

**City of Gig Harbor Planning Commission  
Minutes of Work-Study Session  
Thursday, September 1st, 2005  
Gig Harbor Civic Center**

**PRESENT:** Commissioners Jim Pasin, Jill Guernsey, Harris Atkins, and Chairperson Dick Allen. Commissioners Marilyn Owel, Scott Wagner and Theresa Malich were absent. Staff present: Jennifer Sitts and Diane Gagnon.

**CALL TO ORDER:** 6:00 p.m.

**APPROVAL OF MINUTES:**

**MOTION:** Move to approve the minutes of August 18th, 2005  
Pasin/Guernsey – unanimously approved

**OLD BUSINESS**

1. **City of Gig Harbor, 3510 Grandview Street, Gig Harbor WA 98335** –  
(ZONE 04-51) Work session on draft ordinance relating to creation of GHMC 17.14  
Land Use Matrix

Senior Planner Jennifer Sitts went over changes to the definitions that staff had been directed to make at the last meeting.

Government administrative offices – a facility for the executive, legislative, judicial, administrative, and regulatory activities of local, state, federal, and international governments that may perform public services and work directly with citizens. Typical facilities include courthouses, human and social service offices, health offices, and government offices.

Commissioner Jill Guernsey asked which definition would a use such as the city maintenance shop fall within. Commissioner Jim Pasin pointed out that municipal facilities are listed under the utilities definitions and stated that he would like to see municipal facilities taken out of the utilities definition as he did not like making exceptions for government to put things wherever they wanted.

Ms. Sitts reminded everyone that the PI zone currently allows public maintenance and storage facilities and we want to stay as close to what is currently allowed.

It was decided to take municipal facilities out of the utilities definition and to write a new definition of municipal maintenance and storage facilities.

Consensus was reached to accept the proposed definition of government administrative offices.

Parks – parks, playgrounds, ball fields and water access facilities.

Consensus was reached to accept the proposed definition of parks.

Public/private services – removed parks and added fire stations, police stations, and blood banks

It was decided to remove blood banks. Consensus was reached to accept the modified definition.

Product Services Level 2 - remove car wash facilities

Consensus was reached to accept the modified definition of Product Services Level 2.

Vehicle Wash – an area of land and/or a structure with machine or hand operated facilities used principally for the cleaning, washing, polishing, or waxing of motor vehicles.

It was decided to remove language that says machine or hand operated.

Consensus was reached to accept the modified definition of Vehicle Wash.

Professional Services - remove government admin offices

Consensus was reached to accept the modified definition of Professional Services.

Ancillary Sales – sales directed toward the employees or patrons of a primary permitted use with no exterior advertisement. Ancillary sales also include mobile food services, i.e., espresso trucks and lunch wagons, which are stationed at a site no more than two hours per day.

Commissioner Pasin suggested that the language be changed to say signage rather than advertisement and asked what was trying to be accomplished with this definition. Commissioner Atkins answered that we are trying differentiate between what is really an allowed use and what is ancillary. Ms. Sitts additionally explained that we are talking about ancillary sales (which are allowed in the zone) versus retail sales (which are not allowed in the zone) and we need to ensure through the definition that the impacts are diminished.

It was decided to remove the reference to mobile lunch trucks and espresso stands.

Commissioner Atkins asked if the signage reference is removed how would you decide what is ancillary. Commissioner Pasin stated that he just felt that the RB2 zone was too restrictive and felt that Sales Level One needed to be allowed in other zones. Senior Planner Jennifer Sitts explained that this was not something that could be changed as part of the Land Use matrix ordinance but that she would put it on the list of the things that the Planning Commission may want to consider changing later.

Consensus was reached to accept the modified definition of ancillary sales.

Sales – removed retail and wholesale references.

Consensus was reached to accept the modified definition of sales.

Marina – means a commercial or public, water dependent facility consisting of a system of piers, buoys or floats which provides moorage and related services and may include boat launch facilities.

It was decided to remove commercial or public.

Chairman Allen suggested removing boat launch facilities as they are included in the Parks definition and they are allowed in most zones.

It was decided to remove boat launch facilities from the definition of marina.

Discussion was held on mechanical boat launch facilities and it was decided to put it on the list of future changes to be considered.

Commissioner Guernsey suggested that in the definition of park it should say, *non-mechanical* boat launch facilities and everyone agreed.

Commissioner Atkins suggested that “and/or” be changed to “and may include”. Everyone agreed.

Consensus was reached to accept the modified definition of marina.

Mini-Storage – means fully enclosed commercial storage facilities, available to the general public and used solely for the storage of personal property.

Ms. Sitts pointed out that this is the current definition.

Consensus was reached to keep the existing definition of mini-storage.

Industrial level one – modified to remove mini-storage, no discussion.

Marine Industrial – removed boat sales and boat repair, no discussion.

It was decided to begin reviewing the uses allowed in each zone in the matrix, going in the order of the zoning code.

Ms. Sitts explained that she used the current zoning code and reviewed the intent and current allowed and conditional uses of each zone.

## Public Institutional –

### Permitted Uses:

Government administrative facilities; put a P in Government Administrative Offices

Maintenance facilities and storage areas; put a P in Utilities

Waste water treatment facilities, including bio-solids treatment and composting facilities; put a P in Utilities.

Schools and related lands; put P in Schools, Primary; Schools, Secondary; Higher Educational Facility; Schools, Vocational/Trade.

Commissioner Guernsey suggested adding to the list of possible changes to change the PI zone to include public or private schools.

Fire stations and related training facilities; put a P public/private services, Community Recreation Halls; put a question mark in Yacht Club, Clubs and Lodges, Community Recreation, and Commercial Entertainment.

It was decided to add a definition of community recreation hall in the definitions.

Parks and open space for active or passive recreation or enjoyment; put a P in parks

Museum; put a P in Museum

Rental hall facilities accessory to a permitted use; put a P in community recreation hall

Commissioner Atkins suggested that maintenance facilities be included in the definition of public/private services rather than creating another definition.

Commissioner Pasin pointed out that people may be willing to have a fire station in their neighborhood but not a bus barn.

It was decided to put maintenance facilities in the definition of public/private services for now and see how it works.

### Conditional Uses:

Essential public facilities; put a C in essential public facilities

Wireless communication facilities; put a C in wireless communication facilities

Accessory uses and structures; put a P in accessory uses and structures.

## Single-Family Residential (R-1)

### Permitted Uses:

Single-family dwelling; put a P in dwelling, single-family

Adult family home; put a P in adult family home

Publicly owned and operated parks and playgrounds; put a P in parks

Temporary buildings for and during construction; put a P in accessory uses and structures

Family day care and adult family homes; put a P in childcare, family

Uses and structures that are necessary or desirable adjuncts to permitted uses and structures and are under the management and control of the person, organization or

agency responsible for the permitted principal use or structure; put a P in accessory uses and structures

Manufactured housing – there is no definition for this as new state law does not allow that manufactured housing be treated differently from stick-built housing.

Home occupation; put a P in home occupation

#### Conditional Uses:

Public utilities and public services uses such as libraries, electric substations, telephone exchanges and police, fire and water facilities; put a C in public/private services, utilities and govern administrative offices.

Schools, including playgrounds and athletic fields incidental thereto; put a C in all four school categories.

Houses of religious worship, rectories and parish houses; put a C houses of religious worship

Bed and breakfast establishments; put a C in lodging level one

Accessory apartments which meet the criteria established under GHMC 17.64.045; put a C in accessory apartments.

Wireless communication facilities are conditionally allowed.

### **UPCOMING MEETINGS**

September 15th, 2005 – Work Study Session at 6:00 pm

### **ADJOURNMENT**

**MOTION:** Move to adjourn at 8:00 pm  
Atkins/Allen – passed unanimously