



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC) Land Use Technical Advisory Committee (LUTAC) September 14, 2023 Meeting Summary | Convened via Teleconference

Decisions and Recommendations		
<ul style="list-style-type: none">LUTAC approved the April 27 meeting summary.LUTAC recommended edits to the draft 2024 KRCC Land Use Work Plan.LUTAC decided to move the November 2023 LUTAC meeting to November 14.		
Actions	Person Responsible	Status
1. Post the April 27 LUTAC meeting summary to the KRCC website.	KRCC Staff	Complete
2. Draft a 2024 Land Use Meeting Plan.	KRCC Staff	Complete
3. Update the Draft 2024 KRCC Work Plan to reflect scheduling preferences.	KRCC Staff	Complete
4. Add “discuss Annual Annexation Report” to the November KRCC LUTAC meeting agenda.	KRCC Staff	Complete
5. Move the November 2023 LUTAC meeting to November 14 from 3 – 5 p.m.	KRCC Staff	Complete

1. Welcome and Introductions

Sophie Glass, KRCC staff, welcomed LUTAC members to the September 14 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 April 27 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

Discuss candidate countywide centers: LUTAC members discussed potential changes to the list of Countywide Centers in the CPPs, including potential new Centers and Candidate Centers that will meet the criteria for Countywide Centers.

LUTAC members recommended checking in ahead of the transportation competition to discuss the status of countywide centers, and then checking in again during summer 2024.

LUTAC members discussed the format for submitting countywide centers to KRCC for review. They recommended developing a memo that summarizes jurisdictions’ approaches based on their individual Comprehensive Plan update approaches.

- a. **Revisit 2022 adjustments to population and employment targets:** Sophie reminded LUTAC members that they previously requested an opportunity to coordinate on jurisdictions’



approaches for adjusting population and employment targets to use 2022, rather than 2020, as the base year.

LUTAC members shared that their jurisdictions have not yet begun the process of adjusting these targets. They recommended adding this topic to the agenda of the April 2024 LUTAC meeting. During this meeting, LUTAC members can share their jurisdictions' methodology and adjusted targets. KRCC staff will add this topic to the draft 2024 Land Use Meeting Plan.

- b. **Discuss Draft 2024 Land Use Work Plan:** Sophie reviewed the draft 2024 Land Use Work Plan. She noted that the focus of 2024 is for jurisdictions to support each other as they update their Comprehensive Plans. LUTAC members recommended incorporating the following topics into the Work Plan:
- Opportunities to coordinate around jurisdictions' approaches to meeting new legislative requirements, including SB 5290 regarding permit streamlining.
 - Presentations from the Department of Commerce regarding new guidance, including Commerce's model ordinance for middle housing implementation.
 - Discussions regarding potential approaches for jurisdictions to support each other amidst staffing shortages.
 - Discussions to consider developing pre-approved Accessory Dwelling Unit (ADU) and duplex plans.

LUTAC members recommended holding future LUTAC meetings from 10 a.m. to 12 p.m. to better accommodate members' schedules. They recommended continuing to hold LUTAC meetings virtually in 2024.

LUTAC members recommended discussing a regional approach to growth in North Kitsap and Kitsap County proposals for reclassifications adjacent to UGAs during the November 2023 LUTAC meeting. They recommended moving the meeting to 3 – 5 p.m. on Tuesday, November 14 to accommodate members' schedules.

- c. **Discuss Annual Annexation Report:** LUTAC members shared that no annexations occurred in 2023. They recommended discussing the Annual Annexation Report at the November LUTAC meeting.
- d. **Updates on Comprehensive Plan Progress:** Sophie invited LUTAC members to share their jurisdictions' progress in updating their Comprehensive Plans.

Jennifer shared that Bainbridge Island will hold a kickoff open house for Comprehensive Plan scoping at the end of September. The City has convened a new City Council/Planning Commission Committee to help with the ongoing Winslow Subarea Plan work, and will do an integrated environmental review for the Winslow Subarea Plan and Comprehensive Plan together.

James Weaver shared that the Port of Bremerton is coordinating with the City of Bremerton regarding the Manufacturing Industrial Center designation for the airport area. The Port will coordinate with the City of Bremerton regarding facilities planning to ensure that the City and Port's targets and utility coordination are in alignment.

Nick shared that the Office of Financial Management's newly released data show that Port Orchard is one of the fastest growing cities in Washington.



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Heather shared that Poulsbo is considering creating a center for the SR 305 corridor. The City conducted a market study to understand which incentives would spur residential development there, with the goal of allocating most growth to that corridor. Poulsbo City Council passed two moratoria – one on 100% commercial development in the SR 305 corridor and another on master plan development, which has a cap on residential units – to allow time for the City to open more opportunities for residential development, particularly for middle- and low-income housing.

Liz Underwood-Bultmann shared that the Puget Sound Regional Council has recently released new resources, including a collaboration with the Department of Commerce to add racially disparate impacts data to community profiles. PSRC is also conducting outreach with affordable housing developers to gather feedback about steps jurisdictions could take to make it easier to develop affordable housing.

4. Administrative Agenda

a. Meeting Review:

- Sophie noted that the November 14 LUTAC meeting will be the final meeting of 2023.

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. Nick Bond	City of Port Orchard
4. Heather Wright	City of Poulsbo
5. Colin Poff	Kitsap County
6. Allison Satter	Naval Base Kitsap
7. Marla Powers	Port Gamble S'Klallam Tribe
8. James Weaver	Port of Bremerton
9. Liz Underwood-Bultmann	Puget Sound Regional Council
10. Erika Harris	Puget Sound Regional Council
11. Alison O'Sullivan	Suquamish Tribe
Sophie Glass	KRCC Program Director
Pauline Mogilevsky	KRCC Land Use Program Lead