



Kitsap Regional Coordinating Council

**Kitsap Regional Coordinating Council (KRCC)
Land Use Technical Advisory Committee (LUTAC)
February 10, 2022 Meeting Summary | Convened via Teleconference**

Decisions and Recommendations		
<ul style="list-style-type: none">LUTAC approved the 2021 Annual Annexation Report.		
Actions	Person Responsible	Status
1. Upload the January 13 LUTAC meeting summary to the KRCC website.	KRCC Staff	Complete
2. Work with the KRCC Executive Committee and Department of Commerce to identify future communication needs regarding HB 1220.	KRCC Staff	In Progress
3. Schedule a second High-Capacity Transit (HCT) Communities sub-group meeting and invite Clay and PSRC staff.	KRCC Staff	Complete
4. Include the draft Annual Annexation Report in the May KRCC Board meeting packet.	KRCC Staff	Complete

1. Welcome and Introductions

Sophie Glass, KRCC staff, welcomed LUTAC members to the February 10 meeting. She reviewed the meeting objectives and topics. Attachment A lists the LUTAC members and other presenters in attendance.

2. Old Business

- Meeting Summary Review:** LUTAC members reviewed the January 13 meeting summary. They did not raise any comments or concerns. KRCC staff will post the summary to the KRCC website.
- Countywide Planning Policies (CPPs):** Sophie reminded LUTAC members that LDC, Inc. drafted responses to the Puget Sound Regional Council (PSRC) CPP consistency tool. LUTAC members had the opportunity to review and provide feedback; KRCC staff did not receive any concerns from LUTAC members. LDC submitted the tool to PSRC.

Sophie also noted that the City of Bainbridge Island sent a letter to KRCC and Kitsap County sharing two concerns about the CPPs. She shared that KRCC plans to respond to the letter first, followed by Kitsap County. To support KRCC in responding, LDC wrote a technical memo that explains the letter's concerns. LUTAC members received a copy of the letter and technical memo as an information item via email. The KRCC Executive Committee will review the letter and technical memo and begin working on a response during their February 17 meeting.

3. Committee Updates and Work in Progress

- HB 1220 Presentation from Department of Commerce:** Laura Hodgson and Anne Fritzel, Department of Commerce, shared a presentation about the implementation of HB 1220. [The slide deck is available on the KRCC website.](#)



LUTAC members expressed concerns about jurisdictions meeting the deadline to update their Comprehensive Plans given the timing of Commerce releasing methodology, policy guidance, and projections related to HB 1220. They also expressed timing-related concerns about developing countywide population and employment growth targets before Commerce releases its projections. Laura and Anne explained that Commerce's projections will likely not require drastic changes to growth targets, assuming that jurisdictions develop targets that are consistent with PSRC's ranges.

Laura and Anne shared that Commerce is available to provide presentations; Commerce will also release presentation materials that jurisdictions' staff can use to educate their elected officials. KRCC staff will coordinate with Laura regarding future communication needs.

LUTAC members suggested resolutions as a potential approach for agreeing on growth targets in a way that fits the timeline. If it is not possible to amend the CPPs with population and employment targets in June, the KRCC Board could pass a resolution with the agreed-upon targets. This could give jurisdictions enough information to support their Comprehensive Plan updates without requiring KRCC to amend the CPPs both before and after Commerce releases its projections. KRCC could potentially also pass a resolution for the housing targets later in 2022.

LUTAC members emphasized the importance of making PlanPOL members aware of the impacts that legislative decisions will have on planning staff. They requested that Clay provide an update to PlanPOL during the February meeting about bills currently in the legislature that might affect planning processes. They noted that, after the legislative session ends, it may be helpful for LDC to develop a memo that summarizes any factors that influence the target-setting process.

- b. **Employment and Population Growth Target Allocation Process:** Sophie reminded LUTAC members that they agreed to meet in sub-groups to discuss employment and population growth targets. The High-Capacity Transit (HCT) Communities sub-group met on February 8. The Kitsap County/Bremerton sub-group will meet on February 17.

Eric Baker shared that, during the HCT sub-group meeting, Kitsap County, Port Orchard, and Poulsbo staff shared the population numbers their jurisdictions are considering, based on capacity as identified in the Buildable Lands Report. Bainbridge Island needed more time to identify numbers to share. The total countywide population number was higher than the total allocation for HCT communities, indicating that discussion is needed about how to meet the allocation. Heather Wright expressed confidence that HCT communities could move forward with an agreement soon.

Eric noted that Kitsap County and Port Orchard staff will meet separately to discuss impacts to their Urban Growth Areas (UGAs).

Nick Bond noted that the conversation at the HCT sub-group meeting focused mainly on population, not employment. HCT communities will discuss employment targets at an upcoming sub-group meeting in February. Sub-group members shared that it would be helpful for Clay and PSRC staff to attend the next sub-group meeting.

LUTAC members raised questions about Bainbridge Island identifying draft growth targets to share within a timeframe that fits into KRCC's timeline. Members agreed to potentially address this question during the March PlanPOL meeting.



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- c. **Draft Annual Annexation Report:** Sophie explained that KRCC staff drafted a 2021 Annual Annexation Report, which includes annexations by Poulsbo and Port Orchard. LUTAC members did not raise any comments or concerns about the draft report. KRCC staff will include the draft report in the next KRCC Board packet.

4. Administrative Agenda

- a. **February 15 PlanPOL Meeting:** Sophie noted that, based on LUTAC's conversation, Clay will include information about relevant bills in the state legislature during his presentation on February 15.

5. Wrap Up

- a. **Recap:** Sophie reviewed the decisions and action items listed in the table above.

6. Adjourn



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

Name	Affiliation (alphabetical)
1. Jennifer Sutton	City of Bainbridge Island
2. Andrea Spencer	City of Bremerton
3. Garrett Jackson	City of Bremerton
4. Nick Bond	City of Port Orchard
5. Jim Fisk	City of Port Orchard
6. Heather Wright	City of Poulsbo
7. Eric Baker	Kitsap County
8. Jeff Rimack	Kitsap County
9. Ed Coviello	Kitsap Transit
10. Liz Underwood-Bultmann	Puget Sound Regional Council
11. Erika Harris	Puget Sound Regional Council
12. Alison O'Sullivan	Suquamish Tribe
13. Gary Idleburg	Washington Department of Commerce
14. Matthews Pahs	Washington Department of Transportation
Laura Hodgson	Washington Department of Commerce
Anne Fritzel	Washington Department of Commerce
Clay White	LDC, Inc.
Sophie Glass	KRCC Technical Director
Pauline Mogilevsky	KRCC Land Use Program Lead