



Executive Summary

Issue Title: 2019 Zoning Use Table Update
Meeting Date: May 13, 2019
Time Required: 30 minutes
Department: Department of Community Development (DCD)
Attendees: Jeff Rimack, Jim Bolger, Dave Ward, and Liz Williams

Action Requested At This Meeting: Provide feedback on the preliminary scope and work plan for the 2019 Zoning Use Table Update

Background:

The Board of County Commissioners approved a 2019 budget request to develop alternatives to the zoning use tables found in Title 17, Zoning, of the Kitsap County Code. The Department of Community Development developed a project work plan (Attachment A) to outline:

- the project objectives;
- an initial list of audiences that will be engaged throughout the process;
- an overview of the outreach and engagement approach;
- a summary of the process; and
- the project schedule to implement the project.

The project scope will include:

- Updates to the zoning use tables (Chapter 17.410, Allowed Uses) to modernize, streamline, and correct discrepancies in the following areas:
 - Urban Growth Areas;
 - Limited Areas of More Intensive Rural Development (LAMIRDS); and the
 - Rural Commercial, Rural Industrial, and Mineral Resource Overlay zones.
- Revisions to the level of permit review to remove barriers and foster desired development outcomes consistent with the County's Comprehensive Plan.
- Reorganization of the footnotes associated with the zoning use tables (Section 17.410.050, Footnotes for zoning use tables) to reduce surprises during the permit review process and clarify development standards for certain land uses.
- Updates to ancillary sections of the Kitsap County Code (e.g. definitions) to ensure consistency and predictability across sections of the code.
- Does NOT include updates to site design and development standards (e.g. setbacks, density allowances, height, parking standards, etc.).

Attachments:

- A. Project Work Plan

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Kitsap County Department of Community Development

2019 Kitsap County Code Zoning Use Table Update Project Work Plan

1. Introduction

The Kitsap County Community Development Department proposes to develop alternatives to the zoning use tables and associated footnotes found in Title 17, Zoning, of the Kitsap County Code. The Zoning Code is one of the County's key tools for implementing the goals and policies of the Kitsap County Comprehensive Plan. It governs what can be built, where it can be built, how it can be built, and what processes must be followed to obtain approval to build. This project seeks to bring the zoning use tables into greater alignment with the County's Comprehensive Plan to foster desired development outcomes throughout the County. The project scope will include:

- Updates to the zoning use tables (Chapter 17.410, Allowed Uses) to modernize, streamline, and correct discrepancies in the following areas:
 - Urban Growth Areas;
 - Limited Areas of More Intensive Rural Development (LAMIRDS); and the
 - Rural Commercial, Rural Industrial and Mineral Resource Overlay zones.
- Revisions to the level of permit review to remove barriers and foster desired development outcomes consistent with the County's Comprehensive Plan.
- Reorganization of the footnotes associated with the zoning use tables (Section 17.410.050, Footnotes for zoning use tables) to reduce surprises during the permit review process and clarify development standards for certain land uses.
- Updates to ancillary sections of the Kitsap County Code (e.g. definitions) to ensure consistency and predictability across sections of the code.
- Does NOT include updates to site design and development standards (e.g. setbacks, density allowances, height, parking standards, etc.).

The Growth Management Act (GMA) requires early and continuous public participation when updates are made to local Comprehensive Plans and development regulations (RCW 36.70A.140). The purpose of this document is to identify the project objectives, approach, audiences, and schedule. This document may be updated over time to reflect the needs of the project and experiences in early outreach to ensure public participation is effective.

2. Objectives

The objectives of the Zoning Use Table Update include:

- Simplify the zoning use tables and associated footnotes to reduce redundancy and streamline where possible.
- Create more predictability and certainty in development standards and the permit review process.

- Align allowed land uses with the purpose and intent of the zone to remove barriers and foster desired development outcomes that achieve the current vision for development in Kitsap County;
- Implement the goals and policies of the County’s 2016 Comprehensive Plan with an emphasis on the following goals and policies:
 - **Land Use Goal 1.** Focus current and future planning on infill and redevelopment of existing Urban Growth Areas.
 - **Land Use Goal 4.** Coordinate with other jurisdictions, tribal governments, agencies, special districts, and property owners to ensure coordinated and compatible land use planning and utilize Urban Growth Area Management Agreements with cities, as feasible.
 - **Land Use Goal 6.** Direct development to designated Urban Growth Areas consistent with projected population growth, Growth Management Act and Countywide Planning Policies while considering development patterns that reduce sprawl, use urban land more efficiently, and that incorporate feasible, innovative and sustainable practices.
 - **Land Use Policy 41.** When updating code pertaining to industrial lands ensure industrial land uses are a priority in order to prevent commercial encroachment.
 - **Land Use Goal 14.** Foster rural businesses and business opportunities on designated commercial and industrial lands in the rural area, while balancing protection of rural character.
 - **Economic Development Policy 3.** Provide a diverse mix and appropriate range of commercial, industrial and business land uses that will encourage economic activity capable of providing living-wage jobs and reasonably scaled to the needs of the community.
 - **Economic Development Goal 2.** Support and develop new methods of insuring sustainable business development that create living wage jobs and economic opportunities consistent with local and regional plans.
 - **Economic Development Policy 9.** Encourage mixed use developments within commercial districts that will enhance the visual, economic, and environmental quality of these areas and improve the transition between commercial and residential districts.
 - **Economic Development Policy 12.** Continue to develop, revise and provide for periodic review of development standards, the zoning code and related ordinances to build a streamlined, understandable, consistent and predictable building, land use and development application procedure.

3. Audience

There are several audiences – individuals and agencies – that will participate in the Zoning Use Table Update, and each will become engaged in the process in different ways:

- **General Public:** residents, landowners, and business owners in unincorporated Kitsap County.

- **Elected and Appointed Officials:** Kitsap County Board of Commissioners, Planning Commission, and Hearing Examiner.
- **Service Providers:** Port Districts, Kitsap Transit, Kitsap Public Utility District, etc.
- **Community Organizations and Committees:** Kitsap County Citizen Advisory Committees, Chamber of Commerce, Department Advisory Group (DAG), Kitsap Economic Development Alliance (KEDA), Kitsap Alliance of Property Owners (KAPO), Kitsap Builders Association (KBA), Futurewise, Washington Environmental Council, etc.
- **State, Regional, Tribal, and Local Governments:** Puget Sound Regional Council, Kitsap Regional Coordinating Council, the Suquamish Tribe, the Port Gamble S'Klallam Tribe, the cities of Bremerton, Port Orchard, Poulsbo, and Bainbridge Island, and Washington State Department of Commerce.

4. Outreach & Engagement Approach

The Department will kick-off the project with a county-wide survey that will guide the development of an initial proposal for public consideration. The primary means of public participation will be the survey, presentations, workshops, open houses, and public hearings before the Planning Commission and Board of County Commissioners. Recognizing that not all interested parties can attend public meetings, alternative means of outreach and engagement are proposed, such as electronic project announcements, a project website, and online comment form, to broaden awareness and participation. The initial proposal will be refined by the County's Planning Commission and Hearing Examiner during three (3) work study sessions prior to presenting a final draft proposal for further public consideration. The following tools will be employed to achieve widespread and ongoing involvement:

- County-wide Survey & Events
 - The Department will distribute a county-wide survey to guide the development of an initial proposal for public consideration. The survey will assess the level of community support for allowing land uses within certain zones.
 - The Department will conduct project kick-off presentations with various community groups to create awareness about the project, county-wide survey, and opportunities for the public to participate throughout the process.
 - Workshops will be hosted by the Department in various locations across Kitsap County to further refine the draft proposal prior to it moving forward to the Planning Commission and Board of County Commissioners for public consideration.
 - The Department will host an open house prior to public hearings before the Planning Commission and Board of County Commissioners.
- Meetings
 - The Department will facilitate three (3) work study sessions with the County's

Hearing Examiner and Planning Commission to refine the Department's initial proposal. These meetings are open to the public but written and verbal comment will not be accepted.

- The Planning Commission will hold a public hearing prior to making a recommendation on the draft proposal. Written and verbal comment will be accepted at the public hearing.
- The Board of County Commissioners will hold a second public hearing on the final draft proposal prior to adoption. Written and oral comment will be accepted at the public hearing.

- County staff
 - Department staff will be available for in-person meetings and via phone or email to answer questions about the project or obtain feedback from interested parties.
 - Interested parties are encouraged to invite the Department to community events or meetings if they would like to obtain more information about the project or provide feedback during the development phase.

- Website
 - A project website (Online Open House) will include project information for public review and opportunities to participate and comment throughout the project.
 - An online comment form will be available throughout the development and consideration of the draft proposal.

- Notifications
 - The Department will build and maintain an interested party notification list that will receive project announcements when opportunities exist to attend community events or to provide public comment.
 - The Department will complete the State Environmental Policy Act (SEPA) review process which includes opportunities for the public to provide comments on the proposed alternatives and its possible environmental impacts.
 - Public notices will be posted in the Kitsap Sun and on the County website prior to public hearings before the Planning Commission and Board of County Commissioners.

5. Process



6. Project Schedule

Date	Purpose
May 10, 2019	Internal project team kick-off
May 13, 2019	Board briefing to review work plan
May 13 – May 31	Develop county-wide survey & outreach and engagement materials
May 21, 2019	Planning Commission briefing to review work plan
June 3, 2019	Board briefing to review survey & final outreach plan
June 3 – June 28, 2019	Distribute county-wide survey & conduct kick-off presentations with interested parties
June 17 – July 12, 2019	Develop initial draft proposal based on the results of county-wide survey
July 15, 2019	Board briefing to review the initial draft proposal
July 16 – August 20, 2019	Facilitate three (3) work study sessions with the County's Hearing Examiner and Planning Commission to refine the initial draft proposal
August 26, 2019	Board briefing to review Planning Commission draft
September 2 – September 20, 2019	Community workshops to refine the initial draft proposal developed by the Department & Planning Commission
September 25, 2019	Board briefing (DCD Update) to review final draft proposal
September 20 – October 7, 2019	Department analysis of final draft proposal (staff report & SEPA)
October 14, 2019	Board briefing to review Department recommendation
October 15, 2019	Planning Commission work study to review final draft proposal
November 19, 2019	Planning Commission open house & public hearing
December 3, 2019	Planning Commission deliberations & tentative recommendation
December 16, 2019	Board briefing to provide update on Planning Commission public hearing
December 17, 2019	Planning Commission recommendation (if necessary)
January 7, 2020	Planning Commission adoption of Findings of Fact
January 22, 2020	Board work study to review final draft Ordinance
January 27, 2020	Board open house & public hearing
February 12, 2020	Board work study to review public comment
February 24, 2020	Board deliberations & tentative adoption
March 9, 2020	Board adoption (if necessary)