



## Kitsap Regional Coordinating Council

**Kitsap Regional Coordinating Council (KRCC)  
Land Use Technical Advisory Committee (LUTAC)  
January 12, 2023 Meeting Summary | Convened via Teleconference**

Decisions and Recommendations		
<ul style="list-style-type: none"><li>LUTAC recommended that the housing allocations KRCC develops be housed as an appendix to the Kitsap Countywide Planning Policies.</li></ul>		
Actions	Person Responsible	Status
1. Add a discussion about HB 1377 to the February 9 LUTAC agenda.	KRCC Staff	Complete
2. Reach out to Department of Commerce staff to: <ul style="list-style-type: none"><li>Ask for the date when its additional housing allocation guidance will be released.</li><li>Invite Commerce staff to attend an upcoming LUTAC meeting.</li><li>Ask about expectations for jurisdictions that receive negative housing allocations within Commerce's Housing for All Planning Tool.</li></ul>	KRCC Staff	Complete
3. Reach out to Thurston County staff to ask about Thurston County's housing allocation process.	KRCC Staff	Complete
4. Identify housing needs for Port Orchard and Poulsbo and share the results with KRCC staff.	Nick Bond and Heather Wright	In Progress
5. Develop a shared table focused on considerations for allocating housing.	KRCC Staff	Complete

### 1. Welcome and Introductions

Sophie Glass, KRCC staff, welcomed LUTAC members to the January 12 meeting. She reviewed the meeting objectives and topics. Attachment A lists the LUTAC members and other presenters in attendance.

Debbie Clemen, Washington State Department of Transportation (WSDOT), introduced herself. Arne Bakker, Port of Bremerton, introduced himself as the new representative from the Port of Bremerton at KRCC LUTAC.

### 2. Committee Updates and Work in Progress

#### a. Population and Employment Growth Allocation Process:

- Update from WSDOT:** George Mazur notified LUTAC members that WSDOT will be sending an email to jurisdictions across the state regarding Comprehensive Plan updates. This is part of WSDOT's effort to proactively get involved in early stages of the Comprehensive Plan update process. These emails will include information about WSDOT's priority areas. Jurisdictions can reach out to WSDOT with any questions or concerns at [ORPlanView@wsdot.wa.gov](mailto:ORPlanView@wsdot.wa.gov).
- Discuss jurisdictions' approaches to 2022 population and employment numbers:** Sophie reminded LUTAC members that since November LUTAC members have been discussing the potential need for jurisdictions to grow their 2020 population and employment numbers to 2022 to allow for accurate comparisons regarding land



## Kitsap Regional Coordinating Council

capacity for the 2024 Comprehensive Plan. At the December meeting, Eric Baker offered to provide jurisdictions with information about growth in the Urban Growth Areas (UGAs) associated with cities.

Eric shared that Kitsap County is meeting individually with jurisdictions to discuss growth in UGAs. He also explained that the County re-ran land capacity analyses for 2022 and found differences from the previous Buildable Lands Report. These differences resulted from changes in status of certain areas of land that were previously considered not developable. Eric noted that cities likely would not experience such a significant difference between 2019 and 2022 land capacity because they do not have as much land that could change status in this way.

LUTAC members recommended continuing to keep this item on future meeting agendas to maintain awareness among jurisdictions that are not participating in one-on-one conversations with the County.

Heather Wright noted a new piece of legislation (HB 1377) directs cities and counties to grant density bonuses for religious properties. This could be an approach for meeting affordability goals and could impact jurisdictions' capacity for housing. LUTAC members suggested adding a discussion about HB 1377 to a future LUTAC agenda.

### b. Housing Target Allocation Process:

- **Responses from Department of Commerce regarding LUTAC's questions:** Sophie shared responses from the Department of Commerce regarding the questions that LUTAC members developed during the December 8 LUTAC meeting. Commerce's responses are available in the [January 12 LUTAC packet, page 8](#).

LUTAC members shared the following comments:

- Regarding the question about persons per household, Nick Bond shared that Port Orchard will work on determining how to adjust Commerce's persons per household projection to match Port Orchard's.
- Regarding the question about excluding rural areas from <80% area median income bands, Eric expressed concerns about the relationship between the County's housing allocation and population allocation.

LUTAC members recommended inviting Commerce staff to a LUTAC meeting after Commerce's additional guidance is released. KRCC staff will reach out to Commerce staff to ask for a date of guidance release and invite Commerce to an upcoming LUTAC meeting.

LUTAC members also requested that KRCC staff ask Commerce about expectations for jurisdictions that receive a negative number using the Housing for All Planning Tool.

- **Initial information about other counties' processes:** Sophie reminded LUTAC members that based on their request at a previous meeting KRCC staff have begun reaching out to staff at King, Pierce, and Snohomish Counties to gather information about other jurisdictions' processes for developing housing allocations.



## Kitsap Regional Coordinating Council

Sophie shared that King County originally adopted housing targets in 2021 as part of the Countywide Planning Policy (CPP) update. Now, King County is working on aligning housing targets to the new requirements. Liz Underwood-Bultmann noted that King County's 2021 housing targets are consistent with the housing needs provided by Commerce, and that King County is now developing models to distribute housing allocations among jurisdictions.

Snohomish County also developed housing targets previously and is working on updating them using a new Methodology C. Currently, Snohomish County has paused its work until Commerce releases additional guidance in February. Snohomish County staff emphasized the importance of carefully planning the timing of sharing draft numbers with policymakers.

Sophie explained that KRCC staff will meet with Pierce County staff later in January and share information about Pierce County's process at the next LUTAC meeting. Liz shared that Pierce County has adopted housing targets and is in the process of allocating housing by income band.

LUTAC members shared the following comments and questions:

- King County's housing target model is complex, and Kitsap may not have the ability to create a similar model.
- King and Snohomish Counties each created a new methodology that incorporates the ratio of low wage jobs to workers. What does this mean and how does it impact housing targets?
- When sharing draft housing allocations with the KRCC Board, LUTAC should be thoughtful about the timing and content that is shared. This could involve showing the Board the total amount of housing need first, before dividing it among jurisdictions.
- LUTAC should create a succinct, descriptive name for Methodology C that clarifies its intended outcomes.

LUTAC members requested that KRCC staff continue to keep LUTAC aware of other jurisdictions' processes. They also requested that KRCC staff reach out to staff at Thurston County to learn about its housing allocation process.

- **Inventory of jurisdictions' Housing Needs Assessment estimates:** Sophie reminded LUTAC members that KRCC staff organized a spreadsheet that includes information from the Department of Commerce's Housing for All Planning Tool. Based on LUTAC's previous request, KRCC staff searched for information about jurisdictions' housing needs to add to the spreadsheet but were unable to find relevant information for every jurisdiction. Nick and Heather offered to find and share housing needs information for their jurisdictions with KRCC staff.
- **Social services inventory:** Sophie shared the inventory of social services in Kitsap County that KRCC staff developed at LUTAC's request.

LUTAC members explored approaches for developing a housing allocation methodology that is both manageable and analytically defensible.



## Kitsap Regional Coordinating Council

LUTAC requested that KRCC staff develop a shared table that includes each consideration, sources of information about each consideration, and a numeric outcome that can be applied to the consideration. At the next LUTAC meeting, LUTAC members can add information to the table and discuss an approach to using it to develop a methodology.

c. Prepare for February 7 KRCC Board/LUTAC Study Session

- **Discuss Executive Committee feedback on and review draft agenda and slides:**  
LUTAC reviewed the draft February 7 meeting slides and made edits.

LUTAC members recommended using the phrase “countywide housing allocations within growth targets” to avoid confusion.

LUTAC members recommended that the housing allocations KRCC develops be housed as an appendix to the CPPs.

### 4. Administrative Agenda

- a. **Puget Sound Regional Council (PSRC) Regional Staff Committee Appointments:** Sophie shared that Joe Morrison, Kitsap Economic Development Alliance (KEDA), requested the opportunity to attend future LUTAC meetings. LUTAC members agreed to invite Joe to LUTAC meetings on behalf of KEDA.

### 5. Wrap Up

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

### 6. Adjourn



## Kitsap Regional Coordinating Council

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

Name	Affiliation (alphabetical)
1. HB Harper	City of Bainbridge Island
2. Andrea Spencer	City of Bremerton
3. Nick Bond	City of Port Orchard
4. Jim Fisk	City of Port Orchard
5. Heather Wright	City of Poulsbo
6. Eric Baker	Kitsap County
7. Ed Coviello	Kitsap Transit
8. Nicole Leaptrot-Figueras	Naval Base Kitsap
9. Allison Satter	Naval Base Kitsap
10. Marla Powers	Port Gamble S'Klallam Tribe
11. Arne Bakker	Port of Bremerton
12. Erika Harris	Puget Sound Regional Council
13. Liz Underwood-Bultmann	Puget Sound Regional Council
14. Alison O'Sullivan	Suquamish Tribe
15. George Mazur	Washington State Department of Transportation
16. Debbie Clemen	Washington State Department of Transportation
Sophie Glass	KRCC Technical Director
Pauline Mogilevsky	KRCC Land Use Program Lead