



KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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Larry Keeton,

MEETING SUMMARY

Group: Downtown Kingston Planning Committee
Project: Downtown Kingston Master Plan
Date: May 27, 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

Alex Thomsen	Honey Catriz	Gerry Porter
Bobbi Moore	Jack Minert	Peter Brachvogel
Dave Wetter	Laurie Larson	Sonny Woodward

Guests

Jason Manges	Elizabeth Wilson
Walt Elliott	
Rebecca Pirtle	

PURPOSE OF MEETING

- Provide updates and address work items per agenda

HANDOUTS AND VISUAL AIDS

- Agenda
- Scope of work for professional services
- Draft document layout

AGENDA SUMMARY

Agenda Item	Description / Objective	Questions	Discussion	Resolution
Review of last meeting	Discuss impact on master planning work and progress update	N/A	N/A	N/A
SR 104	Update from Walt Elliott, Kingston Ferry Advisory Committee	<ul style="list-style-type: none"> • Should SR 104 be a major focus of downtown master plan? • 104 problem was significantly addressed by WSDOT in late 90's, including design / engineering for traffic re-route. <p>Background:</p> <ol style="list-style-type: none"> 1. High implementation costs 2. I-695 re-structured funding for WSF capital projects and SR 104 effort was tabled. 	<ul style="list-style-type: none"> • SR 104 critical to downtown Improvements / master planning. Effective progress requires involvement of all stakeholders (County, WSDOT-WSF, WSP, citizens). Not feasible to expect significant participation within master plan scheduling constraints. Also need to clear state-level dependencies first, e.g. legislative action anticipated late 2009. • Major Issues: <ol style="list-style-type: none"> 1. During peak season, current holding lot fills and backs up SR 104. Tally system is then implemented, which coordinates holding/loading but does not alleviate congestion. Also requires additional involvement by WA State Patrol, straining that agency's resources. Services for motorists in line (e.g. rest rooms) not adequate. SR 104 shoulders not designed for holding. 2. Auxillary holding lot has been identified. Would hold approx. 80 	<ul style="list-style-type: none"> • Commissioner's office will continue to facilitate SR 104 stakeholder involvement • Issue to be addressed in master plan, but not significantly analyzed • Reservation system expected to be implemented by 2010-11



		<p>3. Designs lost in a WSDOT office fire and could not be fully recaptured....incident has impeded progress.</p>	<p>vehicles. Requires reservation system similar to Port Townsend pilot project. Would reduce extent of SR 104 back-up, but may not reduce downtown congestion (i.e. cars coming/going from holding lot via multiple access points). Reservation system requires on-time sailings, but Kingston-Edmonds route often delayed. What is optimal balance between reservations/on-demand (needs of travelers not equal, i.e. transport, commuters, tourists)?</p> <p>3. In conjunction with above, re-directing terminal-bound vehicles to North section of 104 (via two-way traffic within that segment) would reduce travel-through congestion in pedestrian-oriented (“Main Street”) portions of downtown. Right-of-way acquisition required for additional travel lane. Portions of adjacent properties would be “clipped” for expansion, but no significant loss of buildings/public space expected. Project not expected to create an “expressway” effect given current land uses/street pattern/circulation. Likely an expensive solution, but benefits could greatly surpass external costs.</p>	
Update: Parking Standards	<ul style="list-style-type: none"> • Parking identified as critical component of downtown improvement. • Staff explains what the County 	<ul style="list-style-type: none"> • What can master planning do to address parking? • What are the benefits? standards? 	County is seeking support on streetscape design and parking via professional services provided by BC&J. See scope of work for description.	Committee to tackle other remaining portions of plan.



	proposes in the way of committee involvement	• What are public policy implications?		
Workshop: Remaining committee tasks		<ul style="list-style-type: none"> • Staff is available to conduct two more meetings • All downtown projects should be minimally addressed. How to prioritize? 	<ul style="list-style-type: none"> • Major themes (low impact development; streetscape; sidewalks; improvement district will be addressed via professional services • Substantive progress on those elements cannot move forward until thoroughly defined per above 	<ul style="list-style-type: none"> • Major themes (low impact development; streetscape; sidewalks; improvement district will be addressed via professional services • Committee members offer to assist preparing narrative • Committee members offer to join
Draft plan preparation			<ul style="list-style-type: none"> • Staff is available to conduct two more committee meetings for 	<ul style="list-style-type: none"> • Committee's focus is now On draft plan preparation and adoption process • June meeting will cover last remaining issues and development



				<ul style="list-style-type: none"> of draft plan July meeting will concentrate on prep for August KCAC open house Committee members offer to attend KC Planning Commission work study meeting (tentative date: Sept. 15 to explain proposals in a “committee-of-the-whole format” (as performed during 2008 Commercial/Industrial land use changes
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ACTIONS				
Action Item	Responsible Party	Deliverable	Due Date	Recipient
Meeting at BC&J	Pete	Progress update; discuss layout	Week of 6/1	N/A
E-mail committee for help	Pete	Forward outline for project sections	ASAP	Planning committee
Schedule Planning Commission committee of	Pete	N/A	ASAP	N/A



ACTIONS

Action Item	Responsible Party	Deliverable	Due Date	Recipient
the whole				
Pete to request copy of salvaged WSDOT designs	Contact Sonny W.	Any available copies	Next mtg	Pete

UPCOMING EVENTS

Event	Description	Date	Time	Location
June KCAC Meeting	Regular business	6/3/09	7:00pm	NK Fire station
Downtown Master Planning Committee meeting	Working meeting	6/24/09	6:30pm	NK Fire stationm
No July KCAC meeting				
Kitsap County Planning Commission briefing / walking tour (tentative)	Orient Commissioners to downtown area / issues	7/21/09	9:00am – 4:00pm	NK Fire station / field visits
Downtown Master Planning Committee meeting	Last working meeting	7/29/09	6:30pm	NK Fire stationm
Draft plan presentation / Open House / KCAC regular business	Present draft plan to community	8/5/09	Evening - TBD	NK Fire station
Kitsap County Planning Commission Work Study	Staff presents draft plan	9/15/09	TBD	TBD – County Admin Bldg or NK Fire Station
Kitsap County Planning Commission Public Hearing	Receive County-wide public testimony	10/6/09	Evening	Likely County Admin Bldg

