



Executive Summary

Issue Title: 2022 Administrative Code Edits
Meeting Date: July 19, 2022
Time Required: 20 Minutes
Department: Department of Community Development (DCD)
Attendees: Colin Poff, Jim Rogers

Action Requested at This Meeting: No action necessary – status update.

Background:

The Kitsap County Community Development Department proposes to do Administrative or “housekeeping” edits to the Kitsap County Code (KCC). Edits may be related to KCC Titles 16, 17, 18 and 21.

The purpose of this project is to make minor, administrative edits, and will not address substantive changes to the code.

Staff are briefing the Board of Commissioners on July 20, 2022 of this project. Staff has begun drafting redline changes to code, and a summary of changes will be available for review in August, prior to a Planning Commission work study. An announcement will also be sent out to the general public at that time – no public outreach has yet been conducted for this project.

Scope:

The scope of this project is limited to minor edits that will not materially change the intent or substance of any existing code. The objectives of this project include:

- 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.

DCD will develop revisions based on suggestions that were previously received from internal staff and external stakeholders. DCD intends to review administrative edits on an annual basis.

Next Steps:

- July 20 - Board of County Commissioners Briefing
- August 16 - Planning Commission Work Study
- September 6 - Planning Commission Public Hearing
- October 24 - Board of County Commissioners Work Study
- November 14 - Board of County Commissioners Public Hearing
- Adoption by Board in December 2022