



Planning Commission Regular Meeting August 13, 2020

Meeting Minutes

1) CALL TO ORDER/ROLL CALL

Chair William Chester called the meeting to order. Commissioners present were Vice-chair Kimberly McCormick Osmond, Jon Quitslund, Lisa Macchio, Joe Paar and Sarah Blossom. City Staff present were Planning & Community Development Director Heather Wright, Public Works Director Chris Wierzbicki, Deputy City Attorney Robbie Sepler, Associate Planner Ellen Fairleigh and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

2) PUBLIC COMMENT

Public comment on off-agenda items.
None.

3) PLANNING COMMISSION MEETING MINUTES

3.a Review and Approve Planning Commission Meeting Minutes

[Cover Page](#)

[PLANNING COMMISSION MEETING MINUTES 062520.pdf](#)

[PLANNING COMMISSION MEETING MINUTES 070920.pdf](#)

Motion: I move approval of the minutes (June 25, 2020) as amended in discussion but otherwise the minutes as distributed with the amended agenda packet.

Quitslund/Paar: Passed unanimously

Motion: I move approval of the minutes as distributed with the amended agenda packet meeting, special meeting for July 9, 2020.

Quitslund/McCormick Osmond - Passed Unanimously

4) PUBLIC HEARINGS

4.a [Public Hearing on Ordinance No. 2020-04, Adopting Small Wireless Facility Design Standards](#)

[Cover Page](#)

[Ordinance No. 2020-04, Adopting Small Wireless Facility Design Standards - Public Hearing Draft](#)

The public hearing was opened at 6:44 PM.

There was not any public comment.

The public hearing was closed at 6:45 PM.

The Planning Commission asked to see the ordinance packet before it moves forward to City Council.

Motion: I move on behalf of the Planning Commission that the language prepared by Commissioner Kim McCormick Osmond be sent forward to the Council as our reservations of the Ordinance as presented to us in its final, current draft.

Quitslund/

Motion was not seconded and was superseded by next motion.

It was decided the document Commissioner McCormick Osmond presented would be renamed to reflect the entire Planning Commission's endorsement: "The Planning Commission's Recommended Changes to Ordinance 2020-04."

Motion: I move to recommend Ordinance No. 2020-04 for approval, provided the following amendments are made regarding the installation of new poles for small wireless facilities in Conservation Areas, which cover 95% of the island. These amendments are necessary to ensure consistency with the Land Use Element of the Comprehensive Plan. The amendments are as follows:

- 1. Add provisions for a small wireless applicant to conduct a visual impact analysis and propose mitigation for any impacts as part of a permit application process. Requiring the project applicant to provide this analysis as part of a permit application will expedite the time required to process a permit by the Planning Department.**
- 2. Add provisions to require that a proposed pole be located to mitigate the visual impact. This would give the Planning Director clear authority to require that a pole be placed in a location other than the one proposed by the applicant where relocation is warranted to avoid or mitigate visual impacts.**
- 3. Add provisions that require the Planning Director, as the decisionmaker, to apply criteria to determine whether a visual impact identified by a project applicant has been mitigated.**
- 4. Add provisions that require a conditional use permit for installation of small wireless poles in Conservation Areas of the island where poles do not currently exist, and include as a permit requirement the evaluation of visual impacts and mitigation of those impacts. Requiring a conditional use permit for new poles is consistent with existing Code treatment of monopole or lattice towers and other wireless communication facilities as conditional uses in Conservation Areas of the island, as set forth in Table 18.09.020.**
- 5. Add provisions that allow an administrative appeal of the Planning Director's decision rather than requiring a lawsuit in Kitsap Superior Court to appeal a Director decision.**

McCormick Osmond/Quitslund: Passed Unanimously

Commissioner McCormick Osmond agreed to represent the Planning Commission at the City Council meeting when Ordinance 2020-04 is discussed.

4.b Public Hearing on the 2021-26 Draft Capital Improvement Plan
Cover Page
PC_CIP Presentation 073120.pdf
DRAFT 2021-2022 CIP.pdf

The public hearing was opened at 7:10 PM.
There was not any public comment.
The public hearing was closed at 7:11 PM.

Motion: I'd like to make a motion to add the Springbrook Creek Fish Passage Project to the CIP.

Macchio/McCormick Osmond: Passed Unanimously

5) NEW BUSINESS

5.a Bainbridge Periodontics Clinic Site Plan Review and Variance (PLN51425 SPR/VAR)
Cover Page
1. PLN51425 SPR VAR Site Plan.pdf
2. PLN51425 SPR VAR Landscape Plan.pdf
3. PLN51425 SPR VAR Renderings and Sketches.pdf
4. PLN51425 SPR VAR Floor Plans.pdf
5. PLN51425 SPR VAR Traffic Impact Analysis by Heath & Associates, Inc dtd September 2019.pdf
6. PLN51425 SPR VAR Certificate of Concurrency dtd July 16, 2020.pdf
7. PLN51425 SPR VAR Design Review Board Minutes dtd February 20, 2019.pdf
8. PLN51425 SPR VAR Design Review Board Minutes dtd March 4, 2019.pdf
9. PLN51425 SPR VAR Design Review Board Minutes dtd June 15, 2020.pdf
10. PLN51425 SPR VAR Design Review Board Minutes dtd July 6, 2020.pdf
11. PLN51425 SPR VAR Design Review Board Final Design Review Worksheet.pdf
12. PLN51425 SPR VAR Public Comment with Staff Response.pdf
PLN51425 SPR VAR Staff Report to Planning Commission.pdf
Associate Planner Ellen Fairleigh provided an overview of the project.
See attached Recorded Motion.

5.b Introduction to Tree and Vegetation Regulation Update - Planning,
Cover Page
PC_Introduction_to_Tree_and_Vegetation_Regulation_Update_--_Memo--DRAFT (2) HW
NS.docx
Discussion only.

6) UNFINISHED BUSINESS

6.a Planning Commission Representation at Council Meeting to Discuss Review and Recommendation on Legislative Amendment for property commonly referred to as the "Triangle".

Cover Page
Attachment A_PC Review Summary and Memorandums
Attachment B_PC Recorded Motion

Commissioner Quitslund volunteered to represent the Planning Commission at the City Council meeting.

7) PLANNING DIRECTOR'S REPORT

Planning & Community Development Director Heather Wright presented recent City Council actions of interest to the Commission.

8) ADJOURNMENT

Meeting was adjourned at 8:30 PM.

/s/
William Chester, Chair

/s/
Jane Rasely, Administrative Specialist