

Kitsap Regional Coordinating Council

LUTAC Element C: Centers of Growth Workshop Agenda

Monday, October 26, 2020 | 10:00 a.m. - 12:00 p.m. | v.10-21-2020

Remote Meeting:

Video Conferencing and Screen Sharing. Please click the following link: https://zoom.us/j/98100900097. You will likely be asked to download Zoom and then start the application. This will take you to the virtual meeting room. Please test the Zoom link ahead of the meeting to make sure the necessary plug ins are on your computer.

- To hear the meeting, dial (253) 215-8782, then enter the meeting number: 981 0090 0097. You do not need a participant ID, just press "#" to continue the call.
- To see the presenter's screen, you can simply stay in the virtual meeting room.
- **To join by video,** you can turn on the video function on the Zoom app (make sure your computer's camera is on).

Meeting Outcomes:

- Revisit and discuss remaining Element C Workshop questions.
- Strive to confirm the proposed direction on key questions related to Element C: Centers of Growth.
- Discuss the planning timeline of Growth Targets and LUTAC meetings for 2021.

Time	Topic
10:00 - 10:10 a.m. 10 mins	A. Welcome, Introductions, Agenda Overview, and Meeting Outcomes
10:10 - 10:15 a.m. 5 mins	 B. Housekeeping For reference: August 13 Workshop Summary - Packet Pg. 2
10:15 - 10:35 a.m. 20 mins	 C. Part 1: Element C: Centers of Growth Review Element C Workshop Presentation - Packet Pg. 6
10:35 - 11:15 a.m. 40 mins	 Part 2: Element C: Centers of Growth Dialogue Overview of Element C Thematic Summary - Packet Pg. 18 Discuss remaining Element C workshop questions including: How should decision-making for Centers flow? What is the best way to address existing or in-process centers? How should countywide transportation funding treat centers? Is there still support for the Candidate Centers approach?
11:15 - 11:35 a.m. 20 mins	 E. Summary of Proposed Direction Based on the discussion and feedback received, strive to confirm the proposed direction on each of the remaining Element C questions
11:35 - 11:50 a.m. 15 mins	 F. KRCC Staff Work Plan Updates Timeline and Support for Growth Targets - Packet Pg. 20 Gap Analysis of KRCC Work Plan 2021 LUTAC/PlanPOL Meeting Plan
11:50 - 12:00 p.m. 10 mins 12:00	G. Wrap Up and Next Steps
12.00	Adjourn

Kitsap Regional Coordinating Council (KRCC) Land Use Technical Advisory Committee (LUTAC) August 13, 2020 Workshop Summary | Convened via Teleconference

Draft v. 9-11-2020

Decisions and Recommendations

- LUTAC approved the July 9, 2020 meeting summary.
- LUTAC recommended rescheduling the September 10 meeting to the end of the month to allow additional time for the CPP consultant to be onboarded to the project.

Ac	tions	Person Responsible	Status
1.	Post the approved July 9, 2020 meeting summary on the KRCC website.	KRCC staff	Complete
2.	Conduct further analysis re: "intensity of use."	LUTAC members	Ongoing
3.	Provide the latest draft of Element C: Centers of growth along with notes and takeaways from the workshop to the CPP consultant.	LUTAC members	Ongoing

Welcome, Introductions, and Agenda

Kizz Prusia, Land Use Program Lead, welcomed meeting participants (see Attachment A: List of Participants). Kizz reminded participants that LUTAC requested this workshop during their July 9 meeting to have a session dedicated to Element C of the Countywide Planning Policies (CPPs). He also acknowledged planners staff have limited capacity with increases in permitting and staff changes in respective jurisdictions. As a reminder, the purposes of the workshop were to:

- Develop a shared understanding of all the discussions and information pertaining to updating Element C, and
- Discuss options and suggest directions to take on key questions related to updating Element
 C.

Housekeeping

July 9 Meeting Summary: LUTAC members reviewed and approved the July 9 meeting summary as final without any revisions. The July 9 meeting summary will be posted on the KRCC website.

Countywide Planning Policies (CPP) Consultant: KRCC staff provided a quick update on CPP Consultant. The KRCC Executive Committee is reviewing the recommendation to bring on LDC, Inc (partnered with Parametrix) during their August 18, 2020 meeting. KRCC staff informed LUTAC members the final evaluation from the interviews is available if LUTAC members are interested.

Part 1: Element C: Centers of Growth Ouestions

KRCC staff provided a brief overview of the structure of the workshop including, part one which focused on a presentation of key questions related to Element C. KRCC staff introduced Karla Boughton, City of Poulsbo, to lead the presentation in part one. Karla provided a recap to LUTAC members about Element C and covered topics including the purpose of centers, the recommended size of centers, activity units for centers, and the location and characteristics of centers. In addition

to these high-level concepts related to centers, Karla also discussed guidance provided by the Puget Sound Regional Council (PSRC). She introduced the following key questions:

- 1. Should there be a minimum size for Countywide Centers?
- 2. What can be done to recognize important places that are not slated for growth?
- 3. What number of Countywide Centers per jurisdiction is reasonable/advisable?
- 4. How should decision-making for Centers flow?
- 5. What is the best way to address existing or in-process centers?
- 6. How should countywide transportation funding treat centers?

As part of presenting each question, Karla provided background information, status updates, and details related to the context of the question. LUTAC members were asked to hold their comments and feedback until each of the questions were introduced and presented.

Part 2: Element C: Centers of Growth Dialogue

KRCC staff provided an overview of part two of the workshop, which focused on discussing proposed potential solutions to each of the key questions presented in part one. Karla presented the proposed potential solutions and ideas for direction on each question. During this portion of the workshop, LUTAC members made comments about the minimum size for Countywide Centers, activity units, centers typology, and the number of centers advisable for each jurisdiction. In total, LUTAC members discussed the first three questions. The discussion is captured in the table below for each question.

Question	Proposed Solutions	Suggested Direction		
Question 1: Should there be a minimum size for Countywide Centers?	 Option 1: Establish 160 acres as the minimum size for centers. Option 2: Each jurisdiction determines the geographic boundaries of their Countywide Center. Option 3: Do not establish a minimum size for countywide centers and create additional policies on how to designate a center. 	Modified Option 3: Acknowledge PSRC's guidance of minimum acreage, and allow for deviation based on other policy considerations including: • Accommodating capacity and planning for additional growth (see Regional Centers Framework pg. 12) • Mix of uses • Transit • Pedestrian walkshed • Intensity of use based on activity units. Further Discussion: How to calculate the intensity of use and whether the use can be planned or current.		
Question 2: What can be done to recognize important places that are not slated for growth?	 Option 1: Countywide Centers need to demonstrate the capacity to accommodate additional growth. Option 2: Do not create a new typology for "Countywide Centers of Local Importance." 	Option 2: There was preliminary agreement to not create a new typology and do not acknowledge important places that are not slated for growth as Countywide Centers with a new policy. List these areas as Local Centers only.		

Question	Proposed Solutions	Suggested Direction			
	Option 3: These areas should be considered "Local centers" and be designated in Comprehensive Plans only.	Further Discussion: This needs to be revisited at future LUTAC meetings.			
Question 3: What number of Countywide Centers per jurisdiction is reasonable/ advisable?	 Option 1: Create a maximum number of countywide centers for all jurisdictions Option 2: Allow each jurisdiction to propose as many countywide centers as they think they need to support respective growth targets 	LUTAC did not come to a conclusion regarding the number of Countywide Centers per jurisdiction. They further expanded each option. Expanded Option 1: If there is guidance on the number of countywide centers per jurisdiction connect the number of centers to be based on per capita, square miles, or total population (TBD which metric to use). Expanded Option 2: Allow each jurisdiction to propose as many countywide centers as they think they need to support respective growth targets with additional guidance as needed. LUTAC also recommended waiting for growth allocations before formally designating Countywide Centers.			
		Further Discussion: Determine which direction (Expanded Option 1 or Expanded Option 2) to take.			

Following this discussion LUTAC members suggested reviewing the final three questions at the next LUTAC meeting:

- How should decision-making for Centers flow?
- What is the best way to address existing or in-process centers?
- How should countywide transportation funding treat centers?

LUTAC members will provide the latest draft of Element C: Centers of growth along with notes and takeaways from the workshop to the CPP consultant.

Summary and Next Steps

LUTAC recommended postponing their next meeting until late September so that the CPP Consultant could begin their work. KRCC staff reviewed the decisions and action items listed in the table on page 1.

The meeting adjourned at 11:30 AM.

Attachment A: List of LUTAC Members in Attendance (Virtual Participation Only)

Name	Affiliation (alphabetical)				
Heather Wright	City of Bainbridge Island				
Jennifer Sutton	City of Bainbridge Island				
Andrea Spencer	City of Bremerton				
Nick Bond	City of Port Orchard				
Jeff Rimack	Kitsap County				
Angie Silva	Kitsap County				
Ed Coviello	Kitsap Transit				
Lynn Wall	Naval Base Kitsap				
Andrea Harris-Long	Puget Sound Regional Council				
Liz Underwood-Bultmann	Puget Sound Regional Council				
Alison O'Sullivan	Suquamish Tribe				
Gary Idleburg	Washington Dept. of Commerce				
Matthews Pahs	Washington Dept. of Transportation				
Sophie Glass	KRCC Program Director				
Kizz Prusia	KRCC Land Use Program Lead				

KRCC LUTAC WORKSHOP:

Kitsap Countywide Planning Policies Element C: Centers of Growth

August 13, 2020

PART I:
ELEMENT C:
CENTERS OF
GROWTH
QUESTIONS

CENTERS RECAP



Purpose

Centers are central places within the region that are the focus of growth, planning and investment.



Size

RGC – Urban: min. 200 acres; Metro: min. 320 acres

Countywide – no clear requirement as set forth in RGC; reference of 160 acres under multi-modal transportation (walkshed)



Activity Units

RGC – Urban: min. ex. 18 AU/acre, pln. 45 AU/acre; Metro: min. ex. 30 AU/acre, pln. 85 AU/acre

Countywide – min. 10 AU/acre



Location/Characteristics

Within a city or unincorporated UGA

Mix of uses

Transit

QUESTIONS FOR TODAYS WORKSHOP

- I. Should there be a **minimum size** for Countywide Centers?
- 2. What can be done to recognize important places that are **not slated for growth**?
- 3. What **number of** Countywide Centers per jurisdiction is reasonable/advisable?
- 4. How should **decision-making** for Centers flow?
- 5. What is the best way to address existing or in-process centers?
- 6. How should countywide transportation funding treat centers?

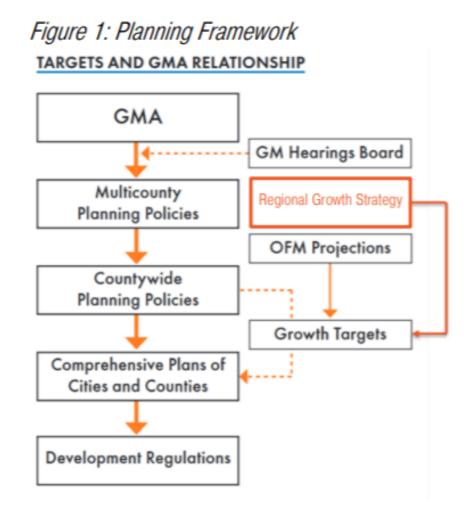
DECISION MAKING FOR CENTER DESIGNATION

4. How should decision-making for centers designation occur?

- Currently, our discussions around countywide centers are in the context of centers designated in local comprehensive plans during the last periodic update or through annual amendments since 2016.
- We are trying to make sense of these locally designated centers within the PSRC's centers framework, as well as if they make sense for Kitsap County - while also trying to draft policies that work countywide.
- While we'll need to address the already adopted centers in local comprehensive plans, we should agree on how Centers designations occur in the future.

DECISION MAKING FOR CENTER **DESIGNATION**

4. How should decision-making for centers designation occur?





5. What is the best way to address existing or in-process centers?

- Kitsap County Comprehensive Plan amendment adopted 4/2020 identifies Silverdale Regional Growth Center, Puget Sound Industrial Center-Bremerton MIC, and Kingston and McWilliams/SR 303 as countywide centers. Proposes Kingston and McWilliams/SR 303 as countywide centers as part of KCPP update.
- Bremerton Current Comprehensive Plan one regional center, four district/neighborhood centers, one employment center and one manufacturing/industrial center. Bremerton Metro Center and Puget Sound Industrial Center-Bremerton MIC remains PSRC designated. Proposes Charleston, Eastside, Wheaton/Riddell and Manette as part of KCPPs update.
- Bainbridge Island Current Comprehensive Plan has five centers consistent with current CPP list. Proposes one countywide center of Winslow as part of KCPPs update.
- Port Orchard Current Comprehensive plan eight countywide centers. Proposes five countywide centers and two candidate countywide centers (corresponds with centers included in comprehensive plan) as part of KCPPs update.
- Poulsbo Current Comprehensive Plan has two centers based on current CPP list; the three proposed centers pulled from 2020 annual comprehensive plan amendment process. Proposes Downtown Poulsbo, and one candidate countywide centers.

COUNTYWIDE CENTERS TRANSPORTATION COMPETITION

6. How should the countywide transportation competition treat centers?

- KRCC has the ability to decide whether the Countywide Transportation Funding competition funding awards the same amount of value to the different types of centers.
- Should transportation funding be the same for countywide centers versus candidate countywide centers versus local centers?
- It is likely that TransTac would want to weight all types of centers equally.
- LUTAC has been considering centers in a hierarchical framework, and assuming that countywide centers would have more 'weight' than local centers, due to its obligation to accept significant growth.

PART 2: ELEMENT C: CENTERS OF GROWTH DIALOGUE



4. How should decision-making for centers designation occur?

- Designate countywide centers in KCPP update in 2021. These centers are intended to support the jurisdiction's 2024 comprehensive plan update and serve as a place where a significant portion of the jurisdiction's 2044 growth allocation will be directed. After KCPPs update, amend local comprehensive plans as appropriate.
- Center designations should primarily occur in the context of preparation for a GMA periodic update.
- Include policies that support that the countywide centers are designated in the KCPPs first, through the regional process, then local comprehensive plans are amended.
- Include policies for when/if a jurisdiction wishes to amend, change or delete a Center.
- Include policies on how a Center can be designated outside of the periodic update cycle.



5. What is the best way to address existing or in-process centers?

- Kitsap County has amended its comprehensive plan and are proposing two countywide centers as part of the CPP update.
- Bremerton will need to amend its comprehensive plan upon CPP update.
- Bainbridge Island will need to amend its comprehensive plan upon CPP update.
- Port Orchard may need to amend its comprehensive plan upon CPP update.
- Poulsbo will need to amend its comprehensive plan upon CPP update.



6. How should the countywide transportation competition treat centers?

- If LUTAC recommends that Countywide Centers have more 'weight' than local centers, the number each jurisdiction has becomes very important. Is that our recommendation?
- What if each jurisdiction identifies in its comprehensive plan, the priority for each designated center for countywide transportation funding?
 - If a jurisdiction has more than one center, it will need to prioritize the centers so that TransTac understands the land use planning/transportation priorities for the jurisdiction.

Draft Kitsap Regional Coordinating Council (KRCC) LUTAC Thematic Summary v.10-21-2020

Background

At the September 30 LUTAC meeting, LUTAC members briefly discussed the remaining questions regarding Element C: Centers of Growth. LUTAC members suggested holding a standalone workshop session to focus on providing proposed direction for the remaining Element C questions.

Thematic Summary Purpose

The purpose of this thematic summary is to highlight the suggested ideas and information captured from a series of phone calls with LUTAC members regarding Element C.

Thematic Summary Overview

KRCC staff—acting as a neutral third party—conducted a series of phone interviews with LUTAC members to shape the discussion prior to the October 26 Element C Workshop. KRCC staff reached out to all LUTAC member jurisdictions and were able to speak with three members. For this summary, the information presented is not fully representative of LUTAC.

Assessment Findings

KRCC staff have heard suggested ideas and comments from LUTAC members on the remaining Element C Workshop questions. The findings from these conversations are arranged as follows:

- Question: The question asked to LUTAC members.
- Suggestions: Suggested ideas and comments captured from conversations with LUTAC members.

How should decision-making for Centers designation flow?

1. Decision-Making

- a. For both Candidate Centers and Countywide Centers, decision-making should flow from the local jurisdiction up to KRCC.
- b. This should be a bottom-up process starting with local jurisdictions.
- c. On a theoretical level, KRCC should set the countywide centers and then local jurisdictions adjust their plans accordingly. However local jurisdictions will likely propose to KRCC the specific centers for their jurisdiction.

2. Proposing Centers

- a. Candidate Countywide Centers and Candidate Regional Centers should require subarea plans before being proposed to KRCC.
- b. Countywide Centers need to meet the criteria and therefore do not require sub-area plans.
- c. Countywide Centers can be directly proposed to KRCC.

What is the best way to address existing or in-process centers?

1. Designation

- a. Candidate Centers are a great way of addressing "in-progress centers."
- b. It is acceptable to wait until the 2024 Comprehensive Plan updates to officially designate Countywide Centers.

2. Sub-Area Plans

- a. When sub-area plans are being developed it makes sense to include transportation as well.
- b. It is important to measure and be able to determine if and how transit is reaching any proposed countywide centers.

How should countywide transportation funding treat centers?

1. Countywide Transportation Competition

- a. The focus on funding centers raises the issue of how to provide adequate infrastructure funding for non-center areas in Kitsap.
- b. No issues with the actual function and process of the Countywide Transportation Competition.

2. KRCC Committee Roles

- a. LUTAC's focus should be on designating Countywide Centers as part of the 2024 Comprehensive Plan Update process.
- b. LUTAC should not rush the designation process for the 2022 Transportation Competition.
- c. TransTAC and TransPOL (not LUTAC or PlanPOL) should determine how to treat Candidate Centers, Countywide Centers, and/or Local Centers.

Is there still support for the Candidate Centers approach?

1. Candidate Centers

- a. A good idea from a planning perspective. Candidate Centers should <u>not</u> score in the competition for funding.
- b. Candidate Centers help to provide a bit of a roadmap to the future.
- c. Candidate Centers for Regional and Countywide Centers are important and make sense.

Other?

1. Other Comments

- a. There should <u>not</u> be a limit on the number of Countywide Centers per jurisdiction.
- b. Countywide Centers should be based on a jurisdiction's willingness to accept growth/projected growth and the need for multiple centers.
- c. Instead of requiring sub-area plans, the CPPs should say "Sub-area plan, or policies and appropriate infrastructure analysis incorporated into Comprehensive Plan."

Next Steps

LUTAC members will review this thematic summary during the October 26, 2020 Element C Workshop session and determine the appropriate next steps with Element C.

Draft! 10-20-20	2020 2021			2022					
	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Countywide Planning Policies	KRCC process			Ratificatio	on process				
Land Capacity Analysis	Due: June 30, 2021								
Buildable Lands	Due: June 30, 2021								
PSRC Growth Target Distribution (employment and population).			Initial HCT Conversatio ns (informal)	Consultant s employme targets/me	-				
Centers Designation				Centers need to be connected to growth targets. The 2022 Competition will use Centers from 2020 Competition.					
OFM Population Estimate								Estimates come out in Q3 or Q4	Reconciliation between OFM and PSRC Growth Targets
Other?? Anything re: UGAs that KRCC needs to collaboratively address?									