

APPROVED

CITY OF BREMERTON

PLANNING COMMISSION MINUTES OF VIRTUAL MEETING July 18, 2022

CALL TO ORDER:

Chair Tift called the regular meeting of the Bremerton Planning Commission to order at 5:30 p.m.

ROLL CALL

Commissioners Present

Chair Tift
Vice Chair Rich
Commissioner Coviello
Commissioner Flemister
Commissioner Pedersen
Commissioner Wofford

Staff Present

Andrea Spencer, Director, Department of Community Development
Garrett Jackson, Planning Manager, Department of Community Development
Kate Millward, Planner, Department of Community Development
Sarah Lynam, CBDG Administrator, Department of Community Development

Commissioners Excused

Commissioner Mosiman

Quorum Confirmed

CHAIR CALL FOR MODIFICATIONS TO AGENDA

The agenda was accepted as presented.

APPROVAL OF MINUTES

COMMISSIONER WOFFORD MOVED TO APPROVE THE MINUTES OF JUNE 27, 2022, AS PRESENTED. COMMISSIONER PEDERSEN SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

PUBLIC MEETING

Call to the Public (public comments on any item not on the agenda)

Chair Tift invited comments from citizens. There were none.

Workshop: Zoning Code Amendments for Cottage Housing, Duplexes and Townhomes, Definition Updates, and State Law Updates Related to Density Bonuses for Religious Institutions and Bremerton Housing Authority (BHA)

Mr. Jackson advised that all of the proposed amendments are based on documents that have already been put together by the City of Bremerton and its partners, including the Assessment of Bremerton's Affordable Housing Policies and Regulations (Infill Toolkit) and the City of Bremerton and Kitsap County Affordable Housing Recommendations Report. Both documents are available on the City's website. He reviewed that the proposed amendments were presented to the Commission at a public

workshop on April 18th. In addition, staff presented the amendments to the Kitsap Housing and Homeless Coalition in May. Participants in the Coalition include the Bremerton Housing Authority (BHA), Kitsap Community Resources, Habitat for Humanity-Kitsap County, and Housing Kitsap, as well as religious organizations that specialize in housing such as the Catholic Housing Services and Ohana House Ministries. The legislative, marked-up code was presented to the Commission at their June 27th meeting and was forwarded to the Department of Commerce for dissemination to various State organizations for review. The State Environmental Policy Act (SEPA) review started on July 8th, and no objections have been received. Staff presented to the Kitsap Builders Association and Kitsap Realtors last week.

Mr. Jackson reviewed each of the proposed changes as follows:

- **Allow Duplexes and Townhomes in the Low-Density Residential (LDR) Zone.**

Mr. Jackson explained that, currently, duplexes and townhomes are outright permitted in the LDR zone, but only on properties located within 500 feet of a commercial district. Townhomes are also a permitted use in the LDR zone with a residential cluster development, which is a specialty type of subdivision. In addition, two Accessory Dwelling Units (ADUs) are permitted on any property in the LDR zone, with no owner-occupancy requirement. Kitsap County permits or conditionally permits duplexes, cottage housing and multi-family housing in all Urban Growth Areas (UGAs) associated with Bremerton, so the proposed amendments would provide some continuity between what the City allows and what is allowed in the areas that will likely be annexed into the City at some point. In addition, the Washington State Legislature has proposed mandating additional housing types statewide, and the Federal Government released a White House Brief in 2021, encouraging local jurisdictions to reduce exclusionary zoning in order to create affordable housing and boost production of two to four-unit housing development.

Mr. Jackson advised that, as proposed, Bremerton Municipal Code (BMC) 20.60 would be amended to remove the provision that limits townhomes and duplexes to LDR properties within 500 feet of a commercial district or center. If approved, townhomes and duplexes would be outright permitted in all LDR-zoned property.

- **Allow Cottage Housing in the Low-Density Residential (LDR) and Medium-Density Residential (MDR) Zones.**

Ms. Millward explained that cottage housing is a small-scale development type where the number of units is typically limited to between four and twelve. The homes are oriented toward an open space as opposed to the street, creating a more pedestrian versus vehicular environment, as well as a sense of built-in neighborliness that supports a smaller community and is representative of a traditional development style that is very familiar in the country. Cottage housing development does not require that property be subdivided. As proposed, each cottage housing unit would be limited to 1,200 square feet in size, with no more than 12 units in a cluster. In addition, 400 square feet of open space would be required per unit, and nonresidential structures (sheds/garages, etc.) would be limited to 80% gross square feet of all combined residential structures. A minimum 6'x10' covered front porch would be required for each unit, as well.

Ms. Millward advised that, as proposed, 1.5 parking spaces would be required, which is lower than the typical 2 parking space requirement, and no subdivision would be required. An existing home that does not conform to the cottage housing standards would be allowed to remain on the site. In LDR zones, three units or less would be outright permitted when meeting all criteria of approval, and four or more units would be conditionally permitted. In the Medium-Density Residential zone, (MDR), cottage housing would be outright permitted when meeting all criteria of approval.

- **Allow Bonus Densities for Religious Organizations.**

Mr. Jackson advised that, per Revised Code of Washington (RCW) 36.70A.545, jurisdictions are required to allow bonus densities to religious organizations that provide affordable housing. However, all housing units must be for low-income individuals or families for a period of time no shorter than 50 years. In addition, the housing provider would be prohibited from discriminating against any person who qualifies as a member of a low-income household. As proposed, the bonus density provision would also be offered to the Bremerton Housing Authority (BHA). A density bonus of up to 50% would be allowed for qualifying projects in all zones with a maximum density.

Mr. Jackson referred to Exhibit B, which is a letter from the BHA indicating support for the proposed changes. The procedure would be a Conditional Use Permit (CUP), and the criteria for approval would include: meet all other City

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standards (parking, utilities, traffic mitigation, etc.), does not apply to congregate living facilities, all units are affordable as defined by RCW 84.14.010, a 50-year term recognized by a recorded Notice to Title, consult with Kitsap Transit on appropriate transit services, and housing is provided in a nondiscriminatory way.

- **Change the Definition for “Maximum Density.”**

Mr. Jackson explained that the proposed additional housing varieties are a much more compact way of developing, and single-family homes are more spread out. The proposed changes will offer a greater opportunity to provide additional units on a gross basis as opposed to a net basis. He shared a diagram to illustrate the difference between gross-acre and net-acre measurements, noting that a net-acre measurement subtracts critical areas, utilities, easements, etc. from the total land available for development. A more straightforward approach is to base maximum density off a gross-acre measurement.

Mr. Jackson recommended that the Commission conduct a public hearing, deliberate and provide a recommendation to the City Council regarding the proposed amendments to Title 20 of the BMC.

Chair Tift opened the public hearing and invited public comments. There were none, and Chair Tift closed the public hearing.

Commissioner Wofford asked if the required 6’x10’ front porch would be included in the 1,200 square foot maximum unit size, and **Mr. Jackson** answered no.

Commissioner Coviello asked if any feedback was received from the Kitsap Builders Association. **Mr. Jackson** responded there were no negative comments following his presentation to the group, and no written comments have been submitted, either. The only written comment regarding the proposed amendments was from the Bremerton Housing Authority (BHA). **Vice Chair Rich** asked if any comments from residents were received, and **Mr. Jackson** answered no.

COMMISSIONER WOFFORD MOVED THAT THE COMMISSION RECOMMEND THE CITY COUNCIL ADOPT THE ZONING CODE TEXT AMENDMENTS TO TITLE 20 OF THE BREMERTON MUNICIPAL CODE AS SHOWN IN ATTACHMENT A, AND BASED UPON THE STAFF REPORT AND THE FINDINGS AND CONCLUSIONS PRESENTED IN ATTACHMENT C. VICE CHAIR RICH SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

Director Spencer thanked the Commissioners for their participation in the amendment process, which has been ongoing for the past several months. They asked some good questions along the way and provided good input.

BUSINESS MEETING

Chair Report

Chair Tift did not have any items to report.

Director Report

Director Spencer reminded the Commissioners that their August meeting was cancelled. She reported that they are in the process of reviewing applicants for the Project Assistant position and will likely have the position filled by the Commission’s next meeting on September 19th. At this point, she doesn’t know if the September meeting will be in person or virtual, as the City Council hasn’t made a decision yet.

Old Business

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There was no old business.

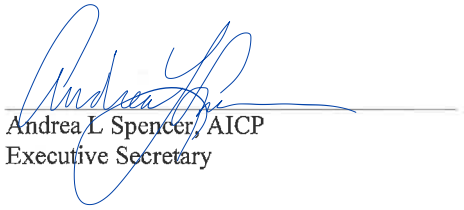
New Business

Chair Tift thanked the Public Works Department for painting spaces for bicycles along Kitsap Way. These improvements will be great for the cyclists in the community.

ADJOURNMENT

The meeting was adjourned at 5:57 p.m.

Respectively Submitted by:



Andrea L. Spencer, AICP
Executive Secretary



Rick Tift, Chair
Planning Commission

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