



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682  
Director Phone (360) 337-7181 | FAX (360) 337-4662 | Web [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/)

Larry Keeton,

# MEETING SUMMARY

**Group:** Downtown Kingston Planning Committee  
**Project:** Downtown Kingston Master Plan  
**Date:** April 22, 2009  
**Time:** 6:30 – 9:00pm  
**Location:** North Kitsap Fire and Rescue  
Miller Bay Rd NE  
Kingston, WA 98346  
**Facilitator:** Pete Sullivan, Associate Planner, DCD

### ATTENDEES

Bobbi Moore	Jack Minert	Peter Brachvogel	<u>Guests</u>
Dave Wetter	Lasica Crane	Sonny Woodward	Elizabeth Wilson
Gerry Porter	Laurie Larson		Jason Manges

### PURPOSE

- Identify areas of improvement within UVC zoning code
- Propose changes that align with Kingston downtown planning goals
- Refine strategy for accomplishing remaining planning topics within 2009 adoption timeline

### HANDOUTS AND VISUAL AIDS

- Kitsap County Title 17
- Kingston Design Standards
- 2008 UVC allowed use changes
- Parking standards alternatives courtesy of BC&J
- Proposed master plan boundaries

**OBJECTIVES**

Agenda Item	Description	Questions/Comments	Discussion	Resolution
<b>Review of last meeting</b>	<ul style="list-style-type: none"> <li>• Design standards Boundary</li> <li>• Master plan Boundary</li> <li>• UVC boundary</li> </ul>	N/A	N/A	N/A
<b>UVC Allowed uses</b>	<ul style="list-style-type: none"> <li>• Propose changes to UVC allowed uses, including updates to 2008 changes if necessary</li> </ul>	<ul style="list-style-type: none"> <li>• UVC changes do not have County-wide impact</li> <li>• Uses are currently too restrictive / not consistent with Comp Plan goals</li> </ul>	<ul style="list-style-type: none"> <li>• For each use, group confirmed X, C, ACUP, P designation, and proposed changes if necessary</li> <li>• Case was made for each change, followed by rebuttal(s) and discussion. Issue put to a vote if consensus could not be reached.</li> </ul>	<ul style="list-style-type: none"> <li>• Proposals documented in revised use table (KCC 17.381)</li> </ul>
<b>UVC Development standards</b>	<ul style="list-style-type: none"> <li>• Same as above</li> </ul>	<ul style="list-style-type: none"> <li>• Same as above</li> </ul>	<ul style="list-style-type: none"> <li>• Same process as above</li> <li>• Concentrating density in Kingston Old Town is desirable</li> <li>• 85% lot coverage precludes flexible site planning</li> <li>• Landscaping still feasible at zero lot line and mandated in design standards</li> <li>• Burden for streetscape amenities should be shifted to public realm (i.e. sidewalk plans include roadway planter strips)</li> </ul>	<ul style="list-style-type: none"> <li>• Increase allowable density by 2du/ac</li> <li>• Increase allowable lot coverage to 100%</li> </ul>



<p><b>Off-street parking requirements</b></p>	<ul style="list-style-type: none"> <li>Review parking standards and evaluate impact in Kingston</li> </ul>	<ul style="list-style-type: none"> <li>County has “one-size-fits-all” parking policy.</li> <li>Assumes/forces equal development pattern</li> </ul>	<ul style="list-style-type: none"> <li>Downtown Kingston urban pattern requires tailored parking standards (e.g. to account for smaller lots, diversity of allowed uses)</li> <li>Desired development cannot be achieved under current standards; emphasis on “site-specific” parking not feasible</li> <li>Relatively abundant free parking will not always be the case</li> <li>Relaxation of parking standards needed, coupled with alternatives such as on-street, shared, metered, centralized, etc</li> <li>Parking issue is central to master planning effort, and should</li> </ul>	<ul style="list-style-type: none"> <li>Parking issue is central to downtown master planning planning</li> <li>Issue deserves significant focus</li> <li>Committee to explore parking alternatives</li> </ul>
<p><b>Kingston Design Standards</b></p>	<ul style="list-style-type: none"> <li>Evaluate whether changes to Design Standards are needed</li> </ul>	<ul style="list-style-type: none"> <li>Relaxation of allowed uses mandates greater emphasis on Design Standards</li> <li>Quality / utility should be optimized</li> </ul>	<ul style="list-style-type: none"> <li>Minor changes to Standards are likely needed</li> <li>Quality / utility are sufficient as-is; greater issue may be enforcement and interpretation</li> <li>Zoning and parking are significant issues; focus on manageable tasks and bring forward high-quality alternatives immediate focus</li> <li>Updates to Standards are not feasible in '09 timeline</li> </ul>	<ul style="list-style-type: none"> <li>Design Standards update not likely to remain in '09 scope of work.</li> </ul>
<p><b>Topics ahead</b></p>	<ul style="list-style-type: none"> <li>What remaining topics should committee address?</li> </ul>	<ul style="list-style-type: none"> <li>All work program items should be minimally addressed</li> <li>Need to prioritize</li> </ul>	<ul style="list-style-type: none"> <li>DCD reduction in work hours is a challenge to planning process</li> </ul>	<ul style="list-style-type: none"> <li>May need to increase meeting frequency</li> </ul>



		major emphases		<ul style="list-style-type: none"> <li>• Meet earlier in day?</li> <li>• District 1 liaison to provide SR 104 update at May meeting (date TBD)</li> <li>• Remainder of May meeting to cover parking</li> </ul>
<b>Draft plan preparation</b>			<ul style="list-style-type: none"> <li>• Staff requests assistance in preparing draft</li> <li>• Committee members with interest/expertise are encouraged to contribute to those topic(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Will outline a framework for plan</li> </ul>

**FOLLOW-UP**

Action	Responsible Party	Deliverable	Due Date	Recipient
<ul style="list-style-type: none"> <li>• Research parking management best practices</li> </ul>	<ul style="list-style-type: none"> <li>• All</li> </ul>	<ul style="list-style-type: none"> <li>• E-mail documents, web site suggestions, etc</li> </ul>	ASAP	<ul style="list-style-type: none"> <li>• Send to Pete for distribution to group</li> </ul>
<ul style="list-style-type: none"> <li>• Determine upcoming and futures meeting dates/times</li> </ul>	<ul style="list-style-type: none"> <li>• Pete</li> </ul>	<ul style="list-style-type: none"> <li>• Pete to determine NK Fire availability and propose dates/times to group</li> </ul>	ASAP	<ul style="list-style-type: none"> <li>• Planning committee</li> <li>• Notify Interested Parties</li> </ul>
<ul style="list-style-type: none"> <li>• Verify amended scope of work with County representatives</li> </ul>	<ul style="list-style-type: none"> <li>• Pete</li> </ul>	<ul style="list-style-type: none"> <li>• Confirmation</li> </ul>	Prior to next meeting	<ul style="list-style-type: none"> <li>• Confirm with Planning committee</li> </ul>
<ul style="list-style-type: none"> <li>• Group outstanding work</li> </ul>	<ul style="list-style-type: none"> <li>• Pete</li> </ul>	<ul style="list-style-type: none"> <li>• Combine topics logically</li> </ul>	Prior to next	<ul style="list-style-type: none"> <li>• Confirm with</li> </ul>



**FOLLOW-UP**

Action	Responsible Party	Deliverable	Due Date	Recipient
items over remaining meetings		<ul style="list-style-type: none"> <li>• Revise meeting schedule accordingly</li> <li>• Identify guest speakers</li> </ul>	meeting	Planning committee
<ul style="list-style-type: none"> <li>• Prepare draft use table revisions</li> </ul>	<ul style="list-style-type: none"> <li>• Pete</li> </ul>	<ul style="list-style-type: none"> <li>• Text revisions to KCC 17.381</li> </ul>	Prior to next meeting	<ul style="list-style-type: none"> <li>• Web site</li> </ul>
<ul style="list-style-type: none"> <li>• Prepare draft development standards revisions</li> </ul>	<ul style="list-style-type: none"> <li>• Pete</li> </ul>	<ul style="list-style-type: none"> <li>• Text revisions to KCC 17.382</li> </ul>	Prior to next meeting	<ul style="list-style-type: none"> <li>• Web site</li> </ul>
<ul style="list-style-type: none"> <li>• Post boundary maps to web site</li> </ul>	<ul style="list-style-type: none"> <li>• Pete</li> </ul>	<ul style="list-style-type: none"> <li>• Draft master plan maps</li> </ul>	Prior to next meeting	<ul style="list-style-type: none"> <li>• Web site</li> </ul>

