

2026

# Administrative Code Updates

Planning Commission Work Study

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June 2, 2026



**KitsapCounty**

Department of Community Development

# Background

## 2026 Code Edits

- DCD updates code annually
- Edits are intended to move quickly through the adoption process
- Edits that are more “substantive” may fall off the list and be addressed another time

# Objectives

## 2026 Code Edits

- Eliminate or reduce conflicting provisions of code
- Add clarity to existing sections of code without changing meaning or intent of language
- Create more predictability and certainty in development standards and the permit review process
- Create an efficient system to catalog and organize previous and new code edits initiated by County staff or the public
- Codify certain Director's Interpretations

# Timeline

## 2026 Code Edits

We  
are  
here

### May 2026

- Planning Commission Briefing
- SEPA DNS Submitted 5/26/26



### June 2026

- Public Comment period begins 6/1/26
- Planning Commission Work Study
- Draft Ordinance
- SEPA comment period closes 6/10/26
- Public Hearing
- Public comment period closes 6/16/26



### July 2026

- Deliberations and Finding of Fact



### August – September 2026

- Board of County Commissioners Briefing and Work Study
- BOCC Public Hearing
- 60 Day Notice of Intent to Adopt



### October 2026

- Adoption

# Proposed Edits

## 2026 Code Edits

### Administrative Edits

- 17.110.504 “Multiple-family” definition
- 17.415.115 Correcting grammar of the allowed use standards of “Club”
- 17.415.395 Correcting grammar of the allowed use standards of “Places of Worship”
- 17.440 Master Planning Code Removal
- 17.495.020 Tree canopy requirements clarification
- 17.495.030 Deciduous tree credit updating math
- 22.400.135 Correcting a reference error

# Proposed Edits, continued

## 2026 Code Edits

### Director's Interpretations:

- 17.530 Director's Interpretation – Wireless Communications Facilities (cell towers)
- 17.570.050(D) Director's Interpretation – Replacement of certain nonconforming homes

# Title 17 - Zoning

## 17.110.504 Multiple-Family Definition

“Multiple-family” means a building or portion thereof containing three or more dwelling units constructed with units above other units or side-by-side units, and designed for occupancy by three or more families.



# Title 17 - Zoning

## 17.415.115 Allowed Use Standards Club

In rural protection (RP), rural residential (RR), or parks (P) zone, all buildings and activities shall be set back a minimum of fifty feet from a side or rear lot line. In all other zones, the minimum setback shall be and thirty-five feet ~~in all other zones from a side or rear lot line~~.



# Title 17 - Zoning

## 17.415.395 Allowed Use Standards Places of Worship

In the rural protection (RP) or rural residential (RR) zones, all buildings and activities shall be set back a minimum of fifty feet from a side or rear lot line. In all other zones, the minimum setback shall be and thirty-five feet ~~in all other zones from a side or rear lot line~~.



# Title 17 - Zoning

## 17.440 Master Planning

Removal of entire chapter of code.



# Title 17 - Zoning

## 17.495.020 Tree Canopy Requirements Clarification

Tree canopy requirements shall apply to commercial uses, subdivision of land, or single-family and multi-family development creating four or more developable lots or units or on a property of one-half acre or more within unincorporated urban growth areas.



# Title 17 - Zoning

## 17.495.030 Tree Canopy Deciduous Tree Credit Update

On a seven thousand five-hundred-square-foot lot in ULR zone (three credits needed) with one twenty-four-inch DBH tree, one twelve-inch DBH tree, and two six-inch DBH trees, the minimum tree unit credits are met by retaining the twenty-four-inch DBH tree only, or retaining the twelve-inch DBH tree and ~~one~~both of the six-inch DBH trees, or remove all trees on site and plant ~~six~~three new deciduous or three new conifers to meet the minimum tree density units for the lot.



# Title 22 – Shoreline Master Program

## 22.400.135 Correcting a Reference

1. Siting Accessory Structures. Accessory structures may be sited within the shoreline structure setback area; provided, that they do not substantially obstruct the view of adjacent principal buildings and they comply with applicable buffer provisions. Fences six feet or less, unenclosed decks eighteen inches or less from average grade, and structures less than ten feet in height from grade level and under two hundred square feet do not constitute view blockage but are still subject to the other provisions of this title including vegetation conservation buffers. Water-oriented storage structures that meet the requirements in ~~Section 22.400.120(D)(1)(e)~~ 22.400.120(D)(1)(f) do not constitute a view blockage.



# Director's Interpretation – Cell Tower

## Interpretation

A division of land conducted pursuant to RCW 57.18.040 (8) for the purposes of leasing land for facilities providing personal wireless services is exempt from minimum lot size requirements established by KCC provided the owner meets certain requirements.



# Director's Interpretation – Cell Tower

## 16.04.050 – Land Division and Development General Provisions Applicability and Exemptions

H. A division for the purpose of leasing land for facilities providing personal wireless services while used for that purpose. For the purposes of this subsection “personal wireless services” means any federally licensed personal wireless service; and “facilities” means unstaffed facilities that are used for the transmission or reception, or both, of wireless communication services including, but not necessarily limited to, antenna arrays, transmission cables, equipment shelters, and support structures. The division shall comply with Kitsap County Code Title 17 ‘Zoning’; and



# Director's Interpretation – Cell Tower

## 17.530.060(A) – Zoning Wireless Communication Facilities Regulations

### 7. Leasehold Division of Property

a. Subject to meeting all other requirements of this chapter an applicant may divide land in accordance with RCW 58.17.040(8) to prepare a leasehold interest in property where a wireless communications facility (WCF) is proposed. Such division shall be a Type 1 permit action by DCD. A leasehold division may result in a parcel exempt from minimum lot sizes established by KCC 17.420, provided:

i. The owner provides a binding assurance that the leasehold parcel shall be aggregated with one or more of the other parcels that were modified by the leasehold division, upon (a) denial of land use approval required by KCC Chapter 17.530, (b) revocation of such land use approval, or (c) abandonment of use of the leasehold parcel;

ii. All other requirements, including but not limited to, KCC titles 17 Zoning, 18 Environment, 19 Critical Areas Ordinance, 21 Land Use and Development Procedures, and 22 Shoreline Master Program shall apply to the leasehold parcel; and

iii. A legally enforceable document, such as a covenant, shall be recorded. The document shall prescribe the enforceability of the leasehold parcel conditions.



# Director's Interpretation – Replacement of certain nonconforming homes

## Interpretation

Certain legal nonconforming structures may be replaced by a structure no greater than 10% of the removed structure's gross floor area when an equal-sized replacement is unavailable. Zoning variance criteria must be met.



# Director's Interpretation – Replacement of Certain Nonconforming Homes

## Interpretation – 17.570.050(D)

When requested by the applicant, the replacement square footage of a mobile or manufactured home under this section may be exceeded by no greater than 10% in size if they can demonstrate they meet the variance criteria noted in 17.105.010.



# Planning Commission Next Steps

## 2026 Code Edits

- Public Hearing June 16, 2026
- Deliberations and Finding of Fact July 7, 2026



# KitsapCounty

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