



KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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Larry Keeton, Director

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

Tuesday, April 10, 2007, 7:00 – 9 p.m.

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

Meeting Facilitators: Ellen Strong, Keyport Improvement Group President,
Fire Chief Jim Shields, Poulsbo Fire Department (Fire District #18),
& James Weaver, Kitsap County Department of Community Development (DCD)

Meeting Attendance (from sign-up sheet): Eric Buechler, Doug Chamberlain, Don Cramsey, Rich and Barbara Culley, Deborah Dubois, Dick and Shirl Golden, Gary Kohler, Milt and Lynn Meeds, Warren and Evonne Posten, Andrew Sheridan, John Steinmetz, Don and Karol Stevens, Ellen Strong, Carol Thompson, Brian Watne, James Weaver (DCD), Katrina Knutson (DCD), Jim Ingalls (Poulsbo Fire Commissioner) and Chief Jim Shields (Poulsbo Fire Chief).

Agenda Item I: Meeting Introduction:

Ellen Strong, President of the Keyport Improvement Group, began the meeting and asked everyone around the room to introduce themselves and to describe where in Keyport they lived. The room proceeded to introduce themselves around the table. A number of attendees did enter the room later in the meeting and introduced themselves as they entered.

Agenda Item II: Regular Keyport Improvement Group Business:

Ellen Strong began the Keyport Improvement Group business.

Elections for regular board members are in May 2007. There is a nominating committee and it consists of Doug Chamberlain and John Stienmetz. Ellen encouraged citizens to inform Doug and John if they have a nomination.

Ellen indicated that the Fourth of July Pancake Breakfast and Parade is rapidly approaching. She will be posting a sign-up sheet in the Post Office in order for people to sign up to help. Pancakes, scrambled eggs and ham will be served at the Pancake Breakfast. This event is the Keyport Improvement Club's main fundraiser of the year, and Ellen stated they usually clear \$800.

Ellen Strong then turned the meeting over to Poulsbo Fire District Chief, Jim Shields.

Agenda Item III: Discussion with Poulsbo Fire District Representatives:

Fire Chief Jim Shields, of the Poulsbo Fire Department, Fire District #18, presented to the group and discussed support for the May 15th, 2007 vote and proposed Fire District #18 Levy lift for the upcoming ballot. Chief Shields included a PowerPoint presentation that fully explained the responsibilities of Fire District #18 and the reasons for this requested funding measure.

Chief Shields described the mission and general information about Kitsap County Fire District 18 and how it operates the Poulsbo Fire Department as well as the previous fire districts of Keyport, Lemolo, and Port Gamble, which are now all combined under Fire District #18. The Department utilizes five engines, two tenders, three medic units, four aid cars, a rescue boat, a utility truck, two wildland engines, and several support vehicles. Four fire stations are located in various parts of the fire district. Chief Shields introduced

Fire District Commissioner Jim Ingalls and then mentioned each of the Fire District Commissioners, Dave Ellingson, Jack Woodard, Darryl Milton, Conrad Green and described a brief summary of their years of dedication to the district.

The thirty-five volunteers currently active with the department are assigned to the fire station nearest their home. Career personnel are assigned to one of three shifts working a traditional schedule of 24 hours on duty followed by 48 hours off duty. A captain, a lieutenant, two firefighter/paramedics, and four firefighter/emergency medical technicians staff each shift. Minimum staffing presently consists of two career members at Station 72 and four at Station 71.

Chief Shields explained that all 911 alarms are dispatched by Kitsap County Central Communications, commonly referred to as CENCOM, located in Bremerton on the south side of the Warren Avenue Bridge. Several radio towers located throughout the County allow CENCOM to communicate with responding units and that all calls are routed in a computerized system to the nearest responding unit. He indicated it is an extremely efficient system that ensures adequate response coverage across the County and allows for a high level of cooperation between the different districts when call times are very high.

The primary fire and medical response comes out of Station 71 and Station 72 by career firefighters and paramedics. The two career staffed fire stations are located on Liberty Road off Highway 305 across from the Poulsbo Village Shopping Center (Station 71, Headquarters) and on Pioneer Hill Road just east of Mason Road (Station 77). The volunteer stations are located on Falkner Road off Highway 3 in Surfrest (Station 72), and Pacific Street off Washington Boulevard in Keyport (Station 73). Chief Shields explained that if the levy does pass, then Surfrest is anticipated to become a fully staffed station manned with 24 hour career personnel.

The primary response area extends from Mountain View Rd. (top of Silverdale hill) north to Port Gamble and from Hood Canal east to the 4800 grid line (just west of Port Gamble Suquamish Road NE). This area consists of approx. 54 square miles with a population in excess of 25,000 permanent residents. The major population centers are Keyport, Scandia, Poulsbo, Belle Vista, Vinland, Edgewater, Lofall, Surfrest, and Port Gamble.

Qualified volunteers may staff an engine, an aid car, or other response apparatus as needed. Volunteers while on duty are required to participate in shift activities such as fire inspections, public education presentations, physical training, hose drills, medical training and other duties in addition to responding on alarms. Qualified volunteers who are not on duty at Station 71 or 72 may respond to their assigned fire station when alerted by the 911 paging system.

Chief Shields described the average call volume increases over the past couple of years as Poulsbo's population has grown. He compared the call volume in 2001 which was an average of 7.8 calls / day, with the recent call volume for 2006 up to an average of 11 calls / day. Chief Shields also described the high percentage of medical calls in the district and discussed areas where multiple medical visits per day are experienced such as Liberty Shores or the Martha and Mary institutions.

Chief Shields described the history and source of the Fire District funding and the expenses involved in providing fire, medical, and emergency service to the growing area. He described the details of how the assessed value works and how the proposed 0.49 cent increase per thousand dollars of value would be assessed. He described the increasing population and how it is expected to grow significantly over the next 20 years. He also described the effect the fire district response time may have on all of our residential insurance rates. Chief Shields also indicated that this is the first funding request that the district has asked the voters to approve since 1987. At that point Chief Shields opened up the floor to questions.

Question: *Why is the Poulsbo Fire Department not asking for more money through this process? It seems this LID lift would not meet the needs of the Fire Department.*

Chief Shields Reply: We created a five year plan and believe this tax increase will get us through the next five years. We are extremely courteous of the taxpayer's dollars. We will go back to the taxpayers if we need more money.

Question: *What would be the impact of not passing the Fire levy?*

Chief Shields Reply: Possible impacts would be a decrease in fire service and a longer response time as we would have to reduce our manpower while the incident rates continue to increase.

Question: *Is this vote going to be by mail and is it the only thing on the ballot?*

Chief Shields Reply: Yes, it is a mail in vote and we are on the ballot together with the Library.

Question: *Who do we call if we have any questions about the tax increase?*

Chief Shields Reply: Call Chief Shields at Station 71.

Agenda Item V: Proposed Land Use and Zoning Discussion

James Weaver from Kitsap County Department of Community Development then discussed the preliminary proposed Keyport zoning and described the handouts. James started with the current zoning descriptions. Presently, the majority of Keyport is zoned as Rural Residential with a density of one unit per five acres. There are also portions of Keyport zone as Neighborhood Commercial consisting of properties on Washington Avenue, including the Whiskey Creek Restaurant, the Keyport Mercantile and a few parcels clustered around the intersection of Highway 308 and Washington Avenue.

James then described the historical zoning and land development of the community, with the original platting of the town in 1914, with a number of lots in the 5,000 square foot range. The parcels to the west of Sunset Avenue were historically larger farmland or family holdings. The 1978 Kitsap County zoning ordinance designated the eastern portion of the Keyport town platted area as a R-5 zone with 5 units per acre, and a minimum lot size of 9,600 square feet or 5,000 square feet in a Planned Unit Development. The 1978 zoning also designation a large portion of the western half of the Keyport town platted areas as Business General (BG) zoning which allowed either commercial or residential developments. The 1978 Kitsap County zoning ordinance also designated the larger lots areas west of Sunset Avenue as R-2, or 2 dwelling units per acre with a minimum lot size of 20,000 square feet. This R-2 zoning was similarly applied to select areas of Keyport Trace. James also then described the development standards for those residential zones including the 1978 standards for building setbacks, minimum lot widths, minimum lot depths, street frontage, and maximum height standards. James explained that this zoning was in place the majority of time from 1978 until implementation of the Washington State Growth Management Act in 1990.

James then proceeded to describe a preliminary proposal for Keyport specific zoning that may be implemented for the Keyport Community Plan and asked for the group's feedback and input on this proposal. He indicated most of these zones were sourced from the successful implementation of the Manchester Village Plan as an example. He described a new commercial zone as Keyport Village Commercial (KVC) which would be applied to most of Washington Avenue and along southern portions of Highway 308. The Keyport Commercial Village zone would allow a mix of commercial and residential uses, but would require a Conditional Use Permit for new construction of solely residential uses. The zone was described to encourage development of local business that would serve the community such as café, bakery, gift shops, Laundromats, hair salons, etc.

James also described the proposed preliminary Keyport residential zoning of Keyport Village Residential (KVR) which would apply to the remainder of the historic town plat area and maintain a similar density as the existing development pattern of approximately 5 units per acre and a standard lot size of 5,000 square feet. James also described the proposal for a Keyport Village Low Residential zone for the areas west of Sunset Avenue. The low residential zone would propose a similar density as the existing development pattern of approximately 2 units per acre and a minimum lot size of 12,500 square feet. This zoning could also apply to Keyport Trace if they are decided to be included in the Limited Area of More Intense Rural

Development Boundary. Presently the survey is leaning towards excluding Keyport Trace with about 85% of the respondents preferring the compact boundary.

James then described the proposed setbacks, development standards, lot sizes and a brief summary of how many lots might be able to subdivide with this proposed zoning. Preliminary analysis showed there may be as few as half a dozen properties that could subdivide in the either the Keyport Village Residential or Keyport Residential Zone. That number may double if the Keyport Trace area is included. Some residents discussed the concerns they had at being forced to pay for a sewer improvement district if only a few of these lots are actually going to subdivide. It was indicated that the areas that would require increased sewer infrastructure are all within the Keyport Village Low Residential zone and with the proposed minimum lot size of 12,500 square feet. In regards to the Keyport Village Residential zone, the majority, if not all the parcels are already adjacent to the existing sewer infrastructure and wouldn't require a sewer improvement district. At this point James opened up the floor to questions.

Question: *What are the upsides and downsides to being zoned commercial?*

Reply: The proposed uses are up to the community, but will be very similar to the commercial uses identified in the Manchester commercial zone. The Keyport Commercial Zone presently proposes to allow neighborhood commercial uses, but not necessarily encourage regional or industrial uses. A pro to the Commercial Zone is that it presently would allow mixed-use development. A con is the fact that building a single family residence in commercial zone would require an additional land use permit.

Question: *How many units are proposed in the Keyport Residential zone?*

Reply: Keyport Village Residential presently is proposed to allow 5 dwelling units per acre, which is consistent with the historical density of the area. Keyport Village Low Residential is presently proposed to allow 2 units per acre.

Question: *How would commercial zoning affect lots that already have a residence on it?*

Reply: The lot owner could expand residence and continue to be a residence until the structure is torn down. If another residence wanted to be built, an additional land use permit most likely would be required.

Question: *Would a change of use permit be necessary if, within a commercial zone, a property owner wanted to tear down a residence and replace with commercial?*

Reply: No, because commercial uses are allowed under the Commercial Zone.

Question: *What are the differences in tax rates between commercial and residential?*

Staff Reply: I will attempt to provide an answer regarding some of the discussed property tax issues at the next meeting.

Question: *If we do not want to be zoned commercial now, can we change our mind in the future?*

Staff Reply: Yes, however, rezones during a Comprehensive Plan Amendment process have additional costs associated with them and may not be accepted in other years. Another issue is that through this LAMIRD process and analysis, rezone requests are effectively free.

Question: *Is the county ever going to sell the park in Keyport?*

Staff Reply: Very unlikely, as there is a pump station on the property.

Question: *Are areas outside of the LAMIRD boundary going to have the opportunity to hook up to sewer?*

Staff Reply: No, they would not have the ability to hook up to sewer because they would be outside of the LAMIRD boundary.

Question: *Why are people from the base parking in Keyport and not in the base?*

Staff Reply: It was mentioned by some residents that some base staff may not have car insurance or registration and therefore can not get on the base.

Question: *5 units an acre residential seems not to be as dense as what we already have with an apartment building in Keyport.*

Staff Reply: The apartment building was granted a conditional use permit. We would have to investigate the original approval and evaluate how the LAMIRD zoning can best accommodate that.

Agenda Item VI: Other Business:

No other business was discussed.

Agenda Items: Next Steps / Future Meetings

The next meeting is anticipated to continue discussion of Commercial and Residential land uses.

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.