

**Kitsap County Planning Commission Minutes – June 2, 2020**

**KITSAP COUNTY PLANNING COMMISSION**

**Zoom Webinar –**

<https://us02web.zoom.us/j/88224273311>

**OR Dial In: (253) 215 8782 Webinar ID: 882 2427 3311 Password: 212823**

**June 2, 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).

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**Members present:** Mike Eliason (Chair), Joe Phillips (Vice Chair), Aaron Murphy, Alan Beam, Amy Maule, Ed Galliway, Jim Svensson, Kim Allen, Richard Shattuck

**Staff present:** Angie Silva, Darren Gurnee, Dave Ward, Jeff Rimack, Liz Williams, Amanda Walston (Clerk)

**5:30:00 pm**

**A. Introductions**

**B. Virtual Meeting Protocol**

**C. Adoption of Agenda**

- **MOTION:** Joe Phillips moves to adopt the agenda as presented
- **SECOND:** Jim Svensson
- **VOTE: 9 in Favor; 0 Opposed – Motion carries**

**D. Adoption of Minutes**

- 5/19/20 Minutes deferred to next regular meeting

**E. General Public Comment**

- Chair Eliason opens the floor to speakers wishing to provide testimony on subjects or items not listed on tonight's agenda.
- Chair Eliason asks and the Clerk confirms, no written testimony has been submitted.
- Seeing and hearing no speakers, Chair Eliason, closes the floor to speakers.

**5:35:00**

**F. Announcements**

- Chair Eliason calls for comment from the Planning Commission (PC) or Staff.

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1 • Angie Silva, Department of Community Development (DCD) Assistant Director,  
2 notes the Stormwater Design Manual Update schedule has changed, with the  
3 Work Study planned for tonight’s meeting being postponed to the next regular  
4 meeting.

5 • **QUESTION/ANSWER:** Chair Eliason asks, and Ms. Silva confirms,  
6 comments, including the Kitsap Builders Association (KBA) comment  
7 letter, will be available for review soon.

8 **5:47**

### 9 **G. Work Study: Zoning Use Table Update – Darren Gurnee, DCD Planning &** 10 **Environmental Programs (PEP) Planner**

11 • Mr. Gurnee briefly reviews materials provided tonight as well as the process  
12 planned for the Work Study

13 • Mr. Gurnee notes for residential uses, density is the driver; commercial uses  
14 am for less permit review where applicable and where it makes sense. Some  
15 examples include, large scale uses in high intensity Commercial zones; small  
16 scale group facilities in Residential zones; small scale professional office in  
17 Urban High; small scale at specific intersections in Urban Low/Urban Cluster  
18 also removing the mixed use project requirement at Urban Medium for small  
19 scale service uses.

20 • Mr. Gurnee notes Parks changes will be closely reviewed as many of their  
21 projects already have components of other zones and uses; Limited Areas of  
22 More Intensive Rural Development (LAMIRDs) also being reviewed for many  
23 small scale commercial uses, and residential recreation uses prohibiting large  
24 institutional uses, such as the High School, among other items.

25 **6:03**

26 • Chair Eliason calls for questions regarding the presentation.

27 • **QUESTION/ANSWER:** Mr. Shattuck asks, and the Clerk confirms, a copy of the  
28 presentation will be made available and posted online.

29 • **QUESTION:** Chair Eliason notes previous reports have been provided on  
30 comments received during process outreach, asks if questions shown reflect  
31 individuals or by consensus of the groups during the outreach sessions?

32 • **ANSWER:** Mr. Gurnee notes the workshop layout was three tables  
33 with three facilitators; comments are likely individual, as no direction  
34 was given to report a group consensus.

35 • **QUESTION/ANSWER:** Alan Beam asks, and Mr. Gurnee confirms, gray text  
36 indicates no substantive changes made to the zone or uses

37 • **QUESTION:** Amy Maule requests an unlocked copy that allows for individual  
38 notes – not suggested edits or changes, just personal notes during review.

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- **ANSWER:** Mr. Gurnee will work with the Clerk to provide an editable version for the PC that will still protect the publicly accessible version.

**6:13**

- RESIDENTIAL USES SECTION

- Mr. Gurnee notes expansion and contraction in some areas; aim is for balance in terms of flexibility and keeping within the stated purposes of zones. This update does not include changing the stated purpose of the zones. Those changes will take place under the regular Comprehensive Plan Amendment (CPA) update, scheduled for 2024, however we can align these, so they are ready for the 2024 CPA update .

- Chair Eliason appreciates color coding in the very complex matrix.

- Mr. Gurnee begins review of proposed change matrix, noting red text indicates changes or an addition.

- **QUESTION:** Mr. Shattuck asks if Detached ADU was considered as an Administrative Conditional Use Permit (ACUP) instead of the more costly and time-consuming Conditional Use Permit (CUP)?

- **ANSWER:** Mr. Gurnee notes DCD discussed changing to ACUP for both Attached and Detached ADU, but that is not within the scope of this project.

- **DISCUSSION:** PC asks for clarification on why it is outside the scope, when there is specific discussion in the section of the proposed table changes.

- **Dave Ward, DCD PEP Manager** notes the distinction is the columns on the left of the table are rural zones; the changes being considered in this update are to the urban zone, or in the LAMIRD. Scope limitations are in place because opening everything up for discussion, would push us beyond what is already a 2-year timeline and close to a 5-year timeline.

- Aaron Murphy asks if the State or Growth Management Act (GMA) prohibits reviewing the rural sections of the use table, and if so, when should they be reviewed?

- Mr. Ward notes potential GMA impacts if ADUs allowed are unconditionally.

- Kim Allen agrees there may be impacts, but ACUP ADUs would reduce process and cost; with affordable housing a major focus, the PC would like to take it up, if not now, when will Rural uses be reviewed?

- Mr. Ward notes the PC can make that recommendation if they choose. This scale of the process has been challenging, but rather

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1 than opening up and reviewing and changing everything at once, we  
2 are focusing on streamlining and updating on a smaller scale.

3 • Mr. Shattuck notes one of the ways to keep housing out of rural areas  
4 is to make it a big, expensive process, which will allow the County to  
5 meet GMA goals; disagrees this is the way to do it, would rather fix it  
6 now while we have the opportunity.

7 • Mr. Gurnee will flag these items, and valid questions, to keep track  
8 and prepare for discussions during deliberations.

9 • Mr. Murphy notes at least 1/3 of the PC recommends addressing this  
10 issue now, not down the road, to help support affordable housing.

11 • Chair Eliason acknowledges staff and PC comments are valid; notes at  
12 the onset of the project, staff briefed us on what the scope did and  
13 did not include and changing direction now may have additional  
14 consequences. The issue of ACUP ADUs have also, traditionally drawn  
15 high opposition, especially from Tribal and Environmental agencies.

16 **6:25**

17 • Mr. Gurnee reviews the proposed changes to Manufactured RV Parks; noting  
18 categorical requests from workshops to maintain certain naming in  
19 descriptions or definitions, for consistency with bank and financing packages.

20 • Mr. Gurnee notes changes to the Single Family Detached, Group Living, Home  
21 Business; the inclusion of Permanent Transitory Accommodations was added  
22 from another section of code with no changes; addition of Vacation Rentals,  
23 Event Facility and Resorts, which also includes Design Standards associated  
24 with events; distinctions added for Restaurants with or without drive-through  
25 and the Retail section sees some combinations but not many changes.

26 • **QUESTION/ANSWER:** Ms. Maule asks, and Mr. Gurnee confirms, a charging  
27 station is a station specifically created to charge cars, not an accessory addition  
28 of charging stalls to an existing parking lot or garage.

29 • Mr. Beam asks, and Mr. Gurnee confirms, this is not an allowed use in  
30 residential zones, but is permitted and appears in other zones.

31 • Mr. Gurnee continues reviewing proposed changes, including some changes to  
32 Daycare, General Office, Laundromats and Laundry Services, Recreational  
33 Facilities, Other Commercial Uses such as adaptive reuse of commercial space  
34 and Maker spaces, also noting Shooting and Gun Facilities have been added  
35 with strict legal guidance.

36 • **QUESTION/ANSWER:** Mr. Beam asks, and Mr. Gurnee confirms, Shooting and  
37 Gun Facilities shows no permissibility in Rural and Residential; allowed in  
38 Commercial Industrial, Rural Industrial, Rural Commercial, Business  
39 Park/Center.

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- 1 • Mr. Beam asks, and Mr. Gurnee confirms, any rural ranges currently  
2 in operation now would become a non-confirming use.
- 3 • **QUESTION/ANSWER:** Mr. Murphy asks, and Mr. Gurnee confirms, Event  
4 Facility could mean a wedding venue.
- 5 • Mr. Murphy notes this has been discussed, but someone owning  
6 beautiful property with a big barn or rural setting might have a  
7 business opportunity; could seem prohibitive, are there no rural areas  
8 that could be suited?
- 9 • Mr. Phillips notes the neighbors around them that moved to a rural  
10 area would now be stuck with a business next door.
- 11 • Mr. Gurnee notes permissibility is fairly consistent with what we  
12 currently do; there is an opportunity to apply for an Agro-Tourism  
13 permit allowing a certain number of events per year.
- 14 • **QUESTION:** Chair Eliason asks if adopting the indoor/outdoor Shooting and  
15 Gun Facility changes could affect those already in operation and whether they  
16 are currently under legal non-confirming status?
- 17 • **ANSWER:** Ms. Silva notes in the County, the Poulsbo Sportsmen  
18 Complex is currently in operation, and the Kitsap Rifle and Revolver  
19 Club is involved in litigation; will verify that Bremerton Skeet is within  
20 Bremerton city limits.

21 **6:52**

- 22 • Mr. Gurnee reviews logic behind changes to Marina and Marina Support  
23 Services, which is similar for Airports, noting a Marina is typically found on  
24 water, while Support Services could provide other facilities for maintenance,  
25 service, accessories, etc.
- 26 • Mr. Gurnee notes Racetracks remain controversial no matter what; kept as  
27 CUP but does allow for rural Major Racetrack.
- 28 • **QUESTION/ANSWER:** Chair Eliason asks, and Mr. Gurnee confirms, the Major  
29 Racetrack definition stems from the NASCAR proposal several years back.
- 30 • Mr. Gurnee continues to review proposed changes including Schools, Ferry  
31 Terminals, Airports & Airport Services including runways, hangars, pilot  
32 training schools, etc.
- 33 • Mr. Gurnee notes Storage is a major issue that comes up regularly in discussion  
34 with the public and internally; typical Storage use is meant to be allowed in  
35 residential areas to serve residents of a nearby plat in Urban High or Medium;  
36 some say it should be allowed independent of the plat.
- 37 • **QUESTION:** Chair Eliason notes Poulsbo wanted to put limits on storage; asks  
38 about current capacity of filled and vacant existing storage facilities in Kitsap.

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- 1                   • **ANSWER:** Mr. Ward notes the request to build may indicate a market  
2                   need but no numbers currently; also notes they typically take up a lot  
3                   of land that could be used for residential use but there are different  
4                   ideas on balance the need for people to live and store their things
- 5                   • **QUESTION/ANSWER:** Mr. Shattuck asks, and Mr. Gurnee confirms, an Oyster  
6                   Plant allows for a hatchery or farm, but not for processing.
- 7                   • **QUESTION/ANSWER:** Ms. Allen asks, and Mr. Gurnee confirms, the average  
8                   garage sale during the summer is conditionally exempt from a permit but is an  
9                   allowed use in residential zones.
- 10                  • Ms. Silva clarifies that a number of Code Compliance cases stem from  
11                  individuals holding 24/7 garage sales.
- 12                  • **QUESTION/ANSWER:** Mr. Phillips asks, and Mr. Gurnee confirms, Mobile  
13                  Vendor could be a Hot Dog or Food Truck, intended for a fixed location where  
14                  prep, service and sales are conducted, not mobile like an ice cream truck that  
15                  drives around and sells product.
- 16                  • Mr. Gurnee notes the permit for Permanent Transitory Accommodations first  
17                  requires a Temporary Transitory Accommodation permit, which is why we  
18                  included that here.
- 19                  • **QUESTION:** Mr. Phillips asks if transitory includes the transitional or halfway  
20                  homes operated through Department of Corrections (DOC)?
- 21                  • **ANSWER:** Mr. Gurnee notes Secured Transition Facility is in the table  
22                  separately, defers to Ms. Silva, who clarifies this includes types  
23                  allowed under the State housing statutes, including some transitional  
24                  operated by non-profits.
- 25                  • Mr. Ward notes close work with Human Services to clarify  
26                  distinctions, definitions and terminology correct and in alignment  
27                  with State and other requirements. We have to align these with our  
28                  code, even though the common use or reference may not be the  
29                  same. This is extremely important so we can avoid the need to make  
30                  like-use determinations.
- 31                  • Mr. Phillips asks if the State has a list of other definitions related to  
32                  these facilities, either Secured or Unsecured?
- 33                  • Mr. Ward confirms the state does have that, suggests a review of this  
34                  information at another PC session where we can prepare and focus  
35                  on the differences and where they stem from, some are funding,  
36                  some are the managing agency.
- 37                  • Liz Williams, DCD PEP Supervisor, notes State Code and definitions  
38                  were referenced wherever possible; and used in development of local  
39                  code and definition to align for continuity.

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- Ms. Silva notes over 150 uses were consolidated, with breakdowns by number of beds, etc. the aim was to take complicated categories and names and make the code and process easier to administer.
- **QUESTION/ANSWER:** Mr. Beam asks, and Ms. Silva & Mr. Gurnee confirm, Tiny Homes are included under Transitory Accommodations; permitted outright as a 180-day Temporary permit as the first step in the process toward a Permanent permit as an ACUP.
- Mr. Gurnee notes this completes the Residential Use review, and staff intends the PC to review proposed change matrix for the Commercial and LAMIRDs over the next 2 weeks.
- **QUESTION/ANSWER:** Mr. Beam asks, and Mr. Gurnee confirms, Definitions should be distributed to the PC by next Tuesday.

**7:24**

**H. For the Good of the Order**

- Chair Eliason welcomes Commissioner Allen back.
- Chair Eliason notes he sent a thank you note to the Public Works staff on behalf of the PC, received nice response and reply from the Director.
- Chair Eliason thanks Director Rimack for attending
- **MOTION:** Mr. Phillips moves to adjourn.
- **SECOND:** Ms. Allen
- **VOTE: 9 in Favor; 0 Opposed – Motion carries**

**Time of Adjournment: 7:26 pm**

**Minutes approved this 7th day of July 2020.**



**Mike Eliason, Planning Commission Chair**



**Amanda Walston, Planning Commission Clerk**