MINUTES

KITSAP COUNTY PLANNING COMMISSION

March 7, 2000


9:00 A.M.

Meeting Called To Order – Introductions.

9:05 A.M.

Adopt the Minutes of January 4, January 25 and February 1, 2000.

A Motion was made by William Matchett and seconded by Linda Rowe that the Planning Commission approve the Minutes of January 4, 2000. Vote: Aye: 6; Nay: 0; Abstain: 1 (McConaughy, not present at hearing.) Motion carried.

A Motion was made by William Matchett to approve the Minutes of January 25, 2000 changing a word on Page 19, line 7 from evasive to pervasive. Linda Rowe seconded the motion. Vote: Aye: 6; Nay: 0; Abstain: 1 (McConaughy not present at the hearing.) Motion carried.

Nobi Kawasaki announced that approval of the Minutes of February 1, 2000 would be continued to the hearing of March 28, 2000.

9:10 A.M.

Presentation by Melanie Denise-Cunningham of the U.S. Dept. of Commerce – Bureau of Census regarding the 2000 Census.

Jeff Smith introduced Melanie Denise-Cunningham to the members.

Melanie Denise-Cunningham said that she does outreach to the local communities to raise the level of awareness that Census 2000 is on its way. She made it clear that there are citizens who do not trust the government and do not want to participate in the Census. She recounted that Kitsap County did well during the last
Census with a 67% response rate, which was above the national average. She said that the Census Bureau was challenging Kitsap to go to a 77% mail response rate for the 2000 census. She said that this would be a significant increase because it will save $25,000 for every percentage more that they receive in the mail response. She reported that the Census deadline date was April 1, 2000. She further reported that this week census forms will be mailed out. She then noted a contractor error when the mailings were addressed which added another digit in each person’s street number. She said that in the Census everyone is counted and encouraged each person to fill out the census immediately and return it to them, so the Census Bureau will know how many staff they will need to go door to door. She noted that the Census Bureau was not outwardly recruiting at this time, but focusing on testing and readiness for phone work. She explained that in Kitsap County there is a complete count committee, which is a community-based committee. She said that they are training volunteers to help locate the children as well. She said that in this region there is approximately $450,000 available to use for promotional materials for this project. She said that the local census office is in Silverdale on Mickelberry Road. She reported with this promotional money they have been working with the Kitsap Complete Count Committee distributing tote bags to the homeless and in the shelters, adding that those tote bags will be helpful for that population. She said they are also looking to produce a “jazz and salsa” CD, which will be used on radio to promote Kitsap census. She said that the $10,000 in the Silverdale office is also for use in Mason, Jefferson and Clallam counties as well. In conclusion, she said, that there was a paid nationwide advertising campaign that cost 167 million dollars to promote the census, adding that the Census Headquarters are very pleased with the results.

Nobi Kawasaki asked in the last census, what was the population count for Kitsap?

Jeff Smith said the 1996 population was 172,000.

Nobi Kawasaki asked if that figure would be adjusted in the next census?

Jeff Smith said yes.

Gwendolyn Shepherd asked what could the Planning Commission members do to promote the Census?

Melanie Denise-Cunningham said take personal responsibility for all who are in your household and promote the census through the churches and non-profit groups, encouraging people to fill out the census form and return it as soon as possible. She said that the governmental authorities have been very helpful in this process.

William Matchett said that some will be missed and the population estimate may be too large instead of too small.
Melanie Denise-Cunningham said that they would do a head-to-head count as well as sampling; she did not know what the projected undercount would be.

Linda Rowe asked who would have access to the information once the census was completed?

Melanie Denise-Cunningham said the census will become public information after December 31, 2000 and then after April 1, 2001, the published data will be available from this census.

Nobi Kawasaki asked when the Comprehensive Plan process began; did Kitsap County use the census numbers?

Jeff Smith said that they used census block and census track information for transportation planning as a forecast for jobs and land use. He said that this information is being updated by the Puget Sound Regional Council (PSRC) and is one methodology used for the County’s Comprehensive Plan to see if it is being used in the way that it is intended.

Nobi Kawasaki said on the Zoning map there are about 300 zones which show the total population and where they are located. He felt this census would help forecast where roads are needed as well as future Urban Growth Areas.

9:25 A.M.

Presentation by the Homebuilders Association – “Build a Better Kitsap”.

Doug Woodside of the Homebuilders Association said that this program was put together with a public-private partnership with the recycling program in Kitsap County. He reported that the landfill will be filled in a short period of time, but if they can slow the process it would be better for the County. He said that the Homebuilders Association received a $15,000 grant to get this program going. He recounted that in 1995 this program began with a group of builders. He said that they met during 1996 and the concept of this program was to put together for builders by builders. He said that homebuilders are encouraged to become members of this program. He said this started with a job site recycling plan and now the Homebuilders Association is taking the builders and re-educating them about special paints, long wearing carpets and so forth. He described advanced framing, where you use 24-inch centers instead of 16 inch, saving about 14% in materials on the standard home. He said if all the builders used this practice, the builders could construct another 140 homes with the same amount of lumber and more insulation will get into the home. He said they have made a resource guide showing where the materials can be found. He explained that at first, this plan was geared towards residential housing and now it has evolved to include developments and light commercial. He said there are different point values to qualifying your home. He said that they did not have staff to go around and monitor each home, but the
builders outline this for the homeowner and the Homeowners Association provide a certificate for the homeowner after the home is built. He said this is so popular in Denver, Colorado, that if you do not build a “green belt home” you cannot sell homes. He reported that information about this program is added to the permit package that goes out. He said that slowly the builders are participating in this program; in the next year or two they would like all the builders to be on board.

John Ahl asked how metal framing is doing in Kitsap County?

Doug Woodside said that metal framing is not as energy efficient as wood, although they have now added thermal breaks to help with that. In Kitsap County they do not use much metal as in other parts of the nation because wood is so plentiful here.

Nobi Kawasaki asked if the program applied to remodels as well?

Doug Woodside said yes, as well as light commercial. He said the “remodelers” have about 20 members in their council.

Linda Rowe asked what percentage of Kitsap County builders belongs to the Homebuilders Association?

Doug Woodside said he did not know the percentage, but the membership is at 340 and builders total about 140. He said there are a lot of new builders in this County.

Carl Walske asked if there were any negatives for the builders?

Doug Woodside said no, not compared to the advantages. He said you are moving less material. He said that the state has promoted the advanced framing techniques and so forth.

Nobi Kawasaki asked where the recycling centers for builders were located?

Doug Woodside said there are places in Gorst for drywall/sheetrock and the cardboard that can be recycled. He said with the OSB plywood there is no recycler for that and it cannot be burned, so it has to go to the landfill.

Gwendolyn Shepherd asked if there was a checklist for the builder to use?

Doug Woodside said yes, it was included in the manual, adding there are 3 different star levels and the next page is the checklist. He said that the site portion of this Plan is the important section of the program because of the salmon protection issues.

Carl Walske said that they should be proud of this project.

Doug Woodside said that in 1997 he built a 3 star home and reported that this does not cost that much more than building with conventional materials.
John Ahl asked how a person could begin a project like this?

Doug Woodside said they should contact the Homebuilders Association and they could help them with the process. He said in December Fannie Mae received 100 million dollars for this program and the Homebuilders Association has received national, state and Department of Ecology awards for Build a Better Kitsap, and this has been used as the model for other Washington counties as well as nationwide.

Nobi Kawasaki asked how many homes are presently under this program?

Doug Woodside said that the Homebuilders are doing the tracking on this, adding that they would eventually like to hire a part time person to track this program.

John Ahl asked if there were tax breaks for homeowners who invest in this program?

Doug Woodside said it would be a good idea, but there are not tax breaks at this time.

Nobi Kawasaki felt the biggest boost might come from the lenders.

Doug Woodside said that CFA Mortgage would give a $100 to $200 credit on the processing fee if you Build a Better Kitsap home. He felt that if they could get these incentives on a local level it would be great. He said that Commissioner Garrido did go back east and talked to Fannie Mae to see if they would give some credit for the lending process.

Karanne Gonzalez said at the last meeting she was instructed by the Planning Commission to go back through the Ordinance and letters and respond to them. She said she prepared a response to changes that staff felt were appropriate. She reported that the first letter was from Susan Caulkins attorney, whose main point was the process by which we notify the public, which was not in sync with the procedures ordinance. She said that staff agreed that this was out of sync. The second letter, she continued, was from Charlie Burrow. She said one of his issues was that the County could condemn property for a public facility and questioned who was responsible for compensating tax? She said this could happen, but usually it was the landowner who asked to have the moratorium lifted and would pay for this procedure and compensating tax if due.

Nobi Kawasaki asked if the landowner requested lifting the moratorium and it was lifted, who would have the responsibility to mitigate?
Karanne Gonzalez said either the owner or the public entity and that could be a negotiation factor in the price of the property and could be made a condition of lifting of the moratorium. She said they would hold the applicant or landowner responsible. She also said that the County could require a bond from the landowner. She said that there were 2 letters from Sandra Adams, one dated February 22, 2000 and the second on February 28, 2000. She said Ms. Adams brought up a couple of points; first, that the Growth Management Act required planning for essential public facilities. She explained that while County staff does plan for the essential public facilities, they do not site on specific public facilities. Secondly, she said that Ms. Adams noted a request to lift a moratorium. She reported that during the landfill hearing the Timber Harvest Ordinance was found to be out of compliance with the change in the 1997 Forest Practices Regulations. The Board of Commissioners directed staff to amend the Ordinance regarding the change in law. She then reported that in Ms. Adams’ letter of February 28th, she asked about the SEPA process and why staff does not prepare this at the request stage. She explained again that staff would not entertain any land use action at the time the moratorium is lifted and will be done when the application is reviewed.

Nobi Kawasaki noted that on some of the forest practices applications there is a SEPA study done.

Karanne Gonzalez said yes, but that is solely for logging purposes, not a complete SEPA review; further, the Department of Natural Resources (DNR) is the lead agency with their rules and regulations and they prepare the SEPA. She said until the moratorium is lifted they cannot start planning or submit an application for building.

Nobi Kawasaki asked about a Class 4 Conversion?

Karanne Gonzalez said that a Class 4 Conversion would go through a SEPA review for this whole project; logging would take place after approval of the application. She said that Ms. Adams brought up an issue about people logging property before they have land use approval. She reported that there was a section in the Ordinance that addressed this issue. Further, she said that Ms. Adams asked if a video store was an essential public facility as well as Elaine Manheimer who asked about a “McDonalds”, and neither one are considered essential public facilities. She further reported that Elaine Manheimer had a concern about public notices with large landholders, where she believed that the notices would only be sent to the property owner because the surrounding 400 feet from the project site belonged to the same owner. She said that staff would send notification out to property owners 400 feet from all property owned by the applicant to reach all the neighboring property owners. She said that Ms. Manheimer’s letter also addressed the costs of an appeal. She said in this case the appeals are filed through Superior Court so this department did not have the authority to waive or reduce the fee.

She then reviewed the changes to the Ordinance for the members.
Nobi Kawasaki said he was unsure what was considered an essential public facility in the Comprehensive Plan.

Karanne Gonzalez said that those lands designated a public facility would be shown as purple on the Comprehensive Plan map, which included the landfill out by the Bremerton National Airport. She said she could change that wording to the Comprehensive Plan map.

William Matchett asked whether these designated public facilities that are mapped are in moratoria?

Karanne Gonzalez said yes, some of them have a moratorium on them but are still considered a designated public facility. She also noted that she had some notes from Deborah Flynn changing Page 7, Line 41 to: require a completed state forest practices application, and she felt that would be fine.

Carl Walske referred to Elaine Manheimer’s letter, the 2nd page, where she noted another problem in the criteria, and asked what was meant by that comment?

Karanne Gonzalez said that Criteria were for the staff reviews process for stormwater drainage, SEPA and so forth. She said unless you come to the County with a Conversion Application or an Option Plan, under state forest practice rules County staff can mitigate for a stiffer requirement than what the state requires.

Nobi Kawasaki, William Matchett and Karanne Gonzalez discussed examples of mitigation processes.

Carl Walske asked about Page 12, do you mitigate to meet a requirement or mitigate for not meeting a requirement?

Karanne Gonzalez said you mitigate for not meeting the requirement.

Following a brief discussion, Nobi Kawasaki announced that the decision on the Kitsap County Timber Harvest Ordinance amendments was continued to April 4, 2000, at the County Administration Building, Commissioners Chambers beginning at 9:00 a.m.

Work Plan Discussion.

Nobi Kawasaki said currently, the Planning Commission has meetings scheduled for March 14, 2000 at the Bremerton School Administration Bldg. 134 N. Marion beginning at 6:00 p.m. to discuss the Port Blakely project and then on March 29th, 2000, at the Court House for a Study Session on the Port Blakely project and then April 4th for a Study Session on the South Kitsap Industrial Area (SKIA) and a decision
on the Timber Harvest Ordinance. He asked if there were other items the Planning Commission would like to review?

1) Accessory Dwelling Unit Section in the Zoning Ordinance;
2) Watershed Planning with Rick McNicholas and Rick Kimball;
3) Water Basin Planning; and
4) Final Review and the response to NMFS.

No further discussion being heard, the meeting closed at 11:15 a.m.

DOCUMENTS DISCUSSED AT MEETING

<table>
<thead>
<tr>
<th>Exhibit No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Amended Agenda for Planning Commission Meeting, March 7, 2000.</td>
</tr>
<tr>
<td>B.</td>
<td>Memorandum to the Planning Commission from Karanne Gonzalez, Dept. of Community Development</td>
</tr>
</tbody>
</table>

MINUTES approved this____ day of __________, 2000.

______________________________
Nobi Kawasaki, Chair

______________________________
Karen Halbeck, Secretary