



## Kitsap Regional Coordinating Council

**Kitsap Regional Coordinating Council (KRCC)  
Land Use Technical Advisory Committee (LUTAC)  
March 23, 2023 Meeting Summary | Convened via Teleconference**

Decisions and Recommendations		
<ul style="list-style-type: none"><li>LUTAC recommended cancelling the April 13 LUTAC meeting.</li><li>LUTAC recommended that PlanPOL use a unanimous consent approach to determine whether to move the draft housing allocations to the KRCC Board.</li></ul>		
Actions	Person Responsible	Status
1. Upload the approved LUTAC meeting summary to the KRCC website.	KRCC Staff	Complete
2. Ask Department of Commerce (Commerce) staff to share any substantive changes to language in the housing allocation guidance.	KRCC Staff	Complete
3. Develop a draft housing allocation table and cover memo for the PlanPOL meeting and share it with LUTAC via email for review.	KRCC Staff	Complete
4. Cancel the April 13 LUTAC meeting.	KRCC Staff	Complete
5. Ask the KRCC Chair and Vice Chair whether they agree with LUTAC's recommendation that PlanPOL use unanimous consent to determine whether to move the draft housing allocations to the KRCC Board.	KRCC Staff	Complete

### 1. Welcome and Introductions

Sophie Glass, KRCC staff, welcomed LUTAC members to the March 23 meeting. Sophie reviewed the meeting objectives and topics. Attachment A lists the LUTAC members and other presenters in attendance.

### 2. Old Business

- a. **Meeting Summary Review:** LUTAC members reviewed the February 23 meeting summary. They did not raise any comments or concerns. KRCC staff will post the summary to the KRCC website.

### 3. Committee Updates and Work in Progress

- a. **Debrief March 21 KRCC PlanPOL Meeting:** LUTAC members noted that, based on the discussion at the March 21 PlanPOL meeting, most PlanPOL members expressed willingness to move the draft housing allocations forward. Sophie asked LUTAC members whether anything in PlanPOL's discussion affects the course of LUTAC's work on housing allocations. LUTAC members did not identify any significant impacts.

LUTAC members also shared the following updates:

- Nick Bond shared that he learned from Commerce that Port Orchard's jail impacted its persons per household numbers.
- HB Harper shared that the Bainbridge Island City Council discussed housing allocations after the PlanPOL meeting, and City Council members expressed more



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comfort with the draft allocations based on Methodology A. HB also shared that Councilmember Hytopoulos requested a Bainbridge Island City Council directive for the full Council to provide guidance regarding how she should vote at the upcoming KRCC PlanPOL meeting.

- Eric Baker shared that Kitsap County is holding separate conversations with Commerce regarding the conflict between housing targets and population targets in Urban Growth Areas (UGAs), particularly impacts to UGA boundaries.
- LUTAC members noted that Commerce is still working on updates to its housing allocation guidance. LUTAC members requested that KRCC staff ask Commerce to highlight any significant changes in the guidance language.

- b. **Review of Puget Sound Regional Council (PSRC's) draft certification report for Kitsap's Countywide Planning Policies (CPPs):** Sophie reminded LUTAC members that PSRC staff prepared a report (available in the [March 23 LUTAC packet, page 7](#)) that documented its review of Kitsap's CPPs. In this report, PSRC recommended certification of Kitsap's CPPs, and included additional recommendations for KRCC to consider in future CPP updates or in Comprehensive Plans. Sophie provided an overview of PSRC's feedback, which included recommendations regarding Tribal government coordination, sea level rise planning, annexation, and school district coordination.

Sophie explained that in fall 2023, LUTAC will have the opportunity to work with the KRCC Board to develop the 2024 KRCC land use work plan. KRCC staff will include an item on the September LUTAC agenda to revisit PSRC's comments and discuss a timeline for addressing them.

### 4. Administrative Agenda

a. **Meeting Review:**

- **2023 Land Use Meeting Plan:** Sophie reviewed the 2023 land use meeting plan. LUTAC members recommended cancelling the April 13 LUTAC meeting.
- **Discuss April 18 KRCC PlanPOL agenda:** Sophie reviewed the draft April 18 PlanPOL agenda. LUTAC members recommended that KRCC staff develop (1) a table of draft housing allocations in the same format as the population and employment allocation tables in the CPPs, (2) a cover memo explaining the purpose of the housing allocations and process LUTAC took to come to its recommendation, and (3) a graphic showing the timeline of the housing allocation process. The memo should clarify that, because the housing allocations would be an appendix to the CPPs, they will not require full ratification from City or Tribal Councils. KRCC staff will draft these items and share them with LUTAC via email for review before the April 18 PlanPOL meeting.

LUTAC members recommended that PlanPOL uses a unanimous consent approach to determine whether to move the draft housing allocations forward to the KRCC Board. KRCC staff will ask the KRCC Chair and Vice Chair whether they agree with the recommendation to use unanimous consent.

### 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. HB Harper	City of Bainbridge Island
2. Garrett Jackson	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. Allison Satter	Naval Base Kitsap
8. Nicole Leaptrot-Figueras	Naval Base Kitsap
9. Julie Raymond	Port Gamble S'Klallam Tribe
10. Mike Rorem	Port Gamble S'Klallam Tribe
11. Erika Harris	Puget Sound Regional Council
12. Debbie Clemen	Washington State Department of Transportation
Sophie Glass	KRCC Program Director
Pauline Mogilevsky	KRCC Land Use Program Lead