MINUTES
KITSAP COUNTY PLANNING COMMISSION
Administration Building – Commissioners Chambers
November 13, 2012 6:00 pm

These minutes are intended to provide a summary of meeting decisions and, except for motions made, should not be relied upon for specific statements from individuals at the meeting. If the reader would like to hear specific discussion, they should visit Kitsap County’s Website at http://www.kitsapgov.com/dcd/pc/default.htm and listen to the audio file (to assist in locating information, time-stamps are provided below)

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, Sommerhauser, Mike Brown, Robert Baglio and Linda Rowe

Members absent:

Staff present: Scott Diener, Lisa Lewis and Planning Commission Secretary Karen Ashcraft

6:01:56

A. Call Meeting to Order, Introductions

6:02:47

B. Adoption of Agenda

A motion is made by Commissioner Sommerhauser and seconded by Commissioner Rowe to adopt the agenda as proposed by the chair.

The Vote:

Unanimous

The motion carries.

C. Public Comments

6:03:16

D. Approval of the October 23, 2012 minutes

A motion is made by Commissioner Sommerhauser and seconded by Commissioner Smiley to adopt the minutes as sent out.

The Vote:

Yes: 8
Abstain: 1

The motion carries.

6:03:50

E. Findings of Fact: Birch Road Site Specific – Scott Diener, Manager of Policy and Planning, DCD

6:04:03
A motion is made by Commissioner Sommerhauser and seconded by Commissioner Rowe to adopt the Findings of Fact for Birch Road Site Specific as presented.

The Vote:
Yes: 9
No: 0
Unanimous
The motion carries.

6:05:09

G. Open Space: Work Study, Public Hearing, Deliberation/Recommendations and Findings of Fact: Western Timber, Inc., Attn: David Berry, P.O. Box 654, Port Orchard, 98366 and Kathleen Pulici and Jacques Dubos, 334 NE Lost Lake Way, Poulsbo, 98370 – Lisa Lewis, Environmental Planner, DCD

- Kathleen Pulici and Jacques Dubos have applied for current use Open Space on 3.4 acres located at 334 NE Lost Lake Way, Poulsbo, in North Kitsap County.
- Applicant is eligible for a 60% reduction of the land value with the required public access component.
- Department of Community Development recommends approval for the 3.4 acres of the 5 acre parcel with 1.6 acres exempt for the single family residence, attached carport, garden shed, driveway and yard.
- Western Timber, Incorporated submitted an Open Space application for 10.0 acres. The undeveloped east/west adjoining properties are located on Parcells Road N.E., Hansville, in North Kitsap County. The property is zoned Rural Protection (RP). The property is eligible for a 50% reduction to value.

6:14:13
Chair Brown opened the Public Hearing.

6:14:31
Chair Brown closed the Public Hearing.

6:14:40
A motion is made by Commissioner Sommerhauser and seconded by Commissioner Paralez recommending approval of both Open Space requests.

The Vote:
Yes: 9
No: 0
Unanimous
The motion carries.

Action Item: Planning Commissioners requests that Jim Avery, Assessor attend the “Open Space” meetings before the Planning Commission.

Action Item: Request RCW regarding smoking and/or having a camp fire on private property.
F. Transfer of Development Rights Public Hearing, Deliberation/Recommendations -
   Scott Diener, Manager Policy and Planning, DCD
   • Presenting changes to the Transfer of Development Rights Program
   • Omnibus Comprehensive Plan Ordinance Revision to amend Rural Policy RL-75(D)

Amended Policy RL-75(D): Encourage rural farm preservation and other related agricultural activities countywide, as noted in the Comprehensive Plan Agriculture goals and policies, and in the Kitsap County Strategic Agricultural Plan and Inventory.

Chair Brown opens the Public Hearing.

Chair Brown closes the Public Hearing.

A motion is made by Commissioner Paralez and seconded by Commissioner Sommerhauser to adopt the language change to the amended policy change RL-75 (D) as recommended.

The Vote:
Yes: 9
No: 0
Unanimous
The motion carries.

Establishing procedures for Chapter 17.430 Transfer of Development Rights
Discussion is held regarding the approval of this program this year.

A motion is made by Commissioner Nevins to approve the 2012 Transfer of Development Rights (TDR) amendments to the code. Part 2 Conditions - If the Board of Commissioners supports a robust TDR program, place the revision on the 2013 DCD docket of work with clear direction to include three points. (1) Designation of all future additions to Urban Growth Areas as receiving areas. (2) Require and purchase of one development right for each increasing right to development within the future UGA. (3) Designate all rural development rights as transferable.

A motion is made by Commissioner Nevins and seconded by Commissioner Paralez that the Planning Commission recommend that the Transfer of Development Rights Program (TDR) be place on the 2013 docket of work by the Board of Commissioners with clear direction to include designations of future additions to Urban Growth Areas (UGA) as seen as receiving areas, required purchase of one development right for each increasing right to develop within the future UGA and designating all rural rights as transferable.

The Vote:
Yes: 2
The motion fails.

A motion is made by Commissioner Sommerhauser and seconded by Commissioner Foritano under item 2, the first and third bullets only and if the Board of County Commissioners support a robust TDR program, to place revision on the 2013 DCD docket of work with clear direction to include discussion of designation of future additions to Urban Growth Areas as receiving areas and designating all rural development rights as transferable.

The Vote:
Yes: 5
No: 4
The motion carries.

A motion is made by Commissioner Baglio and seconded by Commissioner Foritano to adopt the 2012 Transfer of Development Rights (TDR) amendments as submitted by staff.

The Vote
Yes: 8
No: 1
The motion carries.

Discussion is held regarding Legacy Lots.

A motion is made by Commissioner Foritano and seconded by Commissioner Baglio to accept the Findings of Fact for the Comprehensive Plan as presented.

The Vote:
Yes: 9
No: 0
Unanimous
The motion carries.

Scott Diener stated the Findings of Fact that were prepared for the Code will be revised to reflect the first motion that was approved.

Good of the Order

Linda Rowe will become a member of the Gorst Watershed Planning Advisory Committee.
Effective December 10, 2012, Scott will be managing the Land Use Permitting planners and the Environmental Permit Review planners (Steve Heacock, Dennis Oost and Lisa Lewis).
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Patty Charnas will be managing the GMA responsibilities and current environmental responsibilities. Her staff will include Heather Adams, Katrina Knutson and Cindy Read from Community Planning.

The Department will be hiring a Planner 1 to be the Planner of the Day, review Home Business permits and Sign Permits and more.

The Department will be going to 36 hours per week for four days.

January 15, 2013 will be the first meeting for next year with election of officers.

**Action Item:** Scott will present the 2012 year-end report at the January 15th Planning Commission meeting.

**Action Item:** Joint meeting with the Board of Commissioners and Planning Commission should be discussed by the Planning Commission for May or June, 2013.

**Time of Adjournment:** 7:32:02

**EXHIBITS:**

A. Findings of Fact: Birch Road Site Specific
B. Kathleen Pulici and Jacques Dubos Memo with Application for Open Space
C. Western Timber, Inc. Memo with Application for Open Space
D. Staff Report 2012 Transfer of Development Rights Amendment - Comprehensive Plan Amendment & Amendments to KCC 17.430
E. Findings of Fact: Kathleen Pulici and Jacques Dubos Open Space
F. Findings of Fact: Western Timber, Incorporated Open Space
G. Findings of Fact: Transfer of Development Rights – Kitsap County Comprehensive Plan Policy Amendment
H. Findings of Fact: Adoption of Amendments to Kitsap County Code Title 17 “Zoning”, Section 17.430 “Transfer of Development Rights”
I. Tom Nevins Suggested Findings for 2012 TDR Amendments

MINUTES approved this _______ day of _______ 2013.

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Michael Brown, Planning Commission Chair

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Karen Ashcraft, Planning Commission Secretary