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**KITSAP COUNTY PLANNING COMMISSION**

Dial In: 253-215-8782      Webinar ID: 813 7919 8658      Passcode: 764303

**August 20, 2024 @ 5:30 pm**

These minutes are intended to provide a summary of meeting decisions and, except for motions made, should not be relied upon for specific statements from individuals at the meeting. If the reader would like to hear specific discussion, they should visit Kitsap County’s Website at <http://www.kitsapgov.com/dcd/pc/default.htm> and listen to the audio file (to assist in locating information, timestamps are provided below).

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Planning Commission (PC) Members present: Joe Phillips (Chair), Aaron Murphy, Alan Beam, Steven Boe, Jonathan Tudan, Richard Shattuck

Planning Commission Members absent: Stacey Smith, Joey Soller, Kari Kaltenborn,

Kitsap County Staff: Eric Baker

Department of Community Development (DCD) Staff present: Jim Rogers, Clara Jewell, Amanda Walston (Clerk)

**5:30 pm**

- **Introductions**
- **Virtual Meeting Protocol**
- **Adoption of Agenda**
  - Minutes of 3/26/24, 4/2/24, 4/16/24. 5/21/24, 7/2/24 – deferred to next meeting
  - **Agenda adopted by Unanimous Consent**
- **Adoption of Minutes**
  - Minutes of 3/26/24, 4/2/24, 4/16/24 & 5/21/24 – deferred to next meeting
- **General Public Comment**
  - **Chair Phillips opens the floor to speakers wishing to provide testimony.**
  - **SPEAKER: Bill Palmer, South Kitsap Resident, President Kitsap Alliance of Property Owners (KAPO)**
    - Comments regarding cost of studies and the purpose, proposed tree preservation requirements and sea level rise.
- **Briefing: Sea Level Rise – Jim Rogers, DCD Planner**

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- 1 • Introduced Dawn Spilsbury, Sea Level Rise Technical Lead, also in charge of GIS  
2 and Mapping for Facet.
- 3 • Alexandra Plumb, Project Manager at Facet, reviews presentation: overview,  
4 consultant team, introduces Jessica Cote, Coastal Processes Lead with Blue  
5 Coast.
- 6 • Ms. Plumb reviews project purpose: identify assets with potential loss,  
7 complete risk analysis, and propose region-specific actions/projects.
- 8 • Ms. Spilsbury reviews project analysis.
- 9 • **Question:** Alan Beam requests background of company and qualifications.
- 10 • Ms. Spilsbury explains the recent merge of Watershed & Blue coast  
11 into new company called Facet. Ms. Spilsbury reviews backgrounds of  
12 primary consultants on this project.
- 13 • Ms. Cote explains that Blue Coast is 10-person company with office in  
14 Bellingham and Lake Forest Park.
- 15 • Ms. Spilsbury reviews map development overview noting that the QAPP  
16 (Quality Assurance Project Plan) is required by DOE. Ms. Spilsbury reviews  
17 projections: probability confidence, international predictions based on  
18 emissions, and tide gauge trends.
- 19 • Ms. Spilsbury reviews and shares a table showing activity by year and level of  
20 probability referencing 2018 & 2019 reports by Dr. Miller and his team; also  
21 notes projections by Technical Advisory Committee.
- 22 • Ms. Spilsbury discusses next steps including modeling Sea Level Rise –  
23 Projections displayed over a DEM; intersect mapped resources with new tidal  
24 surfaces; quantify and rank impacts.
- 25 • Jessica Cote reviews the Wind Wave.
- 26 • Ms. Spilsbury reviews Assets for Vulnerability Assessment including Roads,  
27 Transportation, Hospitals, Police., Fire stations, other civic utilities; schools,  
28 libraries; residences; agricultural/farmland; on-site septic systems; electrical  
29 substations; historic & cultural resources; group “A” wells, WWTPs  
30 (Wastewater Treatment Plants); Beach Access, Parks; Wetlands, Estuaries;  
31 Marinas, Bays; Brownfield Sites, Landfills.
- 32 • **Question:** Rick Shattuck asks about saltwater intrusion into wells.
- 33 • Ms. Spilsbury responds that this is not part of this analysis; it is very  
34 site specific.
- 35 • **Question:** Alan Beam asks about cities or major industrial sites.
- 36 • Ms. Spilsbury responds that the area is shoreline jurisdiction in Kitsap  
37 and that Bremerton and Port Orchard will eventually be mapped.

- 1 • Ms. Plumb reviews Audit of Existing Development Regulations and Policies and  
2 reviews Community Participation Plan including timeline, TAC meeting series,  
3 PC and BoCC, Citizens Advisory Committee (CAC) briefings, public survey, draft  
4 docs, community engagement, Final Report, estimate ending date June 2025.
- 5 • Ms. Plumb references example of a StoryMap in Pacific County Story Map &  
6 Port of Port Townsend Web Map; asks for feedback from PC related to Public  
7 Survey as presented.
- 8 • **Question:** Alan Beam asks about bulkheads as related to the Shoreline Master  
9 Plan, Comp Plan, and County recommendations.
  - 10 • Ms. Cote notes that DCDs Christina Kereki is on the TAC. Also clarifies  
11 that bulkheads do not act as flood protection.
  - 12 • Ms. Spilsbury states that resources for property owners are included  
13 in report, but the study will not advise either way.
- 14 • **Question/Answer:** Jonathan Tudan asks, and Ms. Cote confirms, this report  
15 will also include wetland obstruction also known as shoreline armory.
- 16 • Ms. Plumb reviews survey questions and discusses next steps and timeline.
- 17 • **Comment:** Alan Beam suggests including earthquake projections in this report.

18 **6:20 pm**

19 **BREAK**

20 **6:26 pm**

- 21 • **Briefing: 2024 Comp Plan Update – Eric Baker**
  - 22 • Mr. Baker provides a brief review, referencing a visual presentation, noting  
23 revised draft Comp Plan documents will be published on August 30th, 2024,  
24 with PC review beginning at 9/3/2024 meeting.
  - 25 • Mr. Baker reviews schedule noting special meetings on 9/24/2024 for the  
26 public hearing; public outreach will also continue during other public meetings;  
27 Board adoptions set for 12/2/2024 with a 60-day appeal period. Anticipated  
28 implementation around February 14<sup>th</sup>.
  - 29 • Mr. Baker reviews Draft Tree Canopy Requirements noting the BoCC's intent is  
30 to ensure trees are a part of new development in urban areas and directed  
31 staff to develop requirements with established side boards as a part of the  
32 preferred alternatives.
  - 33 • Mr. Baker notes requirements apply to urban areas only; subdivision of land or  
34 single-family and multi-family development creating 4 or more lots or units.  
35 Retention of trees greater than 18 DBH encouraged. Retention preferred to  
36 replacement; also reviews tree unit requirements.

- 1 • **Question/Answer:** Chair Phillips asks, and Mr. Baker confirms, terms are based  
2 on Arborist and Pierce County terms.
- 3 • **Question/Answer:** Jonothan Tudan asked, and Mr. Baker confirms, that private  
4 property would be considered a non-protected tract.
- 5 • Mr. Baker reviews the tree canopy protection plan, tree protection during  
6 construction, and tree maintenance.
- 7 • **Question/Answer:** Richard Shattuck asks, and Mr. Baker confirms, there will be  
8 a tree health monitoring plan in place. be monitored.
- 9 • **Comment:** Aaron Murphy notes narrower lot widths to allow tracts for trees or  
10 other factors, can result in higher cost to develop or sell home; Mr. Baker  
11 notes increased costs are site specific and dependent on the project.
- 12 • **Question/Answer:** Mr. Shattuck notes current housing shortage, asks if this  
13 optional code can be delayed until housing shortage improves; Mr. Baker  
14 confirms a delay is possible.
- 15 • Mr. Baker discusses main considerations including small lots, critical areas,  
16 flexibility in lot size dimensions, housing types; additional effort and cost  
17 required for development; tree bank system options, and protection of  
18 isolated retained trees.
- 19 • Mr. Baker discusses next steps including outreach, revised draft release,  
20 stakeholder discussions, public hearing, and BoCC adoption process.
- 21 • **Question/Answer:** Mr. Shattuck asks, and Mr. Baker confirms, this code will be  
22 included within Development Regulations.
- 23 • **Question/Answer:** Chair Phillips asks, and Mr. Baker confirms, scoring system  
24 based on arborist calculations, whole numbers may be considered.
- 25 • **Question/Answer:** Aaron Murphy asks, and Mr. Baker confirms, difference  
26 beyond landscape code depends on projects and critical areas.
- 27 • **Question/Answer:** Mr. Tudan asks, and Mr. Baker confirms, there is a  
28 calculation to factor in multi-trunk trees but was removed to reduce confusion.
- 29 • **Question/Answer:** Alan Beam asks, and Mr. Baker confirms, the August 30<sup>th</sup>  
30 draft will include specificity on multi-clusters and groves.
- 31 • **Question:** Alan Beam asks what is driving this? Who proposed this idea?
  - 32 • Mr. Baker notes other jurisdictions throughout the Pacific Northwest  
33 already have tree codes that are more restrictive. As density  
34 increases, optional landscaping, heat blooms, and new federal  
35 stormwater regulations will need to be addressed. BoCC want to get  
36 ahead of this challenge.

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1 • Mr. Bakers asks that any PC questions regarding the Comp Plan or other  
2 requested information go through the Clerk for review at next meeting.

3 • **Discussion regarding DCD recruitment process.**

4 **7:13 pm**

5 • **General Public Comment**

6 • **Chair Phillips opens the floor** to speakers wishing to provide testimony.

7 • **SPEAKER: Mike Garrett**

8 • Comments regarding Sea Level Rise and saltwater intrusion;  
9 nationwide tree canopy issues.

10 • **SPEAKER: Beverly Parksons, Hansville**

11 • Comments regarding tree regulations, climate change, comparison to  
12 other county regulations, protection for all citizens not just  
13 developers.

14 • **Chair Phillips calls again for speakers; as there are no other speakers; closes**  
15 **the floor to general speakers**

16 • **For the Good of the Order/Commissioner Comments**

17 • Chair Phillips shares that the upcoming schedule will be very busy.

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19 **Meeting adjourned by unanimous consent.**

20 **Time of Adjournment: 7:19 pm**

21 **Minutes approved this** 17<sup>th</sup> **day of** September **2024.**

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**Alan Beam, Acting Planning Commission Chair**

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**Amanda Walston, Planning Commission Clerk**

