



**City of Port Orchard Council and Planning Commissioners  
Council Meeting Minutes  
Work Study Session Meeting of November 17, 2020**

---

**CALL TO ORDER AND ROLL CALL**

Mayor Pro-Tem Rosapepe 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	Present via Remote Access
Councilmember Diener	Present via Remote Access
Councilmember Lucarelli	Present via Remote Access
Mayor Pro-Tem Rosapepe	Present via Remote Access
Mayor Putaansuu	Absent

Staff present via Remote Access: Community Development Director Bond, Public Works Director Dorsey, Stormwater Program Manager Holt, Finance Director Crocker, City Attorney Archer and City Clerk Rinearson.

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

**Pledge of Allegiance**

**Mayor Pro-Tem Rosapepe** led the audience and Council in the Pledge of Allegiance.

**1. Draft Downtown and County Campus Subarea Plan**

Community Development Director Bond introduced Mitch Ptacek with GGLO who will provide a presentation on the draft Downtown and County Campus Subarea Plan. Additionally, Council needs to consider if the City should pursue designation of a combined Downtown and County Campus Regional Center.

Mr. Ptacek spoke to the presentation which included the study area, urban countywide growth centers framework, existing conditions, history of Port Orchard, existing built form and context, recent achievement and current planning, previous planning efforts, existing land use and zoning, circulation, access and parking, utilities and capital facilities, environment and open spaces, market conditions assessment, economic profile, development pipeline, exiting buildable lands, market yield assessment, baseline assessment, goals, vision and alternatives.

Discussion was held regarding the expansion of the County campus, activity units, regional centers, traffic impact fees, parking, PSRC [Puget Sound Regional Council] Vision 2050 requirements, public process and comments, and questioning if this is a good time to receive public input due to the current situations.

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

## **2. Stormwater Presentation**

Stormwater Program Manager Holt gave a presentation which included 2019 permit highlights, infrastructure status and comprehensive planning, capital improvement program, and looking ahead through 2024.

Discussion was held regarding use of drones and project priorities.

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

## **3. Building Board of Appeals**

Development Director Bond explained every year, the Mayor has to appoint Building Board of Appeals members; however the board has not met or been asked to hear an appeal since he [Development Director Bond] has been with the City. We do not have any procedures set up so if they had to meet, we would need to improvise. He has been working with Mike Barth of Code Pros to review the 2018 building code updates and through his review he suggested that we consider moving away from the building board of appeals which has never met and towards a hearing examiner appeal process. We have open positions to fill on the building board of appeals and would like to receive council direction on whether they would support moving towards a hearing examiner appeal process.

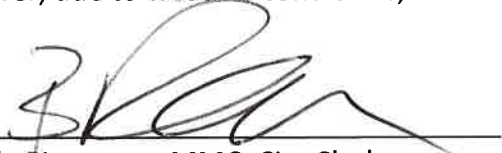
**Council Direction:** Council is supportive of this change and recommended that we bring forward an ordinance as time allows.

## **NEW: GOOD OF THE ORDER**

In response to Councilmember Diener's question about the roundabout at Old Clifton/Anderson Hill road, Community Development Director Bond said there is an annexation provision for taking right-of-way that is in the County and annexing into the City without going to the Boundary Review Board. We passed our ordinance that would annex that property in July, but it also required the County to take action, which they did and approved it a week ago. We now need to record the ordinance to make the annexation of the right-of-way effective which removes one more barrier from constructing the roundabout.

**ADJOURNMENT**

The meeting adjourned at 7:54 p.m. No other action was taken. Audio/Visual was successful; however, due to weather conditions, some audio cannot be heard.



Brandy Rinearson, MMC, City Clerk



Jay Rosapepe, Mayor Pro-Tem

