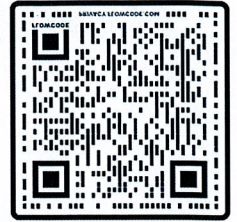


# City of Poulsbo

## Planning Commission

City Hall – 200 NE Moe Street



<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	2/28/2023
<b>Recorder</b>	Tiffany Simmons	<b>Start Time</b>	6:00pm
<b>Committee Chair</b>	Ray Stevens	<b>Est. End Time</b>	7:48pm
<b>Committee Members</b>	Jerry Block, Mark Kipps, Ray Taylor, David Strickon		
<b>Staff Present</b>	Heather Wright, PED Director, Tiffany Simmons, PED Administrative Assistant, Nikole Coleman, Senior Planner		

		Agenda	
Time	No.	Topic	Details
6pm	1.	Call To Order	
6:00pm	2.	Pledge of Allegiance	
6:01pm	3	Modifications to the Agenda	
6:01pm	4.	Approval of Minutes: 02/07/2023	Commissioner JB motioned to approve; Commissioner RT seconded. All Aye's.
6:02pm	5.	Comments from Citizens	None.
6:03pm	6.	Presentation of Projects for Consideration  Quasi-Judicial <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	<p><b>Functional Plans and Capital Facility Planning- Presentation Only</b>– KB and HW Presented. Commissioner MK asked if the Functional plan or the comprehensive plan takes precedence, NC and KB responded. MK noted that there are some factors that aren't aligned and what happens if two factors conflict between the functional plans and the comprehensive plan, KB responded. Commissioner DN asked if there are both growth and maintenance covered with the functional plan, KB responded. DN then asked how do impact fees get set to the needs of the city (Specifically Transportation and Parks), KB responded. RT asked what growth (Physical materials or expected capacity over a time) the plans are accounting for, KB responded.</p> <p><b>First Review Participation, Implementation Chapter, 2024 Comp Plan Update</b> –NC walked through the Public Participation Chapter.</p> <p>Policy PI-1.4 – JB asked if "Actively recruit from diverse" might be a good language addition.</p> <p>Policy PI-2.1 – JB asked if we need language on how we wanted to "ensure" work being done, NC responded. MK</p>

**Agenda**

Time	No.	Topic	Details
			<p>added some comment on the situation JB referenced as it pops up in a few places throughout the plan, NC gave some feedback. RS asked if "ensure" can be replaced by "Verify", NC noted this. DN shared that it should be consistent with our intent, NC gave feedback.</p> <p>Policy PI-2.2 – DN asked why it was 10 years instead of 8 years.</p> <p>Policy PI 2.4- JB asked if "update annually" would be applicable language, NC gave some feedback.</p> <p>Policy PI 3.7- JB shared that the paragraph is a little difficult to read, MK shared some options for simplifying the sentence structure, NC responded. MK asked if the Planning Commission should be listed as a reviewer, NC responded.</p> <p><b>First Review of NEW Health and Human Services Chapter, 2024 Comp Plan Update</b> – NC walked through the new chapter.</p> <p>DN shared that this seems very operational versus the structural, built environment, and that this may be excluding other operational factors. RS questioned how this plays into the physical environments of the city. HW responded and shared more behind the production of this chapter. Further discussion was held on this chapter and its involvement in the comprehensive plan. DN asked if the Planning Commission is the proper voice to determine the validity of these policies. RS shared that it would be valuable to take an inventory on our services for things like hospitals to be sure they can support the incoming increase of population, NC gave feedback. RS shared there is no definition for a standard level of service for things related to health, NC gave feedback. Commissioner DS shared that EMT is a public service, something we may be able to cover.</p> <p>Policy HH 1.1 – JB asked if there is already a state or federal law to match up with, HW noted.</p> <p>Policy HH 1.4 – DS shared that this may be covered by 1.1, NC responded. JB asked if there can be language on partnering with someone or adding information to HH 1.2, NC responded. JB shared that there may be benefit in adding a disclosure statements.</p>

			Agenda
Time	No.	Topic	Details
			<p>Policy HH 2.2 – JB shared that “ensure” might want to be replaced by something more manageable. MK shared insight on how this can be managed and that there are features we already have.</p> <p>Goal HH 3 – RT shared that ‘seek’ might not be the proper wording because it may imply more than there is capacity to support, RS shared some insight and that maybe by removing “Seek to” all together then the goal and policies may support the situation better. DS shared that community may want to be pluralized or enhanced to be more inclusive.</p> <p>Policy HH 3.1 – DN shared this as a challenging policy to approve because it can be hard to support. JB shared that equitable might be defined to help understanding, NC noted. DN reiterated that if this is in the comprehensive plan then many other things should be included as well, HW gave some feedback.</p> <p>Policy HH 4.1 – JB shared some insight on the verbiage of the policy.</p> <p>RT added that there is nothing in the functional plan about power systems or internet services as those are increasing in demand, communication systems could use some support, NC responded. DN added that there is communication with PSE that we have and yet it has no chapter in the comprehensive plan, NC responded. RS shared some history in communications within the city, NC added to that.</p>
7:20	7.	Director’s Report	HW shared about upcoming council items, Commission meetings and Commission items. DN asked for information that may be helpful in decision making from survey results, HW and NC responded.
7:30pm	8.	Commissioner Comments	RS shared some comments on the current bills going up for review within the state. RS shared some information on the marijuana legislation moving through the legislature.
7:48pm	9.	Adjournment at 7:48	

**Summary:** Minutes were approved.

Ray Stevens, Planning Commission Chairman