

**Town of Coupeville
Planning Commission Meeting
Tuesday, October 7, 2008
6:30 p.m.**

BOARD MEMBERS PRESENT: Chair David Day, Commissioners Chet Baker, Doug McFadyen, and Molly McPherson. Absent: Commissioner Barbara Cope

STAFF PRESENT: Town Planner Larry Kwarsick and Utility Clerk Nanc Garner

CALL TO ORDER

The Meeting was called to order by Chair Day at 6:31 p.m.

APPROVAL OF MINUTES

The minutes of June 3, 2008 were approved as presented.

PUBLIC MEETING

CUP 06-02 – Conditional Use Permit to Locate Public Park and Ride Lot within the Town Commercial Zoning District – Island Transit Park and Ride at 207 South Main Street.

Planner Larry Kwarsick explained that tonight is a public meeting to meet and review the application with the staff and the applicant and to take testimony in order to formulate a recommendation to the Town Council. Island Transit proposes to develop a new Park and Ride lot and this is a CUP (Conditional Use Permit) required when a quasi public entity proposes to use commercially zone property in the town for a public purpose. The application site plan represents a collaborative effort between several parties. The project will go in front of the Design Review Board on October 21, 2008. Through this arrangement, the applicants have devised a plan for the use of the property which accommodates their joint needs and addresses siting, landscaping, traffic and transportation issues. On a temporary basis, Island Transit continues to occupy the property to the north previously occupied by the Good Sheppard Church.

Planner Kwarsick explained the site consists of three parcels located on South Main Street. The project includes the construction of an off-site surface water impoundment per an agreement between Ebey's Reserve, National Park Service and the Town of Coupeville. South Main Street improvements include the extension of the center turn lane, transit stop, ADA route to parking, sidewalks, curbs and gutters. Part of the site plan includes 4 structures to be constructed against South Main Street and Coupe's Village and a buffer to shield the view of the parking lot from State Route 20 and an adjacent trail system planned to run north and south along the eastern edge of the property. Some limited trailhead parking will also be available along with an information kiosk on site. One of the aspects of the overall site plan will be to enhance the shared

entrance and walkways into the proposed commercial development and two pedestrian corridors leading to the north east corner of the Park and Ride lot.

Planner Kwarsick introduced Inland Transit representatives Martha Rose and Tim Goodman to answer any questions of the project called 'Prairie Station'.

Commissioner McPherson asked about the bus pull in by the school and Tim Goodman said it will remain for now. There is a sidewalk connection to a cross walk across from the school and there will be one on the opposite side of the street the other way. There will be a transit stop and shelter on the east side of South Main Street adjacent to Building A. Commissioner McPherson owns property across the street and does not feel there is a conflict of interest. Frank Meyer owns property nearby does not have any issues with the project.

Commissioner McFadyen asked about the magnitude of 52 parking spaces for the Park and Ride requirements for the town and if 100 spaces wouldn't be needed as the town grows. Ms. Rose responded that she would not want more than 52 parking spots for this project because Island Transit's goal is to place many pockets of park and ride lots along the island rather than build larger lots. The 52 amount of parking spaces came about as to what fit on the lot comfortably. She also commented that Island Transit has been fortunate going before the state legislature to receive Park and Ride funding directly in order to locate pieces of property on the island for future park and ride lots.

Commissioner McFadyen commented that his impression is rideshare participation has increased and Ms. Rose agreed due to rising fuel costs, more people are riding the bus. Commissioner McFadyen said the history of Park and Ride lots have problems because the lots have expanded yet you can't get into them. He sees some issues with developing the lot and the tradeoff for office building parking.

Planner Kwarsick asked about security and lighting. Mr. Goodman responded that the plan is to install security cameras, a clock timer and lighting will be shielded and pointed downward. There will be no restrooms due to budgetary and maintenance concerns. There will also be electrical conduits for vehicle recharging.

Commissioner McFadyen asked if there will be enough parking for both patrons of the buildings and rideshare. He questioned whether offices would have to police their own parking lot to make sure there is enough parking for their customers. He does not think there are enough parking spaces for both, and the tenants won't be happy. Chair Day asked how many parking spaces were currently in place and there are 24. He asked if there would be specific signage to the Park and Ride. Mr. Goodman responded that the signage will designate where to park and that stalls painted yellow will be for Park and Ride and stalls painted white will be for tenants and customers. Planner Kwarsick reminded the board that tonight is dealing only with the transit project and site improvements as part of the CUP and that the DRB will be looking at the actual application of the building itself. Commissioner McFadyen agreed that the location of the entrances and walkways to the park and ride behind the buildings and not on the main street is a positive thing but still thinks there is not enough parking spaces for both. Chair

Day asked if SEPA was part of the board package and Mr. Goodman gave him his copy to review. Planner Kwarsick stated that the applicant had completed a traffic study and the project would not cause a decline in the level of service of the streets below the standards adopted by the town. Commissioner Baker asked if the bike lane would be eliminated by the left hand turn lane due to buses coming in and out. The turnout for the buses is located on the east side of the road and the bike lane is on the opposite side, which will remain. Planner Kwarsick stated that a continuous walkway will be installed along the east side of the street.

Chair Day asked for audience input. Mary Tippetts, 206 South Main Street wanted to know how high the new building will be, whether the high school students will take over the park and ride lot and if the lighting would have an impact on her bedroom window which faces the new development. Planner Kwarsick responded that the structure in question is not part of Island Transits project and that the town has a building height limit of 28 feet and that it will be a single story building. This will be addressed at the next DRB meeting on October 21, 2008. Ms. Rose responded to Ms. Tippetts question about the lot usage saying it will be used for commuters.

Commissioner Baker asked about stormwater issues and whether is will be surface or underground. Planner Kwarsick responded the system is currently being designed. Planner Kwarsick stated for the record how much he appreciated Ms. Rose's support and RSDT members to work through this complicated property exchange.

BOARD ACTION

A motion was made by Commissioner Baker, second by Commissioner McPherson to approve CUP 06-02 – Conditional Use Permit to locate Public Park and Ride Lot within the Town Commercial Zoning District – Island Transit Park and Ride at 207 South Main based on the following Fact and Conclusions of Law 1 through 12 and recommends approval of the project with recommendations A through I, striking Recommendation E since it is not applicable to the project:

Fact and Conclusions of Law:

1. The Town received an application for a conditional use permit to locate tax exempt park and ride lot in the Town Commercial District. A Notice of Completeness was issued to the applicant on September 23, 2008;
2. A Notice of Application was sent to neighboring property owners and affected agencies on September 10, 2008, with a 14-day comment period;
3. A State Environmental Policy Act (SEPA) Threshold decision was issued on September 26, 2008;
4. In accordance with Coupeville Town Code, the Planning Commission conducted a public meeting to consider the application, and forwarded a recommendation of approval to the Town Council;
5. The proposal to locate tax exempt transit park and ride lot at 207 South Main Street is reasonably necessary for the public health, safety and general welfare, and that the use is consistent with the Town's Development Regulations;
6. The proposal will not permanently or substantially injure the lawful use of neighboring uses;

7. The proposal will generally be in harmony with the Comprehensive Plan;
8. Tax exempt uses in the Town Commercial zoning district expressly permitted as conditional uses;
9. The proposed location, size and characteristics of the use will maximize its benefit to the public;
10. The proposed location and the plan for entrances and exits will not create hazards on public streets in conformance with the attached site plan;
11. The proposed use will not occupy land which would be more beneficial to the community if put to a different use, in that the proposal is consistent with principal uses and will not reduce the Town's property tax revenue; and
12. The proposed use will not be detrimental to principal uses otherwise permitted in the Town Commercial District.

Recommendation:

- A. In lieu of the onsite restriction of project generated surface water flows to predevelopment rates as required by the Town standards, the applicant shall be financially responsible for the design and construction of an offsite surface water impoundment, conveyance and bioswale treatment system on Assessor's Parcel #R32908-023-0420, under the terms and conditions of the agreement between the Town of Coupeville, the National Park Service, and the Ebey's Landing National Historical Reserve. This condition is binding upon the applicant individually and/or in partnership with adjoining developments.
- B. The applicant will incorporate some low impact development surface water controls into the project design but is not obligated to restrict surface water flows or treat surface water onsite.
- C. The applicant shall obtain a Stormwater General Permit from the Washington State Department of Ecology as required under the Federal Clean Water Act.
- D. Final drainage plans shall include provisions to collect and convey intercepted groundwater.
- ~~E. Use of water conserving plumbing fixtures in the new structures is required.~~
- F. Use of native drought resistant plant species in all landscaped areas where feasible is required.
- G. In lieu of a pedestrian connection directly into Buildings A and B from the South Main sidewalk the DRB has required an enhanced project pedestrian "entrance" between buildings A and B. This entrance would serve all buildings and provide a continuous walkway to the north end of the Island Transit Park and Ride lot. The details of the entrance could be deferred to the submittal of the building permit for Building A but the intent should be generally illustrated on the site plan. This second pedestrian connection must be constructed in association with the initial site development although the pedestrian connection can initially be constructed consistent with the Town's nonmotorized pedestrian ways until future buildings are constructed.
- H. The site plan must be amended to identify an area for interpretative signing and potentially an informational "Reserve" kiosk. The details shall be developed and coordinated with Mark Preiss, Reserve Manager.

- I. The site plan must identify an area for public trailhead parking in support of the Town of Coupeville, the National Park Service, and the Ebey's Landing National Historical Reserve promotion of nonmotorized trail connections within the Ebey's Landing National Historical Reserve.

Commissioner Day stated he felt the proposal met the CUP requirements. He did have concerns about the landscaping and encouraged the applicant to look at Commissioner McFadyen's project downtown. Mr. Goodman responded that he is involved with a citizen's advisory team of landscape lovers of the island and will invite them to Coupeville to review the site plan.

The motion passed 4-0

Planner's Report

Planner Kwarsick stated that there would be no Planning Commission meeting scheduled for November, 2008, but there will be one in December.

Audience Input

None

The meeting was adjourned at 7:25 p.m.