



PLANNING AND ECONOMIC DEVELOPMENT

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MEMO

To: City Council and Mayor Erickson
From: Nikole Coleman, AICP, Senior Planner
Subject: 2021 Comprehensive Plan Amendment Docket
Date: January 7, 2021

Chapter 36.70A RCW provides that comprehensive plan amendments can occur no more than once a year with limited exceptions. Any interested person, property owner, citizen and city staff may submit a comprehensive plan map, policy, or text amendment. Poulsbo Municipal Code (PMC) Ch. 19.40.050.B sets forth the procedure for docketing and reviewing proposed comprehensive plan amendments. The Planning Department prepares a list of proposed amendments to present to the City Council. The City Council shall review the list at a public meeting and determine which, if any, of the proposed amendments shall be processed further.

When selected by the city council for further processing, a comprehensive plan amendment shall be processed as provided for Type IV application permits per PMC 19.40.050. When not selected by the city council for further processing, the proposed amendment shall be removed from the docket, and any amendment fee submitted (not including any preapplication fees) shall be refunded. Resubmittal of an application removed from the docket may be made at the next annual review cycle.

This memo provides an overview of the requested 2021 Comprehensive Plan Amendments:

- ***Application No. P-11-17-20-01 | City of Poulsbo Engineering Department | Text Amendment***
Changes to Chapter 4, Transportation Policy TR 9-10 to update an existing policy regarding development of the Liberty Bay Waterfront Trail. The update links goals and public access requirements of the Shoreline Master Program with non-motorized policies of the Transportation Chapter (see application materials in Attachment A).
- ***Application No. P-11-17-20-02 | City of Poulsbo Planning Department | Text Amendment***
This application includes a text amendment to Chapter 12, the Capital Facilities Plan, to update Table CFP-4 (the City of Poulsbo 6-Year Capital Improvement Projects) to reflect the proposed projects listed in the 2020–2025 Capital Improvement Projects (see application materials in Attachment B).