

Kitsap County Planning Commission Minutes – May 12, 2020

KITSAP COUNTY PLANNING COMMISSION

Zoom Webinar –

<https://us02web.zoom.us/j/83224296689>

OR Dial In: (253) 215 8782 Webinar ID: 832 2429 6689 Password: 309858

May 12, 2020 @ 5:30 pm

These minutes are intended to provide a summary of meeting decisions and, except for motions made, should not be relied upon for specific statements from individuals at the meeting. If the reader would like to hear specific discussion, they should visit Kitsap County's Website at <http://www.kitsapgov.com/dcd/pc/default.htm> and listen to the audio file (to assist in locating information, time-stamps are provided below).

Members present: Mike Eliason (Chair), Joe Phillips (Vice Chair), Alan Beam, Amy Maule, Ed Galliway, Richard Shattuck

Members absent: Kim Allen, Jim Svensson, Aaron Murphy

Staff present: Angie Silva, Jon Brand, Jeff Shea, Amanda Walston (Clerk)

5:32:00 pm

A. Introductions

B. Virtual Meeting Protocol

C. Adoption of Agenda

- **MOTION:** Joe Phillips moves to adopt the agenda as presented
- **SECOND:** Alan Beam
- **VOTE: 6 in Favor; 0 Opposed – Motion carries**

D. Public Hearing: Title 11 Road Standards Code Update – Jon Brand P.E., and Jeff Shea P.E., Public Works (PW) County Engineers

- Mr. Brand thanks the Planning Commission (PC), is available for questions.
- Chair Eliason thanks Mr. Brand and PW for the detailed email providing information in response to questions raised during the Work Study at the previous PC meeting.

5:35:00

- **CHAIR ELIASON OPENS THE PUBLIC HEARING and calls for speakers.**
- **QUESTION/ANSWER:** Joe Phillips asks and Chair Eliason confirms the option to extend the written comment period to a certain date and time, can be exercised through a vote of the PC.

5:40:00

- **Chair Eliason calls again for speakers; seeing and hearing none in attendance, online or telephone, CHAIR ELIASON CLOSSES THE FLOOR TO SPEAKERS.**
- **QUESTION/ANSWER:** Mr. Beam asks and Chair Eliason confirms, verbal comment is closed, but written comment may be submitted to the Planning Commission, via mail or email to the Clerk.

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- 1 • **MOTION:** Richard Shattuck moves to leave the Public Hearing open for written
2 comments until 05/18/2020 at 4:30 pm.
- 3 • **SECOND:** Amy Maule
- 4 • **VOTE: 6 in Favor; 0 Opposed – Motion carries**
- 5 • Chair Eliason calls for questions from the PC regarding the proposed update, clarifying
6 this is informational only, not deliberation or statements in favor or opposition.
- 7 • **QUESTION:** Chair Eliason asks if the new requirement for subdivision access from
8 exterior roads is a result of individuals trying to create or use other road approaches,
9 and whether enforcement of road standards has been an issue.
- 10 • **ANSWER:** Mr. Brand notes safety is first priority; primary efforts to create
11 local access vs. arterial/collector roads; no specific issues with enforcement.
- 12 • Mr. Shea notes there are a few alternate access roads in use until higher
13 level access is created; PW receives lots of requests for secondary
14 approaches, where traffic investigators are sent out for evaluation process.
- 15 • **QUESTION/ANSWER:** Mr. Phillips asks, and Mr. Brand confirms, the process does not
16 apply to private roads.
- 17 • Angie Silva, Dept. Community Development (DCD) Assistant Director, notes
18 Title 16 of Kitsap County Code (KCC) does include requirements and
19 standards for private roads.
- 20 • Mr. Phillips notes, and Ms. Silva confirms, private road access to
21 developments has been trending.
- 22 • **QUESTION:** Chair Eliason asks if \$1 – 2 million is standard level of bond insurance.
- 23 • **ANSWER:** Mr. Brand notes County Risk Management Department dictates
24 those requirements; County rarely sees actual bond foreclosure, usually
25 holder complies early in process.
- 26 **5:51:00**
- 27 • **QUESTION/ANSWER:** Chair Eliason asks, and Mr. Brand confirms, indemnification
28 section was removed, not replaced, per legal advice.
- 29 • **QUESTION:** Chair Eliason notes section stating updates will not apply to roads in
30 existence, and another section stating the updated standards would apply to
31 ‘remodels of existing structures of more than 50%’ asks what would be affected.
- 32 • **ANSWER:** Mr. Shea notes this allows frontage improvement requirements
33 for major remodel projects, which were not possible before, while still
34 clarifying no intent for retroactive application of standards to existing roads.
- 35 • **QUESTION:** Chair Eliason asks what prompted change in sidewalk and planting strip
36 requirements.
- 37 • **ANSWER:** Mr. Brand notes sidewalk requirements are City and County
38 standards, efforts to create walkable communities; sometimes had issues
39 with planter strip trees or landscaping causing curbs or sidewalks to buckle.
- 40 • Mr. Shea also notes driveways often require more room to reach a
41 comfortable slope
- 42 • **QUESTION:** Chair Eliason asks what prompted new provision requiring a 3 year waiting
43 period before bringing a failed petition back again.

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- **ANSWER:** Mr. Shea references a costly instance where a petition failed and was brought back less than 3 months later, with the same result.
- **QUESTION:** Mr. Beam notes sidewalks within an Urban Growth Area (UGA) would be paid for by a developer, but asks, once annexed, who pays for completion and/or maintenance going forward.
 - **ANSWER:** Mr. Brand notes the City takes on the area, in existing conditions, under the annexation process. County design standards meet City criteria.
 - Mr. Shea notes developers working in UGA are encouraged to meet frontage improvements that will be in place in future annexation.
 - Ms. Silva notes annexations involve extensive discussions between the County and Cities regarding Growth Management Act (GMA) goals and infrastructure demands. UGA Management plans or Interlocal Agreements encourage transition and incorporation of frontage and road improvements within jurisdictional design standards.
- Deliberation/Recommendation scheduled for next meeting; Findings of Fact to follow.

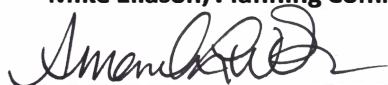
E. For the Good of the Order

- Ms. Silva announces Liz Williams, DCD Planning & Environmental Programs Planner was promoted to and started her new role as Planning Supervisor on 05/11/2020; Mr. Phillips and the PC offer congratulations; Mr. Beam asks, and Ms. Silva confirms, a new DCD Organizational chart is available and will be forwarded to the PC.
- Mr. Beam appreciates Ms. Silva’s informational response to Ms. Adamson during General Comment at the last meeting; raises questions on permissibility in UGA
 - Ms. Silva notes a 1st draft for the Title 17 effort will be available soon, suggest the PC flag this as an opportunity to remove barriers; an option to allow limited scale stores in that zone could be raised & discussed; also notes DCD worked closely with Ms. Adamson, who was unable to access required documents, to help her withdraw and refund her application fees.
- **MOTION:** Mr. Phillips moves to adjourn.
- **SECOND:** Ed Galliway.
 - **VOTE:** 6 in Favor; 0 Opposed – Motion carries

Time of Adjournment: 6:10 pm

Minutes approved this 19th day of May 2020.


Mike Eliason, Planning Commission Chair


Amanda Walston, Planning Commission Clerk