

Kitsap County Planning Commission Minutes – November 21st 2017

**KITSAP COUNTY PLANNING COMMISSION
Administration Building – Commissioner’s Chambers
November 21st, 2017 @ 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, time-stamps are provided below).

Members present: Robert Baglio (Chair), Karanne Gonzalez-Harless, Joe Phillips, Tom Nevins, Richard Shattuck, Spencer Stegmann, Jim Svensson

Members absent: Gina Buskirk, Aaron Murphy

Staff present: Jim Bolger, Holly Roberts, Darren Gurnee, Dave Ward, Liz Williams, Amanda Walston

05:30:15

A. Call meeting to Order, Introductions

B. Adoption of Agenda

- **Motion:** Jim Svensson moves to adopt Agenda as presented, with approval of minutes postponed to next meeting.
- **Second:** Spencer Stegmann
- **Vote:** 7 in favor; 0 opposed – motion carries.

C. Approval of Minutes

- **Motion:** Richard Shattuck moves to approve the minutes from the October 17th 2017 meeting as presented by staff.
- **Second:** Spencer Stegmann
- **Vote:** 5 in favor; 0 opposed 1 abstain – motion carries.

05:31:54

D. Deliberations and Findings of Fact: – 2017 Development Code Amendments Batch of 33 - Liz Williams, DCD Planner

- **Liz Williams** briefly describes the batch of codes proposed for approval and presented through Work Study and Public Hearing, referencing a method for approving volume items, using an overall motion, with subsequent discussion and additional motions to change items as needed.
 - 7 comments received in total, with 3 relating to this batch of amendments
 - 1 modification proposed for further clarification, based on public comment received. Found in Attachment B, page 5, ID 23, which relates to Footnote 46 of Density Dimensions and Design Tables, concerning front yard setbacks and porches in the Keyport Village Residential Zoning District

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5:34:40

- **Motion: Spencer Stegman moves to recommend approval of the 2017 Batch of 33 Code Amendments as presented by staff and subsequent amendments as approved by the planning commission.**
 - **Second: Karanne Gonzales-Harless**
 - **Vote: 7 in favor; 0 opposed – motion carries.**
 - **Discussion:**
 - **Motion: Richard Shattuck moves to amend Item 15 on page 3 of the Summary of Changes, which references espresso stand drive aisles/stacking lane requirements in the Footnotes for Zoning Use Tables in Kitsap County Code section 17.410.050.A.58.a, by replacing the words “sixty feet minimum” with the words “forty-five feet minimum.”**
 - **Second: Joe Phillips**
 - Richard Shattuck states the reason for change is to allow for three cars minimum, but this change allows for 20 feet per car; believes 15 feet per car is sufficient.
 - Chair Baglio asks and Liz Williams confirms Kitsap County Code specifies 20 feet per car as standard parking stall length, which is why 20 feet was used in this proposed change.
 - Tom Nevins doesn’t recall any instances of such overflow in coffee stands
 - **Vote: 6 in favor 1 opposed – motion carries.**

05:39:16

- **Motion: Richard Shattuck moves to amend Item 18 on page 4 of the Summary of Changes, which references methods of measuring wall dimensions an Accessory Dwelling Unit in Provisions Applying Special Uses in Kitsap County Code section 17.410.060.B.3.e, by striking the word “exterior” and replacing it with the word “interior”**
 - **Point of Clarification:** If the motion carries, would propose a new change to Kitsap County Code in section 17.410.060.8.a, which references Guest Houses in Provisions Applying Special Uses that would allow for the same consistency sought here, and will still promote options for alternative housing and homelessness.
 - **SECOND: Spencer Stegmann**
 - Liz Williams confirms that proposing a new change to Guest House would be considered a substantive change that would require public noticing, and must be addressed by DCD in a subsequent proposal.
 - Joe Phillips recognizes that using interior as opposed to exterior could make a difference of at least two feet wall space.

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- Chair Baglio asks if current code specifies a method of measurement for an ADU, and Liz Williams clarifies there is no current specification on how measurements are determined, the intent was to create consistency with guest house specifications.
 - Richard Shattuck does not believe creating consistency is reason enough for change if we are talking about affordable housing and homelessness.
 - Tom Nevins supports striking this from list, but doesn't believe loosening ADU requirements would address affordable housing.
 - Karanne Gonzales-Harless questions using square footage as opposed to measurement as determination with ADUs and Guest Houses.
 - Current motion has been seconded and requires a vote or withdrawal.
 - **Motion is Withdrawn by Richard Shattuck**
- 5:46:35**
- **Motion: Richard Shattuck moves to strike Item 18 on page 4 of the Summary of Changes, which references measuring an Accessory Dwelling Unit in Provisions Applying Special Uses in Kitsap County Code section 17.410.060.B.3.e, from the proposed 2017 Batch of 33 Code Amendments.**
 - **Second: Tom Nevins**
 - Chair questions whether we are getting into minutiae, while architectural standards and guidelines reference exterior walls.
 - Joe Phillips questions how tax valuations are affected if it changes the square footage calculation.
 - **Vote: 4 in favor; 3 opposed – motion fails.**
 - Richard Shattuck asks if it is possible to table the item and bring it back for discussion, Clerk confirms that this option to strike or remove has already been voted on and failed.
 - There is an option to bring the item back for reconsideration if it is believed that the outcome may be different.
 - Spencer Stegmann asks for clarification regarding Item 23 on page 5 of Attachment B the Summary of Changes on porches and the 4 foot width requirement change.
 - Liz Williams discusses calculations, porch design elements and standards that were examined, and the desire to encourage open porches expressed through the Keyport Community Plan.
 - Chair Baglio and Tom Nevins comment that open porches may be desirable to a waterfront community because they do not obstruct views.

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- Hearing no other individual items for discussion, Chair Baglio calls for a vote on the original motion.

- Vote: 7 in favor; 0 opposed – motion carries.

05:53:40

E. Findings of Fact

- Motion: Tom Nevins moves to accept the Findings of Fact as presented by staff.

- Second: Spencer Stegmann

- Vote: 7 in favor; 0 opposed – motion carries.

5:55:06

F. Good of the Order

- Chair Baglio notes there will be no meeting on December 5th, the next meeting will be held on December 19th.
- Tom Nevins believes the Planning Commission would benefit from written, more detailed scope of the problem or reason to change code and the thought that went into it, in order to determine whether an amendment is needed. This specifically applies to items such as the vacation rental, but others as well.
- Tom Nevins would like information about the group known as the Development Advisory Group or DAG, regarding its members, functions and purpose.
- Chair Baglio notes that he is a fairly new member of the group himself, which was established by former Commissioner Josh Brown.
- Tom Nevins and Richard Shattuck comment that some groups are established, by BoCC or others, but people and appointed bodies, such as the Planning Commission may not be aware of their role, function or work they are doing and sometimes that work can inform or effect change.

Time of Adjournment: 5:59:22

Minutes approved this 19 day of December 2017.



Robert Baglio, Planning Commission Chair

Amanda Walston, Planning Commission Clerk