

**City of Gig Harbor Planning Commission
Minutes of Work-Study Session
Thursday, April 7, 2005
Gig Harbor Civic Center**

PRESENT: Commissioners Bruce Gair, Dick Allen, Theresa Malich, Jill Guernsey, Jim Pasin and Chairperson Carol Johnson. Commissioner Scott Wagner was absent.
Staff present: Steve Osguthorpe, Rob White and Diane Gagnon.

CALL TO ORDER: 6:04 p.m.

Chairman Carol Ann Johnson welcomed the new Planning Commission members Jill Guernsey and Jim Pasin.

APPROVAL OF MINUTES:

MOTION: Move to approve the minutes of March 3, 2005
Gair/Allen – unanimously approved

City Attorney Carol Morris spoke briefly on appearance of fairness issues. She stated that the appearance of fairness doctrine does not apply to the Planning Commission. Ms. Morris distributed a table illustrating the quasi-judicial and legislative process. She further explained that the open public meetings act does apply. Ms. Morris went on to state that the Planning Commission could have ex-parte communications and reminded the commission to be sure and document a legitimate public purpose in their findings. The Planning Commission asked some additional questions about the current building size moratorium and the legality of imposing interim zoning or continuing the moratorium.

Planning Manager Steve Osguthorpe gave an update on the Design Review Procedures and distributed a copy of the draft ordinance. Mr. Osguthorpe outlined the proposal to allow an optional pre-app with the Design Review Board while encouraging a staff pre-application meeting prior to the Design Review Board meeting. He further explained that the proposed ordinances also required that notices of application for certain types of project permits be sent to the Design Review Board members.

Chairman Carol Ann Johnson asked the Planning Commission to forward their thoughts and recommendations on better ways of communicating with the City Council and the commission expressed their disappointment with the weight given to the Planning Commission recommendations at the City Council level. Commissioner Jill Guernsey asked if the City Council is given minutes of the Planning Commission meetings and Steve Osguthorpe replied that yes they are given copies of the minutes. Commissioner Allen pointed out that the council was aware that the landscaping item had been removed from the view basin ordinance during the joint meetings between the Design Review Board and the Planning Commission and that the Planning Commission had subsequently recommended that that requirement be removed, illustrating that the City Council had read the minutes.

Chairman Carol Ann Johnson called a five-minute recess at 7:05 pm.

The meeting was called to order at 7:15 pm

OLD BUSINESS

1. City of Gig Harbor, 3510 Grandview Street, Gig Harbor WA – Proposed addition of GHMC Chapter 17.14 (ZONE 04-09) establishing a land use matrix and modifying GHMC 17.04 Definitions.

Commissioner Dick Allen voiced concerns with the some of the changes made to the matrix. He stated the matrix came from the staff and its intent was to make it simpler for staff. Mr. Allen continued by saying that he had reviewed the changes to WM first and saw that multi family dwelling is a conditional use and in Title 17 it says one triplex or one four plex and said he didn't know how we came to this conditional use thing. He then got to restaurant and noticed that on the matrix a restaurant level one is a conditional use there's nothing like that in 17.48, a deli perhaps, but nothing like that in 17.48. He then stated that retail level one is a conditional use on the matrix and the closest he could get to that in 17.48 was marine related sales and didn't know how it came that retail level one would be a conditional use. He then asked about product services level 2 and where would we find that in 17.48. Mr. Allen said he didn't see any of that stuff in 17.48. He further stated that he was not comfortable and didn't know what had been done with the rest of this would suggest that everything in this matrix should be referenced back to the title 17 needed to be more specific. He went on to say that either somebody's got an agenda here and it's been inserted here by one or more of us or more we've made a mistake or two in here.

Planning Manager Steve Osguthorpe replied that nobody's got an agenda here and the intent was to try to maintain the status quo and reminded the Planning Commission that there were a number of definitions and zones that were revised by the Planning Commission and staff tried to go through and catch them.

Commissioner Gair expressed that he resented being used as junior staff to do corrections. He continued by saying that the Planning Commission had spent weeks and now it's all conveniently disappeared. Mr. Gair then said he had seen the memo from Wade Perrow complaining that we have been dragging our feet on this. Mr. Gair stated that he believed that staff has homework to do before bringing it before the Planning Commission again. He went on to say that he didn't want to spend this many hours doing secretarial work and was more qualified than that and his time was more valuable than that.

Commissioner Allen stated that he had mentioned it before that we should stick with what's in Title 17 rather than adjusting.

Planning Manager Osguthorpe pointed out that some of the concerns were resolved with the new definitions and Senior Planner Rob White pointed out that the Planning Commission had spent several work study sessions going over the matrix line by line and point by point and everyone had agreed to each change. Mr. White then gave a

brief overview of what had been done in order to bring the new members up to date, explaining that there were several definitions that were not used and several uses with no definitions. Additionally there were sometimes as many as seven different ways of saying one thing which caused there to be 270 different uses. The matrix consolidated these uses to 40 made it so someone looking for where they could put a dry cleaner didn't have to read each zone within the city.

Commissioner Allen stated that he felt that the exact language needed to be maintained. Chairman Johnson reminded everyone that they all had gone through these definitions and participated in the changes.

Senior Planner Rob White stated that this was the very reason that SEPA had not been completed on this proposal as of yet, because the Planning Commission had changed the scope and until it was clear what the scope of the changes were, he could not make a SEPA determination. He additionally stated that if the entire commission wished to have something changed then a simple consensus would change it.

Chairman Carol Ann Johnson asked for a suggestion on a process for addressing these concerns and the remainder of the work to be done on this proposal.

Chairman Pasin suggested using the existing definitions and putting them into the matrix and Mr. White reminded him that the reason the definitions were being modified was because they did not match the terms used in each zone.

Planning Manager Osguthorpe suggested going through the particularly sensitive zones again and reminded the Planning Commission that those items marked yellow were to be discussed later; green was an instance where they had decided to allow something more permissive and red was something perhaps more restrictive.

The consensus was to go through each use in the Waterfront Millville zone and re-examine any changes.

Accessory Apartment – Green Conditional Use - indicating that although it didn't exactly match what was in 17.48 it had been decided to change it. There was a consensus show of hands to leave it as a Conditional Use as Accessory Apartments seemed compatible with the WM zone.

Single-Family dwelling – Permitted, no change

Two-Family dwelling – Permitted, no change

It was decided to add Triplex and Fourplex definitions and that they are a permitted use in the WM zone.

Multi-Family dwelling – Not allowed

Bed & Breakfast – Conditional Use, no change

Community Recreation – Permitted, change to Conditional Use

Commissioner Malich recommended changing Community Recreation to a Conditional Use. Mr. White stated that he needed a consensus show of hands. There was consensus to change Community Recreation to a conditional use.

Commissioner Pasin mentioned that it seemed appropriate that parks should be allowed in Waterfront Millville and why they weren't part of the definition. Mr. White explained that they were in Public Utilities and Services as a Conditional Use in the Waterfront Millville and Mr. Pasin recommended that it be changed to permitted. Mr. White pointed out the other uses included in that definition and the process for a conditional use. The Planning Commission decided to leave Public Utilities and Services as a Conditional Use in Waterfront Millville.

Public Utilities and Services – Conditional Use, no change

Discussion was held and it was decided to change the definition of Marine Retail to Marine Retail and Services and to add boat repair to the definition. Product Services level 2 was then not an allowed use in the Waterfront Millville.

Professional Services – Permitted, no change.

Restaurants – not allowed

Commissioner Pasin suggested separating coffee house and deli from restaurant. The rest of the commission agreed.

Deli – Conditional Use

Coffee House – Conditional Use

Retail Level 1 – Was Conditional, change to not allowed as it does not seem to be reflected in 17.48 currently.

Marine Retail – Permitted, no change

Marine Industrial – Permitted, no change

Wireless Communication – Conditional Use, no change

Accessory Uses and Structures – Permitted, no change

Commissioner Gair suggested that the commission confine their review to the sensitive areas of the city.

Chairman Johnson asked if all the commission members go through these sensitive zones on their own and circle any potential problems and then the Planning Commission, as a group; go through each sensitive zone together. Commissioner

Pasin suggested that they identify which zones to begin with. The Planning Commission decided to review the uses in the following zones:

WR
WC
DB
B-2
C-1

Chairman Johnson thanked Planning Manager Steve Osguthorpe for all he had done with the Planning Commission as this would be his last meeting before taking a new job.

NEXT REGULAR MEETING:

April 21, 2005 at 6pm – Work Study Session

ADJOURN:

MOTION: Move to adjourn at 9:00 p.m.
Gair/Malich – unanimously approved

CD recorder utilized:
Disc #1 Track 1
Disc #2 Track 1
Disc #3 Track 1