



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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Larry Keeton, Director

# Keyport Community Planning Process Community Stakeholder Group Kickoff Meeting: M I N U T E S

**Tuesday, February 13, 2007, 7:00 – 8:30 p.m.**

**Location: Keyport Bible Church, 15270 Washington Ave. NE, Keyport, WA**

**Meeting Facilitators:** Ellen Strong, President, Keyport Improvement Group  
& James Weaver, Kitsap County Department of Community Development (DCD)

**Meeting Attendance (from sign-up sheet):** Brian Watne, Evonne Posten, Warren Posten, Jim & Linda Laughlin, Gary Kohler, Karol Stevens, Ellen Strong, Tom Lewis, Michael Chinn, Arthur Kennedy, Sue Boblet, Ednamay Kennedy, Suzanne & Raymond Ramirez, Elizabeth Gale, Bob & Jo Ballard, Lorraine Gautte(spelling?), E. Lousie Willimas, Ron Ross, Rhonda Williamson, Derek Sheppard, Jim & Linda Laughlin, Dick Golden, Doug Jennings, John Steinmeitz, Rich & Barbara Culley, Kathy Carpenter, Ray Newell, Doug Chamberlain, Shirl Golden, Jodi Wroblewski (Parks Dept.), Milt & Lynn Meeds, Charley Knapp, Mike Knapp, Spencer Horning (Navy Base Bangor), Mark & Jan Discher, Kit Tangen, Andrew Sheridan, Deborah DuBois, Scott Diener (DCD).

### **Agenda Item Meeting Introduction:**

Ellen Strong, President of the Keyport Improvement Group, began the meeting by introducing herself and other members of the group. Shirl Golden discussed the previous community planning involvement in 2005 and outlined some of the previous work conducted for this effort.

Ellen Strong asked everyone in the room to introduce themselves and to describe their relation to Keyport. She then reviewed the agenda and meeting goals and introduced James Weaver, a Senior Planner from Kitsap County Department of Community Development and the project manager of the Keyport Community Plan.

### **Agenda Item: Goals / Purpose of Planning Process**

James Weaver thanked everyone for attending the meeting and then gave a brief explanation of the Growth Management Act (GMA) in relation to rural lands and discussed the background and components that have already taken place in this community planning process. He explained the Kitsap County Comprehensive Plan / Environmental Impact Statement process and the public involvement role during that planning exercise.

James Weaver then described the Limited Area of More Intense Rural Development (LAMIRD) provision of the Washington State Growth Management Act. He described the potential benefits to Keyport being identified as a LAMIRD as well as outlined the challenges in adopting a community plan of this nature. He then distributed a hand out with the Revised Code of Washington (RCW) pertaining to establishment of a LAMIRD and the requirement for LAMIRD boundaries.

### **Agenda Item: Discussion of Plan Elements**

James Weaver then described the various elements that would be contained in the Community plan and addressed in the upcoming meetings including; the establishment of a logical outer boundary, land use and zoning, housing, utilities and infrastructure, transportation, pedestrian improvements, economic development, parks and recreation, port improvements, design guidelines, support of community organizations, key projects and the group preferred alternative.

## **Agenda Item: Community Goals and Concerns**

James Weaver then opened the meeting to general questions regarding LAMIRD, the Community Planning Process, and questions regarding land use decisions in Kitsap County.

**Question:** *Why are we not allowed to hookup to existing sewer in the neighborhood?*

**Staff reply:** Under the Washington State Growth Management Act that was passed in 1990, a blanket rule was established by the State that no further extensions of sewer to rural properties were allowed, except in issues of immediate emergency clarified under the State law.

**Question:** *When is Kitsap County required to submit an update of its Comp Plan to the State?*

**Staff reply:** The original Kitsap County Comprehensive Plan approval was in 1998 and the 10-Year update was anticipated to be completed 10 years from that time. In response to a recent court decision, Kitsap County completed the 10-Year Update in December 2006. This 2006 Kitsap County Comprehensive Plan shouldn't need to be updated for another 7 years. If we adopt Keyport by the end of the year, it could continue to be applicable for the full twenty year planning horizon.

**Question:** *Will this be a technical appendix to the Kitsap County Comprehensive Plan or a stand-alone plan?*

**Staff reply:** The Keyport Community Plan will be a stand alone plan that is anticipated to be adopted in a manner consistent with and within the realm of analysis provided in the existing 2006 Kitsap County Comprehensive Plan / Environmental Impact Statement.

**Comment:** *I would like to include other areas beyond Keyport, but they do not have our zip code. How do these areas get included?*

**Staff reply:** This community plan will establish Limited Area of More Intense Rural Development boundary decisions based upon the Washington Growth Management Act code and community consensus in an effort to capture the built environment as of 1990. The postal system is its own entity and establishes postal routes and zip code boundaries upon their own decision process.

**Question:** *Does Keyport Trace have sewer hookups?*

**Staff reply:** There are sewer extensions to Keyport Trace. The Keyport Trace area may or may not be included within the Limited Area of More Intense Rural Development boundary.

**Question:** *Why were these local urban pockets not recognized in the Comprehensive Plan?*

**Staff reply:** Keyport is considered in the Kitsap County Comprehensive Plan as a Rural Village. The Department of Community Development has completed a number of Limited Areas of More Intense Rural Development plans since the completion of the 1998 comprehensive plan. The amount of available staff time was not available for each and every community to complete a plan meeting the definition of a LAMIRD. The primary focus of the 10-Year update is on urban areas and the associated population allocations as dictated by the State. LAMIRDs technically do not receive population through the state methodology and are considered rural elements to be addressed separately. This year the department focus is upon these rural communities.

**Question:** *Have you done a calculation of the area regarding the number of homes and units per acre?*

**Staff reply:** In the 2006 Kitsap County Comprehensive Plan, a full land capacity analysis was completed including the general analysis of Keyport. Further analysis will be conducted as part of this community plan to establish and document this historical data resource.

**Question:** *How do we define infill development?*

**Staff reply:** Infill development is a difficult topic to classify as it is not clearly defined in the Washington State codes. The community plan will identify previous growth management board decisions and established precedents from other Limited Area of More Intense Rural Development plans clarify "infill development" for Keyport. From early discussions with legal staff further subdivision within the LAMIRD boundary may be the table, but this will be explored as part of the community plan development process.

**Question:** *Is there any ability to redefine zoning?*

**Staff reply:** Yes, one of our tasks is to determine if we want to develop our own zoning regulations and development standards that preserve the rural community character. Additionally, we have the possibility of developing our own design standards for the community.

**Question:** *What is the current height restriction? Is that to be preserved?*

**Staff reply:** The existing height restriction is 35 feet. Additional height limits can be requested for commercial areas or height limits can be reduced if that is the community consensus. An example of height restrictions would be similar to the Manchester Limited Area of More Intense Rural Development. Two copies of that community plan are on the table for your reference. Additionally, the Keyport Improvement Group website provides links to that plan.

**Question:** *Can there be any division of a lot to make it conform to the existing pattern in a historical area?*

**Staff reply:** We can explore options as part of the community plan development process. Again, early discussions with legal staff determined further subdivision within the LAMIRD boundary may be an uphill challenge, but this will be explored. As mentioned previously, the community plan will utilize previous growth management board decisions and established precedents from other Limited Area of More Intense Rural Development plans clarify "infill development" for Keyport.

**Question:** *What about a massive boundary line adjustment to reconfigure lots?*

**Staff reply:** Regulating boundary line adjustments may be explored through the plan, as well.

**Question:** *Do you expect any expansion of commercial zones?*

**Staff reply:** If there is desire for that, allocation of commercial zones may be expanded through the community planning process.

**Question:** *Can we subdivide the four existing large lots?*

**Staff reply:** We can explore all of the land use options as part of the community plan development process. As mentioned previously, the community plan will utilize previous growth management board decisions and established precedents from other Limited Area of More Intense Rural Development plans clarify "infill development" for Keyport. The creation of more lots in the rural area may be one of the biggest challenges to this issue.

**Question:** *Where is the urban area for the marina? Why is it designated as "Urban Shoreline"?*

**Staff reply:** The marina is designated as rural, as all of Keyport is designated as Rural. There may be confusion regarding the SHORELINE HABITAT DESIGNATIONS, which define habitat areas of Kitsap County shoreline based upon the historical development of the shoreline improvements (bulkheads, docks, etc.) The shoreline habitat designation for the marina is "Urban shoreline" due to the historical shoreline development, and are independent of the land use or zoning designations.

**Question:** *What is the interaction between the Keyport port and the County? Presently, there is not a lot of transient moorage at the Port.*

**Staff reply:** Hopefully, the interaction between the Port of Keyport and Kitsap County will be close. I am volunteering to attend any Port meetings and all of the Port commissioners are invited to these community meetings. The goal is to incorporate improvements or expansions of the Port as an integral component of the Economic Development, Recreation, and Transportation elements of the plan. As an aside, a recent report found with high fuel prices, people are coming to Kitsap for their weekend boating excursions and spending significant amounts per person for each day spent in Kitsap.

**Questions:** *If more businesses came to Kitsap County, would hours of operation change?*

**Staff reply:** Hours of operation could be crafted as part of the development standard. There are existing provisions in Kitsap County Code in place relating to noise provisions.

**Question:** *What are the setbacks now and how could they change? How are the Shoreline Setbacks applied?*

**Staff reply:** The existing Keyport setbacks are regulated under the Rural Residential zone under non-conforming lots. The establishment of a Limited Area of More Intense Rural Development allows the community and staff to write Keyport specific zoning and development standards, including setbacks. Regarding the shoreline setbacks for the Critical Area Ordinance, the Commissioners still have not decided that issue yet.

**Question:** *What are the downsides to developing Keyport as a LAMIRD?*

**Staff reply:** Potential development on undeveloped lots or the chance of more traffic are two possible downsides. From the comments I have heard from most of the community, it may be viewed that there is little disadvantage.

**Question:** *Should we back away or should we deal with the shoreline issues?*

**Staff reply:** Redefining shorelines code outside of the Critical Area Ordinance may be very difficult, and might require a complete Shoreline Management Program update. Clarifying the permit process, development standards, impact mitigation, and variance procedures with respect Keyport may be the best method to address Keyport shorelines through the plan.

**Question:** *Can the existing infrastructure handle Keyport hooking up to sewer?*

**Staff reply:** We will be working with Public Works staff on that issue.

**Question:** *Is it possible to own one lot and have a separate building on it?*

**Staff reply:** That is already allowed under Accessory Dwelling Unit or Guest Quarters provisions of the code. It may be further defined in the community plan.

**Question:** *Will the large lot issue be a committee topic? When will it be discussed?*

**Staff reply:** I think it will be discussed throughout these meetings, but the land use committee and/or group meetings about land use will be the main point of discussion for this topic. If the consensus from the community is to push the envelope with the State regarding the definition of "infill development" it may be wise to have those portions of this plan separate for the decision makers' evaluation.

**Comment:** *I would like to see the dangerous trees issue along Brownsville Highway addressed.*

**Staff reply:** The community plan could address significant or heritage trees within the Keyport LAMIRD boundaries. Areas outside the established boundary would be subject to the existing Kitsap County Code. I would anticipate that the existing Kitsap County Code related to Danger Trees would be applicable to the Brownsville Highway as it is to the remainder of Kitsap County.

**Question:** *How much will it cost to hook up to sewer?*

**Staff:** I am not sure of the exact cost. Other members in the meeting indicated that \$6,000 per unit is average. It is anticipated that other individuals from the various relevant departments or organizations (e.g. fire department, public works, parks, etc.) can speak at future meetings, to address these issues.

**Question:** *Grants were given to Manchester to aid with the cost of hook-up. Is that available for Keyport?*

**Staff:** I am not aware of the specifics of the Manchester grants regarding sewer hookups. We can evaluate if that option is still available for Keyport through the public infrastructure portion of the community plan.

**Question:** *If the Navy decided to leave, what would happen?*

**Reply (from citizen/Navy Community Liaison):** I cannot speak on behalf of the Navy, but I do not think they are going anywhere. They are invested in this area.

**Question:** *What is the relationship between the County and the Navy, regarding community planning?*

**Staff reply:** We are hoping to work very closely with the Navy, throughout this planning effort.

**Question:** *Many people walk along the highway, which is dangerous. Is it possible to walk along the base?*

**Staff reply:** Pedestrian improvements along Highway 308 will be discussed in detail with Public Works and the State Department of Transportation. We can also begin conversations with the Navy regarding pedestrian safety.

**Reply (from citizen/Navy Community Liaison):** Security is different since 9-11 and any citizen interaction will need to meet security requirements.

**Additional Community Comments:**

- *We should find funding for those with fixed incomes.*
- *I would like to retain the character of Keyport*
- *I would like to see traffic flow issues among the Keyport Mercantile and Marina discussed during these meetings.*

**Agenda Item: Draft Planning Schedule**

James Weaver then discussed the Keyport Community Plan schedule, identifying the public process requirements, meetings with the Planning Commission, public hearings, and Board of County Commissioner meetings. He handed out a schedule of public meetings including Tuesday night meetings every other week scheduled between now and May. Discussion of combining the existing Keyport Community Club meetings with the Community Plan meetings ensued with the intent to minimize disturbance to the regular business of the Community Club. The target date for adoption of the plan was identified as October 2007.

**Agenda Items: Next Steps / Future Meetings**

Limited Area of More Intense Rural Development boundaries are to be discussed at the next meeting.

**9:00 p.m. Meeting Adjourn**

**Please Note:** Meeting minutes are provided by Kitsap County Department of Community Development staff with comments, questions, discussion and conversations summarized to the best ability. Any corrections or comments may be directed to James Weaver at [jweaver@co.kitsap.wa.us](mailto:jweaver@co.kitsap.wa.us).