



Planning & Economic Development Committee
City Hall – 200 NE Moe Street
2nd Floor Conference Room

Subject	Meeting Agenda	Date	May 27, 2020
Recorder	Jess Matrazzo, Planning	Start Time	3:30 PM
Committee Chair	Connie Lord	End Time	5:00 PM
Committee Members	Connie Lord, David Musgrove, Britt Livdahl		
Staff Present	Karla Boughton, PED Director		

The meeting will be held virtually. The public is welcome to call in:
Phone: 1 (623) 404-9000 / *Meeting ID: 148 515 8700

Meeting Minutes		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	Questions & Concerns of the Committee	
	Agenda and Extended Agenda Review	
	Approval of Meeting Minutes 04/22/2020	Musgrove/Livdahl
	Next Meeting: June 24, 2020	
	Attendance:	Becky Erickson, Mayor, City of Poulsbo Karla Boughton, PED Director, COP Kimberly Hendrickson, HHHS Director, COP Irene Moyer, (Chamber of Commerce) Kathi Foresee, (Chamber of Commerce) LeAnne Musgrove, Hot Shots Java Dan Sluy's, Sluy's Bakery
2.	Agenda Items	
	a. Determination of New Planning & Economic Development Committee Chair	Connie Lord will continue as committee Chair for the next 6 months.
	b. Mayor's COVID-19 Response Business Recovery Plan - Continued Discussion	Mayor Erickson discussed ideas to alleviate financial impacts to local business owners, including expanding business and pedestrian spaces into public right of ways, public handwashing stations, and the possibility of eventual paid parking. Health District voted to move to Safe Start Phase 2. Official requirements (imperative social distancing and Non-Pharmaceutical Interventions -NPIs) were discussed. Weekly Task Force meetings are held Monday afternoons at 4pm; Irene Moyer (Chamber of Commerce) sends zoom invites out and will continue to.

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Meeting Minutes		
No.	Topic	Action/Recommendation/Discussion
	c. PED Director Departmental Update	<p>Mayor Erickson shared budget for personal protective equipment.</p> <p>DM requested a list of COVID 19 budget items from the Committee.</p> <p>Planning Department is focused on development review. Active land use permits are moving forward through virtual approvals. Noll Terrace Preliminary Plat is under review with the Hearing Examiner. 100-unit apartment approved at College Marketplace for Housing Kitsap, acquired by Chinook properties. Two preliminary plats are moving through development review process, and we are holding virtual preapp meetings. For now our Comprehensive Plan work is on hold (however, CA-BAS review is moving forward – Grette 24k). Three contracts on hold. Dept of Commerce Housing Action Plan is moving forward (grant funding). Dept of Ecology grant to update SMP - moving forward. PERC Feasibility Study is moving forward (consultant Perteet is project manager). Minor Zoning Ordinance Amendments (“Housekeeping Amendments”) going to PC 6/23/20 and will come to City Council hopefully July/Aug. 2020 Comp Plan Amendments moved through Planning Commission in March and have since been on hold. City Council Workshop and City Council this summer. Vanaheimr SSDP and SPR Appeal of Hearing Examiner Decision is scheduled as a Special City Council Meeting (virtual) on 6/24/20. Mayor Erickson: Phase 2 allows new construction</p>
3.	Committee Reports	
	Poulsbo Chamber of Commerce (Livdahl)	
	Port of Poulsbo (Musgrove)	
	Historic Downtown Poulsbo Assoc. (Lord)	
	Suquamish Tribe (TBD)	
	KEDA/PSRC/EDD (TBD)	

Future Agenda Items			
No.	Item(s)	Responsibility	Meeting Date
	Viking Avenue Update	Mayor	
	Council Goals	CC	
	Tools and Funding Opportunities on Economic Development	Committee	
	Land Use Development Projects Update	Staff	
	National Heritage Area in the Pacific Northwest	CC	

The committee may add and discuss other items not listed on the agenda.

WHEN MEETINGS ARE HELD BY OTHER THAN VIRTUAL MEANS, IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF

Economic Development Committee Agenda – May 27, 2020

(Continued)

SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTERSHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

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