

# SEQUIM PLANNING COMMISSION

Transit Center  
190 West Cedar Street  
Sequim, WA 98382  
Tuesday, February 1, 2011

6:00 P.M. Regular Meeting

## REGULAR MEETING:

### I. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:

Commissioners Gardiner, Protze, Richmond, Sterhan and Wendt were present.

Staff Present: Interim Planning Director Joe Irvin and Deputy City Clerk Bobbie Usselman.

### II. APPROVAL OF MINUTES: January 18, 2011

**MOTION** by Richmond to approve the minutes of January 18, 2011; second by Protze. Unanimously approved.

### III. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

### IV. OLD BUSINESS: None.

### V. NEW BUSINESS:

- (A) 2011 -- Comprehensive Plan Update and Discussion  
(Staff Presentation with open Planning Commission dialogue)

Interim Planning Director Irvin thanked the Commission for attending the joint meeting with the City Council.

Irvin reviewed the big picture of the 2011 Comprehensive Plan Update. This is part of the Council's goal to review City-wide zoning and establish zoning reform. He outlined the issues of Council for 2010. The Comp Plan is available on the website.

Irvin outlined the timeline for the Comp Plan and feels it may be able to be updated in July.

There are 12 elements in the Comp Plan. However, Land Use, Housing, Capital Facilities, Utilities, Transportation, Economic Development, Parks Recreation and Shoreline are required. Council is focused on Land Use, Economic Development and Zoning. The focus will be to change the colors on the zoning map.

We will review and discuss seven areas: industrial zoning; east-side vacant commercial zoning; integrate the Downtown Plan; review/relocate disjointed density notes; UGA boundary and annexation policy; mixed use zoning; and more concise/specific policies.

Besides the mandated elements in the Comp Plan, the other elements included are Conservation; Solar Energy; Recreation and Subarea Plans.

Council highlighted points that we narrow down goals and policies; add the optional elements; focus on implementing the Comp Plan goals and policies; encourage light industrial; and evaluate all zones and all uses.

Gardiner feels strongly we should focus on the eight required elements first, then work on other elements.

Irvin said comments are helpful in preparing the Scope of Work for the RFP for a consultant.

Irvin indicated before the next meeting he will email to the Commissioners a zoning map and aerial photo so Commissioners have time to consider thoughts and changes they'd like to see.

Irvin announced the Open House on February 10 from 1-5 at the Transit Center for the Downtown Plan. This will be an unveiling of the preliminary recommendations. From 7-8 there will be a formal presentation on the recommendations along with the rationale for them. It is not the final plan.

## **VI. ITEMS FROM COMMISSIONERS/COMMITTEE REPORTS**

## **VII. DIRECTOR'S REPORT**

There are two vacancies on the Commission. We can try harder to recruit commissioners or we can look at the pros and cons to reduce the number of commissioners from 7 to 5.

Richmond said her Plan B is to allow a business owner who owns property in the City and operates from it even though they live outside the City limits to be allowed. Plan A in her mind is to reduce the number to 5. She feels strongly this group would be a good working group and would be able to do a good job to get the work done.

Protze likes the idea of the business owner who doesn't live in the City because they have a stake in the community.

Irvin will add this issue to a future agenda.

## **VIII. GOOD OF THE ORDER**

Don Hall thanked the Commissioners for their work and indicated there is a lot of work coming in the future.

**MOTION** by Richmond that we recommend to City Council that the Planning Commission be a complete commission with 5 members, 3 of whom are City residents; seconded by Wendt; **Unanimously approved.**

Irvin advised of an upcoming tour to Bainbridge Island and Poulsbo on February 25 with the City Council. The plan is to carpool and meet with the Poulsbo's Planning Department, tour downtown and talk about urban design techniques. Then they will go to Bainbridge Island's Planning Department on the same issues. It is a good educational opportunity to work with our consultants.

**IX. ADJOURNMENT:**

**MOTION** by Wendt to adjourn; second by Sterhan. **Unanimous.**

Meeting adjourned at 6.43 p.m.

Respectfully submitted,



Bobbie Usselman, CMC  
Deputy City Clerk



Julie Anna Gardiner  
Chair

**Next regular meeting is scheduled for Tuesday, February 15, 2011.**