

Kitsap County Planning Commission Minutes – August 21st, 2018

KITSAP COUNTY PLANNING COMMISSION

Administration Building – Commissioner’s Chambers

August 21st, 2018 @ 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: Gina Buskirk (Chair), Karanne Gonzalez-Harless (Vice Chair), Aaron Murphy, Richard Shattuck, Jim Svensson

Members absent: Kim Allen, Joe Phillips, Tom Nevins,

Staff present: Jim Bolger, Darren Gurnee, Dave Ward, Liz Williams, Amanda Walston (Clerk)

5:30:05

A. Call Meeting to Order, Introductions

B. Adoption of Agenda

- **Motion: Richard Shattuck moves to adopt Agenda as presented.**
- **Second: Karanne Gonzales-Harless seconds.**
- **Vote: 5 in favor; 0 opposed – motion carries.**

C. Approval of Minutes

- **07/31/18 minutes postponed to next regular meeting**

5:35:36

D. Deliberation: 2018 Annual Comprehensive Plan Amendment (CPA) Update Process – Jim Bolger, DCD Assistant Director

- Chair Buskirk notes legislative actions, such as Comprehensive Plan amendments, require a majority vote of the whole membership, not a quorum. A unanimous vote of all 5 members present tonight will be required to pass or approve any motions.
 - Planning Commission will consider and deliberate, tabling items requiring additional attention, discussion or information.
 - Staff proposes setting aside George’s Corner LAMIRD boundary adjustment and Hanley Property LLC Site Specific (18-00528) to the 09/04/18 meeting; Ueland Tree Farm LLC Site Specific (18-00431) and Culbertson Site Specific (#18-00490) to the 09/18/18 meeting.
- Jim Bolger acknowledges proposed schedule and notes Peter Best, DCD Staff Planner, is not present due to family emergency; however, Planning & Environmental Programs (PEP) staff is present and can provide information as needed.

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- 1 • Mr. Bolger notes the Department is withdrawing a section of proposed amendment
2 #6 Clarifying Edits (Tab 8 in materials binder), regarding calculation of net developable
3 and gross acreage, based partly on public comment and pending, ongoing litigation.
- 4 • Mr. Bolger reviews practice of an overarching main motion for adoption of the
5 recommendations by staff, as amended. Once seconded, discussion opens, and
6 secondary motions are made for each item, with a final vote on the main motion.
- 7 • Chair Buskirk asks for and DCD provides a recommendation for order of review, calling
8 for items that may include questions for other County department staff in attendance
9 first, including the Non-Motorized Facilities Plan (NMFP) Update and Affordable
10 Housing Policy Review, then following the order of the materials binder.

11 5:42:40

- 12 • **Motion: Richard Shattuck moves to adopt the docket as presented by staff.**
- 13 • **Second: Aaron Murphy seconds.**
- 14 • **Discussion opens**
- 15 • **NMFP Update (Materials binder Tab 2)**
- 16 • **Mr. Shattuck moves to adopt the proposed NMFP Update**
17 **amendment, as presented by staff.**
- 18 • **Ms. Gonzales-Harless seconds.**
- 19 • **Vote: 5 in favor; 0 opposed – motion carries.**
- 20 • **Affordable Housing Policy Review (Materials Binder Tab 7)**
- 21 • **QUESTION:** Mr. Murphy asks about the author of the SEPA reports and
22 Determination of Significance.
- 23 • **ANSWER:** Liz Williams, DCD PEP Staff Planner, responds that Kristin
24 Jewell, Kitsap County Human Services Housing and Homelessness
25 Division Coordinator, authored the application; also notes Shannon
26 Bauman, Human Services Block Grant Program Analyst, is present
27 tonight for questions.
- 28 • **CLARIFICATION:** Mr. Murphy asks about the checklist review process,
29 in the context of the amendment process.
- 30 • Mr. Bolger clarifies the checklist is initially prepared by the
31 applicant and submitted for review by the County's SEPA
32 Coordinator, Steve Heacock and/or the County's SEPA Official,
33 Scott Diener, who is also Manager of DCD Development
34 Services & Engineering. Questions, comments or requests for
35 additional information are added to the checklist in red font,
36 based on the checklist review and potential site visits.
- 37 • **QUESTION:** Mr. Shattuck asks for clarification that this amendment is not
38 substantive, but rather requests an inventory of affordable housing and
39 transportation analysis.

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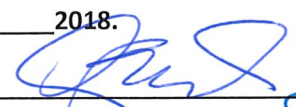
- Ms. Gonzales-Harless seconds.
- Mr. Murphy asks, and Mr. Shattuck confirms that completion by 2024 allows for possible Comprehensive Plan changes.
- **Vote: 5 in favor; 0 opposed – motion carries.**
- **Mr. Shattuck moves to adopt the proposed CPA 18-00369 Richardson as amended by the Planning Commission.**
- Ms. Gonzales-Harless seconds.
- **Vote: 5 in favor; 0 opposed – motion carries.**
- Mr. Ward suggests the remaining 4 items: George’s Corner LAMIRD Boundary Adjustment, CPA 18-00528 Hanley Property LLC, CPA 18-00432 Ueland Tree Farm LLC and CPA 18-00490 Culbertson be continued to the 9/4 and 9/18 meeting and asks for additional questions.
- **QUESTION:** Chair Buskirk asks about the department’s preparation for the postponed meetings regarding the remaining items for deliberation.
 - **ANSWER:** Mr. Ward notes a request for more information received from the Board of County Commissioners (BoCC) regarding George’s Corner, and Hanley is being held over to allow Scott Diener to attend and provide information.
 - Ms. Williams notes since receiving comment regarding Ueland Tree Farm and Culbertson, staff has conducted additional site visits and an onsite blast, gathered additional information from the applicant, and in response to questions received from the Planning Commission regarding criteria for reclassification for mineral resource lands.
- Mr. Shattuck notes a larger group discussion would be beneficial.
- Chair Buskirk continues the remaining 4 items to the 9/4 and 9/18 meetings.

E. Administrative Update: Jim Bolger, DCD Director


- Mr. Bolger notes the new format for the Comment Matrix and asks for feedback. Chair Buskirk appreciates the matrix. Mr. Murphy asks if a particular model was used.
- Mr. Bolger notes no specific model used, this is mainly driven by BoCC and stakeholders’ desire to see staff’s response to comments submitted, through all stages of the project, and how they were addressed, in a different view.

Time of Adjournment: 06:20:54

Minutes approved this 18 day of Sept 2018.



Gina Buskirk, Planning Commission Chair



Amanda Walston, Planning Commission Clerk

