

KITSAP COUNTY PLANNING COMMISSION

Zoom Webinar

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Dial In: 253-215-8782

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January 17, 2023 @ 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), Alan Beam, Joey Soller, Kari Kaltenborn-Corey, Richard Shattuck, Jonathan Tudan, Steven Boe, Aaron Murphy, Stacey Smith (Vice Chair)

Department of Community Development (DCD) Staff present: Caitlin Schlatter, Colin Poff, David Kinley, Izzy Lotz, Scott Diener, Carla Lundgren, Amanda Walston (Clerk)

Other Kitsap County Staff present: 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 12/6/2022 continued to next regular meeting

E. 2023 Planning Commission Elections

- Chair Phillips reviews standard practice guidelines for elections and opens the floor to nominations for Chair.
- **NOMINATION:** Richard Shattuck nominates Joe Phillips for the position of Chair
- **SECOND**
- Mr. Phillips accepts the nomination

- 1 • Chair Phillips calls twice for additional nominations for Chair; hearing no more,
2 calls for the vote for Chair.
- 3 • **VOTE: Unanimous in favor of electing Joe Phillips as 2023 Chair of**
4 **the Planning Commission – Motion carries**
- 5 • **Joe Phillips is elected 2023 Chair of the Planning Commission**
- 6 • Chair Phillips calls for nominations for the position of Vice Chair
- 7 • **NOMINATION:** Chair Phillips nominates Richard Shattuck for the position of
8 Vice Chair
- 9 • **SECOND**
- 10 • Chair Phillips calls twice for additional nominations for Chair; hearing no
11 more, calls for the vote for Vice Chair.
- 12 • **VOTE: Unanimous in favor of electing Richard Shattuck as 2023 Vice**
13 **Chair of the Planning Commission.**
- 14 • **Richard Shattuck is elected 2023 Vice Chair of the Planning**
15 **Commission.**

16 **5:40 pm**

17 **F. General Public Comment**

- 18 • **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- 19 • **Chair Phillips** calls again for speakers; as there are no other speakers; **closes**
20 **the floor to general speakers.**

21 **5:41 pm**

22 **G. Briefing: 2024 Comprehensive (Comp) Plan Update, Preliminary Alternatives**
23 **Development – Eric Baker, Kitsap County Deputy Administrator and Colin Poff,**
24 **Department of Community Development (DCD) Planning Supervisor**

- 25 • Mr. Baker provides a brief overview, referencing a visual presentation of the
26 project to date, noting the process must conclude before September 21, 2024;
27 meetings held with the public and stakeholders to discuss the Comprehensive
28 Plan (Comp Plan) and meaning for the community.
- 29 • Mr. Baker discusses alternatives development, with considerations including
30 Growth and Housing Targets; noting Kitsap’s role is to ensure capacity for
31 people and jobs; now focusing on housing, including supply as well as types
32 and affordability; substantial focus coming on multi-family housing, not just
33 apartments but also multiplexes, tri-homes, townhome, mini-households; state
34 requires all jurisdictions plan for and provide for future housing for all income
35 brackets; this will lead to planning and developing ways to increase Urban
36 Growth Areas (UGAs) and Town Centers.

- 1 • Mr. Baker notes reclassification requests have included items such as rural
2 zoning changes, requests for reversion to older zoning types and density
3 changes that are no longer legal; this will be difficult as current, updated
4 zoning does not accommodate for these types.
- 5 • Mr. Baker notes Major Policy Changes and Incentives include finding ways to
6 relax regulations to encourage easier development in areas such as downtown
7 Kingston and Silverdale; could include property tax waivers for a number of
8 years or expedited permit processing for certain desirable housing and types in
9 identified areas.

10 **5:49 pm**

- 11 • Mr. Baker discusses alternative options, including:
 - 12 • No Change (Alternative 1)
 - 13 • Compact Growth/Urban Center Focus (Action Alternative 2); finding
14 ways to bring jobs and people to those downtown centers; seeking a
15 center with 24/7 activity, instead of standard 9am – 9pm activity
 - 16 • Dispersed Growth Focus (Action Alternative 3); biggest change, as
17 trends show Kitsap’s past efforts have not resulted in increased
18 growth in downtown centers, but has seen Single Family Residence
19 (SFR) growth; requires more focus on increasing UGA land area
 - 20 • **QUESTION:** Mr. Shattuck notes past planning and setting aside areas
21 for Urban Development without having a market to support it; how to
22 balance looking ahead to 2026 – 2034 while not ignoring what people
23 are willing to buy and support now?
 - 24 • **ANSWER:** Mr. Baker notes County is looking at how to
25 encourage the market to provide for these habitat types; good
26 amount of multi-family housing in other areas of Silverdale and
27 in cities with substantial changes in development patterns with
28 more multi and attached family housing; looking at incentives in
29 property tax, permitting and code relaxation for higher buildings
30 or densities without additional land use processing; Kingston’s
31 downtown Seattle ferry service, and Silverdale’s new primary
32 hospital of area should also help bring jobs and senior housing;
33 also cognizance to not transfer areas to downtown urban areas,
34 which Kitsap has been dinged for in the past.
 - 35 • Mr. Baker notes if planning for greater land use intensities in
36 areas like Kingston and Silverdale near the mall, existing
37 infrastructure, medical care, transit will have to be a required
38 part of that alternative; or if planning to expand UGAs, some
39 potential locations looking to come into and redevelop in the
40 UGA could include Island Lake area, old Christian Camp, and a

1 3rd large parcel up north; also notes some properties already in
2 UGA but were not calculated for residential growth could have
3 potential for residential and employment growth, some
4 examples are Dickey Pit or bringing in the last Arborwood phase.

5 **6:02 pm**

- 6 • Mr. Baker notes upcoming meetings, including Tribal discussions, two
7 additional Work Studies with the PC to review the Preliminary
8 Alternatives and solicit comments; no public hearing is planned for
9 the PC, but feedback from the PC will be provided and incorporated
10 into what is taken to the Board of County Commissioners (BoCC); for
11 planned public meetings, two will be Zoom with open Q & A sessions
12 and one standard in-person Open House with stations broken into
13 alternative where people can engage and visit where they want;
- 14 • Mr. Baker notes none of these alternatives are final decisions; this is
15 for the BoCC to determine which three alternatives will advance to go
16 through environmental review, with roads, sewers, population, and
17 cost components identified.
- 18 • **QUESTION:** Chair Phillips asks why there will be no PC Public Hearing.
 - 19 • **ANSWER:** Mr. Baker notes the PC is not making a recommendation at
20 this stage, as it is only the BoCC selection of preliminary alternatives
21 to be moved forward for more in-depth analysis and review; once we
22 arrive at the preferred alternative stage, then there will be a full PC
23 hearing and recommendation; the intent here is to keep the PC
24 informed, engaged and providing feedback leading up to the BoCC
25 selections;
 - 26 • Chair Phillips is concerned about eliminating a step and opportunity
27 for the Public to share their opinions.
 - 28 • Mr. Baker notes a hearing would have to take place after the 2nd PC
29 meeting, and before the BoCC hearing; suggests Special Meeting on
30 2/28/23; PC agrees that a public hearing is desired.
- 31 • **QUESTION/ANSWER:** Ms. Smith notes Citizen Advisory Committees (CACs) and
32 groups that actually live in affected areas should be contacted, with emphasis
33 on how to bring their opinions forward; Mr. Baker will reach out and ask CACs
34 to send representatives to a PC meeting to share their opinions; Ms. Smith
35 asks, and Mr. Baker confirms, there is a Central Kitsap (Silverdale area) CAC.
- 36 • Mr. Shattuck notes property owners being up or down zoned based on
37 Alternative 3 BoCC vote should be given as much time and information as
38 possible throughout the process; Mr. Baker agrees, noting BoCC is only
39 selecting which alternatives advance to environmental impact review phase.

- 1 • PC Clerk will request room reservation for 2/28/23, confirm by next meeting.
- 2 • **QUESTION/ANSWER:** Mr. Shattuck asks, and Mr. Baker confirms, site specific
- 3 applications will not be considered individually in in this Comp Plan Update, to
- 4 instead be rolled into Alternatives as a combined package, for consideration
- 5 without additional land use permitting and legislative process; any requests
- 6 that cannot be rolled into the alternatives will be added to a future list.

7 **6:22 pm**

8 **BREAK**

9 **6:28 pm**

10 **H. Briefing: Critical Areas Ordinance Update** – Colin Poff, DCD Planning Supervisor &
11 Carla Lundgren, DCD Planner

- 12 • Mr. Poff provides a brief overview, referencing a visual presentation of the
- 13 project to date; this is a Department of Commerce (Commerce) requirement
- 14 and coincides with the same schedule as the Comp Plan; this is a required 8-
- 15 year periodic review; last update was final in 2017; all edits relate to Kitsap
- 16 County Code (KCC) Title 19, Critical Areas Ordinance (CAO).
- 17 • Mr. Poff reviews the Purpose, including alignment with Best Available Science
- 18 (BAS), consistency with Comp Plan and Development, clarification for
- 19 improved usability and predictability for applicants and review staff; noting
- 20 some revisions will be required and some will be recommended revisions
- 21 based on suggestions from internal staff, external stakeholders and project
- 22 consultants (Watershed Company).
- 23 • Mr. Poff notes Critical Areas (CAs) include wetlands, critical aquifer recharge
- 24 areas, fish & wildlife habitat and conservation areas, frequently flooded areas,
- 25 geo- hazard areas such as erosion or landslide risks.
- 26 • Mr. Poff reviews Project Objectives including compliance with WA State
- 27 mandates, consideration of BAS or new information since the last update in
- 28 2017, technical guidance received for each type of CA, integration of CA
- 29 regulations with other County efforts, including Comp Plan Amendment.
- 30 • Mr. Poff review some examples of topics, including use of correct wetland
- 31 rating system and manual, bugger mitigation management to achieve the
- 32 required concept of No Net Loss, priority habitats and species, climate change
- 33 impacts and mitigation and monitoring requirements; also reviewing BAS and
- 34 requirements under the Growth Management Act (GMA) and criteria under
- 35 Washington Administrative Code (WAC).
- 36 • Mr. Poff reviews Public Participation Plan (PPP), including outreach methods,
- 37 virtual and in-person presentations and likely open house, announcement and
- 38 noticing methods; noting Technical Advisory Groups (TAGs) are being created
- 39 now, aim to be made up of individuals who really engage and go deep into the

1 work and are very familiar with these topics, such as State Agencies, Tribes,
2 Community Groups, Subject Matter Experts and internal staff.

- 3 • Mr. Poff reviews Project timeline, noting Phase 1 with BAS review and initial
4 PPP coming in next three months; Phase 2 Technical CAO development, after
5 details and scope have been defined coming in quarters 2 and 4 of 2023; Phase
6 3 Review and Adoption process taking place throughout all of 2024; Project
7 Milestones include: PC and BoCC briefings in January 2023, BAS documentation
8 in March 2023, Commerce checklist complete in March 2023, TAG meetings in
9 April – November 2023 and Full Summary availability in December 2023; Carla
10 Lundgren will lead the project, contact information provided.

11 **6:45 pm**

12 **I. General Public Comment**

- 13 • **Chair Phillips opens the floor** to speakers wishing to provide testimony.
14 • **Chair Phillips** calls again for speakers; as there are no other speakers; **closes**
15 **the floor to general speakers.**

16 **6:45 pm**

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

- 18 • DCD Organizational Update: Jeff Rimack, DCD Director, provides an update on
19 reorganization, shifting to three arms of planning including Land Use/Current
20 Long Range and Natural Resources, with a supervisor for each and a Planning
21 Manager over all; Development Engineering has its own Supervisor reporting
22 directly to Assistant Director David Kinley.
23 • Ms. Smith asks about workforce and workload capacity; Mr. Rimack reviews
24 recent positions filled and posted, noting an expected slowdown or dip in
25 numbers instead ended up in a large volume bump in commercial and SFR.
26 • Mr. Murphy thanks staff for staying late and sharing the calendar and vision.
27 • Ms. Smith thanks Chair Phillips and Vice Chair Shattuck for leadership in 2023.

28 **Meeting adjourned by unanimous consent.**

29 **Time of Adjournment: 6:52 pm**

30 **Minutes approved this** 7th **day of** February **2023.**

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32
33 
34 **Joe Phillips, Planning Commission Chair**

35 
36 **Amanda Walston, Planning Commission Clerk**