



Planning Department

<u>MEETING TYPE</u>	Planning Commission
<u>MEETING DATE</u>	7/17/14
<u>SCRIBE</u>	Meagan Fabiani
<u>PRESENT</u>	Jim Pasin, Craig Baldwin, Rick Gagliano, Pamela Peterson, Bill Coughlin, Reid Ekberg, Spencer Hutchins, Staff Jennifer Kester, Lindsey Sehmel, Intern Christian Shope
<u>START TIME</u>	5:04 PM
<u>ADJOURN</u>	7:10 PM

Agenda topics

<u>DISCUSSION</u>	Approval of meeting minutes requested for March 20 th , April 17 th , May 1 st , May 29 th and June 5 th , 2014.
	New PC member Spencer Hutchins is introduced.
<u>DIRECTION</u>	
	PC member Coughlin moves to approve minutes for March 20 th , member Baldwin seconds, minutes approved.
	PC member Gagliano moves to approve minutes for April 17 th , member Peterson seconds, minutes approved.
	PC member Gagliano moves to approve minutes for May 1 st , member Peterson seconds, minutes approved.
	PC member Coughlin moves to approve minutes for May 29 th , member Ekberg seconds, minutes approved.
	PC member Gagliano moves to approve minutes for June 5 th , member Coughlin seconds, minutes approved.

<u>DISCUSSION</u>	Item 1: Appointment of Officers for Planning Commission
	New Chair and Vice Chair appointments need to be made for remainder of year.
	PC member Gagliano nominates former Vice Chair Pasin for Chair, member Coughlin seconds.
	PC member Gagliano nominates member Ekberg for Vice Chair, member Baldwin seconds.
	PC member Peterson nominates member Coughlin for Vice Chair. No second, motion failed.
<u>DIRECTION</u>	
	Former Vice Chair Pasin is unanimously appointed as new Chairperson.
	PC members Gagliano, Baldwin and Ekberg vote in favor of Ekberg for vice-chair, Ekberg appointed by a Vote of 3 to 2. PC member Hutchins abstains from voting.

DISCUSSION	Item 2: Discussion of August 7 th Open House and Public Hearing to follow
	Ms. Sehmel presents plans for August 7 th Open House & Public Hearing for presentation of Land Use and Housing Elements. Ms. Sehmel requests direction on location of Open House and Public Hearing. Main stations for Open House presented as Centers of Local Importance (CoLI's), City-wide land use amendments and area-wide rezone of the 7 City owned parcels. These include the Civic Center and the four parcels associated with it, Skansie Avenue water tower and Crescent Creek Park. Two Public Hearings will be held on August 7 th , one on housing and land use and one on the rezone. Intern Christian Shope explains proposed presentations of stations for the Open House.
DIRECTION	
	PC directs staff to hold the August 7 th Open House and Public Hearing in the Council Chambers. When presenting the CoLI's at the Open House, PC requests that staff explain to the public how the designation will affect property owners in those areas. Staff will provide a memo and a PowerPoint presentation explaining the full spectrum of amendments to attendee's prior to the Open House. General notice email list and Gig Harbor 2030 email list will be used to notify the public of the Open House and Public Hearing. Direct-mail notice will be sent to property owners in the CoLI's and rezone areas by July 30 th .

DISCUSSION	Item 3: Gig Harbor 2030-Land Use Element
	Ms. Sehmel presents new language to the Land Use designation portion of element to be reviewed in regards to the residential high transition, amended residential low/medium and new Land Use designation of Downtown business.
DIRECTION	
	PC directed staff to:
	<ul style="list-style-type: none"> Amend description of Downtown Business on page 2-10, letter f.) to read: "Provides a broad range of goods and services while maintaining the traditional scale and character of Downtown Gig Harbor. The moderate commercial intensity in downtown is and should be compatible with nearby single family residential and should provide for services identified in the adopted Harbor Element."
	<ul style="list-style-type: none"> On page 2-6, Policy 2.1.7 "Centers of Local Importance", strike the 3rd sentence from the Paragraph.
	<ul style="list-style-type: none"> Page 2-7, description of the Finholm District should be re-worded to be clear that it is bordered on 3 sides by single family residential and on 1 side by a water body.
	<ul style="list-style-type: none"> Page 2-8, Policy 2.2.3 General Land Use Categories a.) Residential Low: add and re-word some language about natural buffers and site design, specifically in regards to the aspect of natural drainage ways.

<ul style="list-style-type: none"> Page 2-18, Goal 2.9: amend the last sentence to read “These approaches should be utilized in conjunction to provide a framework for places that provide enjoyable, accessible opportunities which support physical day to day activity.”
<ul style="list-style-type: none"> Policy 2.9.3: amend to read: “Coordinate non-motorized improvements to promote continuous trails.”
<p>The materials for the Open House will reflect today’s amendments. Staff to work on presentation questions To identify what uses a CoLI can provide for Gig Harbor other than transportation dollars.</p>

DISCUSSION	Item 4: Gig Harbor 2030 Housing Element
Ms. Sehmel presents changes to Chapter 5 Housing Element that address language and table updates.	
<ul style="list-style-type: none"> Language and table updates on pages 5-5 and 5-10 of draft element. Affordable Housing updates including recommendations from Habitat for Humanity since the June 5th meeting. 	
DIRECTION	
PC directed staff to: Strike the Housing Occupancy & Tenure paragraph on page 5-5. Add a	
<ul style="list-style-type: none"> Strike the housing occupancy & enure paragraph on page 5-5. Add a footnote under Housing Affordability Income Characteristics Table 2 that states “According to 2010 census data, the vacancy rate in the city is about 12.7%. Update table 3 to reflect table 2 On page 5-8, Policy 5.5.4, change the headline to “Allow the transfer of City owned property for Affordable housing needs” and the description to “Appropriate properties owned by the City of Gig Harbor should be considered to address affordable housing needs.” Page 5-12, Policy 5.6.6 a.) change tax “breaks” to tax “relief”. Page 5-13, Policy 5.7.2 : Staff to research the background of this goal and how it impacts the Design Review Manual. 	
Motion to adjourn by PC member Peterson, second by Vice Chair Ekberg, meeting adjourned.	