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

Members present: Karanne Gonzalez-Harless, Tom Nevins, Lou Foritano, Linda Paralez, Carol Smiley, Jim Sommerhauser, Mike Brown, and Linda Rowe

Members absent: Robert Baglio

Staff present: Scott Diener, David Greetham, Eric Baker, Dennis Oost and Planning Commission Secretary Karen Ashcraft

9:01:08

A. Call Meeting to Order, Introductions

B. Adoption of Agenda

A motion is made by Commissioner Sommerhauser and seconded by Commissioner Paralez for adoption of agenda as presented.

The Vote:
Unanimous
The motion carries.

C. Public Comments

9:28

D. Approval of the September 18, 2012 Minutes

A motion is made by Commissioner Paralez and seconded by Commissioner Sommerhauser to approve the minutes for September 18, 2012.

The Vote:
Yes: 7
No: 0
Abstain: 1
The motion carries.

9:03:02

E. Director’s Update – Jeff Rowe, Deputy Director and Building Official, DCD

• Budget Presentation
• LEAN Explanation
Discussion is held regarding the LEAN process.

9:11:32

F. Findings of Fact: Shoreline Master Plan – David Greetham, Senior Planner, DCD

A motion is made by Commissioner Sommerhauser and seconded by Commissioner Nevins to approve the Findings of Fact as submitted.

The Vote:

Unanimous

The motion carries.

9:13:57

G. Work Study: Birch Road Site Specific, Scott Diener, Manager Policy and Planning

- Attachment 1: Birch Road Application – 7 owners; 16 acres
- Attachment 2: Birch Road Supplemental Questionnaire
- Attachment 3: Birch Road, SEPA Checklist and SEPA Supplemental Questionnaires
- Attachment 4: Birch Road, Notice of Application (and associated materials)
- Attachment 5: Birch Road, Maps
- Attachment 6: New KCC 21.08 (for reference purposes)
- Attachment 7: Birch Road, Discussion with the City of Port Orchard

Action Item: Correct Ownership Certification Notary for Toby Bingham

Action Item: Topo Map

- Early September received the application
- Notice of Application and SEPA sent September 20, 2012
- SEPA comments are due October 5, 2012
- Written comments are due to the Planning Commission on October 18, 2012
- Public Hearing before the Planning Commission is October 23, 2012
- KC Board of County Commissioners will make their decision in December, 2012

Action Item: Staff Report is due October 12, 2012

Action Item: Property Tax Comparison between Rural Residential and Highway Tourist Commercial designation

9:37:32

H. Introduction by Eric Baker – Special Project Manager, Kitsap County Commissioners

- Greenways Plan includes Non-motorized Plan, Bicycle Plan, Parks and Open Space element, but the Greenways Plan was never adopted. The Board of County Commissioners would like a Non-Motorized Plan for Kitsap County. Last year the North Kitsap Trails Plan was presented to you. This year’s trail regional network plan will extend from Burley to Hansville and from Seabeck to Southworth.

Action Item: E-mail of update on North Kitsap from Heritage Park in Kingston and Port Gamble property.
Work Study: Kitsap County Trails – Dennis Oost, Senior Planner, DCD

- History of the Greenway Plan, Bicycle Plan and the Mosquito Fleet Plan (from the Bicycle Plan) and North Kitsap Trails Plan
- Needs Analysis
- Public Participation – 41 meetings since January, 2012
- Trails Categorization Table
- Maps and Figures
- Prioritization Matrix
- Distribution of Internal Draft Trails Plan October 16, 2012 – Public Works and Parks
- December, 2012 Notice of Application, SEPA and initial Draft Document
- March, 2013 Kitsap County Board of County Commissioners Resolution
- December, 2013 Omnibus Ordinance in Comprehensive Plan Changes
- National Association of City Transportation Officials (NACTO) Bikeway Urban Design Guide
- Goals and Policies

Discussion is held regarding BMX Bike trails and Skateboard Parks.

Discussion is held regarding the grant process.

Discussion is held regarding the City of Poulsbo and the NKTA plan.

Discussion is held regarding the Navy railroad from Bangor to Gig Harbor.

Discussion is held regarding the Budget and the Trails Planner.

10:51:30

For the Good of the Order: Chair Brown

Commissioner Smiley requested the correct time (9:00 am) for Public Hearing of Birch Road Site Specific on October 23, 2012.

Commissioner Foritano stated a successful effort was accomplished by the community in North Kitsap. Jo Nelson and her committee spearheaded the effort to refurbish the three cottages located at Norwegian Point.

Commissioner Nevins is willing to share a digitalized document from the North Kitsap Trails Association and Kitsap Forestry and Bay Coalition regarding grant funding.

10:56:11

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

Time of Adjournment: 10:56:17

EXHIBITS:
A. Draft Kitsap County Shoreline Master Program
B. Shoreline Master Program Maps, Districts 1, 2 & 3
C. Findings of Fact for Shoreline Master Program
D. Memo from Katrina Knutson & Birch Road Site Specific Request Application

MINUTES approved this _______ day of _______ 2012.

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Michael Brown, Planning Commission Chair

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Karen Ashcraft, Planning Commission Secretary