Planning Commission Meeting Minutes
December 17, 2012

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

STAFF PRESENT:
Community Development Director, Code Enforcement Officer Kathy Woodside

1. CALL TO ORDER:
Chair Annette Stewart called the meeting to order at 7:00 p.m.

2. AUDIENCE COMMENTS:
No one was present.

3. BUSINESS ITEMS:

Notes: At the beginning of the discussion, Dee Coppola made a motion to postpone any discussion on the draft Capital Facilities Plan since the Commission has only had two days to review it. James Weaver explained that the Capital Facilities Plan was before them just as a draft for them to start reviewing and that a public hearing would not be held for a while. Any discussion will be held at a later date.

4A. Discussion: Sign Code Update
Planning staff member Kathy Woodside was present. She was asked if any public input had come in from the public since their last meeting, none had. The Sign Code, under advisement of the city attorney, has been tabled until further notice. Moved to motion by Commissioner Gil Michael, second by Commissioner Dee Coppola.

4B. Discussion: Transfer of Development Rights
James Weaver updated the Planning Commission on the status of the TDR Program and our grant requirements. The TDR Program must be reviewed and have a recommendation to the City Council to meet the grant requirements. The City Council must have a public hearing and consider it prior to February 28. The Planning Commission discussed the height and added floor incentive that is proposed by the TDR Program. James Weaver clarified that the maximum height of 55/39 that is currently allowed within the DOD would still be the maximum height. This incentive would not allow anything beyond what the DOD currently allows. Robert Baglio made a motion to forward the TDR proposal, as written by Staff, to the City Council for approval, the motion was seconded by Dee Coppola. Gil Michael stated his opposition to the motion on the basis of the change to the additional one floor of commercial space. A discussion by the commission about the feasibility of offering this as an option for development in the DOD occurred. Gil Michael stated that the TDR language should be broadened to include other areas of the city. A vote was called and four planning commission members voted in favor of the motion and two were opposed.
4C. Discussion: Capital Facilities Plan
James Weaver stated that this draft is preliminary for discussion. The Public Works and Police Departments still need to add their comments, so this draft is a starting point for the commenting process. Further discussions will not occur until March.

Director's Report
James Weaver informed the Planning Commission that he has submitted his resignation to the City of Port Orchard.

4. APPROVAL OF MINUTES
Minutes from the November 19, 2012 Planning Commission meeting were approved unanimously without changes.

5. ADJOURN:
Chairperson Annette Stewart adjourned the meeting at 8:00 p.m.

Annette Stewart, Chairperson

Thomas Bonsell, Acting City Development Director