

**Kitsap County Planning Commission Minutes – September 24, 2019**

**KITSAP COUNTY PLANNING COMMISSION  
Administration Building – Commissioner’s Chambers  
September 24, 2019 @ 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:** Kim Allen (Chair), Aaron Murphy (Vice Chair), Amy Maule, Joe Phillips, Richard Shattuck, Jim Svensson, Mike Eliason

**Members absent:** Gina Buskirk

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

**5:30:34**

**A. Introductions**

**B. Adoption of Agenda**

- **Motion: Jim Svensson moves to adopt the agenda as presented**
- **Second: Joe Phillips**
- **Vote: Unanimous – Motion carries**

**C. Approval of Minutes**

- Chair Allen notes a proposed revision from the Clerk to revise page 3 lines 35-37 and page 6 lines 15 and 19, attributing comments to Planning Commissioner Amy Maule.
- **Motion: Aaron Murphy moves to approve the revised minutes of 09/17/19**
- **Second: Joe Phillips**
  - **Vote: 6 in Favor, 1 abstention – Motion carries**

**5:33:50**

**D. General Comment:**

- **Chair Allen opens the floor for general comments.**
- **SPEAKER: Hank Anderson, Silverdale, WA**
  - Somewhat against the rezone request on Dickey Road to change the zone from Industrial to Urban Low, it’s a poor location and doesn’t make good sense in the long run to reduce acreage potentially available for industrial use in Silverdale.
  - Chair Allen clarifies any testimony here is for informational purposes and will not be included as part of the official record or comments for the project. To be included in the official record, all comments must be submitted to the planning department or brought before the Planning Commission (PC) during a Public Hearing.
  - Mr. Anderson notes the Dickey Road item is the only site-specific rezone planned and will come back to relay comments on record for the project.

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- 1 E. **Work Study: Zoning Use Table Update – Liz Williams, DCD Planning & Environmental**  
2 **Programs (PEP) Planner**
- 3 • Ms. Williams provides a brief presentation regarding the Zoning Use Table, including  
4 updates from the previous meetings and referencing materials provided, noting the  
5 updated review schedule for formal adoption now extends through June of 2020.
  - 6 • After PC and other feedback, revisions have been made, including:
    - 7 • Maker Space is revised to Shared Work/Maker Space, and the definition  
8 expanded.
    - 9 • Wedding Facilities is broadened to Event Facilities.
    - 10 • Airport Services is included in the Airport use, not broken out as a  
11 categorical use within.
    - 12 • Food Truck is changed to Mobile Vendor; can include mobile retail, others.
    - 13 • Transitory accommodations are proposed to be included in the Use Table;  
14 framework of categorical uses.
    - 15 • Recycling Centers is removed from the Manufacturing and Fabrication use  
16 and is listed as a stand-alone use.
      - 17 • Ms. Williams clarifies both transfer stations and processing facilities  
18 fall under Recycling Centers; onsite dumpsters and drop boxes for  
19 newspaper, clothing, etc. are an accessory use to the particular land  
20 use for the store or establishment where the box is located.
- 21 **5:44:01**
- 22 • **QUESTION:** Mr. Phillips asks why Laundromat is being moved to Personal Services,  
23 when the other listed uses all require licenses, such as barber shop, salon, massage  
24 and pet grooming.
    - 25 • **ANSWER:** Ms. Williams notes the current definition states ‘an establishment  
26 providing frequent or current needed services of a personal nature’ and  
27 intent was to try and eliminate individual listing of services and lump them  
28 with other similar uses where possible; the consideration given here was  
29 traffic patterns/levels with customers coming and going for periods of time.
    - 30 • Amy Maule asks about environmental considerations, noting the actual  
31 process of dry-cleaning is very toxic. Even in Seattle, very few process on  
32 site, instead contracting out to large industrial facilities. In the case of a  
33 small-scale business that contracts out, this use would match but you would  
34 not want a large-scale commercial processor in this zone.
    - 35 • Mr. Phillips notes that a drop-off and pick-up later also is different than the  
36 other listed businesses, which perform services onsite at time of request.
    - 37 • Dave Ward, DCD PEP Manager, notes intent was to include recurring  
38 services seek as part of everyday living.
    - 39 • Chair Allen agrees looking at this from a traffic perspective it would be a  
40 personal service; also agrees with Ms. Maule’s distinction between small-  
41 scale and commercial/industrial levels of service.
  - 42 • **QUESTION:** Mr. Svensson asks why grouping Convalescent Care into Nursing Home  
43 hospital is proposed.



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- 1 performed. They are very loud and like air conditioning units and are  
2 impactful to neighbors. They are common in Eastern Washington;  
3 Industrial areas would be best, though some smaller ones could be located  
4 in other areas, if they had smaller equipment. They are very different from a  
5 call center.
- 6 • Mr. Phillips notes Data Centers also have very high electricity use, so power  
7 requirements are substantial. Excluding from residential might be best.
  - 8 • Mr. Ward notes distinctions between data processing, data storage center  
9 and call center are needed, based on discussion here.

10 **6:21:45**

- 11 • Ms. Williams reviews Attachment 2, proposed framework for Use Table & footnotes,  
12 noting definitions are located in Chapter 17.110.
- 13 • Proposal to add a column on right of the table, to show a section reference for  
14 categorical definitions and use standards. User will be able to click a link that will take  
15 them to that definition/standard.
  - 16 • Mr. Phillips asks if hyperlinks would go both ways, if looking at Standards,  
17 would they also be linked to take me to the Use Table?
  - 18 • Ms. Williams will work on it; Mr. Ward notes the Code Publishing service the  
19 County uses provides a lot of linking capabilities not yet utilized. We are  
20 looking into what is available.
- 21 • Ms. Williams notes this is a proposed, stand-alone chapter that lays out all standards  
22 by use and pulls up example of code with each use as a separate chapter, and all  
23 standards listed – instead of a footnote in a table, it would stand alone in the chapter.
- 24 • Currently, if someone wants to see Accessory Dwelling Unit (ADU), they look at the  
25 Use Table for where it's allowed, then in Footnotes that reference a different section,  
26 then there may be special provisions in another location. With proposed framework,  
27 you would open one new location, that lists all the standards, provisions, etc..
- 28 • **QUESTION:** Chair Allen asks if wireless and marijuana regulations will remain  
29 separate?
  - 30 • **ANSWER:** Ms. Williams notes marijuana will be incorporated, but wireless  
31 will be separate as it is still new. There has also been discussion of keeping  
32 Agriculture (AG) code separate.
  - 33 • There will be a year of limbo, as footnotes will still be included in the  
34 Dimension and Density tables, until we look at revising that, next year.
- 35 • **QUESTION:** Mr. Shattuck asks why design standards that no longer exist are being  
36 referenced or included in the Comp Plan?
  - 37 • **ANSWER:** Ms. Williams notes the integration of some design standards  
38 within the zone chapter itself, that reference design standard tables. This  
39 new zoning chapter will be codified.
  - 40 • Mr. Shattuck notes we are including these in the Comp Plan but they are  
41 irrelevant. So a person coming to DCD would see these and think they have  
42 to meet the code, but they do not.

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- 1 • Mr. Ward notes this is a recognized issue, and an interim plan could be
- 2 developed if needed.
- 3 • Mr. Shattuck requests discussion on this topic at a different time.

4 **6:36:05**

- 5 • **Aaron Murphy excuses himself from the meeting, as arranged prior.**
- 6 • Ms. Williams notes the proposal for separate headings bucketed under the category
- 7 name; such as the category is Dwellings, with separate headings underneath for
- 8 Existing, Duplex, etc.
- 9 • **QUESTION/ANSWER:** Chair Allen asks, and Ms. Williams confirms, all are even
- 10 numbered, which follows the code format Kitsap County has always used.
- 11 • Ms. Williams notes Zone Standards will also be hyperlinked to any Special Provisions.
- 12 • Mr. Ward notes the intent is, between this update and next year's
- 13 Dimension and Density Table update, the only remaining footnotes will be
- 14 clarifying, not substantive or containing any requirements.

15 **6:39:20**

- 16 • Ms. Williams reviews the schedule, noting it is now slightly behind, with community
- 17 workshops and stakeholders group scheduled for November-December and
- 18 department analysis, reports and public comment period on December-January.
- 19 Return to the PC in January-February and on to the Board of County Commissioners
- 20 (BoCC) in April with adoption set for June.
- 21 • **QUESTION:** Ms. Williams asks if the PC would like another work study or update prior
- 22 to January.
  - 23 • **ANSWER:** Chair Allen asks how busy the schedule ahead is for other items.
  - 24 • Mr. Ward notes the Comp Plan schedule has also been delayed and will
  - 25 likely go to the BoCC in late January.
  - 26 • Chair Allen asks to see any new/revised standards for uses prior to January,
  - 27 with changes redlined, or a crosswalk guide for summary of changes.
  - 28 • Mr. Ward notes the summary of changes will be a living document to carry
  - 29 through the process. Tools, tables and keys will be created to provide
  - 30 training to staff who will be applying new changes, and the public. We need
  - 31 to break down the changes clearly for everyone.
- 32 • Mr. Eliason notes the staff has done a great job to this point. Information and
- 33 communication have been excellent, well-informed.
- 34 • Mr. Ward notes the Department recognizes there are inconsistencies, like some
- 35 design standards, and others, in code. A complete overhaul was evaluated, and after
- 36 discussion with other jurisdictions, it would take a huge investment of time, energy
- 37 and dollars, and it was not recommended.
  - 38 • Mr. Shattuck raises the point the we are now incorporating these design
  - 39 standards into code here and also in the Comp Plan, but they are still no
  - 40 good. The design standards in West Hills in Silverdale are suspended. So all
  - 41 we can tell people is, we just use the most restrictive requirements if there
  - 42 are conflicts. Why can't we say, it is flawed and we do not want it included
  - 43 here to continue the use of suspended standards?

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- 1 • Mr. Svensson suggests, and Mr. Shattuck agrees he would be happy to, have  
2 a conversation with the Commissioner for the Central district.
- 3 • Chair Allen asks, and Ms. Williams confirms, the design standards are  
4 currently included in the code, with a reference to come into DCD to get a  
5 copy of them. We are trying to make them more readily available in this  
6 update, but they are already codified.
- 7 • Chair Allen acknowledges that when design standards are codified, it is an  
8 enormous, challenging process in keeping them updated current and  
9 everywhere. Redmond kept them by reference, not codified, and it was  
10 easier to make changes as they went.

11

### 12 F. Administrative Update: Dave Ward, DCD PEP Manager

- 13 • No new or major updates since last week’s meeting.

14

### 15 G. For the Good of the Order

- 16 • Mr. Eliason asks, and Mr. Ward confirms, there is no update on an Assistant Director  
17 yet but coming soon.
- 18 • Mr. Phillips asks about the proposed GMA changes from the 2018 CPA update.
  - 19 • Mr. Ward notes staff is processing one site-specific and several County-  
20 sponsored amendments. We are behind schedule for several reasons.
  - 21 • Chair Allen asks, and Mr. Ward confirms the next major CPA update is set  
22 for 2024. There is some legislative discussion on changing it to align with  
23 Puget Sound Regional Council (PSRC) counties, and/or the census cycle,  
24 which would be 2025. The County is advocating that. Ruckelshaus report  
25 also recommended alignment.
  - 26 • Mr. Phillips is concerned with current proposed revisions. The site-specific  
27 mentioned by the speaker tonight, we didn’t even know it was coming. The  
28 PC had asked for a briefing on what was coming forward and why, and to  
29 have those decisions or the reasons and considerations in selecting them  
30 explained to us here, beforehand.
    - 31 • Mr. Ward notes changing the way the PC is brought into the  
32 discussion would have to rewind it way back. There was a briefing on  
33 the final docket, which came after the initial proposed docket, then  
34 the BoCC decides what will be included in the final docket we are  
35 working from now.
    - 36 • Mr. Ward notes some review of calendaring is happening. Other  
37 jurisdictions have set times and schedules, but Kitsap does not, which  
38 makes staffing and workload planning difficult as well.
    - 39 • Chair Allen notes a quarterly look at what is coming in terms of  
40 workload and deadlines would be helpful to staff, PC and the public.  
41 Why doesn’t Kitsap define a timeframe?
    - 42 • Mr. Ward notes we currently we only have the Comp Plan Policy  
43 reference to a mid-point review, but staff would prefer the 8-year  
44 cycle, and more predictability following adoption of the Comp Plan,

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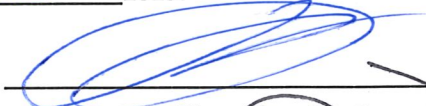
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then 2 years later we do this, then 2 years later do this, then we begin readying for the next update, which takes place 2 years later.

- Mr. Shattuck and Chair Allen ask to have the design standards, UGA expansions and the process of scheduling updates for the Comp Plan added to a parking lot matrix for further discussion.

Time of Adjournment: 7:04:15 pm

Minutes approved this 17<sup>th</sup> day of December 2019.

  
\_\_\_\_\_  
Kim Allen, Planning Commission Chair

  
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Amanda Walston, Planning Commission Clerk

