

CITY OF PORT ORCHARD
Planning Commission Minutes
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Planning Commission Meeting Minutes
November 15, 2010

COMMISSIONERS:

Present: Bek Ashby, Stephanie Bailey, Jan Collins, Tim Drury, Tim Matthes, Gil Michael, and Vance Vaught.

Absent: None.

STAFF PRESENT:

City Development Director James Weaver, Associate Planner Tom Bonsell, and Assistant Planner Stephanie Andrews.

1. CALL TO ORDER:

Chairman Bek Ashby called the meeting to order at 7:00 p.m.

2. AUDIENCE COMMENTS:

None.

3. BUSINESS ITEMS:

A(1). Public Hearing: Coy Rezone & Site Specific Comprehensive Plan Amendment

Associate Planner Tom Bonsell presented the staff report, stating that the applicant, Kim Coy, is requesting a Comprehensive Plan amendment from Urban Residential Low to Commercial land use designation, with a concurrent rezone from R 4.5 to Commercial Zoning. The parcel, located at 1710 Pottery Avenue, presently contains a single-family residence, and upon the rezone and Comprehensive Plan approval, the residence is anticipated to be converted to a Hearing Aid Clinic. On August 5, 2010, a public hearing for the rezone was conducted by the Hearing Examiner, with a recommendation that the City Council approve the rezone. The staff recommendation to the Planning Commission is for a Rezone to Business Professional with a Comprehensive Plan designation of Commercial.

Planning Chairman Bek Ashby asked about a previous water drainage issue on the property. Mr. Bonsell stated that there is a depression on the parcel, and the previous owner had drainage issues due to development to the south of the parcel. There had been discussion with the developer, but nothing had been resolved. Any change to the parcel such as filling in the low spot would require review by the Engineering Department.

Planning Commissioner Gil Michael pointed out that the Hearing Examiner's recommendation was for either Business Professional or Commercial. Mr. Bonsell stated that during the hearing there was discussion as to which designation was preferable, with the consensus of the Hearing Examiner, Applicant, and Planning Staff that Business Professional made for a better transition between Residential property to the north and Commercial properties to the south.

Ken Bagwell, representing David Horton, agent for Kim Coy, testified in favor of the Comprehensive Plan Amendment, referring the findings of the Hearing Examiner.

Planning Commissioner Tim Drury stated that he would prefer to recommend for Business Professional zoning. Chairman Ashby stated that due to the Commercial development on the adjoining property, the Coy parcel was better suited for a Commercial comprehensive plan designation rather than Residential.

Planning Commissioner Gil Michael made the motion to approve Planning Commission Resolution No. 007-10 recommending to the City Council a Comprehensive Plan Designation of Commercial for the Kim Coy site at 1710 Pottery Avenue, with a number of clerical corrections. Planning Commissioner Tim Matthes seconded the motion. Upon vote, motion passed unanimously, 6 – 0.

Planning Commissioner Gil Michael made the motion to recommend that the City Council approve a zoning change to the Kim Coy site at 1710 Pottery Avenue to Business Professional. Planning Commissioner Jan Collins seconded the motion. Upon vote, motion passed unanimously, 6 – 0.

A(2). Public Hearing: 2010 Area-Wide Amendments to the Comprehensive Plan

City Development Director James Weaver stated that the 2010 Comp Plan Amendments include changes to the maps to reflect annexations that occurred in 2010; update to the trails map; and an update to Appendix G to reflect updated Capital Facilities Plan and inclusion of the McCormick Village Park Plan. Commissioner Michael asked about the trails identified on the map. Mr. Weaver stated that these were previously approved, and in 2011 there will be an opportunity to better define them through the update to the Parks Plan. Planning Commissioner Stephanie Bailey asked if the Blackjack Creek trail was located along the creek or at the top of the ravine. Mr. Weaver responded that the existing trail is essentially mid-ravine, the majority of which is currently being surveyed. The intent is for the trail to eventually go as far as Lowe's. The City has received property donations along the trail route, and any new development of parcels in the area will be conditioned to include construction for that portion of the trail. The anticipated improvements would be similar Poulsbo's Fish Park, which already received approval from the Tribe, F&W, and DOE. The plan includes a boardwalk at the trailhead by KFC, parking, and an overlook with interpretive boards. Planning Commissioner Drury asked about any plans for the old campground. Mr. Weaver stated part of the 2011 task would include looking at that.

Planning Commissioner Jan Collins made a motion to support Resolution No. 008-10, recommending approval of the 2010 amendments to the City of Port Orchard Comprehensive Plan. Commissioner Michael seconded the motion. Upon vote, motion passed unanimously, 6 – 0.

B. Public Meeting: McCormick East Annexation; File No. A-25-10

Director Weaver summarized the proposal, stating that the annexation represented three parcels totaling approximately 112.49 acres. The parcels are located west of Glenwood Road SW and north and south of McCormick Woods Drive SW. The staff recommendation is for approval of the McCormick East Petition for Annexation, with a Comprehensive Plan designation of *Residential: Medium Density* and *R8* zoning for the two McCormick Land Company parcels; and *Public and Community Spaces* and *Community Facility* zoning for the South Kitsap Fire & Rescue parcel, to become effective upon annexation.

Planning Commissioner Tim Matthes asked about water service in the area. Mr. Weaver stated that a deep water well is currently being drilled. The City's water plan is currently in review by DOE. McCormick Land Company would be responsible for extending their water & sewer lines, including pump stations that would tie back into the existing system. Commissioner Michael asked if a no-protest agreement for a local improvement district could be included in an annexation. Mr. Weaver stated it would be something included in a land use proposal. New infrastructure is paid for by the development.

Chairman Ashby asked about the remaining parcels in the UGA in the area. Mr. Weaver stated that the ten additional property owners were canvassed over a two week period, with three returning petitions (including SKFR), a couple who spoke in favor but did not submit signed petitions, one opposed, and a couple of owners who could not be reached. Based on the information, the City Council chose to define the geographic boundary to include the McCormick Land parcels and the SKFR parcel.

Commissioner Matthes questioned the R8 zoning, wondering if low-density would be more appropriate. Mr. Weaver stated that the current County zoning is 4 – 9 du/ac, and the City's R8 is the closest to that. They would be able to develop to a lesser density if they chose to do so. Any new project would have to go through a hearing with the Hearing Examiner.

Commissioner Collins made the motion to recommend approval of the petition for annexation, with a Comprehensive Plan designation of *Residential: Medium Density* and *R8* zoning for Tax Parcels 102301-3-008-2002, 152301-2-013-2002; and *Public and Community Spaces and Community Facility* zoning for Tax Parcel 152301-2-012-2003, to become effective upon annexation. Commissioner Drury seconded the motion. Commissioner Matthes stated he would like to see a lower density zoning. Commissioner Michael agreed with Mr. Matthes, but would want to see a less onerous process than a rezone if they wanted to upzone it in the future. Commissioner Bailey stated she would like to see improvements & utilization of property already within the City prior to more annexation. Upon vote, the motion passed 4 – 3.

C. Design Preferences Guide for Downtown Overlay District: Status Update and DRB Meeting Report

Assistant Planner Stephanie Andrews reported on the November 1st DRB Design Preference Guide meeting. Five attended the meeting. Progress was made with the contribution of pictures, and suggested websites to look at for building illustrations. The Commissioners agreed they would like to see the picture on page 13 and page 16 replaced. They commended the work that has gone into the document. Commissioner Bailey would like to see a section included for “Not Allowed”, as well as “Encouraged” and “Discouraged”, that would have code references. Wording in the document will be worked on. Commissioner Matthes liked the changes since the previous draft. Ms. Andrews stated there is still work to be done to include a section on suggested architectural features. Commissioner Michael asked for clearer text regarding the DRB process on pages 5 & 6. Commissioner Michael asked if an update could be e-mailed to the Commissioners for review. Ms. Andrews stated that there was no date set for future meetings with the DRB for a final draft in January.

4. APPROVAL OF MINUTES: October 18, 2010:


Planning Commissioner Tim Matthes made the motion to approve the October 18, 2010 minutes. Commissioner Tim Drury seconded the motion. Upon vote, motion carried unanimously, 6 – 0.

5. ADJOURN:

Chairman Ashby adjourned the meeting at 8:30 p.m.



Planning Commissioner



James Weaver, City Development Director