



## Executive Summary

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**Issue Title:** 2018 Comprehensive Plan Amendment Docket  
**Meeting Date:** March 28, 2018  
**Time Required:** 45 Minutes  
**Department:** Community Development  
**Attendees:** Louisa Garbo, Jim Bolger, Dave Ward, Peter Best

### Action Requested at this Meeting:

- Review the status of Comprehensive Plan amendments currently in development; and
- Adopt a final docket resolution if the Board decides to change the docket (changes are recommended).

### Summary

- The Board opened the annual Kitsap County Comprehensive Plan amendment process for 2018. The scope for the amendment process is defined through a docket resolution.
- The initial docket resolution ([Res. 246-2017](#), adopted on 12/27/2017) determined which County-sponsored amendments would be developed in 2018 as well as what types of applications would be accepted from interested parties.
- The six County-sponsored amendments are currently on-track to meet the schedule for the annual amendment process. Four of the five site-specific amendment applications that were submitted are also on-track, while one application is not likely meet the schedule for the annual amendmewnt process. (See Attachment 2)
- The Board is now asked by the Department to review the status of all eleven amendments and consider potential changes to the docket (see below and Attachment 2). Any changes will require the adoption of an amended docket resolution, which would be the final docket (Attachment 1).
- The final docket of amendments, once fully developed, will undergo further analysis (SEPA & individual staff reports) and then consideration by the public, the Planning Commission, and the Board.

## **Recommendations**

The Department recommends adding the following County-sponsored amendment:

- Limited textual amendments as may be needed to improve the clarity of the Comprehensive Plan without changing the intent of the Plan.

The Department recommends removing the following site-specific amendments:

- #18-00495 (Ace Paving Co; Port Orchard Sand & Gravel Co)
- #18-00528 (Hanley Property LLC)

The above recommendations have been incorporated into the proposed final docket resolution (Attachment 1).

## **Schedule**

The schedule has not changed since the Board's work study on 11/22/2017 (see Attachment 3). The Board is currently scheduled to consider the final docket of amendments in October, November, and December.

Action by the board on the final docket today is necessary for the annual amendment process to remain on track for Board adoption in December and avoid impacting the next annual Comprehensive Plan amendment cycle in 2019.

## **Attachments**

1. Proposed final docket resolution
2. Staff Report - Annual Comprehensive Plan Amendment Process for 2018 Final Docket (3/20/2018)
3. Summary schedule

**RESOLUTION NO. \_\_\_\_ -2018**

**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 11, 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; and

**WHEREAS**, on December 27, 2017, the Board of County Commissioners adopted an initial docket for the annual Comprehensive Plan amendment process by Resolution 246-2017; and

**WHEREAS**, on March 28, 2018, the Board of County Commissioners reviewed the status of County-sponsored amendments in development and site-specific amendment

applications submitted under the scope of the initial docket (Resolution 246-2017) and decided to make revisions to the docket.

**NOW, THEREFORE, BE IT RESOLVED:**

1. **Areas of Consideration:** The annual amendments to the Comprehensive Plan (and associated development regulations, as necessary) considered for 2018 will be as follows.
  - A. **County-sponsored amendments:** Kitsap County departments shall develop and analyze the following amendments to the Comprehensive Plan for further consideration pursuant to Kitsap County Code (KCC) Chapter 21.08.
    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 Exhibit 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.
    7. Limited textual amendments as may be needed to improve the clarity of the Comprehensive Plan without changing the intent of the Plan.
  - B. **Applications from Interested Parties:** The Kitsap County Department of Community Development shall analyze the site-specific applications listed in Table 1 for further consideration pursuant to Kitsap County Code (KCC) Chapter 21.08.

Table 1: Site-specific Applications

Case #	Landowner	Existing Designation/Zone	Requested Designation/Zone
<b>Changing the land use designation to Mineral Resource Overlay (MRO) on property outside urban growth areas</b>			
18-00431	Ueland Tree Farm LLC	Forest Resource Lands/Forest Resource Lands (1 DU/40 Ac)	MRO/Forest Resource Lands (1 DU/40 Ac)
18-00490	Culbertson	Rural Protection/Rural Protection (1 DU/10 Ac)	MRO/Rural Protection (1 DU/10 Ac)
<b>Changing the land use designation to Forest Resource Lands (FRL) on property outside urban growth areas</b>			
<i>No applications submitted</i>			
<b>Changing the land use designation on property within urban growth areas for the purpose of infill and redevelopment</b>			
18-00369	Richardson	Urban Low-Density Residential/Urban Restricted (1-5 DU/Ac)	Urban High Intensity Commercial/Commercial (10-30 DU/Ac)

- 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. Transfer of Development Rights:** Chapter 17.580 (Transfer of Development Rights) shall apply to site-specific amendments. Site-specific amendments within urban growth areas shall require the acquisition of development rights at the ratios adopted by Resolution 217-2017, or its successor.
  - 3. 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.
  - 4. 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 \_\_\_\_\_ day of \_\_\_\_\_, 2018.

KITSAP COUNTY BOARD OF  
COMMISSIONERS

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Robert Gelder, Chair

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Edward E. Wolfe, Commissioner

ATTEST:

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Dana Daniels  
Clerk of the Board

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Charlotte Garrido, Commissioner

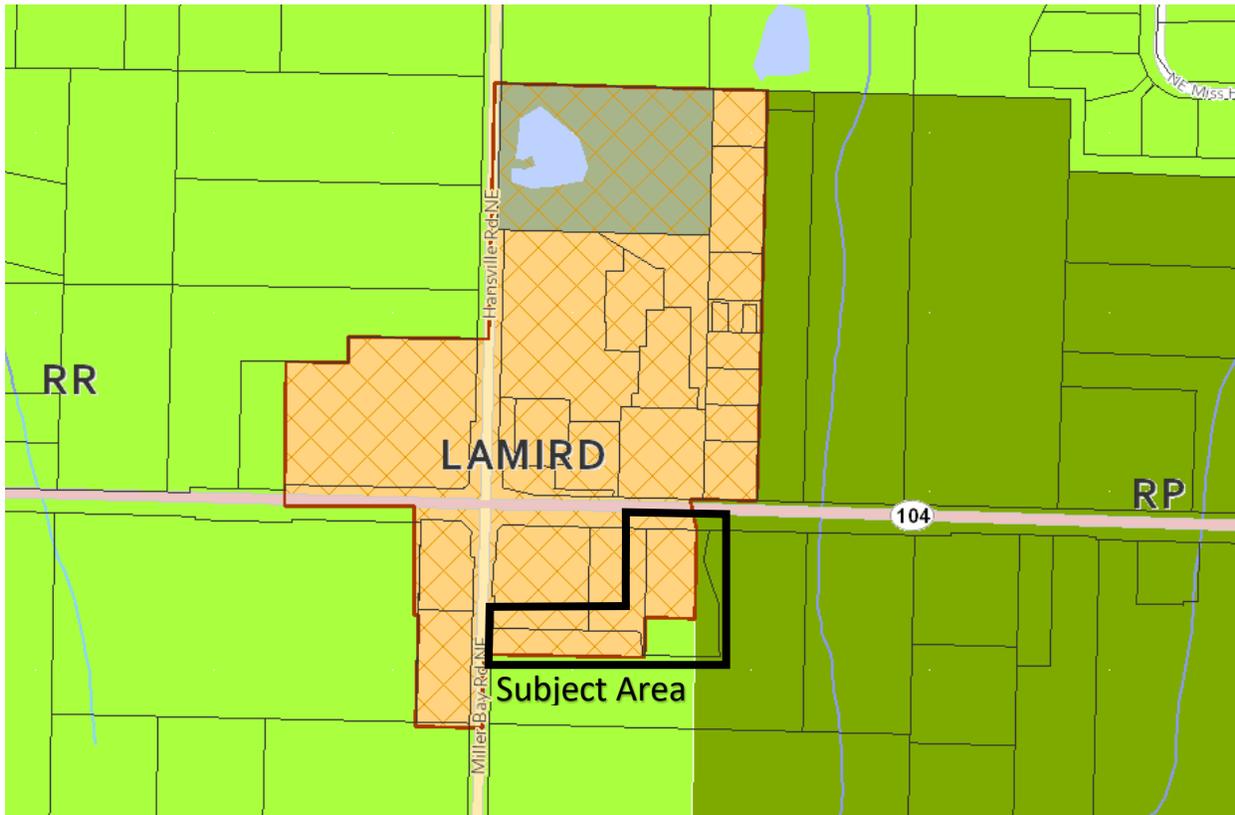
Approved as to form:

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Lisa J. Nickel  
Deputy Prosecuting Attorney

**Exhibit 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

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## STAFF REPORT

# Annual Comprehensive Plan Amendment Process for 2018 Final Docket

**Report Date:** March 20, 2018

### **Background**

#### **Docketing Process**

During its work study on November 22, 2017, the Kitsap County Board of County Commissioners reviewed a catalog of suggested amendments to the Kitsap County Comprehensive Plan that had been received by the Department of Community Development from various agencies and interested parties during 2017. The Department is required by Kitsap County Code (KCC 21.08) to maintain this catalog on an ongoing basis. The Board determined that a review of the Kitsap County Comprehensive Plan was necessary in 2018. The Board also approved releasing the proposed draft initial docket resolution for public comment.

On December 11, 2017, the Board reviewed the public comments received in advance of the scheduled public hearing.

During its regular business meeting on December 11, 2017, the Board received a presentation from staff as well as oral and written testimony during public hearing. The Board extended the public comment period to Friday, December 15, 2017 (5 PM) and continued the matter, for decision only, to its work study on December 27, 2017.

During its work study on December 27, 2017, the Board considered the public comments and adopted an initial docket resolution ([Res. 246-2017](#)).

During regular session on January 8, 2018, the Board affirmed adoption of Res. 246-2017.

#### **What topics require an amendment to the Comprehensive Plan and what do not?**

The following are examples of topics that would require an amendment to the Comprehensive Plan during an annual amendment process:

- Adding new goals or policies to the Comprehensive Plan.
- Modifying land use designation boundaries.
- Changing the land use designation of specific properties.

Urban Growth Area (UGA) boundary changes require an amendment to the Comprehensive Plan, but should be considered no more frequently than every four years during the state-mandated 8-year Comprehensive Plan review cycle (Land Use Policy 30).

The following are examples of topics that would not require an amendment to the Comprehensive Plan during an annual amendment process:

- Revisions to development regulations that are consistent with the Comprehensive Plan.
- Changes to programs, initiatives, or administrative policies (these are required by state law to be consistent with the Comprehensive Plan).
- Changing the zoning classification of specific properties where a land use designation change is not required (e.g. change zoning from Urban Restricted to Urban Low Residential).

### **What changes to the Docket can be accommodated at this point in the process?**

As a legislative process, the Board has full discretion to make any change to the docket.

At this point in the process, the Department believes the following types of changes to the 2018 docket can be accommodated without delaying the planned adoption in December 2018 or impacting the schedule for the 2019 annual amendment process:

- Remove amendments from the docket. Reasons for removal could include, but are not limited to, the following:
  - The amendment will not be ready for analysis by mid-April (and the Board does not want to defer the item to a future year).
  - The amendment is very unlikely to be adopted and further consideration would incur unnecessary time and expenses for the County, the public, and an applicant.
  - The Board no longer wants to consider the item (and does not want to defer the item to a future year).
- Defer amendments to a future year. Reasons for deferral could include, but are not limited to, the following:
  - The amendment will not be ready for analysis by mid-April and the Board wants to consider the amendment in a future year.
- Add County-sponsored amendments to the docket that staff can make ready for analysis by mid-April.

### **Status Summary**

The following is a summary of the amendments in development and whether they are on-track with the annual amendment process schedule. More detailed descriptions and status information is provided in Attachment A.

### **County-sponsored Amendments**

Table 1 summarizes the existing docket of County-sponsored amendments currently under development by County departments.

Table 1: County-sponsored Amendments

Amendment	Lead Department	Status Summary
Updates to the Non-motorized Facilities Plan	Public Works	On-track
Review of the Comprehensive Plan policies and development regulations related to the Kingston Urban Village Center (UVC)	Community Development	On-track
Minor adjustment to the boundary for the George's Corner limited area of more intensive rural development (LAMIRD)	Community Development	On-track
Updates to Public Facility Designations and Park Classifications	Community Development	On-track
Updates to the Parks, Recreation, and Open Space Plan	Parks	On-track
Review and revise, as needed, policies regarding affordable housing in Kitsap County	Human Services	On-track

### Site-specific Amendment Applications

Table 2 summarizes the existing docket of five site-specific applications submitted for the three areas of consideration (in blue shading and bolded) adopted in the initial docket resolution.

Table 2: Site-specific Applications

Case #	Landowner	Existing Designation/Zone	Requested Designation/Zone	Status Summary
<b>Changing the land use designation to Mineral Resource Overlay (MRO) on property outside urban growth areas</b>				
18-00431	Ueland Tree Farm LLC	Forest Resource Lands/ Forest Resource Lands (1 DU/40 Ac)	MRO/Forest Resource Lands (1 DU/40 Ac)	On-track
18-00490	Culbertson	Rural Protection/ Rural Protection (1 DU/10 Ac)	MRO/Rural Protection (1 DU/10 Ac)	On-track
<b>Changing the land use designation to Forest Resource Lands (FRL) on property outside urban growth areas</b>				
<i>No applications submitted</i>				
<b>Changing the land use designation on property within urban growth areas for the purpose of infill and redevelopment</b>				
18-00369	Richardson	Urban Low-Density Residential/ Urban Restricted (1-5 DU/Ac)	Urban High Intensity Commercial/Commercial (10-30 DU/Ac)	On-track
18-00495	Ace Paving Co; Port Orchard Sand & Gravel Co	MRO/Industrial & Urban Industrial/ Industrial	Urban Low-Density Residential/Urban Low Residential (5-9 DU/Ac)	Not likely to meet schedule
18-00528	Hanley Property LLC	Urban High-Density Residential/Urban High Residential (19-30 DU/Ac)	Urban High Intensity Commercial/Commercial (10-30 DU/Ac)	On-track

**Staff Recommended**

The Department recommends the following changes to the docket (as detailed below).

- Add one County-sponsored amendment
- Remove two site-specific amendments

**1. Add: County-sponsored amendment**

- “Limited textual amendments as may be needed to improve the clarity of the Comprehensive Plan without changing the intent of the Plan.”

(Note: This is intended to be a standard County-sponsored amendment each year.)

**2. Remove: Site-specific amendment #18-00495 (Ace Paving Co; Port Orchard Sand & Gravel Co)****A. Request**

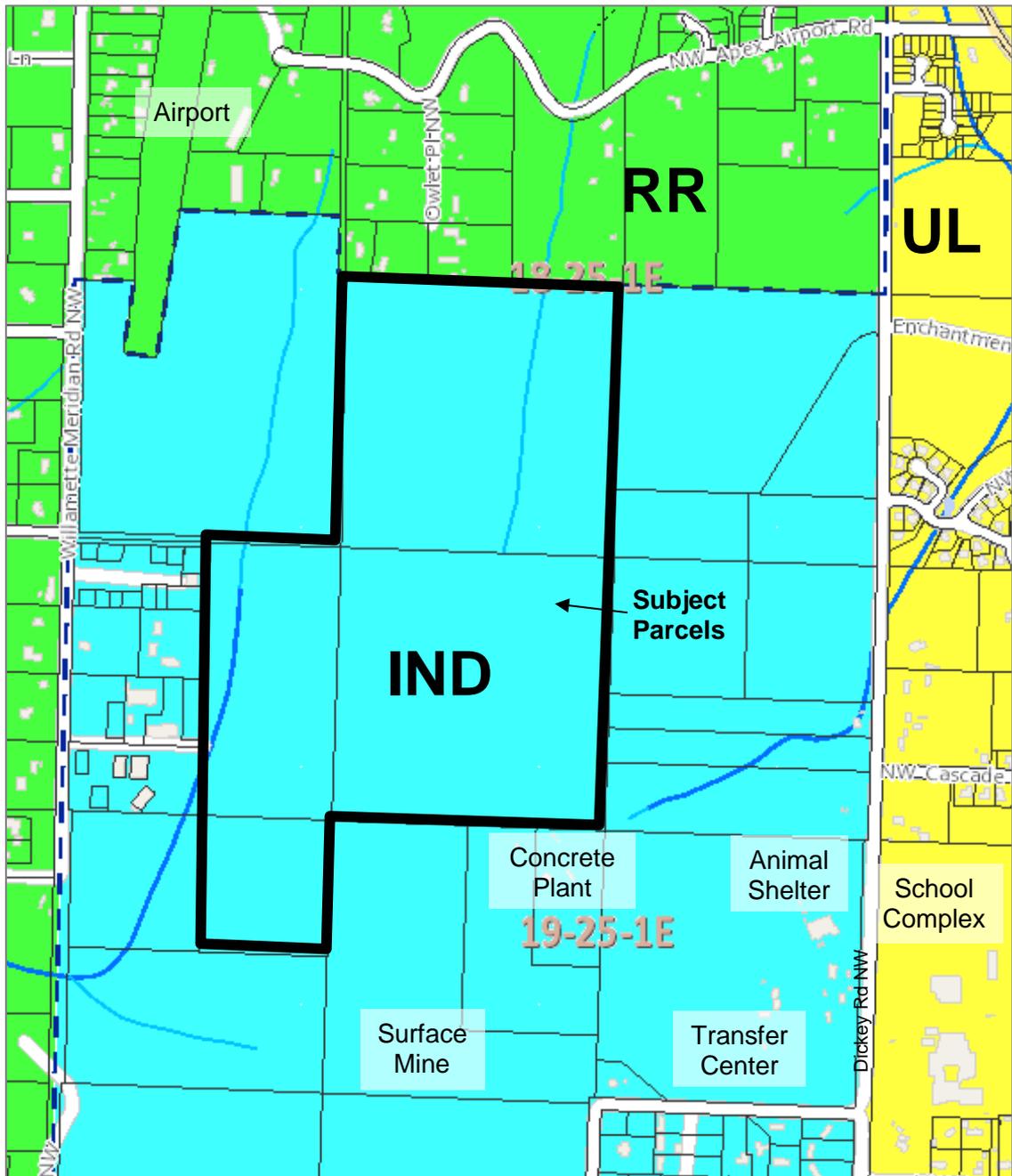
The landowner is requesting a change from an industrial to a residential designation/zone within the Silverdale Urban Growth Area (UGA) as summarized in Table 2 above. The applicant’s stated reason for the request is as follows:

*“Conversion of vacant industrial land to residential zoned land to allow a housing development.”*

**B. Site & Vicinity**

The site is comprised of 4 parcels totaling 109.28 acres within an Industrial zoned area of the Silverdale UGA that is generally bordered by Newberry Hill Road NW, Dickey Road NW, Apex Airport Road NW, and Willamette-Meridian Road NW. The subject properties were a sand and gravel mine, which has exhausted the resource and is awaiting reclamation. Adjacent uses include rural single family residential, various industrial uses (including a concrete plant), surface mining, a public solid-waste transfer center, and an animal shelter as well as undeveloped land. Multiple Industrial zoned land to the west of the site are actively under development. A general aviation airport (Apex Airpark Airport), school complex, and urban residential areas are in the vicinity of the site.

The site is located within the largest industrial area in unincorporated Kitsap County and is surrounded on three sides by Industrial zoned properties. The site and vicinity are significantly constrained by fish and non-fish bearing streams, uncategorized wetlands, mine ponds, geologically hazardous areas (Seismic hazard: high/moderate-high liquefaction susceptibility; Moderate erosion hazard), and critical aquifer recharge areas (Category I). The site is located within 1,000 feet of an old landfill.



**C. Reason for Removal from the Docket**

Staff completed a preliminary review of the application, a site visit, and a neighborhood visit. Based on this review and for the reasons below, the Department is very unlikely to recommend adoption of this site-specific amendment and believes further consideration would incur unnecessary time and expenses for the County, the public, and the applicant. Further, the Department believes a broader review is appropriate for this area, which would not be feasible to keep on-track with this annual amendment schedule and would best be addressed during the 2020 annual amendment process or in preparation for the 2024 8-year Comprehensive Plan review. Therefore, the Department

is recommending the removal of this site-specific amendment from the 2018 docket and does not recommend deferring this site-specific amendment to a future year.

1. The Silverdale UGA does not need additional population growth capacity for the current 20-year planning period (2016-2036) and the requested change would create a population growth capacity surplus.
  - The Silverdale UGA population growth capacity (8,753 people) is currently balanced with the population growth target (8,723 people).
  - The requested residential designation/zone change would increase the population growth capacity of the Silverdale UGA by an estimated 412 people (based on the Kitsap County Land Capacity Analysis methodology used for the Comprehensive Plan).
  - An increase in population growth capacity of this amount (and related impacts) would likely trigger a Determination of Significance under the State Environmental Policy Act (SEPA) and therefore require a separate Environmental Impact Statement or another supplement to the 2016 Comprehensive Plan Final Supplemental Environmental Impact Statement.
  - The Department recommends against processing a site-specific amendment with a likely Determination of Significance during a typical annual Comprehensive Plan amendment cycle. Such site-specific amendments should be considered no more frequently than every four years during the state-mandated 8-year Comprehensive Plan review cycle, which is when the County could schedule adequate time and budget to support that level of effort.
2. The Silverdale UGA has an employment growth capacity deficit for the current 20-year planning period (2016-2036) and the requested change would increase the employment growth capacity deficit.
  - The Silverdale UGA employment growth capacity (8,592 jobs) is 366 jobs less than the employment growth target (8,928 jobs).
  - The requested designation/zone change would decrease the employment growth capacity of the Silverdale UGA by an estimated 62 jobs (based on the Kitsap County Land Capacity Analysis methodology used for the Comprehensive Plan).
3. Comprehensive Plan goals and policies discourage this change in designation/zone without a broader evaluation of commercial and industrial land needs.
  - Land Use Goal 10: Maintain sufficient industrial land area in the UGA for future industrial use.
  - Economic Development Policy 3: Provide a diverse mix and appropriate range of commercial, industrial and business land uses that will encourage economic activity capable of providing living-wage jobs and reasonably scaled to the needs of the community.
  - Economic Development Policy 7. Encourage full utilization and development of industrially and commercially zoned areas.
  - Economic Development Policy 8. Promote revitalization within existing developed industrial and commercial areas.
4. The requested residential designation/zone is not compatible with the existing land use or existing designation/zone patterns in the vicinity.

- The intended residential neighborhood would be surrounded on three sides by the most intensive industrial designation/zone in County code.
- Uses allowed in the adjacent Industrial/Industrial or Mineral Resource Overlay/Industrial designations/zones, which are not likewise allowed in the requested residential designation/zone, include the following:

<b>Commercial/Business Uses</b>	
Adult entertainment	Ambulance service
Auction house	Automobile repair and car washes
Automobile service station (gas station/convenience store)	Automobile, RV, or boat sales
Brew pubs	Clinic medical
Engineering and construction offices	Espresso stands
Equipment rentals	Financial, banking, mortgage and title institutions
Fitness center	General office and management services (less than 4,000 sf)
General retail merchandise stores (less than 4,000 sf)	Kennels or pet day-cares
Laundromats and laundry services	Lumber and bulky building material sales
Research laboratory	Restaurants (regular and high turnover)
RV rental	Tourism facilities, including outfitter and guide facilities
Transportation terminals	Veterinary clinics/animal hospitals
<b>Recreational/Cultural Uses</b>	
Amusement centers	Carnival or circus
Race track (major or minor)	
<b>Institutional Uses</b>	
Hospital	
<b>Industrial Uses</b>	
Air pilot training schools	Assembly and packaging operations
Boat yard	Cold storage facilities
Contractor's storage yard	Food production, brewery or distillery
Fuel distributors	Helicopter pads
Manufacturing and fabrication (light, medium, heavy, hazardous)	Recycling centers
Rock crushing	Slaughterhouse or animal processing
Storage (hazardous materials, indoor, outdoor, vehicle/equipment)	Top soil production, stump grinding
Uses necessary for airport operation (runway, hangers, fueling, control towers, etc)	Warehousing and distribution
Wrecking yards and junk yards	
<b>Resource Land Uses</b>	
Aggregate extraction (mining)	Shellfish/fish hatcheries and processing facilities

#### D. Alternatives Considered

The Department considered the following alternatives and do not recommend them for the 2018 annual Comprehensive Plan amendment process.

1. Consider expanding this amendment from site-specific to area-wide, where the designations/zones across the entire industrial area and adjacent vicinity would be reviewed and the suitability of this area for urban development with regard to the high seismic liquefaction hazards in this area could be evaluated.

- At this point in the process, the Department does not have the staff capacity to make an area-wide amendment ready for analysis by mid-April. If the Board wishes to pursue an area-wide amendment for the area, the Department recommends deferring that work to 2020 (4<sup>th</sup> year of 8-year review cycle) or as part of the 2024 8-year Comprehensive Plan update process.
2. Consider conducting a County-wide review of industrial uses and anticipated demand for industrial designated/zoned land to determine the need for this large industrial area and evaluate the suitability of this area for urban development with regard to the high seismic liquefaction hazards in this area. If applicable, consider designating this large industrial area an Activity and Employment Center (County-wide Planning Policy C.2.c.iii).
    - The Department does not have the staff capacity or budget to conduct such a review in 2018. If the Board wishes to pursue this type of review, the Department recommends deferring that work to 2020 (4<sup>th</sup> year of 8-year review cycle) or as part of the 2024 8-year Comprehensive Plan update process.

### 3. Remove: Site-specific amendment #18-00528 (Hanley Property LLC)

#### A. Request

The landowner is requesting a change from a residential to a commercial designation/zone within the unincorporated portion of the Port Orchard Urban Growth Area (UGA) as summarized in Table 2 above. The applicant's stated reason for the request is as follows:

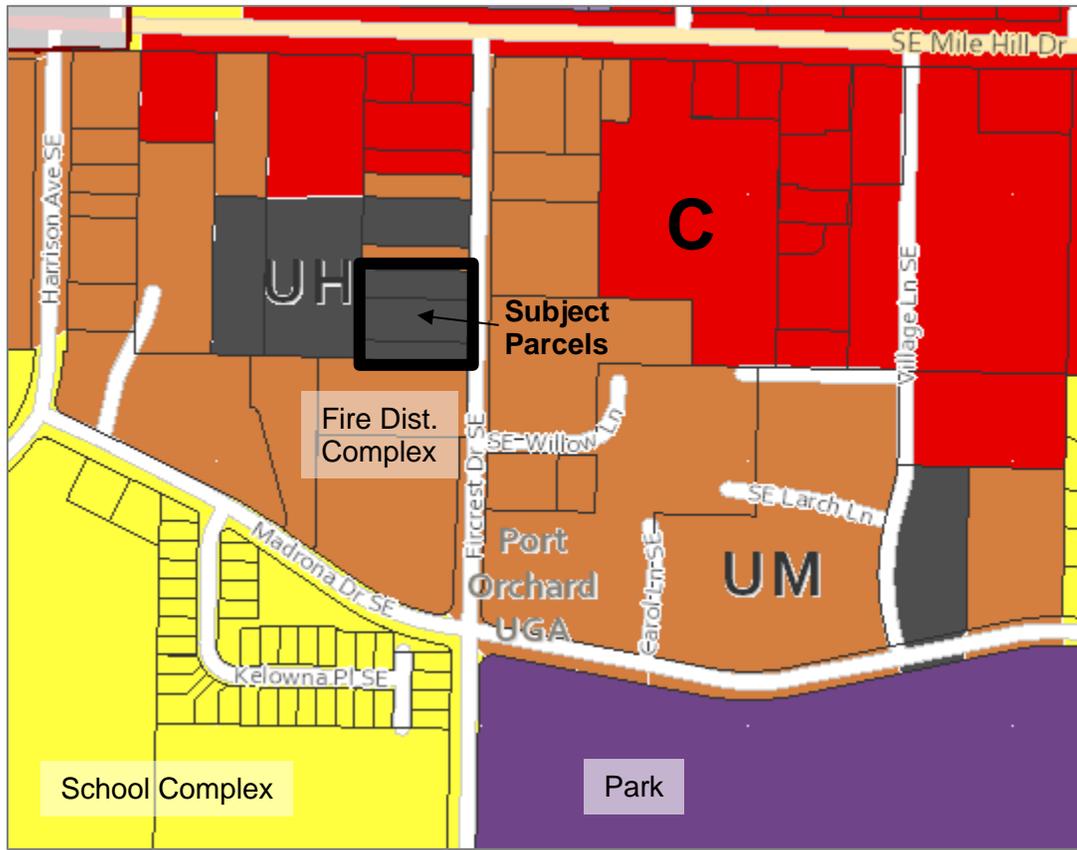
*"Mr. Hanley has a long standing commercial use of his property. It is non-conforming under the present Urban High Zoning. He needs to make improvements to his property to formalize parking facilities for his trucks and make other provisions for his business. Non-conforming uses have limitations. Indeed, his present expansion activities are under 'code compliance' scrutiny and would prevent him from making improvements to his site. He cannot afford the expense of moving his business to another location."*

Note: The ongoing code compliance case (noted above) regarding the existing use of this property is a separate matter and relates to (1) whether the existing use was legally established and (2), if so, whether recent development activity was a legal expansion of a non-conforming use. The Department has not predicated its recommendation regarding this site-specific amendment on the code compliance case since that regards historic legal compliance and this amendment regards future land use in the Comprehensive Plan.

#### B. Site & Vicinity

The site is comprised of 3 parcels totaling 1.03 acres on Fircrest Drive SE near Mile Hill Drive SE in the Port Orchard UGA (see map below). The site is currently used as a contractor storage yard for a roofing company and includes storage buildings, outdoor storage, truck and vehicle parking, and a single-family residence. Adjacent uses include the South Kitsap Fire District headquarters fire station and training facility, a communications tower, single family residences, senior housing, and vacant land recently permitted for high-density mixed-use development. The surrounding vicinity includes schools, parks, multi-family housing, and single-family housing.

The zoning pattern in the vicinity is unusual and includes piano-key patterns along both Fircrest Drive SE and Mile Hill Road SE.



#### C. Reason for Removal from the Docket

Staff completed a preliminary review of the application, a site visit, and a neighborhood visit. Based on this review and for the reasons below, the Department is very unlikely to recommend adoption of this site-specific amendment and believes further consideration of the requested site-specific amendment would incur unnecessary time and expenses for the County, the public, and the applicant. Further, the Department evaluated various alternatives, which are either not recommended or would not be feasible to keep on-track with this annual amendment schedule. Therefore, the Department is recommending the removal of this site-specific amendment from the 2018 docket and does not recommend deferring this site-specific amendment to a future year.

1. The requested commercial designation/zone is not compatible with the applicant's intended ongoing use as a contractor storage yard and will not resolve the applicant's code compliance issues regarding non-conforming status and redevelopment in support of the intended use.
  - The existing use on the site is classified as a "Contractor Storage Yard", which is an Industrial Use in Kitsap County Code (KCC) Chapter 17.410 (Allowed Uses). This use is prohibited in both the existing and the requested designations/zones.

- A contractor storage yard is only allowed in the following urban designations/zones:
    - Industrial/Business Center (permitted use)
    - Industrial/Industrial (permitted use)
  - Changing a designation/zone can be an acceptable course of action to resolve code compliance issues regarding a non-conforming use. The requested change to a commercial designation/zone, however, will not resolve the non-conformity of this existing use (i.e. contractor's storage yard).
2. The requested commercial designation/zone is not compatible with the existing land use or existing designation/zone patterns in the vicinity and would result in a spot zone.
    - The Department acknowledges the existing pattern of designations/zones in the vicinity is unusual and recommends an area-wide review in the future (see below for alternatives considered).
    - Changing a designation/zone can be an acceptable course of action to resolve code compliance issues regarding a non-conforming use, but only when the change in designation/zone would be compatible with the surrounding area and meets the criteria for a site-specific Comprehensive Plan amendment.

#### D. Alternatives Considered

The Department considered the following alternatives and do not recommend them for the 2018 annual Comprehensive Plan amendment process.

1. Consider changing the designation/zone of the site to Industrial/Industrial, where the existing contractor storage yard would be a permitted use.
  - An industrial designation/zone would not be compatible with the existing land use or designation/zone patterns in the vicinity and would result in a spot zone. Uses allowed in an Industrial/Industrial designation/zone, which are not likewise allowed in the existing residential or requested commercial designations/zones, include the following:
    - Cold storage facilities
    - Manufacturing and fabrication (medium, heavy, or hazardous)
    - Recycling centers
    - Rock crushing
    - Slaughterhouse or animal processing
    - Storage, hazardous materials
    - Storage, outdoor
    - Top soil production, stump grinding
    - Warehousing and distribution
    - Wrecking yards and junk yards
  - For the reasons above, the Department is very unlikely to recommend adoption of this alternative and believes further consideration would incur unnecessary time and expenses for the County, the public, and the applicant.
2. Consider expanding this amendment from site-specific to area-wide, where the residential and commercial designations/zones for the entire block or neighborhood would be reviewed, including the potential addition of an industrial designation/zone.

- An area-wide review would address the unusual zoning pattern in the area. However, an industrial designation/zone is not compatible with the existing land use or designation/zone pattern in the vicinity, as noted above in section 3.D.1.
- At this point in the process, the Department does not have the staff capacity to make an area-wide amendment ready for analysis by mid-April. If the Board wishes to pursue an area-wide amendment for the area, the Department recommends deferring that work to 2020 (4<sup>th</sup> year of 8-year review cycle) or as part of the 2024 8-year Comprehensive Plan update process. Note that deferral of the Comprehensive Plan amendment would not defer action regarding code compliance issues.

**Public Outreach and Engagement**

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

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

An ongoing public outreach and engagement effort supported the scoping and development phases (see Attachment C). Additional public outreach and engagement efforts will be conducted throughout the year.

**Staff Contact:** Peter Best, 360-337-5777, pbest@co.kitsap.wa.us

**Report prepared by:**

\_\_\_\_\_  
Peter Best, Planner / Project Lead

\_\_\_\_\_  
Date

**Report approved by:**

\_\_\_\_\_  
Dave Ward, Planning & Environmental Programs Manager

\_\_\_\_\_  
Date

**Exhibits:**

- A. 2018 Comprehensive Plan amendment docket & status update
- B. Online Open House (as of 3/20/2018)
- C. Summary of public outreach and engagement to date

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Annual Comprehensive Plan Amendment Process for 2018



DOCKET & STATUS UPDATE

This document last updated: 3/20/2018

The Board of County Commissioners have opened the annual Comprehensive Plan amendment process for 2018. See our [Online Open House](#) for more information about the annual Comprehensive Plan amendment process for 2018. The amendment process will follow a [schedule](#) through December 2018.

The initial docket ([Resolution No. 246-2017](#)) adopted by the Board of County Commissioners determines what County-sponsored amendments will be developed and allows for the submittal of certain types of site-specific applications from interested parties.

This document summarizes the current status of each amendment in the docket and provides links to additional information. This document will be updated periodically throughout the process.

*Note: The Board of County Commissioners may add items to this docket or remove any of the items listed here through the adoption of a final docket resolution in March or April 2018.*

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## COUNTY-SPONSORED AMENDMENTS

### 1. Updates to the Non-motorized Facilities Plan

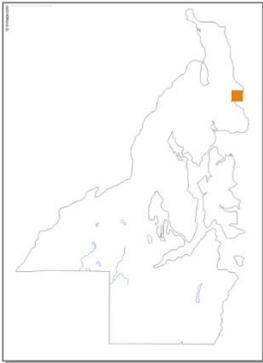
This section last updated: 2/20/2018

<b>Amendment Type</b>	County-sponsored amendment	
<b>Description</b>	<p>This amendment includes the following changes:</p> <ul style="list-style-type: none"> <li>• Combine Regional Route Maps (Appendix E) and Routes of Bicycle Use maps (Appendix F) into one map as well as make 12 changes to existing bicycle routes in the 2013 Non-Motorized Facility Plan;</li> <li>• Consider the Kingston Community Trails Plan proposed by the Kingston Citizen Advisory Council</li> <li>• Various non-substantive administrative changes</li> </ul>	
<b>Geographic Area Affected</b>	<p><a href="#">Unincorporated Kitsap County</a> and the Kingston Area</p> 	
<b>Staff Contact</b>	<p>David Forte, Transportation Planner (Public Works Department)  <a href="mailto:DForte@co.kitsap.wa.us">DForte@co.kitsap.wa.us</a>, 360-337-7210</p>	
<b>Development Process</b>	<ol style="list-style-type: none"> <li>1. The Kingston Citizen Advisory Committee developed and submitted a draft community trails plan.</li> <li>2. The Kitsap County Non-motorized Citizen Advisory Committee will review the draft plan at their regular meeting on February 20, 2018 (Location: Kitsap County Public Works Building, Port Orchard) and make a recommendation at their regular meeting on March 20, 2018 (Location: Eagle's Nest meeting room, 1195 Fairgrounds Rd).</li> <li>3. The Kitsap County Public Works Department will prepare a final proposal.</li> </ol>	
<b>Proposed Amendment</b>	Not available at this time	
<b>Environmental Analysis and Staff Report</b>	This step has not started	
<b>Public Comments for Planning Commission</b>	This step has not started	

<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

**2. Review of the Comprehensive Plan policies and development regulations related to the Kingston Urban Village Center (UVC)**

This section last updated: 2/20/2018

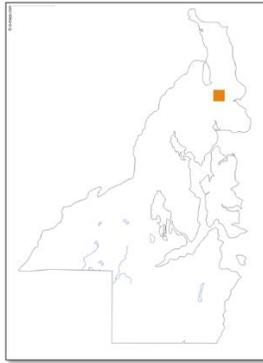
<b>Amendment Type</b>	County-sponsored amendment
<b>Description</b>	There are concerns that the development and re-development intended in the Kitsap County Comprehensive Plan for the Kingston downtown area is not occurring and that there may be unnecessary regulatory barriers impeding such development. This process will consider various factors (market, regulatory, and infrastructure) to assess potential barriers to intended development and, if applicable, identify alternatives for addressing any identified regulatory barriers. Any market or infrastructure barriers identified may be addressed through other processes.
<b>Geographic Area Affected</b>	Downtown Kingston 
<b>Staff Contact</b>	Peter Best, Planner (Department of Community Development) <a href="mailto:PBest@co.kitsap.wa.us">PBest@co.kitsap.wa.us</a> , 360-337-5777 Liz Williams, Planner (Department of Community Development) <a href="mailto:LWilliam@co.kitsap.wa.us">LWilliam@co.kitsap.wa.us</a> , 360-337-5777

<b>Development Process</b>	A Kingston UVC Workgroup of stakeholders has been appointed. The workgroup will be meeting in February and March to identify barriers. Any alternatives that require an amendment to the Comprehensive Plan need to be prepared by late March or early April. Any alternatives that do not require a Comprehensive Plan amendment are expected to be prepared by June.  Document: <a href="#">Kingston UVC Workgroup schedule and roster</a>
<b>Proposed Amendment</b>	Not available at this time
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

### 3. Minor adjustment to the boundary for the George's Corner limited area of more intensive rural development (LAMIRD)

This section last updated: 2/20/2018

<b>Amendment Type</b>	County-sponsored amendment
<b>Description</b>	This amendment is limited to a minor adjustment of the LAMIRD boundary in southwest corner of the LAMIRD (subject area shown in Attachment 1 to <a href="#">Resolution 246-2017</a> ). 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.
<b>Geographic Area Affected</b>	George's Corner (intersection of SR-104 and Miller Bay Road NE)



<b>Staff Contact</b>	Peter Best, Planner (Department of Community Development) <a href="mailto:PBest@co.kitsap.wa.us">PBest@co.kitsap.wa.us</a> , 360-337-5777
<b>Development Process</b>	Due to the limited nature of this amendment, staff will prepare the proposal for this amendment. A workgroup will not be established for this amendment.
<b>Proposed Amendment</b>	Not available at this time
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

**4. Updates to Public Facility Designations and Park Classifications**

This section last updated: 2/20/2018

<b>Amendment Type</b>	County-sponsored amendment
<b>Description</b>	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.

<b>Geographic Area Affected</b>	<a href="#">Unincorporated Kitsap County</a>
<b>Staff Contact</b>	Peter Best, Planner (Department of Community Development) <a href="mailto:PBest@co.kitsap.wa.us">PBest@co.kitsap.wa.us</a> , 360-337-5777
<b>Development Process</b>	Staff will coordinate with providers of public facilities to identify properties subject to this amendment.
<b>Proposed Amendment</b>	Not available at this time
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

## 5. Updates to the Parks, Recreation, and Open Space Plan

This section last updated: 3/20/2018

<b>Amendment Type</b>	County-sponsored amendment
<b>Description</b>	The PROS plan provides a six-year plan and 20-year vision for the County's park system and the steps needed for developing and improving existing park facilities, the development and acquisition for new park facilities, and expanding recreational opportunities. The Growth Management Act (GMA) promotes wise use of limited land and resources which helps conserve open space. GMA encourages the enhancement of recreational opportunities, and calls for the development of parks and recreation facilities, which adds to the quality of life in communities. The PROS Plan is also required for state and federal grant eligibility, which is administered by the Washington State Recreation and Conservation Office (RCO). Upon adoption by County Commissioners, the plan is submitted to RCO for approval.

<b>Geographic Area Affected</b>	<a href="#">Unincorporated Kitsap County</a>
<b>Staff Contact</b>	Steven Starlund, Parks Planner (Department of Parks and Recreation) <a href="mailto:SStarlun@co.kitsap.wa.us">SStarlun@co.kitsap.wa.us</a> , 360-337-5350
<b>Development Process</b>	<a href="#">See project web site for more details.</a>
<b>Proposed Amendment</b>	The Board of County Commissioners adopted the draft Parks, Recreation, and Open Space Plan update on February 26, 2018 ( <a href="#">Resolution 040-2018</a> ). This document is the proposed amendment to the Comprehensive Plan. <a href="#">See project web site for more details.</a>
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

## 6. Review and revise, as needed, policies regarding affordable housing in Kitsap County

This section last updated: 3/20/2018

<b>Amendment Type</b>	County-sponsored amendment
<b>Description</b>	The Department of Human Services will lead a review of the policies and strategies in Chapter 4 (Housing and Human Services) if the Comprehensive Plan.
<b>Geographic Area Affected</b>	<a href="#">Unincorporated Kitsap County</a>
<b>Staff Contact</b>	Kirsten Jewell, Housing and Homelessness Program Coordinator (Department of Human Services) <a href="mailto:KJewell@co.kitsap.wa.us">KJewell@co.kitsap.wa.us</a> , 360-337-7286

<b>Development Process</b>	Staff from the Department of Human Services reviewed the policies and strategies related to affordable housing and are developing a proposal that includes the following: <ul style="list-style-type: none"> <li>• A new Strategy #1 to develop an affordable housing inventory and housing and transportation analysis report.</li> <li>• Existing Strategies #1 &amp; #2 would become implementation steps under the new Strategy #1.</li> <li>• Strategies #3 &amp; #4 would be renumbered.</li> <li>• Corrections and updates to the Reference section</li> </ul>
<b>Proposed Amendment</b>	Not available at this time
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

## SITE-SPECIFIC AMENDMENT APPLICATIONS

Applications for site-specific amendments were accepted from January 9, 2018 to February 6, 2018 for the following areas of consideration:

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

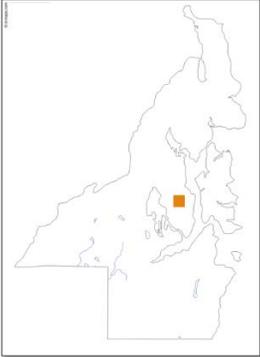
Acquisition of transferable development rights (TDRs) are required for certain site-specific Comprehensive Plan amendments as specified in [Resolution 246-2017](#) at ratios adopted by [Resolution 217-2017](#). Required TDRs are calculated by first rounding up acres (i.e. 2.15 acres rounds up to 3 acres)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

### Reference Documents

- Parcels referenced below may be located by using the online [Kitsap County Parcel Search](#) tool
- [Learn more about](#) Kitsap County's transfer of development rights program.
- [Summary of Land Use Map Designations, Zoning Map Classifications, and Shoreline Environment Map Designations applicable to 2018 site-specific Comprehensive Plan amendments](#)
- [Kitsap County Comprehensive Plan Land Use Map](#)
- [Kitsap County Zoning Map](#)
- [Kitsap County Shoreline Environment Map](#)

**18-00369 (Richardson)**

This section last updated: 2/20/2018

<b>Amendment Type</b>	Site-specific amendment		
<b>Request</b>	<u>Change from</u> Land Use: Urban Low-Density Residential; Zoning: Urban Restricted (1-5 DU/Ac)	<u>Change to</u> Land Use: Urban High Intensity Commercial; Zoning: Commercial (10-30 DU/Ac)	
<b>Geographic Area Affected</b>	Central Kitsap UGA 	<u>Parcel Tax Acct #</u>	<u>Acres</u>
		232501-4-019-2000	0.94
		232501-4-064-2004	1.21
		Total	2.15
<b>Transferable Development Rights Required</b>	Acquisition of 9 TDRs required (Ratio=3)		
<b>Landowner</b>	Lois Richardson		
<b>Applicant</b>	Karen Timken		
<b>Application</b>	Not available at this time		
<b>Staff Contact</b>	Darren Gurnee, Planner (Department of Community Development) <a href="mailto:DGurnee@co.kitsap.wa.us">DGurnee@co.kitsap.wa.us</a> , 360-337-5777		
<b>Environmental Analysis and Staff Report</b>	This step has not started		
<b>Public Comments for Planning Commission</b>	This step has not started		
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started		
<b>Public Comments for Board of County Commissioners</b>	This step has not started		

**Board of County Commissioners Consideration & Decision** This step has not started

**18-00431 (Ueland Tree Farm LLC)**

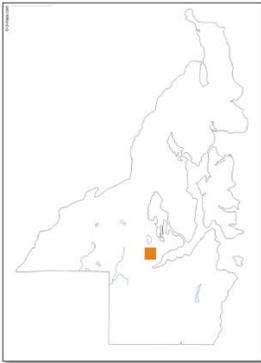
This section last updated: 2/20/2018

<b>Amendment Type</b>	Site-specific amendment		
<b>Request</b>	<u>Change from</u> Land Use: Forest Resource Lands; Zoning: Forest Resource Lands (1 DU/40 Ac)	<u>Change to</u> Land Use: Mineral Resource Overlay; Zoning: Forest Resource Lands (1 DU/40 Ac)	
<b>Geographic Area Affected</b>	Rural Central Kitsap 	<u>Parcel Tax Acct #</u>	<u>Acres</u>
		242401-4-005-1008	20
		242401-4-006-1007	20
		242401-4-007-1006	20
		242401-4-008-1005	20
		192401-3-005-2005	20
		<b>Total</b>	<b>100</b>
<b>Transferable Development Rights Required</b>	n/a		
<b>Landowner</b>	Ueland Tree Farm LLC		
<b>Applicant</b>	Mark Mauren		
<b>Application</b>	Not available at this time		
<b>Staff Contact</b>	Liz Williams, Planner (Department of Community Development) <a href="mailto:LWilliam@co.kitsap.wa.us">LWilliam@co.kitsap.wa.us</a> , 360-337-5777		
<b>Environmental Analysis and Staff Report</b>	This step has not started		
<b>Public Comments for Planning Commission</b>	This step has not started		

<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

**18-00490 (Culbertson)**

This section last updated: 2/20/2018

<b>Amendment Type</b>	Site-specific amendment		
<b>Request</b>	<u>Change from</u> Land Use: Rural Protection; Zoning: Rural Protection (1 DU/10 Ac)	<u>Change to</u> Land Use: Mineral Resource Overlay Zoning: Rural Protection (1 DU/10 Ac)	
<b>Geographic Area Affected</b>	Rural South Kitsap	<u>Parcel Tax Acct #</u>	<u>Acres</u>
		292401-4-029-2003	29.38
		292401-4-005-2001	39.85
		<b>Total</b>	<b>69.23</b>
<b>Transferable Development Rights Required</b>	n/a		
<b>Landowner</b>	Roland Culbertson		
<b>Applicant</b>	Kitsap Reclamation & Materials, Inc		
<b>Application</b>	Not available at this time		
<b>Staff Contact</b>	Liz Williams, Planner (Department of Community Development) <a href="mailto:LWilliam@co.kitsap.wa.us">LWilliam@co.kitsap.wa.us</a> , 360-337-5777		
<b>Environmental Analysis and Staff Report</b>	This step has not started		

<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

**18-00495 (Ace Paving Co, Port Orchard Sand & Gravel Co)**

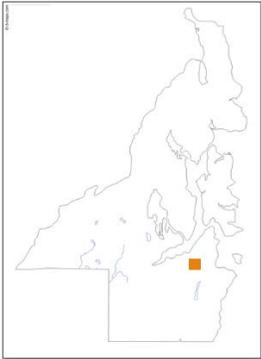
This section last updated: 2/20/2018

<b>Amendment Type</b>	Site-specific amendment		
<b>Request</b>	<u>Change from</u> Land Use: Urban Industrial & Mineral Resource Lands; Zoning: Industrial (0 DU/Ac)	<u>Change to</u> Land Use: Low-Density Residential; Zoning: Urban Low Residential (5-9 DU/Ac)	
<b>Geographic Area Affected</b>	Silverdale UGA 	<u>Parcel Tax Acct #</u>	<u>Acres</u>
		192501-2-008-2003	9.5
		192501-2-009-2002	19.28
		192501-2-003-2008	40.35
		182501-3-012-2006	40.15
		<b>Total</b>	<b>109.28</b>
<b>Transferable Development Rights Required</b>	n/a		
<b>Landowner</b>	Ace Paving Co, Port Orchard Sand & Gravel Co		
<b>Applicant</b>	Mark Kuhlman		
<b>Application</b>	Not available at this time		

<b>Staff Contact</b>	Peter Best, Planner (Department of Community Development) <a href="mailto:PBest@co.kitsap.wa.us">PBest@co.kitsap.wa.us</a> , 360-337-5777
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

**18-00528 (Hanley Property LLC)**

This section last updated: 2/20/2018

<b>Amendment Type</b>	Site-specific amendment		
<b>Request</b>	<u>Change from</u> Land Use: Urban High-Density Residential; Zoning: Urban High Residential (19-30 DU/Ac)	<u>Change to</u> Land Use: Urban High Intensity Commercial; Zoning: Commercial (10-30 DU/Ac)	
<b>Geographic Area Affected</b>	Port Orchard UGA 	<u>Parcel Tax Acct #</u>	<u>Acres</u>
		312402-1-037-2004	0.25
		312402-1-038-2003	0.47
		312402-1-039-2002	0.31
		<b>Total</b>	<b>1.03</b>

<b>Transferable Development Rights Required</b>	Acquisition of 4 TDRs required (Ratio=2)
<b>Landowner</b>	Hanley Property LLC
<b>Applicant</b>	Bill Palmer
<b>Application</b>	Not available at this time
<b>Staff Contact</b>	Darren Gurnee, Planner (Department of Community Development) <a href="mailto:DGurnee@co.kitsap.wa.us">DGurnee@co.kitsap.wa.us</a> , 360-337-5777
<b>Environmental Analysis and Staff Report</b>	This step has not started
<b>Public Comments for Planning Commission</b>	This step has not started
<b>Planning Commission Consideration &amp; Recommendation</b>	This step has not started
<b>Public Comments for Board of County Commissioners</b>	This step has not started
<b>Board of County Commissioners Consideration &amp; Decision</b>	This step has not started

## Previous Versions of this Document

Links to previous versions of this document are listed below by the date of their publication:

[January 8, 2018](#)

[February 20, 2018](#)



Kitsap County

Attachment 2 Exhibit B

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Kitsap > DCD > Annual Comprehensive Plan Amendment Process for 2018

# Annual Comprehensive Plan Amendment Process for 2018

This online open house was last updated on February 14, 2018

## 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.

*Expand the headings below to learn more about each phase of this important process.*

## 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.

## 2018 Comprehensive Plan Amendment Docket & Status Update

## 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. Some 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. Public review of all proposed amendments will occur during the consideration phase later in this process.

County-sponsored amendments will be in development through March 2018 following their own process. Click the blue box above 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](#) and corresponding changes to the zoning classification on the Zoning Map. The specific types of applications that can be submitted were 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.

### **What site-specific amendment applications were submitted?**

Applications for site-specific amendments were accepted from January 9, 2018 to February 6, 2018 for the following areas of consideration:

- 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. Attachment 2
- Changing the land use designation on property within an Urban Growth Area for the purpose of infill and redevelopment. Exhibit B

Click the blue box above to learn more about the site-specific amendments that were submitted.

### **What happens after applications are submitted?**

Applications are reviewed to determine if they are complete and ready for the analysis phase. If an application is found to be incomplete, applicants are given an opportunity to submit a corrected application.

### **What amendments will continue into the next phase?**

The Board of County Commissioners will be briefed on the status of all Comprehensive Plan amendments in late March or early April and may choose to make changes to the scope of the process. The Board may decide that all proposed amendments should continue 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.

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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](#)

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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 this phase (once or multiple-times), 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

~ 28,775 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
- Newspaper articles regarding the Parks, Recreation, and Open Space Plan update

### Estimated Engagement

~ 99 people and organizations have engaged in this phase (once or multiple-times), including:

- Interested residents and business owners
- Site-specific Comprehensive Plan amendment applicants
- Kitsap County Non-motorized Citizen Advisory Committee
- Kingston UVC Workgroup

An unknown number of people engaged in updating the Parks, Recreation, and Open Space Plan, which is a County-sponsored amendment that started in 2017 and included the following engagement opportunities:

- Online survey
- Open Houses (3)
- Public meetings (3), including a public hearing

## Phase 3 – Analysis (TBA)

## Phase 4 – Consideration (TBA)

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
										Consideration						Community input and policy deliberations lead to well-reasoned decisions
	CPA Docket		ID			FD										(ID) Initial Docket; (FD) Final Docket
	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															BoCC 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