

KITSAP COUNTY PLANNING COMMISSION

Zoom Webinar

<https://us02web.zoom.us/j/88918032159>

Dial In: (253) 215-8782 Webinar ID: 889 1803 2159 Passcode: 205382

December 7, 2021 @ 5:30 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).

Planning Commission (PC) Members present: Joe Phillips (Chair), Amy Maule (Vice Chair), Aaron Murphy, Alan Beam, Danielle Douthett, Mike Eliason, Steven Boe, Stacey Smith

Planning Commission (PC) Members absent: Kari Kaltenborn-Corey

Department of Community Development (DCD) Staff present: Colin Poff, Scott Diener, David Kinley, Melissa Shumake, Liz Williams, Amanda Walston (Clerk)

5:30 pm

A. Introductions

B. Virtual Meeting Protocol

C. Adoption of Agenda

- **MOTION:** Stacey Smith moves to adopt the agenda as presented
- **SECOND**
- **VOTE: Unanimous in Favor – Motion Carries**

D. Adoption of Minutes

- Minutes of 11/09/21 & 11/16/21 are postponed to the next regular meeting.

E. General Public Comment

- **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- **SPEAKER:** William (Bill) Palmer, South Kitsap resident, President of Kitsap Alliance of Property Owners (KAPO)
 - Mr. Palmer comments regarding the Non-Motorized Electric Vehicle program/ordinance.
- **Chair Phillips** calls again for speakers; as there are no other speakers; **closes the floor to general speakers.**

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5:36 pm

**F. PUBLIC HEARING: Desormier Open Space Application # 20-06087 – Colin Poff, DCD
Department of Community Development (DCD) Development Services & Engineering
(DSE) Planner (approx. 20 min)**

- Mr. Poff provides a brief overview on this application and the Open Space program including background, timeline, and public participation plan, referencing visual presentation; notes the Board of County Commissioners (BoCC) approval process must be completed this year, or tax benefits will be deferred and realized in the next year.
- **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- **SPEAKER:** Bill Palmer, South Kitsap Resident & KAPO President
 - While generally supportive of the Open Space program, wonders about meeting criteria; the item that seems strange is the proposed open space of less than 1 acre; thought it might only be allowed in urban vs. rural.
 - Is curious how the assessor can apply one tax rate to one part of the parcel and another rate to the other part; asks if there is an open space easement, allowing the assessor to make the decision easier.
 - Chair Phillips notes it is for 3.4 acres; Mr. Palmer notes the brochure provided in the materials from staff notes it can be less than 5 acres in urban area, doesn't necessarily note rural.
 - Mr. Poff confirms, regarding the easement, it could be proposed but not required; understanding that the assessor can record the 3.4 acres without the easement and would run with the land as such.
- **Chair Phillips** calls again for speakers; as there are no other speakers; **closes the floor to speakers for this item.**

5:51 pm

**G. DELIBERATIONS & FINDINGS OF FACT: Desormier Open Space Application # 20-06087
– Colin Poff, DCD DSE Planner (approx. 20 min)**

- **MOTION:** Alan Beam moves to adopt the agenda as presented
- **SECOND**
- **QUESTION:** Amy Maule asks how the open space boundary was determined; specifically, why the pond area was not included.
 - **ANSWER:** Mr. Poff notes the general criteria is more about presence of streams and wetlands and protecting the watershed; boundaries

1 don't always directly align with where the critical areas actually are;
2 more about taking the protection in continuity; wetland certification
3 was provided; the pond may or may not be included.

4 • **QUESTION:** Aaron Murphy asks who delineated the boundary, and if a higher
5 or lower percentage reduction of tax relief could have also been requested.

6 • **ANSWER:** Mr. Poff confirms the proposal by the applicant delineates
7 the request and the wetland is delineated by the habitat biologist
8 based on what is appropriate for the site, given its features;
9 remaining undeveloped area can be protected by this open space
10 designation; applicants often work with the County ahead of time to
11 understand what percentage could or would be allowed or possible.

12 • **QUESTION/ANSWER:** Mr. Murphy asks, and Mt. Poff confirms, there
13 is a recorded Notice to Title that follows the land; There is a
14 procedure to have it removed in future but is fairly burdensome.

15 • **QUESTION: Mr. Beam asks about timing of the application.**

16 • **ANSWER:** Mr. Poff notes Open Space Applications are typically
17 bundled and brought toward year-end; project changed hands

18 • **QUESTION/ANSWER:** Mike Eliason asks, and Staff confirms, if approved
19 tonight, and moves through the BoCC by end of year, it will go into effect for
20 January 1.

21 • **VOTE: Unanimous in Favor – Motion Carries**

22 • **MOTION: Alan Beam moves to consider Findings of Fact at this meeting**

23 • **SECOND**

24 • **VOTE: Unanimous in Favor – Motion Carries**

25 • **Mr. Poff shares his screen, referencing the draft Findings of Fact**

26 • **MOTION:** Mike Eliason moves to approve the Findings of Fact, as presented by
27 Staff.

28 • **SECOND**

29 • **VOTE: Unanimous in Favor – Motion Carries**

30 **6:03 pm**

31 **H. DELIBERATIONS: Title 15 Flood Hazard Amendments – David Kinley, Department of**
32 **Community Development (DCD) Assistant Director (approx. 30 min)**

33 • Mr. Kinley presents a brief overview, referencing a visual presentation;
34 including timeline, background, process and project to date, public
35 participation – noting no public comments have been received .

1 • **MOTION: Mike Eliason moves to approve the recommended changes to Title**
2 **15 Flood Hazard Amendments as presented by Staff.**

3 • **SECOND**

4 • **VOTE: Unanimous in Favor – Motion Carries**

5 **6:09 pm**

6 **I. Briefing: Bicycle/Electric Vehicle (EV) Code – Melissa Shumake, DCD Planning and**
7 **Environmental Programs (PEP) Planner (approx. 20 min)**

8 • Ms. Shumake provides a brief overview of the project to date, referencing a
9 visual presentation, including background, proposed timeline and draft public
10 participation plan; noting as a result of the County’s Non-Motorized Facility
11 Committee suggestions for code changes regarding bicycle parking facilities;
12 the County did not want to miss the chance to get ahead and get these
13 changes included now, instead of waiting for next Comprehensive Plan cycle.

14 • Ms. Shumake briefly discusses Scope, including application to urban rural
15 community, industrial zones, and Limited Areas of More Intensive Rural
16 Development (LAMIRDS); to establish minimum standards, encourage
17 provision of additional facilities with incentives; establish location, dimension,
18 material, design, numeric and other standards; revising / adding applicable
19 definitions as needed in Code section 17.110

20 • Ms. Shumake briefly discusses Proposed Project Goals, including to encourage
21 proactive healthy resilient communities by increasing non-motor & low-no
22 emission transportation options; reduce greenhouse gas emissions; support
23 vision 2050;

24 • Ms. Shumake briefly reviews proposed participation & outreach methods to
25 Bike/EV users, gas station owners; general public, elected officials; services
26 providers. Community organizations and Committees; State, regional, Tribal,
27 and local authorities; Notes methods to include use of 2 surveys, kick off
28 presentations, workshop group – would like a PC member to be on the group,
29 a Project website, staff consultations to be offered; targeted email notice;
30 GovDelivery; Kitsap Sun Legal Noticing; public comment periods & hearings
31 and social media posts

32 • Ms. Shumake briefly reviews Timeline, noting Phase 1/Scoping to take place in
33 January, Phase 2/Development in March, then Phase 3 & 4 and moving
34 through the BoCC by end of January 2023.

35 • **QUESTION/ANSWER:** Mr. Beam asks, and Ms. Shumake confirms, RCWs, while
36 not listed in this broad overview/ briefing, will be listed in later discussions.

37 • **QUESTION:** Mr. Murphy asks how this suggestion moved from an interested
38 part to a County project

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- **ANSWER:** Liz Williams, DCD PEP Interim Manager, notes the Non-Motorized Committee is a County appointed committee that was asked by the BoCC to review the Bike/EV Code; during their review they noted there were updates to the building code that included a requirement for certain number of spaces reserved for electric vehicles; the code does not specify that those have to be put in place; BoCC has directed DCD to proceed with the project and to incentivize these projects.
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- **QUESTION:** Mr. Eliason asks about time and impact to staff time for this compared to the Comp Plan and other Site Specific amendments coming up.
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- **ANSWER:** Ms. Williams notes code requires DCD to keep a catalog of requested or proposed site-specific amendments to be presented to the BoCC on an annual basis; it is the BoCC’s discretion whether to accept any or all applications; earlier this year, the catalog was presented, BoCC opted to defer those proposals to the 2024-year update; noting it is not only site-specific amendments.
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- **QUESTION:** Mr. Beam asks why it should be in County Code, and not up to business owners.
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- **ANSWER:** Ms. Williams notes it is already in the code depending on size, location of the project as well as reference to the County Non-Motorized Plan; this is an effort to encourage those modes of transportation beyond just standard vehicles.
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- **QUESTION:** Stacey Smith asks about other connections as well such as bike paths, other groups.
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- **ANSWER:** MS. Shumake notes code relates specifically to MS – notes this is specifically on private property; noting for trails and other such connections it will be up to Public Works to review.
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- **QUESTION:** Mr. Murphy notes there are existing references and baselines in Zoning Codes and International Building Code (IBC), they do tend to get a little stricter with each update, similar to the recent Washington Energy Code; asks if Kitsap will be more or less strict?
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- **ANSWER:** Ms. Williams notes DCD goals are to establish minimum standards consistent with how it is outlined in Code but clarify and provide predictability on location and design; the Non-Motorized committee found in their research that many of these are not actually functional; meaning they are reserved or set aside but not implemented; goal is not to add more, but to help clarify and incentivize installation so there is a full suite of resources available throughout the county.
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- Mr. Beam notes it would be helpful to include their recommendations in the public outreach communications.
- Ms. Williams notes their recommendation was several pages, but the effort is to streamline and build on what has been presented; the background will be provided in context of what was presented by the committee; other jurisdictions and state code have examples of what is in place; will all be considered, put into the research.

6:31 pm

J. General Public Comment

- **Chair Phillips opens the floor** to speakers wishing to provide testimony.
- **Chair Phillips** calls again for speakers; as there are no speakers, **closes the floor to general speakers.**

6:31 pm

K. For the Good of the Order/Commissioner Comments

- Chair Phillips notes Hybrid meeting testing will take place 12/14/21
- Chair Phillips confirms there are 2 Central Kitsap PC terms expiring this year.
- Elections coming up for 2022 Chair & Vice Chair; Joe Phillip is open to serving as Chair again if nominated; Amy Maule is also open serving a Vice Chair again if nominated.
- **MOTION TO ADJOURN: Steven Boe**
- **SECOND**
- **VOTE: Unanimous in Favor**

Time of Adjournment: 6:38 pm

Minutes approved this 18th day of January 2022.



Joe Phillips, Planning Commission Chair



Amanda Walston, Planning Commission Clerk