

A photograph of a lush forest with various green plants and trees. A semi-transparent white box with a black border is centered over the image, containing the title text.

**Kitsap County  
Planning Commission  
Annual Report  
2023**

## Introduction

This report summarizes the work conducted by the Kitsap County Planning Commission for calendar year 2023.

The Kitsap County Planning Commission is established by state law and supported by county resolution. It provides recommendations to the County's Department of Community Development (DCD) regarding the County's Comprehensive Plan, development codes, and land use policies.

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 department for the adoption of official controls and/or amendments thereto" (RCW 36.70.040).

The Planning Commission conducts 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" (Kitsap County Resolution 60-1961).

The Planning Commission's regularly scheduled public hearings or work study sessions are held, in a hybrid format, on the first and third Tuesday of every month at 5:30pm. Planning Commissioners, staff, presenters, and the public may attend meetings or hearings in-person, at the Kitsap County Administration Building, Commissioner's Chambers, 619 Division Street, Port Orchard, Washington and also via real-time, virtual attendance, or telephonically, as well as broadcast viewing options provided through partnership with Bremerton Kitsap Access Television (BKAT). The Planning Commission may also hold public hearings and study sessions at other times and locations as needed.

## Kitsap County Planning Commission Members

<b>Commissioner</b>	<b>Term Ends</b>	<b>District</b>
<b>Aaron Murphy</b>	12/31/2026	North Kitsap District 1
<b>Joe Philips, Chair</b>	12/31/2024	North Kitsap District 1
<b>Joey Soller</b>	12/31/2024	North Kitsap District 1
<b>Jonathan Tudan</b>	12/31/2026	South Kitsap District 2
<b>Kari Kaltenborn</b>	12/31/2024	South Kitsap District 2
<b>Stacey Smith</b>	12/31/2024	South Kitsap District 2
<b>Alan Beam</b>	12/31/2025	Central Kitsap District 3
<b>Steven Boe</b>	12/31/2024	Central Kitsap District 3
<b>Richard Shattuck</b>	12/31/2025	Central Kitsap District 3

*Clerk of the Planning Commission: Amanda Walston*

## Key Actions Taken in 2023

### **Review and Analysis of Proposed Legislation**

- Reviewed proposed updates to the County's Comprehensive Plan
- Reviewed proposed updates to the County's Critical Areas Ordinance
- Reviewed proposed code revision regarding Countywide Planning Policies
- Reviewed three proposed Open Space Applications

### **Training and Informational Presentation**

- Received Information and training from the County Prosecutor's Office regarding the Role & Background of the Planning Commission in Kitsap County, as well as information on the Growth Management Act and associated case law.

## Chronological Summary (Meeting minutes linked under meeting dates)

### 2023 Meetings

Date	Topic	Summary
<a href="#">January 3, 2023</a>	<i>CANCELLED</i>	
<a href="#">January 17, 2023</a>	Briefing: 2024 Comprehensive Plan (Comp Plan) Update & Preliminary Alternatives Development	Briefing, Q & A session with County Administration and DCD Staff
	Briefing: 2024 Critical Areas Ordinance (CAO) Update	Briefing, Q & A session with DCD staff
<a href="#">February 7, 2023</a>	Work Study: 2024 Comp Plan Update Preliminary Alternatives Development	Work Study, Q & A session with County Administration and DCD Staff
<a href="#">February 21, 2023</a>	Public Hearing: 2024 Comp Plan Update Preliminary Alternatives Development	19 public comments received at hearing
<a href="#">February 28, 2023</a> <i>(SPECIAL MEETING)</i>	Deliberations & Recommendation: 2024 Comp Plan Update & Preliminary Alternatives Development	Recommendation rendered to DCD
<a href="#">March 7, 2023</a>	<i>CANCELLED</i>	
<a href="#">March 21, 2023</a>	Briefing: 2024 CAO Update	Briefing, Q & A session with DCD staff
<a href="#">April 4, 2023</a>	Work Study: 2024 Comp Plan Update Preliminary Alternatives Development	Work Study, Q & A session with County Administration and DCD Staff
<a href="#">April 18, 2023</a>	2023 Training Presentation: Role & Background on Planning Commission; Growth Management Act and Case Law	Training Presentation, Q & A with County Prosecutor's Office and Planning Commissioners
<a href="#">May 2, 2023</a>	<i>CANCELLED</i>	
<a href="#">May 16, 2023</a>	<i>CANCELLED</i>	
<a href="#">June 6, 2023</a>	Work Study: Lawrence Open Space Application #23-01029	Work Study, Q & A session with DCD staff
	Public Hearing: Lawrence Open Space Application #23-01029	No public comments received at hearing
	Deliberations, Recommendation & Findings of Fact: Lawrence Open Space Application #23-01029	Findings of Fact adopted

## 2023 Meetings

Date	Topic	Summary
<i>June 20, 2023</i>	<i>CANCELLED</i>	
<i>July 4, 2023</i>	<i>CANCELLED (Holiday)</i>	
<a href="#"><u>July 18, 2023</u></a>	Briefing: 2024 CAO Update	Briefing, Q & A session with DCD staff
<i>August 1, 2023</i>	<i>CANCELLED (County Elections)</i>	
<i>August 15, 2023</i>	<i>CANCELLED</i>	
<a href="#"><u>September 5, 2023</u></a>	Briefing: 2024 Comp Plan Update	Briefing, Q & A session with County Administration and DCD staff
	Briefing: 2024 CAO Update	Briefing, Q & A session with DCD staff
<a href="#"><u>September 19, 2023</u></a>	Work Study (x2): Lane Open Space Application #22-05890 & Dent Open Space Application #22-00065	Work Study, Q & A session with DCD staff
	Public Hearing (x2): Lane Open Space Application #22-05890 & Dent Open Space Application #22-00065	No public comments received at hearing
<a href="#"><u>October 3, 2023</u></a>	Deliberations, Recommendation & Findings of Fact (x2): Lane Open Space Application #22-05890 & Dent Open Space Application #22-00065	Findings of Fact adopted
	Briefing: 2024 Comp Plan Update	Briefing, Q & A session with County Administration and DCD staff
<a href="#"><u>October 17, 2023</u></a>	Briefing: 2024 Comp Plan Update	Briefing, Q & A session with County Administration and DCD staff
<i>November 7, 2023</i>	<i>CANCELLED (County Elections)</i>	
<a href="#"><u>November 21, 2023</u></a>	Briefing: Countywide Planning Policies (CPPs) & Housing Allocation Amendment	Briefing, Q & A session with DCD
	Briefing: 2024 Comp Plan Update	Briefing, Q & A session with County Administration and DCD staff
<i>December 5, 2023</i>	<i>CANCELLED</i>	
<i>December 19, 2023</i>	<i>CANCELLED</i>	