



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC) Land Use Technical Advisory Committee (LUTAC)

September 30, 2020 Meeting Summary | Convened via Teleconference

Draft v.11-5-2020

| Decisions and Recommendations | | |
|--|--------------------|----------|
| <ul style="list-style-type: none">LUTAC recommended scheduling a standalone December meeting to discuss the growth targets.LUTAC members suggested Element C updates be integrated into the full CPP update rather than separately. | | |
| Actions | Person Responsible | Status |
| 1. Post the approved August 13, 2020 Workshop Summary to the KRCC website | KRCC staff | Ongoing |
| 2. Update the KRCC 2021 Work Plan to include growth targets (LUTAC and PlanPOL involvement). | KRCC staff | Complete |
| 3. Call all LUTAC members ahead of the mid-October meeting. | KRCC staff | Complete |
| 4. Schedule a mid-October workshop for LUTAC to discuss Countywide Planning Policy (CPP) Element C: Centers of Growth. | KRCC staff | Complete |
| 5. Schedule a December 10 meeting for LUTAC members to focus on Growth Targets. | KRCC staff | Complete |
| 6. Coordinate with Puget Sound Regional Council (PSRC) to understand growth targets and the work occurring in other PSRC counties. | KRCC staff | Complete |
| 7. Begin initial discussions of population allocations and growth target setting (focus on Port Orchard, Bainbridge Island, Poulsbo, and Kingston). | LUTAC members | Ongoing |

A. Welcome and Introductions

Kizz Prusia, Land Use Coordination Lead welcomed LUTAC members to the September 30 meeting. He provided an overview of the meeting objectives and reviewed the meeting topics.

B. Old Business

July 9 Meeting Summary: LUTAC members reviewed and approved the August 13 Workshop Summary as final without any revisions. The August 13 Workshop Summary will be posted on the KRCC website.

C. Committee Updates and Work in Progress

KRCC CPPs Project Charter: KRCC staff introduced Clay White and the LDC, Inc team. Clay reviewed the draft Project Charter. For additional information, please see slides 4-12 in the [KRCC CPP Update Briefing presentation](#).

KRCC CPPs Gap Analysis: KRCC staff briefly noted the documents prepared by LDC, Inc. Clay provided an overview of the draft preliminary gap analysis documents including the Draft Growth Management Act (GMA)/CPP Gap Analysis, Draft VISION 2050/CPP Gap Analysis, and the Draft Centers Framework/Element C Update Gap Analysis. He noted the CPPs do not require significant updates and explained affordable housing and climate change are policy areas requiring additional discussion with LUTAC and PlanPOL. For additional information see slides 13-20 in the [KRCC CPP Update Briefing presentation](#).



Kitsap Regional Coordinating Council

Following the LUTAC members asked clarifying questions. The following questions and answers were captured:

- **Q1:** When will LUTAC members discuss the growth targets as part of the CPP update?
- **A1:** Based on the CPP update deadline, the growth targets will not be part of this CPP update. The growth targets will be ratified as part of the CPPs at a later date.
- **Q2:** When will there be an opportunity to create affordable housing allocation targets?
- **A2:** Affordable housing targets could be included as part of the CPPs. However, based on previous conversations with PlanPOL, it is likely that these targets would be optional (“should” versus “shall”).
- **Q3:** What is the best way to coordinate with PSRC during the CPP update process?
- **A3:** Currently, PSRC is updating its Plan Review Manual and expects this work to be finished by early 2021.

Kitsap Countywide Planning Policies, *Element C: Centers of Growth Next Steps*: Sophie Glass, KRCC Program Director provided an overview of the Element C conversation to date. She suggested LUTAC members schedule an additional meeting to discuss the remaining workshop questions. KRCC staff will schedule a mid-October meeting for LUTAC members to discuss the remaining Element C questions.

D. Administrative Agenda

KRCC 2021 Land Use Work Plan: KRCC staff highlighted the KRCC 2021 Land Use Work Plan and noted the plan has been reviewed by the KRCC Board for 2021. KRCC staff also reminded LUTAC members of the 2021 meetings including six LUTAC meetings in 2021 and 4 PlanPOL meetings.

November 17 PlanPOL Meeting: LUTAC members discussed the next PlanPOL meeting and what materials need to be included in the CPP briefing. LUTAC members suggested the November 17 PlanPOL meeting focus on the overall updates made to the CPPs, and a high-level discussion about regional affordable housing.

E. Wrap Up

Recap: KRCC staff reviewed the decisions and action items listed in the table above.

F. Adjourn



Kitsap Regional Coordinating Council

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

| Name | Affiliation (alphabetical) |
|----------------------------|------------------------------------|
| 1. Heather Wright | City of Bainbridge Island |
| 2. Andrea Spencer | City of Bremerton |
| 3. Nick Bond | City of Port Orchard |
| 4. Karla Boughton | City of Poulsbo |
| 5. Jeff Rimack | Kitsap County |
| 6. Ed Coviello | Kitsap Transit |
| 7. Lynn Wall | Naval Base Kitsap |
| 8. Sara Oliveira | Naval Base Kitsap |
| 9. Andrea Harris-Long | Puget Sound Regional Council |
| 10. Liz Underwood-Bultmann | Puget Sound Regional Council |
| 11. Alison O'Sullivan | Suquamish Tribe |
| 12. Gary Idleburg | Washington Dept. of Commerce |
| 13. Matthews Pahs | Washington Dept. of Transportation |
| 14. Karla Boughton | Poulsbo |
| 15. Angie Silva | Kitsap County |
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| Clay White | LDC, Inc. |
| Sophie Glass | KRCC Program Director |
| Kizz Prusia | KRCC Land Use Program Lead |