

**City of Gig Harbor Planning Commission
Minutes of Work-Study Session
Thursday, November 17, 2005
Gig Harbor Civic Center**

PRESENT: Commissioners Jim Pasin, Harris Atkins, Theresa Malich, Marilyn Owel, Jill Guernsey and Chairperson Dick Allen. Commissioner Scott Wagner was absent. Staff present: Jenn Sitts, John Vodopich, Rob White and Diane Gagnon.

CALL TO ORDER: 6:00 p.m.

APPROVAL OF MINUTES:

MOTION: Move to approve the minutes of November 3rd, 2005
Guernsey/Owel– unanimously approved

OLD BUSINESS

1. **City of Gig Harbor, 3510 Grandview Street, Gig Harbor WA 98335** –
(ZONE 04-51) Work session on draft ordinance relating to creation of GHMC 17.14
Land Use Matrix

Commissioner Harris Atkins asked about the application of Commercial Recreation. He stated that reading the zoning code it appears that Commercial Recreation which are indoors are permitted in DB and Commercial Recreation which are outdoors are conditional in the DB currently. He pointed out that the new Commercial Recreation definition includes indoor and outdoor activities and asked should both of these be permitted in the DB, as this seems inconsistent with the current code.

Senior Planner Jennifer Sitts suggested possibly splitting it into two definitions, one indoor and one outdoor, everyone agreed.

The Planning Commission then went through the previous zones and made sure they were correctly identified. Additionally they added the possible addition of outdoor recreational uses to the RB2 zone to the list of proposed later changes.

Ms. Sitts then went over her staff memo, addressing issues from the last meeting requiring clarification.

She stated that Product Services Level One, currently is professional offices/personal services as it's currently applied it would be permitted and that this had been changed to conditional. She asked the Planning Commission if that was their intent. It was decided that it should be permitted and the appropriate change was made to the matrix.

The second item brought up for clarification by Ms. Sitts was that currently gasoline service stations could include a car wash and therefore would be allowed in the DB

zone. She then gave an explanation of how uses are interpreted, stating that if it is called out in one zone and another is silent where it is silent it is not allowed. She continued by saying that where a gasoline service station could be located in the DB zone a car wash would currently be allowed. It was decided that Vehicle Wash had to be a permitted use in the DB in order to stay consistent with the current code; however it was agreed that this issue should be put on the list of future changes.

Commissioner Atkins then pointed out that currently it is not permitted as a stand alone use, so why would we change that now. Senior Planner Jennifer Sitts then suggested that perhaps it should say it is permitted and within the performance standards say that it is only with a gasoline service station.

It was then decided to leave Vehicle Wash as not allowed but to add it to the list of future clarifications to make. Commissioner Guernsey then pointed out that the definition of a gasoline station includes car washing so that seems to reflect current code and therefore, there is no need to put it on the list.

General Business District B-2

Senior Planner Jennifer Sitts read the intent section of the B-2 zone.

Permitted Uses:

Retail and wholesale sales, excluding motorized vehicles, trailers and boats; Put a P in Sales Level 1 and not permitted in Sales Level 2 and 3.

Commissioner Jim Pasin asked why Sales Level 3 was not permitted and Senior Planner Jennifer Sitts answered that she had put it as not permitted because the definition includes Sales Level 2 which is clearly not permitted.

Mr. Pasin continued by saying that he had a concern with restricting the B-2 zone. Commissioner Harris Atkins pointed out that the current definition really doesn't include those things.

Commissioner Pasin stated that he didn't see a problem with having equipment sales and rentals in the B-2 zone and Chairman Allen reminded him that we needed to maintain consistency with the current zone. Mr. Pasin said he believed that these uses were currently allowed in the B-2 and it was being narrowed down.

Ms. Sitts stated that if someone wanted to do bulk material sales (i.e. Lumbermens) staff would look at whether the use was called out in other zones. She further explained that C-1 does call out building material sales as an allowed use so if the B-2 zone is silent, then it is not allowed.

Mr. Pasin then clarified that he was really talking about the portion relating to equipment sales and rentals. It was then suggested by Commissioner Theresa Malich that perhaps the definition needed to be changed.

Ms. Sitts stated that she thought of large tractors when talking about equipment sales or rental facilities and asked the commission if that was the intent.

Commissioner Owel stated that she didn't have a concern with equipment sales being allowed in this zone just with making a change from what is currently allowed.

The Planning Commission then decided to change the definitions of Sales Level 1, 2 and 3, making them exclusive of each other and removing references to the other levels. Discussion followed on whether Sales Level 3 should be permitted in the B-2 zone.

Commissioner Atkins stated that he didn't see it in the current uses and Commissioner Jill Guernsey read the definition aloud.

Commissioner Pasin asked what if someone wanted to sell generators, is that equipment.

It was decided that staff would come back with a definition of heavy equipment.

Put a P in Sales Level 1 and a dash in Sales Level 2 and 3. Staff will come back with a better definition of Sales Level 3.

Business and professional offices: P in Professional Services and Government Administrative Offices.

Banks and other financial institutions – Put a P in Professional Services

Restaurants, cocktail and associated lounges and taverns (indoor dining – no drive-through); Put a P in Restaurant Level 1, 2, 3, 4 and Tavern

Commercial recreation, excluding drive-in theaters; Put a P in Commercial Recreation Indoor and Outdoor. Staff will add drive in theatres as a performance standard of the zone.

Gasoline service stations and car washes; Put a P in Automotive Fuel Dispensing Facility and Vehicle Wash

Personal and professional services; Put a P in Personal Services and Product Services Level 1.

Adult family homes; Put a P in Adult Family Home

Family day care; Put a P in Child Care, Family

Hotels and Motels; Put a P in Lodging Level 2 and 3. Ms. Sitts indicated that she had put a question mark in Lodging Level 1 as residences are a conditional use. The Planning Commission agreed that Lodging Level 1 should be a conditional use.

Adult entertainment facilities; Put a P in Adult Entertainment Facility

Commissioner Harris Atkins asked about there being a P in Animal Clinic and Senior Planner Jennifer Sitts explained that an administrative interpretation had been issued by the Community Development Director John Vodopich. The interpretation stated that an animal clinic with all activities indoors would be allowed in this zone.

Conditional uses –

Utilities and public services uses such as libraries, electrical substations, water storage facilities, etc; Put a C in Public/Private Services and Utilities.

Light manufacturing and assembly; Put a C in Industrial Level 1.

Miniwarehouses; Put a C in Ministorage

Recreational buildings and community centers; Ms. Sitts indicated that she had put question marks in Parks, Museums, Community Recreation Hall, Clubs and Lodges, and Yacht Clubs.

The Planning Commission decided that there should be a C in Community Recreation Hall, Yacht Club, Clubs and Lodges, and Museums,

Discussion followed on whether parks should be conditionally allowed when the zone says all uses should be conducted indoors. It was pointed out that parks are called out in every other zone except B-2; however, you could infer from the intent that the zone was intended for employment generation.

Commissioner Owel stated that to some extent you have to protect those commercial zones for what they are intended for.

It was suggested by Ms. Sitts that perhaps they could make it conditional.

Commissioners Guernsey and Malich stated that they felt it should be permitted as it is allowed everywhere else.

Commissioner Owel stated that she felt that if it is not permitted currently, then she would not allow it now, but would consider a conditional use.

It was decided to put a C in Parks and to add a note to the list of future changes.

Drive in restaurants; Put a C in Drive through Facility.

Radio and television transmission towers; Put a C in Wireless Communication Facilities

Residences; Put a C in Dwelling, Single Family; Dwelling, duplex; Dwelling, triplex; Dwelling, four-plex and Dwelling, multiple family. Ms. Sitts noted that she had put a question mark in Accessory Apartment and the commission decided to put a C.

Hospitals, clinics and establishments for people convalescing from illness or operation; Put a C in Skilled Nursing Facility and Hospital.

Senior Planner Jennifer Sitts briefed the Planning Commission on the upcoming proposal for a text amendment for conditionally allowing independent living facilities in the B-2 zone. Additionally, she indicated that she had put a P in Commercial Entertainment because commercial entertainment currently would include these uses with a performance standard excluding drive in theatres. It was also agreed to put a P in Ancillary Sales and Accessory uses and structures.

Commissioner Pasin asked if Marine Boat Sales Level 1 should be a P and everyone agreed as Marine Boat Sales Level 1 is just for a brokerages.

Commercial District (C-1)

Ms. Sitts pointed out that she had put a question mark in Accessory Apartments and the Planning Commission decided it should be a C. There was also a question mark in Government Administrative Offices and it was decided it should be a P. The Commission then decided to go through the Conditional Uses first.

Conditional Uses:

Hospitals, clinics, and establishments for people convalescing from illness or operation; Put a C in Hospitals and Skilled Nursing Facility.

Assisted living facilities and independent living facilities subject to the basic density requirements of the zone; Put a C in Independent Living Facilities and Assisted Living Facilities.

Public utilities and public services uses such as libraries, electrical substation, telephone exchanges and police, fire and water facilities; Put a C in Public/Private Services and Utilities.

Recreational buildings and community centers; Ms. Sitts noted that she had put a question mark in museums, Community Recreation Hall and yacht club. It was decided they should all be a C.

Schools, including playgrounds and athletic fields incidental thereto; Put a C in Schools, Primary; Schools, Secondary; Higher Educational Facility; and Schools, Vocational/Trade.

Houses of religious worship, rectories and parish houses; Put a C in Religious Worship, house of.

Private and not for profit clubs; Put a C in Clubs and Lodges

Planned unit developments; Ms. Sitts explained to the Planning Commission that PUDs were not a use but were performance standard based and had their own section of code; therefore, there is no need to include them in the land use matrix.

Home occupation; Put a C in Home Occupation

Mini storage; Put a C in Mini Storage

Drive in restaurants; Put a C in Drive-through Facility

Residential uses; Put a C in Dwelling, Single-Family; Dwelling, Duplex; Dwelling, Tri-plex; Dwelling, Four-plex; and Dwelling, Multiple-Family

Nursing homes; Put a C in Skilled Nursing Facility.

Permitted uses:

All uses permitted in B-2;

Commissioner Pasin asked if Vocational Schools were currently allowed in the B-2 and Ms. Sitts verified that they are not.

The Planning Commission then walked through each use of the C-1 and verified that they were consistent with the allowed uses in the B-2 zone.

Put a C in Parks

Put a C in Lodging Level 1

Put a p in Commercial Recreation, Outdoor

Repair shops for appliances, automobiles and small equipment; Put a P in Product Services Level 1 and 2.

The production, processing, cleaning, servicing, testing, and repair of materials, goods and products, except that junkyards, auto wrecking yards, garbage dumps and any activity that emits smoke, excessive noise, dirt, vibration or glare, or is otherwise offensive or hazardous, is prohibited; Put a P in Industrial Level 1 and 2, Vehicle Wash and Marine Industrial.

Indoor amusement establishments; Put a P in Commercial Recreation, Indoor and Commercial Entertainment.

Animal hospitals, clinics with overnight confinement and pounds; Put a P in Animal Clinic and Kennel.

The sales of motor vehicles, cars and trailers, and vehicle services such as carwashes, garages, tire and battery service facilities; Put a P in Sales Level 2, Vehicle Wash,

Boat sales and show rooms; Put a P in Marine Sales and Service, Marine Boat Sales Level 1, and Marine Boat Sales 2.

Building material sales; Put a P in Sales Level 2 and 3.

Cartage and express facilities and trucking; Put a P in Industrial Level 1.

Fishing equipment supplies and repairs; Put a P in Marine related uses

Frozen food lockers; Put a P in Industrial Level 1

Commercial Greenhouses; Put a P in Sales Level 3 and Industrial Level 2.

Linen towel, diaper and similar supply services and laundry facilities; Put a P in Product Services Level 1 and Personal Services.

Storage, warehousing and wholesaling establishments; Put a P in Industrial Level 1 and 2.

Light assembly or manufacturing; Put a P in Industrial Level 1

All permitted uses of the waterfront; Ms. Sitts noted that most of uses had already been covered.

Commissioner Atkins asked about Commercial Parking Lots and it was decided to put Commercial Parking Lots and where they are allowed on the list of future changes.

Child day care facilities; Put a P in Child Care, Commercial

Family day care; Put a P in Child Care, Family

Adult family home; Put a P in Adult Family Home

Adult Entertainment Facilities; Put a P in Adult Entertainment Facilities

Planned Community Development Commercial (PCD-C):

Senior Planner Jennifer Sitts read the intent section of the zone and Commissioner Pasin pointed out on the zoning map where the PCD_C zone was located.

Permitted uses:

Retail and wholesale sales and services; Put a P in Sales Level 1

Ms. Sitts pointed out that she had put a question mark in Sales Level 2 and 3 and it was decided that they would come back to those uses later.

Business and professional offices and services, including government offices; Put a P in Government Administrative Office, Professional Services, Personal Services, and Product Services Level 1.

Medical complex facilities; Put a P in Professional Services.

Nursing and convalescent homes; Put a P in Skilled Nursing Facility

Assisted living facilities and independent living facilities; Put a P in Assisted Living Facility and Independent Living Facility.

Hotels and motels; Put a P in Lodging Level 2 and 3

Nurseries; Put a question mark in Sales level 3 and 2 and put a P in Sales Level 1

Commercial recreation; Put a P in Commercial Recreation, Indoor and Commercial Recreation, Outdoor

Automobile service stations and repair, including car wash facilities; Put a P in Product Services Level 2 and Vehicle Wash. Put a P in Automotive Fuel Dispensing Facility.

Restaurants, including drive-through establishments, cocktail lounges and taverns; Put a P in Restaurant 1, 2, 3, 4, Drive-through Facilities and Taverns.

Banks and financial institutions; Put a P in Professional Services

Public facilities; Put a P in Public/Private Services, Parks, Utilities, and a question mark in essential public facilities.

Ms. Sitts read the current definition of public facility aloud and the Planning Commission agreed to leave Essential Public Facility as not allowed.

Convention/conference center facility; Put a P in Commercial Entertainment

Performing arts centers; Put a P in Commercial Entertainment

Museums; Put a P in Museums

Churches or houses of religious worship; Put a P in Religious worship, house of

Public and private schools; Put a P in Schools, Primary; Schools, Secondary; Higher Educational Facility; Schools, Vocational/Trade

Trails, open space, community centers; Put a P in Parks, Community Recreation Hall, Clubs and Lodges and Yacht Clubs.

Residential uses located above retail facilities; Put a P1 with a footnote in Accessory Apartment, Dwelling, Single-Family; Dwelling, Duplex; Dwelling, Tri-plex; Dwelling, Four-plex; Dwelling, Multiple-Family

Mini storage facilities; Put a P in Ministorage

Family day care and adult family homes; Put a P in Child Care, Family and Adult Family Home.

Discussion followed on the question marks in Sales Level 2 and 3. The Planning Commission decided sales level 2 and 3 are not allowed. It was also decided to add PCD-C review of Sales Level 2 and 3 to the list of proposed changes.

Employment District (ED)

Ms. Sitts read the intent section of the zone.

Research and development facilities; Put P in Professional Services and Industrial Level 1.

Light assembly and warehousing; Put a P in Industrial Level 1.

It was decided to add a definition of research and development facilities to the list of future changes.

Light manufacturing; Put a P in Industrial Level 1

Service and retail uses which support and are ancillary to the primary uses allowed in the employment district; Put a P in ancillary sales

Professional offices; Put a P in Professional Services

Corporate headquarters; Put a P in Professional Services

Distribution facilities; Put a P in Industrial Level 2

Vocational trade and business schools; Put a P in Schools, Vocational/Trade

Book and magazine publishing and printing; Put a P in Light Industrial Level 1

Financial and investment institutions; Put a P in Professional Service

Commercial photography, cinematography and video production facilities; Put a P in Industrial Level 1

Reprographic services; Put a P in Personal Services.

Senior Planner Jennifer Sitts explained to the Planning Commission that there had also been an administrative interpretation of the definition of professional office. The interpretation says that anywhere that it says professional office also allows a professional service. That interpretation has an appeal pending that brought about the land use matrix.

Computer assembly plants; Put a P in Industrial Level 1

Courier services; Put a P in Personal Services

Mail and packaging facilities; Put a P in Industrial Level 1

Trails, open space, community centers; Put a P in Parks and a question mark in Museums, Community Recreation Hall, Clubs and Lodges, Yacht Clubs, Commercial Recreation and Entertainment.

Commissioner Owel pointed out that the intent section stated that retail was not encouraged.

It was decided that Commercial Recreation, Museums and Yacht Clubs were not allowed. It was decided that Community Recreation Hall and Clubs and Lodges were allowed.

Contractor's yard; Put a P in Industrial Level 2

Schools, public and private; Put a P in lines Schools, Primary; Schools, Secondary; Higher Educational Facility; Schools, Vocational/Trade

Conditional uses:

Hospitals, clinics and establishments for people convalescing from illness or operation; Put a C in Skilled Nursing Facility and Hospital

Assisted living facilities and independent living facilities; Put a C in Assisted Living Facility and Independent Living Facility.

Commercial child care facilities; Put a C in Child Care, Commercial.

Public utilities and public services such as libraries, electrical substations, telephone exchanges, police and fire stations; Put a C in Public/Private Services and Utilities

Recreational buildings and outdoor recreation; Put a C in Commercial Recreation, Indoor and Outdoor. It was decided that Commercial Entertainment was not allowed.

Houses of religious worship; Put a C in Religious Worship, house of

Planned unit developments with a minimum of 65 percent of the site consisting of an employment based use; This is a performance standard of the zone and does not need to be in the land use matrix.

Ministorage Facilities; Put a C in Ministorage

Ms. Sitts pointed out that she had put a question mark in Government Administrative Offices and the Planning Commission decided that it was permitted.

It was also noted that there was a question mark in Product Services Level 1. It was decided that since an Administrative Interpretation had been issued and watch and shoe repair has been included as a personal service, it should be permitted. She also

noted that she had put a blue P for animal clinic as per the Administrative Interpretation. The Planning Commission decided to leave it permitted.

Waterfront Residential (WR)

Permitted uses:

Single family and duplex dwellings; Put a P in Dwelling, Single Family and Dwelling, Duplex

Accessory structures clearly incidental to the residential use of the lot; Put a P in Accessory Uses and Structures.

Publicly owned and operated parks and shoreline viewing facilities; Put a P in Parks
Home occupations; Put a P in Home Occupation

Family day care; Put a P in Child Care, Family

Adult family home; Put a P in line Adult Family Home

Commissioner Jill Guernsey had to leave at 8:30 p.m.

Conditional uses:

Public facilities; Put a C in Government Administrative Offices and Public/Private Services

Utilities; Put a C in Utilities

Bed and breakfast establishments; Put a C in Lodging Level 1

UPCOMING MEETINGS

December 1st, 2005 – Work study session on a proposal for allowing Independent Living Facilities conditionally in the B-2 zone.

Commissioner Harris Atkins announced that he would be unable to attend the December 1st meeting.

ADJOURNMENT

MOTION: Move to adjourn at 8:45 pm
Atkins/Owel – passed unanimously