

**Town of Coupeville
Planning Commission Meeting
Tuesday, November 29, 2011
6:30 p.m.**

TOWN PLANNING COMMISSION MEMBERS PRESENT: Chair, David Day, Commissioners Chet Baker, and Doug McFadyen
Absent: Commissioner McPherson

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

CALL TO ORDER

The meeting was called to order by Chair David Day at 6:30 p.m.

APPROVAL OF MINUTES

The minutes of the October 4, 2011 meeting was approved as presented.

NEW BUSINESS

CUP 11-01 – 10 NW 8th Street – Assessor’s Parcel R13233-344-3640 – Viewridge Investments/Kathryn Van Winkle. This application requests a conditional use permit (CUP) to construct a new single family residence in the Town Commercial zone. A new single family residence is only allowed in the Town Commercial Zone as a conditional use.

Chair Day explained the public hearing process. The planner will present the staff report after which the Planning Commission can ask questions. Dan Miranda, the applicant, will answer any questions and can address the Planning Commission with comments of his own. Members of the public are invited to provide testimony and to ask questions of the board and of the applicant. The public hearing will then be closed for comments.

Chairman Day declared the public hearing open at 6:41 pm

Planner Kwarsick stated the applicant is requesting a conditional use permit to construct a single family residence in the Town Commercial zone. While the proposed building will include one or more commercial uses as secondary uses, the building’s use will be primarily residential. In addition, the residential use is proposed to be located at street level. Because the primary use is residential and because the residential use is at street level, the building does not qualify as ‘mixed use’ as authorized in the Town code. This is a rather small lot and the applicant is applying for mixed use – a residential use along with one or more commercial uses. The residential use is on the main floor. This project also involves the Design Review Board (DRB) which already met and took action to approve the design of the project and also consider the relocation of an historic out building. This is somewhat of a transitional piece of property. The property to the

north and east are zoned commercial and the property to the south is zoned residential. The application required public notice to adjourned land owners and to the newspaper and there were no comments from the public received. In order to grant a conditional use permit, the project met the following three findings:

1. The proposed use complies with the setback, height, and design requirements of the Town's development regulations.
2. The proposed use is compatible with the existing adjacent and neighborhood uses.
3. The comprehensive Plan supports development consistent with existing neighborhood character and in scale with the surroundings. The proposal is subject to the Town's tree canopy standards.

Planner Kwarsick stated that the applicant was available to answer any questions from the board. The project has gone before the Ebey's Reserve Committee and the applicant made adjustments to the original proposal by reducing the garage space from two to one.

Chair Day asked the applicant if he had any ownership to the property and the intended use of the building. Mr. Miranda responded the property belongs to his mother-in-law and that she may use the upstairs portion of the building for quilt making and the downstairs used as a B&B or storage. Chair Day asked if the setback requirements would change for commercial use and whether or not the trees on the lot would be removed because he thinks the taller trees adds scale to the neighborhood. Mr. Miranda responded that the trees would be removed (due to safety) and new trees planted as replacements in addition to a rain garden.

Commissioner McFadyen asked about the number of off street parking spaces provided and Planner Kwarsick responded that there would be four; an upper garage and space and a lower garage and space.

Chairman Day declared the public meeting open at 7:00 p.m.

Ricardo Reyes – 701 NW Krueger Street – stated he can see the property from his back yard. He asked if the setback were for commercial or for residential use. He has a concern that if the primary use changes, it could affect off street parking for business use. Planner Kwarsick responded that if the use changes, the owners will need to apply for a certificate of occupancy permit which will outline the parking standards.

Chairman Day declared the public meeting closed at 7:05 p.m.

Motion was made by Commission Baker and second by Commissioner McFadyen to approve CUP 11-01 – 10 NW 8th Street – Assessor's Parcel R13233-344-3640 – Viewridge Investments/Kathryn Van Winkle with the following 1-6 Fact and Conclusions of Law and 1-7 conditions as follows:

Funding of Fact and Conclusions of Law

1. The Town of Coupeville received an application from Viewridge Investments/Kathryn Van Winkle to construct a single family home in the Town Commercial zone on October 3, 2011.
2. On October 5, 2011, the Town issued a Notice of Application. No comments were submitted in response to the public notice.
3. The Town Commercial zone district lists a single family home as a conditional use. 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.
4. This proposal is located within the Historic Restoration Overlay District and adjacent to three historic buildings listed as contributing structures within the Ebey's Landing National Historical Reserve.
5. The design of the home and the site plan were reviewed and approved by the Design Review Board at a public hearing.
6. The proposal, with conditions, meets the required findings of CTC 16.14.030C.

Conditions

1. The applicants shall obtain an occupancy permit for the single family dwelling unit.
2. The applicant shall provide and maintain 4 off street parking spaces for the single family residential use and the commercial use, which is similar in scale to that of a home occupation;
3. Any future change/conversion in use must receive the prior approval of the Town of Coupeville. While a future conversion in use of the building to commercial use is allowed, the owner will be required to conform to the required building code requirements in place at the time of conversion for the type of commercial use.
4. The applicant shall be required to conform to the recently adopt tree canopy standards of the Town of Coupeville. The applicant is referred to Ordinance #688, which is available for review on the Town's web site. A plan which conforms to the town tree canopy standards must accompany the building permit application.
5. The applicant shall be required to conform to the Town's storm water management regulations.
6. The applicant shall provide a detailed landscaping plan for review and approval at the time the building permit is submitted. The landscaping plan shall include street side landscaping and landscaping in the rear yard to screen and soften the parking area on the north side, as seen from the Holbrook house.
7. Building setbacks applied to the site are commercial setbacks. The street setback is 10 feet.

Motion Approved 3-0

Planners Report

Planner Kwarsick reported that there will be no meeting in December.

Audience Input – none

ADJOURN 7:15 p.m.