

**City of Gig Harbor Planning Commission  
Minutes of Work-Study Session  
Thursday, December 15, 2005  
Gig Harbor Civic Center**

**PRESENT:** Commissioners Jim Pasin, Harris Atkins, Marilyn Owel, Scott Wagner, and Chairperson Dick Allen. Commissioners Theresa Malich and Jill Guernsey were absent. Staff present: Jenn Sitts and Rob White.

**CALL TO ORDER:** 6:00 p.m.

**APPROVAL OF MINUTES:**

**MOTION:** Move to approve the minutes of November 17th, 2005 at the next meeting in order to give everyone a chance to review them.  
Owel/Pasin– unanimously approved

Senior Planner Jennifer Sitts went over the program for the coming year outlining the projects pending for 2006. She explained that the City Council had reviewed the work program and approved continuation of work on the matrix and then go through review of the remaining applications in tiers (or groups). She showed them an outline of the first quarter and then introduced Planning Manager Rob White to explain the Comprehensive Plan Amendments.

Mr. White explained that the consultant is a couple of weeks from being finished on the draft EIS for the hospital which will include recommended alternatives to the traffic issues and possibly recommendations for down zoning some of the other commercial areas in Gig Harbor North. He went on to say that immediately following the draft EIS, which will be issued the first business day following December 31<sup>st</sup> there will be a 30 day comment period and we will need to have public hearing with the Planning Commission on the 2<sup>nd</sup> meeting in January. He stated that there would be an opportunity for a work session prior to the hearing to look at the document with the consultant. He noted that the Planning Commission will not be acting on anything at that time, that he, as the SEPA Responsible Official, will be making a recommendation to the City council. Mr. White stated that after the 30 day comment period staff will begin working on the final EIS.

Chairman Allen asked for a copy of the timeline and Mr. White stated that he would provide one to the Planning Commission. Ms. Sitts pointed out that on the second sheet of the staff report it showed the Comprehensive Plan process and the meetings scheduled for February 16<sup>th</sup> and March 2<sup>nd</sup>. Commissioner Pasin asked if these were Comp Plan amendments for the entire city or just for the hospital and Mr. White explained that there were two other applications along with the hospital.

Commissioner Wagner asked why the other applications couldn't be separated from the hospital. Mr. White stated that the City is only allowed to change the comp plan once a

year. Ms. Sitts pointed out that one of the projects on the tier was to codify a process for comp plan amendments.

Commissioner Wagner asked about the alternative to down zone some properties, and was that something that comes before the Planning Commission. Mr. White answered that yes, that would be the main job of the Planning Commission and staff would be notifying property owners.

Commissioner Wagner stated he had seen an application for a code amendment to possibly put retirement communities or assisted living facilities in the B-2 zone and asked if the Planning Commission would be able to discuss this before the January 5<sup>th</sup> meeting. Ms. Sitts stated that they would have a work session first and then the public hearing. Commissioner Wagner stated that he had a concern with the proposed amendment and Ms. Sitts reminded him that this application was not on the agenda tonight and therefore discussion should not be held at this time. Mr. White reminded the Planning Commission that after the public hearing they did not have to take action, they could hold an additional work session and take action at a following meeting. Additionally, Ms. Sitts stated that if there was information any Planning Commission member needed prior to the meeting to please feel free to ask either her or Rob White.

Commissioner Owel asked for a five minute recess.

## **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

Ms. Sitts reviewed the research on the term Heavy Equipment as it relates to sales level three. She then went over the three definitions and her recommendation.

Commissioner Wagner voiced concern that there isn't anywhere in the city or in the UGA where you can have a small engine repair place. Ms. Sitts updated Mr. Wagner on the conversations that had happened at the previous meeting on this subject. He suggested adding language to the definition clarifying that the equipment was over 80 horsepower. Commissioner Pasin stated that he also wanted to be able to allow smaller versions of equipment and suggested removing lifts, concrete mixers and backhoes from the definition. Mr. Wagner suggested removing log hauler and farm implements and to have the definition state "tractors over 80 horsepower and equipment of a similar nature". Commissioner Harris Atkins stated that the purpose was to help differentiate between Sales level 1, 2 and 3. He went over where these uses were allowed and pointed out that some of these uses were not in the existing code.

Discussion followed on what exactly was a recreational vehicle and whether it was just a motor home or did it also include ATVs. Ms. Sitts asked if RVs, ATVs and motorcycles should be added to sales level 2. The definition was rewritten to read,

“Sales level 2 means automobiles, trucks, motorcycles, recreational vehicles, boats and trailer sales.”

The definition of Heavy Equipment was changed to read, “Heavy equipment” means vehicles or machines capable of lifting or altering heavy objects, moving large quantities of earth and/or stone, extracting natural resources, harvesting, planting or maintaining agricultural/forest products, and other vehicles or machines performing large-scale work tasks. Heavy equipment includes, but is not limited to cranes, bulldozers, earth scrapers, tractors over 80 horsepower, and equipment of a similar nature.

Waterfront Millville (WM)

Ms. Sitts read the intent section of the zone.

Permitted uses:

Single family and two family (duplex) structures – Put a p in Dwelling, single Family and Dwelling, Duplex

Marinas and boat launch facilities– Put a P in Marina

Boat repair and sales facilities – Put a P in Marine Boat Sales Level 1, marine Boat Sales Level 2 and Marine Industrial

Chairman Allen had a question about Marine Boat Sales Level 2 and whether dry land storage was currently allowed. He stated he had concern with large dry land storage facilities. Commissioner Pasin stated that he thought this was intended to allow someone to have a boat for sale on dry land, not allowing large facilities. Ms. Sitts stated that it did not talk about dry land boat storage and she suggested just removing it since it doesn't include it currently. It was decided that Boat Sales Level 2 have dry land boat storage removed from the definition. She further pointed out that C-1 would allow storage. Chairman Allen stated out that Marine Industrial seems like it should include dry land boat storage. Ms. Sitts went over which zones it would be allowed in. It was decided to move the words “dry land boat storage” from the definition of Marine Boat Sales Level 2 into the definition of Marine Industrial.

Marine related sales – Put a P in Marine Sales and Service

Boat construction not to exceed one boat per calendar year – Put a P in Marine Industrial with a footnote.

Public park and access facilities – Put a P in Parks

Professional offices – Put a P in Professional Services, Personal Services, Product Services Level 1 and Government Administrative Offices.

Wholesale and retail sales of fisheries products for human consumption – Put a P in Marine Sales and Services

Live bait sales – Put a P in Marine Sales and Services

Piers, docks, wharfs and associated buildings – Did not indicate at this is not a use it's a structure

Commercial fishing net sheds – Put a P in Marine Industrial with a footnote

Conditional uses:

One triplex or one fourplex residential structure – Put a C in Dwelling, Triplex and Dwelling, Fourplex with a footnote

Yacht clubs – Put a C in Yacht Club

Bed and Breakfasts – Put a C in Lodging Level 1

Public utilities and services – Put a C Utilities and Public/Private Services

Delicatessens and coffee houses not to exceed 1000 square feet in total size – Put a C in Restaurant Level 1 with a footnote for square footage limitation.

It was decided to put the issue of the square foot limitation on the list of issues to discuss later.

Waterfront Commercial (WC)

Ms. Sitts read the intent section of the zone.

Permitted uses:

Marinas and boat launch facilities – Put a P in Marinas

Piers, docks, wharfs and associated buildings – Not indicated as these are structures not uses

Boat repair and sales facilities – Put a P in Marine Sales and Services, Boat Sales Level 1 and Boat Sales Level 2

Marine related sales and offices – Put a P in Marina

Delicatessens – Put a P in Restaurant Level 1

Public park and access facilities - Put a P in Parks

Yacht Clubs – Put a P in Yacht Clubs

Wholesale and retail sales of fisheries products for human consumption – Put a P in Marine Sales and Service

Restaurants, taverns and lounges – Put a P in Restaurant Level 1, 2, 3, 4 and Tavern

Professional offices – Put a P in Professional Services, Personal Services, Product Services Level 1 and Government Administrative Offices.

Residential up to a fourplex – Put a P in Dwelling, Single-Family; Dwelling, Duplex; Dwelling, Tri-plex; Dwelling, Four-plex, Accessory Apartment, Adult Family Home and Home Occupations.

General retail sales – Put a P in Sales Level 1 and Sales Ancillary. Ms. Sitts pointed out that she had put question marks in Sales Level 2 and 3. It was decided that Sales Level 2 and 3 were not allowed.

Conditional uses:

Guest accommodations – Put a C in Lodging Level 1, 2, and 3

Public facilities – Put a C in Public/Private Services, Utilities and Schools. Ms. Sitts pointed out the current definition of public facilities would include schools. Discussion followed on whether schools would be currently allowed. It was decided that schools were not intended to be allowed. Commissioners Wagner and Pasin asked about a

boat building vocational school. Commissioner Owel stated that boat construction was allowed so why couldn't it be allowed under that. It was decided that Schools were not allowed.

Parking lots for related shoreline uses – Put a C in Parking Lot, Commercial with a footnote indicating that it would be only for related shoreline uses.

It was decided to review the definition of commercial parking lots and where they are allowed at a later date.

Processing of fisheries products for off premise human consumption – Put a C in marine Sales and Services

Boat construction – Put a C in Marine Industrial.

Chairman Allen called a five minute recess.

Planned Community Development Business Park District (PCD-BP)

Ms. Sitts read the intent of the zone

Permitted uses:

Research and Development facilities – Put a P in Industrial Level 1

Light assembly and warehousing – Put a P in Industrial Level 1

Light Manufacturing – Put a P in Industrial Level 1

Distribution facilities – Put a P in Industrial Level 2

Vocational, trade and business schools – Put a P in School, Vocational/Trade

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

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

Reprographic, computer, courier services, mail and packaging facilities – Put a P in Industrial Level 1

Trails, open space, community centers – Put a P in Parks. Ms. Sitts pointed out that she had put question marks for in Museums, Community Recreation Hall, Yacht Club and Clubs and Lodges. She also noted that an interpretation had been done that a YMCA was a community center. It was decided that Museum was not allowed, Community Recreation Hall is allowed, Yacht Club is not allowed, and Clubs and Lodges are allowed. It was also decided to look into this further at a later date.

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

Public facilities – Put a P in Public/Private Services and Utilities

Service and retail uses which support and are ancillary to Category II uses in the business park district – Put a P in Sales, Ancillary

Professional offices and corporate headquarters – Put a P in Professional Services, Personal Services, Product Services Level 1 and Government Administrative Offices.

Financial and investment institutions – Put a P in Professional Services

Adult family home and family day care – Put a P in Child Care, Family and Adult Family Home

Ms. Sitts pointed out that she had put question marks in Recreation, Indoor Commercial; Recreation, Outdoor Commercial; and Entertainment, Commercial and asked if should be permitted. It was decided that they were not allowed uses as the intent did not seem to support it. She also pointed out that she had put a p in Animal Clinic based upon an interpretation by the Community Development Director.

Conditional Uses:

Hospital – Put a C in Hospital.

Planned Community Development Neighborhood Business District (PCD-NB)

Ms. Sitts read the intent of the zone.

Permitted uses:

Retail uses primarily service residential areas and having less than 7500 square feet of floor space per business. Ms. Sitts indicated she would include a footnote for this requirement.

Banks – Put a P in Professional Services

Grocery Stores – Put a P in Sales Level 1

Delicatessens – Put a P in Restaurant Level 1

Drug stores – Put a P in Sales Level 1

Bakeries – Put a P in Sales Level 1 and Restaurant Level 1

Gift shops – Put a P in Sales Level 1

Hardware stores – Put a P in Sales Level 1

Shoe repair – Put a P in Product Services Level 1

Barber and beauty shops – Put a P in Personal Services

Laundry/dry cleaning – Put a P in Personal Services

Flower shops – Put a P Sales Level 1

Restaurant except drive-in/drive-thru – Put a P in Restaurant level 1, 2, 3 and 4

Business/professional offices – Put a P in Professional Services and Government Administrative Office

Public facilities – Put a P in Public/Private Services and Utilities. Ms. Sitts asked if schools should be included in public facilities. Discussion was held on the benefit of having additional locations of neighborhood business zones. It was decided schools were not allowed.

Trails, open space and Community Centers – Put a P in Parks, Clubs and Lodges and in Community Recreation Hall.

Chairman Allen expressed that he felt that Community Recreation Hall was not consistent with the intent of this zone and it was decided to leave it as allowed and put the issue on the list of proposed changes.

Adult family homes and family day care – Put a P in Child Care, Family and Adult Family Home

Residential uses located above permitted business use – Put a P1 in Dwelling, Single family; Dwelling, duplex; Dwelling, triplex, Dwelling, fourplex, multifamily, and accessory apartment

Gasoline dispensing – Put a P in Automotive Fuel Dispensing Facility

Mixed use district overlay (MUD)

Ms. Sitts read the intent of the district

Permitted uses:

Residential dwellings, attached/detached – Put a P in Dwelling, Single Family; Dwelling, duplex; Dwelling, triplex; Dwelling, fourplex; Multi-family and accessory apartment.

Assisted living facilities and independent living facilities subject to the basic density requirements of the district – Put a P in Living Facility, Independent and Living Facility, Assisted.

Professional business offices and services – Put a P in Personal Services, Professional Services, Product Services Level 1 and Government Administrative Offices.

Retail sales and services – Put a P in Sales Level 1.

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

Hotels - Put a P in Lodging Level 1, 2, and 3

Light manufacturing and assembly – Put a P in Industrial Level 1.

Automobile and boat repair where the repairs are conducted within enclosed buildings or in a location that is not visible from public right-of-way and adjacent properties – Put a P in Product Services Level 2 with a footnote.

Public facilities – Put a P in Public/Private Services, Utilities and Parks.

Ms Sitts stated that she will double check that previously they had not interpreted schools to be included in the definition of public facilities. It was decided to put question marks in schools for now.

Churches – Put a P/C with a footnote P for 10 acres or less, C for 10 acres or more.

Adult family home and family day care – Put a P in Child Care, family and Adult Family Home

Warehousing and storage – Put a P in Ministorage and Industrial Level 1

Restaurants and associated cocktail lounges – Put a P in Restaurant Level 1, 2, 3 and 4

Nursing home – Put a P in Skilled Nursing Facilities

Discussion was held on the draft ordinance that Ms. Sitts would prepare for the next meeting. She also briefed the Planning Commission on the upcoming changes to coordinate the definitions with the parking section.

## **UPCOMING MEETINGS**

January 5<sup>th</sup>, 2006 – Work-Study Session and Public Hearing

**ADJOURNMENT**

**MOTION:** Move to adjourn at 9:15 pm  
Wagner/Owel – passed unanimously