Planning Commission Hearing

Planning Commission Rules of Procedure Update

Scott Diener, Planning Manager

October 20, 2026

KitsapCounty
Community Development

Agenda

- Background and Purpose
- Approach
- Summary of Changes
- Timeline and Public Process
- Process Notes

Background and Purpose

- Last Updated in 2017
- New Staff and Commissioners
- Fresh Perspective
- Research

RESOLUTION NO. 071 -2017

AMENDMENTS TO THE KITSAP COUNTY PLANNING COMMISSION RULES OF PROCEDURE

WHEREAS, the Kitsap County Board of Commissioners advocates public participation and supports and encourages citizen involvement in all matters of County government; and

WHEREAS, the Kitsap County Planning Commission consists of a nine-member board as outlined in RCW 36.70.070; and

WHEREAS, the Kitsap County Planning Commission is governed by Rules of Procedure that were evaluated in late 2016 to clarify the actions, procedures and organization by which the Planning Commission functions; and

WHEREAS, the Planning Commission approved a Findings of Fact and Recommendations to the Board of Commissions April 4, 2017 following a work-study session with Commissioners Feb. 7, 2017 and a public hearing March 7, 2017; and

WHEREAS, the Planning Commission voted unanimously to approve the Rules of Procedure April 4, 2017 and recommends adoption by the Kitsap County Board of Commissioners.

NOW THEREFORE, BE IT RESOLVED BY THE KITSAP COUNTY BOARD OF COMMISSIONERS that the revised Kitsap County Planning Commission Rules of Procedure, as approved and by the Planning Commission, are approved and adopted as attached.

Adopted this 24th day of April 2016

BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON

CHARLOTTE GARRIDO, Chair

ROBERT GELDER, Commissioner

EDWARD E. WOLFE, Commissioner

BOARD OF COMMISSIONERS STATE OF WASHINGTON KITSAP COUNTY

ATTEST:

Dana Daniels, Clerk of the Board

COPY

Approach

- Experience
- Research
- Law Review

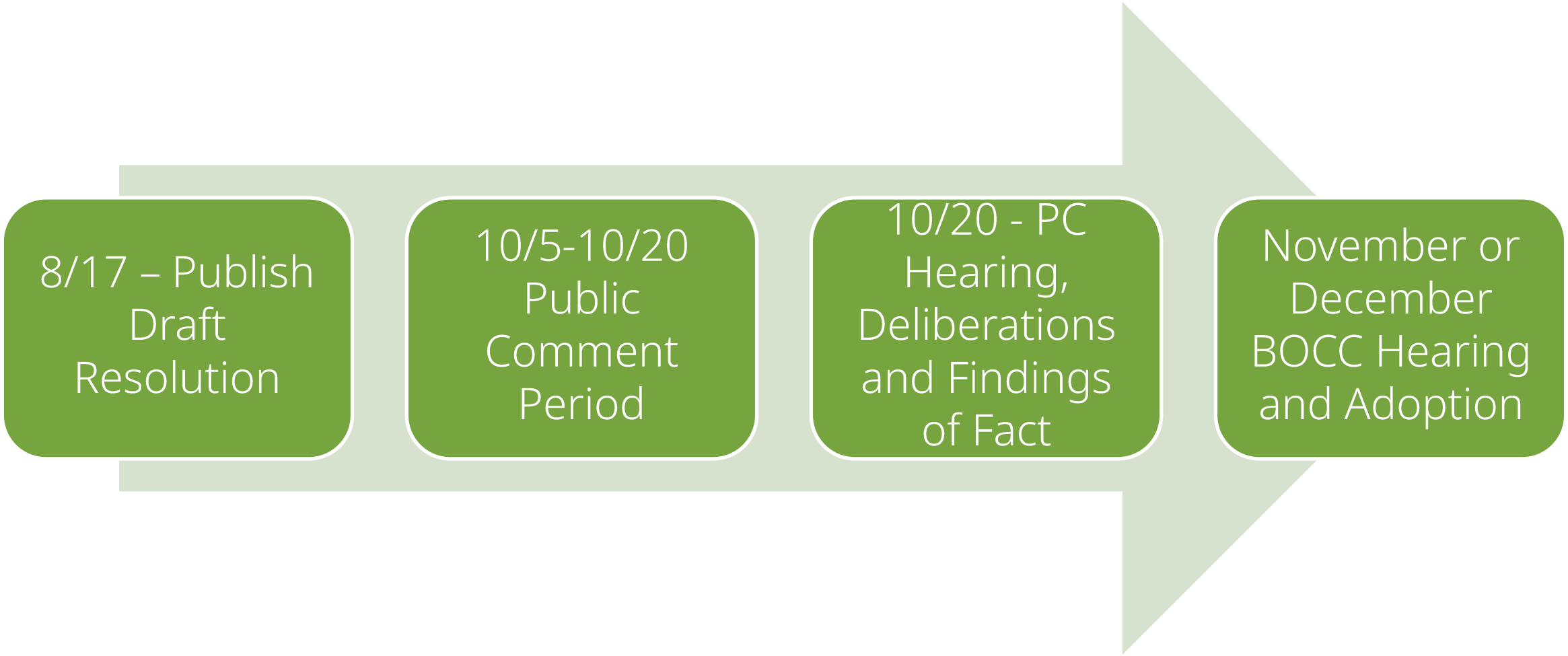
Summary of Changes

- Secretary/Clerk Role
- Board Direct-Action Provision
- Conduct of Meetings
- Meeting Records
- Minority Reports

Summary of Changes

- Commission Spokespersons
- Voting and Recusal
- Parliamentary Procedures
- Public Testimony
- Accessibility

Timeline and Public Process



Process Notes

SEPA Categorically Exempt

Department of Commerce – Only Applies to:

- Comp Plan Amendments
- Development Regulations

Hearing – Public and Planning Commission Input

Thank you!

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KitsapCounty