



## Kitsap Regional Coordinating Council

**Kitsap Regional Coordinating Council (KRCC)  
Land Use Technical Advisory Committee (LUTAC)  
April 14, 2022 Meeting Summary | Convened via Teleconference**

Decisions and Recommendations		
<ul style="list-style-type: none"><li>LUTAC reached consensus on draft population and employment growth targets to share with the Puget Sound Regional Council (PSRC).</li><li>LUTAC recommended adjusting the growth target approval timeline to allow PSRC enough time to provide feedback on the draft growth targets.</li><li>LUTAC recommended that Clay White, LDC, Inc., draft a justification document to accompany the draft growth targets for PSRC's review and the KRCC Board's review.</li></ul>		
Actions	Person Responsible	Status
1. Post the approved March 10 LUTAC summary to the KRCC website.	KRCC Staff	Complete
2. Send LUTAC members the proposed adjustments to the growth target calendar.	KRCC Staff	Complete
3. Seek approval from the KRCC Executive Committee regarding LUTAC's recommended adjustments to the growth target timeline.	KRCC Staff	Complete
4. Draft a growth target justification memo to share with LUTAC by April 19.	Clay White	Complete

### 1. Welcome and Introductions

Sophie Glass, KRCC staff, welcomed LUTAC members to the April 14 meeting. She 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 March 10 meeting summary. They did not raise any comments or concerns. KRCC staff will post the summary to the KRCC website.

Eric Baker shared that the Department of Natural Resources is conducting an analysis of resources in Kitsap County and may reach out to the cities.

### 3. Committee Updates and Work in Progress

- a. **Employment and Population Growth Target Allocation Process:**

- Report from April 6 Sub-Group Meeting:** Eric Baker shared that the High-Capacity Transit (HCT) communities sub-group met on April 6 and developed draft targets that the sub-group is comfortable sharing with PSRC and KRCC PlanPOL.

Heather Wright shared that PSRC representatives explained that the total population target is high, and KRCC will need to develop a justification document to explain the reason for the high target.



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- **Growth Target Dashboard:** Mark Hofman shared that the Bainbridge Island City Council discussed the draft population and employment growth targets and supported the draft targets currently in the dashboard.

Eric shared that the HCT sub-group increased the draft population target for the Poulsbo Urban Growth Area (UGA) by 100 and decreased the draft target for Kingston by 100. This aligns with Poulsbo's interest in making specific changes to its UGA. Eric noted that the Kingston target may decrease further as Kitsap County conducts additional outreach and analysis.

Eric also shared that Kitsap County proposed increasing the population and employment targets in the Central Kitsap UGA and decreasing the targets for the Silverdale UGA proportionately. He noted that this aligns better with PSRC's goal of maintaining consistent UGAs and is appropriate because both UGAs are very close to each other. Allison O'Sullivan, Suquamish Tribe, expressed concerns about shifting population away from Silverdale since it is a Regional Growth Center.

Erika Harris explained that PSRC's goals regarding stable UGAs were focused more on minimizing the expansion of UGAs, not necessarily maintaining large UGAs. She explained that PSRC prefers to see Core Cities not lose population or employment growth, because these are the areas where the Regional Growth Strategy encourages more growth. Eric shared that Kitsap County has previously faced legal challenges regarding this issue and consistency with the Countywide Planning Policies. He recommended including the shift from Silverdale to Central Kitsap in the package that PSRC reviews.

Eric reminded LUTAC members that at a previous meeting, LUTAC shifted about 500 employees from the HCT target to the Bremerton UGA. This allows the total countywide employment target to stay within PSRC's allocation. Erika confirmed that shifting employment to Metropolitan Cities is acceptable.

Sophie asked for an informal vote about whether to move the draft growth targets in the dashboard forward for PSRC review. LUTAC members agreed that these targets are ready to move forward. Alison noted that she agrees to move these targets forward but the Suquamish Tribe will need to see more details in order to support the final targets.

Erika expressed appreciation to LUTAC for the work they put into drafting these targets, along with documentation to accompany them. She shared that PSRC appreciates seeing the rural growth rate aligned with the Regional Growth Strategy.

- **Justification Memo to Accompany Draft Growth Targets:** LUTAC recommended that Clay draft a justification document to accompany the draft growth targets for PSRC's review and the KRCC Board's review. This document would be a memo outlining any areas that deviate from PSRC's allocation, including reasoning for the deviations. Clay will draft the memo for LUTAC's review and highlight areas that need additional detail from jurisdictions.
- **Discussions by Individual Jurisdictions:** Heather Wright shared that Poulsbo's City Council and Planning Commission held a workshop to discuss the proposed growth targets. The Council and Commission expressed support for the proposed targets.



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- **Next Steps and Timing:** Sophie reminded LUTAC members that the original timeline included PlanPOL voting during their April 19 meeting on whether to recommend the draft growth targets to the KRCC Board. The Board would then review the draft targets in May and vote on them in June.

LUTAC members recommended pushing the PlanPOL conversation back one month to provide enough time for PSRC to review the draft targets and provide feedback. This would ensure that PlanPOL and the KRCC Board have enough information for a robust review, and would still align with the Comprehensive Plan update deadline, which the state legislature extended by six months. LUTAC recommended the following adjusted timeline:

- April 19: Clay will draft a justification memo and KRCC staff will distribute it to LUTAC.
- April 25: LUTAC will review the justification memo and provide edits if needed.
- April 26: KRCC staff will send the justification memo and draft growth targets to PSRC.
- May 6: PSRC will provide feedback on the draft growth targets.
- May 9: KRCC staff will distribute PSRC's feedback to LUTAC as part of the meeting materials for the May 12 LUTAC meeting.
- May 12: The LUTAC meeting will be an opportunity for group discussion and any final adjustments to the draft growth targets.
- May 12: Following the LUTAC meeting, KRCC staff will send the draft growth targets, justification memo, and feedback from PSRC to PlanPOL.
- May 17: PlanPOL will have the opportunity to recommend the draft growth targets and justification memo to the KRCC Board.
- June 7: At the KRCC Board meeting, the Board will review the draft growth targets and justification memo.
- July 5: New proposed KRCC Board meeting to approve the growth targets.

KRCC staff will email the KRCC Executive Committee to ask for approval to cancel the April 19 PlanPOL meeting. During the April 21 Executive Committee meeting, the Executive Committee will review the full proposed adjustments to the timeline.

#### 4. Administrative Agenda

- a. **April 19 PlanPOL Meeting:** Sophie noted that, as discussed previously, KRCC staff will work with the Executive Committee to cancel the April 19 PlanPOL meeting.

#### 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. Mark Hofman	City of Bainbridge Island
2. Jennifer Sutton	City of Bainbridge Island
3. Andrea Spencer	City of Bremerton
4. Nick Bond	City of Port Orchard
5. Heather Wright	City of Poulsbo
6. Eric Baker	Kitsap County
7. Jeff Rimack	Kitsap County
8. Ed Coviello	Kitsap Transit
9. Allison Satter	Naval Base Kitsap
10. Liz Underwood-Bultmann	Puget Sound Regional Council
11. Erika Harris	Puget Sound Regional Council
12. Alison O'Sullivan	Suquamish Tribe
13. Matthews Pahs	Washington Department of Transportation
Clay White	LDC, Inc.
Sophie Glass	KRCC Technical Director
Pauline Mogilevsky	KRCC Land Use Program Lead