



KRCC Land Use Technical Advisory Committee (LUTAC) Meeting Agenda v. 4-2-2020

Date: April 9, 2020

Time: 9:30 am - 11:30 am

Remote Participation: Below are two options for remotely participating in this meeting.

- **Option A - Video Conferencing and Screen Sharing.** Please click the following link: <https://zoom.us/j/309648182>. 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 plugins are on your computer.**
 - **To hear the meeting,** dial (669) 900-9128, then enter the *meeting number*: 309-648-182. 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).
- **Option B - Call in only.** If you are not on a computer, you can join by phone only. Please call (669) 900-9128 and then enter the *meeting number*: 309-648-182 to enter the call. You do not need a participant ID, just press “#” to continue the call.

1. Welcome

2. Committee Updates and Action Items

- a. Old Business
 - **ACTION:** Approve the draft [January 9 Meeting Summary](#) Packet Pg. 3
- b. Kitsap Countywide Planning Policies, **Element C: Centers of Growth Next Steps**
 - Review and confirm the [revised version of Element C: Centers of Growth](#) for PlanPOL review Packet Pg. 7
 - Review [draft Technical Memorandums](#) (*see separate attachment for technical memo reference packet*)
 - Discuss the [draft timeline for the Kitsap CPP Centers Ratification and Public Process](#) while considering the following: Packet Pg. 22
 - How should individual jurisdictions be briefed on Element C updates?
 - What should LUTAC be aware of regarding Kitsap County’s ratification process?
- c. Kitsap Countywide Planning Policies, **Full Update, and Next Steps**
 - Review [draft comparison of CPP Centers update to Full update](#) Packet Pg. 23
 - Review [draft GANNT chart for full CPP update](#) Packet Pg. 24
 - For reference: [VISION 2050 Glossary](#) Packet Pg. 25
 - Question: What is the best method and timing for the population target setting?
 - Question: What is the best approach for elected officials to discuss larger VISION 2050 policy issues, such as climate change, affordable housing, etc.?
- d. CPP Sub Consultant Updates
 - For reference: [draft sub-consultant scope of work](#) Packet Pg. 26
 - Review [hypothetical CPP consultant budget](#) Packet Pg. 30



3. Administrative Agenda

- The next meeting is planned for **May 14, 2020**
 - Discuss suggested agenda topics for the meeting.
- Discuss the [draft April 21 PlanPOL meeting agenda](#) Packet Pg. 32
 - How would LUTAC like to share the Element C updates and technical memos?
 - What are some recommendations to discuss the Kitsap CPP Full Update?
 - What additional topics need to be discussed at the April PlanPOL meeting?
 - Is there sufficient time for a presentation on Kitsap County's Affordable Housing Analysis?
- Discuss the [draft KRCC meeting schedule](#) for 2020. Packet Pg. 33
 - Would LUTAC be open to adding a meeting on November 12?

4. Wrap Up

- Recap topics covered
- Summarize key decisions and action items

5. Adjourn



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC) Land Use Technical Advisory Committee (LUTAC)

January 9, 2020 Meeting Summary

Draft v. 1-23-2020

Decisions and Recommendations

- LUTAC approved the November 14 meeting summary.
- LUTAC recommended that if a technical CPP is hired, then they should be hired via Triangle Associates under the KRCC contract.
- LUTAC recommended that the Executive Committee consider a request for proposals (RFP) based on a scope of work to solicit for a technical consultant.
- LUTAC recommended moving forward with Element C: Centers of Growth through the Kitsap Countywide Planning Policy (CPP) amendment process.

Actions

Person Responsible

Status

1. Send a digital version of the Kitsap County Buildable Lands Program: Data Collection and Transfer Protocol to LUTAC.	Jeff Rimack, Kitsap County	Complete
2. Provide feedback regarding the Kitsap County Buildable Lands Program: Data Collection and Transfer Protocol to Kitsap County.	LUTAC members	By 1/13
3. Upload the November 14 LUTAC meeting summary to the KRCC website.	KRCC Staff	Complete
4. Prepare a draft technical memorandum template for use by LUTAC members.	KRCC Staff	By 1/17
5. Develop a timeline for the Kitsap CPP ratification process based on 2020 KRCC meetings for LUTAC to review.	KRCC Staff	By 3/12
6. Create a “clean” (i.e. no colors) copy and redline version of Element C: Centers of Growth.	KRCC Staff	By 3/12
7. Revise the technical consultant scope of work based on feedback from LUTAC and the Executive Committee.	KRCC Staff	By 3/12

A. Welcome

KRCC staff welcomed meeting participants (see Attachment A: List of LUTAC Members in Attendance) and reviewed the meeting agenda topics.

B. Committee Updates and Action Items

Old Business: LUTAC members reviewed and approved the November 14, 2019 meeting summary as final without any revisions. The November 14 meeting summary will be posted on the KRCC website.



December 17 PlanPOL Meeting Recap: LUTAC members reviewed the key takeaways from the December 17, 2019 PlanPOL meeting. The takeaways included support for the proposed approach to updating the Kitsap Countywide Planning Policies (CPPs), support for hiring a technical consultant, canceling the February 18, 2020 PlanPOL meeting, and suggested edits to sections of the draft Kitsap CPPs. LUTAC confirmed the meeting takeaways and suggested how to make changes to the candidate centers, adding the suggested edit of where sub-area planning appears in the candidate center conversion process visual graphics, and discussing the language about regarding small and large Military Installations. Following this conversation LUTAC discussed next steps to complete updates to Element C: Centers of Growth in 2020.

Kitsap Countywide Planning Policies Element C: LUTAC reviewed the latest draft of Element C: Centers of Growth and discussed if any additional changes needed to be made. LUTAC members offered no additional edits, changes, or revisions to Element C of the Kitsap CPPs. LUTAC recommended moving forward with Element C: Centers of Growth through the Kitsap Countywide Planning Policy (CPP) amendment process. LUTAC requested KRCC staff develop a timeline of the public/ratification process for LUTAC to review at the March 12, 2020 LUTAC meeting. The draft timeline will outline the public/ratification process steps for Element C and be aligned with 2020 KRCC meetings.

LUTAC members also discussed technical memorandums as the next step, and part of the overall update to share with PlanPOL. As proposed, candidate centers will require LUTAC members to prepare technical memorandums outlining the reasons for the designation of a candidate center. LUTAC members requested KRCC staff prepare a technical memorandum template for review and use for consistency between jurisdictions. LUTAC members agreed with the draft language regarding Military Installations. LUTAC requested KRCC staff create a clean version of Element C and a version with tracked changes for review.

C. New Business

Draft KRCC 2020 Consultant Scope of Work: KRCC staff introduced a draft scope of work for review by LUTAC. The scope of work presented outlined expectations and anticipated deliverables for a technical consultant to work with LUTAC to complete updates to the Kitsap CPPs. LUTAC members reviewed the draft scope of work and offered the following key pieces of feedback:

- Narrowing the scope for the gap analysis to be only between the CPPs, VISION 2050, Regional Centers Framework, and the relevant section(s) of GMA;
- Leaving in Element D: Rural Land Use as an element for the consultant to revise since only the Rural Centers aspect of this element has been discussed;
- Increasing the duration of the contract to approx. 2 years.

LUTAC members recommended to the Executive Committee that Triangle Associates hire the sub-consultant under the KRCC contract; Triangle Associates issue an official request for proposals (RFP) for the technical consultant based on a scope of work that the KRCC Board approves; LUTAC to review proposals from technical consultant, and a sub-committee of LUTAC



and PlanPOL to interview candidates. KRCC staff will revise the scope of work based on the feedback from LUTAC members and share the scope with the KRCC Executive Committee.

Draft KRCC 2019 Annual Annexation Report: KRCC staff reviewed the draft KRCC 2019 Annual Annexation report with LUTAC members. LUTAC confirmed there were no annexations in 2019 by any jurisdiction or Kitsap County. KRCC staff also provided annexation reports for the previous three years as part of a follow-up item from the November LUTAC meeting. LUTAC members also confirmed the previous annexation reports were accurate.

D. Administrative Agenda

March 12 Meeting: LUTAC members suggested agenda topics for the March 12, 2020 meeting, including reviewing draft technical memorandums, reviewing a draft timeline for the CPP public/ratification process, the revised scope of work for the sub-consultant, and having staff from the Department of Commerce come to discuss buildable lands. KRCC staff confirmed that Sophie Glass would facilitate the March meeting in place of Kizz Prusia.

April 21 PlanPOL Meeting: LUTAC members discussed the next PlanPOL meeting and what materials would be prepared ahead of time. LUTAC members agreed to discuss draft technical memorandums at the March 12 LUTAC meeting and then re-present and discuss the technical memos during the April 21, 2020, PlanPOL meeting.

E. Wrap Up

Recap: KRCC staff reviewed the decisions and action items listed in the table above.

F. Adjourn



Kitsap Regional Coordinating Council

Attachment A: List of LUTAC Members in Attendance

Name	Affiliation (alphabetical)
Heather Wright	City of Bainbridge Island
Andrea Spencer	City of Bremerton
Nick Bond	City of Port Orchard
Jeff Rimack	Kitsap County
Lynn Wall	Naval Base Kitsap
Mark Dalmacio	Naval Base Kitsap
Andrea Harris-Long	Puget Sound Regional Council
Sophie Glass	KRCC Program Director
Kizz Prusia	KRCC Land Use Program Lead

Element C: Centers of Growth

Overview and Purpose:

Centers are the hallmark of Puget Sound Regional Council's (PSRC) Regional Growth Framework. The region's growth strategy identifies Centers as an integral feature for accommodating residential and employment growth. Centers 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 multi-modal transportation options, compact growth, and housing choices near jobs, climate goals, and access to opportunity. As important focal points for investment and development, 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.¹

Centers serve multiple and equally important purposes. First, the designation of Centers in the Kitsap Countywide Planning Policies demonstrates consistency with the multi-county planning policies adopted by PSRC. Further, within the Regional Geographies established by PSRC, it establishes a countywide planning policy to direct growth to all types of centers, thereby implementing the regional center framework policies. Finally, by directing growth to centers, Kitsap County will prioritize infrastructure investment to support growth and urban levels of development in centers².

~~Centers are intended to be compact and centralized working, shopping and/or activity areas linked to other Centers by transit and non-motorized facilities. [See H. Transportation: 5-6] Centers and their boundaries are intended to be locally determined by the County and the Cities where a community-wide focal point can be provided, significant population and/or employment growth can be located, and the increased use of transit, walking and bicycling can be supported. Designated Centers are intended to define the pattern of future residential and commercial/industrial growth and incorporate opportunities for parks, civic, and public space development in Kitsap County. (See Appendix F for listing of Kitsap Designated Centers.)~~

Types of Centers³:

There are a variety of Center types and subtypes as defined in the March 22, 2018, Regional Centers Framework Update adopted by the Puget Sound Regional Council and are as follows:

- Regional Growth Centers (RGC)
 - Metro Growth Center
 - Urban Growth Center
- Manufacturing/Industrial Centers (MIC)
 - Industrial Growth Center
 - Industrial Employment Center
- Countywide Centers (CC)
 - Countywide Growth Center
 - Countywide Industrial Center

¹ Consistent with past drafts, p. 2 Regional Growth Strategy

² Purpose statement drafted by LUTAC

³ Rural Centers are addressed in Element D Rural Land Uses and Development Patterns

- Local Centers (LC)
- Military Installations (MI)
 - Major Installations
 - Smaller Military Installation

Policies for Centers of Growth (C):

1. In decisions relating to population and employment growth and resource allocation supporting growth, Centers have a high priority.

The Puget Sound Regional Council has defined several types of Centers within Urban Growth Areas in the four county planning region, with planning guidelines. (Vision 2040).

2. Centers are focal points of growth within Kitsap County and areas where public investment is directed. Centers shall:

- **Promote housing opportunities in close proximity or easy access to employment.**
- **Support development of a multimodal transportation system which reduces the dependence on automobiles;**
- **Maximize the benefit of public investment in infrastructure and services⁴.**

3. Growth in Kitsap County should be prioritized in Centers, consistent with the Regional Growth Strategy and the following typology⁵: The Kitsap Countywide Planning Policies encourage the development of Centers according to the following typology:

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 areas while providing improved access and mobility – especially for walking, biking, and transit. There are two types of Regional Growth Centers⁶:

- Metro Growth Center – These Centers have a primary regional role, with dense existing housing and jobs, transit service and are planning for significant growth and will continue to serve as major transit hubs for the region. These Centers also provide regional services and serve as major civic and cultural centers.
- Urban Growth Center – These Centers have an important regional role, with dense existing jobs and housing, transit service and planning for significant growth. These Centers may represent areas where major investments – such as high capacity transit – offer new opportunities for growth⁷.

~~i. Metropolitan Centers function as anchors within the region for a high-density mix of business, residential, public, cultural and recreational uses, and day and night activity.~~

⁴ New Policy; drafted by LUTAC

⁵ New Policy; drafted by LUTAC

⁶ Consistent with past drafts; p.4-6 Regional Growth Strategy

⁷ LUTAC included the two types of regional growth centers and their purpose statement: page 5-6 Regional Growth Strategy

~~They are characterized by their historic role as the central business districts of the major cities within the central Puget Sound region, providing services for and easily accessible to a population well beyond their city limits. Metro Centers may also serve national or international roles.” (Vision 2040)~~

~~ii. Urban Centers are areas with the comprehensive planning to support a wide range of commercial, housing, and cultural choices. All areas of the Urban Center are serviced by transit throughout the day and much of the area is within walking or bicycling distance. Significant in-fill opportunities exist with the highest residential, commercial, and employment densities expected. (Vision 2040)~~

b. Manufacturing/Industrial Centers:

Manufacturing/Industrial Centers preserve lands for family-wage jobs in basic industries and trade and provide areas where 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 and offers higher than average wages⁸.

There are two types of Manufacturing/Industrial Centers:

- Industrial Growth Center: These regional clusters of industrial lands have significant value to the region and the potential for job growth. These large areas of industrial land serve the region with international employers, industrial infrastructure, concentrations of industrial jobs, and evidence of long-term potential. The intent of this designation is to continue the growth of industrial employment and preserve the region’s industrial land base for long-term growth and retention. Jurisdictions and transit agencies should aim to serve with public transit.
- Industrial Employment Center: These Centers are highly active industrial areas with significant existing jobs, core industrial activity, evidence of long-term demand, and regional role. They have a legacy of industrial employment and represent important long-term industrial areas, such as deep-water ports and major manufacturing. The intent of this designation is to, at a minimum, preserve existing industrial jobs and land use and to continue to grow industrial employment in these Centers where possible. Jurisdictions and transit agencies should aim to serve with transit⁹.

~~are major, existing regional employment areas of intensive, concentrated manufacturing and industrial land uses which cannot be easily mixed at higher densities with other incompatible uses. To preserve and maximize land at these centers for manufacturing, industry and related uses, large retail uses, or non-related offices are discouraged. Provision of adequate public facilities and services, including good access to the region's transportation system, is very important to the success of manufacturing/industrial centers.” (Vision 2040)~~

c. Countywide Centers:

There are two types of Countywide Centers – Growth Centers and Industrial Centers:

- Countywide Growth Centers serve important roles as places for concentrating jobs, housing, shopping, and recreational opportunities. These are often smaller downtowns,

⁸ Consistent with past drafts, p.6 Regional Growth Strategy

⁹ LUTAC included two types of MICs and their purpose statement: page 8 Regional Growth Strategy

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.

- 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 economy¹⁰.

d. Local Centers:

Local Centers are central places that support communities. These places range from neighborhood centers to active crossroads and play an important role in the region. Local centers help define community character and usually provide local gathering places and community hubs; they also can be suitable for additional growth and focal points for services¹¹.

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. While military installations are not subject to local, regional or state plans and regulations, Kitsap local governments and Tribes recognize the relationship between regional growth patterns and military installations, and the importance of how military employment and personnel affect all aspects of regional planning¹².

Major Military installations are designated by the PSRC; smaller military installations may be recognized by KRCC as a type of countywide center or equivalent. As of 2007, Naval Base Kitsap – Bangor and Naval Base Kitsap – Bremerton is designated as Major Military Installations. As of 2017, two Kitsap County military bases met the criteria as a Smaller Military Installation, including Naval Base Kitsap – Jackson Park and Naval Base Kitsap – Keyport¹³.

~~e. The following are other types of centers within Kitsap County:~~

~~i. Town or City Centers are usually the existing downtown core of a city or Urban Growth Area. There is an abundant mix of shopping, service, employment, and cultural opportunities. Multifamily housing may be intermixed, and single-family housing may be within walking or bicycling distance. Infill should include mixed use and higher densities surrounding the Town Center.~~

~~ii. Mixed Use Centers are a generic category that can be described in terms of neighborhoods or districts within a city or Urban Growth Area. The designation represents a commitment to planning for Center development, with a planned mix of housing, commercial, service, and employment opportunities. Most shopping and commercial uses are within a short walking or bicycling distance of housing. There is a higher proportion of multi-family housing at relatively high densities. Navy facilities~~

¹⁰ Consistent with past drafts; p. 11 Regional Growth Strategy

¹¹ Consistent from past drafts; p. 12 of Regional Growth Strategy

¹² Consistent from past drafts; p.13 Regional Growth Strategy

¹³ LUTAC edits to include the designated MI in this section.

~~could be considered for this designation.~~

~~iii. Activity and Employment Centers are areas of concentrated employment and are a magnet for significant numbers of people usually during daytime hours because of business and/or manufacturing activities. They may be located outside of Urban Growth Areas, consistent with the Growth Management Act. Industrial and business parks and Navy employment centers are in this category. Within Urban Growth Areas, the opportunity to include a proportional residential element should be determined on a case by case basis, considering the unique geography and economics of the area.~~

~~iv. Transportation Hubs are locations of regional inter-modal connection that may be located outside of Urban Growth Areas. Examples are ferry terminals, the Bremerton National Airport, or certain transit stations.~~

4. Center designations shall be consistent with the Puget Sound Regional Council's Regional Centers Framework dated March 22, 2018, and the following policies¹⁴:

a. Designation of Centers General Policies

- i. Regional Centers must be designated by Puget Sound Regional Council and included in the Kitsap Countywide Planning Policies. Countywide Centers are designated by the Kitsap Regional Coordinating Council (KRCC) and included in the Kitsap Countywide Planning Policies. Local Centers are designated in local jurisdictions' comprehensive plan. Military Installations are recognized by PSRC and KRCC¹⁵.
- ii. Officially recognized Regional and Countywide Centers by PSRC and KRCC are identified and categorized in Appendix F. Candidate Centers (regional and countywide) may also be designated in Appendix F¹⁶.
- iii. Centers must be identified in the local jurisdiction's comprehensive plan with specific information about the type of Center and the specific geographic boundaries. The Comprehensive Plan shall include policies aimed at focusing growth within the Center consistent with the applicable criteria established by PSRC and the Kitsap Countywide Planning Policies. Center boundaries may expand or reconfigure over time but shall continue to meet the minimum criteria as set forth by PSRC Regional Centers Framework and Kitsap Countywide Planning Policies. Failure of a local jurisdiction's comprehensive plan to maintain a centers designation will result in its removal from Appendix F¹⁷.
- iv. The KRCC's land use technical advisory committee (LUTAC) shall review the requests for the Center and Candidate Center designation and supporting technical memorandum/documentation and provide a recommendation to the KRCC on the proposed designations¹⁸.

¹⁴ New policy recommendation from LUTAC

¹⁵ New recommendation from LUTAC; outlining the hierarchy of centers and who designates them

¹⁶ New policy recommendation from LUTAC

¹⁷ New policy recommendation from LUTAC

¹⁸ New policy recommendation from LUTAC

- v. Every January 3rd (or first weekday) of a year preceding the PSRC transportation funding cycle, the KRCC shall invite jurisdictions to submit requests for designation of Centers or Candidate Centers. Initial requests for a Center or Candidate Center shall be processed as an amendment to the Countywide Planning Policies.¹⁹ KRCC shall establish procedures and timelines ensuring the amendment process is conducted within 180 days from the initial request invitation.

b. Regional Growth Centers and MIC Designation

The designation of Regional Growth Centers (RGC) and Manufacturing/Industrial Centers (MIC) is made by Puget Sound Regional Council. However, prior to designation by PSRC, an RGC or MIC must be designated as a Candidate Regional Center in the Kitsap Countywide Planning Policies and local comprehensive plan²⁰.

- i. Jurisdictions seeking regional designation must follow the application designation process and criteria as set forth by PSRC in the Regional Centers Framework and Designation Procedures²¹.
- ii. Prior to seeking RGC or MIC designation by PSRC, the Center shall be designated as a Candidate RGC or MIC in the Countywide Planning Policies.²² Each jurisdiction seeking initial designation of a Candidate RGC or MIC shall provide the KRCC with a technical memorandum containing the following information²³:
- Map;
 - Discussion on how the Candidate RGC/MIC meets or is planned to meet the eligibility criteria as a new RGC or MIC as defined by PSRC. At a minimum, the following should be addressed:
 - Commitment as a local priority through investment as a livable center;
 - Intent for subarea planning that meets regional requirements;
 - General analysis of infrastructure and utility capacity or planned capacity;
 - General analysis existing land uses or planned mix of land uses;
 - General environmental review that the center is appropriate for dense development;
 - Planned or existing transit services;
 - Current count of activity units and planned activity units (activity units means the sum of population and jobs units per gross acre as defined by PSRC; calculation of activity units shall be completed by PSRC or other accepted methodology as set forth in the technical memorandum);

¹⁹ New recommendation from LUTAC - for new proposed centers, the full amendment process is followed (candidate centers are later)

²⁰ New recommendation from LUTAC; p. 3 of PSRC Designation Procedures for New Regional Centers

²¹ New recommendation from LUTAC; acknowledging PSRC's Designation Procedures for New Regional Centers

²² New recommendation from LUTAC; p. 7 of PSRC Designation Procedures for New Regional Centers

²³ New recommendation from LUTAC – identifying what's required for CPP candidate status by KRCC prior to a subarea plan

- Land capacity evaluation;
- Demonstrated mix of uses;
- Information of available transit services;
- Evidence the candidate center is priority for growth and infrastructure investment;
- Intent for subarea planning;

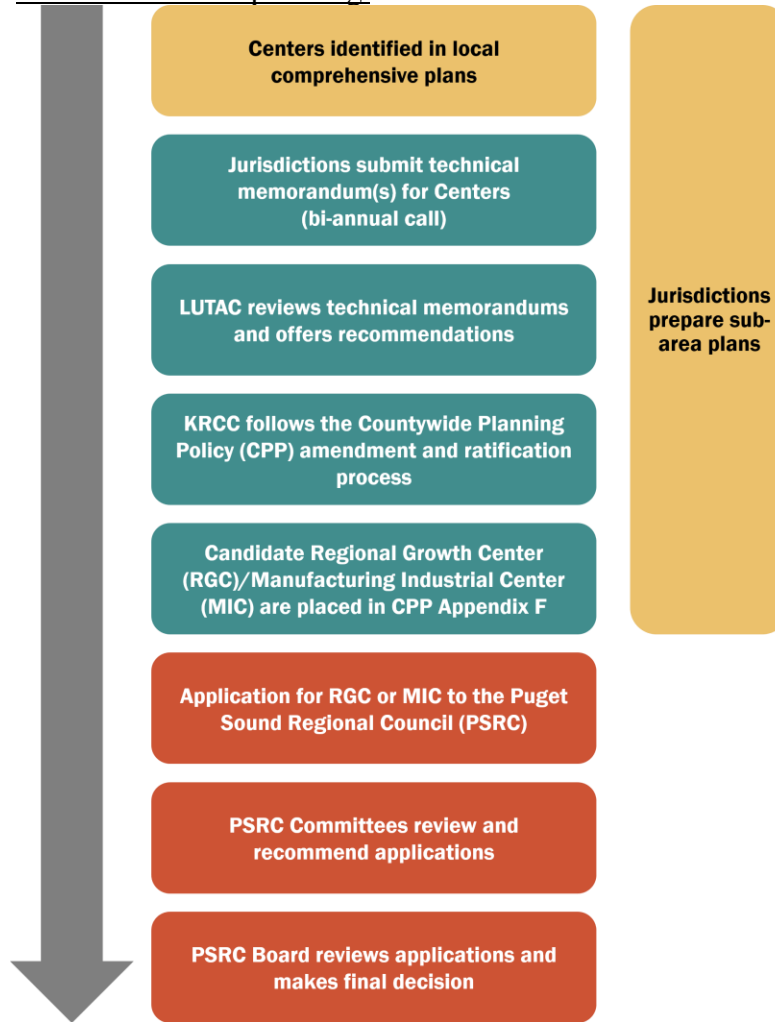


Figure 1: RGC/MIC Center Process

- c. **Countywide Growth and Industrial Center and Candidate Designation**
Pursuant to the Regional Centers Framework, Countywide Centers are designated in the local comprehensive plan and by KRCC through the Kitsap Countywide Planning Policies. The Regional Centers Framework includes criteria for the designation of Countywide Centers; the KRCC must find that Countywide Centers meet this criterion prior to recognition in the countywide planning policies.

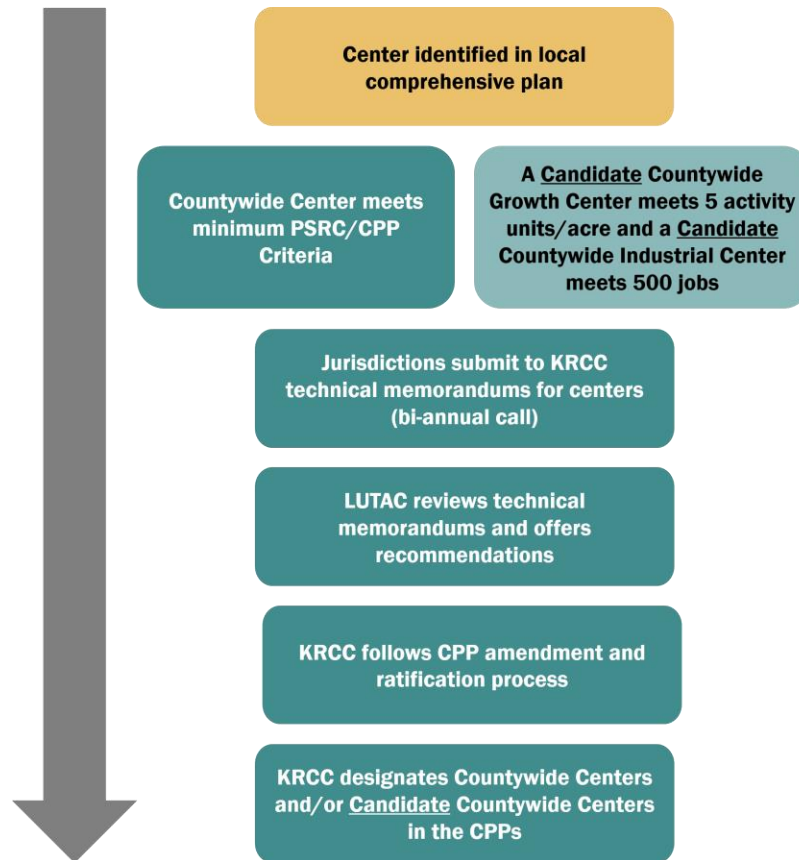


Figure 2: Countywide Center and Candidate Center Designation Process

- i. Each jurisdiction seeking to designate a Countywide Center shall provide the KRCC with a technical memorandum demonstrating that the proposed Center²⁴:
 - Meets the basic standards as established in the Regional Centers Framework for designating countywide centers;
 - Is characterized and boundaries defined in the local Comprehensive Plan with supportive policies;
 - For growth countywide centers, the current count of at least 10 activity units (activity units mean the sum of population and jobs units per gross acre as defined by PSRC; calculation of activity units shall be completed by PSRC or other accepted methodology as set forth in the technical memorandum);
 - For the countywide industrial center, current county of at least 1,000 existing jobs and/or at least 500 acres of industrial land;
 - A mix of uses (does not apply to countywide industrial center);
 - Information of available multi-modal transportation serving the center.
- ii. Candidate Countywide Centers may be requested for inclusion in the Kitsap Countywide Planning Policies and shall provide the KRCC with a technical memorandum demonstrating that the Candidate Countywide Center²⁵:

²⁴ New recommendation from LUTAC – criteria for demonstrating countywide center

²⁵ New recommendation from LUTAC – criteria for candidate countywide center

- Is identified in a local comprehensive plan;
- Meets the basic criteria of a Countywide Center in the Regional Centers Framework or has planning place to meet basic criteria;
- For Growth Countywide Centers, has a minimum of 5 activity units and demonstration there is capacity and planning for additional growth; (activity units mean the sum of population and jobs units per gross acre as defined by PSRC; calculation of activity units shall be completed by PSRC or other accepted methodology as set forth in the technical memorandum).
- For Countywide Industrial Centers, has a minimum of 500 jobs with planned capacity for at least 1,000 jobs.

d. Conversion of Candidate Centers

Conversion of a Candidate Center to a full Center shall be processed as follows²⁶:

- Conversion of a Candidate Center to full Center can occur at any time;
- Demonstration through a technical memorandum that the Candidate Center now meets the full requirement(s) of the Center (RGC, MIC or Countywide) as set forth in PSRC's Regional Centers Framework and the Kitsap Countywide Policies;
- Recommendation of LUTAC to the KRCC Board;
- The KRCC Board will consider the request for candidate center conversion within 90 days of LUTAC's review and recommendation. The requesting jurisdiction shall present to the KRCC Board the candidate center and outline the technical memorandum to demonstrate that the candidate center now meets full center status;
- Upon a majority vote by the KRCC to change the candidate status to full center status on Appendix F, the conversion shall be complete, and no further amendment or ratification process is necessary.

²⁶ New recommendation from LUTAC – process for a candidate to become a center without going through the full amendment process

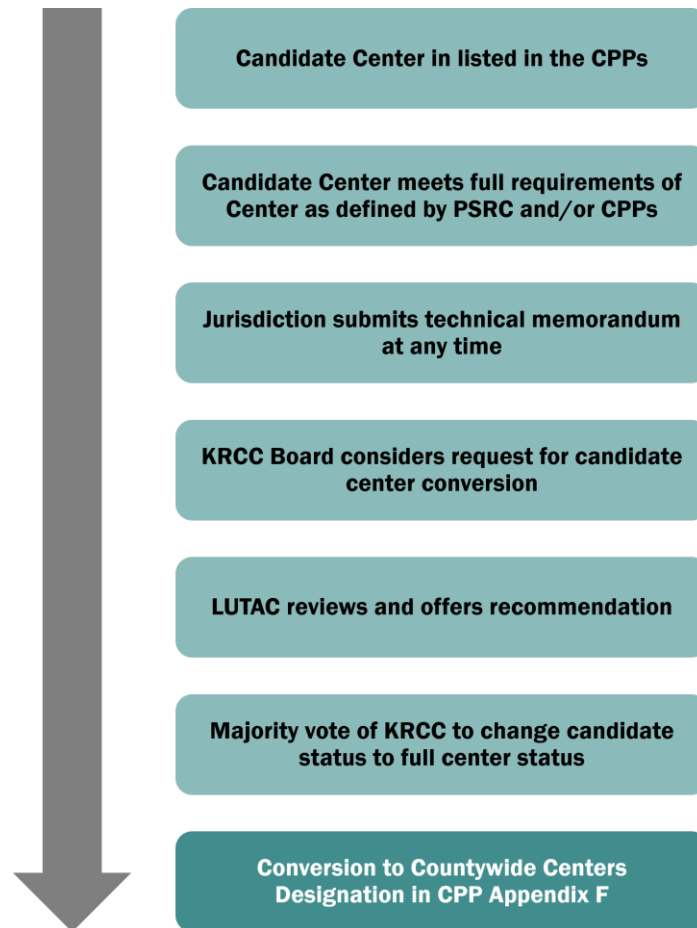


Figure 3: Conversion of Candidate Center to Full Center

e. **Local Centers**

PSRC's local centers designation and criteria allow for local consideration of the unique characteristics of neighborhood centers and important crossroads of the Kitsap Peninsula. Local Centers are designated in local comprehensive plans and shall be consistent with the following²⁷:

- Be located within a city or unincorporated urban growth area;
- Local comprehensive plans include the local center boundaries, supportive policies and evidence the area is a priority of investment – such as planning efforts or infrastructure.

f. **Military Installations (MI)²⁸**

Major Military Installations (MII) are identified by PSRC and are defined as installations with more than 5,000 enlisted and service personnel. Smaller Military Installations (SMI) criteria are specified by RCW 36.70A.530 and identifies them as federal military installations, other than a reserve center, that employs 100 or more

²⁷ New recommendation from LUTAC but consistent with Regional Framework

²⁸ New recommendation from LUTAC – acknowledging that smaller military installations be considered a countywide center

full-time personnel. There are two identified SMIs—Naval Base Kitsap Jackson Park and Naval Base Kitsap Keyport. All military installations are identified on Appendix F.

The two SMIs-All Military Installations (both MII and SMI) in Kitsap County shall be considered countywide centers, as allowed by PSRC’s Centers Framework, in order to ensure:

- Freight routing and mobility into and between the recognized military installations;
- Accessibility and connectivity to transportation corridors;
- Safety, accessibility and mobility conditions where freight and passenger transportation systems interact.

The identification of SMI- Military Installations as countywide centers shall not be used as justification or support urban levels of densities if the MI is not located within an urban growth area.

Any Military Installation (MII or SMI) that meets the personnel criteria as defined above shall be considered a countywide center and may request inclusion in Appendix F following the same procedures for candidate countywide centers as described in Section 4.a.v. above.

3. 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. This request shall be considered, and a decision made during the next Countywide Planning Policies amendment cycle. A change in 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: (See Appendix G)

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

Living wage is the minimum hourly wage needed by a sole provider working full time (2080 hours per year) to cover the costs of food, shelter, clothing, and other basic necessities for their family. The assumption is that living wages vary across communities, based on differences in the cost of living and size of household. [Sources: Economic Policy Institute & KEDA]

Living Wage: Living Wage Calculator for Kitsap County, Pennsylvania State University: <http://www.livingwage.geog.psu.edu/> **Minimum Wage:** WA State Dept of Labor & Industries: <http://www.lni.wa.gov/>

NEW APPENDIX F

Regional Growth Centers and Manufacturing/Industrial Centers (PSRC designated)		
Jurisdiction	Regional Center Name	Regional Center Type
City of Bremerton	Bremerton Metro Area	Metro Center
Kitsap County	Silverdale	Urban Center
City of Bremerton	Puget Sound Industrial Center - Bremerton	Industrial Growth Center (MIC)
Candidate Regional Growth Centers Manufacturing/Industrial Centers (PSRC and KRCC designated)		
Countywide Centers (KRCC designated)		
Jurisdiction	Countywide Center Name	Countywide Center Type
Kitsap County	Kingston	Growth Center
Kitsap County	McWilliams/SR 303	Growth Center
City of Bainbridge Island	Winslow	Growth Center
City of Bainbridge Island		
City of Bremerton	Charleston DCC Center	Growth Center
City of Bremerton	Eastside Employment Center	Growth Center
City of Bremerton		
City of Port Orchard	Downtown Port Orchard	Growth Center
City of Port Orchard	Bethel/Lund	Growth Center
City of Port Orchard	County Campus	Growth Center
City of Port Orchard	Tremont	Growth Center
City of Port Orchard	Upper Mile Hill	Growth Center
City of Poulsbo	Downtown Poulsbo	Growth Center
City of Poulsbo	SR 305 Mixed Use Corridor	Growth Center
Candidate Countywide Centers		
City of Port Orchard	Ruby Creek	Growth Center
City of Port Orchard	Lower Mile Hill	Growth Center
City of Poulsbo	College Market Place	Growth Center
Military Installations	Military Installation Name	Type of Installation
Bremerton	Naval Base Kitsap – Bremerton	Major Installation
Bremerton	Naval Base Kitsap – Jackson Park	Smaller Installation
Kitsap County	Naval Base Kitsap – Bangor	Major Installation
Kitsap County	Naval Base Kitsap - Keyport	Smaller Installation

Adopted 2004

Appendix F: Regional and Kitsap-Designated Centers List

Regional (Adopted by PSRC)	City of Bremerton	Metro Center
	Silverdale Urban Core	Urban Center
	South Kitsap Industrial Area	Industrial/Employment Center
Jurisdiction	Jurisdiction's (Comp Plan) Designation	KRCC Center Designation
Kitsap County	Kingston	Town or City Center/Transportation Hub
Kitsap County	Southworth	Transportation Hub
Kitsap County	Suquamish	Activity/Employment Center-- Transportation Hub
City of Bremerton	Harrison Employment Center	Activity/Employment Center
City of Bremerton	NW Corporate Campus Employment Center	Activity/Employment Center
City of Bremerton	Port Blakely Employment Center	Activity/Employment Center
City of Bremerton	Upper Wheaton District Center	Mixed Use Center/ Neighborhood
City of Bremerton	Lower Wheaton District Center	Mixed Use Center/ Neighborhood
City of Bremerton	Sylvan/Pine Neighborhood Center	Mixed Use Center/ Neighborhood
City of Bremerton	Perry Avenue Neighborhood Center	Mixed Use Center/ Neighborhood
City of Bremerton	Manette Neighborhood Center	Mixed Use Center/ Neighborhood
City of Bremerton	Charleston Neighborhood Center	Mixed Use Center/ Neighborhood
City of Bremerton	Haddon Neighborhood Center	Mixed Use Center/ Neighborhood
City of Bainbridge Island	Winslow Core	Town or City Center
City of Bainbridge Island	Day Road Light Manufacturing Area	Activity/Employment Center
City of Bainbridge Island	Lynnwood-- Neighborhood Service Centers*	Mixed Use Center/ Neighborhood
City of Bainbridge Island	Rolling Bay-- Neighborhood Service Centers*	Mixed Use Center/ Neighborhood
City of Bainbridge Island	Island Center-- Neighborhood Service Centers*	Mixed Use Center/ Neighborhood
City of Poulsbo	Poulsbo Town Center	Town or City Center
City of Poulsbo	Olhava	Mixed Use Center/ Neighborhood
City of Port Orchard	City of Port Orchard	Town or City Center/ Transportation Hub
City of Port Orchard	Tremont Community Services	Activity/Employment Center
City of Port Orchard	South Kitsap Mall-- Mixed Use Center	Mixed Use Center/ Neighborhood
Kitsap Transit	Historic Mosquito Fleet Terminals	Transportation Hub

*--Special Planning Areas

Appendix G: Centers & Local Areas of More Intensive Rural Development (LAMIRD) Matrix

	Type of Growth	UGA Criteria Apply (per GMA)	Mixed Use: High Density Residential with Jobs	<u>Federal Funding Cycles</u> PSRC managed Transportation Funding: Centers & Corridors *
Incorporated UGA	Urban	Yes	Yes	N/A
Unincorporated UGA	Urban	Yes	Yes	N/A
PSRC Centers: ● Regional ● Industrial/Employment	Urban	Yes	Yes	Regional Competitiv e & Countywid
Kitsap Regional Coordinating Council Centers				Countywide
Town/City Center	Urban	Yes	Yes	
Mixed Use/Neighborhood	Urban	Yes	Yes	
Employment/Activity	Urban if in UGA; Rural if outside UGA		Limited if not in UGA	
Transportation Hubs	Urban if in UGA; Rural if outside UGA			
Fully Contained Communities	Urban	Yes	Yes	Countywide if designated as Kitsap Center
Master Planned Resorts	Recreational	No	Limited	Rural set aside **
LAMIRDs	In fill Consistent with <u>Existing Character</u>	No	Limited to Existing density with no <u>intensification</u>	Rural set aside **
Industrial in Rural	Employment/Activi ty Resource based	No	No	Rural set aside **
Rural	Non urban Rural	No	No	Rural set aside **
Resource Lands	No Residential	Limit	No	Rural set aside **

* Non-motorized/Enhancement Transportation Funding can be used anywhere in Kitsap County.

** 10% each funding cycle, set by federal statute (1991).

Draft Schedule for the Element C Update to the Kitsap Countywide Planning Policies (CPPs)

4/2/2020

	2020												2021											
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Task 1: Revise Element C of the Kitsap CPPs					●																			
1.1 LUTAC discusses CPPs and technical memos (1/9 meeting)	◆																							
1.2 LUTAC prepares technical memos																								
1.3 LUTAC discusses technical memos (4/9 meeting)				◆																				
1.4 LUTAC updates technical memos and prepares for PlanPOL																								
1.5 PlanPOL meets to discuss memos and CPP updates (Tentative 4/21)				◆																				
1.6 LUTAC incorporates suggestions from PlanPOL & discuss at (5/14 meeting)																								
Task 2: Element C KRCC Board Review & Approval																								
<i>Includes the following:</i> * Discuss CPP's * Release draft for public comment * Public Hearing * Discuss CPPs * Recommend to County, City, & Tribes																								
2.1 CPP Updates discussed as part of Executive Committee meeting (5/19 meeting)					◆																			
2.2 CPP Updates are discussed at June KRCC Board Meeting (6/2 meeting)						◆																		
2.3 CPP draft out for public comment (30 or 60 day public comment only)*									●															
2.4 Outreach with County, Cities, & Tribes to inform about the CPPs (Jun-Sep)*									●															
2.5 Public Hearing as part of Sept Board meeting (9/1 meeting exists public hearing needs to be scheduled)*									◆															
2.6 Recommend to County, Cities, & Tribes (9/1 meeting)*									●															
Task 3: Kitsap County Adoption by Ordinance																								
<i>Includes the following:</i> * SEPA Review * Kitsap County Public Hearing * Kitsap County Ordinance (may change document)																								
3.1 Kitsap County SEPA Review									●															
3.2 Kitsap County Public Hearing (mid October)*										◆														
3.3 Kitsap County Public Process (30-60 day public process)*																								
3.4 Kitsap County Ordinance																								
Task 4: City and Tribal Councils ratify																								
4.1 Resolution by City and Tribal Councils to ratify																								
4.2 County Ordinance Takes Effect (begins 60 day City/State Appeal Period)																								

KEY	
◆	Meeting
●	Deadline
*	Not scheduled yet



Kitsap Regional Coordinating Council

Purpose: This document provides a visual representation of the Kitsap Countywide Planning Policy (CPP) Updates. There are two concurrent CPP updates occurring between 2020-2021 related to the Kitsap CPPs. The updates include:

1. Element C: Centers of Growth, and;
2. A full CPP update

The first update to Element C: Centers of Growth allowed for early discussion about center designation and alignment with the Puget Sound Regional Council's (PSRCs) Regional Centers Framework. The second update is a full update to the Kitsap CPPs and is required to be completed by December 31, 2021 by PSRC VISION 2050.

2020												2021											
Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Kitsap Countywide Planning Policies (CPPs) Element C: Centers of Growth Update																							
Kitsap Regional Coordinating Council (KRCC) Effort										Jurisdiction Ratification													
Kitsap Countywide Planning Policies (CPPs). Full CPP Update (per PSRC VISION 2050)																							
Kitsap Regional Coordinating Council (KRCC) Effort										Jurisdiction Ratification													

	2020												2021												2022			
	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec					
Task 1: Hire CPP consultant																												
1.1 LUTAC update consultant SOW (3/12)		◆																										
1.2 Exec. Comm review SOW (4/21)			◆																									
1.3 KRCC Board vote on consultant RFP (5/5))				◆																								
1.4 KRCC Release RFP (5/8)* out from (5/8 - 6/5)				●																								
1.5 LUTAC discuss proposals (5/14 meeting)				◆																								
1.6 PSRC adopts VISION 2050				●																								
1.7 PlanPOL+LUTAC sub-committee interviews (during 6/16 PlanPOL meeting)*					◆																							
1.8 Select CPP consultant by (6/30)*					●																							
Task 2: Gap analysis																												
2.1 Consultant kick-off meeting with LUTAC (7/9)						◆																						
2.2 Consultant conduct gap analysis looking at VISION 2050, Regional Centers Framework, and RCW 36.70A.210 share with LUTAC (7/9-9/9)*							●																					
2.3 Consultant propose to LUTAC elements to update (9/10)								◆																				
2.4 PlanPOL discuss and approve elements of CPPs to update (10/20)									◆																			
2.5 Board receive update on CPP elements to update (12/1)										◆																		
Task 3: Phase 1 updates of CPP elements (A-F)																												
A. Countywide Growth Pattern B. Urban Growth Areas																												
C. Centers of Growth D. Rural Land Uses and Development Patterns																												
E. Open Space Preservation, Resource Preservation, Critical Areas, Air Quality, and Water Quality/Quantity F. Contiguous, Compatible, & Orderly Dev't																												
3.1 LUTAC review initial Phase 1 updates (11/12 LUTAC meeting)*										◆																		
3.2 LUTAC review Phase 1 updates and review Land Capacity Analysis (LCA) (1/14)*											◆																	
3.3 PlanPOL review draft Phase 1 updates (1/19)*											◆																	
3.4 Board receive update on progress to date (2/2)*												◆																
Task 4: Phase 2 updates of CPP elements (G-O + New)																												
G. Siting Public Capital Facilities H. Transportation I. Housing																												
J. Countywide Economic Development K. An Analysis of the Fiscal Impact																												
L. Coor'd with Tribal Gov'ts M. Coor'd with Federal Gov't including Navy																												
N. Roles & Responsibilities O. Relevant appendices ?. New elements?													◆															
4.1 LUTAC review initial Phase 2 updates (2/11)*													◆															
4.2 LUTAC review Phase 1 updates (3/11)*														◆														
4.3 PlanPOL review draft Phase 2 updates (3/16)*															◆													
4.3 LUTAC meeting to review draft Phase 2 updates (4/15)*																◆												
4.4 PSRC Review of draft CPP Updates - coordinate with KRCC staff																												
Task 5: KRCC Board approval of draft CPP updates																												
5.1 Board review draft CPP updates (5/4)*																◆												
5.2 LUTAC and consultant discuss Board feedback (5/13)*																◆												
5.3 PlanPOL and consultant CPP updates (5/19)*																◆												
5.4 Public hearing (6/1)*																	◆											
5.5 Board vote on CPP updates and recommend County approval (6/1)*																	◆											
Task 6 Kitsap County Adoption Process																												
6.1 SEPA review (County determine dates)																		●										
6.2 Kitsap County public hearing (County determine dates)																				●								
6.3 Kitsap County adoption by ordinance (County determine dates)																					●							
Task 7: City and Tribal Councils ratify																												
7.1 Resolution by City and Tribal Councils to ratify																							●					
Task 8: PSRC Certification Process																												
8.1 Complete PSRC certification process in early 2022																								●				

KEY

◆ Meeting

● Deadline

* Not scheduled yet



Kitsap Regional Coordinating Council

DRAFT – Puget Sound Regional Council (PSRC) VISION 2050 Glossary of Terms

v.4-1-2020

Purpose: This glossary is intended to ensure consistent use of common terms for conversations regarding the Countywide Planning Policies (CPPs) updates.

Terms: The terms below are used in the context of PSRC’s VISION 2050.

Commonly Used Terms	
Growth Target	The growth assigned to individual city/unincorporated area through the countywide process, to be used in the local comprehensive plan.
Population Allocation	The population growth shares for regional geographies in the VISION 2050 Regional Growth Strategy.
Regional Centers Framework	The Regional Centers Framework outlines a revised structure and criteria for regional and countywide centers and direction to update policies and procedures to update to the regional centers framework. ¹
Regional Growth Strategy	The Regional Growth Strategy is the long-range approach for the distribution of population and employment growth within the four-county central Puget Sound region. The strategy is organized around categories of “regional geographies” and provides a description of an overall development pattern that the central Puget Sound region should strive for over time. ²
Target Setting	The collaborative and technical process to distribute the Regional Growth Strategy allocations/Office of Financial Management (OFM) projection among the county and cities.

¹ Regional Centers Framework Update

https://www.psrc.org/sites/default/files/final_regional_centers_framework_march_22_version.pdf

² VISION 2050 Regional Growth Strategy Background Paper <https://www.psrc.org/sites/default/files/rgs-background-paper.pdf>



Kitsap Regional Coordinating Council

Draft Scope of Work for Consultant Support to Update the Kitsap Countywide Planning Policies

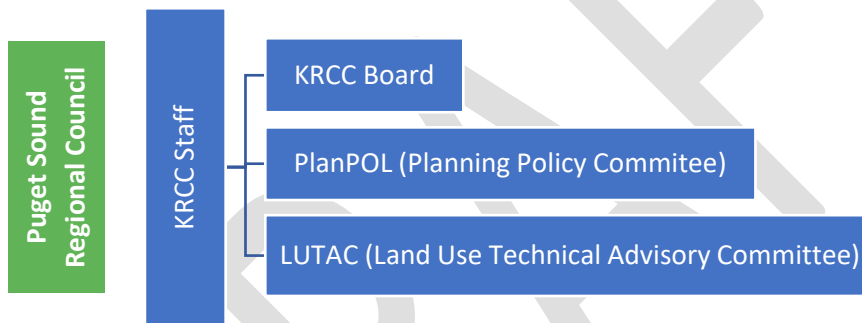
Draft v. 2-10-2020

1. Background

The Kitsap Countywide Planning Policies (CPPs) are the framework for growth management in Kitsap County. The Kitsap CPPs tailor the Puget Sound Regional Council's (PSRC) regional growth management guidelines to Kitsap County and are the policy framework for the County's and the Cities' Comprehensive Plans. The Kitsap Regional Coordinating Council (KRCC) began updating certain elements of the CPPs in 2019 and intends to fully update the Kitsap CPPs in 2020. To accomplish this, KRCC is soliciting the support of a technical planning consultant.

2. Structure

The consultant would work closely with the following groups to help update the Kitsap CPPs:



3. Scope of Work

The scope of work for the potential consultant consists of the following two priorities:

1. To update the Kitsap CPPs for consistency with PSRC's Vision 2050 (including the Multicounty Planning Policies). Under Draft Vision 2050, the four counties in the Central Puget Sound Region are required to complete an update of their Countywide Planning Policies (CPPs) no later than December 31, 2021.
2. To review the CPPs to incorporate any relevant amendments to the Growth Management Act that may need to be updated.

The KRCC is seeking land-use consultant assistance in this effort. The consultant is expected to complete the following tasks:

1. Ensure consistency between the Kitsap CPPs and other planning efforts by completing a gap analysis/comparison of the following documents:
 - a. PSRC's Vision 2050 (including Multicounty Planning Policies and Regional Growth Strategy)
 - b. PSRC's Regional Centers Framework
 - c. Sections of the Washington State Growth Management Act (GMA) that relate directly to the CPPs. For additional detail, see Revised Code of Washington (RCW) 36.70A.210.

2. Prepare a gap analysis comparing the Kitsap Countywide Planning Policies and the planning documents/requirements identified in #1. Identify Elements where key changes are necessary to ensure consistency.
3. Work closely with LUTAC and PlanPOL members to review the CPPs elements and based upon the gap analysis, identify which Elements require necessary updates. It is possible that not every Element will need to be updated. Additional elements may be identified for desired amendments/updates outside of the gap analysis/crosswalk of those amendments necessary for consistency. The following Kitsap CPP elements should be reviewed:
 - a. Countywide Growth Pattern
 - b. Urban Growth Areas
 - c. Centers of Growth (*note: LUTAC has completed a draft update of this element, and therefore review would be limited to ensuring consistency with Vision 2050, as it has been drafted for consistency with Regional Centers Framework Update, March 2018*).
 - d. Rural Land Uses and Development Patterns
 - e. Countywide Strategies for Open Space Preservation, Resource Protection, Critical Areas, Air Quality, and Water Quality/Quantity
 - f. Contiguous, Compatible, and Orderly Development
 - g. Siting Public Capital Facilities
 - h. Transportation
 - i. Housing
 - j. Countywide Economic Development
 - k. An Analysis of the Fiscal Impact
 - l. Coordination with Tribal Governments
 - m. Coordination with Federal Government including Navy
 - n. Roles & Responsibilities
 - o. Relevant Appendices
4. Work closely with LUTAC, PlanPOL, and PSRC to draft any *new* elements for the CPPs. The following elements are in PSRC's VISION 2050 and might need to be integrated into Kitsap's CPPs:
 - a. Climate (currently not its own element within the Kitsap CPPs)
 - b. Public Services (if items fall outside Kitsap's CPP Element G: Siting Public Capital Facilities)
5. Develop a plan for the KRCC amendment and ratification process consistent with the requirements of GMA.
6. Manage the public comment analysis in accordance with Washington State Law (KRCC staff to transcribe and analyze any comments).

The consultant should expect to travel to/from Kitsap to attend the following meetings:

- Up to 10 LUTAC meetings
- Up to 6 PlanPOL meetings
- Up to 4 KRCC Board meetings, including 1 public hearing

The consultant should prepare the following deliverables:

- Gap analysis of the Kitsap CPPs with other relevant planning documents
- Draft updates to Elements A through O of the Kitsap CPPs, with exception of Element C
- Draft new elements of the CPPs
- Presentation slides for KRCC Board meeting or public hearing

4. Desired Skills, Knowledge, and Experience

The consultant should have familiarity with the following subjects:

- Growth Management Act
- Regional planning under PSRC
- Countywide Planning Policies
- Comprehensive Plans
- Politics and geography of Kitsap County

5. Period of Performance

The consultant's work is intended to take place from spring 2020 through summer 2021. Exact dates to be determined upon contract award. See Attachment A for a DRAFT schedule of the CPP update that will inform the consultant's period of performance.

6. Budget

The consultant should submit a cost estimate based on the scope of work outlined above.

7. Selection Process

LUTAC recommended issuing an RFP in mid-2020. LUTAC would like to review proposals and recommend 2-4 consultants to interview with members of PlanPOL and/or KRCC Board.

8. Contracting Details

LUTAC recommended that Triangle Associates hire a sub-consultant for this CPP work, rather than a jurisdiction directly contracting with a consultant. LUTAC preferred that Triangle hire this consultant since Triangle is a neutral, third party.

9. Reference Documents

- Existing Kitsap CPPs, updated in 2015:
<https://static1.squarespace.com/static/5660ba88e4b0e83ffe8032fc/t/56ccaaf72b8ddefb33da9e8b/1456253690876/Complete+Amended+CPPs+-+2015+v.10-16-15.pdf>
- KRCC website: <http://www.kitsapregionalcouncil.org/>
- PSRC prepared a certification report for the 2012 update of the Kitsap CPP's:
<https://www.psrc.org/sites/default/files/kitsap-cpp-2012-certification.pdf>
- PSRC Plan Review Manual has a section on the countywide planning policies. Note that this document will be updated once VISION 2050 is adopted.
https://www.psrc.org/sites/default/files/psrc_ppr_manual_complete.pdf
- RCW 36.70A.210 is the section of GMA that discusses countywide planning policies.
<https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.210>
- Ruckelshaus Center's report on the Growth Management Act: "Roadmap to Washington's Future": https://s3.wp.wsu.edu/uploads/sites/2180/2019/07/A-Road-Map-to-Washingtons-Future_Final-Report_6.30.19-1.pdf
- Each jurisdiction's most recent comprehensive plan
 - Bainbridge Island Comprehensive Plan:
<https://www.bainbridgewa.gov/162/Comprehensive-Plan>
 - Bremerton Comprehensive Plan: <https://www.bremertonwa.gov/185/Comprehensive-Plan>
 - Kitsap County Comprehensive Plan:
https://www.kitsapgov.com/dcd/Pages/Kitsap_County_Comprehensive_Plan.aspx
 - Port Orchard Comprehensive Plan: <https://www.cityofportorchard.us/city-comprehensive-plan/>
 - Poulsbo Comprehensive Plan: <https://cityofpoulsbo.com/comprehensive-plan-2/>


Kitsap Regional Coordinating Council

Hypothetical Countywide Planning Policy Consultant Budget
HOURLY RATE BUDGET - ASSUMING 12 MONTH PERIOD OF PERFORMANCE
 2/10/2020

	CPP Consultant	Ferry Travel Expense	Total
1. Kick-off with Exec. Comm + Triangle			
Meeting	4	\$8.50	\$808.50
Meeting Follow-up	2		\$400.00
2. Gap Analysis			
Research and writing	20		\$4,000.00
KRCC meetings (4)	20	\$34.00	\$4,034.00
Coordinating between committees and with KRCC Staff	10		\$2,000.00
3. Phase 1 Updates			
Research and writing	40		\$8,000.00
KRCC meetings (4)	20	\$34.00	\$4,034.00
4. Phase 2 Updates			
Research and writing	40		\$8,000.00
KRCC meetings (4)	20	\$25.50	\$4,025.50
5. KRCC Board Review and Approval			
Research and writing	20		\$4,000.00
KRCC meetings (4)	20	\$34.00	\$4,034.00
6. Project Management			
Check-ins with Triangle	48		\$9,600.00
Contract mgmt and invoicing	24		\$4,800.00
Total Hours	288	\$136.00	\$57,736.00

Hypothetical Consultant Hourly Rate

CPP Consultant \$200.00

Budget by person

CPP Consultant	\$57,600.00
	<u>\$57,600.00</u>



Kitsap Regional Coordinating Council

DRAFT AGENDA - Land Use Planning Policy Committee (PlanPOL) Meeting Agenda v.4-2-2020

Date: April 21, 2020

Time: 1:30 p.m. – 3:00 p.m.

Place: Kitsap Transit, 60 Washington Ave. Bremerton, WA

Tentative Remote Participation: Below are two options for remotely participating in this meeting.

- **Option A - Video Conferencing and Screen Sharing.** Please click the following link: <https://zoom.us/j/759215236>. 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 plugins are on your computer.**
 - **To hear the meeting,** dial (669) 900-9128, then enter the *meeting number: 759-215-236*. 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).
- **Option B - Call in only.** If you are not on a computer, you can join by phone only. Please call (669) 900-9128 and then enter the *meeting number: 759-215-236* to enter the call. You do not need a participant ID, just press “#” to continue the call.

Meeting Objectives:

- Discuss status updates for Kitsap Countywide Planning Policies (CPPs) Element C: Centers of Growth and the full update of the Kitsap CPPs.
- Review the technical memos regarding Centers of Growth
- Discuss administrative updates for KRCC PlanPOL.

1. Welcome and Introductions

2. Committee Updates and Action Items

- Old Business
- **ACTION:** Approve the [draft December 17, 2019, PlanPOL Meeting Summary](#) Packet Pg.
- **ACTION:** Approve the [draft 2020 PlanPOL Roster](#) Packet Pg.

3. New Business

- Kitsap Countywide Planning Policies (CPPs), ***Element C: Centers of Growth***
*Objective: Support communication among KRCC Committees on the process to update **Element C**.*
 - Discuss [revised draft Element C](#). Packet Pg.
 - Discuss [draft Technical Memorandums from each jurisdiction](#) Packet Pg.
 - Discuss the [draft timeline for the Kitsap CPP Centers ratification and public process](#). Packet Pg.

- Kitsap Countywide Planning Policies, **Full Update**, and Next Steps
Objective: Support communication among KRCC Committees on the process for the Full Update of the CPPs.

- Discuss [draft Comparison of CPP Centers update to Full CPP update](#)
- Review [draft GANNT chart for Full CPP update](#)
- Discussion of how PlanPOL would like to approach new VISION 2050 policies as part of the full CPP update (e.g. housing, climate change, social equity, etc.)

Packet Pg.

Packet Pg.

- TBD: [Countywide Planning Policies consultant scope of work](#)

Packet Pg.

4. Administrative Agenda

- Affordable housing round-robin
- The next meeting is scheduled for June 16, 2020

5. Wrap Up

- Summarize key decisions and action items

6. Public Comments

7. Adjourn



Kitsap Regional Coordinating Council

2020 Meeting Schedule

Draft v.3-19-20

		January	February	March	April	May	June	July	August	September	October	November	December
Executive	Board* 1 st Tues. 10:15AM-12:15PM Norm Dicks Gov. Center		Feb. 4 Board Meeting		(cancelled) April 7 Board Meeting	May 5 Board Meeting	June 2 Board Meeting			Sept. 1 Board Meeting			Dec. 1 Board Meeting
	Executive Committee 3 rd Tues. 11:00AM-1:00PM Kitsap Transit	Jan. 21 Executive Committee Meeting	Feb. 18 (by phone) Executive Committee Meeting	March 17 Executive Committee Remote Meeting	April 21 Executive Committee Meeting	May 19 Executive Committee Meeting	June 16 (by phone) Executive Committee Meeting		Aug. 18 Executive Committee Meeting	Sept. 15 (by phone) Executive Committee Meeting	Oct. 20 (by phone) Executive Committee Meeting	Nov. 17 Executive Committee Meeting	Dec. 15 (by phone) Executive Committee Meeting
Transportation	TransPOL* 3 rd Thurs. 3:15-4:45PM Kitsap Transit			March 19 TransPOL Meeting Remote Meeting**		May 28 (4th Thurs.) TransPOL Meeting	June 18 TransPOL Meeting		Aug. 20 TransPOL Meeting		Oct. 15 TransPOL Meeting		Dec. 17 TransPOL Meeting
	TransTAC 2 nd Thurs. 12:30-2:30PM Kitsap Transit	Jan. 9 TransTAC Meeting	Feb. 12 PSRC Workshop (Wed.)	March 12 TransTAC Remote Meeting		May 27 Project Selection Workshop (Wed.)		July 9 TransTAC Meeting		Sept. 10 TransTAC Meeting		Nov. 12 TransTAC Meeting	
Land Use	PlanPOL* 3 rd Tues. 1:30-3:00PM Kitsap Transit		Feb. 18 (cancelled)		April 21 PlanPOL Meeting		June 16 PlanPOL Meeting				Oct. 20 PlanPOL Meeting		
	LUTAC 2 nd Thurs. 9:30-11:30AM Norm Dicks Gov. Center	Jan. 9 LUTAC Meeting			April 9 LUTAC Remote Meeting	May 14 LUTAC Meeting		July 9 LUTAC Meeting		Sept. 10 LUTAC Meeting			

*Open to the public

**<https://zoom.us/j/938664782>; +1 669 900 9128; Meeting ID: 938 664 782

Other Dates

Board Retreat: TBD

Legislative Reception: TBD