Planning Commission Meeting Minutes
April 21, 2014

COMMISSIONERS:
Absent: Tadina Crouch, Stephanie Bailey

STAFF PRESENT:
City Development Director Nick Bond, Associate Planner Tom Bonsell

1. CALL TO ORDER:
Chairman Annette Stewart called the meeting to order at 7:03 p.m.

2. AUDIENCE COMMENTS:
Darrin Doty with Allstate Insurance spoke to the issue of signage in the DOD. Mr. Doty said his corporate signage was denied (window roll on signage) saying all other jurisdictions allow it and Port Orchard is the only city where it is not allowed. Mr. Bond informed the PC that the city is currently working on its’ sign ordinance because of issues like this and other items. In response to questions by the PC, Mr. Bond explained a sign code revision is in process. In response to the PC Commission question Mr. Bond also explained that this specific problem is that signage area is calculated as a total amount with window signage included.

Commissioner Drury was concerned that changing the code to allow additional signage would be overkill and if all the businesses were allowed to place this type of signage, the DOD would have a blight of signage and become cluttered. Mr. Doty disagreed and said it would not make the town appear cluttered.

Commissioner Drury was concerned about lack of style control if sign ordinance was changed to allow window signage.

3. PUBLIC HEARINGS:
   a. GMA Required Comprehensive Plan Update Public Participation Plan:
Director of Community Development, Nick Bond explained that the Public Participation Plan was required by the GMA (RCW 36.70.A 040) as the first step in the update of the city’s Comprehensive plan update in 2016. The public hearing was opened with no one from the public commenting. Mr. Bond read from the staff report explaining the purpose of the plan. UW students helped to create the plan and the associated timeline. Public hearing was closed.

4. BUSINESS ITEMS:
   a. Business Professional (BP) Uses Vote: Adopt, adopt as amended, or deny Res. No. 003-14
Commissioner Drury asked for a status and Mr. Bonsell gave a brief explanation of where we left off at the last meeting. The public hearing was completed and the PC asked for revisions to the Resolution and the tables. Motion to approve was by Commissioner Baglio with a second by Commissioner by Dee Coppola. A vote was called for and Commissioner Michaels asked for a discussion before the vote. He went on to discuss the intent of the applicant and that it was not because of zoning restriction but the economy and should be so stated in the first whereas. Commissioner Coppola said that is was not only the economy but many factors and that it should be approved as written, Mr. Drury asked to make a minor change that would clarify the reason for the recommended changes. Mr. Michaels said unless the change is made he could not vote for the resolution. Mr. Drury made a motion amending the resolution with a unanimous vote in favor excluding Commissioner Michaels who voted no.
b. Public Participation Plan Vote Res. 004-14:
Commissioner Baglio asked; how will the UW students are involved in the process and wants reassurance that staff will be in control of the update process. Commissioner Coppola asked how the city will get the younger citizens of Port Orchard involved in the update process. Mr. Bond explained about all the methods that will be used.

Commissioner Michael thanked Mr. Bond for pursuing the UW contract.
Mr. Drury made motion to approve, Mr. Michael’s second, with unanimous vote in favor of approval,

c. Discussion of the 2016 Comprehensive Plan Update:
Mr. Bond handed out a flyer that has dates for meeting with UW grad students and a 2016 Periodic Comprehensive Plan Update Schedule that has an approximate timeline for the 2016 GMA mandated update to the Comprehensive Plan. Mr. Bond said he will send out a schedule of UW grad presentations and event dates.

d. Discussion Greenbelt Zoning Requests Letters:
Mr. Bond explained that those property with greenbelt zoning along Blackjack Creek have been notified by mail that is they wish to change their zoning designation they may do so with no fees.

e. Discussion of 2014 Comprehensive Plan Request opening:
Mr. Bond explained that the window for comprehensive plan amendments is open and the public will be notified as require by code. Code amendments must be filed by June 15th of each year.

f. Discussion of Planning Events and Seminars:
Planning Director Bond discussed opportunities for the Planning Commission to increase knowledge and to network with other Planning Commissioners through professional planning organization. He also discussed courses available such as “A short course on local planning” Commissioner Stewart asked if the City could pick up the tab for membership into planning organizations. Mr. Bond said he would look into the possibility.

5. APPROVAL OF MINUTES
Approval of minutes, as amended, for January 27, 2014 and February 24, 2014
January 27 - Motion Tierney, Second Coppola, unanimous
Feb 24 - Motion Tierney, second Coppola, unanimous

6. ADJOURN:
Chairman Annett Stewart adjourned the meeting at 8:06 p.m.

[Signatures]

Nick Bond, City Development Director

Annette Stewart, Chairman