



## Executive Summary for Planning Commission

**Issue Title:** 2018 Comprehensive Plan Amendment Docket Resolution  
**Meeting Date:** February 20, 2017  
**From:** Peter Best, Planner – Department of Community Development

**Action Requested at this Meeting:** No action requested. This briefing is to update the Planning Commission on the annual Comprehensive Plan amendment process for 2018.

### Background

#### **Project Summary**

The Board of County Commissioners has opened the annual Comprehensive Plan amendment process for 2018. The scope for the amendment process is determined by the Board through the adoption of a docket resolution. The initial docket resolution determines what types of County-sponsored amendments will be developed as well as what types of applications can be submitted by interested parties. All amendments (including alternatives, if applicable) will get developed through various processes. The Board will conduct a preliminary review of all amendments and may consider changing the scope of the process through a final docket resolution. The final docket of amendments will be analyzed by staff and put forward for consideration by the public, Planning Commission, and the Board.

#### **Process to Date & Public Engagement**

The Department is maintaining an [Online Open House](#) for this process (Attachment 1), which provides:

- Full archive of the process and documents to date
- Current status and documents, as well as any participation or comment opportunities
- Upcoming process and anticipated opportunities for participation

A public outreach and engagement effort was conducted in support of developing the initial docket resolution (see Attachment 2). Additional public outreach and engagement efforts will be conducted throughout the year.

#### **Adopted Initial Docket of Amendments**

Below is a summary of the Comprehensive Plan amendments listed in the adopted initial docket resolution (Attachment 3).

## **County-Sponsored Amendments**

The following are the amendments being developed by County Departments:

1. Updates to the Non-motorized Facilities Plan
2. Review of the Comprehensive Plan policies and development regulations related to the Kingston Urban Village Center (UVC)
3. Minor adjustment to the boundary for the George's Corner limited area of more intensive rural development (LAMIRD)
  - This amendment is specifically limited to a minor adjustment of the LAMIRD boundary in southeast corner of the LAMIRD (subject area shown in Attachment 3).
  - The purpose of this amendment is to improve alignment of the LAMIRD boundary with (1) critical areas and (2) platted parcel boundaries consistent with the commercial purpose of the LAMIRD.
  - This adjustment should result in no net change in the overall size of the LAMIRD.
4. Updates to Public Facility Designations and Park Classifications
  - The purpose of this amendment is to allow land use designations and zoning classifications to be kept up to date to reflect acquisition and disposal of public facility and park property.
5. Updates to the Parks, Recreation, and Open Space Plan
6. Review and revise, as needed, policies regarding affordable housing in Kitsap County.

## **Site-Specific Amendment Applications**

The initial docket resolution allows for the submittal of site-specific amendment applications for the following areas of consideration:

- A. Changing the land use designation to Mineral Resource Overlay (MRO) on property outside urban growth areas
- B. Changing the land use designation to Forest Resource Lands (FRL) on property outside urban growth areas
- C. Changing the land use designation on property within urban growth areas for the purpose of infill and redevelopment

Site-specific amendments within urban growth areas require the acquisition of transferable development rights (TDRs) at the ratios adopted by Resolution 217-2017 (Attachment 4).

A total of 5 site-specific amendment applications (Attachment 5) were submitted during the 4-week application period (1/9/2018 – 2/6/2017).

## **Schedule**

The schedule for this annual Comprehensive Amendment process is summarized in Attachment 6. In March/April 2018, the Board will complete a preliminary review of the County-sponsored amendments as well as any applications submitted and, if desired, revise the scope of the amendment process by adopting a final docket resolution. The Planning Commission is currently scheduled to consider the final docket of amendments in July, August, and September.

## **Attachments**

1. Online Open House (as of 2/5/2018)
2. Summary of public outreach and engagement
3. Initial docket Resolution 246-2017
4. TDR brochure and Resolution 217-2017
5. Site-specific amendment application list
6. Summary schedule for 2018 Comprehensive Plan amendment process



Kitsap County

Kitsap > DCD > Annual Comprehensive Plan Amendment Process for 2018

## Annual Comprehensive Plan Amendment Process for 2018



**Kitsap County is  
NOW ACCEPTING APPLICATIONS**

Comprehensive Plan Amendments to:  
 Add Forest Resources Lands  
 Add Mineral Resource Lands  
 Change Urban Land Designations/Zoning

**Apply Online**  
 January 9, 2018 - February 6, 2018 (4 PM)

### What is the Comprehensive Plan?

The [Kitsap County Comprehensive Plan](#) describes the 20-year vision for unincorporated Kitsap County and how that vision will be achieved. The plan covers land use, economic development, environment, housing and human services, transportation, capital facilities and utilities as well as parks, recreation, and open space. The Comprehensive Plan is mandated by the Washington State Growth Management Act (RCW 36.70A).

### How often does the Comprehensive Plan get changed?

Major Comprehensive Plan updates are mandated by the state every 8-years. The last major update of the Kitsap County Comprehensive Plan was adopted in 2016. In-between major updates, the County may choose to consider minor amendments to the Comprehensive Plan on an annual basis. The Board of County Commissioners have opened the annual Comprehensive Plan amendment process for 2018.

### SCOPING PHASE (November - December 2017)

The first phase of the process, called the scoping phase, determines what amendments will be considered in 2018. The Board of County Commissioners do this through the adoption of a docket resolution for the annual Comprehensive Plan amendment process. The docket resolution describes what types of amendments will be considered. The Board of County Commissioners adopted the initial docket ([Resolution No. 246-2017](#)) on December 27, 2017.

### What public comments were received and how were they considered?

A public comment period was open on the [staff recommended docket resolution](#) from November 27, 2017 through December 15, 2017. Oral and written public testimony was made during a public hearing on Monday, December 11, 2017. Written comments submitted in advance of the public hearing were due Sunday, December 10, 2017.

The Board of County Commissioners extended the public comment period through Friday, December 15, 2017.

Written comments were accepted:

- Online via computer or mobile device
- By email
- By mail
- Dropped off at the Department of Community Development

#### [View Public Comments with Staff Responses & Staff Recommendations](#)

All public comments were reviewed by the Board of County Commissioners. Most comments were already covered by the original staff recommended docket resolution or were already covered by the existing Comprehensive Plan and therefore did not require further amendment to the Comprehensive Plan. Based on public comments, the Board of County Commissioners added a new item to the docket resolution to review affordable housing policies.

The following are the issues raised in public comments that were not adopted into the docket resolution:

- Site-specific applications to increase residential densities in rural areas
- Various issues related to the *Hirst* decision (water right from exempt wells)

## DEVELOPMENT PHASE (January - March 2018)

The second phase of the process, called the development phase, is when most county-sponsored amendments (including alternatives, if appropriate) are developed. Since the docket resolution allows for the submittal of certain applications from interested parties, they will be developed and submitted during this phase of the process.

### **What county-sponsored amendments are in development and how can I participate?**

County-sponsored amendments include the following:

1. Updates to the Non-motorized Facilities Plan
2. Review of the Comprehensive Plan policies and development regulations related to the Kingston Urban Village Center (UVC) zone
3. Minor adjustment to the boundary for the George's Corner limited area of more intensive rural development (LAMIRD)
4. Updates to Public Facility Designations and Park Classifications
5. Updates to the Parks, Recreation, and Open Space Plan
6. Review and revise, as needed, policies regarding affordable housing in Kitsap County.

Public participation in county-sponsored amendments will vary. Most county-sponsored amendments will include specific public participation opportunities during this phase of the process. Some county-sponsored amendments may have already been developed through a separate public process and therefore won't have specific additional opportunities for public participation during this phase of the process, but there will always be public review of all proposed amendments during the consideration phase later in this process.

County-sponsored amendments will be in development through March 2018 following their own process. See the [2018 Comprehensive Plan Amendment Docket Status Update](#) to learn more about county-sponsored amendments in development and how you can participate.

**What is the purpose of a Comprehensive Plan amendment application?**

Comprehensive Plan amendment applications are how interested parties can propose legislative changes to the content of the [Kitsap County Comprehensive Plan](#), including the land use designation of property on the [Land Use Map](#). The specific types of applications that can be submitted are determined during the earlier scoping phase. All applications are reviewed against the decision criteria provided in [Section 21.08.070 of the Kitsap County Code](#).

Site-specific amendment applications are for requesting an amendment to the Kitsap County Comprehensive Plan Land Use Map that affects no more than five contiguous parcels. A site-specific amendment only affects the Comprehensive Plan Land Use Map and the Kitsap County Zoning Map - it does not affect the text of the Comprehensive Plan or Kitsap County development regulations.

**How can I submit a site-specific amendment application?**

Applications for site-specific amendments are limited to the following areas of consideration in 2018:

- Changing the land use designation to Mineral Resource Overlay (MRO) on property outside urban growth areas.
- Changing the land use designation to Forest Resource Lands (FRL) on property outside urban growth areas.
- Changing the land use designation on property within an Urban Growth Area for the purpose of infill and redevelopment.

**Applications will be accepted from 8:00 AM on Tuesday, January 9, 2018  
to 4:00 PM on Tuesday, February 6, 2018.**

**LEARN ABOUT APPLICATION REQUIREMENTS AND BEGIN YOUR APPLICATION NOW**

Application fees for 2018 will be as follows:

- \$350 staff consult meeting for site-specific applications only (non-refundable, can be credited toward the application fee)
- \$90 base fee (non-refundable)
- \$15.60 technology surcharge (non-refundable)
- \$1,560 application fee deposit (based on an estimate of the average hours to process an application; actual hours incurred will be invoiced monthly; any remaining deposit is refundable)

**What happens after I submit an application?**

Applications will be reviewed to determine if they are complete. If an application is found to be incomplete, applicants will be given an opportunity to submit a corrected application. Upon completion, the Board of County Commissioners will be briefed on the status of all Comprehensive Plan amendments and may choose to make changes to the scope of the process. (Note: Since the Comprehensive Plan amendment process is legislative, the Board of County Commissioners have full discretion over the scope of the process – they may allow all proposed

amendments to proceed through the rest of the process or adopt a revised and final docket resolution that could remove some proposed amendments from further consideration.)

### ANALYSIS PHASE (April - June 2018)

The third phase of the process, called the analysis phase, is when staff review the cumulative effects of the proposed amendments consistent with the State Environmental Policy Act (SEPA) and prepare staff reports and recommendations on each proposed amendment for consideration by the Planning Commission and Board of County Commissioners.

### CONSIDERATION PHASE (July - December 2018)

The fourth phase of the process, called the consideration phase, is when the Planning Commission and Board of County Commissioners review, and if needed, make revisions to the proposed amendments. The Planning Commission will review the proposed amendments and public comments, hold a public hearing, and make a recommendation on each proposed amendment to the Department of Community Development. The Department then forwards the Planning Commission's recommendation along with any further staff recommendations to the Board of County Commissioners. The Board of County Commissioners then reviews the proposed amendments, recommendations, and public comments, holds a public hearing, and decides to either adopt, adopt with revisions, deny, or defer each proposed amendment.

#### STAY INFORMED



Subscribe to receive  
future notifications

#### QUICK LINKS

What is the Comprehensive Plan? (coming soon)

[2018 Comprehensive Plan Amendment Docket Status Update](#)

[2018 Comprehensive Plan Amendment Schedule](#)

[2018 Comprehensive Plan Amendment Process Diagram](#)

[Current 2016 Comprehensive Plan](#)

[Comprehensive Plan Archive](#)

**PAST PROJECT MESSAGES**

[#1 Annual Process Opened](#)

[#2 Comment Period Extended](#)

[#3 Docket Adopted/Accepting Applications](#)

**CONTACT**

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Planning and Environmental Programs

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## Annual Comprehensive Plan Amendment Process for 2018

### Summary of Outreach and Engagement



The Department of Community Development (DCD) believes that outreach for this Comprehensive Plan amendment process must meet the following goals:

**Transparency** – Anyone can easily become informed about the process and access materials

**Predictability** – Processes are clearly and consistently communicated so everyone knows what to expect

**Opportunity** – Everyone can participate without significant barriers

DCD's outreach and engagement efforts strive to inform and engage interested parties through a variety of methods that exceed legally-mandate requirements. This document summarizes the level of outreach and engagement achieved during the four major phases of this process.

#### Phase 1 – Scoping (November – December 2017)

##### Estimated Outreach

~ 27,880 people and organizations received direct communications through the following methods:

- Kitsap County GovDelivery announcements (via email, SMS text, Facebook, Twitter) to:
  - Subscribers of various Kitsap County distribution lists
  - Citizen Advisory Committees (CACs)
  - Planning Commission members
  - Kitsap County Comprehensive Plan Internal Review Team members (IRT)
  - DCD Advisory Group (DAG)
  - Various local, state, federal, and tribal agencies
  - Various community organizations
  - Various trade/business organizations
- Nextdoor.com post
- Formal letter to 6 Tribes & 2 tribal organizations
- Public hearing

An unknown number of people received information through the following additional methods:

- Legal notice in Kitsap Sun newspaper (~30,000 circulation)
- Online Open House (project webpage)
- “News” headlines and graphic “ads” on Kitsap County homepage and DCD homepage
- Postcards in the Department’s Permit Center
- Postcards distributed at CAC meetings

##### Estimated Engagement

~ 51 people and organizations have engaged in the process, including

- Kingston Chamber of Commerce Stakeholders Group meeting
- Meeting with tribal staff from 2 tribes & 1 tribal organization
- Written comments
- Public hearing

## Phase 2 – Development (January 2018 - to date)

### Estimated Outreach

~ 28,618 people and organizations received direct communications through the following methods:

- Kitsap County GovDelivery announcements (via email, SMS text, Facebook, Twitter) to:
  - Subscribers of various Kitsap County distribution lists
  - Citizen Advisory Committees (CACs)
  - Planning Commission members
  - Kitsap County Comprehensive Plan Internal Review Team members (IRT)
  - DCD Advisory Group (DAG)
  - Various local, state, federal, and tribal agencies
  - Various community organizations
  - Various trade/business organizations
- Nextdoor.com post

An unknown number of people received information through the following additional methods:

- Legal notice in Kitsap Sun newspaper (~30,000 circulation)
- Online Open House (project webpage)
- “News” headlines and graphic “ads” on Kitsap County homepage and DCD homepage
- Information distributed at CAC meetings

### Estimated Engagement

~ 43 people and organizations have engaged in the process, including

- Kitsap County Non-motorized Citizen Advisory Committee
- Site-specific Comprehensive Plan amendment applicants

## Phase 3 – Analysis (TBA)

## Phase 4 – Consideration (TBA)

RESOLUTION NO. 246 -2017

**PROVIDING FOR REVIEW AND POTENTIAL AMENDMENT TO THE KITSAP COUNTY COMPREHENSIVE PLAN, LAND USE AND ZONING MAPS AND CORRESPONDING DEVELOPMENT REGULATIONS**

**WHEREAS**, the Washington State Growth Management Act (GMA), RCW 36.70A.130(5), mandates that Kitsap County's Comprehensive Plan and development regulations be reviewed and, if needed, revised at least every 8-years. The most recent Kitsap County 8-year update concluded with the adoption of the 2016 Kitsap County Comprehensive Plan on June 27, 2016 by Ordinance 534-2016; and

**WHEREAS**, the GMA, RCW 36.70A.130(1), also mandates that Kitsap County's Comprehensive Plan and development regulations be subject to continuing review and evaluation and sets forth a docketing process, RCW 36.70A.470, to accomplish this; and

**WHEREAS**, Chapter 21.08 of Kitsap County Code (KCC) implements RCW 36.70A.470 and establishes procedures for persons to propose amendments to the Comprehensive Plan; and

**WHEREAS**, KCC 21.08.030 provides that the Board of County Commissioners (Board) will establish a schedule for an annual review and potential amendment of the Comprehensive Plan including associated changes to development regulations; and

**WHEREAS**, the GMA, RCW 36.70A.130(2), and KCC 21.08.040 requires all proposed amendments to the Comprehensive Plan be considered concurrently so that the cumulative effects of the amendments can be determined; and

**WHEREAS**, the GMA, RCW 36.70A.130(1), and KCC 21.08.070 requires all Comprehensive Plan amendments to conform to both the GMA and Kitsap Countywide Planning Policies as well as be internally consistent; and

**WHEREAS**, Chapter 21.08 of Kitsap County Code describes a public participation process that complies with the GMA, RCW 36.70A.035 and RCW 36.70A.140, and provides for early and continuous public participation in the development and amendment of the Comprehensive Plan and associated development regulations; and

**WHEREAS**, on December 22, 2017, following timely and effective legal notice, the Board of County Commissioners held a public hearing to consider written and verbal testimony on the draft resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Comprehensive Plan (and associated development regulations, as necessary) will be reviewed for potential amendment in 2018 as follows:

**1. Areas of Consideration:** The following types of proposals will be considered for establishing the 2018 docket of amendments to the Kitsap County Comprehensive Plan.

**A. County-sponsored amendments:** Kitsap County departments may develop amendments to the Comprehensive Plan for the following areas of consideration.

1. Updates to the Non-motorized Facilities Plan
2. Review of the Comprehensive Plan policies and development regulations related to the Kingston Urban Village Center (UVC)
3. Minor adjustment to the boundary for the George’s Corner limited area of more intensive rural development (LAMIRD)
  - This amendment is specifically limited to a minor adjustment of the LAMIRD boundary in southwest corner of the LAMIRD (subject area shown in Attachment 1).
  - The purpose of this amendment is to improve alignment of the LAMIRD boundary with (1) critical areas and (2) platted parcel boundaries consistent with the commercial purpose of the LAMIRD.
  - This adjustment should result in no net change in the overall size of the LAMIRD.
4. Updates to Public Facility Designations and Park Classifications
  - The purpose of this amendment is to allow land use designations and zoning classifications to be kept up to date to reflect acquisition and disposal of public facility and park property.
5. Updates to the Parks, Recreation, and Open Space Plan
6. Review and revise, as needed, policies regarding affordable housing in Kitsap County.

**B. Applications from Interested Parties:** Any interested party may submit an application requesting an amendment to the Comprehensive Plan as described in this section. The following categories are established by KCC 21.08.050.

1. Text Amendment: These applications request an amendment to the language of the goals, policies, objectives, principles, or standards of any element of the Comprehensive Plan.

Applications for text amendments will not be accepted.

2. Area-wide Amendment: These applications request an amendment to the Comprehensive Plan land use map and/or zoning map that affects an area which is comprehensive in nature, and which addresses a homogeneous community, is geographically distinctive, and has the unified interest within the county, such as community, limited area of more intensive rural development (LAMIRD), or subarea plans. An area-wide amendment, unlike a site-specific amendment, is of area-wide significance, and includes many separate properties under various

ownerships. Area-wide amendments typically accompany text amendments to goals and policies of the comprehensive plan.

Applications for area-wide amendments will not be accepted.

3. **Site-specific Amendment:** These applications request an amendment to the Comprehensive Plan and/or land use map that affects no more than five (5) contiguous parcels. A site-specific amendment only affects the land use map, and not the text of the comprehensive plan or a development regulation. As required by KCC 21.08.050(C), applicants must participate in a meeting with staff prior to submitting an application for a site-specific amendment.

Applications for site-specific amendments will be limited to the following areas of consideration. Applications that would require an urban growth area boundary change will not be accepted.

- A. Changing the land use designation to Mineral Resource Overlay (MRO) on property outside urban growth areas
- B. Changing the land use designation to Forest Resource Lands (FRL) on property outside urban growth areas
- C. Changing the land use designation on property within urban growth areas for the purpose of infill and redevelopment

4. **Map Correction:** These applications request an amendment to the land use and/or zoning map to reflect the actual direction or decision of the Board of Commissioners, as documented in the record. Map corrections shall not affect goals or policies within the Comprehensive Plan text or development regulations.

Applications for map corrections will not be accepted. The Board will only consider proposals for map corrections that are proposed by the Department of Community Development and/or by the Board itself.

- C. **Other:** The Board may reconsider and revise, by amendment, the scope of this resolution to add or modify the types of applications accepted through this process if a need or inadvertent omission is demonstrated and if a full and cumulative review (including environmental review) can still be accomplished in accordance with the deadlines for review.

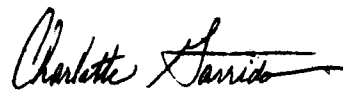
2. **Applications:** Applications shall be accepted only for the areas of consideration described in Section 1(B) of this Resolution. Applications shall be submitted on forms available from the Department of Community Development. Applications will not be considered if they are submitted late, incomplete, or do not meet the criteria described in this Resolution.

3. **Transfer of Development Rights:** Chapter 17.580 (Transfer of Development Rights) shall apply to site-specific amendments within urban growth areas as well as urban growth area expansions.

- A. **Site-specific Amendments:** Requests for site-specific amendments to Comprehensive Plan designations within urban growth areas shall require the acquisition of development rights at the ratios adopted by Resolution 217-2017, or its successor.
- 4. **Application Period:** Applications will be accepted starting January 9, 2018 and ending at close of business (4:00pm) on February 6, 2018. Staff consultation meetings regarding site-specific applications may be held prior to this application period.
- 5. **Fees:** Fees for the submittal and review of Comprehensive Plan amendment applications shall be in accordance with Department of Community Development policies and fee schedule.
- 6. **Standards of Review:** The procedures and requirements for application, review, decision, and appeal of amendments to the Comprehensive Plan are described in Chapter 21.08 of Kitsap County Code.
- 7. **Public Outreach and Participation:** Public outreach and participation will be conducted as set forth in Chapter 21.08 of Kitsap County Code and in compliance with the GMA. Such outreach may include mailings, notifications, signs, a website, and other electronic and non-electronic means appropriate to the nature and location of amendment requests. Existing or new advisory committees will be consulted and public meetings will be conducted, as appropriate to the nature and location of requested amendments. Public hearings will also be conducted by the Planning Commission and the Board of County Commissioners. Individuals, organizations, businesses, tribal governments, government agencies, and others are invited to provide input and comment on any proposed changes to the Comprehensive Plan and, if applicable, associated development regulations.

DATED this 27<sup>th</sup> day of December, 2017.

KITSAP COUNTY BOARD OF COMMISSIONERS



Charlotte Garrido, Chair

ATTEST:



*for* Dana Daniels

Dana Daniels  
Clerk of the Board

NOT PRESENT

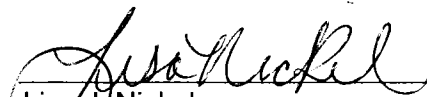
Robert Gelder, Commissioner



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Edward E. Wolfe, Commissioner

Approved as to form:

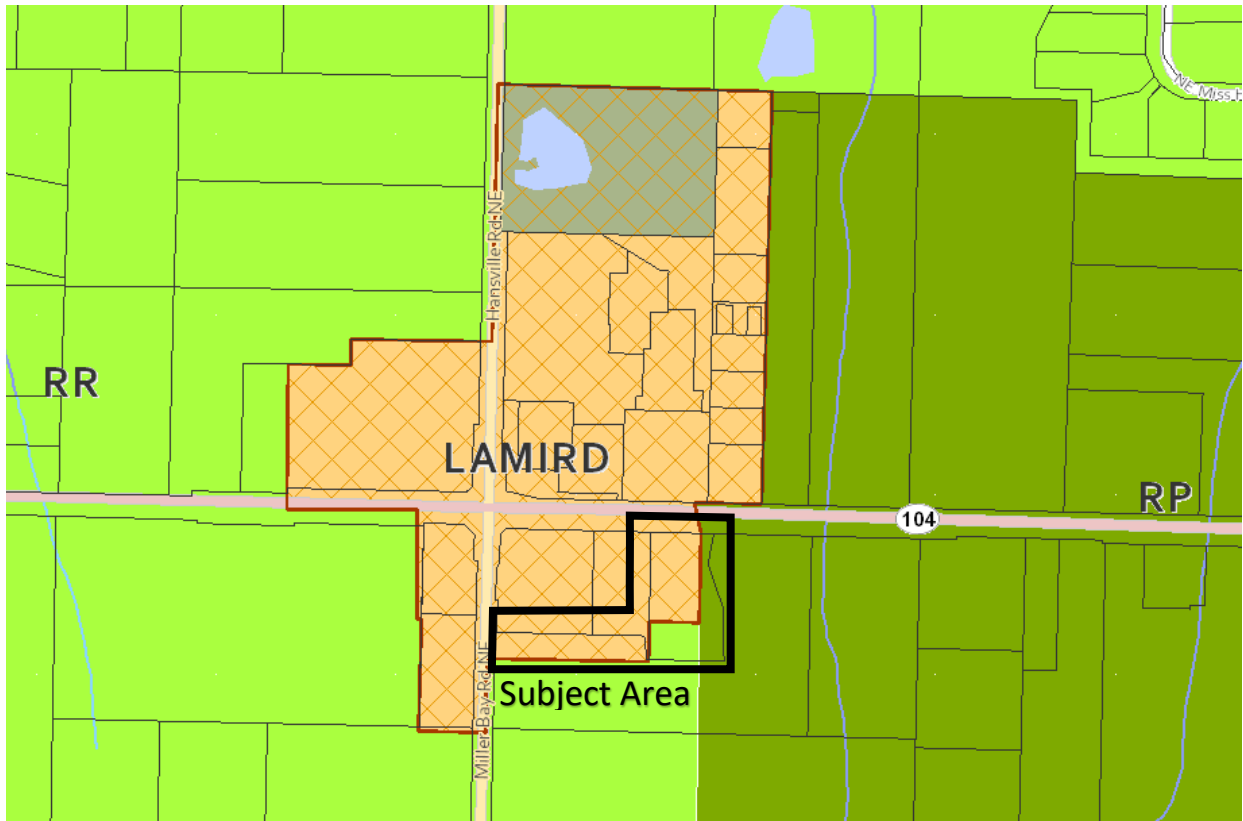


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Lisa J. Nickel  
Deputy Prosecuting Attorney

Attachment 1

The following map depicts the geographic scope of the area subject to the minor adjustment to the boundary for the George’s Corner limited area of more intensive development (LAMIRD).



Affected Parcels

Tax Parcel ACCT #	Land Owner
272702-2-046-2004	KINGSTON CORNERS LLC
272702-2-047-2003	BROUGHTON WILLIAM H





# BROCHURE # 109

## Transfer of Development Rights (TDR) Program

### WHAT IS THE TRANSFER OF DEVELOPMENT RIGHTS (TDR) PROGRAM?

The sale and purchase of a TDR Certificate is a real estate transaction wherein the development potential is removed from one property and transferred to another. The TDR program uses market drivers to reduce the development of rural lands, considered “sending” sites, and redirect development to more suitable lands within Urban Growth Areas, known as “receiving areas”, that are appropriate for more intense development.

### WHY USE THE TRANSFER OF DEVELOPMENT RIGHTS (TDR) PROGRAM?

The program is designed to:

- Conserve rural “sending sites” that provide public benefit in the form of food, timber, open space, and outdoor recreation
- Reduce future development on undersized lots in rural areas
- Ensure the efficient use of taxpayer money. The cost of roads, water, sewer, schools, police coverage, and fire coverage increases if development occurs over a larger area.
- Develop “receiving sites” as livable urban communities by increasing the potential for:
  - walkable and compact neighborhoods
  - mixed-use development projects
  - office and hotel buildings in urban centers

- variety of housing types in urban areas to help with housing affordability

### WHO USES THE TRANSFER OF DEVELOPMENT RIGHTS PROGRAM?

- Rural landowners, conservation groups
- Urban landowners, developers, builders

### HOW DOES THE PROGRAM BENEFIT RURAL LANDOWNERS?

- Leave a legacy, land is protected forever
- Retain ownership and use of rural property
- Maximize financial return while protecting rural values
- Possibly reduce property taxes

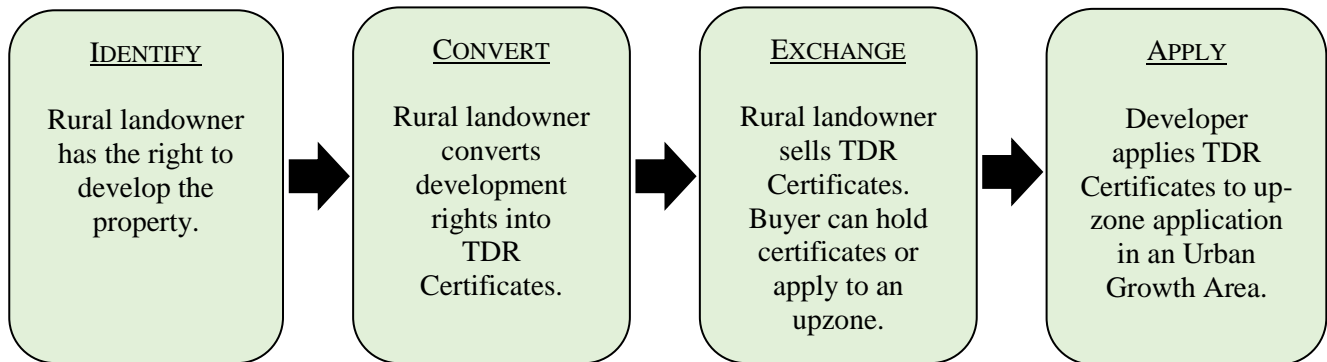
### HOW DOES THE PROGRAM BENEFIT BUILDERS?

- Build sustainably, make projects more “green”
- Increases number of units or square footage allowed
- Possibly increase project profits and achieve economies of scale

### WHERE CAN I FIND MORE DETAILED INFORMATION ABOUT THE PROCESS?

Program materials are in development. For more detailed information, or if you are considering a comprehensive plan amendment or Transfer of Development Rights please contact Darren Gurnee, Planner, at (360) 337-5777 or by email at [dqurnee@co.kitsap.wa.us](mailto:dqurnee@co.kitsap.wa.us)

### TRANSFER OF DEVELOPMENT RIGHT (TDR) PROCESS DIAGRAM



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RESOLUTION NO 217-2017

**A RESOLUTION ESTABLISHING EXCHANGE RATES FOR TRANSFER OF DEVELOPMENT RIGHTS**

**WHEREAS**, Kitsap County adopted a transfer of development rights program as part of its 2006 10-Year Comprehensive Plan Update; and

**WHEREAS**, this program established sending and receiving rights and ratios for development rights in unincorporated Kitsap County; and

**WHEREAS**, this program was approved as a reasonable measure intended to preserve rural areas while focusing growth in Kitsap County Urban Growth Areas; and

**WHEREAS**, to improve the functionality of the program and to focus rural preservation efforts, the program was updated in the 2016 Comprehensive Plan update; and

**WHEREAS**, this update requires Kitsap County to approve exchange rates for the transfer of development rights; and

**WHEREAS**, such approval shall come in the form of an approved Board of Commissioners' resolution.

**NOW, THEREFORE, BE IT RESOLVED**, that the Kitsap County Board of Commissioner establishes the following exchange rates for transfer of development rights within unincorporated Kitsap County consistent with Chapter 17.580 Kitsap County Code as shown on Exhibit A.

## Exhibit A: Exchange Rates for Transfer of Development Rights

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### Sending sites.

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To receive certificate(s) for any development rights, all sending sites must meet the requirements of chapter 17.580 Kitsap County Code ("KCC"). Development rights must be certified under KCC 17.580.090 prior to their transfer.

Table 1a. Calculating sending site ratios establishes the development right ratios for specific sending sites in Kitsap County's rural areas. The specific site types include:

- A. Properties within Farming Areas as delineated on the adopted Kitsap County Strategic Agricultural Plan: Appendix E, which includes the following four maps:
  - a. North Kitsap;
  - b. Central Kitsap;
  - c. West Kitsap; and
  - d. South Kitsap;
- B. Open Space Acquisition Areas/properties within the Rural Wooded Zone as established in Chapter 17.120 Kitsap County Code;
- C. Properties of sizes that do not conform to the minimum lot size of their zone; and
- D. Other rural properties located outside of urban growth areas or within limited areas of more intense rural development ("other rural areas").

### Receiving Areas.

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#### Rezoning:

When required, applications for rezoning must include one (1) development right per acre of land included in the application. For this calculation, the acreage of the rezoning submittal shall be rounded up to the nearest acre (e.g. 1.1 acres would be calculated as 2 acres).

#### Comprehensive Plan Designation Amendments:

In accordance with Section 17.580.080 Kitsap County Code, development rights purchased for a site-specific amendment may also count towards any future rezoning request within the new designation.

When required, requests for amendments to Comprehensive Plan designations within urban growth areas must acquire a development right(s). The ratios of development rights required are based on the current comprehensive plan designation as compared to the designation requested. For this calculation, the acreage of the rezoning submittal shall be rounded up to the nearest acre (e.g. 1.1 acres would be calculated as 2 acres).

(See Table 1b. Development Rights Required for Comprehensive Plan Designation Amendments)

<b>Sending Site Type</b>	<b>Development Potential (# dwelling units)</b>	<b>Development Rights Allowed for Transfer (credits)</b>
Farming Areas	1	4
Open Space Acquisitions Areas	1	4
Properties smaller than the minimum lot size for their zone	1	3
Other Rural Areas	1	1

		<b>TO</b>					
		Urban Low – Density Residential (per acre)	Urban Medium-Density Residential (per acre)	Urban High-Density Residential (per acre)	Urban Low Intensity Commercial (per acre)	Urban High Intensity Commercial (per acre)	Urban Industrial (per acre)
<b>F R O M</b>	Urban Low-Density Residential (per acre)	0	1	2	2	3	2
	Urban Medium-Density Residential (per acre)	0	0	1	2	3	2
	Urban High-Density Residential (per acre)	0	0	0	1	2	1
	Urban Low Intensity Commercial (per acre)	0	0	0	0	2	1
	Urban High Intensity Commercial (per acre)	0	0	0	0	0	0
	Urban Industrial (per acre)	0	0	1	1	2	0

To increase legibility, page 3 of the scanned image of the adopted resolution was replaced.  
No content has been altered.

DATED this 27<sup>th</sup> day of November, 2017.

**BOARD OF COUNTY COMMISSIONERS**

**KITSAP COUNTY, WASHINGTON**



*Charlotte Garrido*

CHARLOTTE GARRIDO, Chair

*Robert Gelder*

ROBERT GELDER, Commissioner

*E. Wolfe*

EDWARD E. WOLFE, Commissioner

ATTEST:

*Dana Daniels*

Dana Daniels, Clerk of the Board

Unofficial Copy



**Kitsap County**  
**Annual Comprehensive Plan Amendment Process for 2018**  
**Submitted Site-Specific Amendment Applications**



Case #	Property Owner	Applicant	General Location	Tax Acct #	Acres	Requesting Change from Designation/Zone	Requesting Change to Designation/Zone	Required TDRs <sup>1</sup>
18-00369	Lois Richardson	Karen Timken	Central Kitsap UGA	232501-4-019-2000 232501-4-064-2004	2.15	Urban Low-Density Residential/Urban Restricted (1-5 DU/Ac)	Urban High Intensity Commercial/ Commercial (10-30 DU/Ac)	9 TDRs (Ratio=3)
18-00431	Ueland Tree Farm LLC	Mark Mauren	Rural Central Kitsap	242401-4-005-1008 242401-4-006-1007 242401-4-007-1006 242401-4-008-1005 192401-3-005-2005	100	Forest Resource Lands/ Forest Resource Lands (1 DU/40 Ac)	Mineral Resource Overlay/Forest Resource Lands (1 DU/40 Ac)	n/a
18-00490	Roland Culbertson	Kitsap Reclamation & Materials, Inc	Rural South Kitsap	292401-4-029-2003 292401-4-005-2001	69.23	Rural Protection/Rural Protection (1 DU/10 Ac)	Mineral Resource Overlay/Rural Protection (1 DU/10 Ac)	n/a
18-00495	Ace Paving Co; Port Orchard Sand & Gravel Co	Mark Kuhlman	Silverdale UGA	192501-2-008-2003 192501-2-009-2002 192501-2-003-2008 182501-3-012-2006	109.28	Urban Industrial/ Industrial & Mineral Resource Lands/Industrial	Urban Low-Density Residential/Urban Low Residential (5-9 DU/Ac)	n/a
18-00528	Hanley Property LLC	Bill Palmer	Port Orchard UGA	312402-1-037-2004 312402-1-038-2003 312402-1-039-2002	1.03	Urban High-Density Residential/Urban High Residential (19-30 DU/Ac)	Urban High Intensity Commercial/ Commercial (10-30 DU/Ac)	4 TDRs (Ratio=2)

<sup>1</sup> Acquisition of transferable development rights (TDRs) are required for certain site-specific Comprehensive Plan amendments as specified in Resolution 246-2017 at ratios adopted by Resolution 217-2017. Required TDRs are calculated by first rounding up acres (i.e. 2.15 acres rounds up to 3 acres) and then multiplying by the applicable ratio.

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2018 Comprehensive Plan Amendment (CPA) Schedule

		2018												Outcomes		
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
<b>General Phasing</b>	Scoping															Overall scope and process are defined
				Development												Amendments are fully developed (including alternatives, if applicable)
					Analysis											Individual and cumulative effects are understood
	CPA Docket		ID			FD				Consideration						Community input and policy deliberations lead to well-reasoned decisions <i>(ID) Initial Docket; (FD) Final Docket</i>
	CPA Application Period			4-weeks												Interested parties submit applications
	County Proposal Process															County-sponsored proposals developed, with public engagement
	SEPA & Staff Reports															Cumulative effects analyzed and staff recommendations
	Comment Period/Open House									30+ days						Communities are informed and comment on CPAs
	PC Work Study															PC understands CPAs and staff recommendations
	PC Public Hearing															PC understands CPAs and reviews staff recommendations
	PC Recommendation															PC receives public comment and deliberates
	BoCC Work Study															PC deliberates and makes recommendation
	BoCC Public Hearing															BoCC receives public comment and deliberates
	BoCC Decision															BoCC deliberates and adopts CPA ordinance
	Communications		*			*		*	*	*	*	*	*	*	*	Transparent access to information; Communities understand process

**Acronyms**

- BoCC: Board of County Commissioners
- CPA: Comprehensive Plan Amendment
- PC: Planning Commission
- SEPA: State Environmental Policy Act

1/16/2018