



Kitsap Regional Coordinating Council

DRAFT - Land Use Technical Advisory Committee (LUTAC) Meeting Agenda

March 14, 2019 | 9:30 a.m. – 11:30 a.m. | Poulsbo City Hall – First Fl. Conference Room

Draft v. 3-7-19

Purpose: The purpose of this meeting is to continue updating the Kitsap Countywide Planning Policies (CPPs).

A. Welcome and Business (10 min)

- Introductions
- Review/accept draft [January 10 Meeting Summary](#) (packet pg. 2)
- Update on KRCC Executive Committee's Decision to comment on PSRC Draft [Supplemental Environment Impact Statement \(SEIS\)](#) (packet pg. 5)

B. Amendments to Kitsap Countywide Planning Policies (CPPs) (70 min)

- Discuss next steps to amend [Kitsap Countywide Planning Policies](#) (CPPs) (packet pg. 8)
 - i. Handout with Kitsap County's edits to the CPPs will be provided at meeting
- Review draft [Kitsap CPPs Vision Statement](#) (packet pg. 10)
- Discuss updates to [Appendix F: Regional and Kitsap Designated Centers List](#) (packet pg. 11) and [Supplementary Data](#) (packet pg. 13)
- Emerging issues and other roundtable updates?

C. KRCC Affordable Housing Task Force (AHTF) Updates (10 min)

- Review updates on the KRCC AHTF
- Clarify role of LUTAC in support of KRCC AHTF

D. Draft PlanPOL Agenda (20 min)

- Review the [draft agenda](#) for the April 18, 2019 PlanPOL meeting (packet pg. 18)

E. Wrap Up, Next Steps (10 min)

- Review KRCC [Land Use Program Status Tracker](#) (packet pg. 19)
- Review and assign action items from the meeting
- Next LUTAC meeting: May 9, 2019

F. Adjourn



Kitsap Regional Coordinating Council

**Kitsap Regional Coordinating Council (KRCC)
Land Use Technical Advisory Committee (LUTAC)
1/10/19 Meeting Summary
Draft v.1-22-19**

Decisions and Actions

Action	Who
Update scheduled calendar appointments for 2019 LUTAC meetings	KRCC Staff (ongoing)
Reach out to Joe Tovar (Ruckelshaus Center) to inquire about a summary of the group interview about Washington's Growth Management Act (GMA)	KRCC Staff (ongoing)
Update the draft KRCC 2019 Work Plan, Scope of Work, and Budget Proposal to revise action items 19, 21, and 22 in the Land Use Program section	KRCC Staff (ongoing)
Update the KRCC 2019 Committee Roster, and the PSRC Committee Roster to reflect the addition of the City of Bremerton	KRCC Staff (ongoing)
Distribute a final meeting agenda five days ahead of the February 21 meeting date	KRCC Staff (ongoing)

A. Welcome and Business

Kizz Prusia, KRCC Land Use Coordinator, welcomed meeting participants (see Attachment A: List of LUTAC Members in Attendance). LUTAC approved their November 8, 2018 meeting summary as final. LUTAC members recommended reaching out to Joe Tovar (Ruckelshaus Center) to inquire about a summary of the group interview.

LUTAC also reviewed the 2019 KRCC meeting calendar, noting a time conflict with the September 12 meeting date. KRCC staff will send out calendar appointments to update the 2019 LUTAC meetings.

B. Discuss 2019 LUTAC Roster and Participation

LUTAC members reviewed the draft KRCC 2019 Committee Roster. LUTAC members indicated changes to committee participation and alternatives to include representation from City of Bremerton. In addition to the KRCC Committee Roster, LUTAC members discussed Kitsap Representation on Puget Sound Regional Council (PSRC) Committees. KRCC staff will update both rosters and distribute them at the next meeting.

C. Countywide Coordination

KRCC Staff gave a verbal update to LUTAC members in regard to the KRCC Ad-Hoc Affordable Housing Task Force (AHTF) meeting held on January 8. The AHTF will meet four additional times in 2019 (March; May; July; September) to discuss policy and funding options to improve and/or

sustain affordable housing in Kitsap County. Future meetings will be held at Kitsap Transit and will include public comment.

D. Review 2019 KRCC Land Use Program Work Plan

LUTAC discussed action items and goals outlined in the draft 2019 Land Use Program Work Plan. LUTAC noted the need to revise some items to reflect the City of Bremerton as a member of KRCC, and revising items that were complete or in progress. LUTAC also recommended reviewing action items that originated at the KRCC Board retreat to align them with 2019 goals. KRCC Staff will revise the draft 2019 KRCC Land Use Program Work Plan.

E. Draft PlanPOL Agenda

LUTAC reviewed the February 21 PlanPOL meeting agenda. LUTAC recommended changes to the wording of agenda items under the Countywide Planning Policies section and the Vision 2050 section. KRCC Staff will distribute a final meeting agenda five days ahead of the February 21 meeting date.

F. Report to the KRCC Board

Activities from the January 10 LUTAC meeting will be reported to the KRCC Board at the February 5 KRCC Board meeting.

G. Wrap Up, Next Steps

The next PlanPOL meeting will be on February 21, 2019. The next LUTAC meeting will be on March 14 and will be a joint meeting with TranSTAC.

Attachment A: List of LUTAC Members in Attendance

Name	Affiliation (alphabetical)
Gary Christensen	City of Bainbridge Island
Andrea Spencer	City of Bremerton
Nick Bond	City of Port Orchard
Jim Bolger	Kitsap County
Ed Coviello	Kitsap Transit
Andrea Harris Long	Puget Sound Regional Council
Kizz Prusia	KRCC Staff

Draft Supplemental Environmental Impact Statement for VISION 2050

Proposed Action

The Puget Sound Regional Council (PSRC) is scheduled to adopt VISION 2050 in 2020. VISION 2050 is the long-range growth management, environmental, economic and transportation strategy for the central Puget Sound region. VISION 2050 is an update of VISION 2040, which was adopted in 2008.

VISION 2050 will contain the region's multicounty planning policies, which are required by the Washington State Growth Management Act (GMA), and a regional strategy for accommodating growth through 2050. VISION 2050 covers King, Kitsap, Pierce, and Snohomish counties and their respective cities and towns.

The VISION 2050 Draft Supplemental Environmental Impact Statement (Draft SEIS) has been prepared in accordance with the State Environmental Policy Act (SEPA), Revised Code of Washington (RCW) 43.21C and the adopted rules for EIS preparation under Washington Administrative Code (WAC) 197-11-400 to 460. VISION 2050 is a non-project action.

The Draft SEIS presents and discusses the potential environmental impacts that may occur upon implementation of a Regional Growth Strategy. Three Regional Growth Strategy alternatives are described—Stay the Course (no action alternative), Transit Focused Growth, and Reset Urban Growth. The Draft SEIS evaluates environmental impacts and describes potential mitigation measures.

The Draft SEIS also contains a series of appendices that include supporting technical materials.

Proponent and SEPA Lead Agency

Puget Sound Regional Council
1011 Western Avenue, Suite 500
Seattle, WA 98104-1035
206-464-7090
www.psrc.org

SEPA Responsible Official and PSRC Contact

Erika Harris, AICP
Senior Planner, SEPA Responsible Official, SEIS Project Manager
Puget Sound Regional Council
1011 Western Avenue, Suite 500
Seattle, WA 98104-1035
206-464-7090

Permits and Approvals

No permits or approvals are required before PSRC adopts VISION 2050.

Principal Contributors

Please see List of Preparers in Appendix F.

Date of Issue of Draft SEIS

February 28, 2019

Comment Period

The public comment period on the Draft SEIS will last 61 days, ending at 5:00 pm on Monday April 29, 2019.

Draft SEIS comments must be submitted to PSRC in writing by 5:00 pm on April 29, 2019. The public is encouraged to submit comments along with a name and email or mailing address through one of the following options:

- Email: VISION2050SEIS@psrc.org
- Online SEIS Comment Portal: <https://www.psrc.org/vision/seis>
- Mail: ATTN: VISION 2050 Draft SEIS Comment, PSRC,
1011 Western Avenue, Suite 500, Seattle, WA 98104-1035
- Fax: ATTN: VISION 2050 Draft SEIS Comment, 206-587-4825
- Hardcopy letter or comment form at Draft SEIS open houses (see below)
- Growth Management Policy Board Meeting on April 4, 2019 (10:00 am) at PSRC

Alternative Formats:

- TTY Relay 711
- العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng Việt | Vietnamese,
Call 206-587-4819

Written comments received during the public comment period will become part of the public record for this project and will help decision makers develop a preferred growth alternative. Comments and responses will be provided in the Final SEIS.

Public Open Houses

For more information, attend one of the five Draft SEIS open houses being held around the region during March 2019:

- March 12: Edmonds City Hall, 4-6 pm, 121 5th Avenue N, Edmonds
- March 13: South Tacoma Public Library, 4-6 pm, 3411 S 56th Street, Tacoma
- March 18: Bothell Police Community Room, 4-6 pm, 18410 101st Avenue NE, Bothell
- March 19: Bremerton Council Chambers, 4-6 pm, 345 6th St, Bremerton
- March 21: PSRC, 12-2 pm, 1011 Western Avenue, Suite 500, Seattle

Projected Date of Final SEIS Issuance

PSRC anticipates publishing the Final SEIS in early 2020.

Next Steps

Draft VISION 2050 Plan. Following public review of the Draft SEIS, the Growth Management Policy Board will work to incorporate changes, select a preferred growth alternative, and publish a Draft VISION 2050 plan containing draft multicounty planning policies and the preferred growth alternative in summer 2019.

Final SEIS and Final VISION 2050 Documents. After the draft plan review, PSRC's boards will work with staff and consultants to incorporate changes and publish a Final SEIS and Final VISION 2050 documents. The current schedule is to release the Final SEIS and revised VISION 2050 in early 2020.

Final Review and Action. PSRC policy boards and committees will review and take final action to recommend approval to the Executive Board. The Executive Board will, in turn, make its recommendation to PSRC's General Assembly. The General Assembly will take action on the updated VISION in 2020.

Related Documents and Draft SEIS Availability

A complete list of references for the Draft SEIS is provided in Chapter 7, and Appendix E contains background and information papers. The Draft SEIS is available in electronic format on PSRC's website, <https://www.psrc.org/vision/seis>. Paper copies are available for review at the offices of PSRC, 1011 Western Ave., Suite 500, Seattle, WA 98104-1035 and in the libraries listed in the Distribution List (Appendix G).

The VISION 2040 Final Environmental Impact Statement (FEIS) is incorporated by reference into this Draft SEIS under the provisions of WAC 197-11-600(4)(b). The VISION 2040 FEIS is available at <https://www.psrc.org/environmental-review-vision-2040>.

Countywide Planning Policy (CPP) Update | Element C: Centers of Growth

v.1-18-19

Centers are the hallmark of VISION 2040 and the Regional Growth Strategy. They guide regional growth allocations, advance local planning, inform transit service planning, and represent priority areas for PSRC's federal transportation funding. Growth in centers has significant regional benefits, including supporting multimodal transportation options, compact growth, and housing choices near jobs, climate goals, and access to opportunity. As important focal points for investment and development, regional centers represent a crucial opportunity to support equitable access to affordable housing, services, health, quality transit service, and employment, as well as to build on the community assets currently present within centers. There are a variety of Center types as defined on the March 22, 2018 Regional Centers Framework Update adopted by the Puget Sound Regional Council including:

Regional Growth Centers

Manufacturing/Industrial Centers

Countywide Centers

Local and Other Types of Centers

Military Installations

Policies for Centers of Growth (C):

1. Centers within the region are the focus of population and employment growth, planning, and investment, and it is important to concentrate growth in the center types listed below. Designation of centers shall be consistent with the criteria set forth in the Puget Sound Regional Council's Regional Centers Framework.

a. Regional Growth Centers: Regional growth centers are locations of more compact, pedestrian-oriented development with a mix of housing, jobs, retail, services, and other destinations. Centers receive a significant share of the region's population and employment growth compared with other parts of the urban area, while providing improved access and mobility—especially for walking, biking, and transit.

b. Manufacturing/Industrial Centers. Manufacturing/industrial centers preserve lands for family-wage jobs in basic industries and trade and provide areas where that employment may grow in the future. Manufacturing/industrial centers form a critical regional resource that provides economic diversity, supports national and international trade, generates substantial revenue for local governments, and offers higher than average wages.

c. Countywide Centers. There are two types of Countywide Centers:

i. Countywide Growth Centers serve important roles as places for concentrating jobs, housing, shopping, and recreational opportunities. These are often smaller downtowns, high-capacity transit station areas, or neighborhood centers that are linked by transit, provide a mix of housing and services, and serve as focal points for local and county investment.

Commented [RK1]: Definition of local centers

Commented [NB2]: I think these are inadequate and need discussion and updating.

Commented [RK3]: This means we don't need to copy and paste tables...

Commented [RK4]: Comment: let's avoid should and shalls if possible. Keep active voice if possible.

Commented [AH5]: Suggest referring to the two different types of regional growth centers (urban and metro). The criteria for each type differ (see pg. 5-6 of framework)

Commented [RK6]: How to acknowledge transportation? Focus later in the document on how MICs can include transportation options.

Commented [AH7]: Suggest referring to the two types of MICs (employment and growth). The criteria for each type differ (see pg. 8 of framework)

Commented [RK8]: PSRC language

Commented [RK9]: Relates to Appendix F.

ii. Countywide Industrial Centers serve as important local industrial areas. These areas support living wage jobs and serve a key role in the county's manufacturing/industrial economy.

d. Local Centers and Other Types of Centers. These places range from neighborhood centers to active crossroads in communities of all sizes. These centers play an important role in the region and help define our community character, provide local gathering places, serve as community hubs, and are often appropriate places for additional growth and focal points for services. Local centers are urban designated in the local comprehensive plan.

e. Military Installations. Military Installations are a vital part of the region, home to thousands of personnel and jobs and a major contributor to the region's economy. Kitsap's local governments and Tribes recognize the important relationship between regional growth patterns and military installations. Kitsap communities should be eligible to receive funds for projects that connect our installations.

2. Recognized Centers: Appendix F contains a current list of designated centers by typology. The Kitsap Regional Coordinating Council may amend the list of recognized centers in Appendix F through Countywide Planning Policy amendment and ratification.

3. Designating Centers. Recognizing that communities evolve over time, a jurisdiction may request of the Kitsap Regional Coordinating Council an initial designation or a change in Center status only after that jurisdiction amends its Comprehensive Plan to clearly designate the geographic boundaries of a new or amended center, or to remove a previously designated center from a local comprehensive plan. This request shall be considered, and a decision made during the next Countywide Planning Policies amendment cycle. For an initial Centers designation to be made, or for a change in designation, the Kitsap Regional Coordinating Council must take into account local and unique circumstances and find that the proposed designation is consistent with the center typology as established by PSRC. A change in Regional Center status may require action by the Puget Sound Regional Council.

4. In addition to meeting the applicable criteria above, a request for Center designation or a change in Center status should address the following:

- Current or programmed transportation resources (including roads, ferries, transit, airports, bicycle, pedestrian)
- Balance of living wage employment opportunities with residential
- Proximity and connectivity among jobs, housing, retail services
- Types and density of residential uses
- Inclusion of affordable housing
- Provision of community gathering space, parks, and cultural opportunities
- Impacts to ecological functions.

[Attach Appendix F]

Commented [RK10]: Reminder: invite Lynn Wall to future KPDF meetings and make sure time works for her.

Commented [AH11]: Suggest clarifying intent to designate military installations as a type of local or countywide center and note size criteria on pg. 14 of the Framework

Commented [AH12]: Is the group planning to review Appendix F and identify which ones meet the criteria for the various center classifications? Suggest adding a map of the center boundaries also.

Commented [AH13]: Do you want any of the subcommittees (PlanPol, LUTAC, TransPOL, or TransTAC) to provide a recommendation to KRCC on a designation request? Suggest clarifying the process.

Commented [AH14R13]:

Commented [AH15R13]:

Commented [AH16]: Can this be clarified? Does it mean if a center no longer meets the criteria or if they have grown and can meet additional criteria?

Commented [NCC17]: Combines flexible definition and quantitative definition

Commented [AH18]: Revise to state that only changes to Regional Centers might require action by the Puget Sound Regional Council.

Commented [AH19]: The CPPs should clarify how these supplemental criteria will be used to inform the designation process. Are all required criteria? Some of the criteria in the described in the list may not be applicable for manufacturing/industrial centers.

Commented [AH20]: Suggest changing "above" to "described in the Regional Centers Framework Update"

Commented [NCC21]: Removed reference to Appendix G. Change title of Appendix G

Commented [NCC22]: Recreate or find original file for Appendix G for KPDF to edit.

Commented [NB23]: Should this list be amended or expanded?

Commented [RK24]: Think about this for the next meeting.

Commented [NB25]: What additional information should be included in appendix F? Maps showing center boundaries? Current and planned activity unit? The total land area of each center? In addition, if any centers currently don't meet criteria for the center type, do we ...

Commented [AH26R25]: The CPPs could benefit from having a specific policy that encourages subarea planning ...

Kitsap Countywide Planning Policies Revised Vision Statement v. 11/28/18

The Kitsap Countywide vision continues the qualities of life that make our County a special place to live and work. We strive to protect our natural systems, to preserve the village character of our smaller towns; respect community histories; diversify an economic base that supports good jobs, contributes to vibrant cities, efficient transportation, and affordable housing choices.

Objectives:

We work on strategies to achieve the following objectives:

- a. Livable urban communities, that are centers for employment, civic activities, and homes:
 - Attractive, livable urban neighborhoods that are bike/pedestrian-friendly and offer a range of services, housing, and transportation options.
 - Cities that are centers for employment, affordable housing, and cultural activities.
- b. A vital and diversified economy that provides career pathways and living wage jobs for residents, supported by adequate buildable lands for a range of employment uses.
- c. An efficient multi-modal transportation system: Accessible roads and highways, transit, ferries, airports, and nonmotorized travel – supporting our land use pattern while providing mobility for residents.
- d. Natural systems protection: Respect the natural environment, including natural resource lands such as forests, wetlands, wildlife habitat, streams, and Puget Sound – as well as the quality of our waters, land, and air. In addition, maintain a system of open space, trails, parks, and greenbelts providing opportunities to spend time outdoors and to learn about the environment.
- e. Rural character: Maintain the traditional appearance, economic and ecological functions of Kitsap's rural communities, to include the production and distribution of locally grown food.
- f. An Efficient and Responsive Government: An efficient and responsive government that partners with citizens and other governmental entities to meet collective needs fairly; while supporting education, environmental protection and human services.

Action:

A key strategy to accomplish this vision is the intent to encourage future urban growth within incorporated cities and unincorporated areas already characterized by urban growth, with existing and planned services and facilities. These actions strengthen our environmental and rural assets, focus public expenditures, and encourage concentrated development where appropriate.

Appendix F: Regional and Kitsap Designated Centers List v.3-7-19

1. Regional Growth Centers (adopted by PSRC)			
Jurisdiction	Regional Center Name	Center Type (Metro/Urban/Industrial/Employment)	Recognized by PSRC (Y/N)
City of Bremerton	Bremerton Metro Center	Metro Center	Yes
Kitsap County	Silverdale Urban Center	Urban Center	Yes
2. Manufacturing Industrial Centers (MICs)			
City of Bremerton	Puget Sound Industrial Center – Bremerton	Industrial	Yes
3. Countywide Centers			
Jurisdiction	Countywide Center Name	Countywide Center Type (Growth/Industrial)	
City of Bremerton			
Awaiting data from Bremerton Planning Director			
City of Bainbridge Island			
Awaiting data from BI Planning Director			
City of Poulsbo			
Awaiting data from Poulsbo Planning Director			
City of Port Orchard	Downtown Port Orchard	Countywide Growth Center	
City of Port Orchard	Tremont Medical Center	Countywide Growth Center	
City of Port Orchard	Kitsap County Campus	Countywide Growth Center	
City of Port Orchard	Sedgwick Bethel	Countywide Growth Center	
City of Port Orchard	Bethel Lund	Countywide Growth Center	
City of Port Orchard	Sedgwick Sidney	Countywide Growth Center	
City of Port Orchard	McCormick Woods Old Clifton	Countywide Growth Center	
4. Local or Other Types of Centers			
Jurisdiction	Countywide Center Name	Countywide Center Type (Growth/Industrial)	
City of Bremerton			
City of Bainbridge Island			
City of Poulsbo			
City of Port Orchard	Lower Mile Hill Drive	Countywide Growth Center	
City of Port Orchard	Upper Mile Hill Drive	Countywide Growth Center	
City of Port Orchard	Old Clifton Industrial Park	Local Industrial Center	

Commented [NB1]: Add column for available transportation funding sources as part of eliminating Appendix G?

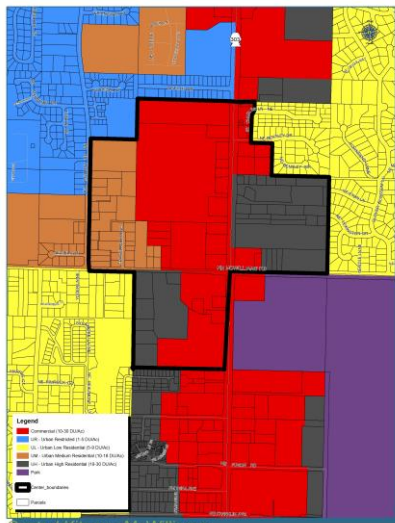
Commented [KP2]: LUTAC: Note that this information will be filled in during the meeting.

5. Military Installations		
Jurisdiction	Countywide Center Name	Countywide Center Type (Growth/Industrial
City of Bremerton	Naval Base Kitsap (NBK)	

Kitsap County Centers

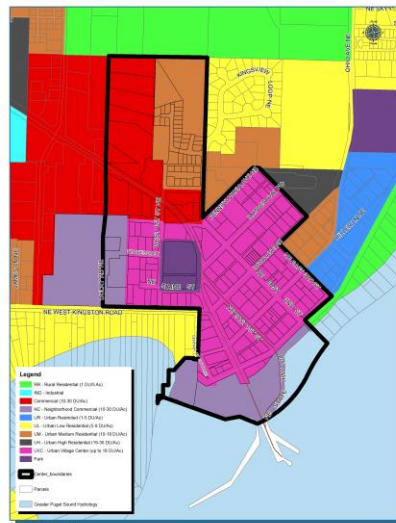
Center	Acres (gross)	Average Residential Density (du/acre)	Population	Sum of dwelling units (households)	Jobs
	311.23	3.18	649.5	310	2510
Central Kitsap – McWilliams	181.73	2.28	145	61	1620
Kingston Commercial	98.05	9.87	372	173	676
Manchester Commercial	12.82	1.82	105	66	103
Southworth Transportation Hub	10.14	0	0	0	15
Suquamish Commercial	8.49	1.91	27.5	10	96

Central Kitsap – McWilliams



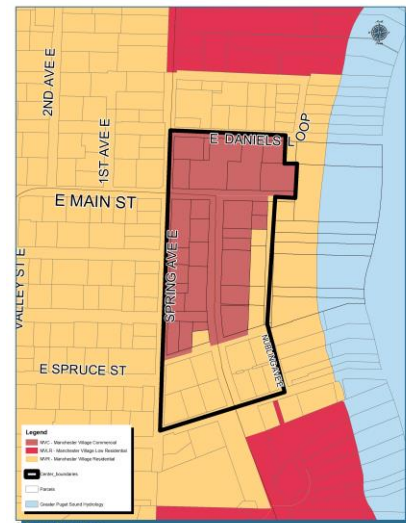
Central Kitsap – McWilliams

Kingston Commercial



Kingston

Manchester Commercial



Manchester

Southworth Transportation Hub



Southworth

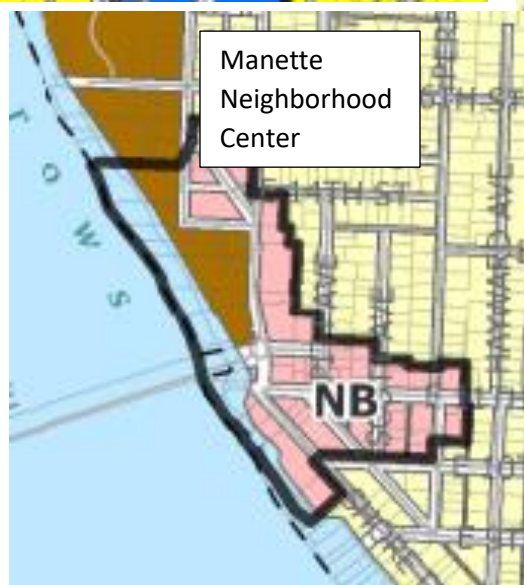
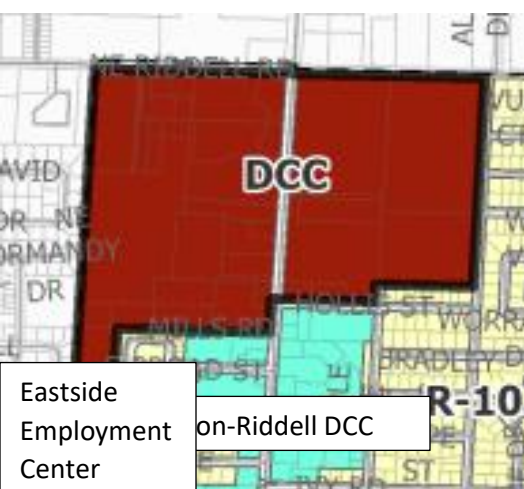
Suquamish Commercial



Suquamish

City of Bremerton Centers

Center	Acres	Anticipated Avg. Res. Density (du/acre)	Population	Sum of Dwellings Units (households)	Jobs
District Centers	212 acres	20	3,687	1,754	1,112
Wheaton-Riddell	94 acres	20	1,910	909	670
Wheaton-Sheridan	77 acres	20	1,288	613	318
Charleston	41 acres	20	489	232	124
Eastside Employment Center	82 acres	30	750	350	450
Manette Neighborhood Center	19 acres	15	106	51	50



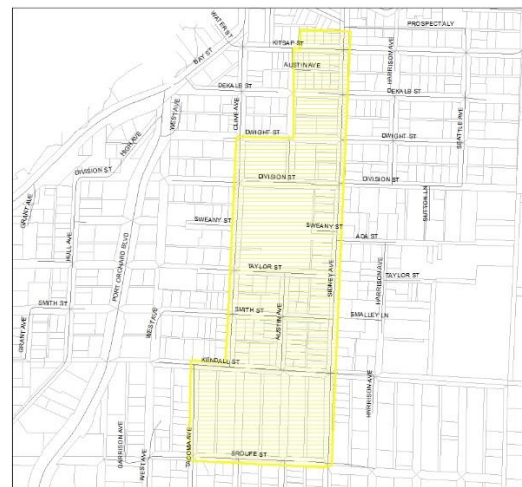
City of Port Orchard Centers

Local Centers	Acres	Anticipated Avg. Res. Density (du/acre)	Population	Sum of Dwellings Units (households)	Jobs
Bethel-Lund	313	20			
County Campus	53	20			
Downtown	94	20			
Lower Mile Hill	167	20			
McCormick Woods	427	8			
Old Clifton Industrial Park	156	0			
Sedgwick-Bethel	268	20			
Sidney-Sedgwick	237	20			
Tremont	215	20			
Upper Mile Hill	93	20			

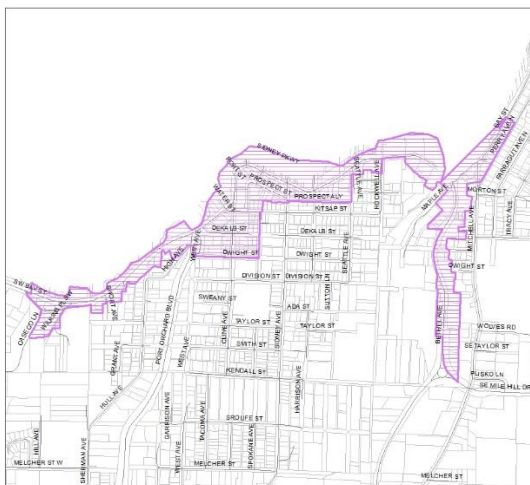
Bethel-Lund



County Campus



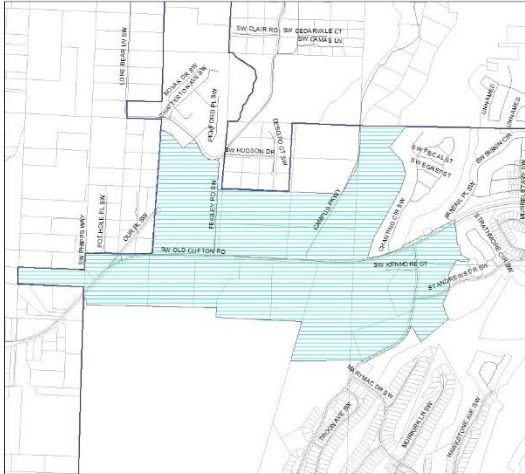
Downtown



Lower Mile Hill



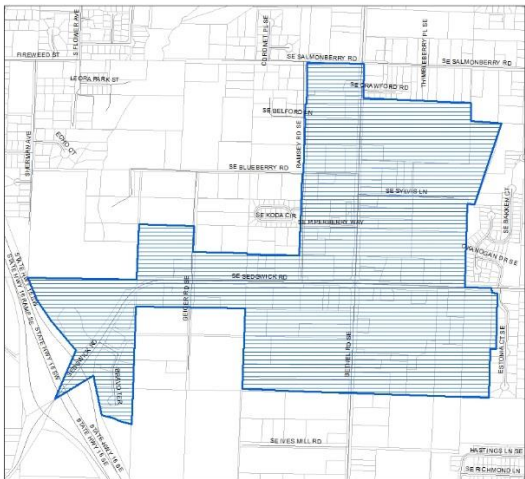
McCormick Woods



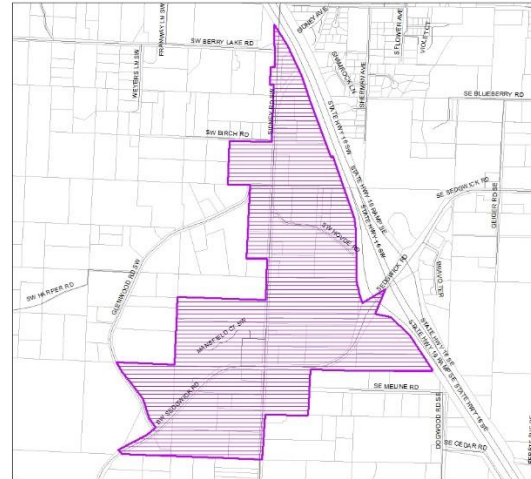
Old Clifton Industrial Park



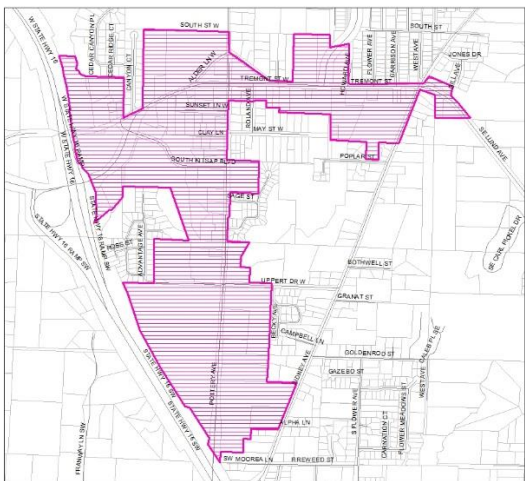
Sedgwick-Bethel



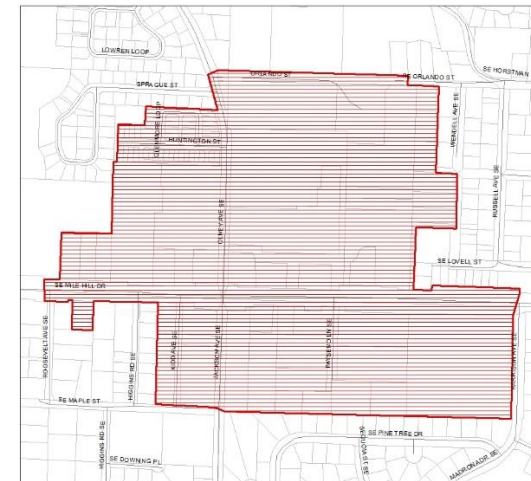
Sidney-Sedgwick



Tremont

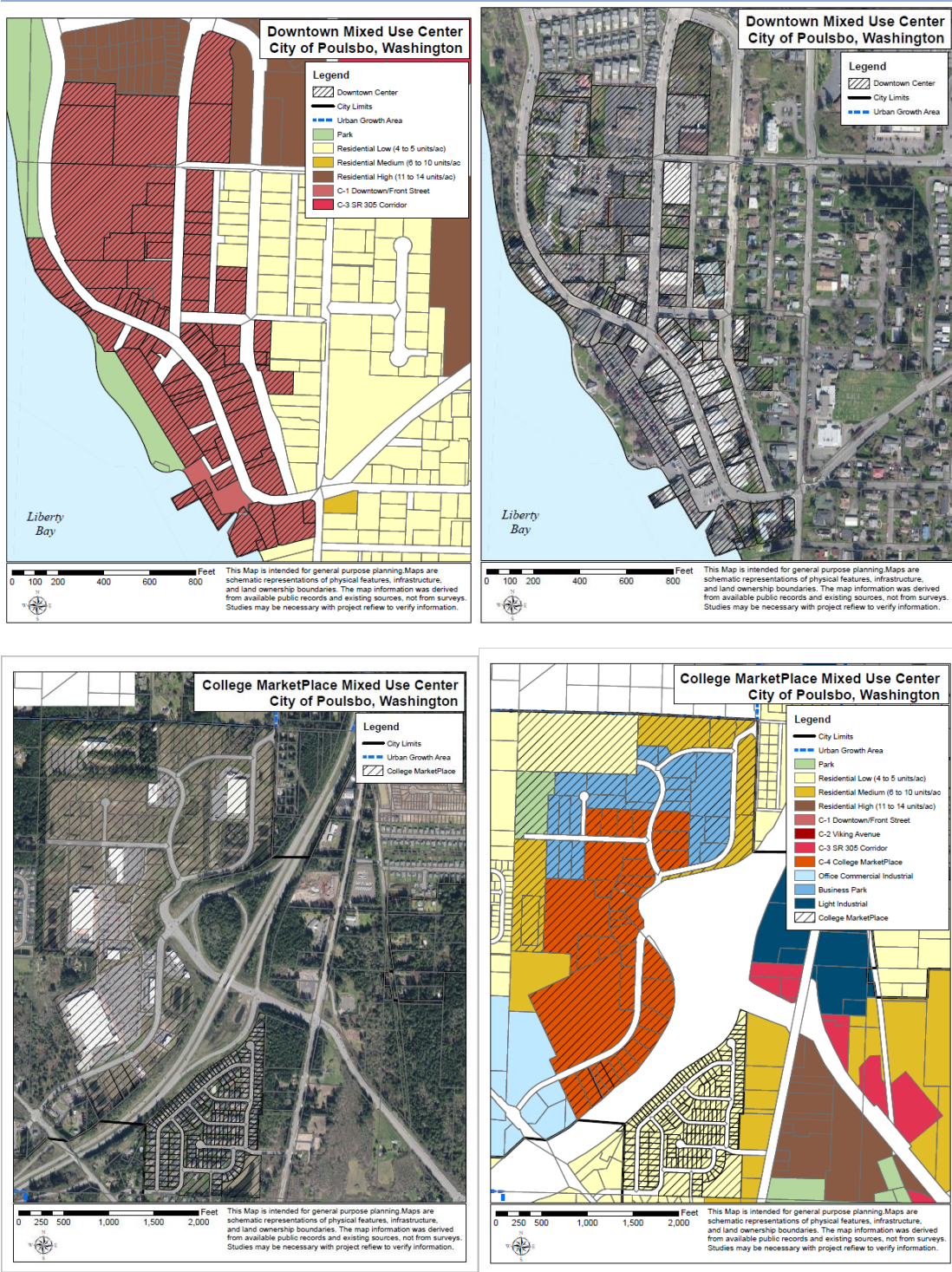


Upper Mile Hill



City of Poulsbo Centers

Local Centers	Acres	Anticipated Avg. Res. Density (du/acre)	Population	Sum of Dwellings Units (households)	Jobs
Downtown Mixed Use					
College Market Place Mixed Use					



College MarketPlace Mixed Use Center
City of Poulsbo, Washington

Legend

- City Limits
- Urban Growth Area
- College MarketPlace

College MarketPlace Mixed Use Center
City of Poulsbo, Washington

Legend

- City Limits
- Urban Growth Area
- Park
- Residential Low (4 to 5 units/ac)
- Residential Medium (6 to 10 units/ac)
- Residential High (11 to 14 units/ac)
- C-1 Downtown/Front Street
- C-2 Viking Avenue
- C-3 SR 305 Corridor
- C-4 College MarketPlace
- Office Commercial Industrial
- Business Park
- Light Industrial
- College MarketPlace



Kitsap Regional Coordinating Council

Land Use Planning Policy Committee (PlanPOL) Meeting Agenda

April 18, 2019 | 1:30 – 3:00 p.m. | Kitsap Transit, 60 Washington Ave. Bremerton, WA
V. 3-7-19

Objective: KRCC PlanPOL provides recommendations and guidance to the KRCC Board regarding countywide and regional land use planning efforts.

Topic	Page #
1. Welcome <i>Objective: Maintain the business and operations of KRCC.</i> <ul style="list-style-type: none">a. Review the draft 2019 meeting calendarb. Review and approve the draft 2/21/19 PlanPOL Summary	KRCC Meeting Calendar (pg) Feb 21 PlanPOL Meeting Summary (pg)
2. 2019 KRCC Land Use Program Status Tracker <i>Objective: Plan a coordinated approach for the year ahead.</i> <ul style="list-style-type: none">a. Review updates on the KRCC's 2018-2019 <u>draft</u> work plan with a focus on the Land Use Program	Draft proposed Land Use Program Status Tracker (pg)
3. Kitsap Countywide Planning Policies (CPPs) <i>Objective: Support communication among KRCC Committees on the process to update the Countywide Planning Policies.</i> <ul style="list-style-type: none">a. Review updates to the Countywide Planning Policies (CPPs)b. Discuss steps for finishing amendments to Kitsap County CPPs Element C: Centers of Growth in 2019c. Review Land Use Timeline associated with public comment period and certification process	Kitsap CPPs Element C: Centers of Growth and Vision Statement (pg) Kitsap CPPs Appendix F: Regional and Kitsap Designated Centers List (pg)
4. Public Comments	
5. Announcements and Next Steps <i>Objective: Ensure follow-up on proposed ideas and tasks.</i> <ul style="list-style-type: none">a. Next PlanPOL meeting: June 20b. Others?	
6. Adjourn	

Kitsap Regional Coordinating Council

2019 Work Plan Status Tracker

Draft v. 2-15-19





Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council 2019 Work Plan Status Tracker

Draft 2-15-19

Purpose:

The purpose of this document is to show the progress on the initiatives, activities and tasks the Kitsap Regional Coordinating Council's (KRCC) Board and committees are expected to address in 2019 including:

- Implementing the land use and transportation related action items identified at the 2018 KRCC Board retreat;
- Remain current and proactive in relation to the activities managed by the Puget Sound Regional Council; and
- Maintain administrative action items associated with the KRCC Policies and Procedures Manual, Interlocal Agreement (ILA), and Bylaws.

Triangle Associates, Inc. will provide the KRCC staff to support the Board and committees. Triangle's scope of work to implement the KRCC's work plan is outlined by topic on the following pages.

Contents:

The KRCC 2019 Work Plan includes:

- I. Administrative Program Work Plan (page 3-4)
- II. Land Use Program Work Plan (page 5-8)
- III. Transportation Program Work Plan (page 9-10)

Legend:

These work plans include the following activities represented by icons:



Research/Writing



Discussions at Meetings



Letters














Outreach














Requires KRCC Board
Approval

I. KRCC Administrative Program 2019 Work Plan Narrative

The proposed tasks for the KRCC Executive Committee and KRCC Board for 2019 are outlined in the table below. KRCC staff will support the Executive Committee and Board in completing these action items.










Action Item	Executive Committee's Role	Board's Role	Status
1. Select members of the 2019 KRCC Executive Committee. (Bylaws)	 Review proposed Executive Committee members. (January 2019)	 Review (no vote required) the 2019 Executive Committee. (February 2019)	Complete.
2. Recommend and approve Puget Sound Regional Council (PSRC) Board and Committee representatives. (Policies and Procedures Manual)	 Recommend appointments to PSRC Boards and Committees. (January 2019)	 Approve PSRC Board and Committee appointments. (February 2019)	To be approved at March 5 Board meeting.
3. KRCC members submit letters of commitment in July. (Policies and Procedures Manual)	 Review commitment letters submitted in July and discuss any issues. (August 2019)	 Review commitment letters and discuss any issues. (September 2019)	Commitment letters not conducted for 2019.
4. Receive and process KRCC applications during the application window of July 1 - August 31. (Policies and Procedures Manual)	 Review any submitted KRCC membership applications. (July-September 2019)	 Review and approve new KRCC member(s) by the last KRCC Board meeting of the year. (September-December 2019)	Bremerton rejoined outside of the standard application process.
5. Develop and approve the 2020 annual budget and workplan. (Interlocal Agreement)	 Develop and review the draft 2020 budget and workplan. (July – October 2019)	 Review the draft budget and workplan (September 2019); approve the 2020 budget and workplan. (November 2019)	Discussions begin mid-year.
Action Item	Executive Committee's Role	Board's Role	Status
6. Plan and execute Legislative Reception. (Policies and Procedures Manual)	 Review the Legislative Reception plan from KRCC	Review the Legislative Reception plan from KRCC staff and provide	Discussions begin mid-year.

	staff and provide guidance. (September-November 2019)	 guidance. (October-November 2019)	
7. Distribute contractor evaluation. (Policies and Procedures Manual)	 Develop contractor evaluation form. (October 2019)	 Return contractor evaluation form (November 2019) and discuss results in a closed session if appropriate. (December 2019)	Discussions begin in Fall 2019.
8. Identify vacancies on PSRC Boards and Committees. (Policies and Procedures Manual)	 Review the vacancies on PSRC Boards and Committees. (November 2019)	 Review the vacancies on PSRC Boards and Committees. (December 2019)	Discussions begin in Fall 2019.
9. Discuss and vote on 2020 Chair and Vice-Chair. (Bylaws)	 Review proposed 2020 Chair and Vice Chair. (November 2019)	 Vote on proposed 2020 Chair and Vice Chair. (December 2019)	Discussions begin in Fall 2019.
10. Improve communications with the public. (Board Retreat)	 Draft a public communications strategy for the KRCC Policies and Procedures manual.	 Board approves the public communications strategy.	Requires further discussion.
11. Maintain administrative documents and agreements such as the ILA, Bylaws, Policies and Procedures, and MOUs. (New item)	 Review proposed amendments as needed.	 Board approves the amendments.	Ongoing. Bylaws and agreements up to date. Policies and Procedures and ILA require updates.











II. KRCC Land Use Program 2019 Work Plan Narrative












The proposed land use program work plan items for 2019 are outlined in the table below. KRCC staff will support the KRCC Board, Land Use Planning Policy Committee (PlanPOL), and Land Use Technical Advisory Committee (LUTAC) in completing these action items.










Please also see Appendix 1 and 2 that provide timelines for expected activities over 18 months and 8 years.

Action Item	LUTAC's Role	PlanPOL's Role	Board's Role	Status
Countywide Planning Policies (CPPs)				
12. Create a calendar of the next CPP update schedule and the studies underway that are key inputs to that update. (Board Retreat)	 LUTAC developed an 18-month and 8-year land use timeline, which includes information related to CPP updates.	 PlanPOL will review the timelines at their October 18, 2018 meeting and tee up activities for 2019.	 The KRCC Board will review land use timelines throughout 2019.	Complete.
13. Decide whether to update the CPP vision statement as part of the "targeted update" in 2019 or full update in 2021. (Board Retreat)	 LUTAC makes recommendations to PlanPOL re: the timing of creating a vision statement.	 PlanPOL reviews LUTAC's recommendation re: the timing of updating the vision statement, and then recommends action to KRCC Board.	 KRCC Board approves whether to update the vision statement as part of the targeted or full update of the CPPs.	Complete – The Board proposed a revised vision statement for LUTAC's review. LUTAC will review the vision statement at a future meeting, TBD.
14. Complete a "targeted update" of CPPs re: Local Centers and perhaps buildable lands (18 Month	 After the Dept. of Commerce releases its buildable lands guidance, LUTAC drafts updates to the relevant	 PlanPOL discusses the draft updates to the CPPs and recommends draft documents to the KRCC Board.	 KRCC Board approves the updated CPPs.	Ongoing – PlanPOL reviews CPP amendments at April 18 meeting, Board reviews at May 7 meeting. Public hearing TBD.

Land Use Timeline).	sections of the CPPs for PlanPOL review.			
---------------------	--	--	--	--










Action Item	LUTAC's Role	PlanPOL's Role	Board's Role	Status
Puget Sound Regional Council (PSRC) Involvement				
15. Provide a letter as part of PSRC's Draft Environmental Impact Statement (EIS) comment period (18 Month Land Use Timeline).	 LUTAC drafts a letter for PlanPOL review. LUTAC also develops talking points for Growth Management Policy Board (GMPB) members.	 PlanPOL revises the EIS comment letter. PlanPOL reviews the talking points for GMPB members.	 KRCC Board approves the draft EIS comment letter.	VISION 2050 EIS will be released for public comment at the end of February. Board will provide direction on approach to provide comment, if at all.
16. Develop Kitsap's growth strategy as part of the development of VISION 2050 (Board Retreat).	 LUTAC acquired VISION 2040's linear population and employment projections for 2050.  Meeting: 2 part workshop discussions about accommodating growth.	 Meeting(s): Using the linear VISION 2050 population and employment projections. Hold 2-part workshop discussions about accommodating growth.	 In 2021 or 2022, review outcomes and plan for the KRCC Board to approve population allocations across Kitsap jurisdictions.	Requires input from PlanPOL.
17. Provide input into PSRC's Regional Growth Strategy (RGS) (18 Month Land Use Timeline).	 LUTAC develops a draft RGS comment letter, as well as draft talking points for GMPB members.	 PlanPOL revises the draft RGS comment letter. PlanPOL reviews the talking points for GMPB members.	 KRCC Board approves the RGS comment letter.	Requires input from PlanPOL.













18.	Provide input on PSRC's draft Multicounty Planning Policies (MPPs) (18 Month Land Use Timeline).	 LUTAC develops a draft letter. LUTAC also develops talking points for GMPB members.	 PlanPOL revises the draft MPP comment letter. PlanPOL reviews the talking points for GMPB members.	 KRCC Board approves the MPP comment letter.	Requires input from PlanPOL.
19.	Provide outreach to other jurisdictions at PSRC about Kitsap's issues to identify commonalities and partnerships. (Board Retreat)	 Outreach: LUTAC members on the Regional Staff Committee convene a quarterly lunch with small PSRC jurisdictions.	 Outreach: PlanPOL members on the GMPB convene a quarterly lunch with other small jurisdictions at PSRC.	N/A	Requires input from PlanPOL.
Action Item		LUTAC's Role	PlanPOL's Role	Board's Role	
Military Planning					
20.	Develop strategies to protect the military from encroachment within the region. (Board Retreat)	 LUTAC reviews Naval Base Kitsap's military land use study and develops a draft strategy.	 Review and revise the draft strategy from LUTAC.	 Approve the draft strategy to help prevent encroachment on military lands and activities.	Ongoing - confirmed with Lynn Wall there are no further steps needed as Joint Land Use Study (JLUS) is underway.
KRCC Operations					
21.	Ensure messaging consistency between policy and technical committees. (Board Retreat)	 KRCC staff will serve as the liaison.	 PlanPOL meetings have LUTAC updates as standing agenda items.	 Board meetings have PlanPOL and LUTAC updates as standing agenda items.	Ongoing.

22. Form <i>ad hoc</i> affordable housing committee. (Board Retreat)	 LUTAC members support AHTF	 PlanPOL discusses work of the AHTF.	 KRCC Board comprises Affordable Housing Task Force (AHTF).	In progress, Affordable Housing Task Force (AHTF) met January 10. Need to clarify the role of LUTAC in relation to AHTF. Can be discussed at March 14 LUTAC meeting and March 21 LUTAC meeting.
Other				
23. Institute metrics and a process to confirm whether jurisdictions' comprehensive plans are performing as desired (Board Retreat).	 LUTAC develops draft metrics to evaluate comprehensive plan performance.	 PlanPOL reviews recommendations from LUTAC and solidifies metrics for KRCC Board approval.	 KRCC Board approves metrics re: comprehensive plan performance.	Requires further discussion.
24. Develop the annual annexation report (18 Month Land Use Timeline).	 LUTAC develops a draft annual annexation report.	 PlanPOL reviews the draft annual annexation report.	 KRCC Board approves the annual annexation report.	

III. KRCC Transportation Program 2019 Work Plan Narrative

The proposed transportation program work plan items for 2019 are outlined in the table below. KRCC staff will support the KRCC Board, Transportation Policy Committee (TransPOL), and Transportation Technical Advisory Committee (TransTAC) in completing these action items.

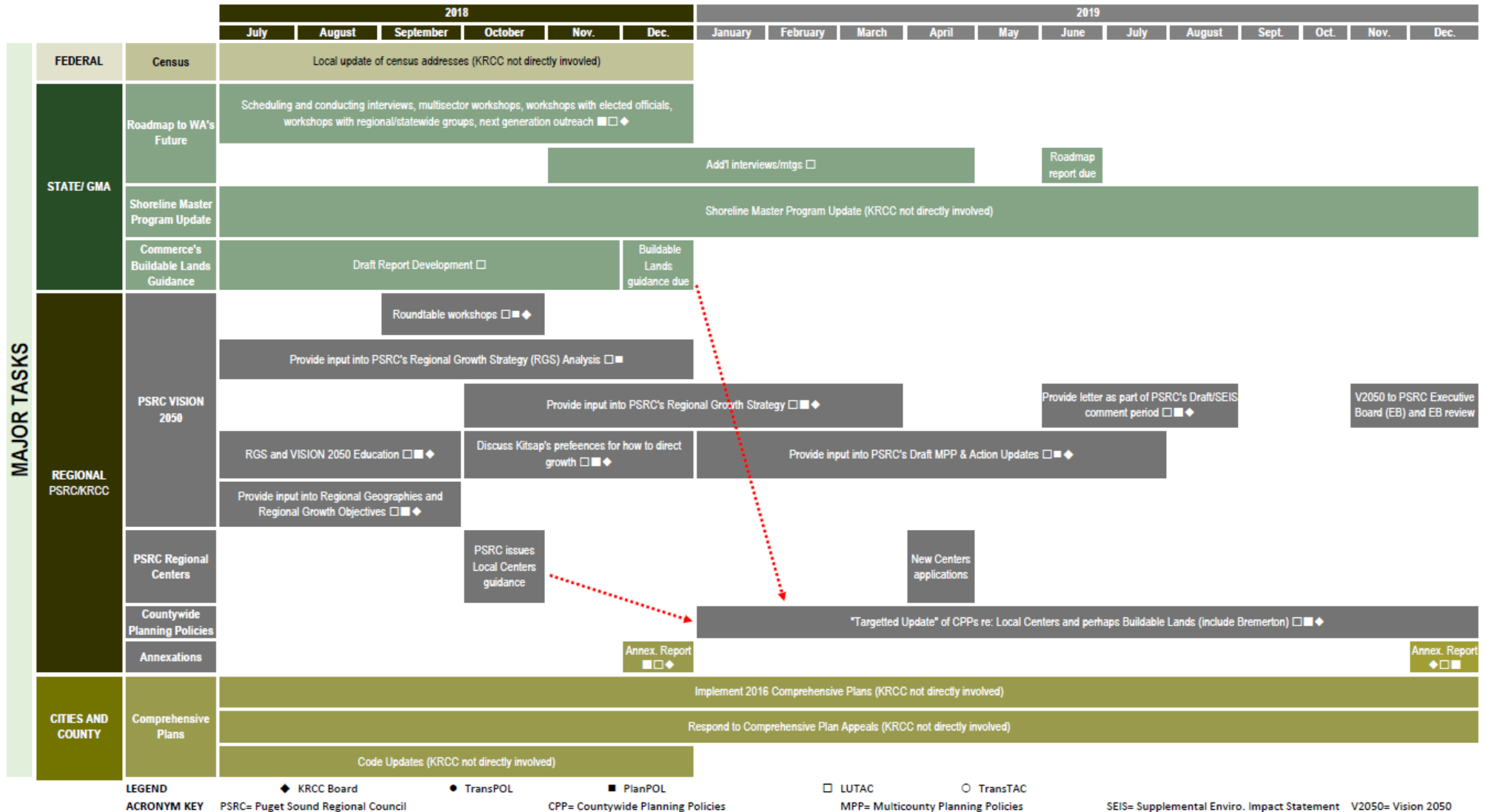
Action Item	TransTAC's Role	TransPOL's Role	Board's Role	Status
Transportation Education				
25. Learn about transportation issues of common interest. (Board Retreat)	 TransTAC develops a list of cross-jurisdictional transportation issues. TransTAC members prepare educational updates on these topics at TransPOL meetings.	 TransPOL reviews the list of cross-jurisdictional transportation issues and selects topics for their 2019 meetings.	 KRCC Board reviews relevant transportation topics as needed.	Ongoing – Conducting calls with TransTAC members to gauge topics of interest.
Countywide and Regional Transportation Competitions				
26. Develop recommendations for PSRC's Project Selection Taskforce. (2018 Competition Debriefs)	 Develop draft recommendations for TransPOL review regarding the issues facing the PSRC Project Selection Taskforce.	 Review TransTAC's recommendations regarding the key issues facing the PSRC Project Selection Taskforce.	 Approve recommendations to Kitsap members of the PSRC Project Selection Taskforce.	The PSRC Project Selection Task Force convenes in the Fall of 2019.
27. Discuss how Kitsap wants to address geographic equity in the 2020 Kitsap Countywide Competition. (2018	 Conduct research related to proposed definitions of geographic equity.	 Review data related to geographic equity and propose an approach for KRCC Board review.	 Approve the approach to geographic equity as part of the Call for Projects in 2020.	Discussions to begin mid year.

Competition Debriefs)				
28. Discuss how Kitsap wants to address equity based on density in the 2020 Kitsap Countywide Competition. (Executive Committee)	 Conduct research related to addressing equity based on density.	 Review data related to equity based on density and propose an approach for KRCC Board review.	 Approve the approach to equity based on density as part of the Call for Projects in 2020.	Discussions to begin mid year.
29. Discuss how Kitsap wants to prioritize projects of countywide importance in the 2020 Kitsap Countywide Competition. (2018 Competition Debriefs)	 Conduct research related to proposed definitions of projects of countywide importance.	 Review data related to projects of countywide importance and propose an approach for KRCC Board review.	 Approve the approach to projects of countywide importance as part of the Call for Projects in 2020.	Discussions to begin mid year.
KRCC Operations				
30. Ensure messaging consistency between policy and technical committees. (Board Retreat)	 TransTAC members attend KRCC Board meetings to provide monthly updates.	 TransPOL meetings have TransTAC updates as a standing agenda item.	 KRCC Board meetings have TransPOL and TransTAC updates as a standing agenda item.	Some TransTAC members attend Board meetings but do not provide formal updates for the time being.
31. Form <i>ad hoc</i> committees to address transportation issues (Board Retreat)	 TransTAC members recommend <i>ad hoc</i> committees to TransPOL.	 TransPOL proposes <i>ad hoc</i> committees for KRCC Board approval.	 KRCC Board approves <i>ad hoc</i> committees.	As needed.

Draft July 2018- Dec. 2019 Kitsap Regional Coordinating Council (KRCC) Land Use Calendar

18 MONTHS

Draft v. 7-13-18



Appendix 2 – 8 Year Land Use Calendar

Draft 8-Year Land Use Timeline for the Kitsap Regional Coordinating Council

Draft v. 7-13-18

8 YEARS

		2018	2019	2020	2021	2022	2023	2024	2025
MAJOR TASKS	FEDERAL/ CENSUS	Local Update of Census Addresses		Census	Census Results (2)				
	STATE/ GMA	Shoreline Master Program Update DUE 6/30/20			Implement				
		Roadmap to WA Future				OFM County Population Forecasts (2)			
		Commerce's Buildable Lands guidance due			Buildable Lands Report Update (5)				
						Comprehensive Plan//UGAs Update DUE 6/30/24 (1)		Implement	
						Development Regulations Update DUE 6/30/24 (1)		Implement	
							Critical Areas Update DUE 6/30/24 (1)	Implement	
	REGIONAL PSRC/KRCC	PSRC Local Centers (3)							
		Countywide Planning Policies Update - Element C: Centers (& Buildable Lands?) (3)							
		PSRC Vision 2050/Regional Growth Strategy (4)							
				Countywide Planning Policies Update – Respond to Vision 2050 (4)		Incorporate in jurisdictions' Comp Plans (4)			
	CITIES AND COUNTY					Countywide Population Allocations (2)/(5)			
		Implement 2016 Comprehensive Plans				2024 Comprehensive Plans UGA Update DUE 6/30/24 (1) (5)		Implement	
		Respond to Comprehensive Plan Appeals						Respond to Appeals	
		Code Updates				Development Regulations DUE 6/30/24 (1)		Implement	

(1) 8 year periodic update of comprehensive plans and development regulations, required by State/GMA and completed by cities and county, due 6/30/24.

(2) Population Forecasts (utilizing 2020 Census results) are assigned to Kitsap County by OFM, and are then allocated by Kitsap Regional Coordinating Council by jurisdiction and adopted into CPPs.

(3) PSRC's Centers Update will be incorporated as appropriate in Kitsap CPP's Element C; LUTAC will begin review guidelines in 2018 and anticipate CPP amendments to Element C in 2019.

(4) PSRC's Update to Vision begun in 2018. KRCC and individual jurisdictions participate in development of Vision 2050 and Regional Growth Strategy; PSRC General Assembly approves Vision 2050 and RGS May/June 2020. KRCC incorporates Vision 2050/RGS into Kitsap CPPs as appropriate, which is then incorporated into individual jurisdictions' comprehensive plan.

(5) The Buildable Lands Report Update includes two parts—reviewing development densities in the past, and providing a land capacity analysis. The land capacity analysis will provide the basis of whether designated Urban Growth Areas need adjusting. Each UGA's available land will be compared to its KRCC population allocation. If UGA adjustment is necessary, it will within the 2024 comp plan update process.