necessary business licenses, health certificates, fire and building permits from state and local agencies, as applicable. All permits must be obtained and conditions of approval completed prior to operation of the vending cart.
8. The Temporary Use Permit may be revoked at any time if the Conditions of Approval are not met.



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Karla Boughton,  
Planning and Economic Development Director

4/5/19

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Date