



Planning Commission Executive Summary

Issue Title: 2019 Annual Comprehensive Plan Amendments
Meeting Date: December 17, 2019
Time Required: 2.5 hours
Department: Department of Community Development (DCD)
Attendees: Dave Ward, Peter Best, Darren Gurnee

Action Requested at This Meeting:

Conduct a work study session on the following four amendments:

- Centers - Revised
- Clarifying Edits - Revised
- Downtown Kingston (Phase 2)
- Dickey Pit Site-Specific (CPA 18-00495)

Background

- On 11/26/2018, the Board of County Commissioners reviewed a catalog of proposed amendments and decided to open an annual Comprehensive Plan amendment process for 2019. The scope for the amendment process is defined through a docket resolution.
- The initial docket resolution (Res. No. 227-2018, adopted on 12/19/2018) determined which County-sponsored amendments would be developed in 2019 as well as what types of applications would be accepted from interested parties.
- A revised application was submitted for the deferred site-specific amendment (CPA 18-00495) listed in the initial docket. No additional applications were received.
- On 4/24/2019, the Board reviewed the status of all amendments, considered potential changes to the docket, and adopted a final docket resolution (Res. No. 069-2019).
- On 5/14/2019, the Planning Commission was briefed on the final docket.
- On 7/2/2019, the Planning Commission conducted a work study session and, on 7/17/2019, the Board conducted a work study session to assist the Department in scoping the amendment to KCC 21.08 (Comprehensive Plan Amendment Process).
- On 8/20/2019, the Planning Commission conducted its first work study to consider four of the 2019 amendments, including:
 - Clarifying Edits
 - MRO Zone Clean-up
 - Centers
 - Silverdale/Kingston UGA Association & Future Incorporation
- On 8/21/2019, the Board adopt a revised final docket resolution (Res. No. 133-2019) adding the Downtown Kingston (Phase 2) amendment.
- On 9/18/2019, the Board directed the Department to work with the Dickey Pit site-specific amendment (CPA 18-00495) applicant regarding SEPA issues of concern. The applicant submitted a revised proposal on 10/4/2019.

- On 11/4/2019, the Board unhitched the amendment to update KCC 21.08 (Comprehensive Plan Amendment Process) from the annual batch process [per the exception in KCC 21.08.040(B)(9)] due to workload and scheduling considerations.

Public Outreach & Engagement

The Department maintains an [Online Open House](http://tinyurl.com/kitsap2019cpa) (<http://tinyurl.com/kitsap2019cpa>) for this process, which provides:

- A page explaining this annual amendment process.
- A page dedicated to facilitating public participation in the process.
- A page containing current and archived documents.

Public notices and announcements are being distributed for the following:

- Open houses in North, Central, and South Kitsap
- Planning Commission public hearing on 1/7/2020
- Public comment period closing on 1/8/2020

Schedule

An updated meeting schedule for the rest of the process is provided as Attachment 2.

Work Study Materials

Revisions have been made to the Centers and Clarifying edits amendments since your work study in August. Attached are revised staff reports with a summary of the revisions on page 1. The Department is finalizing staff reports for the Downtown Kingston (Phase 2) and Dickey Pit Site-Specific amendments. Therefore, the proposed amendments (Attachment A to the staff reports) are attached for your review prior to work study and the Department will provide the entire staff report to the Commission when it becomes available.

Attachments

1. Binder Table of Contents (Rev2, 12/10/2019 with removal & insertion instructions)
2. Schedule
3. Revised Final Docket Resolution No. 133-2019
4. Revised Staff Report – Centers (Rev2, 10/7/2019)
5. Revised Staff Report – Clarifying Edits (Rev1, 10/15/2019)
6. Proposed Amendment – Downtown Kingston (Phase 2)
7. Proposed Amendment – Dickey Pit Site-Specific

Note: There is a large volume of documents to manage because the Comprehensive Plan amendments need to be considered as a batch. To keep it all organized, the Department will provide documents:

- In hardcopy to those Planning Commissioners who have requested a binder.
- Electronically via the 2019 Comprehensive Plan Amendment [Documents page](#), which is organized and labelled to mirror the tabs in the hardcopy binders.

A hardcopy binder is available for the public to review in the Department's Permit Center located on the 2nd floor of the Kitsap County Administration Building (619 Division St, Port Orchard).