



Kitsap Regional Coordinating Council

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

April 9, 2020 Meeting Summary

Draft v. 4-21-2020

Decisions and Recommendations		
<ul style="list-style-type: none">LUTAC recommended to the KRCC Executive Committee that the April 21 PlanPOL meeting should be canceled.LUTAC recommended revisiting the draft Element C: Centers of Growth and making adjustments based on the Puget Sound Regional Council's (PSRC) guidance on the Regional Centers Framework.		
Actions	Person Responsible	Status
1. Prepare a memo to PlanPOL regarding the status of the updates to the Countywide Planning Policies and the proposed list of centers.	LUTAC members	By 4/28
2. Update the draft technical memorandum template for use by LUTAC members after further discussion with PSRC.	KRCC Staff	By 4/30
3. Provide additional guidance to LUTAC members in writing regarding PSRC's interpretation of the Regional Centers Framework.	PSRC	By 4/17
4. Schedule a brief conference call check-in following additional PSRC guidance related to the Regional Centers Framework.	KRCC staff	By 4/30

A. Welcome & Introductions

KRCC staff welcomed meeting participants (see Attachment A: List of LUTAC Members in Attendance) to the virtual meeting. KRCC staff provided a brief overview of how to use the Zoom platform, discussed several ground rules, and reviewed the agenda topics for the meeting.

B. Summary of Pre-Meeting Conversations

KRCC staff noted that the [Regional Centers Framework](#) (page 13) states "The [countywide] center supports multi-modal transportation, including...Compact, walkable size of one-quarter mile squared (160 acres), up to half-mile transit walkshed (500 acres)." KRCC staff explained the key question was whether the minimum size of 160 acres for countywide growth centers was guidance or a strict requirement. KRCC staff met with LUTAC members prior to the April 9 meeting to discuss the question of a minimum acreage for Countywide Centers. During these pre-meeting calls, the following issues and questions also arose:

- What can be done to balance local jurisdictional control with regional planning across the four Puget Sound counties?
- Within Kitsap County, how can local jurisdictional control be balanced with the need for consistency across the county?
- How can the number of countywide centers be in alignment with the needs and size of each jurisdiction?
- How are other counties implementing the Regional Centers Framework and what challenges—if any—are the other counties encountering?



- What is the decision-making process for LUTAC recommending the proposed centers to the KRCC Board for review and approval?

C. Discussion with PSRC

LUTAC members discussed the [adopted Regional Centers Framework](#) and the criteria pertaining to countywide centers. PSRC staff clarified the size criteria are intended to ensure countywide centers are large enough (and not too big) to be walkable places with a mix of uses, significant concentration of jobs and people, and room for a significant share of the jurisdiction's growth. PSRC said that the 160-acre minimum could be for a center's watershed, and not for the boundaries of the center itself. LUTAC members had several follow-up questions for PSRC including:

- What characteristics define a watershed?
- Are watersheds measured through acreage or distance? Radius or rectangle?
- What is Pierce County's centers/other counties' centers interpretation of acres?

D. Review of Proposed Centers

LUTAC members reviewed the draft technical memorandums prepared by each of the jurisdictions and discussed how the acreage minimum might impact the proposed centers. After LUTAC members presented the proposed centers, the proposed center type, and why each center was being designated they discussed the next steps. LUTAC recommended revisiting the draft Element C of the CPPs to address the following questions:

- How should the 160-acre watershed be incorporated into Element C?
- What characteristics determine a watershed?
- How to distinguish a center boundary from a watershed boundary?
- Does the "Conditional Countywide Growth Center" designation need to be a new category?
- Does a candidate Regional Center automatically become a Countywide Center?

LUTAC members also suggested that they answer the following questions during a future meeting:

- How should the technical memo templates be adapted for consistency and clarity with the revisions to Element C?
- What should be included in the review and approval process for the technical memos?
- What is the guidance regarding the timing of countywide center updates and comprehensive plan updates?
- Is there still interest in having a separate approval track for the Element C update vs the full update of the CPPs?

E. Administrative Agenda

April 21 PlanPOL Meeting: LUTAC members discussed the next PlanPOL meeting and what materials would be prepared ahead of time. LUTAC members recommended to the KRCC Executive Committee that the April 21 PlanPOL meeting should be canceled. LUTAC members also recommended drafting a memo with status updates for review by PlanPOL to explain the clarified acreage guidance and how it might impact their respective jurisdictions' planning efforts.



Kitsap Regional Coordinating Council

F. Wrap Up

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

G. Adjourn



Kitsap Regional Coordinating Council

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

Name	Affiliation (alphabetical)
Heather Wright	City of Bainbridge Island
Andrea Spencer	City of Bremerton
Nick Bond	City of Port Orchard
Jeff Rimack	Kitsap County
Ed Coviello	Kitsap Transit
Andrea Harris-Long	Puget Sound Regional Council
Paul Inghram	Puget Sound Regional Council
Alison O'Sullivan	Suquamish Tribe
Matthews Pahs	Washington Dept. of Transportation
Sophie Glass	KRCC Program Director
Kizz Prusia	KRCC Land Use Program Lead