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MINUTES
KITSAP COUNTY PLANNING COMMISSION
Administration Building - Commissioner's Chambers
Public Hearing/Deliberations
March 27, 2007, 9:00 AM

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

11 The Kitsap County Planning Commission met on the above-stated date at
12 the Kitsap County Administration Building – Commissioner's Chambers
13 located at 619 Division Street, Port Orchard, WA 98366. Members present:
14 Chair John Taylor, Lary Coppola, Fred Depee, Michael Gustavson, Tom
15 Nevins, Linda Paralez, Lou Foritano and Dean Jenniges. Staff present: Eric
16 Baker, Angie Silva, Linda Bentley, Scott Diener, Larry Keeton, and Planning
17 Commission Secretary Christina Lindner.

18
19
20 9:09 AM

21 A. Call Meeting to Order, Introductions

22
23
24 9:10 AM

25 B. Approval of Meeting Minutes

26
27 A motion was made by Commissioner Coppola and seconded by
28 Commissioner Jenniges to approve the minutes of February 27, 2007.

29 The VOTE:

30 Unanimous

31 Motion carries

32
33 A motion was made by Vice Chair Coppola and seconded by Commissioner
34 Jenniges to accept the resignation of Brian Bekeny effective March 13,
35 2007 with appreciation for his service.

36 The VOTE:

37 Unanimous

38 Motion carries

39
40 9:11 AM

41 C. Review of March 13, 2007 training and procedures.

42
43 A motion was made by Commissioner Nevins and seconded by
44 Commissioner Paralez to adopt the parliamentary procedures document as

1 **a guideline for meetings and procedures with some flexibility and**
2 **discretion as needed.**

3 **The VOTE:**

4 **Yes: 6**

5 **No: 2**

6 **Motion carries.**

7
8 **Nevins:** *Recommends reading the document once a month as a*
9 *refresher.*

10
11 **Discussions held regarding the desire to adopt the document as a resource**
12 **or to incorporate them into the bylaws.**

13
14 **Foritano:** *Agrees with the adoption, but recommends it be kept to a*
15 *couple of pages.*

16
17 **Chair Taylor wishes to adopt the pamphlet as a guideline.**

18
19 **Scott Diener:** Following the training on March 13, staff looked at the bylaws and
20 decided it would be good to update them in order to improve staff and Planning
21 Commission efficiency.

22
23 **Foritano:** Which issues would you like to correct?

24
25 **Diener:** We have tossed around the idea of bringing an ex-officio member to the
26 Planning Commission. They can assist with points of order and make motions,
27 but cannot vote.

28 **00:09:05**

29
30 **Several Planning Commission members express disapproval of this idea.**

31
32 **Nevins:** *Expresses interest in seeing the plan on paper and submits a*
33 *document to staff regarding his thoughts on roles, responsibilities, and*
34 *procedures.*

35
36 **Chair Taylor:** I think the document alone will help our meetings move
37 efficiently. An ex-officio member is not necessary.

38
39 **Commissioners Paralez, Coppola, and Foritano indicate that they would**
40 **like to see the proposal before it is voted against.**

41
42 **Gustavson:** The County Commissioners should determine if we are
43 performing efficiently or if we should be replaced. I do not believe it is
44 appropriate for an ex-officio member to make motions.
45

1 **Chair Taylor establishes that the consensus is for staff to prepare a**
2 **proposal to update the Planning Commission bylaws.**

3
4 **Gustavson:** *Recommends considering Pierce County’s model of bylaws.*

5
6 00:16:50

7
8 9:24 AM

9 **D. Public Hearing to consider testimony on proposed amendments to**
10 **Kitsap County Code Title 17 (Zoning Ordinance), related to Chapter**
11 **17.381: Allowed Uses.**

12
13 **Eric Baker gives a brief update on the 10-Year Update and the Title 17 code**
14 **changes. He then describes the documents before the Planning**
15 **Commission.**

16
17 **Gustavson:** How does the term “Fast Track” relate to Code Revisions?

18
19 **Baker:** There are two different code development projects right now. The “Fast
20 Track” code amendment issues are more serious and require your attention now
21 rather than later. Phase II Code Development will be brought to you at the end of
22 the year. It is a much more comprehensive change to County code. We wanted
23 to make the differentiation between the two projects. We could change “Fast
24 Track” to a term that is less contentious.

25
26 **Coppola:** Some items have numbers attached and levels of review.

27
28 **Baker:** The number of rooms determines the required level of the review. Each
29 of these numbers references a footnote.

30
31 **Gustavson:** Will we be looking at the other issues in this document in the
32 fall?

33
34 **Baker:** Yes. Other issues such as agricultural regulations will be discussed at
35 length in the fall. The regulations you see in this document are the same as
36 those in 1998.

37 00:25:16

38
39 **Coppola:** Will there be a separate public hearing on the agricultural
40 changes?

41
42 **Baker:** Staff will not be proposing changes to the agricultural regulations, but
43 discussions can take place in October.

44
45 **Depee:** *Requests an explanation of acronyms.*

46

1 **Baker:** *Explains the acronyms:*
2 *UCR – Urban Cluster Residential (located in Kingston and McCormick Woods)*
3 *UR – Urban Restricted (environmentally sensitive zone; 1-5 dwelling units per*
4 *acre)*
5 *UL – Urban Low (standard Single Family Residential zone, 4-9 DU/acre)*
6 *UM - Urban Medium (apartments, condos, 10-18 DU/acre)*
7 *UH – Urban High (most intensive residential zone, 19-30 DU/acre)*

8
9 **Depee:** Are manufactured homes permitted under zonings other than
10 UCR?

11
12 **Baker:** Under UR and UL, you find the term” ACUP”. We are proposing to
13 change it to “P” for permitted. This would imply that a person could apply for a
14 mobile home permit then go about their business. For manufactured homes in
15 UCR and UM zones it was written correctly in the code, thus no changes are
16 necessary. And it is prohibited in UH because it is not possible to get
17 Manufactured Homes at 19 DU/acre.

18
19 **Coppola:** What is the difference between mobile homes and
20 manufactured homes?

21
22 **Baker:** Mobile homes are constructed prior to 1976. Anything constructed after
23 1976 is considered a manufactured home. They have different certifications and
24 requirements with the State.

25 **00:28:05**

26
27 **Depee:** *Clarifies that building codes play an important role as well.*

28
29 **Jenniges:** Footnotes are identified in this document that were very
30 controversial, ranging from the junk car proposal to the businesses
31 proposal. Why are there footnotes when these were supposed to be
32 strictly code changes?

33
34 **Baker:** We added the footnotes for reference. They are a compilation of
35 approved items from the Board of County Commissioners with input from the
36 Planning Commission. We are only making changes today that are necessary to
37 remove obvious errors. We are not proposing changes to anything else, but as
38 we approach Phase II Code Development at the end of the year I expect
39 concerns will surface.

40
41 **Jenniges:** If we adopt these changes, will we adopt the footnotes as
42 well?

43
44 **Baker:** They are in current code today. The Planning Commission read and
45 approved them at the end of last year. This is not new text. We will be
46 addressing these issues during Phase II Code Development.

1
2 **Chair Taylor opens the Public Hearing portion of the Proposed**
3 **Amendments to Kitsap County Code Title 17.**

4
5 **Ron Ross:** It is complex trying to follow the footnotes. There are many zones
6 that are now being broken into finite categories. If a bed and breakfast is
7 permitted in UCR but not UL, where is the continuity? I would like to see a limit
8 on the expansion of this complex system.

9
10 **Chair Taylor closes the Public Hearing portion of the Proposed**
11 **Amendments to Kitsap County Code Title 17.**

12 **00:38:05**

13
14 **Fred Depee:** *Asks for a definition of Urban Cluster Residential.*

15
16 **Baker:** The zone was created in the Kingston sub-area plan and only applies in
17 the McCormick Urban Village and Kingston area. It is a variety of zones
18 including commercial uses, zero lot line development, and higher density cluster
19 developments.

20
21 **Gustavson:** Seattle allows manufactured homes to be stacked, which
22 doubles the density. It prompts the question, “why would it not be allowed
23 in urban high?”

24
25 **Baker:** We can look at the code to see if it is allowable. We can also find out if
26 19 dwelling units per acre is achievable. Would you want to have stacked
27 Manufactured Housing?

28
29 **Nevins:** *Expresses interest in the justification of Accessory Dwelling Units*
30 *(ADUs) in the urban restricted zones being reduced from an*
31 *Administrative Conditional Use Permit (ACUP) to a straight permit.*

32
33 **Baker:** While it is an environmentally sensitive zone, it is still within the Urban
34 Growth Area. We are not trying to push development, but it is in an area near
35 mass transit services. Accessory Dwelling Units are a form of affordable housing
36 which mass transit serves. Allowing the development of ADUs as permitted is a
37 Reasonable Measure. Environmental protections are still in place.

38 **00:42:52**

39
40 **Nevins:** Is it possible that a permit would not be issued to a sensitive
41 piece of land even if it were in the urban area?

42
43 **Baker:** If there were a proposed structure within a critical areas buffer or drain
44 field, etc. Asking for a variance, however, could create an issue.

1 **Jenniges:** *Requests a notation explaining the footnotes.*

2

3 **Chair Taylor:** Is a written comment deadline established?

4

5 **Baker:** Staff recommends that the Planning Commission make a decision today.

6

7

00:50:42

8

9

10:55 AM

10 **E. Deliberations and recommendation on proposed amendments to**
11 **Kitsap County Code Title 17 (Zoning Ordinance), related to Chapter**
12 **17.381: Allowed Uses.**

13

14

15 **A motion was made by Commissioner Jenniges and seconded by Vice**
16 **Chair Coppola to approve the current recommended code changes for Fast**
17 **Track Code Revisions.**

18 **The VOTE:**

19 **Yes: Unanimous**

20 **Motion carries.**

21

22 ***Discussions held regarding home businesses and conditional use permits.***

23

24 **Break 11:03 AM**

25

01:07:15

26

27

11:15 AM

28 **F. Continuation of February 27 Public Hearing: Silverdale Draft**
29 **Downtown Design Guidelines.**

30

31 ***Linda Bentley gives a brief update regarding the Silverdale Design***
32 ***Guidelines, the new district alternatives, and requests draft approval.***

33

34 **Jenniges:** *Asks why the Clear Creek Corridor does not run from*
35 *Silverdale Way to Old Town along the same road.*

36

37 **Paralez:** *Compliments the timeliness and hard work put into responding*
38 *to Planning Commission comments.*

39

40 **Chair Taylor opens Public Hearing Portion of the Silverdale Draft**
41 **Downtown Design Guidelines.**

42

01:18:40

43

44 **Lawrence Greaves:** I would like to see Paragraph 3.4.3 on page 21, subsection
45 H, deleted from the guidelines. Commercial Street is a platted street in Old Town
46 and is an acknowledged wetland area.

1
2 **Mike Walton:** There has been an attempt to keep the identity of specific
3 neighborhoods of the Silverdale area, which is why there were originally as many
4 recognized districts. Since our last meeting, one of our primary issues was that
5 the waterfront district did not cover the waterfront. There was a lot of confusion
6 over nomenclature, not intent. The waterfront is not homogeneous; our intent
7 was not to treat it as such. It is not representative of what Silverdale is or might
8 be. We removed that designation all together. The Clear Creek Corridor was
9 extended to the waterfront in order to include the estuary and the creek corridor
10 itself. The upper portion of the east area is Hospital property and will look like a
11 campus whether we have guidelines that say it or not. Through our simplification
12 discussions, central and east basically wound up with the same guidelines. For
13 the sake of simplicity, have central and east colored the same. This indicates
14 they are following the same guidelines rather than two separate areas. The
15 intent is the same: to recognize and address the dissimilarities and satisfy the
16 Planning Commission's request. We could not make it all one district. The
17 guidelines are good for the concept of an urban village of what Silverdale may
18 look like 20 or 30 years from now. I feel like the guidelines have done a very
19 good job of reaching that goal.

20
21 **Depee:** *Asks if the hospital will build a campus at a future date and*
22 *references a situation in which Port Orchard bought property for a future*
23 *campus but never followed through. Suggests that the hospital could*
24 *change its course.*

25 **01:28:18**

26
27 **Walton:** We simplified this area to the Bucklin Hill Center, more commercially
28 aligned guidelines, but it allows the hospital to do a campus design.

29
30 **Gustavson:** The east side of Silverdale Way, which you have included in
31 the Clear Creek Corridor, looks exactly like the west side. What is the
32 rational for coloring that green?

33
34 **Walton:** Other than drawing any arbitrary lines, the Clear Creek Corridor in the
35 greenway runs down here (points to map), but to cover the development that
36 may face toward the corridor, it was extended all the way to Silverdale Way. It
37 could possibly be extended down, but because of the Bucklin Hill
38 Center/Silverdale Campus area, it was decided to keep it within the Bucklin Hill
39 guidelines rather than extend the Clear Creek Corridor to the Silverdale Way line.

40
41 **Depee:** The corridor is already established commercial and fully
42 developed.

43
44 **Walton:** It is developed commercial, but it could be redeveloped. We would like
45 the redevelopment to follow the guidelines.

46 **01:31:45**

1
2 **Ron Ross:** I believe this process is staff driven. Page 21, paragraph J states
3 that sidewalks are to be provided if possible. When I choose to develop five or
4 ten years from now and need to put in a road, do I need to put a sidewalk on both
5 sides or not? Who makes this determination? The ten zones in Silverdale are
6 confusing. Multi-family should be excluded from the design districts, but the
7 hospital property does not need to be eliminated. We do not need restrictions on
8 school zones. I suggest combining regional commercial (east and central) to
9 achieve the lowest number of districts possible and combining Old Town with
10 West Hills.

11
12 **Depee:** *Asks Mr. Ross why he feels the property around the hospital*
13 *should be excluded.*

14
15 **Ross:** Topographical reasons. Much of the property around the hospital is
16 owned by the hospital. Anything we could logically exclude would be my
17 preference.

18
19 **Gustavson:** Could you make one district out of East, Central and Clear
20 Creek Corridor?

21
22 **Ross:** The Critical Areas Ordinance protects the corridor. I do not see the need
23 for urban design guidelines. Are the guidelines enforceable if they say things like
24 “where possible”?

25 **01:45:20**

26
27 **Dave Peterson:** This plan is staff written, not staff driven. Public has had much
28 input and now it is staff’s part to put it into writing. In the beginning we looked at
29 what we thought were seven natural neighborhoods. I am not against any
30 amount of districts except one; I am opposed to Old Town being brought into
31 west. The space to the west of Old Town should be included with Old Town. I
32 would encourage you to keep the basic idea of what we are trying to do. Please
33 leave Old Town as its own unique area and not require businesses along the
34 water to be on the first floor. It would be a much better use to have it all
35 residential. The people will add to the success.

36
37 **Depee:** This process started two years ago. How can you say that there
38 was public input when only three people attended the last community
39 meeting?

40
41 **Peterson:** The Central Kitsap Community Council has kept the study active.
42 There were many stops and starts.

43
44 **Gustavson:** Is there a theme for Silverdale?
45

1 **Peterson:** It was mentioned at one of our meetings, but there is no catchy
2 theme that can be put into words.

3 **01:56:50**

4
5 **Mary Earl:** I agree with Dave Peterson in extending Old Town to the west. I
6 would include the south part of Central into the Old Town area. I disagree with
7 Ron Ross in combining the Old Town and west districts because of the
8 topography in the area. They are two different neighborhoods.

9
10 **Jenniges:** The area currently called east, topographically, is more difficult
11 to develop, except along Randall Way. Once you cross Silverdale Way
12 heading west, you're not in Old Town anymore. I would not like to see Old
13 Town extended any further.

14
15 **Walton:** *Explains the working group process to the Planning Commission.*

16
17 **Gary Johnson:** Concerning the extension of Old Town northward, the area
18 proposed contains two hotels and a strip mall and is very different in character
19 from Old Town. I do not believe it belongs in Old Town.

20
21 **Chair Taylor closes the Public Hearing Portion of the Silverdale Draft**
22 **Downtown Design Guidelines.**

23 **02:06:00**

24
25 **Foritano:** What are your thoughts? Are you moved to consider any
26 further changes?

27
28 **Bentley:** The area to the north of Old Town was originally included in Old Town.
29 During open houses and meetings, there was comment that the hotel area
30 should be removed from Old Town based on development. They wanted to
31 retain the charm and they wanted lower height requirements.

32
33 **Foritano:** Is the issue the enhancement of Old Town? Doing something
34 to attract people to Old Town would keep the businesses viable. Why not
35 attract traffic from what's being built in the west?

36
37 **Bentley:** This is a design guideline only. This is not an Economic Development
38 plan. We are thinking about the viability of Silverdale, but it is my understanding
39 that the Old Town community wishes to retain its charm. The zoning is
40 Neighborhood Commercial, which indicates that the businesses are there to
41 serve the residents. Lastly, we can remove the reference to Commercial Street
42 as suggested by the Port.

43
44 **Gustavson:** This seems to be another way to add more costs to the
45 developers. I have not heard a theme or any reason for doing this. I
46 would vote that we disband and drop this issue.

02:13:50

1
2 Gustavson leaves 11:22 AM

3
4 ***Discussions held regarding text changes.***

5
6 ***Jenniges:*** Requests Larry Greave's opinion of the guidelines.

7
8 **Greaves:** I have mixed emotions. The primary concern in Silverdale is to make
9 the area pedestrian friendly. It would not hurt my feelings if this plan were not
10 adopted.

11
12 **Nevins:** What rationale led to exclusion of properties bordering
13 Clear Creek on the east side from the Clear Creek Corridor area?

14
15 **Bentley:** The eastern portion of the Clear Creek Corridor was never discussed
16 in my tenure.

17
18 **A motion was made by Commissioner Depee and seconded by Vice Chair**
19 **Coppola to combine the Central, Clear Creek, and East districts as one**
20 **district, west as a second district, and Old Town as a third district.**

21 **The VOTE:**

22 **Yes: 4**

23 **No: 3**

24 **Motion fails**

25
26 **Depee:** *Would like to see simplicity in the plan.*

27
28 **Paralez:** The guidelines are for appearance only. They are not related to
29 critical areas. Without the guidelines you lose orientation, size, and height
30 of buildings, things the citizens care about along the corridor. I do not
31 agree with changing the Clear Creek Corridor standards, but I would
32 support Central and East becoming one design standard.

33 02:27:25

34
35 **Nevins:** The citizens want the corridor to be an asset to their community.
36 I think we ought to keep Clear Creek separate.

37
38 **Coppola:** I have mixed emotions. Silverdale Way and Blaine Avenue are
39 heavily developed. I do not think we should impose design standards on a
40 building that someday may not even see the creek. What matter would it
41 be if we turned Safeway around? The creek is protected by the Critical
42 Areas Ordinance so it would be 150 feet before anybody could develop
43 anything anyway. I support two or three design districts and trust the
44 Critical Areas Ordinance to protect the creek.

45

Kitsap County Planning Commission –March 27, 2007

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- D. Code Development Fast Track Code Revisions
- E. Silverdale Design Guidelines Public Testimony – Ron Ross
- F. Silverdale Design Guidelines Public Testimony – David Peterson

MINUTES approved this _____ day of _____ 2007.

John Taylor, Chair

Christina Lindner, Planning Commission Secretary