

**City of Oak Harbor  
Planning Commission  
Regular Meeting Minutes  
October 25, 2016 at 7:30 PM**

**1. Roll Call**

**Present:**

Greg Wasinger (Chair)  
Cecil Pierce  
Jes Walker-Wyse  
Hal Hovey  
Alyssa Merriman  
Erik Mann

**Staff Present:**

Steve Powers, Development Services Director  
Dennis Lefevre, Senior Planner  
Ray Lindenburg, Associate Planner  
Brad Gluth, Civil Engineer

**Absent:**

Bruce Freeman (Vice Chair)

Chairman Wasinger called the meeting to order at 7:29 PM.

**2. Approval of Minutes – September 27, 2016**

***Motion:*** Commissioner Walker-Wyse moved to approve the September 27, 2016 minutes as presented. ***Second:*** Commissioner Hovey seconded the motion. With all in favor, the motion carried unanimously.

**3. Public Comment:** There were no comments from the public nor members of the public present.

**4. Public Hearings and Meetings**

**A. MARIN WOODS PLANNED RESIDENTIAL DEVELOPMENT (PRD) AND PRELIMINARY PLAT – Public Hearing**

This is a continuation of the Public Hearing that began at the Planning Commission Meeting on September 27, 2016. Staff presented a recommendation to continue this hearing to the December 13, 2016 Planning Commission Meeting.

***Motion:*** Commissioner Hovey moved to continue Marin Woods subdivision hearing until the December 13, 2016 Planning Commission Meeting. ***Second:*** Commissioner Pierce seconded. Commissioner Walker-Wyse abstained. With all in favor, the motion carried unanimously.

**B. MODEL HOMES CODE AMENDMENT – Public Hearing**

This Public Hearing was rescheduled from the September 27, 2016 Planning Commission Meeting. The Planning Commission conducted a public hearing to consider a code amendment to allow for the construction of a limited number of model homes within a subdivision before that subdivision's final plat has been approved.

Chairman Wasinger opened the public hearing at 7:32 PM.

**Staff Presentation:**

Ray Lindenburg, Associate Planner, presented the Staff Report and Attachments to the Planning Commission. Mr. Lindenburg explained Draft Ordinance 1780, to add Chapter 21.100 entitled "Model Homes" to the existing Title 21 "Subdivisions" of the Oak Harbor Municipal Code.

### Public Comment

Chairman Wasinger asked for any comments from the public. With no public comments presented, Chairman Wasinger closed the public hearing at 7:36 PM.

### Commissioner Questions

The Commissioners presented multiple questions to clarify the financial securities required and when the certificates of occupancy could be issued for the model homes. Staff clarified that the developer will be required to provide 150% of the cost of restoration to the original condition as a financial security. Restoration to the original condition would include removal of all improvements, construction, roads, etc. The existing code that allows for the issuance of occupancy and sale of one model home prior to final plat approval will remain the same. The additional model homes allowed to be built will not be granted occupancy until after final plat approval. Showing of the homes prior to the certificate of occupancy being issued will be allowed.

**Motion:** *Commissioner Hovey moved to recommend approval of draft Ordinance No. 1780 to the City Council. **Second:** Commissioner Merriman seconded. With all in favor, the motion carried unanimously.*

### **C. LOW IMPACT DEVELOPMENT – Public Hearing**

The Planning Commission opened a public hearing to consider code amendments to incorporate low impact development as a required, when feasible, method for treating and infiltrating stormwater.

Chairman Wasinger opened the public hearing at 7:41 PM.

### Staff Presentation:

Brad Gluth and Dennis Lefevre presented draft Ordinance No. 1784, to incorporate low impact development (LID) regulations as required by the Department of Ecology into the Oak Harbor Municipal Code. Staff explained how the LID requirements would apply to new developments and new construction on existing lots. Staff recommended the Planning Commission continue the hearing until a Special Meeting on November 9, 2016.

### Public Comment

Chairman Wasinger asked for any comments from the public. There were no public comments presented.

### Commissioner Questions

The Commissioners presented multiple questions to staff, and paid particular attention to types of surfaces required for new developments, and how LID will impact remodels of existing homes.

*Chairman Wasinger acknowledged that Commissioner Freeman joined the meeting at 8:03 PM. Chairman Wasinger continued the hearing on low impact development requirements and draft Ordinance No. 1784 until the November 9, 2016 Special Meeting.*

### **D. SIGN CODE – Public Meeting**

The Planning Commission was briefed on proposed changes to the sign code. Rather than attempting to piecemeal code changes over time, Staff is working on wholesale changes to the sign code by categorizing signs in a form-based manner. These changes are in response to recent court decisions regarding the regulation of signage, both temporary and permanent.

### Staff Presentation:

Mr. Lindenburg presented an overview of proposed conceptual changes to the sign code. Staff's suggestion is that the new code incorporate a graphic matrix to assist the public in ease of

readability and interpreting the code. Signs were presented visually described by form, not by content, and Mr. Lindenburg explained this shift in thinking is brought about by recent Supreme Court cases, such as *Reed vs. Town of Gilbert*.

#### **E. ANNUAL COMPREHENSIVE PLAN AMENDMENTS – Public Meeting**

In accordance with OHMC 18.15.040, the City is initiating its annual Comprehensive Plan amendment process. Staff initiated a discussion with the Planning Commission on items to consider for the 2017 amendments.

##### Staff Presentation

Steve Powers explained the Comprehensive Plan Amendment process, and that the initial stages have begun with public advertisement for applications, due December 1, 2016. Staff will bring forth amendments that they are aware of, including the economic development element of the Comprehensive Plan, and the Parks, Recreation, and Open Space Plan. Staff is open to suggestions to improve the advertising process for the Comprehensive Plan Amendment for 2017.

- 5. Special Meeting scheduled for November 9, 2016**
- 6. Next regular meeting scheduled for November 22, 2016**

Chairman Wasinger adjourned the meeting at 8:42 PM.

Respectfully submitted,

Lisa Felix  
Administrative Assistant  
Development Services