

**City of Poulsbo
PLANNING COMMISSION**

Tuesday, November 29, 2011

MINUTES

MEMBERS PRESENT: Jim Coleman (JC), Gordon Hanson (GH), Bob Nordnes (BN), Kate Nunes KN), Ray Stevens (RS), James Thayer (JT), Stephanie Wells (SW)

STAFF PRESENT: Keri Weaver, Debbie Nau

GUEST: Jim Fiedler, Warren Bragg, Kirk Stickels, Tony DeCarlo

MEMBERS ABSENT: None

1. CALL TO ORDER

Chairman Stevens called the meeting to order at 6:02 pm

2. FLAG SALUTE

3. MODIFICATIONS TO AGENDA - None

4. APPROVAL OF MINUTES OF – None at this time

5. COMMENTS FROM CITIZENS - None

7. Chairman Stevens opens meeting and confirms the Public Hearing on November 15, 2012 was closed; this meeting will be a continuation of the discussion Shoreline Master Program (SMP)

Staff: Keri Weaver clarifies what had been distributed to commissioners via e-mail – the SMP regulations/Poulsbo Code 16.08 with revisions and changes up to November 22, 2011, the section on non-conforming uses, substituted part 6, and revised definitions.

Discussion includes; (JT) questions the e-mail from Planning Director related to the legislative bill on residential structures which gave drafters of the SMP discretion on other structures –Correction: it is the Senate substitute bill that allows local governments calling Single Family Residences (SFR) non-conforming under the SMP, you can call them conforming. This bill only applies to the SFR structures that were legal at the time they were constructed - it does not require the jurisdiction to deem all such structures as conforming, it only provides the jurisdiction the discretion to do so, if it chooses. This only applies to residential structures –does not include commercial or industrial. JT questioned process of concerns/discussions submitted to council. KW stated all concerns and suggestion by Planning Commission will be captured in the Staff Report given to Council members

(GH) -on part 6 E4b; a restoration or rebuild of a structure shall be complete within one (1) year of permit issuance. Suggested change to two (2) years in the zoning code and SMP for rebuilding of non conforming structures uses due to the economic climate. KW –the planning director indicated the need to leave part 6 E4b as written – stating the permits issued would be unfair giving owners within the SMP a benefit and property owners outside the SMP a disadvantage. The Zoning Code amendment will be going forward in the near future and if the Planning Commission wanted this to be an item of concern, the planning director would consider adding it to the code amendment package for council to consider to suggest the time frame be extended in the Zoning Code and then make the change in the SMP and have them adopted approximately the same time. (SW) -suggests the wording be changed to reasonable progress. (JC) - starting within a year, showing some progress. (BN) -concerned with the “Acts of God” and length of time to rebuild - all commissioners agreed time is too stringent - is it possible to add language to allow the Planning Director flexibility to extend permit past one year in this document? Wording to move forward with; planning director may grant an additional extension of 1 year. (SW) -50% issue in definitions of destroys. KW -state says 75% unless you adopted regulations to say something different, if not it would default to the 75% – we had adopted the 50%. The building inspector would have to do a visual inspection to determine the 50% considering input from the fire marshal and insurance company.

Chairman: do we have a motion?

Motion: GH -move to approve and forward to the City Council the SMP draft as dated November 22, 2011 also chapter 16.08.460 as discussed here tonight –change to add one year on 4b and addition of definitions on pages 2,4,5,and 6.

Second: Bob Nordness

All in favor say Aye, Aye

8. Comments from Citizens: Tony DeCarlo questions the 200’ setback within the city limits and references Jefferson County setbacks –his property is outside the Poulsbo City limits.

9. **DIRECTORS REPORT:** none at this time

10. **COMMISSION CONCERNS:** Jim Coleman spoke of the appreciation of staff; Keri Weaver, of keeping them informed and complexity of the SMP document “well done”. Gordon Hanson also spoke highly of staff during discussion.

Meeting Adjourn: 6:32 PM

Ray Stevens, Chairman
Poulsbo Planning Commission