M I N U T E S

KITSAP COUNTY PLANNING COMMISSION
Administration Building - Commissioner's Chambers
December 1, 2009 6:00 pm

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: Lou Foritano, Robert Baglio, Linda Paralez, Mike Gustavson, Michael Brown, Tom Nevins, Jim Sommerhauser and John Taylor

Members absent: Fred Depee

Staff present: Scott Diener, Larry Keeton, and Planning Commission Secretary Karla Castillo

5:59:30

A. Call Meeting to Order, Introductions

B. Adoption of Agenda

A motion is made by Commissioner Taylor and seconded by Commissioner Paralez to adopt the agenda as posted.

The vote:
Unanimous
The motion carries

Agenda is adopted as posted

C. Public Comments

D. Director’s Update: Larry Keeton, Director, DCD

Keeton gives an update on the Department and the proposed fee increases. Keeton discusses the Four County meeting that was held today.

Discussion is held on the proposed fee increases and the impact to the Department.


Diener gives an overview of the Findings of Fact that is being presented.

A motion is made by Commissioner Sommerhauser and seconded by Commissioner Gustavson to approve the Findings of Fact to Amend Kitsap County Code Chapters 21.06, 14.04 and 14.08.
The vote:
Unanimous
The motion carries

F. Workstudy: 2009 in review & looking ahead in 2010: Scott Diener, Manager
   Policy and Planning, DCD

   6:32:06

2009 in review:

- Docket was loaded with heavy events and multiple-page docs; we need to manage
document distribution better (Scott suggest a protocol);
- Different workplan tasks were not completed (eg, RWIP, legacy lots, code work)
- Committee of the whole should be considered more often
- There was disconnect with staff and HBA.
- Staff noted that better review of assumptions and empirical data was needed for
certain program or plan proposals.

2010 Workplan:

- Reviewed the proposed plan for 2010, noting the docket was scheduled for approval
  on Dec 14.
- 2010 schedule and time: proposed 1 mtg. for the first quarter (with more as needed),
  and that the meeting times could be 6 pm moving forward.

A motion is made by Commissioner Sommerhauser and seconded by
Commissioner Nevins to go to one meeting a month during the first quarter of 2010
and resume normal schedule of two meetings a month in April 2010.

The vote:
Unanimous
The motion carries

Education/Training:

- Staff committed to training in the first part of the year, all jurisdictions will be invited
- Joint BCC meeting: Staff will prepare a joint meeting with the BCC in Mar/Apr with a
  stronger review of the last meeting and future roles.

Codification:

- Staff will be codifying the PC and perhaps bylaws, etc.

Legal opinions:

- Staff and the PC talked about framing personal legal opinions. It was recognized that
  staff has a responsibility to bring forward opinions. Shelley was asked to present as
  well.
Online and e-improvements:

- Staff noted several improvements and goals that it will begin to tackle in 2010.

G. For the Good of the Order: Chair Foritano

A motion is made by Commissioner Paralez and seconded by Commissioner Sommerhauser to adjourn.

The vote:
Unanimous
The motion carries

Time of adjournment: 8:28:31

EXHIBITS

A. Findings of Fact Title 21 and 14 fees
B. Policy and Planning 2010 workplan

MINUTES approved this _______ day of _______2009.

___________________________________________
Lou Foritano, Planning Commission Chair

___________________________________________
Mary Seals, Planning Commission Secretary