



# City of Poulsbo Planning Commission

City Hall – 200 NE Moe Street  
The meeting was held in a hybrid format.

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	06/28/2022
<b>Recorder</b>	Tiffany Simmons	<b>Start Time</b>	6:00pm
<b>Committee Chair</b>	Ray Stevens	<b>Est. End Time</b>	7:49pm
<b>Committee Members Present</b>	Jerry Block, Mark Kipps, Kate Nunes, Ray Taylor, Doug Newell,		
<b>Staff Present</b>	Heather Wright, PED Director, Nikole Coleman, Senior Planner, Tiffany Simmons, PED Administrative Assistant		

				Agenda	
Time	No.	Topic	Details		
6pm	1.	Call To Order			
6:00pm	2.	Pledge of Allegiance			
6:01pm	3	Modifications to the Agenda	None.		
6:02pm	4.	Approval of Minutes: <a href="#">06/14/2022</a>	Motioned by Commissioner MK seconded by Commissioner JB. All Aye's other than Commissioner RT abstained.		
6:03pm	5.	Comments from Citizens	None.		
6:04pm	6.	Presentation of Projects for Consideration	Quasi-Judicial <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	<p><b>Comp Plan Update Chapter 2: Community Character-</b> NC presented and opened the workflow with the commissioners.</p> <p>Commissioner DN asked for a small amount of context for the chapter, NC responded and shared some of the narrative.</p> <p>JB asked if this was the full chapter, NC responded that it is NOT the full chapter and that we would come back over time with the full chapter.</p> <p>RS asked to talk about the Schedule, NC responded that this would be discussed at the end of the meeting.</p> <p>DN shared that Goal CC-1 changes descriptive term to heritage, NC gave some feedback on the idea behind the language change. JB added to that saying that it may be more beneficial to add to the heritage description instead of taking away, NC followed up with a question on what the goal of the list would be. MK shared that he agrees with the lack of a list in order to be more inclusive. KN also agreed. JB clarified, asking why we are removing them, RS gave some feedback on the history of this chapter. RS shared that removing the list is more inclusive, but the Scandinavian heritage could be problematic. DN asked if</p>	

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			<p>adding the history of the heritage's could be more helpful. RS agreed that there should be a paragraph about the history and heritage but have the goal be inclusive, NC gave some feedback.</p> <p>Policy CC-1.2 There was agreement to remove the list. KN asked what inter-generational is utilized as in this context, NC gave feedback.</p> <p>Policy CC-1.3 KN asked if adding "formal" in addition to "informal" would be beneficial, NC noted the change.</p> <p>Policy CC-1.4 JB asked how "Sustainable" is utilized in this context, MK and RS added to this, NC shared the reasoning behind it. DN asked why we aren't required to utilize energy saving materials, NC gave feedback. RS asked if sustainable was beneficial, DN gave some additional feedback but mentioned this could be a discussion in the future. KN mentioned that it might be unnecessary to use the word "Quality" and sustainable.</p> <p>Policy CC-1.5 DN asked a question regarding city funds, NC responded.</p> <p>Policy CC-1.6 DN questioned the source of this section being added, NC responded. JB asked if the tribe should be included somewhere in this section, NC responded. RS gave feedback. RT asked if we needed to search for additional funding if the 1% is being used, NC and MK gave some feedback.</p> <p>Goal CC-2 No comments</p> <p>Policy CC-2.1 KN asked what the role of this was, NC responded. JB asked who manages and pays for signs especially if the HOA goes away, NC gave some feedback. DN added that it could be names for certain areas on a map as well.</p> <p>Policy CC-2.2 No additional Comments</p> <p>Policy CC-2.3 DN asked if we wanted to get rid of the list, NC gave some feedback on her thought process. KN asked if it was the "port of Poulsbo" or a general statement to cover all marina's (In which we should say "Port Marina's"), NC gave feedback, RS agreed with including all three marina's.</p> <p>Policy CC-2.4 DN asked what this means as a commercial entity, NC responded. DN shared that it may be helpful to include more detail about the expectations.</p>

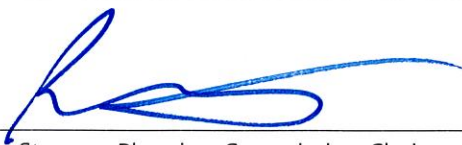
**Agenda**

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			<p>Goal CC-3 + Heading</p> <p>JB asked why we were making this edit, NC responded. JB asked for clarification and DN asked if this covers the entire site design, NC responded. DN asked if there was a way to balance site design and the maintenance on the developers, NC shared some feedback. JB shared discomfort with being involved in site design for residential, NC gave feedback. RS shared that crossing out commercial makes it sound like we are heavily involved in residential areas, NC responded. RS asked a clarifying question, adding the option to add wording such as "within development regulations". JB added that we could list the things we want to include instead of including all sites. DN asked a question regarding some standards listed later in the Policies, NC responded. NC shared that she would suggest attempting an edit and going over it again later.</p> <p>Policy CC-3.1</p> <p>JB shared that it appears overbearing on residential areas, but he would like to look at this again in the future. JB asked if descriptive words like "quality" were necessary. RS asked a clarifying question, NC responded. JB asked why we specify "architectural elements", NC responded. KN asked about the 4<sup>th</sup> bullet, if there was flexibility within the code, NC gave feedback. RS asked an example question with a project from the past, NC responded. Some questions were asked regarding an Old Town Overlay, NC shared some history. RS shared some additional history but questioned the requirements in the old town area, NC gave some feedback but mentioned she can share some further information in the future. NC also shared that we will be reviewing and updating development regulations sometime later this year.</p> <p>Policy CC-3.2</p> <p>No Comments, NC gave reasoning behind the minor edit.</p> <p>Policy CC-3.3</p> <p>No Comments</p> <p>Policy CC-3.4</p> <p>JB asked what the goal is in discussing "Content and Media", NC responded. RS shared that he enjoys "encourage" vs. require.</p> <p>Policy CC-3.5</p> <p>JB asked the goal of this policy, NC gave some feedback. JB shared he feels that this is infringing on private property rights, the wording may be suggesting otherwise, NC noted this suggestion.</p> <p>Policy CC-3.6</p> <p>JB asked if anyone else knew what "CPTED" was, NC gave</p>

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			<p>some feedback. JB asked if this should be in section 4, DN gave some clarification. KN added the Raab park nature trail and the housing near the park having graffiti on them, she wondered if this could protect houses up against public parks, NC gave some feedback. MK asked what "Consider" means in this context, NC responded. MK asked a clarifying question, HW responded. RS shared the usage of "Encourage" instead of "Consider", NC noted this change.</p> <p>Goal CC-4  JB asked if it could be helpful to include "non-motorized" activities could be included instead of "Physical Activity". DN added "Encourage" or "enable", NC noted these changes.</p> <p>Policy CC-4.1  No Comments</p> <p>Policy CC-4.2  KN asked for clarification on what we mean by the third bullet, NC added some feedback. KN asked if we could remove "Rain Gardens and Permeable Pavers", NC noted these changes.</p> <p>Policy CC-4.3  DN asked for a small grammatical change, NC noted.</p> <p>Goal CC-5 + Heading  RS shared that the change may cause some issues with the public, NC responded. DN asked how we start the conversation on getting to identifying neighborhoods, NC shared some feedback. DN then asked if the description was too broad, NC noted this feedback. JB shared the idea of adding another section, in addition to downtown, instead of excluding it, NC and HW responded. RS asked if it was a commercial district or an area district, NC shared some feedback.</p> <p>Policy CC-5.1  NC shared that old was removed for repetition. RS shared the worry about adding specific information on building height could get us in trouble, NC gave some feedback. RT added that there is currently a building going in at 35ft, so it is important to change, NC gave some potential options for balancing this policy. HW shared that this can also be seen as an extra layer of protection from changes to the code. HW offered language like "not to exceed 35ft".</p> <p>Policy CC-5.3 - Strikethrough  RS questions the strikethrough of old 5.3, NC gave feedback and suggested changes.</p> <p>Policy CC-5.5 – Strikethrough  No Comments.</p> <p>Policy CC-5.2</p>

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			<p>KN shared desire for language regarding transportation and parking, RS added to this, NC shared some options as well and noted these changes.</p> <p>Policy CC-5.7 – Strikethrough No Comments</p> <p>Policy CC-5.9 – Strikethrough No Comments</p> <p>Additional Section added here.</p> <p>Policy CC-5.3 No Comments</p> <p>Policy CC-5.4 No Comments</p> <p>Policy CC-5.5 No Comments</p> <p>Policy CC-5.6 No Comments.</p> <p>Goal CC-6 NC shared this wording was moved.</p> <p>Policy CC-6.1 No Comments</p> <p>Policy CC-6.2 No Comments</p> <p>Policy CC-6.3 JB requested an example of this process described, HW shared an example. JB asked if this includes potential tax incentives, HW responded. RS asked if there were provisions on things that do not belong, HW responded.</p> <p>Policy CC-6.4 No Comments</p> <p>Policy CC-6.5 No Comments</p> <p>Policy CC-6.6 No Comments</p>
7:41pm	7.	Director's Report and Report on Council Actions	HW shared her presentation discussing recent council actions and upcoming scheduling. Discussion was held on whether or not to hold meetings in August. Agreement to hold meetings in August.
7:35pm	8.	Commissioner Comments	None.
7:40pm	9.	<b>7:49 Adjournment</b>	

**Summary:** Minutes were approved.

  
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 Ray Stevens, Planning Commission Chairman