KITSAP COUNTY PLANNING COMMISSION
JANUARY 13, 2004


9:00 A.M.

1. Chair Lary Coppola called the Meeting to Order

2. Introductions

Planning Commission members welcomed new Central Kitsap member, Dean Jenniges, to the Commission. Jenniges gave a brief history of his background and interests relative to serving as a Planning Commissioner.

3. Approval of Minutes

October 21, 2004 Minutes

A motion was made by Commissioner Gustavson and seconded by Commissioner Nevins that the October 21, 2003 minutes be approved. The vote: Aye-6; Opposed-0; Abstained-1. Motion carried.

November 18, 2003 Minutes

A motion was made by Commissioner Ahl and seconded by Commissioner Nevins that the November 18, 2003 be approved. The vote: Aye-6; Opposed-0; Abstained-1. Motion carried.

4. Appointment of Planning Commission Chair for 2004

Planning Commission members held a discussion regarding absence of rules regarding appointment of Chair, benefits of annual rotation, history of past practices, public perception, duties of the Chair and importance of maintaining neutrality by setting aside personal agenda when serving as Chair. It was agreed that all who have served as Chair have done an excellent job. The general consensus was that the Vice Chair should
rotate into the position of Chair and that if this takes place, the new Vice Chair would normally be the senior member of the next represented District.

A motion was made by Deborah Flynn and seconded by Lary Coppola that Vice Chair Tom Nevins be nominated as the 2004 Chair of the Kitsap County Planning Commission. Nevins accepted the nomination. The Vote: Aye-7; Opposed-0. Motion carried unanimously.

John Ahl nominated John Taylor as Vice Chair.

A motion was made by Dean Jenniges and seconded by Lary Coppola that the Vice Chair appointment be continued to the February 10, 2004 Planning Commission meeting.** The Vote: Aye-7; Opposed-0. Motion carried unanimously.

John Ahl withdrew his previous motion.

Discussion was held about attendance records of Planning Commission members and the need to address this in the Planning Commission By-laws.

Tom Nevins will talk with Mark Flynn about his willingness to serve as Vice Chair.**

5. Public Hearing to Consider:

A. Application of Josh and April Lambert for Current Use Assessment - Open Space, on approximately 10-acres in Section 32, Township 25, Range 1W, in Central Kitsap County.

Karanne Gonzales described the application and property involved, noting this application and the following one are adjacent parcels. She said the property is partially located in the Seabeck Creek stream ravine and she also referenced slopes on the map. Karanne said that other properties in the area were logged in 90’s. She said the property qualifies for open space with 2 acres exempt for a home, and that staff is recommending approval at a 2% tax reduction with no public access required. This will create a $362.00 tax shift.

Brush picking activities were addressed and Karanne explained that the property is to be left in its natural state.

No further discussion being heard, a motion was made by Tom Nevins and seconded by Michael Gustavson that the Planning Commission concur with Staff and recommend approval of the Lambert application. The vote: Aye-7; Opposed-0; Abstained-0. Motion carried unanimously.
B. Application of Rod and Tanya Forseberg for Current Use Assessment - Open Space, on approximately 10-acres in Section 32, Township 25, Range 1W, in Central Kitsap County.

Karanne Gonzales described the application and property involved, noting the location to be directly to the south of the Lambert property. This parcel also has streams running into Seabeck Creek and is subject to subdivision regulations. Staff recommends approval with two acres exempt for a residence. This amounts to a 50% tax reduction and as with the previous application, no public access is required. Approval will create a $363.00 tax shift. Karanne noted that a Type 4 stream flows on the property most of the year but with no fish in the stream. She said this was submitted as a transfer application.

No further discussion being heard, a motion was made by John Ahl and seconded by Tom Nevins that the Planning Commission concur with Staff and recommend approval of the Forseberg application. The vote: Aye-7; Opposed-0; Abstained-0. Motion carried unanimously.

C. Application of Sandra Bergman on behalf of the Bergman Irrevocable trust for Current Use Assessment - Open Space, on approximately 26-acres in Section 13, Township 25, Range 1W, in Central Kitsap County

Karanne Gonzales described the application and property involved, noting the parcel to be 26 acres east of Silver Sound Lane off of NW Lois Drive in Central Kitsap, zoned Rural Protection. The property has a Forestry Riparian easement pursuant to the Forest Practices Salmon Recovery Act through the State of Washington.

Conservation easements to prevent logging were discussed. Karanne noted there is no access into the property; only trail systems and old logging roads that cannot be accessed by vehicle. Most areas are not developable because of steep slopes and ravines. Approval will result in a 90% tax reduction with a $1,747.00 tax shift.

No further discussion being heard, a motion was made by Tom Nevins and seconded by Deborah Flynn that the Planning Commission concur with Staff and recommend approval of the Bergman application. The vote: Aye-7; Opposed-0; Abstained-0. Motion carried unanimously.

D. Application of Sandra Bergman on behalf of the Bergman Irrevocable trust for Current Use Assessment - Open Space, on approximately 12.95-acres in Section 27, Township 25, Range 1W, in Central Kitsap County. This parcel is zoned Rural Protection one dwelling unit per 10-acres. The application is comprised of five separate tax parcels totaling 12.95-acres; 4-acres will be exempt for future home sites. Approximately 8.95-acres are eligible for this classification. The property is located at the east of NW Kalhowya Trail off of Seabeck Highway.
Karanne Gonzales described the application and property involved, noting this to be a 12.9 acre parcel located at the east end of Kalhowya Trail, zoned Rural Protection. Five lots have been selectively logged and the property contains an unclassified stream ravine. Portions of the site are located to the east of Big Beef Creek, a Type-1 stream. The landowner’s goal is to maintain the property in a natural state.

Discussion consisted of: More detail in the description and location of the property; concern about approving non-buildable sites; possibly altering site configuration; possibility of approving open space but not approving building sites and could this be added to final paperwork. Discussion was also held on the following issues: whether references to creeks and run-off are realistic; roads to the lots; whether applicant has option to shift building sites; a way for applicant to propose clustering homes on the five buildable lots if they decide to develop; disagreement with clustering option and the concern that this type of added condition is beyond scope of Planning Commission’s authority. Karanne suggested she write a memorandum to the Assessor’s file regarding discussion of a clustering option, stipulating that one area designated is not constrained relative to development.

Karanne will prepare a memorandum to the Assessor’s file regarding the clustering option for development associated with Open Space Current Use Assessment applications.**

No further discussion being heard, a motion was made by Deborah Flynn and seconded by Michael Gustavson that the Planning Commission concur with Staff and approve the Berman application. The vote: Aye-7; Opposed-0; Abstained-0. Motion carried unanimously.

Karanne Gonzales distributed statistics on tax shifts for year 2003 open space applications. She said that compensating funds go back into the General Fund and will determine for the Planning Commission how to track this information.** Karanne also noted that the application fees have been raised. Discussed followed on breakdown of numbers and distribution of tax dollars.

6. Work/Study Session

A. Committee Reports

None

A. Master Planning Ordinance

Laura Ditmer said the Master Planning Ordinance is still a work in progress and recommended continuing this item to the February 10, 2004 Planning Commission meeting.**
Laura also discussed the 2004 Comprehensive Plan Amendment (CPA) schedule. This should also be more refined for the February 10, 2004 Planning Commission meeting.** The Board of Commissioners is looking at August for completion of the CPA process. This means that the bulk of the work will probably fall in May through July. Staff is currently working on the docket; for instance, the George’s Corner site will be revisited in the 2004 schedule. Laura said staff is hoping not to add extra Planning Commission meetings but cannot guarantee this will not occur. Hoping to have documentation to the Planning Commission members by March to allow adequate review time plus time for possible additional meetings in May or June. She said the draft resolution for the 2004 CPA process will be presented to the Board of Commissioners at its February 4, 2004 Work/Study session. Staff is not accepting applications at this point and Kamuron Gurol recommends no site-specific requests be accepted in 2004. The Board will make the decision on applications for the CPA process. Meanwhile, staff is looking at planning in phases out to 2025 for some projects, hoping to visit up to three Urban Planning Areas (UPAs) and related areas each year. The South Kitsap/Port Orchard UGA will be first.

C. Other

Discussion was held about staff vacancies, timing for hiring new Planners, internal transfer in Long Range Planning position, re-advertising for Planner positions, salaries, how they are set and comparisons with other jurisdictions. Requirements and expectations of the Planner position were also discussed. Laura suggested that since the Planning Commission has suggestions and concerns, that the Planning Commission holds this discussion with the Board of Commissioners at the joint meeting on January 27th.

Holly Anderson will follow up on the request for an on-going report from the MLS.**

Holly will re-send updated roster of Planning Commission to the members.**

Holly will put time on upcoming meetings.**

The Affordable Housing Summit was discussed with emphasis on trying to determine where to fit it into the 2004 schedule. This important issue should assist with the CPA process. Laura will try to bring the schedule discussed with the Board to the February 10, 2004 Planning Commission meeting.** At the December meeting of newly elected officials, affordable housing received the highest level of interest.

John Ahl presented language change for the By-laws. The change is under legal review at this time. Kamuron suggested adopting any language change to the By-laws via a resolution.

The Commission will discuss with the Board, GMA language vs. the Planning and Enabling Act.
John Ahl asked Holly to add an item to the January 27, 2004 agenda, regarding appropriateness for the Board to remand issues back to the Planning Commission.

Staff and Commission discussed procedural changes to better facilitate the planning process for Building applications. Kamuron expressed concern as to whether the Planning Commission has all information needed to make a recommendation to the Board on this issue, noting that DCD does not second-guess the Board. Once the Board adopts policy, the application process is followed on permitted land.

No further business being heard, the meeting was adjourned.

Exhibit No. Description
A. January 13, 2004 Planning Commission Agenda
B. Draft 1 of By-law changes
C. Draft language change for By-laws submitted by John Ahl
D. Draft minutes for approval, October 21, 2003 and November 18, 2003
E. Josh and April Lambert application for Current Use Assessment – Open Space
F. Rob and Tanya Forsberg application for Current Use Assessment – Open Space
G. Sandra Bergman/Bergman Irrevocable trust application for Current Use Assessment – Open Space
H. Sandra Bergman/Bergman Irrevocable trust application for Current Use Assessment – Open Space
I. Current Use Parcel Count 2000-2003

MINUTES approved this ___________ day of __________________, 2003.

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Tom Nevins, Chair

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Planning Commission Secretary