

**City of Gig Harbor Planning Commission  
Minutes of Work-Study Session  
November 1, 2007  
Gig Harbor Civic Center**

**PRESENT:** Commissioners Jim Pasin, Harris Atkins, Jeane Derebey, Joyce Ninen, Theresa Malich, and Dick Allen. Commissioner Jill Guernsey was absent. Staff present: Jennifer Kester, Tom Dolan, and Diane Gagnon. Kurt Latimore from the Latimore Company was also present.

**CALL TO ORDER:** 5:00 p.m.

Senior Planner Jennifer Kester asked the Planning Commission to review the roster and make any changes necessary to assure that the contact information is correct.

**APPROVAL OF MINUTES**

Commissioner Joyce Ninen submitted typographic corrections for the minutes of October 18<sup>th</sup>, 2007. It was decided to table the minutes from September 20<sup>th</sup> in order to give everyone a chance to review them.

**MOTION:** Move to approve the minutes of October 18<sup>th</sup> with the submitted typographic corrections. Ninen/Pasin – passed unanimously.

Ms. Kester pointed out that they each had received copies of the updated zoning code. Commissioner Harris Atkins asked for copies of the Comprehensive Plan when it is updated. Ms. Kester agreed.

Mr. Dolan noted that tonight's meeting would be brief in order to allow the commission members to attend the grand opening of Costco. Mr. Pasin congratulated the Design Review Board on their hard work.

Senior Planner Jennifer Kester then went over the work program for the coming year and proposed some ideas for how to approach the work load. She talked about possibly processing amendments quarterly, working on three or four amendments at a time. Additionally she suggested holding a joint meeting with the City Council at the end of each quarter. Mr. Dolan stated that the council had expressed that they really felt that the joint meetings were very helpful.

Commissioner Jeane Derebey stated that she felt that they could at least start with the quarterly meetings and see how it works. Ms. Kester also noted that the Planning and Building committee could be involved in the beginning of each quarter in giving guidance on which topics should be worked on.

Ms. Kester asked what everyone thought about possibly having a sub group for some of the larger topics. Ms. Derebey suggested that the larger topics could be broken up and

discussed quarterly. Ms. Kester said that she agreed that was a possibility and went over some of the larger issues and how they could be broken up. Ms. Malich said she thought that sub groups worked well when trying to tackle larger issues. Mr. Atkins agreed.

Mr. Atkins stated that he didn't see anything in the work plan that addressed two of the major concerns in the community; traffic congestion and preservation of the historic downtown business district. Mr. Dolan noted that the goals as outlined by the Mayor were to update the Shoreline Master Program, develop the view basin sub area plan and examine tree preservation. He stated that these issues are long term projects.

Ms. Kester went over how the yearly comprehensive plan amendments would fit into this work program. Additionally she went over some of the upcoming transportation element updates. Mr. Dolan added that the comp plan process will be a little different in 2008 as all of the applications must be submitted by February.

Jim Pasin asked about some of the different text amendments currently listed in the work program. He asked that the non conforming structures and offices in the waterfront zone be moved to tier one. He also noted the importance of looking at the mixed use district. Ms. Kester suggested that at the next meeting on the 15<sup>th</sup> a discussion be held on a possible re-grouping of these items. Mr. Pasin asked about the underground garage item and whether or not this would apply to all zones. Ms. Kester said that yes it would possibly affect all zones if the definition was changed. She stated that she was proposing that they complete the underground garage issue in the next two months by at least getting a recommendation to the City Council. Mr. Pasin then asked about the application for amending the height restriction area by adding an exception. Ms. Kester explained the proposal. Mr. Pasin then asked for clarification of the proposed amendment to remove retirement facilities from the Employment District. Ms. Kester explained the proposal and that it may not be necessary.

Ms. Kester reiterated that they will go over the work program in more depth at the next meeting and begin discussion on underground garages.

Ms. Ninen asked about the main street group and had they weighed in on downtown parking. Ms. Kester said that she did not believe they had.

Discussion was held on the upcoming meeting schedule and whether there were any conflicts with holidays. It was decided that the schedule was fine for now.

### **UPCOMING MEETINGS**

November 15th, 2007 at 6:00 p.m.

### **ADJOURNMENT**

**MOTION:** Move to adjourn at 5:45 p.m. Ninen/Atkins – Motion passed unanimously.