



# Notice of Application with Optional DNS and Planning Commission Public Hearing

Planning and Economic Development Department  
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The public has the right to review contents of the official file for the proposed amendments, provide written comments, participate in any public hearings, and request a copy of the final decision.

<b>Application:</b>	Commercial Flex Space and Permit Review Timelines Code Amendments
<b>Planning File:</b>	P-09-20-24-02 <b>Application Type:</b> IV
<b>Notice of Application:</b>	Monday, November 18, 2024 <b>Comments Due:</b> 4:30pm on Monday, December 2, 2024
<b>Summary of Proposed Amendments:</b>	<p><u><i>Commercial Flex Space</i></u></p> <p>During the City Council review of the Olhava-College MarketPlace Amendments (<a href="#">Ordinance 2024-09</a>) in May 2024, the City Council removed from the ordinance the proposal for flexible space in the C-4 (College MarketPlace) zoning district and requested that staff return with analysis on flexible space in all the commercial districts. Council had expressed concern in the previous year over the use of flexible space in the C-1 zoning district. The Planning Commission was also in the process of reviewing an amendment to allow flexible space in the C-3 (SR 305) zoning district. Following council's decision to remove flexible space from the proposed C-4 amendment, flexible space was removed from the proposed C-3 zoning amendment and was not discussed as part of the amendments for the C-2 (Viking Avenue) zoning district.</p> <p>Following extensive staff research, a summary was provided to City Council at a September 11, 2024, workshop (see full memo <a href="#">here</a>). After discussion, the City Council directed staff to begin the Type IV code amendment process with the Planning Commission with consideration for flex space in all four commercial zones, but outside of the Shopfront Overlay in the C1 zoning district.</p> <p><u><i>Permit Review Timelines</i></u></p> <p>During the 2023 legislative session, the Washington State Legislature passed <a href="#">Senate Bill (SB) 5290</a>, updating portions of the Local Project Review Act, <a href="#">Chapter 36.70B RCW</a>. The intent of the updates was to consolidate, streamline, and improve project review and permitting, with an emphasis on housing development, and to reduce the amount of time it takes for projects complying with local development regulations to receive approval. To accomplish this goal, <a href="#">SB 5290</a> contained thirteen separate sections including a variety of mandatory and voluntary measures for local government agencies to consider when implementing permit streamlining.</p> <p>Title 19 PMC establishes the land use review processing standards in the City of Poulsbo. The standards in this chapter detail how a land use application shall be reviewed for compliance with applicable requirements. This includes the requirements for application classification and procedures, public notices, and the review authority issuing a decision. The review procedures in Title 19 ensure that each application is subject to consistent and predictable processes. <a href="#">SB 5290</a> requires amendments by January 1, 2025. Included with the <a href="#">SB 5290</a> required amendments are staff initiated amendments for code consistency.</p>
<b>Public Comment Methods:</b>	Written comments may be mailed, e-mailed, or delivered to the City of Poulsbo. To ensure consideration, all written comments must be received prior to the closing of the public hearing. At the hearing, the public will have an opportunity to provide written and verbal testimony regarding the proposed project.
<b>Public Participation Plan:</b>	A public and agency participation plan has been developed for this review process and can be viewed at <a href="https://cityofpoulsbo.com/development-regulation-amendments-2/">https://cityofpoulsbo.com/development-regulation-amendments-2/</a>

**Environmental Review:** The City of Poulsbo has reviewed the proposed amendments for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for this project. The Optional DNS process in WAC 197-11-355 is being used. *This may be the only opportunity to comment on the environmental impacts of the proposed amendments.* The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent threshold determination for the proposal may be obtained upon request. Agencies, tribes, and the public are encouraged to review and comment on the proposed amendments and probable environmental impacts. Comments related to environmental review must be submitted by **4:30pm on Monday, December 2, 2024.**

**Planning Commission Public Hearing** The Planning Commission Public Hearing is scheduled for Tuesday **December 3, 2024, at 6:00 pm or soon thereafter.** The Planning Commission will make a recommendation to the City Council. Meeting procedures are available from the PED Department and City Clerk’s office and are conducted based on Roberts Rules of Order. Public Hearings are being held as a hybrid virtual/in-person at the web address and call-in number noted below and at City Hall Council Chambers, 200 NE Moe Street. This call-in number: 1 253 215 8782 and meeting id: 813 4761 3119 are provided for virtual attendance, in addition to this webinar link: <https://us06web.zoom.us/j/81347613119>

**Examination of File/Draft Document:**



<https://cityofpoulsbo.com/development-regulation-amendments-2/>

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