

# MINUTES

## PLANNING COMMISSION

City Council Chambers  
Port Angeles, Washington 98362  
November 10, 2021 6:00 p.m.  
REGULAR MEETING

### PLEDGE OF ALLEGIANCE

Chair Schwab opened the regular meeting at 6:00 p.m.

### ROLL CALL

**Commissioners Present:** Andrew Schwab (Chair), Benjamin Stanley (Vice-Chair), Steve Luxton, Marolee Smith, Colin Young,

**City Staff Present:** Allyson Brekke (*Director*)  
Emma Bolin (*Manager*)  
Ben Braudrick (*Associate Planner*)  
Chris Cowgill (*Assistant City Attorney*)  
William Bloor (*City Attorney*)  
Bob Bengford (*Makers Architecture*)  
Scott Bonjukian (*Makers Architecture*)

**Public Present:** Susanna Spock, Tony Billera, Annie O'Rourke, John Ralston, Erik Marks, Cani Schaefermeyer

### PUBLIC COMMENT:

#### **Annie O'Rourke, City Property Owner**

Wanted clarification on action items as they were listed in the agenda and staff report. Recommended moving the infill exemption and short plat items to the City Council and delay the form-based code recommendation in order to continue review and revision of the item. Feels form-based code is most appropriate in the downtown core. Wondered if form-based code actually increases residential building capacity.

#### **Erik Marks, City Property Owner**

Wanted to make it clear that he supported form-based code and design guidelines. He requested more time for the Planning Commission and community to evaluate the changes to the code related to form-based code. Urged care and consideration for the Lower Elwha hotel proposal downtown

#### **John Ralston, City Resident**

Felt that planning staff and the Planning Commission has done a great job gathering facts and information in regard to the code changes from the community in the public engagement process. He is most concerned about increasing residential densities. He would like to see 25 ft front in R7 zoning across the entire city, and doesn't think it should require alley access. Duplexes should be allowed in all residential zones.

**Chair Schwab** closed public comments

**APPROVAL OF MINUTES:**

None.

**ACTION ITEMS**

**1. Discussion/Action Item: PZ 21-55 Building Residential Capacity Municipal Code Amendment (Titles 14,15,16, & 17)**

**Director Allyson Brekke** gave a presentation of the PZ 21-55 Staff Report related to proposed code changes to Titles 14 ,15 ,16, & 17. She provided direction on the motions for code sections that the Planning Commission had requested alternatives to in previous meetings. Staff provide a recommendation for each section and also options for alternative approaches to changes in the section.

**Chair Schwab** walked the Commission through the process he wanted to take to make a choice about the provided motion for each section in order to capture their recommendation in a single motion. The Commission went through each code section and provided an option for each code section. Discussion followed on each section. The following options were agreed upon with consensus or formal motion:

Electric vehicle parking requirement table "14.40-2"	Option B: Change all numbers in the "Minimum Number of EV Parking Spaces" column to zero.
14.40.045(8), Parking reduction tools	Planning Commission motion: Change the parking reduction tool for developments near transit: "Parking requirements may be reduced by 50 percent if a bus stop or other mass transit facility is located within 2,500 feet of the project site."
17.10.020 and 17.10.050, R7 zone use and dimensional standards	Option B: Remove the geographic limits
17.14.050 and 17.15.050, RMD and RHD zone dimensional standards	Option C: Eliminate the lot width requirement in these zones
Table 17.20.020. Principal uses permitted in commercial zones	Option C: Allow duplexes in the CN, CSD, and CA zones, provided the development does not front on a street with a Mixed block frontage designation.
Table 17.20.020. Principal uses permitted in commercial zones	Option C: Allow cottage housing in the CN, CSD, and CA zones, provided the development does not front on a street with a Mixed block frontage designation
Table 17.20.040, Commercial zone dimensional standards	Option B: Make no distinction between the east and west sides of Lincoln Street (resulting in a consistent max. base height limit of 45 feet and a bonus height limit of 65 feet).

17.22.230, Residential amenity space standards	Option B: Eliminate the “percentage of required amenity space” reflected in Table 17.22.230(D).
17.22.240, Public space	Option D: Remove the entire public space section
17.22.320, Building massing and articulation	<p>Option B: Simplify the standards with the following changes to help reduce construction costs:</p> <ul style="list-style-type: none"> <li>• Combine the list of options for residential and nonresidential buildings and consolidate the roofline modulation option</li> <li>• Delete articulation requirements for “other” residential building elevations not facing parks, containing primary building entrances, or being adjacent to lower intensity zones</li> <li>• Remove the maximum façade width requirements</li> </ul>
17.22.330, Building details	Planning Commission Requested Modified Option B: Only require building details in two situations: within the CBD zone.

**Commissioner Young made a motion to change the parking reduction tool for developments near transit: "Parking requirements may be reduced by 50 percent if a bus stop or other mass transit facility is located within 2,500 feet of the project site." Commissioner Luxton seconded the motion. Discussion followed, and the motion passed 4-1, with Chair Schwab voting nay.**

**Chair Schwab made a motion to approve Municipal Code Amendment 21-55 and recommend the draft to City Council with the staff recommended changes in Appendix D as well as the Planning Commissions recommended changes as discussed and through motion. Commissioner Young seconded the motion, all were in favor.**

**STAFF UPDATES**

**Planning Manager Emma Bolin** reminded the Planning Commission that there was a special meeting for the Climate Resiliency Public Workshop on November 17<sup>th</sup> at 6:00 pm. There is an ordinance to repeal the surface parking moratorium that will be moving forward to the City Council next Tuesday.

**Director Brekke** let the commission know that the City has been actively engaging with the Lower Elwha Klallam Tribe in regard to the code changes and the Hotel that they have planned downtown.

**REPORTS OF COMMISSION MEMBERS**

**Commissioner Stanley** reiterated the importance of the Climate Resiliency Workshop and the planning process related to the plan. **Planner Braudrick** reminded the Commission that the Workshop was a Special Planning Commission meeting that Commissioners were expected to attend as members of the Planning Commissioners.

**Commissioner Smith** thanked staff for the format of the MCA 21-55 agenda item. She wanted to be able to be more responsive to public input in the future. **Director Brekke** responded that many of the changes and options that were provided in Appendix D of the MCA staff report were directly related to public input.

**Commissioners Young and Luxton** also thanked staff for the format of the agenda item. Commissioner Luxton reminded the Commission that another issue in code inhibiting residential development was the City’s Urban Service Standards and Guidelines.

**ADJOURNMENT**

**The meeting adjourned at 7:56 p.m.**

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**Ben Braudrick, Secretary**

PREPARED BY: Ben Braudrick, Secretary

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**Andrew Schwab, Chair**