

KITSAP COUNTY PLANNING COMMISSION

Zoom Webinar

<https://us02web.zoom.us/j/87579542109>

Dial In: (253) 215-8782 Webinar ID: 875 7954 2109 Passcode: 897077

August 16, 2022 @ 5:30 pm

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, timestamps are provided below).

Planning Commission (PC) Members present: Joe Phillips (Chair), Amy Maule (Vice Chair), Aaron Murphy, Alan Beam, Jonathan Tudan, Steven Boe, Richard Shattuck, Stacey Smith

Planning Commission (PC) Members absent: Kari Kaltenborn-Corey,

Department of Community Development (DCD) Staff present: Liliana Jones, Colin Poff, Jim Rogers, Jeff Rimack, Caitlin Schlatter, Melissa Shumake, Amanda Walston (Clerk)

Kitsap County: Eric Baker

5:30 pm

A. Introductions

B. Virtual Meeting Protocol

C. Adoption of Agenda

- **MOTION:** Richard Shattuck moves to adopt the agenda as presented.
- **SECOND**
- **VOTE: Unanimous in Favor – Motion Carries**

D. Adoption of Minutes

- Minutes of 7/19/22 postponed to next regular meeting

E. General Public Comment

- **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- **SPEAKER: Bill Palmer, South Kitsap Resident, Kitsap Alliance of Property Owners (KAPO)**
 - Mr. Palmer asks about Timber Harvest agenda topic.
- **Chair Phillips** calls again for speakers; as there are no other speakers; **closes the floor to general speakers.**

5:36 pm

1 **F. Work Study: Timber Harvest Code – Eric Baker, Kitsap County Deputy County**
2 **Administrator (approx. 30 minutes)**

- 3 • Mr. Baker provides a brief overview of the project, referencing a visual
4 presentation; notes Timber Harvest Code is not a new topic and was approved
5 by the Planning Commission (PC) August 20, 2019; after COVID and other
6 delays, it is moving forward to the Board of County Commissioners (BoCC);
7 presentation tonight is meant to refresh, keep the PC informed on progress.
- 8 • Mr. Baker references the Signed Findings of Fact (FoF), noting main focus is on
9 Timber Harvest Conversion permits, which is when trees are harvested, and
10 replanting occurs followed by a 6-year moratorium on further harvest; there
11 are also the Conversion Option Harvest and Straight Harvest permits.
- 12 • These Class IV Timber Harvest permits have been handled by Washington State
13 Department of Natural Resources (DNR), which initiated this Transfer of
14 Jurisdiction (ToJ) for these Class IV permit types and has already begun
15 following as standard practice; extensive outreach and work study were
16 included in the 2019 process when PC recommended removal of requirements
17 in code.
- 18 • **QUESTION/ANSWER:** Mr. Shattuck, noting high volume of public comment
19 during that time, asks and Mr. Baker confirms notice has been sent to current
20 and previous stakeholders; there will also be opportunity to testify before the
21 BoCC during their Public Hearing and Comment period.
- 22 • **QUESTION:** Jonathan Tudan asks about fee structure
 - 23 • **ANSWER:** Mr. Baker confirms fees are listed in the Fee Schedule and
24 will send to the PC.
- 25 • **QUESTION/ANSWER:** Alan Beam asks, and Mr. Baker confirms and reads the
26 reference and definition to danger trees in the FoF.
- 27 • **QUESTION/ANSWER:** Chair Phillips asks, and Mr. Baker confirms minutes and
28 materials from the PC meetings will be forwarded to the BoCC and available for
29 public review.

30 **5:50 pm**

31 **G. Work Study: Countywide Planning Policies Update – Eric Baker, Kitsap County Deputy**
32 **County Administrator (approx. 30 minutes)**

- 33 • Mr. Baker provides a brief overview of the project, referencing a visual
34 presentation, noting population targets; noting in June the Kitsap Regional
35 Coordinating Council (KRCC) recommended a set of allocations for both
36 population and employment, but in review of the ordinance, Bainbridge
37 Island's (BI) census numbers showed a discrepancy, listing their population as
38 27 residents too high; BI requested KRCC make the corrections and revote on
39 the document.

- 1 • Mr. Baker reviews population allocations through 2044 noting these categories
2 are through Puget Sound Regional Council’s (PSRC) Vision 2050; various
3 geographical areas are broken into hierarchy shown in the table; For Kitsap,
4 Metro cities are Bremerton & Bremerton Urban Growth Area (UGA), Core
5 Cities are Silverdale, though not a city it is an unincorporated area; High
6 Capacity Transit Communities are regular bus service, ferries and Kingston’s
7 2044 target is more than double, BI, Port Orchard (PO) target is over 10,000
8 and could change the face of South Kitsap, PO UGA, Poulsbo & Poulsbo UGA;
9 Urban Unincorporated is Central Kitsap UGA, not connected to Bremerton or
10 Silverdale UGAs, with a target of 5,000 due to an arbitrary decision by PSRC to
11 discount, which the county fought but lost; Rural has a small growth, just 5,415
12 above the 104,000 already populated; Employment numbers are viewed with
13 the same strategy from the same document
- 14 • **QUESTION/ANSWER:** Chair Phillips asks, and Mr. Baker confirms, military
15 industrial area is not counted in the employment numbers; they are in the
16 Comprehensive Plan (Comp Plan) but we do not establish growth targets or
17 numbers as we have no way to control them; similar to tribal areas which are
18 not under the County’s jurisdiction; this an impediment for Kitsap as
19 substantial employment and related impacts do come from Navy, Marine and
20 Tribal areas.
- 21 • **QUESTION:** Aaron Murphy notes 1st Comp Plan cycle included forecasted
22 population and employment numbers, asks how zoning code would be
23 changed in order to increase densities and handle these targets
 - 24 • **ANSWER:** Mr. Baker notes decisions are premature, but
25 conversations will be taking place; planning and the market are large
26 factors in growth; multi-family tax exemptions may be possible, to
27 help create or encourage these density increases.
- 28 • Mr. Baker continues presentation, noting COVID hit some areas hard; looking
29 to incentivize and increase duplexes, triplexes, four-plexes and multi-family
30 options in our urban areas; big impacts come with that, most often asking
31 where the cars will go, noting investing in transit is a must to address vehicles
32 on the roadway and parking as well as incentives.

33 **6:05 pm**

- 34 **H. Work Study: 2022 Administrative Code Edits – Colin Poff,** Department of Community
35 Development (DCD) Planning Supervisor (approx. 30 minutes)
 - 36 • Mr. Poff provides a brief overview of the project, referencing a visual
37 presentation; reviewing draft summary changes, narrow Project Scope
38 including Titles 16, 17, 18 and 21; noting this will be edits only, not substantive
39 changes; target completion by end of 2022 and going forward, these kinds of
40 edits will be tracked and updated annually; Participation & Outreach is more

- 1 broad so no specific focus groups, as that would be for more targeted
2 substantive updates; a website has been created and will house draft proposed
3 changes and important timeline dates for the project. ;
- 4 • Mr. Poff reviews some examples of code language, including a Title 16 reference
5 to state statute regarding Preliminary Plat expiration, a definition in Title 17
6 with conflicting language regarding lot area and correction of an incorrect
7 review procedure, which shows a Rezone as a Type III review and process
8 when it should be a Type IV.
 - 9 • **QUESTION:** Mr. Murphy asks how it will be addressed if a stakeholder group
10 such as Kitsap Builders' Association (KBA) believes a proposed change is not
11 minor or administrative.
 - 12 • **ANSWER:** Mr. Poff notes that would be taken into consideration, as
13 this is to address things that are not clear, not to change the meaning;
14 noting there is no perfect definition of minor in the code that allows
15 for these kinds of updates and edits, but intent is to clarify.
 - 16 • Chair Phillips notes all these changes will be reviewed before they are
17 actually put in place; Mr. Poff confirms that with any code changes,
18 input is sought and considered.
 - 19 • Mr. Poff reviews the proposed change summary, including Definitions, noting
20 Items 3, 4, 16; Development Regulations, noting Items 6 & 7 in Density
21 /Dimensional Table and Footnotes 35 & 37, Item 8 and Footnote 42 in
22 Nonconforming Structures, Items 10 & 11 in Landscaping, Items 12 & 13 on
23 revision of Conditional Use Permits (CUPs), Item 17 in the Review Authority
24 Table, Other Minor Edits items 1 & 2 in Land Division and Development, Items
25 14 & 15 in Transfer of Development Rights (TDRs) and Open Space.
 - 26 • **QUESTION/ANSWER:** Chair Phillips notes, and Mr. Poff confirms, second from
27 bottom Comprehensive Park & Recreation System Plan has been renamed to
28 the Parks, Recreation and Open Space Plan.
 - 29 • Mr. Poff notes, the Kitsap County Open Space Plan is what this
30 chapter is called 18.12, in alignment with other Counties that are also
31 enabled by the State.
 - 32 • Mr. Poff notes a recent addition is the List of Consultants added to Titles 16,
33 18, & 22 are expanded to certified surveyors, arborists, wetland and habitat
34 biologists, geologists, geological engineers and hydrogeologists; It would not
35 include the broader engineering community nor landscapers.
 - 36 • **QUESTION:** Mr. Beam asks where the list is currently published now?
 - 37 • **ANSWER:** Mr. Poff notes it is available, will confirm if and where it is
38 published on the County website.

- 1 • Chair Phillips suggests including the term ‘qualified’ as opposed to
- 2 exclusionary language regarding broader engineering and landscape.
- 3 • Mr. Shattuck concern with keeping it updated and available as
- 4 Request for Qualifications (RFQs) are updated; would like to see the
- 5 current list; Mr. Poff will forward the list to the PC.
- 6 • Mr. Beam suggests including what the requirements or qualifications
- 7 are to be included on the list as well as who maintains the list.

8 **6:41 pm**

9 **I. General Public Comment**

- 10 • **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- 11 • **Chair Phillips** calls again for speakers; as there are no other speakers, **closes**
- 12 **the floor to general speakers.**

13 **J. For the Good of the Order/Commissioner Comments**

- 14 • Amy Maule will be resigning her position to move to New Mexico for at least a
- 15 year, possibly more; last meeting will be on 10/4/22.
- 16 • Chair Phillips thanks Ms. Maule for her contributions and efforts to the PC as a
- 17 member and Vice Chair.
- 18 •

19 **Meeting adjourned by unanimous consent.**

20 **Time of Adjournment: 6:45 pm**

21 **Minutes approved this 4th day of October 2022.**

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25 _____
26 **Joe Phillips, Planning Commission Chair**
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Amanda Walston, Planning Commission Clerk