



## MANCHESTER CITIZENS ADVISORY COUNCIL

### Minutes of the June 6th, 2017 MCAC Meeting Manchester Library 6:30 – 8:00 pm

#### **Attendees:**

Carol Malmquist  
Carole Leininger  
Carrilu Thompson  
Bob Cairns  
Mary Cathern Edwards  
Jennifer Haro  
Ross Partin  
Paul Nuchims

#### **Guests:**

Steve Wright, SK Fire & Rescue  
Louisa Garbo, Kitsap County DCD

Steve Heacock, Kitsap County DCD  
Scott Diener, Kitsap County DCD  
Jim Bolger  
Jerry Clark  
Louis King

#### **Absent:**

Cody Morgan  
Frank Gilbert  
Ann Giantvalley  
Janelle Overton

**Call to Order** – 6:33 pm by Carol Malmquist

#### **Opening Remarks –**

Fire Chief Steve Wright is briefed the MCAC about a proposed levy to bring their funding back to its previous levels. It will be voted on in the August special election. South Kitsap is the busiest and most underfunded fire district in the county and the levy will help re-hire old staff and reopen the Banner and Glenwood stations. This will mean the Manchester station doesn't have to serve Olalla as much.

#### **Old Business**

**Minutes of the Previous Meeting** – The May minutes will be approved at the August meeting.

#### **New Business Items**

**DCD Q&A** – Louisa Garbo, Scott Diener, and Steve Heacock, representing the Kitsap County Department of Community Development (DCD), took questions from the committee on several topics outlined in a letter the committee sent in May.

Steve Heacock addressed the logging of the lots on Alaska that has been a concern of the committee. He explained that in 2008 the state transferred the responsibility of dangerous tree removal from the state Department of Natural Resources to the county. The county initially dealt with the applications for removal over the phone, trusting the person who was removing the tree. In 2012 there was a shift to SmartGov for the application. SmartGov required the on-site verification of a county employee to be approved. The stipulation was that the tree had to be at most a tree length and a half away from an occupied dwelling or planned dwelling to be considered dangerous. All the trees on the Alaska lots qualified under those rules. The problem occurred when the paperwork on the Alaska property



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logging was not reviewed by the DCD environmental staff, and Steve Heacock said it would be a reasonable inference that the applicant hadn't been entirely truthful on the application and that it was overlooked due to DCD procedure in effect at the time. The county will enforce a native tree replanting at a rate of 2 new trees for every 1 removed. Since this application, new procedure has been put in effect for danger tree removal, which requires review by environmental staff prior to issuance. Before, they could be approved by front counter staff.

Scott Diener explained that the reason that the lots could be built on was that the county had no Boundary Line Adjustment (BLA) ordinance (Many counties and some cities in Kitsap County have their own BLA ordinances, but the county itself is one of the largest inhabited areas in the state without one. Without a BLA ordinance, lots can be adjusted with the much less restrictive state laws. There's nothing to be done about that until the commissioners, by a vote of 2 to 1 or greater, approve a BLA ordinance. There have been attempts in the past, but none have passed. DCD is planning on bringing a BLA ordinance to the county commissioners again in the near future.

Scott Diener explained that there was a hiccup in staff training and readiness at the DCD that led to the MCAC not being informed on requirements for accessory dwelling units (ADUs). That has been corrected.

DCD was to inform the MCAC of all of the new permits in the area that pertained to legacy lots, but they aren't legally required to do so and thereby it slipped from their collective duties. They are looking at creating a website that will be searchable by district that posts all new permits. This will be in the future, and not the near future. It would alleviate these issues. Until then, the DCD will try to inform the MCAC as promised. They did mention that if the applicant uses a quick permit then they might not have time to alert the MCAC. The DCD is not in charge of notifying the MCAC for BLAs, as they are not even informed of them. Those are filed with the Auditor. The DCD also is only going to notify the committee for type 3 notifications when it comes to permitting, as agreed upon in the all-CAC meeting. The committee was under the impression that they were also to be notified of type 2 permitting. Mr. Diener indicated he would look into sending a monthly report for any permits in Manchester.

Diener would like the MCAC and DCD to simplify and clarify the lot aggregation language in the Manchester plan. He believes, and the committee agrees, that current language is hard to understand, and there is too much room for interpretation. This will lead to uncomfortable conversations with around 50 Manchester home owners who might have been sold lots that are not buildable per the Manchester Plan. Many community members might be required to aggregate and the DCD will prepare to start those conversations.

**Next Regular MCAC Meeting** – Will be held on August 1st, 2017 at 6:30pm in the Manchester Library.

**Meeting Adjourned** – by Carol Malmquist at 8:24 pm.



Manchester Citizens Advisory Council

Carol Malmquist  
Carol Malmquist, Chair

Aug 1, 2017  
Date