

TOWN OF COUPEVILLE
PLANNING COMMISSION MEETING
Island County Hearing Room
April 3, 2007

PRESENT: Chair David Day, Planning Commissioners Barbara Cope, and Doug McFadyen. Planning Commissioners Chet Baker and Molly McPherson were excused.

STAFF PRESENT: Town Planner Larry Kwarsick; and Recording Secretary Karen Fuller

CALL TO ORDER

The meeting was called to order at 7:00 pm

APPROVAL OF MINUTES

The minutes of January 2, 2007 were approved as presented.

NEW BUSINESS

Conditional Use Permit CUP 07-02, Lynda & Mitchell Richards

Larry Kwarsick explained that this is a conditional use permit to operate a two-room Bed and Breakfast Inn within the E Watson House, a designated historical home, and a guest house on second floor of the detached garage, an accessory dwelling unit. The detached garage is a non-contributing structure. The applicants, as the owners, will reside in the residence. Bed & Breakfast Inns and guest houses have their own set of specific standards in the residential zoning districts. Larry explained that this application is two-fold: bed & breakfast and guest house. This is a Class One historic property and a historic site. Property is situated adjacent to two zones: town commercial and medium density residential zone. This is a good site for the proposal, and no improvements or changes are needed at this time. Five off-street on-site parking spaces are required: two of which can be in the garage. Parking must not block residential driveways or be a nuisance to any adjoining property owners. The proposed use is in harmony with the neighborhood character. Mr. Kwarsick indicated there are 7 Findings and 8 Conditions in the Staff Report.

Staff recommends approval of this application. No public comment has been received on this application.

Mitch Richards thanked Larry for his work.

Commissioner Day asked whether the Richards' had received any comments from their neighbors. Mr. Richards stated that they had received nothing but positive and encouraging comments.

Commissioner McFadyen asked what the guest house was used for prior to this application. Mr. Kwarsick answered that it was not a commercial operation. It was a family guest house not known to have been used for commercial use.

Relative to the parking, the interior of that property is quite nice and Commissioner McFadyen suggests providing alternatives to removing any fruit trees. Commissioner Day stated that the parking has not been completely figured out yet. And there are no mandates on removing the fruit trees. Mr. Kwarsick indicated that he prefers the parking away from the exterior property lines so as to avoid a nuisance to the neighbors. It's not currently defined, but it will be specified prior to the Town Council meeting.

Board Action: A motion was made by Commissioner Cope, seconded by Commissioner McFadyen, to approve CUP 07-02 with staff findings and conditions as follows:

FINDINGS AND CONCLUSIONS:

1. The Town of Coupeville received an application from Lynda and Mitchell Richards to locate a two-bedroom bed and breakfast inn and guest house in RM-9600 zone district at 5 NW 8th Street, in the Town of Coupeville.
2. The RM-9600 Medium Density Residential zone district list bed and breakfast inns up to 2 bedrooms in size and a guest house as conditional uses. Issuance of conditional use permits is governed by CTC 16.14.030, and such permits are employed to assign conditions to otherwise permitted uses, which mitigate potential adverse impacts on a neighborhood or community.
3. A Notice of Completeness was issued by the Town on March 11, 2007.
4. On March 15, 2007 the Town issued a Notice of Application with a 14-day comment period. No comments were submitted in response by either neighbors or other agencies.
5. The Planning Commission held a public meeting on the proposal at their regular meeting on April 3, 2007.
6. The parcel size, the adjacent commercial zoning and screening from existing adjacent residential uses preserves the integrity of the surrounding residential uses.
7. The proposal, with conditions, meets the required findings of CTC 16.14.030.C.

CONDITIONS:

The applicant must conform to the standards listed below. (Note that the conditions reflect certain code provisions for emphasis.):

1. The applicants shall obtain a Certificate of Occupancy prior to commencement of operation of the bed and breakfast inn and guest house. All interior spaces, access, and servicing utilities must be brought into compliance as required by the Town Building Official, Public Works Director, and Fire Chief.
2. The owner/manager of the bed and breakfast inn shall reside at the inn when it is open for business.
3. The bed and breakfast guest rooms shall be devoid of cooking facilities. The guest house must have cooking facilities.

4. An additional _ ERU must be purchased for the guest house, to conform to the requirements of an accessory dwelling unit. An application for the additional ERU and payment of the charge must be made in association with the issuance of the occupancy permit.
5. In addition to the parking requirements for single-family residences, one off-street parking space shall be required for each guest room for a total of 5 spaces. Parking for guests or nonresident employees is not permitted in the public right-of-way. Parking must be in place prior to issuance of an occupancy permit. Parking for all 3 guest must be aggregated away from exterior property lines and must not block the residential use of the driveway. Signage depicting guest and residential parking is recommended.
6. Onsite meals and beverages may be served to room guests and their guests only, including the occupants of the guest house.
7. One business sign is permitted, subject to the commercial sign requirements. The sign may not be illuminated. A separate application is necessary for the sign approval.
8. If vehicle noise becomes a nuisance to adjoining residential uses as evidenced by complaints to the Town, the Town will require the paving of the access and parking areas during the next available construction season.

Commissioners stated that they are happy with the property being upgraded. Motion passed 3-0.

PLANNER’S REPORT

Mr. Kwasick reported that work on the Shoreline Management Plan is ongoing. The Department of Ecology has asked Mr. Kwasick for a “Use Analysis”, which has been provided. Also provided was some historical documentation about the types of uses over the last 100 years that have existed along the shoreline. Most of those were not water-related. DOE is reviewing the draft “Use Analysis” The Town is waiting for the Department of Ecology’s acceptance of the “Use Analysis” before a council workshop is scheduled. Department of Ecology has agreed to come to the workshop.

AUDIENCE INPUT

None

ADJOURN

The meeting adjourned at 7:32 p.m.