

MINUTES

PLANNING COMMISSION

Port Angeles, Washington 98362
March 14, 2018 6:00 p.m.
REGULAR MEETING

PLEDGE OF ALLEGIANCE

Chair Morris opened the regular meeting at 6:03 p.m. and led the Pledge of Allegiance

ROLL CALL

Commissioners Present: Andrew Schwab, Duane Morris (Chair), Pamela Hastings,
David Amoroso

Commissioners Absent: Steven Hopkins, Amy Powell

City Staff Present: Allyson Brekke (*Planning Manager*),
Jeff Gepper (*Planning Technician*)

Public Present: Matt Bailey, Jack Heckman (*Applicant*),
Vicki Heckman (*Applicant*)

COMMUNICATIONS FROM THE PUBLIC

Former Planning Commissioner Matt Bailey: Thanked his fellow Commissioners and Staff for the experience of being on the Planning Commission. Encourages fellow commissioners to continue their efforts to remain vigilant in their efforts to ensure funding and grants are appropriately distributed. The amount of information for applications has improved, and hopes the trend continues. Moving forward with private endeavors and feels he will not be able to dedicate enough time to the Planning Commission during this next chapter. Would like to see efforts to increase levels of code enforcement on non-conforming and illegal signs. Hopes that the City will investigate ways to fund code enforcement to help lift the level of signage within the City. Code enforcement for all issues needs to be improved to protect the life, safety, and welfare of the City and its residents. The City needs a strong focus on economic development and access to the City.

Commissioner Morris thanked Matt for his service and encouraged him to continue promoting positive change in the community.

APPROVAL OF MINUTES:

Commissioner Schwab moved to approve the February 28, 2018 minutes.

Commissioner Hastings seconded.

All in favor.

OTHER CONSIDERATIONS

None.

REPORTS OF COMMISSION MEMBERS

None.

PUBLIC HEARINGS/ACTION ITEMS

1. Façade and Sign Grant Applications for 8th Street Car Wash (Nos. 18-03a and 18-03b) – 111-115 E. 8th Street

Commissioner Morris introduced the project and invited Staff to present on the project. .

Planning Manager Brekke introduced the project. The project has been vacant for 10 years. Combination of work includes painting, lighting, signage, landscaping. Signage includes a freestanding sign. Total façade cost is above \$27,000, which therefore triggers the maximum request of \$10,000. Sign costs are estimated at \$3,000 and therefore maximum amount of \$1000 is being requested. Site photos contain evidence of the dilapidated carwash structure. Landscaping proposal includes the two triangular area on either side of the entrance to the carwash facility. The lighting plan includes wall light units and freestanding lights. The goal of adequate lighting is to promote a vibrant and safe atmosphere. Staff recommends the façade grant awards of \$10,000 toward the 8th Street Car Wash Façade Grant No. 18-03a to improve the exterior façade and property with paint and lighting and landscaping features, and \$1,000 toward Sign Grant No. 18-03b to improve the property's landscaping features with the addition of one freestanding sign.

Commissioner Hastings had a question regarding access to the property.

Planning Manager Brekke clarified the location of the project, and stated that there is alley access. Intended traffic flow is off of 8th Street and exits using the 7/8 street alley.

Commissioner Schwab asked if the alley would need to be improved by the land owner to adequately serve the increased traffic.

Planning Manager Brekke responded that during the processing of CUP 18-05 the Department of Public Works and Utilities concluded that the alley was in adequate condition for the proposed level of traffic.

Commissioner Morris concluded the Staff presentation and invited the Applicant to make comment.

Jack Heckman, Applicant, stated that they have been downtown for 30 years, and due to the location of the Elwha Tribe Hotel they had a need to relocate. With a goal to stay within City limits, this site offered a unique opportunity to provide a service to Port Angeles citizens and wash the vehicles associated with the adjacent rental car office and Dungeness Bus Line. The plan is to start with the carwash and rental car facilities on the western half of the block. The second phase will occur later and the intent is to develop the corner lot at 8th and Lincoln. Environmental contamination occurred on this site, which is a significant cost barrier to development on the corner property. Pressure to move from their current location downtown has increased, and so they have been moving quickly to relocate.

Commissioner Amoroso asked for further clarification about the location of this specific proposal.

Planning Manager Brekke clarified that the location was mid-block, and not the property on the corner of Lincoln Street and 8th Street.

Commissioner Hastings asked if the office was being considered separately

Planning Manager Brekke clarified that the vehicle rental office is being considered later in this meeting as part of application Nos. 18-04a and 18-04b.

Commissioner Morris inquired if there are plans for recycling the water on site since the property was developed about 20 years ago.

Jack Heckman, Applicant, responded that those types of facilities are cost prohibitive. However, the wash water is being distributed into the City's waste water system, rather than the storm sewer, and they will use biodegradable soaps to limit negative impacts to sewer infrastructure.

Commissioner Morris stated that he appreciates the Applicants considerations for the impacts to the environment.

Commissioner Amoroso inquired if the owners have investigated low-flow high pressure facilities to mitigate water waste.

Jack Heckman, Applicant, stated that the systems they are using are top of the line. They are brand new systems, which include hand wands. Costs for those facilities will provide for an excellent facility that will provide a necessary service for the community and surrounding neighborhoods.

Commissioner Hastings asked if they have a plan for where they will be storing the rental fleet vehicles.

Jack Heckman, Applicant, responded that the property behind the Chiropractic Clinic (719 S. Laurel) and Doc Neely's Gun Shop (107 E. 8th Street), was also part of the property they acquired and will provide additional space for parking of the rental fleet.

Commissioner Schwab moved to approve, with 8 conditions, Façade Grant 18-03a and 18-03b for \$10,000.00 toward façade improvements valued at \$171,617.00 and the sign grant for a total of \$1,000 toward sign improvements valued as \$3,000.

Commissioner Amoroso seconded.

All in favor.

2. Façade and Sign Grant Applications for Heckman Motors Office (Nos. 18-04a and 18-04b) – 107 E. 8th Street

Commissioner Morris introduced the project and invited Staff to present on the project.

Planning Manager Brekke introduced the project and specified exactly where this project will be. The project includes windows, awning, fascia, painting, lighting, and signage. Total request is 15997 and total request is half. Sign is 1500 and request is half. The existing state of structure was introduced, as well as the proposed design renderings. Lighting and location were clarified. Staff recommends the façade and signage grant award amounts of \$7,988.50 toward the Heckman Motors Grant No. 18-04a to improve the exterior façade with paint, windows, awnings and lighting, and \$750.00 toward Grant No. 18-04b to improve the façade design with the addition of two facade mounted signs.

Commissioner Schwab asked about the construction of the building and what date the building was built.

Planning Manager Brekke estimated that the building was built in the late 70s and it is not considered a historic structure and that it is primarily concrete block.

Jack Heckman, Applicant, reiterated that he discussed most of the qualities of this building and site in his previous comment. Explained that they hope to continue the family business which is currently in its 3rd generation and is anticipated to be in the 4th Generation. The business was started in the 1940s.

Commissioner Hastings asked how many people come from the ferry for car washes.

Jack Heckman, Applicant, responded that those numbers are hard to estimate, but that they have a fair amount of their business from customers leaving the blackball ferry from Victoria, BC. However, most of the rentals are related to other motorists needs.

Commissioner Amoroso asked how the business will deal with not being downtown for access to customers.

Jack Heckman, Applicant, responded that they anticipate the need for a shuttle from downtown to the new location.

Commissioner Morris asked if the color is planned to be bright white. Suggested that the building be toned down in terms of its color. Also suggested that the applicant investigate awnings to mitigate the impact of southern exposure.

Vicki Heckman, Applicant, stated that the structure of the concrete block would not support a typical awning without significant engineering investment. Therefore, at this time, they will not be investigating this as an option

Commissioner Schwab moved to approve, with 7 conditions, Façade Grant 18-04a & 18-04b for \$7,988.50 toward façade improvements valued at \$15,997.00 and \$750.00 toward sign improvements valued at 1,500.00.

Commissioner Amoroso seconded.

All in approval.

3. Sign Committee – Clarify Commissioners who desire to serve

Planning Manager Brekke indicated that staff will look into the sign code update in the last three months of this year. Steve Hopkin is chairing the sign committee. However, after researching other communities, there is a trend in which committees incorporates members of the public. The Planning Commission would still see the changes and make a recommendation for sign code updates to the City Council, but the actual sign code updates would be organized through the sub-committee.

Commissioner Morris clarified that we are starting from scratch, and looking at this sign code update from square one.

Planning Manager Brekke confirmed that this is the case.

Commissioner Amoroso stated that during these changes the level of code enforcement needs to be considered during this process.

Planning Manager Brekke responded that this is an excellent discussion item for the Planning Commission moving forward.

Commissioner Schwab stated that in his opinion, there does not need to be a sub-committee. The task of sign code review would offer a chance for regular planning commission meetings to have longer meetings and substance, as opposed to adding another meeting for the sub-committee.

Commissioner Amoroso supported Commissioner Schwab's comment and stated that a sub-committee could be formed at a later date if it turned out to be too cumbersome for a normal Planning Commission meeting.

Planning Manager Brekke stated that is an option, though a sub-committee may be more effective in incorporating members of the public directly into the process. However, this is an ongoing conversation and will continue to be discussed.

Commissioner Morris stated that he agrees with Commissioners Schwab and Amoroso and encourages the sign code public outreach reflect those that were conducted as part of the Race Street Complete Street Design process. He comes from a City with a strong sign code, and would like to see the City's code also reflect those levels of enforcement.

Planning Commissioner Brekke agreed and stated that the sign code is being revised due to its antiquated nature and the recent federal law suits.

STAFF UPDATES

Planning Manager Brekke. The Comprehensive Plan amendment to update the vision and mission from the 2009 AIA study and address inaccuracies that exist in the Comprehensive Plan due to layers of annual changes. Another work plan item is a housing needs assessment brought to the City by Planning Manager Brekke after a presentation at the State APA conference from Ellensburg, WA stressed the importance of understanding the housing issue that most people agree there is an issue, including, vacation rentals, vacant Property, and neighborhood impacts. We intend to partner with other community groups, including but not limited to the US Coast Guard, Peninsula Behavioral Health, Olympic Medical Center and potentially other groups. We also intend to hire a consultant to conduct the assessment.

Commissioner Morris asked if the City Council has appropriated funds for a housing Needs assessment

Planning Manager Brekke stated that it has been appropriated and appeared in front of the city council as part of the 2018 work plan.

Commissioner Morris agrees that a third-party review of the housing situation within the city of Port Angeles. Linking economic development with the social needs of the community.

Planning Manager Brekke stated that Legal Staff will bring their ethics presentation coming up in the near future. Potentially March 28, 2018.

Planning Manager Brekke wanted to remind commissioners that questions during the public hearing should be directly related to the application that is being considered, to avoid overlap with

land use proceedings that has already occurred.

Commissioner Morris appreciates the sentiment and asked for clarification on what is scope of Staff Reports for façade programs.

Planning Manager Brekke stated that the First Federal grant application may have been misleading due to the level of detail of the application. She reiterated that the intent of the façade and sign improvement program is not to increase the level or amount of signage and that we are working towards creating more effective and efficient reports.

Commissioner Morris asked about the Planning Commission vacancy.

Planning Manager Brekke stated that we have two active applications that are being reviewed by the City Council Sub-committee. We anticipate a response from the committee in the next two weeks.

Commissioner Schwab recommends that ethics presentation by the Legal Department be pushed back until the new Commissioner has joined to avoid redundancy. Also, he asked for clarification is a housing need assessment had come up during a Comp Plan amendment.

Planning Manager Brekke clarified that it has only been talked about and has not been taken up.

ADJOURNMENT

Commissioner Morris adjourned the meeting at 7:11 p.m.



Jeff Gepper, Secretary



Duane Morris, Chair

