

**City of Oak Harbor
Planning Commission
Regular Meeting Minutes
June 23, 2020 at 6:00 PM**

Present:

Bruce Freeman (Vice Chair)
Hal Hovey
Tony Bates
Zachary Philipp
Amy Malmkar
Kristy Southard

Staff Present:

Blaine Oborn, City Administrator
Cac Kamak, Interim Development Services Director
Ray Lindenburg, Associate Planner
Dennis Lefevre, Senior Planner

Absent:

Greg Wasinger (Chair)

Vice Chairman Freeman called the meeting to order at 6:00 PM.

2. Approval of Minutes – February 25, 2020

Motion: Commissioner Bates moved to approve the – February 25, 2020 minutes as presented.

Second: Commissioner Philipp seconded the motion. With all in favor, the motion carried unanimously.

3. Public Comment: There was one public comment left via voicemail that was played during the meeting.

4. Public Meetings:

A. CENTRAL BUSINESS DISTRICT ZONING CODE REVIEW – Public Meeting

Staff Comment

Mr. Lindenburg addressed the moratorium and the areas in the code that are being discussed which include a mixed-use definition pertaining to residential use, as well as other potential code updates which include fixing terms and closing loopholes. He also shared the results of the online survey which received over 300 responses.

Commissioner Comment

Commissioner Hovey asked for clarification on the meaning of mixed-use and what different types of uses/use combinations will be acceptable per the code. He also asked about renaming the “CBD” to help differentiate the zone from CBD-1 and CBD-2.

Commissioner Philipp commented on the suggestions made in the survey for additional businesses that people would like to see downtown and inquired as to whether there are sufficient resources that get the information out to the public on what exists there presently.

Commissioner Freeman commented on parking concerns related to additional businesses and activities in the downtown area.

B. HOUSING ACTION PLAN UPDATE – Public Meeting

Staff Comment

Mr. Lefevre shared the timeline of actions that have taken place since the legislature passed bill E2SHB 1923. He presented the goal, the contents, and the progress that has been made so far. Currently, the housing needs assessment is underway.

Commissioner Comment

Ms. Malmkar asked about the plan to implement the recommendations after the completion of this project.

Mr. Hovey commented on stakeholders contact list and shared concern regarding the absence of real estate agents and that more input from stakeholders should come from those within City limits.

C. SHORELINE MASTER PROGRAM UPDATE – Public Meeting

Staff Comment

Mr. Lefevre presented a progress report on the Shoreline Master Program Periodic Review. The four categories of items being addressed are: three SMA/DOE rule changes, local consistency, changed circumstances, and staff-initiated changes. He also discussed the consultant's work plan as well as the continued timeline of this review.

Commissioner Comment

There were no commissioner comments.

D. ZONING CODE REVISIONS: BUILDING HEIGHT DEFINITION AND ACCESSORY BUILDING STANDARDS – Public Meeting

Staff Comment

Mr. Lindenburg discussed zoning code sections pertaining to building height and accessory buildings that contain potentially confusing wording that staff is working to update in order to provide clarification.

Commissioner Comment

Mr. Hovey commented about clarifying the difference between accessory building standards and accessory dwelling units.

E. 2020 COMP PLAN AMENDMENTS – Public Meeting

Staff Comment

Mr. Kamak provided an update on the docket and the estimated timeline of each item. The four items on the docket are the Housing Element, Capital Improvements Plan, Land Use Map changes, and the Joint Planning Area.

Commissioner Comment

Commissioner Bates asked about the City park properties and the future of Fort Nugent Park.

General Comments:

Commissioner Freeman thanked Commissioner Hovey for his time on the Planning Commission as this is the end of his term serving on the Commission.

Mr. Kamak welcomed Commissioner Southard to the Planning Commission as this is her first meeting on the Commission.

5. The next regular business meeting is July 28, 2020.

The meeting adjourned at 7:21 PM.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sarah Hill". The signature is written in a cursive, flowing style.

Administrative Assistant
Development Services