



Kitsap Regional Coordinating Council

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

KRCC Joint Board and Land Use Technical Advisory Committee Housing Allocation Study Session Agenda

v. 2/2/2023

Date: February 07, 2023

Time: 12:30 PM – 2:30 PM

Place: This meeting will be held primarily in person with virtual options.

In-Person option: Norm Dicks Government Center Chambers, 345 6th Street, Bremerton, WA 98337

Virtual option (if needed):

- To participate in the video conference remotely and view the screen share: <https://us06web.zoom.us/j/88278378408>. 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: 882 7837 8408

Note that this meeting will be recorded via Bremerton Kitsap Access Television (BKAT).

1. Welcome and Introductions

2. Chair's Comments

3. Consent Agenda (vote)

- A. **ACTION:** Approve the [12/06/2022 KRCC Board Meeting Summary](#) Page 3
- B. Review the November and December Executive Committee meeting summaries (Reference Packet page #2, #6)

4. Full Discussion/Action Items (vote)

- A. **ACTION:** Approve the [KRCC Board and Committee Roster for 2023](#) Page 11
 - i. Review the KRCC Executive Committee Appointments for 2023
- B. **ACTION:** Approve the [PSRC Board and Committee Roster for 2023](#) Page 12
- C. **ACTION:** Approve the [2022 Annual Annexation Report](#) Page 14

5. Presentation of Housing Allocations by the Department of Commerce

- A. [Overview of HB 1220 and Housing Allocations](#) Page 16
- B. Overview of Housing for All Planning Tool (HAPT)
- C. Implications for Comprehensive Planning

6. Discussion of Countywide Housing Allocations (presented by KRCC staff)

- A. Overview of policy considerations for a new [housing allocation methodology](#) Page 35
 - i. Discussion: What other considerations should be part of Kitsap's housing allocation methodology?
 - ii. Discussion: How can the housing allocations account for racial/social equity?
- B. Next steps

7. PSRC Board and Committee Reports*

- A. PSRC Committees and Boards Report (Reference Packet page #10) and other updates*

The KRCC Board meeting agendas are available prior to the meeting date online at www.kitsapregionalcouncil.org and available in large-print format upon request. If you need accessibility accommodations for this public meeting, please contact Sophie Glass at (360) 337-4960 or via email at sglass@kitsapregionalcouncil.org by 12 PM on the Wednesday before the meeting.



Kitsap Regional Coordinating Council

8. Corridor Committee Reports*

9. Staff Report

A. [Email recovery memo](#)

Page 42

B. [KRCC Income Statement*](#)

Page 43

10. Public Comment

11. KRCC Board Questions, Concerns, and Announcements

12. Adjourn

* Standing agenda item



Kitsap Regional Coordinating Council

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

DRAFT KRCC Board Meeting Summary

v. 1/27/2023

Date: **December 6, 2022**

Time: 10:15 am – 12:15 pm

Hybrid meeting with in-person participation at Norm Dicks Government Center Chambers and remote participation via Zoom

Decisions		
The KRCC Board approved: <ul style="list-style-type: none"> • 11/1 Board meeting summary • 2023-24 Contract with Triangle Associates • 2023 Updated Work Plan • 2023 Updated Calendar • 2023 Updated Budget • Appointment of 2023 KRCC Chair Greg Wheeler • Appointment of 2023 KRCC Vice Chair Joe Deets 		
Actions	Who?	Status
Explore opportunities for a Board meeting discussion focused on Economic Development	KRCC Executive Committee	In Progress
Add standing agenda item to Board meeting agendas for Housing Targets update	KRCC Staff	Complete
Inform KRCC staff of updates to appointments and contact information for representatives and alternates serving on KRCC and PSRC Boards and Committees	Board members and jurisdictions' staff	In Progress
Update KRCC Board and Committee rosters, email lists and meeting invitations as 2023 appointments are confirmed	KRCC Staff	In Progress
Update PSRC Board and Committee rosters as 2023 appointments are confirmed and share final list with PSRC staff	KRCC Staff	In Progress
Post legislative priorities handouts and Broadband presentation on KRCC website	KRCC Staff	Complete

1. Welcome and Introductions

KRCC Chair/Kitsap County Commissioner Rob Gelder welcomed the Executive Board to the hybrid meeting.

2. Chair's Comments

This was the final meeting of 2022 and the last meeting with Commissioner Gelder as Chair.

Celebrating 30 Years of Regional Cooperation

3. Consent Agenda

- Approve the November 1 Board meeting summary

Mayor Erickson moved to approve the November 1 Board meeting summary. Mayor Deets seconded. The summary was approved as drafted without objection.

- Review October Executive Committee meeting summary

The October Executive Committee meeting summary was included in the meeting's reference packet.

4. Full Discussion/Action Items

- Approve the 2023-2024 Contract with Triangle Associates

The draft 2-year contract is very similar to the previous contracts with Triangle Associates. The Kitsap County Prosecuting Attorney's Office reviewed this contract and did not suggest any significant changes.

Councilmember Stern moved to approve the 2023-2024 contract with Triangle Associates. Mayor Erickson seconded. The contract was approved as drafted without objection.

- Approve the updated 2023 KRCC Work Plan

The KRCC Executive Committee recommended adjusting the KRCC work plan, calendar, and budget that the KRCC Board had approved during their November 2022 meeting. These adjustments are largely to account for the housing target effort by LUTAC and PlanPOL, which will be more labor intensive and complex than originally estimated. The changes to the work plan and budget do not change the KRCC members' dues, since the 2023 KRCC dues were calculated based on the 2022 KRCC budget to allow for more consistent dues from year to year. Dues details are in the reference packet.

The Executive Committee will discuss Councilmember Stern's suggestion for a Board session focused on discussing economic development. Members requested a standing item be added to Board agendas during the first half of the year for housing targets updates.

Commissioner Strakeljahn moved to approve the 2023 updated KRCC work plan. Mayor Putaansuu seconded. The work plan was approved as drafted without objection.

- Approve the updated 2023 KRCC Calendar

Note that KRCC Board will meet at different times in different months.

Mayor Erickson moved to approve the 2023 updated KRCC calendar. Mayor Putaansuu seconded. The calendar was approved as drafted without objection.

- Approve the updated 2023 KRCC Budget

Mayor Erickson moved to approve the 2023 updated KRCC budget to reflect the modified scope of work. Mayor Deets seconded. The budget was approved as drafted without objection.

Celebrating 30 Years of Regional Cooperation

- Approve the 2023 KRCC Chair and Vice Chair

Director Clausen moved to approve the appointments of Mayor Greg Wheeler as 2023 KRCC Chair and Mayor Joe Deets as 2023 KRCC Vice Chair. Commissioner Garrido seconded. The 2023 Chair and Vice Chair were approved without objection.

- Review 2022 PSRC Board and Committee appointments

Per the KRCC Policies and Procedures manual, the KRCC Board will identify any potential vacancies on PSRC Boards and Committees during its December meeting and will fill these vacancies by the February KRCC Board meeting. Members were reminded to check with their jurisdictions and to notify KRCC staff of any updates to appointments or contact information. Mayor Putaansuu confirmed that Port Orchard appointments are for 2 years, so are likely to remain unchanged for 2023. The Chair noted that this was not an election year, there is likely to be little change for 2023.

- Review 2022 KRCC Board and Committee appointments

Per the KRCC Policies and Procedures manual, the KRCC Board will identify any potential vacancies on KRCC Boards and Committees during its December meeting and will fill these vacancies by the February KRCC Board meeting. Members were reminded to check with their jurisdictions and to notify KRCC staff of any updates to appointments or contact information. Updates shared included that Commissioner Ed Wolfe is retiring and newly elected Commissioner Katie Walters will represent Kitsap County on KRCC Board and Policy Committees.

- Debrief 2022 KRCC Legislative Reception

Members discussed their observations on what went well and what challenges came up at the November 30 Legislative Reception, which was held in person at The Point Casino. Two legislators and one congressional staff able to attend. Members also offered their suggestions for improving the event in the future. Thoughts shared included:

- Schedule conflicts including legislative caucus meetings, legislative session orientation, and seasonal events and illnesses made it difficult for legislators to attend.
- Desire to find optimal timing and format for legislator participation.
- Really inciteful to hear from Senators Rolfes and Randall in depth. Valuable and informative for them to have time to explain insights in more detail.
- Timing suggestions:
 - Meet earlier in the fall to prepare legislators for the upcoming legislative session (e.g. October)
 - Meet in the early summer so legislators can report on outcomes of legislative session
 - Meet in the early winter (e.g. December)
 - Later in the evening or on a weekend might be easier to fit into schedules since many council members are part time
 - Hold the reception as a Legislative Breakfast, with or without other Kitsap Boards
 - As part of regular KRCC Board meetings
- Ask legislators what timing and format would improve their ability to participate.
- Have a representative from Governor's office to discuss the Governor's proposed budget.

- Update on 2022 Triangle Annual Evaluation Survey

The Triangle evaluation survey has closed. Results will be reviewed by the Executive Committee and a summary and any suggested areas for improvement will be shared with KRCC staff at the 12/15 Executive Committee meeting.

Celebrating 30 Years of Regional Cooperation

5. KRCC Committee Reports

A. Land Use

LUTAC will meet on Thursday, December 8 to continue the housing targets conversation.

B. Transportation

There were no transportation updates at this time.

6. PSRC Board and Committee Reports

PSRC is putting out its own legislative agenda that speaks to climate change and housing affordability. PSRC continues to discuss the earned share distribution of federal funds, now looking at it with an equity lens which looks at precincts while considering communities of color and low-income communities throughout the region.

PSRC held a joint Board session on Nov 30 on Institutional and Structural Racism presented by PSRC Program Manager for Equity and Policy Initiatives, Charles Patton. The presentation was recorded. [Meeting materials](#) and [video recording](#) are available on the PSRC website.

Growth Management Policy Board had no updates since its November meeting did not include substantial action and the December meeting was canceled.

Transportation Policy Board has been working on a climate change work program and greenhouse gas strategy.

Commissioner Strakeljahn, who is Chair of the EDD Board, encouraged members to participate in the EDD Board meeting to be held December 7 in Seattle to help develop their 2023 work plan.

7. Corridor Committee Reports

- [SR 16](#)

Sedgwick/Highway 16 Interchange project is pivoting strategies. They have been advocating for compact roundabouts, but do not anticipate significant investments in transportation this legislative session. So, in the short term they are pivoting to ask for \$250,000 for signal upgrades as a temporary strategy that can reduce traffic management problems, but since it is unlikely to solve the problems entirely, they will continue to advocate for compact roundabouts to replace the signals in the future.

- [SR 104](#)

Automatic transportation management system funding is in place for 2023. The project anticipates a 2023 preliminary engineering phase that leads to construction in 2024.

- [Gorst Coalition](#)

Gorst Coalition is planning to continue work into the 2023 biennium to continue lobbying as they have done in the past. Four 2023 meetings are scheduled as placeholders.

Celebrating 30 Years of Regional Cooperation

- Corridor 305

The Corridor 305 Johnson Rd roundabout will be completed soon. The 305 Corridor Committee has asked WSDOT to recalculate all of the projects to consider the acceleration of construction costs in recent years. Kitsap Transit applied for funding to help with the park and ride portion of 305 corridor improvements and hopes to be presented to the legislature this session as part of a ranked list of priority projects to be considered for funding in the budget for the upcoming biennium.

- Corridor 303

Corridor 303 has been a big focus for City of Bremerton. The Warren Avenue bridge project is in the final stages of a feasibility study to determine a best option to improve mobility for pedestrians, cyclists, and automobile traffic.

8. KRCC Emergent and Countywide Issues

- FCC Broadband Map challenge process

The State Public Works Board, State Broadband Office, and Community Economic Revitalization Board (CERB) are the 3 agencies that funnel all legislative and federal monies for broadband, including those coming from the infrastructure bills and the Inflation Reduction Act. \$900 million in funding is anticipated to come into the state between 2023 and 2026 for broadband service improvements for unserved and underserved urban, suburban, and rural areas. The FCC broadband map shows areas reported by internet service providers as served, unserved, and underserved. The map indicates that 98% of Washington is served with full broadband capacity, which does not seem accurate for Kitsap County or throughout the state. Part of the issue is that the data is not granular enough, reporting that a whole county is served if parts of it are served and not getting down to the neighborhood-by-neighborhood level that is needed. There is a challenge period for this map that ends January 13. During that time, one method of challenging that data is to use the QR code provided to access a website where individuals can put in their address and see what the map says their service level is and challenge it if it does not seem accurate. Another method of testing real-time broadband capacity at a specific location is to use the “TestIT App” put out by the Association of Counties which populates a database with levels of service at a more granular level. Council member Stern encouraged all members to spread the word through their councils and get this information out to businesses, households, and organizations to encourage the public to participate in challenging this data to get a more accurate map for Washington which could result in substantial increases of broadband funding. The Governor’s Office, Department of Commerce, and National Association of Counties have made this a priority, recognizing that uneven access to broadband service is a significant accessibility and equity concern. In related news, Bremerton is wrapping up an 18-month telecommunications gap analysis that has produced data that will be useful to this challenge. A question was raised about whether KRCC or its member bodies have leverage to request a deeper review to challenge this process. Bremerton is willing to sign on to a letter in support of challenges. The state and national associations of Cities are actively discussing these issues as well. Presentation materials are available on the KRCC website at kitsapregionalcouncil.org/board-materials.

- Organizing a Kitsap County “Power Summit”

Director Clausen and Mayor Wheeler are working with Puget Sound Energy to put together a Kitsap County “Power Summit” to discuss issues around power production and transmission to provide for future power needs for the Kitsap region in light of regional growth, electrification of transportation and other factors.

Celebrating 30 Years of Regional Cooperation

- Legislative Priorities

Printed and digital copies of legislative priorities shared at the Nov 30 Legislative Reception by WSAC, AWC, Port Orchard, and City of Poulsbo were made available at this Board meeting. These handouts are available on the KRCC website at kitsapregionalcouncil.org/board-materials along with rest of the December 6 Board meeting materials.

9. Staff Report

- KRCC Income Statement

The income statement is included in the meeting packet.

10. Public Comment

An opportunity for public comment was offered. There were no public comments.

11. KRCC Board Questions, Concerns, and Announcements

The breakwater at Port Orchard needs to be replaced. Port Orchard is supporting the Port of Bremerton in requests for funding for this project. The breakwater and Tribal access had to be shut down recently because the structure is falling apart.

Amelia's Hangar restaurant will be opening around January 1 with a Grand Opening celebration in the works later in the year.

Commissioner Ed Wolfe's farewell party will be held at 2 pm on December 7. Comments and appreciations will begin around 2:30. Members expressed congratulations and well wishes to Commissioner Wolfe, thanks for his years of service, and appreciation for the deep expertise he has shared on many topics.

Mayor Erickson expressed congratulations to North Kitsap High School in Poulsbo on their state championship football victory.

12. Adjourn

Meeting adjourned at 11:19 AM.

Celebrating 30 Years of Regional Cooperation

Appendix A – Board Members in Attendance

Jurisdiction	Board Member	In Attendance?
Bainbridge Island		
	Mayor J. Deets	present
	Council Member L. Schneider	present
Bremerton		
	Mayor G. Wheeler (Vice Chair)	present
	Council Member D. Frey	
	Council Member J. Coughlin	present
Kitsap County		
	Commissioner R. Gelder (Chair)	present
	Commissioner C. Garrido	present
	Commissioner E. Wolfe	present
Kitsap Transit		
	Director J. Clauson	present
Naval Base Kitsap		
	Captain R. Massie	present
	Allison Satter (alt.)	present
Port Gamble S'Klallam Tribe		
	Chairman J. Sullivan	
Port of Bremerton		
	Commissioner A. Strakeljahn	present
	Commissioner G. Anderson (alt.)	
	Commissioner C. Bozeman (alt.)	
Port of Kingston		
	Commissioner M. McClure	present
	Commissioner S. Heacock (alt.)	
Port Orchard		
	Mayor R. Putaansuu	present
	Council Member J. Rosapepe (alt.)	
	Council Member Mark Trenary (alt.)	
Poulsbo		
	Mayor B. Erickson	present
	Council Member E. Stern	present
Suquamish Tribe		
	Council Chair L. Forsman	present
	Council Member J. Mills (alt.)	
Other		
WSDOT	JoAnn Schueler	
WSDOT	Gaius Sanoy (alt.)	
WSF		
Dept. of Commerce		

Celebrating 30 Years of Regional Cooperation

Appendix B – Non-Board-Member Participants

Affiliation	Name
KRCC Facilitation Team	
KRCC Program Lead	Sophie Glass
KRCC Administrative Coordinator	Cheryl Klotz
KRCC Transportation Program Lead	Claire Wendle
KRCC Land Use Program Lead	Pauline Mogilevsky
Presenters	

DRAFT 2023 KRCC Committee Roster v. 2.2.23
Representatives and alternates in black text have been updated for 2023.
Those in grey text served in 2022. KRCC staff needs confirmation/updates for 2023.

Jurisdiction (alphabetical)	Executive Board	Executive Committee	PlanPOL	TransPOL	LUTAC	TransTAC
Bainbridge Island	Councilmember J. Deets (V. Chair) Councilmember L. Schneider	Councilmember J. Deets (V. Chair)	Councilmember K. Hytopoulos Councilmember J. Quitslund (alt.)	Councilmember L. Schneider Councilmember J. Quitslund (alt.)	Jennifer Sutton HB Harper Patty Charnas	Chris Wierzbicki Chris Munter (alt.)
Bremerton	Mayor G. Wheeler (Chair) Council Member D. Frey Council Member M. Goodnow	Mayor G. Wheeler (Chair)	Mayor G. Wheeler Council Member M Goodnow (alt.)	Mayor G. Wheeler Council Member D. Frey (alt.)	Andrea Spencer	Shane Weber Vicki Grover (alt.) Ned Lever (alt.)
Kitsap County	Commissioner R. Gelder Commissioner C. Garrido Commissioner K. Walters	Commissioner R. Gelder Commissioner C. Garrido (alt.)	Commissioner C. Garrido Commissioner K. Walters (alt.)	Commissioner R. Gelder Commissioner C. Garrido (alt.)	Jeff Rimack Eric Baker Colin Poff	David Forte Andrew Nelson Joe Rutan (alt.)
Kitsap Transit	Director J. Clauson		Director J. Clauson Steffani Lillie (alt.)	Director J. Clauson Steffani Lillie (alt.)	Ed Coviello	Steffani Lillie Ed Coviello (alt.)
Naval Base Kitsap	Captain John Hale Allison Satter (alt.)		Nicole Leaptrot-Figueras	Nicole Leaptrot-Figueras	Nicole Leaptrot-Figueras	Nicole Leaptrot-Figueras
Port Gamble S'Klallam Tribe	Chairman J. Sullivan		Chairman J. Sullivan	Chairman J. Sullivan	Barrett Schmanska Marla Powers (alt.)	Barrett Schmanska Marla Powers (alt.)
Port of Bremerton	Commissioner A. Strakeljahn Commissioner G. Anderson (alt.) Commissioner C. Bozeman (alt.)	Commissioner A. Strakeljahn	Commissioner C. Bozeman Commissioner G. Anderson (alt.) Commissioner A. Strakeljahn (alt.)	Commissioner A. Strakeljahn Commissioner G. Anderson (alt.) Commissioner C. Bozeman (alt.)	Arne Bakker	Arne Bakker
Port of Kingston	Commissioner M. McClure Commissioner S. Heacock (alt.)		Commissioner S. Heacock Commissioner M. McClure (alt.)	Commissioner M. McClure Commissioner L. Gronnvoll (alt.)		
Port Orchard	Mayor R. Putaansuu Council Member J. Rosapepe (alt.) Council Member M. Trenary (alt.)	Mayor R. Putaansuu	Mayor R. Putaansuu Council Member J. Rosapepe (alt.)	Mayor R. Putaansuu Council Member J. Rosapepe (alt.)	Nick Bond Jim Fisk	Chris Hammer
Poulsbo	Mayor B. Erickson Council Member E. Stern	Mayor B. Erickson	Mayor B. Erickson Council Member C. Lord (alt.)	Mayor B. Erickson Council Member Stern (alt.)	Heather Wright	Diane Lenius Josh Ranes Michael Bateman (alt.)
Suquamish Tribe	Council Chair L. Forsman Council Member J. Mills (alt.)		Council Chair L. Forsman Council Member J. Mills (alt.)	Council Chair L. Forsman Council Member J. Mills (alt.)	Alison O'Sullivan	Alison O'Sullivan
Other						
PSRC			Paul Inghram	Kelly McGourty	Liz Underwood-Bultmann, Erika Harris	Kelly McGourty, Kalon Thomas
WSDOT	George Mazur			George Mazur	Yvette Liufau	George Mazur
WSDOT	Ashley Carle (alt.)			Ashley Carle (alt.)		Ashley Carle (alt.)
WSDOT						Jennifer Barnes
WSF						Stephanie Circovich
WA Dept. of Commerce					Catherine McCoy	
KEDA					Joe Morrison	

2023 Puget Sound Regional Council (PSRC) and Corridor Committee Appointments for the Kitsap Regional Coordinating Council (KRCC)

DRAFT v. 2.1.23

Below is a list of 2022 KRCC appointees serving on PSRC Boards. This list also includes KRCC appointees on corridor committees.

Reminder: Always check the KRCC website for the most up to date information. <http://www.kitsapregionalcouncil.org/>

Representatives and alternates in **black text** have been updated for 2023.

Those in **grey text** served in 2022. KRCC staff needs confirmation/updates for 2023.

	Jurisdiction	Representative	Alternate(s)
PSRC Boards	Economic Development District Board (EDD)		
	Kitsap County	Charlotte Garrido	Katie Walters
	Kitsap Other Cities**	Ed Stern (Poulsbo)	Shawn Cucciardi (Port Orchard)
	Suquamish Tribe	Leonard Forsman	Luther "Jay" Mills
	Port of Bremerton	Axel Strakeljahn	Gary Anderson
	Bremerton	Greg Wheeler	Jeff Coughlin
	Executive Board		
	Kitsap County	Charlotte Garrido	Rob Gelder
	Kitsap Other Cities**	Becky Erickson (Poulsbo)	Joe Deets (Bainbridge)
	Port of Bremerton	Axel Strakeljahn	Gary Anderson
	Bremerton	Greg Wheeler	Jeff Coughlin
	Port Orchard	Rob Putaansuu	Jay Rosapepe
	Growth Management Policy Board (GMPB)		
	Kitsap County	Katie Walters	Rob Gelder
	Kitsap Other Cities**	Jon Quitslund (Bainbridge)	Joe Deets (Bainbridge)
	Suquamish Tribe	Rob Purser	Tom Ostrom
	Bremerton	Greg Wheeler	Jeff Coughlin
	Operations Committee (OC)		
	Kitsap County/Cities*	Becky Erickson (Poulsbo)	Rob Gelder (Kitsap County)
	Transportation Policy Board		
	Kitsap County	Rob Gelder	Charlotte Garrido
	Other Cities**	Rob Putaansuu (Port Orchard)	Leslie Schneider (Bainbridge)
	Kitsap Transit	Becky Erickson (Poulsbo)	John Clauson
	Ports	(filled)	Cary Bozeman
	Suquamish Tribe	Luther "Jay" Mills	Leonard Forsman
	Bremerton	Greg Wheeler	Jeff Coughlin
	Rotating Alternate		
Other Cities** (for Policy Boards)	Brenda Fantroy-Johnson (Bainbridge)		
Corridor Committees	SR 305		
	Kitsap County		Rob Gelder
	Poulsbo		Becky Erickson
	Suquamish Tribe		Leonard Forsman
	Kitsap Transit		John Clauson
	Bainbridge Island		Joe Deets
	SR 16		
	Kitsap County		Charlotte Garrido
	Port Orchard		Rob Putaansuu
	Port of Bremerton		Axel Strakeljahn
	Kitsap Transit		John Clauson
	SR 104		
	TBD		TBD

*Selected from PSRC Executive Board meetings

**"Other cities" seats are shared by 3 cities (Bainbridge, Port Orchard, Poulsbo) and rotated among them year to year.

2023 Puget Sound Regional Council (PSRC) Appointments for the Kitsap Regional Coordinating Council (KRCC)

DRAFT v. 2-1-23

Below is a list of 2022 KRCC appointees serving on PSRC Committees.

Reminder: Always check the KRCC website for the most up to date information. <http://www.kitsapregionalcouncil.org/>

Representatives and alternates in **black text** have been updated for 2023.

Those in **grey text** served in 2022. KRCC staff needs confirmation/updates for 2023.

	Jurisdiction	Representative	Alternate(s)
PSRC Committees	Bicycle/Pedestrian Advisory Committee		
	Kitsap County	David Forte	Melissa Mohr
	Bremerton	Chris Dimmitt	Vicki Grover
	Other Cities**	Chris Wierzbicki (Bainbridge Island)	Anthony Burgess (Poulsbo)
	Regional FTA Caucus		
	Kitsap Transit	Steffani Lillie	Jeff Davidson
	Regional Project Evaluation Committee		
	Kitsap Other Cities**	Diane Lenius (Poulsbo)	
	Kitsap County	David Forte	Joe Rutan
	Port of Bremerton	Fred Salisbury	Arne Bakker
	Bremerton	Shane Weber	Ned Lever; Chris Dimmitt
	Kitsap Transit	Steffani Lillie	Jeff Davidson
	Regional Staff Committee		
	Kitsap County	Eric Baker	Jeff Rimack
	Other Cities**	Nick Bond (Port Orchard)	Patty Charnas (Bainbridge Island)
	At Large	Heather Wright (Poulsbo)	Patty Charnas (Bainbridge Island)
	Transit	Ed Coviello	
	Bremerton	Andrea Spencer	Garrett Jackson
	Economic Development Rep	Joe Morrison (KEDA)	
	Regional Traffic Operations Committee		
	Kitsap Other Cities**	Chris Hammer (Poulsbo)	
	Kitsap County	Joe Rutan	
	Bremerton	Vicki Grover	Chris Dimmitt
	Kitsap Transit	Steffani Lillie	
	Regional Transportation Demand Management Committee		
	Kitsap Other Cities** or Kitsap County	Chris Hammer (Poulsbo)	
	Bremerton	Cathy Bonsell	Vicki Grover
	Kitsap Transit	Lindsay Kuiphoff	Steffani Lillie
	Regional TransTAC Chairs Committee		
	KRCC TransTAC	Steffani Lillie (Kitsap Transit)	David Forte (Kitsap County)
	Transportation Operators Committee		
	Kitsap Transit	Steffani Lillie	Ed Coviello
	Freight Advisory Committee		
Bremerton	Vicki Grover	Shane Weber	
Kitsap County	David Forte		
Port of Bremerton	Fred Salisbury		
Regional Intelligent Transportation System Committee			
Bremerton	Vicki Grover	Shane Weber	

**"Other cities" seats are shared by 3 cities (Bainbridge, Port Orchard, Poulsbo) and rotated among them year to year.



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC) 2022 Annual Annexation Report

Draft v. 12/31/22

The KRCC Land Use Technical Advisory Committee (LUTAC) is responsible for providing an annual annexation report to the KRCC Executive Board.

From January 1, 2022 through December 31, 2022, there have been no annexations of unincorporated Kitsap County into any of the existing jurisdictions.



KITSAP REGIONAL COORDINATING COUNCIL

EXECUTIVE BOARD MEETING

February 7, 2023

OVERVIEW OF HOUSING ALLOCATION AND IMPLICATIONS ON COMPREHENSIVE PLANNING

Department of Commerce

HB 1220: Housing Element Updates

Laura Hodgson

SENIOR PLANNER

02/07/2023



Washington State
Department of
Commerce

v1.4

We strengthen communities



HOUSING AND HOMELESSNESS



INFRASTRUCTURE AND BROADBAND



SMALL BUSINESS ASSISTANCE



ENERGY



PLANNING AND TECH ASSISTANCE



COMMUNITY SERVICES AND FACILITIES



CRIME VICTIMS AND PUBLIC SAFETY



ECONOMIC DEVELOPMENT

Agenda

- HB 1220 Requirements and Project Timeline
- Allocation Guidance
- Other Guidance Material

HB 1220 Requirements

Orange text: Commerce
Pink text: Projected Housing Needs (a-d)
Blue text: Racially Disparate Impacts (e-h)

Requires **Commerce to provide projected housing needs to local governments by income bracket and for permanent supportive housing (PSH) and emergency housing**

Local housing element to:

- Conduct an **inventory and analysis of all housing needs** – to include housing needs by income, PSH and emergency housing
- **Identify sufficient capacity of land** for identified housing needs
- **Make adequate provisions for all housing needs**, including “document barriers to housing availability such as gaps in local funding, development regulations, etc.”
- Identify **local policies and regulations that result in racially disparate impacts, displacement, and exclusion** in housing and
- **Identify and implement policies and regulations to undo them**
- **Identify areas at higher risk of displacement and establish anti-displacement policies**

Update on the Project

Deliverable	Publication Date
Public Review Draft of Allocation Guidance	July 2022
Public Review Draft of Projection Methodology & Draft Tool	October 2022
Public Review Draft of Land Capacity	December 2022
Public Review Draft of Adequate Provisions	January 2023
Final Projected Housing Needs & Allocation Guidance	Feb 27 or 28, 2023
Final Land Capacity & Adequate Provisions Guidance	Mid-April 2023
Webinar 1 on Projected Housing Needs & Allocation	March 2023
Webinar 2 on Land Capacity & Adequate Provisions	End of April 2023

Housing Needs and Allocation Guidance

- Commerce is developing projected housing needs by income bracket, including permanent supportive housing (PSH) and Emergency Housing (EH)
- Projected housing needs will be developed at a countywide level
- Counties and cities will need to decide how to divide up the need, just as they do population
- Commerce developed Allocation Guidance and a tool (Housing for All Planning Tool or HAPT) to help communities do this work

Housing Units by Income Band	Area Median Income (AMI)
Emergency housing/shelters	NA
Extremely low:	0-30% AMI, including some PSH*
Very low	31-50%
Low	51-80%
Moderate	81-120%
Other	Above 120%

*PSH = permanent supportive housing

Allocation Tool

Housing Needs Projections for Selected County, Projection Year, and Population Target

Complete Steps 1, 2, and 3 to access countywide projections

Step 1
Select a County
Kitsap ✓

Step 2
Select a Projection Year
2044 ✓

Step 3
Enter Population Target in Range
346,385 ✓

Table 1: OFM GMA Population Projections, 2044

Kitsap County Projected Population, 2044

	Low	Medium	High	VISION 2050
Projected Population (2044)	281,339	324,969	412,109	344,137

Table 2: Projected Countywide Housing Needs Based on User Inputs

Kitsap County

Population Target = 346,385

	Total	Affordability Level (% of Area Median Income)						Emergency Housing/Shelter Beds	
		0-30%	30-50%	50-80%	80-100%	100-120%	120%+		
Total Future Housing Needed (2044)	143,736	11,373	1,901	17,126	38,422	21,661	14,366	38,886	2,079
Estimated Housing Supply (2020)*	110,914	4,123	114	11,737	33,907	19,338	12,078	29,617	481
Net New Housing Needed (2020-2044)	32,822	7,250	1,787	5,389	4,515	2,324	2,288	9,270	1,598

* Note: Supply of PSH in 2020 is beds. However, projections of Net New Housing Needed (2020-2044) are in housing units. See Overview tab for details.

- Instructions:**
- **Step 1:** Select a county; **Step 2:** select projection year
 - Next, Table 1 will present OFM GMA population projections for your county and year inputs. For PSRC counties, selecting projection year 2044 will also present VISION 2050 population projections.
 - **Step 3:** Enter your county's population target. This is the total population projected for the selected year. The value must be within the range shown in Table 1.
 - After completing Step 3, Table 2 will present projected countywide housing needs based on the user inputs.

Allocation Tool

- **Allocation tool provides two frameworks for allocating housing needs**
 - **Method A: Focuses on new growth.** The same shares of new housing growth are affordable in every jurisdiction. (“Everyone does the same thing”)
 - **Method B: Focuses on the planning horizon year.** The same shares of total housing stock in 2044 are affordable in every jurisdiction. (“Everyone tries to reach the same goal”)
- **The county may use any method it wants to allocate housing needs, so long as it meets minimum requirements in the guidance**
- **The tool is intended as a starting point for discussion**
- **Commerce recommends using Allocation Method A if no other alternative is selected**

Allocation Tool: Method A

Kitsap County	Projection Year: 2044 Population Target = 346,385		Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Temporary)		
	Total	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%				
		Non-PSH	PSH									
	Countywide Estimated Housing Supply (2020)	110,914	4,123	114	11,737	33,907	19,338	12,078	29,617	481		
	Countywide Additional Units Needed (2020-2044)	32,822	7,250	1,787	5,389	4,515	2,324	2,288	9,270	1,598		
	Sum of Allocation to Jurisdictions (from User Inputs)	32,822	7,250	1,787	5,389	4,515	2,324	2,288	9,270	1,598		
		100.00% Met Target	<-- Sum of user inputs for jurisdiction shares of county future net housing need. If below 100%, increase shares. If above 100%, decrease shares.									
User Input - % Share of County Population Growth. Values must sum to 100%			Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Temporary)		
	Total	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%				
		Non-PSH	PSH									
43.66 %	Unincorporated Kitsap County	Estimated Housing Supply (2020)	69,987	1,802	8	7,334	21,047	13,531	7,815	18,450	153	
		Allocation Method A (2020-2044)	14,330	3,165	780	2,353	1,971	1,015	999	4,047	698	
6.39 %	Bainbridge Island city	Estimated Housing Supply (2020)	11,251	331	0	331	788	1,150	2,073	6,578	0	
		Allocation Method A (2020-2044)	2,097	463	114	344	289	148	146	592	102	
28.63 %	Bremerton city	Estimated Housing Supply (2020)	18,351	1,346	106	3,030	8,960	2,496	879	1,534	316	
		Allocation Method A (2020-2044)	9,397	2,076	512	1,543	1,293	665	655	2,654	458	
14.84 %	Port Orchard city	Estimated Housing Supply (2020)	6,209	288	0	619	2,051	1,246	717	1,288	11	
		Allocation Method A (2020-2044)	4,871	1,076	265	800	670	345	339	1,376	237	
6.48 %	Poulsbo city	Estimated Housing Supply (2020)	5,116	356	0	422	1,062	915	594	1,767	1	
		Allocation Method A (2020-2044)	2,127	470	116	349	293	151	148	601	104	
						27.5%	16.4%	13.8%	7.1%	7.0%	28.2%	City share

Allocation Tool: Method A

Kitsap County

User Input - % Share of County Population Growth. Values must sum to 100%

43.66 %	Unincorporated Kitsap County
6.39 %	Bainbridge Island city
28.63 %	Bremerton city
14.84 %	Port Orchard city
6.48 %	Poulsbo city

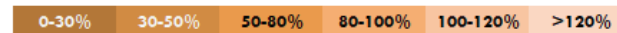
Distribution of Estimated Units by Affordability Level (2020) - Countywide



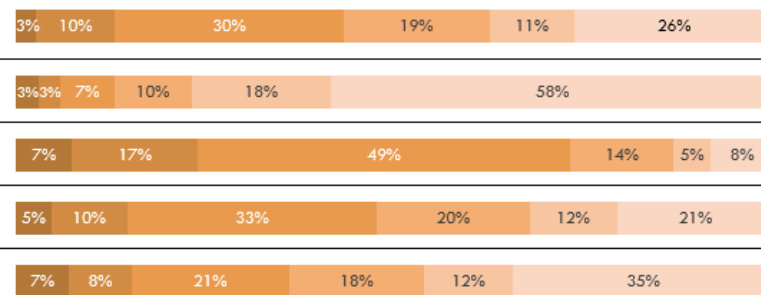
Distribution of Units Needed in 2044, Countywide



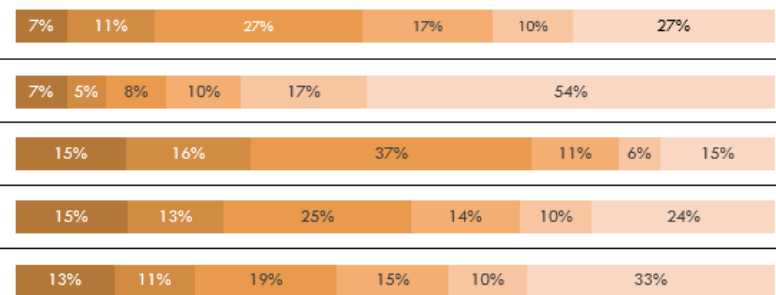
Income Level (% of Area Median Income)



Distribution of Estimated Units by Affordability Level (2020) - JURISDICTIONS



Distribution of Units in 2044, Based on Allocation of Need



Allocation Tool: Method B

Projection Year: 2044
Population Target = 346,385

Permanent Housing Needs by Income Level (% of Area Median Income)

	Total	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%
		Non-PSH	PSH					
Countywide Estimated Housing Supply (2020)	110,914	4,123	114	11,737	33,907	19,338	12,078	29,617
Countywide Total Housing Needs(2044)	143,736	11,373	1,901	17,126	38,422	21,661	14,366	38,886
Countywide Additional Units Needed (2020-2044)	32,822	7,250	1,787	5,389	4,515	2,324	2,288	9,270
Sum of Allocation to Jurisdictions (from User Inputs)	32,822	7,250	1,787	5,389	4,515	2,324	2,288	9,270

Emergency Housing Needs (Temporary)
481
2,079
1,598
1,598

100.00% Met Target <-- Sum of user inputs for jurisdiction shares of county future net housing need. If below 100%, increase shares. If above 100%, decrease shares.

User Input - % Share of County Population Growth

<-- Note: these shares are tied to user inputs from Allocation Method A sheet

Income Level (% of Area Median Income)

	Total	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%
		Non-PSH	PSH					
Unincorporated Kitsap County	69,987	1,802	8	7,334	21,047	13,531	7,815	18,450
Allocation Method B (2020-2044)	14,330	4,869	1,107	2,712	1,492	-824	613	4,361
Bainbridge Island city	11,251	331	0	331	788	1,150	2,073	6,578
Allocation Method B (2020-2044)	2,097	725	177	1,259	2,780	862	-739	-2,967
Bremerton city	18,351	1,346	106	3,030	8,960	2,496	879	1,534
Allocation Method B (2020-2044)	9,397	850	261	276	-1,542	1,686	1,895	5,973
Port Orchard city	6,209	288	0	619	2,051	1,246	717	1,288
Allocation Method B (2020-2044)	4,871	589	147	701	911	424	390	1,709
Poulsbo city	5,116	356	0	422	1,062	915	594	1,767
Allocation Method B (2020-2044)	2,127	217	96	441	874	177	130	193

Emergency Housing Needs (Temporary)
153
1,067
0
193
316
85
11
149
1
104

9.2% 11.9% 26.7% 15.1% 10.0% 27.1% City share

Other Allocation Options

- Apply manual adjustments to the values by copying and pasting values into an Excel document
- Incorporate new quantitative criteria using a weighted system
- Regardless of approach, users must make sure total housing needs of the county and cities add up to total countywide housing need for each income band
- Other PSRC jurisdictions:
 - King County – recommending Option “C” (Focus on new growth adjusted for local factors: share of affordable housing and share of low-wage jobs to low-wage workers)
 - Snohomish County – leaning towards their own Option “C” (Focus on new growth adjusted for amount of affordable housing currently in each jurisdiction)
 - Pierce County – leaning towards Option B

Land Capacity

(2)(c) Identifies **sufficient capacity of land** for housing including, but not limited to:

- government-assisted housing,
- housing for **moderate, low, very low, and extremely low-income households,**
- manufactured housing,
- multifamily housing,
- group homes,
- foster care facilities,
- **emergency housing, emergency shelters,**
- **permanent supportive housing, and**
- **within an urban growth area boundary, consideration of duplexes, triplexes, and townhomes;**

Possible Land Capacity Findings

- **Jurisdictions will likely find they don't have enough capacity for lower-income housing needs**
 - Result: Will need to add more zoning capacity for higher density housing types, that are generally more affordable
- **Rural areas do not support lower-income housing needs due to lot sizes and restrictions on type of housing**
 - Result: Growth will need to be directed into cities, unincorporated urban growth areas, and rural areas with infrastructure
- **Areas that were not planned to be served by infrastructure may need attention in capital facilities plan to reach needed capacities**

Adequate Provisions

“Makes adequate provisions for existing and projected needs of all economic segments of the community, including:

- (i) Incorporating consideration for low, very low, extremely low, and moderate-income households;
- (ii) Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;
- (iii) Consideration of housing locations in relation to employment location; and
- (iv) Consideration of the role of accessory dwelling units in meeting housing needs.”

(b) Documenting programs and actions

RCW 36.70A.070(2)(d)
(ii) "Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations"

Recommended minimum standard:

1. Review housing production trends to determine if a barrier exists (If yes, then proceed to next step)
2. Gather information to determine what kind(s) of barriers exist
3. Identify and document appropriate programs and actions to overcome each barrier identified

Next steps for jurisdictions

Allocate countywide housing needs by income bracket

- Recommend counties use existing coordination process for allocating
- Agree on projected housing needs allocation

Accommodate allocations by income bracket (land capacity)

- Identify capacity for allocated housing needs by income bracket
- Make adjustments to zoning to accommodate housing needs

Document programs and actions needed to achieve housing availability

- Review other regulations, fee structures, incentives, etc. which influence housing

Update comprehensive plan policies and regulations



Washington State
Department of
Commerce

www.commerce.wa.gov



Questions?

Laura Hodgson

SENIOR PLANNER

Laura.Hodgson@commerce.wa.gov

360.764.3143

DISCUSSION OF KITSAP COUNTYWIDE HOUSING ALLOCATIONS WITHIN GROWTH TARGETS

KRCC Staff

OTHER COUNTIES' EFFORTS



Kitsap

Initial stages

Developing own methodology



King County

King

Late stages

Refining housing allocations from 2021 CPP



Pierce County

Pierce

Assessing Commerce's methodologies



Snohomish County

Snohomish

Late stages

Final review of draft housing allocations

OVERVIEW OF HOUSING ALLOCATION METHODOLOGIES

Methodology A

Methodology B

Methodology C:
*To Be Developed by
Kitsap*

Assumes all housing needs are accommodated through new housing production

Assumes all jurisdictions accommodate equivalent shares of total countywide housing need at each income level, proportional to their size (can result in negative allocations)

Adjusts for local factors unique to Kitsap

Balances fair, achievable, and smart growth

OVERVIEW OF HOUSING ALLOCATION METHODOLOGIES

Methodology C:

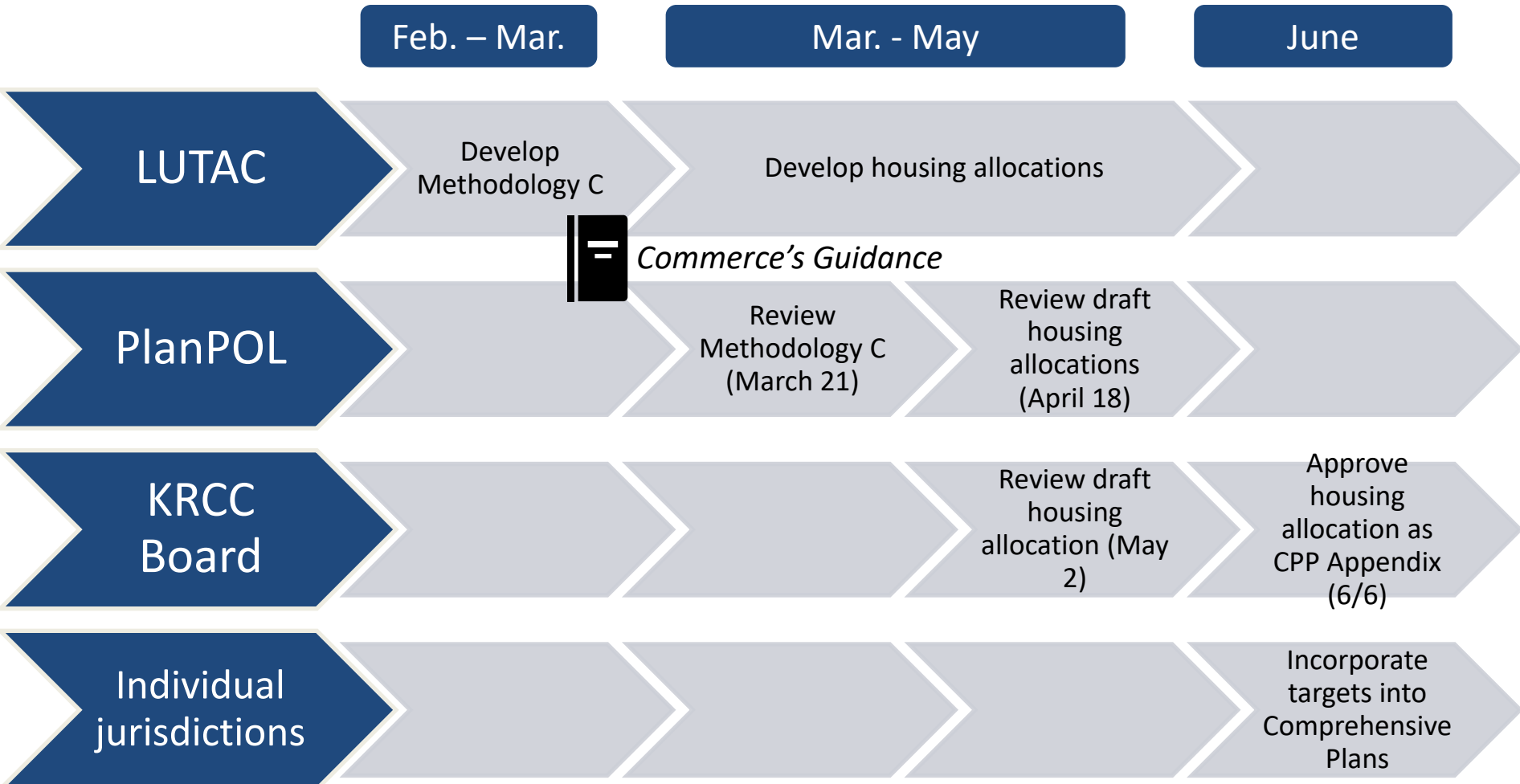
To Be Developed by Kitsap

Considers...

- Recognition of existing affordable housing
- Station area planning along the planned HCT routes
- Housing Action Plans
- Recognition of supportive services in existence (note: potential risk of perpetuating inequities)
- Recognition of land costs in jurisdictions
- Persons per household based on each jurisdiction
- Separate numbers for Silverdale, CK, and Kingston + unincorporated UGAs
- Excluding new construction of <80% AMI in rural areas and measures to strive to prevent displacement of existing <80% AMI housing
- Individual jurisdictions' conversations

HOUSING NEEDS ALLOCATION DEVELOPMENT TIMELINE

**Approximate – contingent on Commerce’s forthcoming guidance*



DISCUSSION

- What other considerations should be part of Kitsap's housing allocation methodology?
- How can the housing allocation account for racial/social equity?
- Other?

NEXT STEPS

- March 21 PlanPOL meeting – review Methodology C
- Internal work on housing allocations within each jurisdiction



Kitsap Regional Coordinating Council

Memo: KRCC Email Recovery

1/12/2023

KRCC staff experienced a **temporary loss of email service in December 2022** as a result of ransomware attack on our email service provider.

All [name]@kitsapregionalcouncil.org email addresses were affected.

Email service was restored on December 16. Staff are still in the process of recovering missing email archives.

Sophie and Claire lost all email sent or received before 12/16/22.

Cheryl and Pauline have recovered some partial backups of email from before 12/2/22.

During the disruption, we asked everyone to reach us via our [name]@triangleassociates.com email addresses. **Now that service is restored, we ask that you please return to using our KRCC email addresses** for KRCC correspondence, and please be aware that we may not have access to our prior communications with you.

Thank you for your patience and understanding while we recover from these losses.

For email sent	Status of emails sent to/from ...@kitsapregionalcouncil.org	Requested action from you
Before Dec 2, 2022	Archives are lost or incomplete	Please understand that we may not have access to your prior correspondence. Resend emails if needed
From Dec 2-16, 2022	We never received these emails All are irretrievably lost	Please resend your messages
After Dec 16, 2022	Email service is now restored	Please return to using our KRCC addresses (rather than our ...@Triangle... addresses)

Kitsap Regional Coordinating Council Revenue and Expense Report for Work Completed in 2022

CASH BASIS

Draft v. 1-27-23

Invoice Number	2022-1	2022-2	2022-3	2022-4	2022-5	2022-6	2022-7	2022-8	2022-9	2022-10	2022-11	2022-12				
Work conducted in:	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD	Budget	% Budget Year	% Budget Spent
Revenue																
Member Dues	\$ 2,525.00	\$ -	\$ 240,797.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 243,322	\$ 243,000	N/A	100.13%
Events/Receptions											\$ 810.00	\$ 60.00	\$ 870	N/A	N/A	N/A
Application Fees													\$ -	N/A	N/A	N/A
Other													\$ -	N/A	N/A	N/A
Carry Forward*	\$ 46,119.58												\$ 46,120	N/A	N/A	N/A
Total Revenue	\$ 48,644.58	\$ -	\$ 240,797.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 810.00	\$ 60.00	\$ 290,311.58			
Operating Expenses																
Triangle Invoice Total	\$ 33,122.50	\$ 28,452.45	\$ 19,557.37	\$ 18,073.27	\$ 21,229.36	\$ 12,044.03	\$ 6,118.48	\$ 5,968.00	\$ 11,172.57	\$ 15,099.15	\$ 20,744.91	\$ 11,919.23	\$ 203,501.32	\$ 250,000	100%	81.40%
Triangle labor/expenses	\$ 27,973.88	\$ 20,267.90	\$ 18,309.90	\$ 13,786.65	\$ 18,514.90	\$ 10,903.98	\$ 6,118.48	\$ 5,668.00	\$ 11,172.57	\$ 15,099.15	\$ 20,744.91	\$ 11,919.23	\$ 180,479.55	\$ 217,000	100%	83.17%
Subcontractor Expenses	\$ 1,825.62	\$ 8,184.55	\$ 1,247.47	\$ 4,286.62	\$ 2,714.46	\$ 1,140.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,398.77	\$ 33,000	100%	58.78%
Auditor's Office													\$ -	\$ 5,000	100%	0.00%
Legal Services													\$ -	\$ 3,000	100%	0.00%
RMSA Insurance**	\$ 3,323.00							\$ 300					\$ 3,623.00	\$ 3,323	100%	109.03%
Room Rentals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77.00			\$ 77.00	\$ 1,500	100%	5.13%
Reception Expenses												\$ 2,922.30	\$ 2,922.30			
Reserves													\$ -	\$ 1,000	100%	0.00%
Miscellaneous										\$ 53.68			\$ 53.68	\$ 1,004	100%	5%
Total Op. Expenses	\$ 33,122.50	\$ 28,452.45	\$ 19,557.37	\$ 18,073.27	\$ 21,229.36	\$ 12,044.03	\$ 6,118.48	\$ 5,968.00	\$ 11,172.57	\$ 15,229.83	\$ 20,744.91	\$ 14,841.53	\$ 206,554.30	\$ 264,827	100%	78.00%
Net Income													\$ 83,757.28			
Total Reserves	\$24,000															

*2021 Carryforward amount shown has been updated. The 2021 annual audit completed in May 2022 corrected recording errors about which expenses were included in Triangle invoices and which were paid separately by the County.

**RMSA insurance and AWC dues were paid via Triangle Invoice this year.