



Kitsap Regional Coordinating Council

The Kitsap Peninsula is the home of sovereign Indian nations, namely the Suquamish and Port Gamble S'Klallam Tribes.

Land Use Planning Policy Committee (PlanPOL) Meeting Agenda

Tuesday, October 17, 2023 | 1:30 p.m. – 3:00 p.m.

Remote Meeting Information:

- Link to the video conference and view the screen share:
<https://us06web.zoom.us/j/86885116722>.
If you are joining by video, please add your affiliation after your name.
- To participate by phone only: Dial 253-215-8782 and enter the Webinar ID: 868 8511 6722
- To participate in/view webinar in person: The webinar will be streamed in Chambers at the Norm Dicks Government Center at 345 6th Street, Bremerton, WA 98337.

Meeting Objectives:

- Discuss draft 2024 KRCC Land Use Work Plan.

1. Welcome, Introductions, and Meeting Objectives

2. Committee Updates and Action Items

- Old Business
 - **ACTION:** Approve the draft [April 18 PlanPOL Meeting Summary](#) Page 2

3. New Business and Work in Progress

- Update on LUTAC's recent discussions
- Review [draft 2024 KRCC Land Use Work Plan](#) Page 6

4. Administrative Agenda

- Standing Item: Affordable housing round-robin
- This is the final PlanPOL meeting of 2023.

5. Wrap Up

- Summarize key decisions and action items

6. Public Comments

7. Adjourn



**Kitsap Regional Coordinating Council (KRCC)
Land Use Policy Committee (PlanPOL) Meeting Summary**

April 18, 2023 Meeting | 12:30 – 2:00 PM

Draft v. 10/2/23

Key Decisions		
<ul style="list-style-type: none">PlanPOL approved the March 21, 2023 PlanPOL meeting summary as final.PlanPOL recommended that the draft housing allocations move forward to the KRCC Board.		
Action Items	Who	Status
1. Post the approved March 21 PlanPOL summary on the KRCC website.	KRCC Staff	Complete

A. WELCOME AND INTRODUCTIONS

Sophie Glass, KRCC Program Director, welcomed participants to the meeting. See Attachment A: Meeting Attendees for a list of PlanPOL members and observers.

B. COMMITTEE UPDATES AND ACTION ITEMS

March 21, 2023 PlanPOL Meeting Summary: PlanPOL members reviewed the meeting summary from the March 21 PlanPOL meeting. Mayor Putaansuu moved to approve the summary. Mayor Wheeler seconded. The summary was approved without objection. KRCC staff will post the approved summary on the KRCC website.

C. NEW BUSINESS AND WORK IN PROGRESS

Review Draft Housing Allocations and Methodology: Sophie shared a memo summarizing the Land Use Technical Advisory Committee's (LUTAC) recommended housing allocation approach and process. The memo is available in the [April 18 PlanPOL packet](#), page 7. Sophie also shared the draft housing allocations, which are available in the packet on page 9. She reminded PlanPOL members that they had the opportunity to initially review these documents during the March 21 PlanPOL meeting.

PlanPOL members shared the following comments:

- Councilmember Hytopoulos shared that she discussed the draft housing allocations and methodology with the Bainbridge Island City Council. The consensus among the Council was to move the draft housing allocations forward. However, some Councilmembers expressed concern that the allocations will not be viable because they are not tailored to Bainbridge Island's unique conditions. In particular, Bainbridge Councilmembers were concerned whether zoning to accommodate these allocations would require the City to build a new sewage treatment plant, which would be infeasible at this time.
- Mayor Putaansuu shared that each jurisdiction is concerned about whether the housing allocations are achievable. He emphasized that the purpose of this work is to recognize the need.

- Commissioner Walters reiterated the concern about recognizing the housing need. She also expressed concern about infrastructure planning that is required to support additional housing, as well as the mismatch between housing allocations and population targets.
- Councilmember Hytopoulos expressed the importance of clarifying the nuances of this discussion when going forward to the KRCC Board. She emphasized that this is not a firm endorsement, but an acknowledgement that it is the only option, and that housing is an important need.
- Mayor Wheeler emphasized that PlanPOL should not recommend discussion at the full Board to consider alternatives. While each jurisdiction has concerns with the housing allocations, there is no alternative. During the comment period at the Board meeting, each jurisdiction can go on the record naming their concerns. Other PlanPOL members expressed agreement with this approach.
- Councilmember Quitslund affirmed that HB 1220 is good public policy, and the question is about how to translate these policy declarations at the state level down to the local level. He acknowledged that the objective is aspirational, and places like Bainbridge Island may fall short in implementation, but that it is important to keep the goals behind the policy in mind.
- Chairman Sullivan shared that housing issues are very important to the Port Gamble S'Klallam Tribe. The Tribe is working on expanding its housing for the first time in 15 years. In the next five years, the Tribe expects to have more housing available to members. This will impact other issues that affect the whole community, such as schools and traffic. The Tribe is working on identifying solutions to these issues, in coordination with partners in Kingston, Hansville, and the surrounding community. Chairman Sullivan emphasized that the Port Gamble S'Klallam Tribe aims to do whatever it can to help and partner with other communities on this important issue.
- Alison O'Sullivan noted that, although communities have a large burden regarding additional housing expectations, they cannot circumvent the Growth Management Act or its expectations. She shared that both Tribes have submitted comments on proposed Comprehensive Plan amendments that explain their positions. The Suquamish Tribe is in a different position than the Port Gamble S'Klallam Tribe because the Suquamish Tribe's reservation is checkerboarded, with less than half of the parcels owned by the Tribe or Tribal members. Any changes that would occur within reservation boundaries would not be appropriate unless they were fully supported by the Suquamish Tribe.
- Chairman Sullivan expressed agreement with Alison and noted that the Port Gamble S'Klallam Tribe has provided comments regarding growth management issues in the past and will continue to do so in the future.
- Marla Powers concurred with Chairman Sullivan and Alison and noted that some of the Port Gamble S'Klallam Tribe's comments to Kitsap County regarded issues relating to housing, urban growth areas, and incorporation. She affirmed that housing is very important, and her department at the Port Gamble S'Klallam Tribe aims to be partners in helping address housing issues, including by participating in Kingston Housing and Homelessness Advisory Committee meetings.

PlanPOL members recommended that the draft housing allocations move forward to the KRCC Board.

Next Steps in the Housing Allocation Process: Sophie explained that if the KRCC Board approves the housing allocations, the allocations will be incorporated into jurisdictions' Comprehensive Plans. Jurisdictions will then work to integrate the housing allocations into their subarea plans and zoning policies.

D. ADMINISTRATIVE AGENDA

Affordable Housing Round Robin:

PlanPOL members did not share any updates.

Legislative Session Updates:

Mayor Putaansuu shared that HB 1110 regarding missing middle housing passed and was signed by the Governor. This bill has some implications to Kitsap jurisdictions, but the implications are not as large as they could have been. The bill regarding transit-oriented development did not make it out of session.

Sophie reminded PlanPOL members that the KRCC Board has invited legislators to attend the June Board meeting, so Board members will have the chance to discuss these bills and other topics with legislators directly.

Next PlanPOL Meeting: Sophie noted that the next PlanPOL meeting will be on June 20, 2023.

E. PUBLIC COMMENTS

There were no public comments at this meeting.

F. ADJOURN

The meeting adjourned at 1:00 p.m.

Attachment A: Meeting Attendees

NAME	JURISDICTION (ALPHABETICAL)
PLANPOL MEMBERS	
Councilmember Kirsten Hytopoulos	City of Bainbridge Island
Councilmember Jon Quitslund	City of Bainbridge Island
Mayor Greg Wheeler	City of Bremerton
Commissioner Katie Walters	Kitsap County
John Clauson	Kitsap Transit
Allison Satter	Naval Base Kitsap
Mayor Rob Putaansuu	City of Port Orchard
Chairman Jeromy Sullivan	Port Gamble S'Klallam Tribe
OBSERVERS	
HB Harper	City of Bainbridge Island
Andrea Spencer	City of Bremerton
Arne Bakker	Port of Bremerton
Ed Coviello	Kitsap Transit
Nicole Leaptrot-Figueras	Naval Base Kitsap
Marla Powers	Port Gamble S'Klallam Tribe
Jim Fisk	City of Port Orchard
Heather Wright	City of Poulsbo
Erika Harris	Puget Sound Regional Council
Alison O'Sullivan	Suquamish Tribe
Crystal Koch	<i>No affiliation listed</i>
STAFF	
Sophie Glass	KRCC Technical Director
Pauline Mogilevsky	KRCC Land Use Program Coordinator

Kitsap Regional Coordinating Council

2024 Work Plan, Scope of Work, and Budget Proposal

Draft v. 9/25/23

DRAFT



II. KRCC Land Use Program 2024 Work Plan Narrative

The proposed land use program work plan items for 2024 are outlined in the table below. KRCC staff will support the KRCC Board, Land Use Planning Policy Committee (PlanPOL), and Land Use Technical Advisory Committee (LUTAC) in completing these action items.

Legend: These work plans include the following activities represented by icons:



Research/Writing



Discussions at Meetings



Letters






Outreach



Requires KRCC Board Approval

Action Item	LUTAC's Role	PlanPOL's Role	Board's Role
KRCC			
1. Support each jurisdiction's periodic update to Comprehensive Plan, including incorporating housing allocations and adjusting population and employment targets with 2022 as a baseline.	Share resources, receive presentations from Commerce and others, hold a workshop focused on incorporating housing allocations.	Share resources, receive presentations from Commerce and others, hold a workshop focused on incorporating housing allocations.	Share resources, receive presentations from Commerce and others.
2. Maintain list of Centers of Growth in the Countywide Planning Policies, as defined by PSRC and KRCC.	Review applications for Centers of Growth designation.	Review applications for Centers of Growth designation.	Update the Countywide Planning Policies with new Centers of Growth.
3. Coordinate on jurisdictions' approaches to complying with new legislation.	Share resources, if applicable, receive presentations from Commerce and others.	Share resources, if applicable, receive presentations from Commerce and others.	Share resources, if applicable, receive presentations from Commerce and others.
Puget Sound Regional Council (PSRC) Involvement			
4. Advise on any relevant PSRC planning efforts.	Provide feedback to PSRC as appropriate.	Provide feedback to PSRC as appropriate.	Provide feedback to PSRC as appropriate.
KRCC Operations			
5. Ensure messaging consistency between policy and technical committees.	KRCC staff will serve as the liaison.	PlanPOL meetings have LUTAC updates as standing agenda items.	Board meetings have PlanPOL and LUTAC updates as standing items.

Action Item		LUTAC's Role	PlanPOL's Role	Board's Role
Other				
6.	Coordinate on annexations and develop the annual annexation report.	 LUTAC develops a draft annual annexation report.	 PlanPOL reviews the draft annual annexation report.	 KRCC Board approves the annual annexation report.

Triangle Associates Scope of Work: Land Use Program

II.A. Land Use Planning Policy Committee (PlanPOL) Facilitation and Coordination

To support the KRCC PlanPOL, Triangle will provide a Land Use Program Lead who will report to the Program Director.

The Land Use Lead will be responsible for drafting PlanPOL meeting agendas in coordination with PlanPOL and the Executive Committee, gathering and compiling meeting materials, and sending packets to PlanPOL at least 5 days before meetings. Triangle will also be responsible for providing staff for posting meeting information on the KRCC website, notetaking, drafting meeting summaries, as well as tracking and implementing action items prior to and following each meeting.

Staff	Meetings	Sub-Task Deliverables	Assumptions
<ul style="list-style-type: none">Sophie GlassPauline Mogilevsky	<ul style="list-style-type: none">3 PlanPOL meetings	<ul style="list-style-type: none">Meeting agendas (draft and final)Meeting summaries (draft and final)Meeting materials as needed, including maintaining communications with PSRCReport outs to the KRCC Board in person	<ul style="list-style-type: none">Meetings will be 1.5-hours in durationMeetings will be held virtually with an option for members of the public to attend in person

II.B. Land Use Technical Advisory Committee (LUTAC) Facilitation and Coordination

To support the KRCC Board's Land Use Technical Advisory Committee (LUTAC), Triangle will provide a KRCC Land Use Program Lead who will report to the Program Director, provide staff support to LUTAC, and facilitate LUTAC meetings. The Land Use Program Lead will be responsible for drafting LUTAC agendas in coordination with the Program Director and LUTAC members, gathering and constructing meeting materials, and sending materials to LUTAC at least 5 days before LUTAC meetings. The Program Lead is also responsible for notetaking, drafting and finalizing meeting memos of action items and key discussion areas, as well as tracking and implementing action items following each meeting.

Staff	Meetings	Sub-Task Deliverables	Assumptions
<ul style="list-style-type: none">Sophie GlassPauline Mogilevsky	<ul style="list-style-type: none">4 LUTAC meetings	<ul style="list-style-type: none">Meeting agendas (draft and final)Meeting memo of action items and key discussion itemsRecommendations to PlanPOL developed by LUTAC	<ul style="list-style-type: none">Meetings will be 2-hours in duration and will be held virtually

V. 2024 Calendar of Expected Meetings

		January	February	March	April	May	June	July	August	September	October	November	December
Executive	Board* 1 st Tues. Time varies		Feb 6 Board Meeting TBD			May 7 Board Meeting TBD	Jun 4 Board Meeting TBD				Oct 1 Board Meeting TBD	Nov 5 Board Meeting TBD	Dec 3 Board Meeting TBD
	Executive Committee 3 rd Thurs. 11:00AM–1:00PM	Jan 18 Executive Committee Meeting	Feb 15 Executive Committee Meeting	Mar 14 Executive Committee Meeting	Apr 18 Executive Committee Meeting	May 16 Executive Committee Meeting	Jun 20 Executive Committee Meeting	Jul 18 Executive Committee Meeting (cancel if not needed)		Sept 19 Executive Committee Meeting	Oct 17 Executive Committee Meeting	Nov 21 Executive Committee Meeting	Dec 19 Executive Committee Meeting
Land Use	PlanPOL* 3 rd Tues. 1:30-3:00PM			Mar 19 PlanPOL Meeting			Jun 18 PlanPOL Meeting				Oct 15 PlanPOL Meeting		
	LUTAC 2 nd Thurs. 10:00-12:00PM		Feb 8 LUTAC Meeting		Apr 11 LUTAC Meeting					Sept 12 LUTAC Meeting		Nov 14 LUTAC Meeting	
Transportation	TransPOL* 3 rd Thurs. 3:00-4:30PM	Jan 18 TransPOL Meeting		Mar 21 TransPOL Meeting	Apr 18 TransPOL Meeting	Late May or Early June* TransPOL Meeting					Oct 17 TransPOL Meeting		
	TransTAC 2 nd Thurs. 1:30-3:00PM	Jan 11 TransTAC Meeting	Feb 8 TransTAC Meeting	Mar 14 TransTAC Meeting	Apr 4 (not 11) TransTAC Meeting	May 9 TransTAC Meeting				Sept 12 TransTAC Meeting			Dec 14 TransTAC Meeting
						Late May Project Selection Workshop							

KRCC Retreat Date: End of February 2024

Legislative Reception Date: TBD date

*The May or June TransPOL meeting will occur after the May KRCC Project Selection Workshop but before the June 4 KRCC Board meeting.