

TOWN OF COUPEVILLE
Planning Commission Meeting
Minutes
Island County Hearing Room
November 6, 2007
7:00 p.m.

PLANNING COMMISSION MEMBERS PRESENT: Doug McFadyen, Chet Baker and Barbara Cope.

STAFF PRESENT: Town Planner Larry Kwarsick, Recording Secretary Nanc Garner

CALLED TO ORDER: The Planning Commission meeting of November 6, 2007 was called to order at 7:00 p.m.

APPROVAL OF MINUTES: The minutes of July 12, 2007 were approved as submitted.

NEW BUSINESS

Conditional Use Permit #07-07 – Operate a nonprofit crisis childcare center in the Town Commercial zone

Larry Kwarsick briefly presented the applicant's proposal to locate a childcare center at 307 South Main Street within the Town Commercial Zoning District. Harbor Haven was previously operated as a program associated with the now discontinued Child Abuse Prevention Foundation (CAPF). The new non-profit agency is seeking to re-establish Harbor Haven's respite and crisis childcare program.

Commissioner McFadyen asked the applicant to explain what Harbor Haven's program was about. Applicant Pam Bishop explained this was their second nonprofit facility to be opened that provides abused and neglected children, ages 6 weeks to 12 years) a safe place to stay with minimal intrusion for a short period of time. The first was closed when the CAPF discontinued operations.

Larry Kwarsick stated that there were no public comments received resulting from the Conditional Use Permit Notice posting, mailings and signage.

Board Action: A motion was made by Commissioner Cope, second by Commissioner Baker, to adopt the Findings and Conclusions and recommend approval of CUP 07-07, subject to conditions 1 through 6.

Findings and Conclusions:

1. On September 27, 2007, the Town of Coupeville received an application from Pam Bishop to locate a daycare center in the Town Commercial zoning district as 307 S. Main Street, in the Town of Coupeville. The Town issued a Notice of Completeness on October 2, 2007;
2. The Town Commercial zoning district lists daycare centers 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 the community.

3. On October 5, 2007, the Town issued a Notice of Application with a 14-day comment period to neighboring property owners and agencies with jurisdiction. No comment letters were submitted in response to this Notice.
4. The Planning Commission held a public meeting on the proposal at their regular meeting on November 6, 2007. Following discussion with staff and applicant, the Commission passed a unanimous recommendation of approval with 6 conditions to the Town Council.

Conditions:

The applicant must conform to the standards listed below:

1. Approval of any exterior building modifications, site design changes, and/or/signage are subject to review by the Town's Design Review Board;
2. In accordance with the Community Design Standards, adequate parking and safe pedestrian travel should be given special consideration in the site design. As a result curb stops must be installed for childcare parking and the parking area so signed.
3. If the parking lot is paved in the future a drainage plan must be prepared for Town approval and must include low impact surface water controls. Alternative permeable surface treatments such as grass pavers is encouraged over asphalt or concrete.
4. The proposed childcare use shall be in continuing compliance with all applicable state regulations governing this type of facility.
5. The applicant must apply for and receive an approved occupancy permit prior to commencing operation.
6. Should the childcare facility be discontinued at this location within 1 year of the issuance of the occupancy permit the use of the property for residential purposes is allowed without necessity of a conditional use permit.

Motion passed unanimously.

This item will go before the Town Council on December 11, 2007.

PLANNER'S REPORT: Planning Kwarsick stated there would be two projects coming forward for review:

1. Krueger Farms #3 – December 4, 2007 meeting.
2. View Ridge Investments – shoreline permit for a new building

ADJOURNMENT: 7:15 p.m.