



# Kitsap County Department of Community Development

## Planning Commission Meeting Agenda

(Subject to Change)

**TUESDAY, March 18, 2025 – 5:30 PM**

**Kitsap County Administration Building – Commissioners' Chambers**

619 Division Street, Port Orchard WA

**Planning Commission meetings are conducted in a hybrid format. Commissioners and staff may participate in the meeting in person or remotely.**

The public is invited to view and/or participate in the meeting by attending in-person  
OR remotely through one of the following options:

**To Stream Online only (via BKAT Feed, with no interaction possible):**

<https://bremerton.vod.castus.tv/vod/?live=ch1&nav=live>

**To Join the Zoom Meeting, members of the public are invited to click the link below:**

<https://us02web.zoom.us/j/81316423596>

**Dial In: 253-215-8782 Webinar ID: 813 1642 3596 Passcode: 527353**

- A. Introductions
- B. Virtual Meeting Protocol
- C. Adoption of Agenda
- D. Adoption of Minutes
  - 3/4/2025
- E. [General Public Comment](#)
- F. Briefing: **Housing Targets** - Colin Poff, DCD Planning Supervisor (approx. 25 mins)
- G. Briefing: **2025 Administrative Code Edits** - Colin Poff, DCD Planning Supervisor (approx. 25 mins)
- H. Briefing: **Pre-Approved ADU Plan Set Project** - Heather Cleveland, DCD Planner (approx. 30 mins)
- I. [General Public Comment](#)
- J. **For the Good of the Order / Commissioner Comments**

### Upcoming Planning Commission – Regular Meetings:

- Tuesday, April 1, 2025, 5:30 pm – Kitsap County Commissioners' Chamber & Virtual/Hybrid (details TBD)
- Tuesday, April 15, 2025, 5:30 pm – Kitsap County Commissioners' Chamber & Virtual/Hybrid (details TBD)

### Upcoming Board of County Commissioners – Regular Meetings:

- Monday, March 24, 2025, 10:00 am – Kitsap County Commissioners' Chamber & Virtual/Hybrid (details TBD)
- Monday, April 14, 2025, 5:30 pm – Kitsap County Commissioners' Chamber & Virtual/Hybrid (details TBD)

The audio recording from this meeting is posted two days after above date at:

<https://spf.kitsapgov.com/dcd/Pages/PlanningCommission.aspx>



# Kitsap County Department of Community Development

## Kitsap County Planning Commission

**Welcome and thank you** for participating in our local government processes.

The Kitsap County Planning Commission is an advisory body that shall “assist the planning department in carrying out its duties, including assistance in the preparation and execution of the comprehensive plan and recommendations to the planning department for the adoption of official controls and/or amendments thereto” (RCW 36.070.040; Kitsap County Resolution 60- 1961, Sec 2), and which acts as the research and fact finding agency of the County. Further, the Planning Commission will conduct hearings “and shall make findings of fact and conclusions there from which shall be transmitted to the Department which shall transmit the same to the board with such comments and recommendations it deems necessary” (KC Resolution 60- 1961, Sec 3).


### Important Requests

Out of respect for people speaking and listening, please mute all microphones, cell phones and any other electronic devices prior to entering a meeting – and when not actively speaking. Also, to allow for an audible record, please refrain from conducting conversations with other members of the audience or staff during the meeting. If testifying, approach the microphone, and state your name and area of residence for the record.

### Planning Commission Guidelines for Effective Public Testimony

For members of the public wishing to comment during Public Meetings or Hearings during designated public comment times (i.e., public hearing and general comment), the following options are available:

#### For Internet Users

Please click on the raise hand feature  to signal that you would like to comment. The sound will be unmuted, and the Internet participant should announce her or his name. The participant will be called upon to speak at the appropriate time.

#### For Call-In Users

Please dial \*9 on your keypad to signal that you would like to comment. The last four digits of the call-in number will be announced, and the sound unmuted. Call-in participants should announce their First and Last name before speaking. Call-in participants will be called upon to speak at the appropriate time and sound will be unmuted.

Call-in participants may need to dial \*6 to unmute their phone.

#### Written Comments

Written comments will be provided to the Planning Commission and presenting staff members prior to the meeting if received in office or via email to presenting staff and/or [cjewell@kitsap.gov](mailto:cjewell@kitsap.gov) by 2 pm on the day prior to the meeting.

Comments received after 2 pm the day prior to the meeting will still be forwarded for consideration, but the Planning Commission and staff may not have had a chance to review it before the meeting.

To ensure written public comments are read at the proper meeting, written statement should include:

- The date of the meeting the written comments are intended for;
- Participant’s First and Last Name;
- Whether the participant lives in Kitsap County/town or city of residence; and
- Agenda Item and/or subject the written comments refer to.

#### General Comment

For general comment each member of the public is limited to two (2) minutes of Internet, call-in, or written comments. For public hearings three (3) minutes is allowed. These times are subject to change based on number of participants and time reserved.

At the discretion of the meeting Chair, public comment that is overly repetitive or inappropriate (vulgar, disruptive, etc.) will be ended.

Kitsap County does not discriminate on the basis of disability. Individuals who require accommodations at this meeting, or who require this information in a different format, should contact the ADA Coordinator at (360) 337-5777 (voice) or (TDD) (360) 337-7275 or (800) 816-2782. Please provide one weeks’ notice for accommodations, if possible.