

**City of Oak Harbor
Planning Commission
Meeting Minutes
January 25, 2022 at 6:00 PM**

Present:

Greg Wasinger (Chair)
Bruce Freeman (Vice Chair)
Eric Marshall
Kristy Southard
Andy Plumlee

Staff Present:

Blaine Oborn, City Administrator
David Kuhl, Director
Cac Kamak, Senior Planner
Ray Lindenburg, Associate Planner

Absent:

Sarah Schacht

Chairman Wasinger called the meeting to order at 6:00 PM.

2. Approval of Minutes – November 23, 2021

Motion: Commissioner Marshall moved to approve the November 23, 2021 meeting minutes as presented.

Second: Commissioner Southard seconded the motion. With all in favor, the motion carried unanimously.

3. Public Comment: There were no public comments received for this meeting.

4. Public Meetings and Hearings:

A. 2022 Comprehensive Plan Amendments Docket – PUBLIC HEARING

Staff Comment

Mr. Kamak review the annual process for updating the Comprehensive Plan, discussed the schedule, and presented the items proposed for the 2022 docket. Docket items include the Housing Element (Housing Action Plan), JPA/UGA boundary/capacity, Transportation Element (Active Transportation Plan), the Capital Improvements Plan, and the Land Use Element to make changes and corrections to the Future Land Use map. This process will continue with City Council discussion and approval and then meetings and hearings on docket items throughout the remainder of the year.

Public Comment

There were no public comments.

Commissioner Comment

There were no Commissioner comments.

Chairman Wasinger opened the hearing at 6:02 p.m. The hearing closed at 6:14 p.m.

Motion: Commissioner Freeman moved to recommend approval to the City Council the 2022 Comprehensive Plan Amendments Docket as presented.

Second: Commissioner Marshall seconded the motion. With all in favor, the motion carried unanimously.

B. Dimensional Standards – Public Meeting

Staff Comment

Mr. Lindenburg presented an overview of the Housing Action Plan (HAP) and how it ties into the dimensional standards code updates. The next steps include reviewing the existing standards, identifying alternatives to existing standards, and ensuring consistency with Oak Harbor Comprehensive Plan and other department requirements. He presented the City's current lot dimensional standards, as well as other jurisdictions' requirements as examples. Next steps include public outreach, City Council workshop, SEPA review, and a draft Ordinance presentation to Planning Commission and City Council. The goal is to complete this update by June of 2022.

Commissioner Comment

Commissioner Freeman asked about stormwater management and retention pond requirements.

Commissioner Marshall expressed his support for this effort.

C. Monthly Department Report - Public Meeting

Staff Comment

Mr. Kuhl presented the current development projects, current building department updates, long range planning updates, and administrative items.

Updates included the Eveland and Quintero annexation request, NW Fire District #25, and site plan and approval for U-Haul including the road to access the development and working on cost-sharing agreement for road access. He also added that the new permitting system testing starts in February and the new permit coordinator position has been filled. He also shared that there has been forward movement on the Serendipity Lane project which is a trail leading from Pioneer to Bayshore.

Commissioner Comment

There were no Commissioner comments.

D. Planning Commission Annual Report to City Council - Public Meeting

Staff Comment

Mr. Kuhl presented the annual report from the PC to the CC, including all of the topics discussed in 2021 and the items that were recommended to the Council over the course of the year. Highlighted items include the HAP, Shoreline Master Program (SMP), model home code updates, horizontal mixed-use and the land use matrix, and other code updates. He also discussed the items planned

Commissioner Comment

There were no commissioner comments.

Motion: Commissioner Freeman moved to forward the Planning Commission annual report to the City Council as presented.

Second: Commissioner Marshall seconded the motion. With all in favor, the motion carried unanimously.

General Comments:

Chairman Wasinger welcomed new Planning Commissioner Andy Plumlee.

5. The next regular business meeting is February 22, 2022.

The meeting adjourned at 6:53 PM.

Sarah Heller

Administrative Assistant

Development Services