Minutes
Kitsap County Planning Commission
Administration Building – Commissioners Chambers
March 20, 2012 4:30 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: Tom Nevins, Linda Paralez, Carol Smiley, Lou Foritano, Mike Brown, Robert Baglio and Linda Rowe
Members absent: Karanne Gonzalez-Harless and Jim Sommerhauser
Staff present: Scott Diener, David Greetham, Katrina Knutson and Planning Commission Secretary Karen Ashcraft

4:30:13

A. Call Meeting to Order, Introductions

B. Adoption of Agenda

A motion is made by Commissioner Baglio and seconded by Commissioner Foritano to adopt the agenda as presented.

The Vote: Unanimous
The motion carries

C. Approval of the February 21, 2012 minutes.

A motion is made by Commissioner Paralez and seconded by Commissioner Nevins to approve the minutes for February 21, 2012.

The Vote: Yes: 7 No: 0
The motion carries

Approval of the March 6, 2012 minutes.

A motion is made by Commissioner Paralez and seconded by Commissioner Nevins to approve the minutes for March 6, 2012.

The Vote: Yes: 6
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1. No: 0
2. Abstain: 1
3. The motion carries

4. D. Public Comments

4:32:55

5. E. Work Study: Shoreline Master Plan – David Greetham, Senior Planner, DCD
6. • Brief overview of previous three SMP Work Studies that consisted of:
7.   Work Study #1: Shoreline Environment Designations and Mapping
8.   Work Study #2: Shoreline Uses and Modifications
9.   Work Study #3: Additional SMP Chapters, with a focus on Chapter 5 General Regulations
10. • Questions from Work Study #3:
11.   View Blockage (Section 5.F)
13.   SMP User’s Brochure
14.   Public Access – Parking at existing road ends
15.   Public Access – County-wide plan > Inventory & Characterization
16. • Definitions (Chapter 2)
17. • Recent SMP Products:
18.   Restoration Plan
19.   Cumulative Impact Analysis – Demonstrates how “No Net Loss” is achieved – Agencies will review draft
20. • Project Examples: Single-family site, Commercial site, Bulkhead and Dock
21. • Planning Commission Public Hearing tentatively to be held on May 1, 2012, followed by Deliberations and Recommendations

5:17:30

22. F. Briefing: KCC Chapter 21.04 – Scott Diener, Manager Policy & Planning, DCD
23. • KCC Chapter 21.04 is the Permit Processing Code.
24. • Staff requests comments from the Planning Commission, the Department’s Advisory Group, the Home Builders Association and West Sound Conservation Council.
25. • Staff is requesting the Work Study, Public Hearing, Recommendation/Deliberations be continued to April 3, 2012 for the KCC Chapter 21.02 Definitions. If that doesn’t work, Staff would like to have the Recommendation/Deliberations continued to April 4, 2012.
26. • Staff plans a Public Hearing before the KC Board of Commissioners on May 14, with decision on May 28th for Title 21. The effective date for Title 16 and Title 21 would be June 1, 2012.

5:22:25


28. The Vote:
29. Yes: 7
30. No: 0
The motion carries

5:25:27

G. Work Study: KCC Chapter 21.08 – Katrina Knutson, Senior Planner, DCD
   • SEPA Determination of Non-Significance issued March 20, 2012 with an appeal ending date of
   April 3, 2012.
   • Review of the Matrix of the Stakeholders’ comments and staff response.

6:02:33

F. Public Hearing: KCC Chapter 21.08 – Katrina Knutson, Senior Planner, DCD

6:02:35

Chair Brown opens the public hearing.

Jackie Rossworn, Executive Director of Kitsap Alliance Property Owners, submitted a notebook of
Kitsap Alliance Property Owners’ comments to the Planning Commission on the Shoreline Master Plan.

6:08:49

Doug Skrobut, McCormick Land Company, submitted a Memo dated March 20, 2012 regarding KCC
Chapter 21.08. He requests a “sunset clause” be added that the city will respond within a time certain
so the proposed project can continue to go forward to approval. Criteria of Site Specifics, page 10 line
30 the 7th criteria. To have a Site Specific meet the other 6 criteria and be denied because the Site
Specific isn’t “compelling” is wrong.

6:15:13

Ron Eber, a member of the Stakeholders Group, submitted a Memo dated March 20, 2012. The Kitsap
County Commissioners’ instructions called for a “use overlay zone” so that site specific amendments
would be “use” specific. This zone would work well in Kitsap County and encourage the Planning
Commission to recommend further review by staff in the coming year. He recommends some
clarifying amendments dealing with “contiguity” and “exceptions.” The proposed code does not
define “contiguity” but “contiguous” meaning “abutting.” He suggested consistency
throughout the document.

6:27:53

Doug Skrobut on page 11, Item 4 #1 requested a clear explanation for Item 4 #1.

Discussion is held regarding population allocation in rural areas for Site Specifics.

6:35:10

Chair Brown closed Public Hearing.

6:35:24

G. Deliberation & Recommendation: Title 21.08 – Katrina Knutson, Senior Planner, DCD

Discussion is held regarding the process of Deliberation and Recommendations.
Discussion is held regarding suggested corrections to KCC Chapter 21.08.

Discussion is held regarding Site Specifics and change of uses in commercial zones.
A motion is made by Commissioner Baglio and seconded by Commissioner Foritano to adopt 21.08 with the following Amendments. We remove the word “compelling” from 21.08.070 D.1.7 and strike 21.08.070 D.2.1 paragraph 1 Item 1 and 21.08.070.D.2.2. We request staff to clarify 21.08.070.D.4.1.

The Vote:
Yes: 5
No: 2
The motion carries

The Findings of Fact will be presented at the Planning Commission meeting on April 3, 2012.

H. Comments: Chapter 21.04 – Scott Diener, Manager Policy & Planning, DCD
   - KCC Chapter 21.04 will be sent out to the public, to the Home Builders Association, the Department Advisory Group, West Sound Conservation Council and a large e-mail distribution group.
   - Looking forward to comments from the Planning Commission on April 3, 2012.
   - KCC Chapter 21.04 is the processing code for DCD.

Commissioner Foritano suggested that two public hearings be held for the Shoreline Master Plan. One in the BOCC Chambers and one in the community, either Silverdale or further north.

For the Good of the Order: Chair Brown

Time of Adjournment: 7:34:20

EXHIBITS:
A. Staff Report for KCC Title 21 Land Use and Development Procedures: 21.02 Definitions and 21.08 Annual Comprehensive Plan Amendments
B. SEPA Determination of Non-Significance KCC Title 21
C. KCC Chapter 21.02 Definitions
D. KCC Chapter 21.02 Definition Matrix
E. KCC Chapter 21.08 (Current) Annual Comprehensive Plan Amendment Procedures
F. KCC Chapter 21.08 (Draft) Annual Comprehensive Plan Amendment Procedures
G. KCC Chapter 21.08 Comments and Staff Response Matrix
H. Memo from Doug Skrobut
I. Memo from Ronald Eber

MINUTES approved this 17th day of April 2012.

Michael Brown, Planning Commission Chair
Karen Ashcraft, Planning Commission Secretary