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M I N U T E S
KITSAP COUNTY PLANNING COMMISSION
Administration Building - Commissioner's Chambers
April 22, 2008, 9:00 am

These minutes are intended to provide a summary of the meeting flow and content and should not be relied upon for specific statements from individuals at the meeting.

The Kitsap County Planning Commission met on the above-stated date at the Kitsap County Administration Building – Commissioner's Chambers located at 619 Division Street, Port Orchard, WA 98366.

Members present: Chair Fred Depee, John Taylor, Michael Gustavson, Tom Nevins, Lou Foritano, Lary Coppola, Jim Sommerhauser and John Hough.

Staff present: Scott Diener, Knutson Knutson, Heather Adams, Pete Sullivan, Larry Keeton, Steve Heacock, Karla Castillo, Angie Silva, Eric Baker, Jim Bolger and Planning Commission Secretary Amanda Walston.

Others present: Jim Avery, Tammera Beverage, Yvonne Wolff

8:59:47

A. Call Meeting to Order, Introductions

B. Adoption of Agenda-

Depee adopts the agenda as posted.

C. Public Comments

(Depee hears none, moves to next item.)

D. Approval of Minutes

- **March 25, 2008**

A motion is made by Commissioner Taylor and seconded by Commissioner Nevins to approve the minutes of March 25, 2008.

The VOTE:

Yes: 6

Abstain: 1 (Sommerhauser)

The Motion Carries

1 **E. Public Hearing and Deliberations: Open Space Current Use Assessment**
2 **Applications – Steve Heacock, Environmental Review, DCD (Est. 35 min.)**
3

- 4 • **Keith**
5 • **Lane**
6

7 **Heacock:** *Open space program applications are transferring over to the Assessors*
8 *Office. This department will still be involved in determination of qualifications related to*
9 *the public benefit rating system.*

10
11 *(Presents Keith open space application, referencing map). Property is located in*
12 *Seabeck, adjacent to Miami Beach road. A salmon stream, wetlands and special wildlife*
13 *habitation to consider as well. Water shed protection gives three high priority points*
14 *translate into three components for the public benefit rating system.*
15

16 *Applicants have requested no public access to the property. The Department*
17 *recommends approval of 6.5 acres into the open space category with 1.5 acres*
18 *exempted. The property qualifies for a 50% tax reduction. Typical conditions will apply to*
19 *the property. No motorized vehicles, no hunting fishing or trapping, no camping, no*
20 *firearms and no mining. Open space classification for this land will continue as long as it*
21 *is primarily used for the protection of wildlife habitat. The tax shift for this property is*
22 *\$677.00 annually.*
23

24 **9:07:45**
25

26 **Sommerhauser:** *Vicinity map was not received, and the report that was sent did*
27 *not show the 50% tax reduction.*
28

29 **Heacock:** *It was omitted in the first report you received. It was an error in the process*
30 *and was corrected in the information you have in front of you.*
31

32 **Sommerhauser:** *We used to get the tax calculation in the reports; I'd like to see*
33 *that again on future applications.*
34

35 **Heacock:** *Agreed*
36

37 **Taylor:** *So there will be no public access?*
38

39 **Heacock:** *Public access would be problematic. They do not have a very big driveway*
40 *and it would be difficult to have traffic up and down the driveway.*
41

42 **9:09:50**
43

44 **Foritano:** *It looks like a sign is required; can I assume that a contact number*
45 *would be posted on it for anyone wanting access?*
46

47 **Heacock:** *That is correct.*
48

49 **Taylor:** *In previous applications public access has been granted 100% of the*
50 *time, why not in this one?*
51

Kitsap County Planning Commission – April 22, 2008

1 **Heacock:** *They did not express interest in allowing public access and it is not a*
2 *requirement of this program.*

3
4 **Sommerhauser:** On future maps, please outline excluded or exempted areas.

5
6 **Heacock:** Absolutely.

7
8 **9:11:18**

9
10 **Depee:** *By the standard regulations, public access could be obtained with prior*
11 *appointment and consent.*

12
13 **Heacock:** *Staff will still be allowed to go out and inspect as needed.*

14
15 **A motion is made by Commissioner Depee and is seconded by**
16 **Commissioner Coppola to approve the Keith application, with the**
17 **reinstatement of the standard terminology that the public may access the**
18 **property if they get prior consent from the owner.**

19
20 **Heacock:** *Currently, Kitsap County Code does not require public access for inclusion in*
21 *the Open Space program. To do so would require a code revision or amendment.*

22
23 **Jim Avery, Assessor:** *The public benefit rating system allows for several different*
24 *categories of the tax exemption. 60% would have been their tax benefit had they chosen*
25 *to give public access. This is outlined in the Public Benefit rating system, which is part of*
26 *the County code and can be certainly amended.*

27
28 **Discussion continues on whether this application warrants code revision.**

29
30 **Vote:**
31 **No: Unanimous**

32
33 **Motion fails**

34
35 **A motion is made by Commissioner Sommerhauser and is seconded by**
36 **Commissioner Foritano to approve the application as stated.**

37
38 **A secondary motion is made by Commissioner Coppola and seconded by**
39 **Commissioner Taylor to table the application.**

40
41 **Gustafson:** *The application was submitted under existing rules, has standing*
42 *and therefore grandfathered regardless of any policy or code changes we want.*

43
44 **Sommerhauser:** *I agree, this body does not have the authority to change code.*
45 *Our job is to make a determination on the application before us.*

46
47 **The Vote: (on the secondary motion to table the application)**

48 **Yes: 1**

49 **No: 7 (Depee, Taylor, Hough, Nevins, Gustavson, Foritano, Sommerhauser)**

50
51 **Motion fails**

1 **The Vote: (on the primary motion to approve the application as stated)**

2 **Yes: 5**

3 **No: 2 Coppola and Taylor**

4 **Abstain: Sommerhauser**

5
6 **Motion carries**

7
8 **9:20:36**

9
10 **Heacock:** *(Presents Lane open space application, referencing map). Property is 2.93*
11 *acres located on Twin Spits Road. Owners have allowed past Land Trust access down*
12 *through their property for events, overflow parking and beach access.*

13
14 *There is a significant estuary, pocketed wetlands, a freshwater stream, special animals*
15 *and plants on the property giving the three high priority resources necessary through the*
16 *public benefit rating system to afford them the 50% tax reduction. By continuing to allow*
17 *public access, they will receive a 60% reduction. Their compensating tax will be*
18 *\$176.00.*

19
20 *Upon approval, public access will be allowed on the beach but the applicants has asked*
21 *for the consideration to limit access during certain times of the year for wildlife protection*
22 *as seals and their pups regularly use the beach during feeding times. The normal*
23 *conditions would apply. No motorized vehicles, no camping, no smoking, no dumping of*
24 *chemicals.*

25
26 **Sommerhauser:** *Does Community Development provide the signs?*

27
28 **Heacock:** *No, we only provide the language. Kitsap County Parks has been approached*
29 *about having their signs department handle this. In the past, we have provided the*
30 *language and the homeowner just has it laminated and posts it.*

31
32 **Sommerhauser:** *In the future, I would encourage the County to dictate the size*
33 *and appearance. Can you please point out the trail on the map?*

34
35 *(Heacock shows the trail on the map.)*

36
37 **Sommerhauser:** *We should clearly mark the trails in the future, especially if the*
38 *trail crosses into the exempt areas.*

39
40 **9:29:53**

41
42 **Gustavson:** *Where is the vehicle access to the exempted acre?*

43
44 **Heacock:** *(Points to the aerial map.) The road exists but is heavily forested and is not*
45 *visible on the aerial map.*

46
47 **Gustavson:** *We should allow for road maintenance*
48

1 A motion is made by Commission Gustafson and seconded by Commissioner
2 Sommerhauser to allow road maintenance through the open space.

3
4 The VOTE:
5 Yes: Unanimous

6
7 The motion carries

8
9 A motion is made by Commissioner Sommerhauser and seconded by
10 Commissioner Gustavson to approve the Lane application.

11
12 The VOTE:
13 Yes: Unanimous

14
15 Motion Carries

16
17 9:33:15

18
19 *(Heacock introduces Tammera Beverage from the Assessors office.)*

20
21 **Beverage:** *All applications originally went through the Assessors office and then the*
22 *Current Use Timber land applications and the Current Use Open Space applications*
23 *were processed by the Planning Department. Going forward, they will be processed,*
24 *inspected and presented to the Planning Commission by the Assessors office.*

25
26 **Depee:** *You will be the Assessor for Commercial Properties?*

27
28 **Beverage:** *I am a Commercial Appraiser and in addition to that I am the Current Use*
29 *Administrator.*

30
31 **Depee:** *Timber applications also?*

32
33 **Beverage:** *Yes.*

34
35 **Foritano:** *What is the percentage of County land now in open space and what*
36 *are the implications with those pieces moving off the tax rolls?*

37
38 **Beverage:** *Currently we have 20% of Kitsap County in the program. There is no tax*
39 *deficit to the County as the entire tax shifts to all the surrounding property owners*
40 *sharing that levy district.*

41
42 9:36:40

43
44 **Taylor:** *Is notice given to the adjacent residences of the tax district?*

45
46 **Beverage:** *Yes, this is all done through public hearing.*

47
48 **Foritano:** *North Kitsap is an area with major potential development. Are there*
49 *plans to allow them to more densely develop pockets of those 300 hundred*
50 *acres, therefore allowing greater open spaces and trails? If that process goes*
51 *forward and is approved, would it be tax neutral?*

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1 **Beverage:** *No, if the property is sold, it will come out of the program and compensated*
2 *taxes will be paid. If it is a development that has cluster dwellings and then an extra 100*
3 *acres, taxes would have to be paid on the whole property and it has to come out of the*
4 *program. That is specified in Kitsap County code.*

5
6 **9:39:46**

7
8 **Avery:** *For clarification, the only applications you will be seeing is the open space*
9 *applications. DCD will still be involved with the determinations for open space.*

10
11 **Depee:** *If the open space program is revised, is that state or county code?*

12
13 **Avery:** *County.*

14
15 **Depee:** *When you submit the open space applications and there is no access for*
16 *maintenance stated, could you please make sure that it is added?*

17
18 **Heacock:** *Yes.*

19
20 **Gustavson:** *This reduces by one layer the amount of opportunity the public has*
21 *to look at these.*

22
23 **Avery:** *No, I don't think that is the case. Going back to the tax shift, we do put that on*
24 *our annual assessment page. In each of the exemption programs you can identify the*
25 *amount of tax shifts.*

26
27 **Gustavson:** *With Forestry permits there is no public involvement at all?*

28
29 **Avery:** *No*

30
31 **Taylor:** *I would like to see the signs coordinated, made and maintained by the*
32 *county but paid for by the applicant.*

33
34 **Sommerhauser:** *I believe there was a misstatement regarding no public hearing*
35 *on some of these. They all still go before the Board of County Commissioners*
36 *and there is opportunity for public comment.*

37
38 **9:43:43**

39
40 **(Earthquake drill)**

41
42 **10:07:14**

43
44 **F. Director's update: Larry Keeton**

45
46 **Keeton:** *Just have several quick updates for you. We are working on the quarterly*
47 *report update. The Board of County Commissioners has directed us to develop*
48 *performance measures. We have targeted 12-15 Commercial Tenant Improvements to*
49 *Preliminary Plats as a focal point. The Land Information System is a wealth of*
50 *information but we have concerns on the accuracy of using it as a processing time*
51 *tracking tool.*

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10:10:10

1
2
3 **Keeton:** *For example, we show the preliminary application date as the first registered*
4 *event in the process, but the applicant might have taken two to five years after the*
5 *preliminary application meeting before they submitted an application to move forward.*
6 *So showing that a project has been in the process for five years could be completely*
7 *misleading.*

8
9 *Our budget is down by 20% in revenue. Single Family Residence is down, while*
10 *Preliminary Plats and Large Lots are up. In Personnel matters, we only have four active*
11 *openings and Development Engineering is now fully staffed with the exception of one.*

12
13 *The Advisory Committee group has been meeting the last Friday each month. Paladin*
14 *has completed their review of our department processes. Heavy training is taking place*
15 *in the department with three new systems being deployed.*

16
17 *We have started a system called Staff Consultation meetings, which allow citizens to*
18 *schedule time with staff for a fee. They are scheduled within two weeks of the request*
19 *and we have had 25 in the past two months. We updated the Rural Wooded Incentive*
20 *Program Ordinance and we also passed a resolution on the Buildable Lands Report.*

21
22 **Hough:** *Is the LIS training for the same system that is available to the public?*

23
24 **Keeton:** Yes.

25
26 **Hough:** *Can you assess the level of decrease in the total number of applications*
27 *this year compared to past years?*

28
29 **Keeton:** *We have seen a decline in Single Family Residence but there seems to be an*
30 *increase in remodels. I will provide a better report to the Planning Commission.*

31
32 **Gustavson:** *Is there a policy for the expiration times on applications?*

33
34 **Keeton:** *Code specifies this and depending on the application itself, when a permit is*
35 *issued you have an expiration date. If we send out a request for comment letter and do*
36 *not receive a response, we will send a 30-day notice to cancel the permit or project.*

37
38 10:17:30

39
40 **Sommerhauser:** *One of the concerns about fees was the number of Director's*
41 *interpretations being used by staff and tracking those. What system do you have*
42 *in place to quantify it in writing what the code says and how Community*
43 *Development interprets the code? How is that available to the public?*

44
45 **Keeton:** *The code specifies Director's interpretation because the Director speaks for the*
46 *department. Director's interpretation involves a series of protocols during process*
47 *reviews and demonstration of reasonable efforts.*

48
49 **Sommerhauser:** *You should keep records of each time staff makes an*
50 *interpretation on your behalf.*

51

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1 **Keeton:** *We have done that but the analysis is not ready.*

2
3 **Gustavson:** *With so many recent past directors the confusion is understandable.*

4
5 **Keeton:** *We are taking our time because we want to release good information.*

6
7 **Taylor:** *How often does the Permit Process Advisory Committee meet?*

8
9 **Keeton:** *Once a month at 7:30 AM at the Silverdale Community Center.*

10
11 **Depee:** *At the last meeting I suggested including a planners name in the public*
12 *LIS permit status screens, and also notification when permit status changes. You*
13 *have accountability to the public to do so and your current system is not working.*

14
15 **Keeton:** *Every time a planner is interrupted it adds to the total permit processing time.*

16
17 **10:25:37**

18
19 **G. Status Update: 2008 Long Range Planning Projects – Policy & Planning**
20 **(Long Range) Staff, DCD (Est. 35 min)**

21
22 **Diener:** *In response to Commissioner Gustavson's email requesting status on our 2008*
23 *docketed items, most of these items will not have actionable results for the Planning*
24 *Commission until the end of the year. In July and August the meeting will begin to ramp*
25 *up. (Reviews 2008 docket).*

26
27 **Depee asks that time frames be estimated and sent to the Planning Commission.**

28
29 **Scott:** *Will email time estimates to the Planning Commission. We are hoping to have the*
30 *2009 docket adopted by October, which will help alleviate the amount of down time at*
31 *the beginning of next year.*

32
33 **10:28:46**

34
35 **Knutson:** *Illahee community plan is still going strong. Staff reviewed and issued*
36 *comment on the Community's Draft Plan. We are holding citizen advisory group*
37 *meetings and have adopted Vision and Boundaries. We have consensus on zoning and*
38 *still have work to do on Environmental and Low Impact Development standards. We held*
39 *a well attended open house and have a wrap up meeting scheduled for June 2nd. We*
40 *plan to come before the Planning Commission in late July and go before the County*
41 *Commissioners in August or September.*

42
43 **10:31:40**

44
45 **Knutson:** *The Buildable Lands Report was adopted and a grant was received from the*
46 *Department of Community Trade and Economic Development to develop and run our*
47 *Reasonable Measures Program.*

48
49 **Gustavson:** *Will we have a work study on Reasonable Measures?*

50
51 **Knutson:** *If you request one.*

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1 **Taylor:** *Are the regulations for Accessory Dwelling Units the same inside the*
2 *Urban Growth Area as in the Rural Area?*

3
4 **Knutson defers to Eric Baker, who will speak to this in the next Agenda item.**

5
6 **10:33:52**

7
8 **Knutson:** *One of our Reasonable Measures is to allow Accessory Dwelling Units within*
9 *Urban Growth Areas and Cities.*

10
11 **Knutson reviews Waaga Way extension map and project.**

12
13 **Gustavson:** *Is this part of the Silverdale Design Standards?*

14
15 **Knutson:** *Yes, we will be presenting with Special Projects in mid August.*

16
17 **10:37:09**

18
19 **Sullivan:** *The Greater Hansville Area Advisory Council is working on folding the*
20 *Hansville Futures project into a Community plan compliant with the Growth Management*
21 *Act. Two council meeting and two sub committee meetings have been held so far and*
22 *we are slated for mid October adoption.*

23
24 **Foritano:** *Advises that communication with the Hansville Community be kept*
25 *very open and very visible.*

26
27 **10:40:16**

28
29 **Gustavson questions whether Limited Areas of More Intensive Rural Development**
30 **will be allowed to develop further considering the County's participation in the**
31 **Puget Sound Regional Council.**

32
33 **Nevins discusses his interpretation of what we are required to do under**
34 **participation with the Puget Sound Regional Council.**

35
36 **Taylor:** *Great job, Sullivan.*

37
38 **Sullivan:** *Working with the Kingston Citizen Advisory Council, we have looked at the*
39 *2005 Kingston Sub-area plan. We are working with other Sub-committee groups to look*
40 *at goals and policies. The focus is on the Downtown area and how to make it more than*
41 *just a ferry community.*

42
43 **Gustavson asks for a timeframe, Depee reiterates Diener will provide estimates.**

44
45 **10:44:45**

46
47 **Sommerhauser questions which community group is working on this plan as so**
48 **many different groups that have been mentioned.**

49

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1 **Sullivan:** *The Kingston Citizen Advisory Council is leading the effort for the plan*
2 *creation. The County is now helping them to proceed with the implementation and how*
3 *to direct their focus to the downtown area.*

4
5 **Foritano:** *The planning committees seem to need help in taking action. I*
6 *recommend that the Kingston group view the tribal lands, Greater Hansville and*
7 *Kingston all as one area and make sure that services are provided and planning*
8 *is addressed comprehensively as a region instead of piecemeal.*

9
10 **10:48:58**

11
12 **Adams:** *Will be working on the upcoming Code revision on Title 16, 17 and some of 18*
13 *with heavy input on 21. Also will be handling re-zones in Manchester, two applications*
14 *have been received.*

15
16 **Depee:** *We have a full docket and then we feel rushed to get it done, this is why*
17 *we are questioning the timeframes on this.*

18
19 **Sommerhauser asks about Planning Commission Training.**

20
21 **Diener:** *We are targeting a two or three day event and other agencies have expressed*
22 *interest in shared participation. Any further questions can be deferred to Amanda.*

23
24 **Discussion continues and it is preferable to the Planning Commission to delay**
25 **training until the early part of next year when we have down time and also when**
26 **new members may be appointed. Diener concurs.**

27
28 **Sommerhauser:** *Based on experience and the way our docket is adopted at the*
29 *very end of each year, it leaves the first third of the year as dead time.*

30
31 **Scott:** *I disagree; our staff is very busy right now on docketed projects as well as other*
32 *workload items. We are trying to target docket adoption for the next year in October, so*
33 *we can prepare and start work earlier. Again, the docket is not the only workload staff*
34 *has, and not all the projects are visible to the Planning Commission.*

35
36 **11:01:23**

37
38 **Sommerhauser:** *I am not criticizing you or staff in any way. If your staff starts*
39 *working on docketed projects in January, the staff is very busy, but the Planning*
40 *Commission is underutilized.*

41
42 *For efficiency and effectiveness, I would like to see the docket changed to*
43 *include some items that are scheduled for work and preparation during the year*
44 *and with completion pushed out to the start of the following year*

45
46 **Coppola:** *None of us wants to get into what we experienced with the Critical*
47 *Areas Ordinance.*

11:03:58

1
2
3 **H. Work Study: Code Development – Eric Baker, Special Projects (Est. 35 min)**
4

5 **Baker:** *(Distributes Phase II Code Development.) Phase II Code Development is*
6 *scheduled to go before Planning Commission in May. (References report given at the*
7 *end of last year.) The first draft was released in August 2007. Changes we are looking*
8 *at are mainly in Title 17. The second draft that we have been soliciting comments for will*
9 *be out by Friday, April 26, 2008 and will look largely similar to the first draft released in*
10 *August.*

11
12 *We have a Work Study scheduled for May 13th with a follow up Planning Commission*
13 *Public Hearing two weeks later. If needed, the June 11th Planning Commission*
14 *deliberations could be elongated if needed.*

15
16 **Taylor:** *Wouldn't the Work Session be the long meeting?*

17
18 **Baker defers to the Planning Commission's preference and decision.**

19
20 **Depee suggests the Public Hearing on May 27th be a night meeting.**

21
22 **Gustavson recommends reserving May 14th if necessary for an extended session.**

23
24 **Taylor recommends the May 13th Planning Commission be an extended meeting,**
25 **discussion continues.**

26
27 **It is agreed that on May 13th, the regular Planning Commission meeting will be**
28 **held from 9:00 am to 12:00 pm and then an extended Work Study on Code**
29 **Development will take place from 1:00 pm to 3:00 pm.**

30
31 11:17:54

32
33 **Baker reviews Title 16 Subdivision Regulations including: Lot area and dimension,**
34 **building setbacks, sidewalks and parking.**

35
36 11:24:45

37
38 **Depee:** *Parking is addressed by offsite parking requirements for guests.*

39
40 **Baker:** *Changes are proposed to the off street parking requirements, going from 2 to 2.5*
41 *spots per dwelling unit.*

42
43 **Depee:** *You should include something about time limits for example 24 hours*
44 *parking at a time.*

45
46 **Baker reviews historic and new lot sizes, building setbacks and sidewalks.**

47
48 **Depee:** *Does a Traffic Impact Analysis address this?*

49
50 **Baker:** *Road Classifications would help dictate requirements.*
51

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1 **Sommerhauser:** *What classifications would require double sidewalks?*

2

3 **Baker:** *General examples would be Old Military Road or Tracyton Boulevard, which*
4 *would require sidewalks on both sides. Your standard cul-de-sac would require one*
5 *sidewalk. I will provide a copy of these.*

6

7

11:33:05

8

9 **Gustavson:** *Are we moving towards sidewalks as opposed to white strips on the*
10 *side of the road?*

11

12 **Depee:** *Sidewalks are required by Growth Management Act.*

13

14 **Baker:** *In Urban areas, as re-development occurs, there will be a push to include*
15 *sidewalks.*

16

17 **Depee:** *They are also requiring money placed in a fund for future development.*

18

19 **Baker:** *There is another additional public component and they need to find the money*
20 *also to fund the development*

21

22 **Baker reviews rolled curbs and cost savings as opposed to usefulness.**

23

24 **Baker:** *Parking is being increased from 2 to 2.5 spaces per unit, but there will be some*
25 *changes to allow flexibility in spaces that can be angled, back-out and set aside.*

26

27 **Gustavson:** *How do you calculate half a parking space?*

28

29 **Baker:** *Calculate out to the max development and always round up.*

30

31

11:40:40

32

33 **Gustavson:** *These problems seem to center around small lots. This leads to*
34 *entry-level homes that are abandoned as quickly as possible and become rentals*
35 *or slums.*

36

37 **Baker:** *It is a delicate balance to increase housing and encourage growth and also*
38 *increases the need to create livable, attractive features in these communities.*

39

40 **Sommerhauser:** *Buildable Land Report and Urban Growth Capacities that we*
41 *just recently passed. How does this compare?*

42

43 **Baker:** *This is consistent with the 2006 Comprehensive Plan, the updated Lands*
44 *Capacity Analysis and the Buildable Lands Analysis.*

45

46 **Sommerhauser:** *We have already bet that this is going to go through based on*
47 *our Buildable Lands and our Urban Growth Area capacity.*

48

49 **Baker:** *Our Urban Growth Areas are sized at their minimums. These regulations will*
50 *make the density reality valid.*

51

1 **Baker reviews active and passive recreation areas.**

2
3 11:47:05
4

5 **Depee suggests having these items spelled out and standardized.**

6
7 **Baker discusses McCormick North as an example of where you can see a number**
8 **of these components.**

9
10 **Baker discusses Open Space requirements which are required for Performance**
11 **Based Developments but are not required on straight Plats.**

12
13 11:53:04
14

15 **Baker:** *Other issues the code is going to address will be the Accessory Dwelling Unit.*

16
17 **Sommerhauser:** *I thought the Board of County Commissioners did not want to*
18 *look at this?*

19
20 **Baker:** *Correct, but the Planning Commission may want to discuss it as it will almost*
21 *definitely come up as a topic of interest and discussion for the public.*

22
23 **Taylor:** *Is it possible to have two sets of rules for Accessory Dwelling Units in*
24 *urban areas as opposed to rural areas.*

25
26 **Baker:** *I will check, but revising one sub-section of the code opens it up in its entirety for*
27 *appeal.*

28
29 **Baker discusses Mixed Use Zoning, the Master Sign District and Surface Mining**
30 **requirements.**

31
32 11:58:55
33

34 **Taylor asks Baker to look into the development of an Accessory Dwelling Unit**
35 **policy in the Urban Growth Area.**

36
37 **Depee:** *I agree but don't know if the timing is right with the current work load.*

38
39 12:00:27
40

41 **I. Discussion and Recommendation: Planning Commission Night Meetings –**
42 **Scott Diener, Policy & Planning Manager, DCD (Est. 35 min)**

43
44 **A motion is made by Commissioner Taylor and seconded by Commission**
45 **Gustavson to continue regular day meetings, but move to night meeting for all**
46 **Public Hearings.**

47
48 **Sommerhauser:** *I understand this request came from the Board of County*
49 *Commissioners, but it is the reverse of our discussion and decision in January*
50

Kitsap County Planning Commission – April 22, 2008

1 **Gustavson:** *My logic on this is the public does not have any input at work study*
2 *or deliberation, they have input at Public Hearings.*

3
4 **Nevins:** *The benefit to evening meetings on a regular basis is that it opens up*
5 *the pool of individuals available to be on the Planning Commission.*

6
7 **Taylor:** *I won't change my family priorities to come back for night meetings.*

8
9 **Sommerhauser:** *It is most important is to serve the people in a way that*
10 *encourages participation. I think the reason we don't have a turn out at Work*
11 *Study is because of the time it is held.*

12
13 **Foritano:** *People will find the time to come to the meetings they are interested in.*

14
15 **Coppola:** *I sit on approximately 15 boards and what I find is the same people*
16 *come to the meetings whether they are day meeting or night meetings.*

17
18 **Sommerhauser:** *In our January discussion on this subject, there seemed to be a*
19 *strong opinion that going to night meetings impacts staff, costs, times and*
20 *schedules.*

21
22 **Taylor:** *Agreed*

23
24 **Diener:** *The direction of the board to review this was in an effort to inspire public input*
25 *and also the availability of potential candidates. This is not about staff. If it is the will of*
26 *the Planning Commission or the Board to go to night meetings, the staff will*
27 *accommodate.*

28
29 **12:10:15**

30
31 **A motion is on the floor to remain exactly the same.**

32
33 **The VOTE: (on the motion to continue regular day meetings, but move to night**
34 **meeting for all Public Hearings.)**

35
36 **Yes: 6**

37 **No: 2 (Nevins and Sommerhauser)**

38
39 **The Motion Carries**

40
41 **Taylor:** *We appreciate the Board of County Commissioners request.*

42
43 **Diener:** *I will provide a memo.*

44
45 **12:11:47**

46
47 **J. Discussion: Planning Commission Attendance Policy – Scott Diener, Policy**
48 **& Planning Manager, DCD (Est. 15 min)**

49
50 **Diener:** *Reviews RCW governing the attendance of Planning Commission. Staff*
51 *recommends that we table the issue until September or October.*

Kitsap County Planning Commission – April 22, 2008

1 **Time of Adjournment: 12:22:52**
2

3 **EXHIBITS**

- 4 A. Keith – Application for Current Use Assessment – Open Space Land
- 5 B. James J. and Susanna M. Lane – Application for Current Use Assessment –
6 Open Space Land
- 7 C. Permit Advisory Group Member List
- 8 D. Downtown Silverdale Current Design Districts Zoning Map
- 9 E. Downtown Silverdale Proposed Design Districts Zoning Map
- 10 F. Reasonable Measures Update Memo from Katrina Knutson (dated April 22,
11 2008)
- 12 G. Reasonable Measures Excerpt
- 13 H. Phase II Code Development Schedule
- 14 I. Sample Attendance Policies Memo from Scott Diener (dated April 17, 2008)
- 15 J. Kitsap County Planning Commission Night Meeting Availability Matrix

16
17 **MINUTES approved this _____ day of _____ 2008.**
18

19 _____
20 **Fred Depee, Planning Commission Chair**

21 _____
22 **Karla Castillo, Acting Planning Commission Secretary**
23