



**City of Port Orchard  
Council Meeting Minutes  
Work Study Session Meeting of June 16, 2020**

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**CALL TO ORDER AND ROLL CALL**

Mayor Putaansuu called the meeting to order at 6:30 p.m.

Roll call was taken by the City Clerk as follows:

|                         |                           |
|-------------------------|---------------------------|
| Councilmember Ashby     | Present via Remote Access |
| Councilmember Chang     | Present via Remote Access |
| Councilmember Clauson   | Present via Remote Access |
| Councilmember Cucciardi | Absent                    |
| Councilmember Diener    | Absent                    |
| Councilmember Lucarelli | Present via Remote Access |
| Mayor Pro-Tem Rosapepe  | Present via Remote Access |
| Mayor Putaansuu         | Present via Remote Access |

Staff present via Remote Access: Community Development Director Bond, Long Range Associate Planner Sallee, Assistant City Engineer Hammer, City Engineer Dorsey, Finance Director Crocker, City Attorney Archer and City Clerk Rinearson.

Mayor Putaansuu said Pursuant to the Governor’s “Stay Home - Stay Safe” Order, the City will conduct the meeting through Zoom.

**Pledge of Allegiance**

**Mayor Putaansuu** led the audience and Council in the Pledge of Allegiance.

**1. Multifamily Property Tax Exemption Requirements-Chapter 3.48**

Community Development Director Bond noted the City was approached about 18-months ago by a developer next to the Fred Meyer on Sedgwick who was seeking to have the property designated for Multifamily Tax Exemption. When the request came in, we did not have a process for considering amending our tax exemption map to include that property for the 8-year exemption they were seeking. Being that the City is new at the multifamily tax exemption process, we wanted to develop a process and an approach to better utilize that tool. This has also been discussed at the Land Use Committee, and we came up with 3 types; Type 1 tax exemptions would provide 12-year exemptions for affordable housing and provide additional standards to be met; Type 2 exemptions would be an 8-year exemption to encourage redevelopment with very few strings attached, and would recognize the relatively higher cost of redevelopment as compared to greenfield development; and Type 3

exemptions would be an 8-year exemption for what would generally be characterized as greenfield development, where the City only provides the incentive if certain performance standards are met.

Council, Mayor, and staff discussed Type 1, 2, and 3, transit routes and stops, locations of multifamily tax exemptions, centers designations, maximum rent prices, adopted map, abandoned buildings, cost of development discount, parking, mixed-use buildings, and participation in the City's Transportation Development Rights (TDR).

Mr. Bond noted since Council had no objections, he will start working on the map and bring forward to the Land Use Committee and then back to Council for review before adoption.

**Council Direction:** No direction was given.

## **2. 2020 Comprehensive Plan Amendments**

Community Development Director Bond said we received several City initiated amendments this year including text and map amendments. We also received one text amendment from a property owner within the City. The City initiated amendments to amend the land use element, the utilities element, the transportation element, adopt a new Transportation Improvement Program (TIP) for both six and twenty-year, and update the list of plans adopted by reference to reflect the correct TIP that is proposed for adoption.

He further explained the proposed text and map amendments which updates the City's Comprehensive Plan, plans list, maps, TIP, several land use designation changes, and the Geiger Road LLC text amendment.

Council, Mayor, and staff discussed the amendments including projects related to growth and development, revisiting rates, City wells, stormwater, future discussion with the Transportation Committee, Public Works Standards, local access streets and roadway designations, grant funding, design process for projects, TIP clarifications, complete streets, zoning map, Kitsap County parcels, and tax exemptions.

Mr. Bond said this topic may go back before Council in July depending on how things go during the Transportation Committee meeting.

**Council Direction:** No direction was given.

## **3. Revisions to Residential Design Standards – Chapters 20.32.020, 20.32.40 and 20.122.060**

Community Development Director Bond said we were approached by McCormick Communities and Quadrant, as they were looking to buy a McCormick North subdivision and pointed out a handful of design standards, they felt did not make sense. For the most part, staff agreed with the changes they proposed with the exception of one. The amendments were taken to the Planning Commission who

recommended approval of everything except two of the amendments. The amendment that staff did not recommend, the Planning Commission also did not recommend, but they also declined to advance another one of the requests. Now, there are two alternatives; the Planning Commission recommendation; and the staff alternative that shows the additional provision that we recommended, but the Planning Commission did not. We are seeking direction from Council on which alternative to move forward with.

The revisions address elevation requirements for detached houses on sloping lots or lots below adjacent right-of-way; location of primary access to a detached house; allowing “carriage units” in cottage court developments; and amending requirements for front porches.

The issue the Planning Commission did not recommend was the minimum lot width for three car garages be reduced from 74 feet to 60 feet, and the Planning Commission and staff did not recommend allowing two-car side-by-side garages on townhomes. Mr. Bond noted it is up to Council to consider what to bring forward for adoption.

Council, Mayor, and staff discussed the alternatives including parking of golf carts, storage and parking issues, and financials.

Councilmember Lucarelli indicated she would like to drive out and view the development before making a recommendation.

**Council Direction:** No direction was given.

#### **4. Traffic Impact Fee Study Update and Alternatives**

Community Development Director Bond said at the May work study, we brought forward 3 alternatives. Some Councilmembers had questions regarding methodology and the math used to calculate the impact fee.

In response to Mr. Bond, Andrew Bratlien with Transportation Solutions, Inc. explained the spreadsheets outlining the 3 alternatives, cost estimates, local shares, growth share, dollar amounts, and how the total cost translates to the impact fee.

Council, Mayor, and staff discussed the alternatives and agreed they would like to move forward with the red alternative [all Transportation Impact Fee Projects].

**Council Direction:** No direction was given.

#### **5. Significant Trees and Tree Canopy Protection-Chapter 20.129**

Community Development Director Bond noted people were required to receive City Council permission if they wanted to cut down a tree that was bigger than 36 inches. We changed that

requirement a few years ago, as it did not seem like a good use of Council time, so we adopted a more rigid structure where it was administrative and if you wanted to cut a significant tree you had to replace it in a specified ratio. The problem with this came up with the Geiger subdivision where almost all the trees were significant. Replacing 400 trees and a 3-to-1 ratio did not leave any room for houses. Greg Krabbe with McCormick Communities pointed him to a Snohomish County code that was different from our approach. If you are looking to have a tree community moving forward, we need standards that require developers to plant a lot of trees within the development, so they grow strong in conditions and not blow down on houses. Basically, allowing for mass grading activities but requiring that we plan for a twenty-year tree canopy.

A tree canopy ordinance was brought to the Planning Commission that would replace our significant tree ordinance, but we ended up bringing a lot of our significant tree restrictions back and establishing a tree canopy ordinance. This was mentioned to the development community and we did not receive a lot of feedback.

Council, Mayor, and staff discussed the proposed ordinance and the City's current significant tree code.

**Council Direction:** Staff was asked to reach out to the building and development community and get their feedback on the Planning Commissions proposed changes.

#### **GOOD OF THE ORDER**

Mayor Putaansuu spoke to the Phase 3 application; opening of City Hall to the public; future Council and advisory committee meetings; continuing virtual meetings; facemasks in the workplace; use of CARES Act funding; and Small Business Grant Program update.

Finance Director Crocker reported they are working on a contract with the Department of Commerce which will go before Council next week for approval.

Community Development Director Bond reported there is now a webpage for the Downtown Plan update which is linked to the top of the City's website. The survey is now live and can be accessed through the City's website.

#### **ADJOURNMENT**

The meeting adjourned at 8:39 p.m. No other action was taken. Audio/Visual was successful.

  
Brandy Rinearson, MMC, City Clerk



  
Robert Putaansuu, Mayor