

DRAFT ONLY - Kitsap Regional Coordinating Council (KRCC)
Land Use Technical Advisory Committee (LUTAC)
August 13, 2020 Workshop Summary | Convened via Teleconference
Draft v. 9-11-2020

Decisions and Recommendations		
<ul style="list-style-type: none">LUTAC approved the July 9, 2020 meeting summary.LUTAC recommended rescheduling the September 10 meeting to the end of the month to allow additional time for the CPP consultant to be onboarded to the project.		
Actions	Person Responsible	Status
1. Post the approved July 9, 2020 meeting summary on the KRCC website.	KRCC staff	Complete
2. Conduct further analysis re: “intensity of use.”	LUTAC members	Ongoing
3. Provide the latest draft of Element C: Centers of growth along with notes and takeaways from the workshop to the CPP consultant.	LUTAC members	Ongoing

Welcome, Introductions, and Agenda

Kizz Prusia, Land Use Program Lead, welcomed meeting participants (see Attachment A: List of Participants). Kizz reminded participants that LUTAC requested this workshop during their July 9 meeting to have a session dedicated to Element C of the Countywide Planning Policies (CPPs). He also acknowledged planners staff have limited capacity with increases in permitting and staff changes in respective jurisdictions. As a reminder, the purposes of the workshop were to:

- Develop a shared understanding of all the discussions and information pertaining to updating Element C, and
- Discuss options and suggest directions to take on key questions related to updating Element C.

Housekeeping

July 9 Meeting Summary: LUTAC members reviewed and approved the July 9 meeting summary as final without any revisions. The July 9 meeting summary will be posted on the KRCC website.

Countywide Planning Policies (CPP) Consultant: KRCC staff provided a quick update on CPP Consultant. The KRCC Executive Committee is reviewing the recommendation to bring on LDC, Inc (partnered with Parametrix) during their August 18, 2020 meeting. KRCC staff informed LUTAC members the final evaluation from the interviews is available if LUTAC members are interested.

Part 1: Element C: Centers of Growth Questions

KRCC staff provided a brief overview of the structure of the workshop including, part one which focused on a presentation of key questions related to Element C. KRCC staff introduced Karla Boughton, City of Poulsbo, to lead the presentation in part one. Karla provided a recap to LUTAC members about Element C and covered topics including the purpose of centers, the recommended size of centers, activity units for centers, and the location and characteristics of centers. In addition

to these high-level concepts related to centers, Karla also discussed guidance provided by the Puget Sound Regional Council (PSRC). She introduced the following key questions:

1. Should there be a minimum size for Countywide Centers?
2. What can be done to recognize important places that are not slated for growth?
3. What number of Countywide Centers per jurisdiction is reasonable/advisable?
4. How should decision-making for Centers flow?
5. What is the best way to address existing or in-process centers?
6. How should countywide transportation funding treat centers?

As part of presenting each question, Karla provided background information, status updates, and details related to the context of the question. LUTAC members were asked to hold their comments and feedback until each of the questions were introduced and presented.

Part 2: Element C: Centers of Growth Dialogue

KRCC staff provided an overview of part two of the workshop, which focused on discussing proposed potential solutions to each of the key questions presented in part one. Karla presented the proposed potential solutions and ideas for direction on each question. During this portion of the workshop, LUTAC members made comments about the minimum size for Countywide Centers, activity units, centers typology, and the number of centers advisable for each jurisdiction. In total, LUTAC members discussed the first three questions. The discussion is captured in the table below for each question.

Question	Proposed Solutions	Suggested Direction
Question 1: Should there be a minimum size for Countywide Centers?	<ul style="list-style-type: none"> • Option 1: Establish 160 acres as the minimum size for centers. • Option 2: Each jurisdiction determines the geographic boundaries of their Countywide Center. • Option 3: Do not establish a minimum size for countywide centers and create additional policies on how to designate a center. 	<p>Modified Option 3: Acknowledge PSRC's guidance of minimum acreage, and allow for deviation based on other policy considerations including:</p> <ul style="list-style-type: none"> • Accommodating capacity and planning for additional growth (see Regional Centers Framework pg. 12) • Mix of uses • Transit • Pedestrian walkshed • Intensity of use based on activity units. <p>Further Discussion: How to calculate the intensity of use and whether the use can be planned or current.</p>
Question 2: What can be done to recognize important places that are not slated for growth?	<ul style="list-style-type: none"> • Option 1: Countywide Centers need to demonstrate the capacity to accommodate additional growth. • Option 2: Do not create a new typology for "Countywide Centers of Local Importance." 	<p>Option 2: There was preliminary agreement to not create a new typology and do not acknowledge important places that are not slated for growth as Countywide Centers with a new policy. List these areas as Local Centers only.</p>

Question	Proposed Solutions	Suggested Direction
	<ul style="list-style-type: none"> Option 3: These areas should be considered “Local centers” and be designated in Comprehensive Plans only. 	Further Discussion: This needs to be revisited at future LUTAC meetings.
Question 3: What number of Countywide Centers per jurisdiction is reasonable/ advisable?	<ul style="list-style-type: none"> Option 1: Create a maximum number of countywide centers for all jurisdictions Option 2: Allow each jurisdiction to propose as many countywide centers as they think they need to support respective growth targets 	<p>LUTAC did not come to a conclusion regarding the number of Countywide Centers per jurisdiction. They further expanded each option.</p> <p>Expanded Option 1: If there is guidance on the number of countywide centers per jurisdiction connect the number of centers to be based on per capita, square miles, or total population (TBD which metric to use).</p> <p>Expanded Option 2: Allow each jurisdiction to propose as many countywide centers as they think they need to support respective growth targets with additional guidance as needed. LUTAC also recommended waiting for growth allocations before formally designating Countywide Centers.</p> <p>Further Discussion: Determine which direction (Expanded Option 1 or Expanded Option 2) to take.</p>

Following this discussion LUTAC members suggested reviewing the final three questions at the next LUTAC meeting:

- How should decision-making for Centers flow?
- What is the best way to address existing or in-process centers?
- How should countywide transportation funding treat centers?

LUTAC members will provide the latest draft of Element C: Centers of growth along with notes and takeaways from the workshop to the CPP consultant.

Summary and Next Steps

LUTAC recommended postponing their next meeting until late September so that the CPP Consultant could begin their work. KRCC staff reviewed the decisions and action items listed in the table on page 1.

The meeting adjourned at 11:30 AM.

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

Name	Affiliation (alphabetical)
Heather Wright	City of Bainbridge Island
Jennifer Sutton	City of Bainbridge Island
Andrea Spencer	City of Bremerton
Nick Bond	City of Port Orchard
Jeff Rimack	Kitsap County
Angie Silva	Kitsap County
Ed Coviello	Kitsap Transit
Lynn Wall	Naval Base Kitsap
Andrea Harris-Long	Puget Sound Regional Council
Liz Underwood-Bultmann	Puget Sound Regional Council
Alison O'Sullivan	Suquamish Tribe
Gary Idleburg	Washington Dept. of Commerce
Matthews Pahs	Washington Dept. of Transportation
Sophie Glass	KRCC Program Director
Kizz Prusia	KRCC Land Use Program Lead