

KITSAP COUNTY PLANNING COMMISSION

Dial In: 253-215-8782

Webinar ID: 835 7103 1669

Passcode: 391916

September 2, 2025 @ 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: Alan Beam (Chair), David Vliet (Vice Chair), Adrienne Hampton, Richard Shattuck, Ashlee Hall, Kaleb Nelson, Kathy Meysenburg, Danielle Douthett

Planning Commission Members absent: Tami Bowen

Department of Community Development (DCD) Staff present: Cecilia Olsen

5:30 pm

A. Introductions

B. Virtual Meeting Protocol

C. Adoption of Agenda

- **MOTION:** Richard Shattuck moves to approve 9/2/25 agenda as presented.
- **SECOND** Ashlee Hall.
 - **VOTE:** Unanimous in Favor – Motion Carries.
- **Agenda adopted by unanimous consent.**

D. Adoption of Minutes

- Minutes of 7/15/2025.
- **MOTION:** Kaleb Nelson moves to approve 7/15/25 minutes as presented.
- **SECOND** Adrienne Hampton.
 - **VOTE:** Unanimous in Favor – Motion Carries.

5:34 PM

E. General Public Comment

- **Chair Beam** opens the floor to speakers wishing to provide testimony.
- **SPEAKER:** Bill Palmer, South Kitsap Resident, President KAPO

- Mr. Palmer comments about cancelled Planning Commission meetings.
- DCD Assistant Director Cecilia Olsen responds to Mr. Palmer.
- **Chair Beam calls again for speakers; as there are no other speakers; closes the floor to general speakers.**

5:36 PM

F. Public Hearing: 2025 Standards for Sanitary Sewer Construction Update - Anthony Burgess, Public Works Department Capital Projects Manager (approx. 45 minutes)

- Mr. Burgess gives a presentation on the 2025 Standard for Sanitary Sewer Construction Update. See staff presentation for full content.
- **MOTION: Alan Beam moves to begin the 2025 Standards for Sanitary Sewer Construction Update Public Hearing.**
- **SECOND –**
- **Chair Beam opens the floor to speakers wishing to provide testimony.**
- **Chair Beam calls again for speakers; as there are no other speakers; closes the floor to speakers.**

5:47 PM

G. General Public Comment

- **Chair Beam opens the floor** to speakers wishing to provide testimony.
- **Chair Beam** calls again for speakers; as there are no other speakers; **closes the floor to general speakers.**

H. For the Good of the Order/Commissioner Comments

- **QUESTIONS/COMMENTS**
- Ms. Hall comments about the 2025 Standards for Sanitary Sewer Construction Update. Ms. Hall asks about combining the 2025 Standards for Sanitary Sewer Construction Update Deliberations and Findings of Fact.
- Mr. Shattuck appreciates the work done by Public Works for the 2025 Standards for Sanitary Sewer Construction Update.
- **MOTION: Richard Shattuck moves to close the 9/2/25 Planning Commission meeting.**
- **SECOND: Ashlee Hall**

Meeting adjourned by unanimous consent.

Time of Adjournment: 5:50 pm

Kitsap County Planning Commission Minutes – September 2, 2025

1 Minutes approved this 21st day of October 2025.

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Alan Beam, Planning Commission Chair

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A handwritten signature in blue ink, appearing to read "Clara Jewell", written over a horizontal line.

Clara Jewell, Planning Commission Clerk

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