CITY OF PORT ORCHARD  
Planning Commission Minutes  
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Planning Commission Meeting Minutes  
September 17, 2012

COMMISSIONERS:  
Present: Annette Stewart, Stephanie Bailey, Dee Coppola, Ron Rice, Rick Wyatt, Gil Michael  
Absent: Tim Drury, Robert Baglio

STAFF PRESENT:  
Development Director James Weaver, Code Enforcement Officer Kathy Woodside, Planner Tom Bonsell,  
Planner Stephanie Andrews

1. CALL TO ORDER:  
Chair Annette Stewart called the meeting to order at 7:05 p.m.

2. AUDIENCE COMMENTS:  
None

3. BUSINESS ITEMS:

Planning Director’s Report:  
Director Weaver introduced the Report, stating that this will be given to the Planning Commission at the  
beginning of each Planning Commission meeting. The City Council is moving forward on a joint  
waterfront revitalization plan that encompasses a lot of downtown. There has never been a planning  
effort in the City that does not involve the Planning Commission. Director Weaver suggests that the  
Planning Commission adopt a resolution for the Planning Commission to submit a subcommittee that  
would assist with the development of this plan. Director Weaver requested that three volunteers step  
forward to serve on this subcommittee. Dee Coppola, Rick Wyatt, and Gil Michael volunteered. Gil  
Michael made a motion to approve the resolution with Dee Coppola, Rick Wyatt, and Gil Michael as  
volunteers for the subcommittee. Rick Wyatt seconded the motion, and the motion passed unanimously.

3A. Discussion: Comprehensive Plan Update Applications  
Planner Stephanie Andrews introduced the Comprehensive Plan Amendments for 2012. For items  
contained in the agenda, a Public Hearing will be held next month in October. The McCormick Woods  
application for rezone and comp plan amendment is requesting to go from Mixed Use zoning and  
Commercial Comp Plan to Residential 8 zoning and Residential Medium comp plan designations. The  
change to the Greenbelt comp plan and zoning designations was discussed along with an explanation of  
the different options for consideration including a strict 200’ buffer from Blackjack Creek, following  
topography lines to delineate the buffer, and including any parcel that is within 200’ of the Creek.  
Director Weaver stated that the current designations have served the City very well, but that if there is a  
desire to modify those designations, an overall evaluation can be done in the larger amendment process in  
2016. It was also clarified that properties designated Greenbelt can have 1 single family residence per 2  
acres; the designation largely prevents subdivisions with dense development from occurring in proximity  
to sensitive areas. Also discussed was the application to reconsider the language from the 2011 Parks Plan  
that was removed by the City Council, including the sections regarding the establishment of a Parks  
Department and Parks Commission. This language was removed by the Council due to fiscal restraints.  
Dee Coppola asked whether it is under the purview of the Planning Commission to review these items at  
this point in time, given that the City Council just decided on this plan a couple months ago. Annette
Stewart said that she sees the importance of these items, when the timing is appropriate. It was agreed by the Planning Commission that the timing of this discussion would be more appropriate at a later date.

3B. Discussion: Sign Code Update  
Planning staff member Kathy Woodside provided documents for the review of the Sign Code Update and other related applicable codes. Staff asked if there were question at this time, none at this time. Director James Weaver stated that the code had not yet been reviewed by the City Attorney and it was unknown if the review would be completed prior to the next meeting. All agreed more time was needed for the review of the changes. A request for a red-lined copy was made. Staff will provide a red-lined copy via email.

3C. Discussion: Landscape Ordinance Update  
Associate Planner Tom Bonsell stated that the existing landscape ordinance, Chapter 16.50 of the Port Orchard Municipal Code contains internal inconsistencies, outdated concepts and is lacking an understandable terminology making a rewrite of the code inevitable. The attached landscape code is not just a minor revision but a complete redesign and a restating of the desired outcomes expected by the residents of the city. However, there are sections of the code that has not changed. Staff has created a landscape ordinance that is internally consistent and easily understood.

The Planning commission asked for some clarification as to what parts of the landscape code had changed so it was decided that Planner Bonsell would add areas beneath each section of the attached landscape code an explanation of why the section is changing and whether or not it has changed. Because the changes were so extensive the landscape code needs to be review as a whole new ordinance.

3D. Discussion: Transfer of Development Rights  
In October a TDR proposal will be before the Planning Commission that is in compliance with our grant requirements.

Other: Billboard Update  
The decision of the court on billboards, which overturned the City Council decision. So the City will have to allow the billboards to be constructed; a total of 8 billboards along Sedgwick and Mile Hill. Director Weaver will have more information to provide at the October meeting.

4. APPROVAL OF MINUTES  
July 16, 2012 — Rick Wyatt made a motion to approve the minutes, Dee Coppola seconded, motion passed unanimously.

5. ADJOURN:  
Chairperson Annette Stewart adjourned the meeting at 8:40 p.m.

Annette Stewart, Chairperson

James Weaver, City Development Director

Thomas A Bonsell