

**KITSAP COUNTY PLANNING COMMISSION**

**Zoom Webinar**

<https://us02web.zoom.us/j/87421320303>

**OR**

**Dial In: (253) 215-8782 Webinar ID: 874 2132 0303 Passcode: 397118**

**September 7, 2021 @ 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).

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Planning Commission (PC) Members present: Joe Phillips (Chair), Amy Maule (Vice Chair), Alan Beam, Kari Kaltenborn-Corey, Mike Eliason, Stacey Smith, Steven Boe, Aaron Murphy  
Department of Community Development (DCD) Staff present: Liz Williams, Amanda Walston (Clerk)

**5:30 pm**

**A. Introductions**

**B. Virtual Meeting Protocol**

**C. Adoption of Agenda**

- **MOTION:** Mike Eliason moves to adopt the agenda as presented.
- **SECOND:** Aaron Murphy
- **VOTE: 8 in Favor – 0 opposed Motion Carries**

**D. Adoption of Minutes**

- **MOTION:** Aaron Murphy moves to adopt the minutes of 8/17/21 as presented.
- **SECOND:** Steven Boe
- **VOTE: Unanimous in Favor – Motion Carries**

**E. General Public Comment**

- **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- **SPEAKER:** Bill Palmer, South Kitsap resident, President of Kitsap Alliance of Property Owners (KAPO)
- Mr. Palmer comments regarding the Zoning Use Table.

- 1 • **Chair Phillips** thanks speaker; calls for other speakers; seeing and hearing  
2 none, **closes the floor to general public comments.**

3 **5:40 pm**

4 **F. Work Study: Buildable Lands Program** – Liz Williams, Department of Community  
5 Development (DCD) Interim PEP Manager (approx. 60 min)

- 6 • Ms. Williams provides a brief review of project status, including timeline, and  
7 public participation; noting the public comment period for this report is active.
- 8 • Ms. Williams begins reviewing items, some of which include new critical area &  
9 stormwater requirements, infrastructure gap analysis, market factor or  
10 unavailable land assumptions, achievements in employment density and  
11 reasonable measures.
- 12 • Angie Silva, DCD Assistant Director notes a question received regarding dates  
13 on slides, clarifying dates refer to permit data collected between 2013 – 2020.
- 14 • In review of Residential Capacity Summary, Ms. Williams notes that while  
15 unincorporated areas are falling short of targets, when the combined capacity  
16 for associated cities and unincorporated Urban Growth Areas (UGAs), there is  
17 sufficient residential capacity to meet 2036 target.
  - 18 • Ms. Silva notes when the UGAs were originally created in 2016 they  
19 were 1500 people short of meeting targets even then; there are  
20 nuances to the numbers now as well.

21 **6:12 pm**

- 22 • **QUESTION/ANSWER:** Mr. Eliason asks, and Ms. Silva confirms, there are no  
23 Director’s Interpretations currently under appeal.
- 24 • **QUESTION/ANSWER:** Alan Beam asks, and Ms. Silva confirms, Director’s  
25 Interpretations are published and available on the main DCD website.
- 26 • Ms. Williams notes the current status of project timeline, as well as how to  
27 submit public comments: via electronic form, department website, email, or  
28 hardcopy mail; also reviews next steps in process; calls for questions
- 29 • **QUESTION:** Mr. Eliason asks, and Ms. Williams confirms, there is no statutory  
30 requirement that the PC provide any formal input or recommendation on this  
31 item; and the Board of County Commissioners (BoCC) determines the level of  
32 PC involvement.
- 33 • **QUESTION:** Mr. Beam asks about the exclusion of military and government  
34 employment number in the employment density calculations.
  - 35 • **ANSWER:** That is the guideline and limitation to the way this level of  
36 data is evaluated in this report; several jurisdictions are greatly  
37 impacted, Bremerton with the shipyards, Silverdale with Bangor as

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well as neighboring areas and commuters also.

- Employment density is a new measure and concept being evaluated; we looked at achieved floor area ratio; we can hone that data, but we have to follow the guidelines given.
- Ms. Silva notes, regarding commuters, other jurisdictions such as Whatcom, Pierce, King, Snohomish and Thurston are also required to do the same for their BLR, so they will also have to find ways to achieve their targets as well for highly impacted areas.
- QUESTION: Stacey Smith thanks staff, asks when the data might reflect that changes or impacts of 2020 – 2021 in data.
  - ANSWER: Ms. Williams notes the 2024 Comprehensive Plan (Comp Plan) will reflect some; then in 3 more years for the BLR update; Ms. Silva notes this is the 4<sup>th</sup> BLR report issued by Kitsap; with this year being the first real update since the implementation of 2017, which was the first major overhaul since the first BLR report was issued.

**6:26 pm**

**BREAK**

**6:36 pm**

**G. Work Study: Zoning Use Table Update – Liz Williams, DCD Interim PEP Manager (approx. 60 min)**

- Ms. Williams briefly presents a project overview and update, provides a brief review of project status, including timeline, and public participation; noting tonight’s Work Study will focus on the proposed Commercial changes.
- Ms. Williams reviews proposed changes, some of which include Economic Development, Encourage Public Facilities, Combine Land Uses, Add New Land Uses and Development Standards, Split Land Uses,
  - Ms. Silva notes when you have a new use never proposed before, you will see new standards that will help balance and improve predictability and provide balance for neighboring landowners and zones, etc. in the area.
- Ms. Williams continues review of proposed changes, some of which include: Economic Development, Allow select new uses in Park Zone, Ease of Use, Add/Clarify Definitions to Reduce need for Interpretation/Increase predictability, Transfer Uses from Other Code Section, Port Gamble Redevelopment Plan Appendix.
  - Of note, there are 88 new, 48 revised and 7 removed definitions in this proposal; originally there were approximately 20 footnotes were

1 proposed back in the 2016 Use table now there are over 120; The  
2 new relocation improves the ease of use and predictability

3 • Ms. Williams continues review of proposed changes, some of which include:  
4 Housing and Equity Diversity, diversify allowed housing types, align  
5 permissibility w/zone purpose & intent, revise urban ADU standards, Apply  
6 multi-family housing standards uniformly.

7 • Ms. Williams calls for specific PC questions; noting a Public Outreach meeting  
8 will be held on 9/16/21, and the Public Hearing on 9/21/2021; seeking a PC  
9 recommendation no later than December of this year, earlier if desired.

10 • **QUESTION:** Mr. Beam asks how equity is defined and what metrics are used.

11 • **ANSWER:** As mentioned in previous briefings, the Growth  
12 Management Act encourages to include and provide equity and  
13 housing choices for all economic populations; it is part of  
14 measurements defined in the BLR and Reasonable Measurements  
15 Plan

16 **7:01 PM**

17 • **QUESTION:** Kari Kaltenborn-Corey asks, regarding home business; 3 levels of  
18 parking could be required; how that decided?

19 • **ANSWER:** Ms. Williams notes it is typically determined at the project  
20 level; based on level of permit reviewed, could include factors such as  
21 number of employees or trips to site; appreciate any feedback.

22 • **QUESTION:** Ms. Kaltenborn-Corey ask for an example of what a Performance  
23 Based Development (PBD).

24 • **ANSWER:** Ms. Williams notes it typically would require a modification  
25 of the standards in the code, such as a deviation or variance to the  
26 height, or number of units that is not typical to every other  
27 development in that zone, use or area, etc.; it also must go through  
28 an additional prescribed process during permit review.

29 • **QUESTION:** Ms. Kaltenborn-Corey notes many jurisdictions are making it  
30 harder for self-storage while Kitsap seems to be expanding in some places; one  
31 instance was that it would be allowed if only for the residents of that location;  
32 such s int the lower level of building in rural area; asks for clarification.

33 • **ANSWER:** Ms. Williams notes this is only intended for rural residents  
34 living in that area; urban also has some specific requirements for  
35 residents within a particular platted development; this would also be  
36 evaluated at the project level.

37 • Ms. Kaltenborn-Corey asks about how to monitor or enforce  
38 limitations or access to residents living within the area.

- 1 • Ms. Williams acknowledges it does present enforcement challenges,  
2 but intent is to meet the needs of residents in the area; it would be  
3 evaluated as part of the plat request with limits tied to the plat and  
4 subdivision being proposed.
- 5 • **Ms. Williams notes recent and upcoming outreach; public comment period**  
6 **can be extended at the public hearing, but approved motion by the PC.**
- 7 • Mr. Eliason suggests at the Public Hearing, based on the number of speakers  
8 present, a motion to extend testimony time limit to 5 minutes each could be  
9 made

10 **7:10 PM**

11 **H. General Public Comment**

- 12 • **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- 13 • **Chair Phillips** calls for speakers; seeing and hearing no other, **closes the floor**  
14 **to general speakers.**

15 **I. For the Good of the Order/Commissioner Comments**

- 16 • Amy Maule questions whether allowing interactive chat with attendees should  
17 be allowed during meetings; finds it distracting, difficult to follow both the  
18 meeting and presentation and give attention to comments coming in at the  
19 same time.
- 20 • Mr. Murphy asks what the protocol is during other public meetings.
- 21 • Chair Phillips notes it is a Public Meeting, but not a Public Hearing.
- 22 • Ms. Silva notes similar to BoCC work study, etc. if staff is able to  
23 provide answers or information to questions without disrupting the  
24 meeting, they do. Staff reviews the chat during the public comment,  
25 etc.
- 26 • Clerk, Amanda Walston, concurs with Ms. Silva, noting most  
27 interactions should be with staff as a sidebar; not necessarily in the  
28 form of answering Question & Answer sessions regarding topic or  
29 content regarding the work study at hand or in progress.
- 30 • There is no expectation of an interactive exchange back and forth  
31 between members of the PC and the public.
- 32 • The Chat panel should not be viewed as a dialogue/conversation  
33 avenue, but more often as a way for Staff to provide technical  
34 assistance, or to provide additional information/documents, etc.
- 35 • If staff believes can be responded to easily or should be relayed, they  
36 can present it later during an appropriate time to the PC.

Kitsap County Planning Commission Minutes – September 7, 2021

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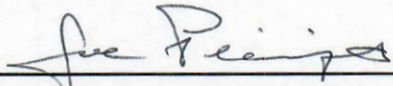
- Staff will also provide that same level of information/service to the PC as well; if not on a higher level, since they are panelists and the Work Study/public meeting is a meeting of their legislative body;
- Mr. Eliason & Mr. Boe note attendees appreciate having staff answer questions and provide answers.

**7:20 pm**

- Mr. Beam asks when in-person meetings may resume.
  - Clerk notes additional technical testing still needs to take place; noting when meetings do take place, they will not be the same format as pre-COVID, new modifications will be in place and it will be a hybrid format; looking at late October earliest.
- **MOTION:** Mike Eliason moves to adjourn the meeting.
- **SECOND:** Aaron Murphy
- **VOTE: Unanimous in Favor; 0 Opposed – Motion Carries**

**Time of Adjournment: 7:27 pm**

**Minutes approved this 19th day of October 2021.**



**Joe Phillips, Planning Commission Chair**



**Amanda Walston, Planning Commission Clerk**