

Kitsap County Planning Commission Minutes – March 7, 2017

**KITSAP COUNTY PLANNING COMMISSION
Administration Building – Commissioner’s Chambers
March 7, 2017 @ 5:00pm**

These minutes are intended to provide a summary of meeting decisions and, except for motions made, should not be relied upon for specific statements from individuals at the meeting. If the reader would like to hear specific discussion, they should visit Kitsap County’s Website at <http://www.kitsapgov.com/dcd/pc/default.htm> and listen to the audio file (to assist in locating information, time-stamps are provided below).

Members present: Robert Baglio (Chair); Gina Buskirk (Vice Chair); Karanne Gonzales-Harless; Aaron Murphy; Tom Nevins; Joe Phillips; Richard Shattuck; Spencer Stegmann; Jim Svensson

Members absent:

Staff present: Louisa Garbo, Community Development Director; Jim Bolger, Planning and Environmental Programs Manager; Scott Diener, Development Services and Engineering Manager
Tasha Santos, Clerk

- | | | |
|----|---|----------|
| 18 | | 05:00:00 |
| 19 | A. Call Meeting to Order, Introductions | |
| 20 | | 05:00:43 |
| 21 | B. Adoption of Agenda | |
| 22 | | 05:00:48 |
| 23 | • Motion: Joe Phillips moves to adopt agenda as presented. | |
| 24 | | 05:00:52 |
| 25 | ○ Second: Gina Buskirk | |
| 26 | | 05:00:55 |
| 27 | ○ Discussion: None | |
| 28 | | 05:00:57 |
| 29 | ○ Vote to adopt agenda as presented: By show of hands; 9 in favor, 0 | |
| 30 | opposed. Approved. | |
| 31 | | 05:01:03 |
| 32 | C. Approval of Minutes | |
| 33 | | 05:01:11 |
| 34 | • Motion: Jim Svensson moves to approve minutes as presented. | |
| 35 | | 05:01:13 |
| 36 | ○ Second: Joe Phillips | |
| 37 | | 05:01:16 |
| 38 | ○ Discussion: None | |
| 39 | | 05:01:20 |
| 40 | ○ Vote to approve 2/21/17 minutes as presented: By show of hands; 9 in | |
| 41 | favor, 0 opposed. Approved. | |
| 42 | | 05:01:35 |
| 43 | D. Training: Shelley Kneip | |
| 44 | • Planning Commission Roles and Open Public Meetings Act | |
| 45 | | 05:38:46 |
| 46 | E. Public Hearing - Rules of Procedure | |
| 47 | | 05:43:30 |

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- 1 • Motion: Tom Nevins moves that item 1 of attachment C be incorporated into the
2 Rules of Procedure.
3 05:43:36
- 4 • Planning Commission is advised to restate motion to lead with a main motion.
5 05:43:44
- 6 • Motion: Tom Nevins moves that the Planning Commission adopt the Amended Rules
7 of Procedure as presented.
8 05:44:00
 - 9 ○ Second: Joe Phillips
 - 10 05:44:20
 - 11 ○ Discussion
 - 12 05:44:27
 - 13 ○ All motions withdrawn.
14 05:48:57
- 15 • Discussion: Section 9.Q – Planning Commission seeks clarification on mandatory
16 voting, recusal, and abstention rules.
17 05:58:39
- 18 • Discussion: Planning Commission discusses procedure for members submitting
19 comments to the Department of Community Development.
20 06:04:33
- 21 • Planning Commission Chair opens Public Hearing
22 06:04:43
- 23 • Planning Commission Chair closes Public Hearing – No comments received.
24 06:04:48
- 25 F. Deliberations – Rules of Procedure
26 06:05:02
 - 27 ○ Motion: Tom Nevins Moves to approve the proposed amendments to the Staff
28 Report (Attachment C) as amended in upcoming discussions.
29 06:05:11
 - 30 ○ Second: Jim Svensson
 - 31 06:05:14
 - 32 ○ Discussion
33 06:05:38
 - 34 • Motion: Tom Nevins proposes amended language to section 9.Q:
35 Members shall indicate, at the earliest possible time, any financial or
36 other personal interest or relationships that they may have in a site-
37 specific or quasi-judicial recommendation before the Planning
38 Commission. Recusal from deliberation and voting is required if such
39 involvement might their judgement in reaching a decision.
40 06:06:22
 - 41 ○ Second: Richard Shattuck
42 06:06:24
 - 43 ○ Discussion:
44 06:17:35
 - 45 ▪ Motion: Joe Phillips moves to table this motion.
46 • Second: None.
47 06:27:19

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- Vote on motion to amend language in section 9.Q. By show of hands; 1 in favor, 7 opposed (Karanne not present).
Denied.

06:27:55

- Motion: Gina Buskirk moves to rename Section 9.Q to “Voting” and for that section to state “Every member of the Commission present when a question is put to vote shall vote on the question unless that member has recused him or herself due to a conflict of interest, or is allowed to abstain from voting by this bylaw or any other applicable law”

06:29:20

- Second: Tom Nevins

06:29:34

- Discussion: Replaces current 9.Q

06:30:15

- Vote on amendment to Section 9.Q: By show of hands; 8 in favor, 0 opposed (Karanne not present). Approved.

06:30:56

- Motion: Tom Nevins moves to amend section IV. Conduct of Business to add that findings shall not be approved the same day as deliberation and voting without unanimous consent of the Planning Commission.

06:32:00

- Second: Joe Phillips

06:32:05

- Discussion

06:35:30

- Vote to amend section IV: 8 in favor, 1 opposed. Approved.

06:38:25

- Motion: Joe Phillips moves to amend Page 8, Paragraph 1 to say meetings will start on “a timely basis” instead of “on time”.

06:38:56

- Second: Richard Shattuck

06:38:59

- Discussion

06:39:04

- Vote to amend Page 8, Paragraph 1: 8 in favor, 1 opposed – Approved.

06:42:19

- Motion: Joe Philips moves to insert “motion” after “reconsideration” for clarification in Section 7, Paragraph 2.

06:42:28

- Second: Tom Nevins

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06:42:30

- o Discussion

6:43:30

- o Vote to insert word "motion" to Section 7, Paragraph 2: By show of hands; 9 in favor, 0 opposed – Approved.

06:44:30

- Motion: Robert Baglio moves to require Vice Chair to complete the Annual Report

06:44:37

- o Second: Aaron Murphy

06:44:46

- o Motion withdrawn

06:46:53

- o Vote to adopt the Amended Rules of Procedure as amended: By show of hands; 9 in favor, 0 opposed – Approved.

06:47:03

G. Miscellaneous Discussion: Minutes

- November 2016 minutes may still need to be approved.

06:51:32

H. Briefing: Critical Areas Ordinance – Jim Bolger

07:11:44

I. For the Good of the Order

- Add standing agenda item: "Public Comment for Items Not on the Agenda"
- Reminder: Joint Board Meeting on March 15 at 10:30 a.m.
- Add standing agenda item: "Administrative Report"
- Planning Commissioners need to submit training certificate to DCD.

Time of Adjournment: 07:17:32

Minutes approved this 4th day of April 2017.

Robert B. Baglio, Temp
Robert Baglio, Planning Commission Chair, Temp

Tasha Santos
Tasha Santos, Planning Commission Clerk