



Kitsap County

Comprehensive Plan Update 2024

Public Participation Plan



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Introduction

Kitsap County is required by the Growth Management Act (GMA) to update its Comprehensive Plan and development regulations by December 31, 2024. The 2024 Comprehensive Plan Update will plan for population and employment growth through the year 2044. The County's Comprehensive Plan and implementing regulations will be updated to reflect state, regional, and local requirements as well as the community's priorities and vision. To complete this body of work, County staff will be reviewing and updating information and reaching out to residents, community groups, and businesses to inform, engage, and obtain input. The overarching goal of this outreach is to generate a Comprehensive Plan that ensures a high quality of life and access to opportunities for all residents of the county.

The GMA requires the county to create and broadly disseminate a Public Participation Plan (RCW 36.70A.140) for this update to the Comprehensive Plan. The purpose of this plan is to provide a unified public outreach approach for the various components of the update. This includes determining the county's public participation goals, identifying project key parties, and developing a communications approach and schedule. This plan describes how the county intends to meet the requirements for early and continuous public participation throughout the update process and ensure that effective engagement and outreach is extended to historically underserved communities and residents.

This plan is a working document and will be adjusted, as needed.

1.0 Objectives

The objective of this Public Participation Plan for the 2024 Update is to engage a diverse population equitably and inclusively, especially communities that have been historically underserved, so that the resulting Comprehensive Plan is well-grounded in the experiences and knowledge of the public. Through public engagement, the County hopes to better understand the potential negative and positive impacts of the Comprehensive Plan so that the full story can be presented to elected officials. The Plan can incorporate both the concerns and ideas of the public that would not be possible without engagement. While County staff does not have the power to enact policies or development regulations, by incorporating the public's voice, staff can provide the full context to elected officials as they make decisions.

This plan will guide County staff in gathering public comments and ideas on Kitsap County's quality of life, public safety, growth, and economic development. The plan will also help create positive community engagement, build trust, foster healthy discussion about growth management, and improve coordination between jurisdictions within the County. The plan provides for robust public participation, vital to creating a practical, inclusive, and implementable Comprehensive Plan.

Comprehensive Plan Update topics include:

- land use, rural and urban
- housing
- economic development
- transportation
- parks, recreation, and open space
- capital facilities and utilities
- environment and climate change
- Subareas including Kingston, Silverdale, Suquamish and Manchester

2.0 Team Roles and Responsibilities

| Name | Organization | Role | Responsibility |
|-------------------------|---------------|-----------------------------------|-------------------------------------|
| Jeff Rimack | Kitsap County | DCD Director | Program Management |
| Eric Baker | Kitsap County | Project Manager | Public Engagement and Event Process |
| Mark Daniel | Watershed Co. | Consultant Project Manager | Electronic Outreach Materials |
| Colin Poff | Kitsap County | Planning Supervisor | Project Management |
| Melissa Shumake | Kitsap County | Planner | Public Engagement, Events |
| Jim Rogers | Kitsap County | Planner | Public Engagement, Events |
| Kirvie Mesebeluu-Yobech | Kitsap County | Environmental Planning Supervisor | Public Engagement, Tribal Outreach |
| Carla Lundgren | Kitsap County | Planner | Public Engagement, Events |
| Jade Jarvis | Kitsap County | Program Technician | Outreach, website, project support |
| Cindy Read | Kitsap County | Technology Analyst | Website, Information Services |

3.0 Outreach and Engagement Approach

The Department will kick-off the project with a public meeting designed to introduce the Comprehensive Plan Update project and solicit public participation and comments throughout the various stages of the process. The primary means of public participation will be surveys, presentations, workshops, open houses, and public hearings before the Planning Commission and Board of County Commissioners.

Early in the process, the County will solicit land use reclassification requests to be considered. This will include requests for reclassification changes for properties and text changes. County staff will hold virtual meetings to assist applicants.

Recognizing that not all interested parties can attend public meetings, alternative means of outreach and engagement are proposed, such as electronic project announcements via email and social media, a project website with “Questions of the Week”, and an online comment form to broaden awareness and participation.

The following tools will be employed to achieve widespread and ongoing involvement:

3.1 County-wide Survey & Events

- The Department will distribute surveys to guide the development of initial land use alternative scenarios for public consideration.
- The Department will conduct project kick-off presentations virtually and with various community groups to create awareness about the project, the project surveys, questions of the week, and opportunities for the public to participate throughout the process.
- The County will hold general virtual meetings open to the public. These meetings will each focus on key topics such as land use and economic development, housing, environment and climate change, parks and open space, and transportation and capital facilities.
- Open Houses will be hosted by the Department in various locations across Kitsap County and virtually via Zoom to receive feedback on the draft alternatives prior to moving forward to the Planning Commission and Board of County Commissioners for public consideration.
- The Department will host an open house prior to public hearings on the draft Comprehensive Plan before the Planning Commission and Board of County Commissioners.

3.2 Consultations

- The County will offer consultations throughout the Comprehensive Planning process with key communities including Community Advisory Committees, the Department Advisory Group, local business and interest associations, minority and low-income communities, young residents of Kitsap County, and environmental interest groups.
- In a formal government to government approach, the County will consult with Tribes throughout the Comprehensive Plan process. The County intends to hold tribal coordination meetings on a quarterly basis.
- The County will also consult with neighboring Cities and staff from state and local agencies.

3.3 County Staff

- Department staff will be available for in-person meetings/consultations and via phone or email to answer questions about the project or obtain feedback from interested parties.
- Interested parties are encouraged to invite the Department to community events or meetings if they would like to obtain more information about the project or provide feedback during the development phase.

3.4 Website and Social Media

- A project website has been developed that will include project information for public review and a calendar of events with opportunities to participate and comment throughout the project.
- Story maps will be incorporated into the project website to inform and educate our community about the Comprehensive Plan and why it is important. The public will be able to submit comments on the various plan elements through the story maps.
- A “Question of the Week”, posing the “Big Questions” about differing topics, will be posted on the website to encourage ongoing engagement and input and invitations to participate in these mini-surveys will be shared on the County’s social media platforms.
- The public can send questions or comments to the project email throughout the duration of the project.

3.5 Notifications

- The Department will build and maintain an interested party notification list that will receive project announcements (via Constant Contact) when opportunities to attend community events or to provide public comment are available.
- Members of the community will be able to sign up for electronic noticing (GovDelivery) by visiting the County’s Comprehensive Plan webpage. Notices will provide general information about the project, contact information for submitting comments, and times of public meetings or hearings.
- The Department will complete the State Environmental Policy Act (SEPA) review process which includes opportunities for the public to provide comments on the proposed alternatives and possible environmental impacts.
- The County will keep local news media, such as the Kitsap Sun and Kitsap Daily News up to date on the process and receive all copies of official notices. The project website will be regularly updated, including posting official notices prior to public hearings before the Planning Commission and Board of County Commissioners.

3.6 Comments

The County will encourage community partners and interested parties to provide comments by using the County’s online story maps, by letter, or by email. All comments will be forwarded to the Kitsap County Planning Commission or Board of County Commissioners during their formal public comment periods. The County’s website will be the central repository for information under consideration.

3.7 Planning Commission

The Kitsap County Planning Commission is an advisory body that assists the Department of Community Development in carrying out its duties, including providing Findings of Fact and recommendations on proposed amendments to the Comprehensive Plan and development regulations. These Findings of Fact and recommendations are submitted to the Department of

Community Development that are then forwarded to the Board of County Commissioners. Official notices will be published as required by Kitsap County Code.

- The Department will facilitate work study sessions with the County’s Planning Commission to refine the Department’s initial land use alternatives and again to review the draft Comprehensive Plan. These meetings are open to the public but written and verbal comment will not be accepted.
- The Planning Commission will hold a public hearing prior to making a recommendation on the draft proposal. Written and verbal comment will be accepted at the public hearing.

3.8 Board of County Commissioners

The Board of County Commissioners will be the final local decision authority on the Comprehensive Plan Update. Interested citizens are encouraged to participate in Commissioner public hearings. The Commissioners will have a comment period and public hearing that will encourage verbal and written comments, as described in Section 4, Public Comment, below. Official notices will be published as required by Kitsap County Code.

- The Department will facilitate work study meetings with the Board of County Commissioners to review the proposal(s) forwarded by the Planning Commission.
- The Board of County Commissioners will hold a second public hearing on the final draft proposal prior to adoption. Written and oral comment will be accepted at the public hearing.

4.0 Public Comment Periods

The Planning Commission will hold a public hearing with preceding comment period to consider public testimony prior to the Planning Commission’s recommendation being forwarded to the Board of County Commissioners. The Board will conduct a public hearing and comment period and will take into consideration the Planning Commission’s recommendation, staff’s recommendation, and public comments received. Notices will be published per Kitsap County Code and e-notices sent to key partners and interested parties listed in section 5.0 as well as any parties who request notification.

5.0 Community Partners and Interested Parties

The County will engage the following audiences – individual and agencies – to request that they participate in the Comprehensive Plan update, and each will participate in the process in the ways that they are comfortable.

Members of the Public

- Interested residents
- Landowners
- Business owners

Tribal Governments/Commissions

- Suquamish Tribe*
- Port Gamble S’Klallam Tribe*
- Skokomish Tribe

- Puyallup Tribe
- Squaxin Island Tribe
- Point No Point Treaty Council
- Northwest Indian Fisheries Commission

**Reservation land in Kitsap Co.*

County Officials

- Kitsap County Planning Commission
- Board of County Commissioners

Appointed and Separately Elected County Departments and Services

- Public Works
- Parks
- Human Services
- Emergency Management
- Prosecutors Office

Other Local Government

- Cities
 - o Bainbridge Island
 - o Poulsbo
 - o Bremerton
 - o Port Orchard
- Ports
 - o Bremerton
 - o Brownsville
 - o Keyport
 - o Manchester
 - o Poulsbo
 - o Illahee
 - o Silverdale
 - o Tracyton
 - o Waterman
 - o Indianola
 - o Kingston
 - o Eglon
- Conservation district
- Public Utility districts
- Sewer districts
- School districts
- Kitsap Public Health District

State Government

- Department of Ecology
- Department of Commerce
- Department of Fish and Wildlife

- Washington State Parks
- Department of Natural Resources
- Department of Transportation
- Department of Health
- Department of Archaeology and Historic Preservation

Federal Government

- Naval Base Kitsap
 - o Keyport
 - o Bremerton
 - o Bangor
 - o Jackson Park
 - o Manchester
- US Fish and Wildlife Services
- NOAA Fisheries
- US Army Corps of Engineers
- US Navy

Associations and Community Groups

- Kitsap Alliance of Property Owners
- Kitsap Environmental Coalition
- Kitsap Building Association
- Kitsap Realtors Association
- Kitsap County Department of Community Development Advisory Group
- Central Kitsap Community Council
- Suquamish Citizen Advisory Council
- Manchester Citizen Advisory Council
- Kingston Citizen Advisory Council
- Keyport Neighborhood Group
- Illahee Community Group
- Kitsap Economic Development Alliance
- Stillwaters Environmental Center

Non-profit organizations

- Great Peninsula Conservancy
- Washington Environmental Council
- Puget Sound Restoration Fund
- Hood Canal Environmental Council
- Futurewise
- Forterra
- The Nature Conservancy
- Recreational
- Agricultural

6.0 Inclusive Outreach

Based on demographic data pulled from the 2020 U.S. Census, Kitsap County is 75% White, 9% Hispanic, 5% Asian, 3% Black, 1.5% American Indian, 1% Pacific Islander. Census data also shows that 12% of households make less than \$25,000 a year.

In order to reach out to all demographic segments, including outreach to minority and low-income groups, the County will offer consultations to community organizations. Some examples of relevant organizations include Kitsap Community Resources, League of Women Voters, and Kitsap Immigrant Assistance Center.

The County will invite younger County residents to participate in the surveys, events, meetings, and formal public comment periods. This will include schools, college and university programs associated with the County.

The County is also committed to providing accommodations to people with disabilities per the Americans with Disabilities Act (ADA). To request ADA accommodation for disabilities and/or materials in a format for the visually impaired, please reach out to the County using the contact information below.

| Organization | Contact information |
|---|--|
| Kitsap County Department of Community Development | Amanda Walston 360-337-5777 awalston@co.kitsap.wa.us |
| Kitsap County Commissioners Office | Dana Daniels 360-337-5777 ddainels@co.kitsap.wa.us |

7.0 Process and Schedule

| | |
|--|---|
| Project Scoping July – August 2022 | Develop outreach and engagement materials Launch website Distribute surveys Land use reclassification requests Project kick-off public presentation |
| Development of Alternatives September – April 2023 | Community meetings and Planning Commission workshops to develop preliminary alternatives based on public input, surveys, and other engagement events. |

| | |
|---|---|
| <p>EIS Review and Comment April 2023 Preliminary Alternatives April 2024 Preferred Alternative</p> | <p>The department will prepare State Environmental Policy Act (SEPA) review and Environmental Impact Statements (EIS) for draft alternatives and final draft preferred alternative. All SEPA documents will be available for public review and comment.</p> |
| <p>Consideration and Adoption April – December 2024 Final Draft Plan</p> | <p>Planning Commission holds public hearing to receive comments on final draft plan and make recommendation to the Board of County Commissioners. The Board holds public hearing for public comments and makes final decision to adopt, deny or modify final draft plan.</p> |