



STUDY SESSION

TUESDAY, MARCH 21, 2017

**LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WASHINGTON**

AGENDA (TIMES LISTED ON THE AGENDA ARE APPROXIMATE)

1. CALL TO ORDER / ROLL CALL - 7:00 PM

Mayor: Val Tollefson

Deputy Mayor: Ron Peltier

Councilmembers: Sarah Blossom Michael Scott
Kol Medina Roger Townsend
Wayne Roth

2. ACCEPTANCE OR MODIFICATION OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE

3. PUBLIC COMMENT ON AGENDA ITEMS

4. UNFINISHED BUSINESS

- A.** 7:05 PM Discussion of Process after Presentation of the Municipal Electric Utility Feasibility Study, AB 15-183 - Executive (Pg. 3)
- B.** 7:20 PM Requirements for Proposed Development to Provide Transportation Improvements, AB 17-027 – Public Works (Pg. 4)
- C.** 7:35 PM Discussion of Car Tab Rate, Qualifying Projects for Transportation Benefit District Funds and Potential Levy Lid Lift, AB 17-020 - Finance (Pg. 14)
- D.** 7:50 PM Ordinance No. 2017-03 (formerly Ordinance No. 2016-34), Creating a New Bainbridge Island Municipal Code Chapter 15.19, Site Assessment Review, AB 16-157 - Public Works and Planning (Pg.17)

5. NEW BUSINESS

- A.** 8:05 PM Resolution No. 2017-08, Amending the Fee Schedule to Add a Fee for Site Assessment Review, AB 17-051 - Public Works and Planning (Pg. 28)
- B.** 8:15 PM Workplan for Implementing Actions from Comprehensive Plan Update, AB 17-045 - Executive (Pg. 30)

6. CITY COUNCIL DISCUSSION

- A. 8:30 PM Debrief of Comprehensive Plan Update Process, AB 15-108 - Mayor Tollefson (Pg. 48)
- B. 8:45 PM Discussion of Creation of Climate Change Action Committee, AB 17-047 - Mayor Tollefson (Pg. 50)

7. FOR THE GOOD OF THE ORDER - 9:00 PM

8. ADJOURNMENT - 9:05 PM



Americans with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations, please contact the City Clerk at 206-842-2545 (cityclerk@bainbridgewa.gov) by noon on the day preceding the Meeting.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:05 PM Discussion of Process after Presentation of the Municipal Electric Utility Feasibility Study, AB 15-183 - Executive (Pg. 3)	Date: 3/21/2017
Agenda Item: UNFINISHED BUSINESS	Bill No.: 15-183
Proposed By: Executive	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund: N/A	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The City Council is asked to discuss a preferred process for review and consideration of the Municipal Electric Utility Feasibility Study. Delivery of the final draft report is anticipated in mid-May. At that time, the City Council will need to determine next steps, which could include:

1. Consideration of an Ordinance placing authorization for acquisition of PSE assets on the ballot in November 2017 or another date;
2. Continued discussion and community outreach;
3. A decision to discontinue further discussion of creating a municipal electric utility.

The professional services agreement with D. Hittle and Associates includes attendance at three public meetings. The purpose of including this in the agreement was to provide the option of presenting the findings of the study to the public and to answer questions members of the public may have about the findings.

RECOMMENDED ACTION/MOTION

Discussion only.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:20 PM Requirements for Proposed Development to Provide Transportation Improvements, AB 17-027 – Public Works (Pg. 4)	Date: 3/21/2017
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-027
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund:
Expenditure Req: N/A	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:
City Manager: Yes	Legal: Yes Finance: N/A

DESCRIPTION/BACKGROUND

There are several references in the BIMC regarding requirements for proposed development to provide segments of planned transportation improvements. The attached summary provides excerpts from applicable sections of the BIMC.

In prior meetings of February 14th and 21st of this year, the City Council considered revisions to BIMC 12.28 - Comprehensive Sidewalk Plan. Since this Plan no longer exists, the proposal was to rename the BIMC section and refer to the newly-adopted Island-Wide Transportation Plan (IWTP). Chapter 12.28 is the only section of the BIMC that requires single-family residential (SFR), not related to a proposed subdivision, to provide transportation facilities; sidewalks as currently provided in that chapter. Changing the code reference to the IWTP would require SFR to construct facilities planned in the IWTP (e.g., sidewalks, shoulder lanes, or separated trails along the frontage) and expand the requirements island-wide, rather than just in the Winslow Town Center. The proposed code changes led to discussions that indicated a need to provide clarity regarding the proposed development requirements.

The attached chart provides a recommendation regarding transportation frontage improvements. If the Council concurs on a recommended set of improvement requirements, staff will return to the Council at a later date with revised sections of the BIMC for approval to implement those requirements.

Attachments:

1. Excerpts from the BIMC applicable to frontage improvements
2. Proposed Frontage Improvement Requirements

RECOMMENDED ACTION/MOTION

Discussion only.

ATTACHMENTS:

Description	Type
▣ Excerpts from BIMC applicable to frontage improvements	Backup Material
▣ Proposed Frontage Improvements Requirements	Backup Material

Excerpts of BIMC Sections applicable to frontage improvements

Title 2 ADMINISTRATION, PERSONNEL, AND LAND USE PROCEDURES

2.16 LAND USE REVIEW PROCEDURES

2.16.040 Site plans and design review.

A. Purpose. The purpose of this section is to establish a comprehensive site plan and design review process that ensures compliance with the adopted plans, policies, and ordinances of the city. The overall goal of this chapter is to minimize land alteration, provide greater site development flexibility and consequently provide more creative and imaginative design than generally is possible under conventional zoning regulations. It is further intended to provide for the review of development proposals with respect to overall site design and to provide a means for guiding development in a logical, safe, attractive, and expedient manner, while also allowing property to be developed in phases. An additional purpose is to promote those specific purposes for each zoning district stated in Chapter 18.06 BIMC

B. Applicability.

1. Site plan and design review shall be required prior to the issuance of construction permits in any of the following circumstances:

- a. The new construction of a nonresidential building or other structure; or
- b. The expansion, remodel, or alteration of any building or other structure by more than five percent of its existing floor area, or overall size in cases where floor area is not applicable; or expansion that creates a new dwelling unit; or
- c. A change of use, where traffic, parking, noise or other impacts are greater than the impacts for the previously existing use, as determined by the director; or
- d. The construction of new wireless communications support structures (but not the location of wireless facilities on existing buildings).

2. Exemptions. The following types of activities shall not require site plan and design review pursuant to this section. Properties within jurisdiction of the shoreline master program, as defined by Chapter 16.12 BIMC, or containing critical areas or critical area buffers, as defined by Chapter 16.20 BIMC, may require review pursuant to those chapters.

- a. Permits authorizing residential construction for detached single-family residential use and accessory dwelling units.
- b. Any activity that does not require a building permit or is not considered a change in use, as determined by the director.
- c. Any activity on the exterior of a building that does not exceed 25 percent change in any existing facade or roof form.
- d. Interior work that does not alter the exterior of the structure or affect parking standards as determined by the director.
- e. Normal building maintenance and repair.
- f. Maintenance or expansion of existing parks where the proposed activities are exempt from SEPA review in accordance with WAC [197-11-800](#).

E. Decision Criteria. The director and planning commission shall base their respective recommendations or decisions on site plan and design review applications on the following criteria:

2. The locations of the buildings and structures, open spaces, landscaping, pedestrian, bicycle and vehicular circulation systems are adequate, safe, efficient and in conformance with the nonmotorized transportation plan;

Notes:

- *Should be changed to “conformance with the Island-wide Transportation Plan.”*
- *This section provides for requiring non-motorized improvements per the Comprehensive Plan and the former Non-Motorized Plan.*
- *Exempts SFR.*

Title 12 STREETS, SIDEWALKS AND PUBLIC PLACES

12.28 COMPREHENSIVE SIDEWALK PLAN

12.28.020 Sidewalk required – Exception.

All projects requiring a building permit and located on property abutting any proposed sidewalk as shown on the comprehensive sidewalk plan or as required by Chapter 12.36 BIMC shall

provide sidewalks and curbs along the street front. Such sidewalk construction shall meet the approval of the city engineer and shall provide appropriate curb crossings for vehicular ingress and egress; provided, this section shall not apply to minor remodeling or repair which does not increase the size or area of structure existing on June 1, 1984. (Ord. 93-23 § 2, 1993: Ord. 84-20 § 2, 1984)

Notes:

- *This is the only section that requires improvements for all building permits (e.g. including SFR).*
- *This section was proposed be updated to reference the newly updated Island-wide Transportation Plan and not the Winslow Sidewalk plan which has not been updated since the 1980's.*
- *BIMC 12.36 referenced is RETAIL USE OF SIDEWALKS and looks to be a dated reference to a previous section of code that has been changed.*

12.30 STREET DEDICATIONS

12.30.010 Dedication required.

No building permit, subdivision, short subdivision, or planned unit development shall be approved or granted until the owner of the affected property dedicates to the city the portion of land designated on the official street map or required by the engineering design and development standards as a street right-of-way. Dedications may also be required as a condition of approval for variances and conditional use permits. Upon a finding of good cause, the director of planning and community development, with the concurrence of the director of public works, may grant an exemption from the street dedication requirement; provided, that no exemption shall be granted which would be materially detrimental to the public welfare or injurious to property located in the vicinity of the affected property. (Ord. 94-29 § 4, 1995; Ord. 93-23 § 4, 1993: Ord. 92-32 § 1, 1992: Ord. 85-01 § 1, 1985)

Notes:

- *ROW dedication required for all land use actions.*
- *Includes SFR.*

Title 17 SUBDIVISIONS AND BOUNDARY LINE ADJUSTMENTS

17.12.040 General residential subdivision standards.

All residential short, long, and large lot subdivisions shall comply with the following standards.

A. Compliance with BIMC Titles 16 and 18 and RCW Title 58. Lot areas, dimensions, and other characteristics shall comply with the requirements of BIMC Title 18 applicable to the zone district where the land is located, including landscaping and/or vegetated buffers. In addition, each subdivision plat shall comply with all applicable provisions of RCW Title 58 (Boundaries and Plats) or its successors. Subdivisions including sensitive areas or their required buffers shall also comply with the provisions of BIMC 17.12.060.

B. Homesites. Residential homesites shall be located consistent with the design methodology prescribed in the flexible lot design handbook.

C. Water Supply Systems. Locations of individual or community water supply systems and associated wellhead protection areas required by the health district shall comply with all applicable standards established by the health district.

D. Septic Systems. Locations of individual or community drainfields and associated reserve drainfields shall comply with all applicable standards established by the health district.

E. Roads and Pedestrian Access.

1. Roads and access complying with the “City of Bainbridge Island Design and Construction Standards and Specifications,” and all applicable requirements of the BIMC, shall be provided to all proposed lots consistent with the standards contained within this subsection.

2. A variation from the road requirements and standards contained within the “City of Bainbridge Island Design and Construction Standards and Specifications” may be approved by the city engineer through the minor variance process described in BIMC Title 2.

3. Existing roadway character shall be maintained where practical. This may be accomplished through the reduction of roadway width consistent with subsection E.2 of this section, the minimization of curb cuts, and the preservation of roadside vegetation. To minimize impervious surfaces, public rights-of-way, access easements and roadways shall not be greater than the minimum required to meet standards unless the city engineer agrees that the additional size is justified.

4. Connections to existing off-site roads that abut the subject property shall be required where practicable, except through critical areas and/or their buffers.

5. Street names and traffic regulatory signs shall be provided, and their locations shall be indicated on the plat/plan. The location of mailboxes and traffic regulatory signs is only required to be indicated on the plat/plan when other public improvements are required.

6. Transit stops shall be provided as recommended by Kitsap Transit.

7. Pedestrian and bicycle circulation and access within a subdivision and onto the site shall be provided through walkways, paths, sidewalks, or trails and shall be consistent with the nonmotorized transportation plan. Pursuant to RCW 58.17.110(1) sidewalks shall be provided,

where necessary, to assure safe walking conditions for students who walk to and from school. Special emphasis shall be placed on providing pedestrian access to proposed recreational and/or open space areas.

F. No City Maintenance of Streets in Short Subdivisions. Streets within a short subdivision shall not be maintained by the city unless such streets have been dedicated as a right-of-way, improved to current city standards, and accepted as part of the approved short subdivision. Therefore, unless accepted, the responsibility for maintenance shall lie with the owners of the lots.

G. Improvements.

3. All large lot subdivisions shall have the following improvements developed and/or installed prior to recording:

- a. Streets shall be cleared, grubbed, and rocked or graveled to provide adequate year-round passage.
- b. Appropriate drainage, including erosion control, facilities shall be provided consistent with a plan approved by the city engineer prior to clearing and construction of any plat improvements. (Ord. 2011-02 § 2 (Exh. A), 2011)

Notes:

- Needs updated reference from Nonmotorized Plan to Islandwide Transportation Plan.
- Requires non-motorized facilities for all residential short, long, and large lot subdivisions. Not clear if this applies to existing street or roadway frontage or just new roads constructed and connections.

Title 18 ZONING

18.15 DEVELOPMENT STANDARDS AND GUIDELINES

18.15.030 Mobility and access.

The intent of this section is to improve mobility and access for pedestrians, bicyclists, and transit users in Bainbridge Island. All development shall comply with the development standards of RCW 58.17.110(1) and all long, short, and large lot subdivisions shall comply with the road and pedestrian access standards in BIMC 17.12.040.E.

A. Circulation and Walkways. The following standards shall apply to multifamily and nonresidential development.

1. Parking lots and driveways shall provide well-defined, safe and efficient circulation for motor vehicles, bicycles and pedestrians.

2. Landscaped islands with raised curbs shall be used to define entrances from public rights-of-way, define pedestrian walkways from the public rights-of-way to all buildings, define ends of parking aisles and indicate the pattern of circulation.

3. Pedestrian walkways shall be provided around buildings to the extent necessary to assure safe access to the building from parking areas and the public right-of-way. **Where appropriate, as determined by the approving body, pedestrian walkways may be required to assure safe access to adjacent properties.**

2. An applicant may request, and the director may approve, a reduction or waiver of the requirements of subsection B.1 of this section, based on the following considerations: (a) the population to be served by the proposed use and the likelihood of demand for the bicycle facilities by that population, (b) the provision of alternative on-site area available for bicycle storage or security, or (c) the operational characteristics of a proposed use and their effect on the likelihood or suitability of bicycle use.

3. In the central core, gateway, and ferry terminal districts, up to 40 percent of the required bicycle parking spaces may be met off site if the spaces are within 300 feet walking distance of the edge of the development parcel.

Note:

- *Specific requirements for multi-family, commercial, and industrial developments.*

RCW 58.17.110 - Approval or disapproval of subdivision and dedication—Factors to be considered—Conditions for approval—Finding—Release from damages.

Approval or disapproval of subdivision and dedication—Factors to be considered—Conditions for approval—Finding—Release from damages.

(1) The city, town, or county legislative body shall inquire into the public use and interest proposed to be served by the establishment of the subdivision and dedication. It shall determine: (a) If appropriate provisions are made for, but not limited to, the public health, safety, and general welfare, for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) whether the public interest will be served by the subdivision and dedication.

(2) **A proposed subdivision and dedication shall not be approved unless the city, town, or county legislative body makes written findings that: (a) Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways,** transit stops, potable water supplies, sanitary wastes, parks

and recreation, playgrounds, schools and schoolgrounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) the public use and interest will be served by the platting of such subdivision and dedication. If it finds that the proposed subdivision and dedication make such appropriate provisions and that the public use and interest will be served, then the legislative body shall approve the proposed subdivision and dedication. Dedication of land to any public body, provision of public improvements to serve the subdivision, and/or impact fees imposed under RCW 82.02.050 through 82.02.090 may be required as a condition of subdivision approval. Dedications shall be clearly shown on the final plat. No dedication, provision of public improvements, or impact fees imposed under RCW 82.02.050 through 82.02.090 shall be allowed that constitutes an unconstitutional taking of private property. The legislative body shall not as a condition to the approval of any subdivision require a release from damages to be procured from other property owners.

Frontage Improvements required - Proposed:

Urban (4.3 units/acre or higher)			
Land Use Action	ROW**	Sidewalk***	Bike Lane****
Res - SFR	Y	Y*	Y*
Res - Short Plats	Y	Y*	Y*
Res - Plats	Y	Y*	Y*
Non res	Y	Y*	Y*

Suburban (Less than 4.3 units/acre)			
Land Use Action	ROW**	Trail***	Shoulder****
Res - SFR	Y	Y*	Y*
Res - Short Plats	Y	Y*	Y*
Res - Plats	Y	Y*	Y*
Non res	Y	Y*	Y*

Y = Yes, N = No

* Public Works Director may omit improvements for financial hardships due to critical areas (slopes, wetlands)

** ROW dedication required to current standard width for road classification

*** Sidewalks and Trails to be provided where identified in IWTP system plan.

**** Bike lane and Shoulders 6 feet min for secondary arterial streets in the system maps and otherwise 3 feet min per City Standards.

Shoulders paved where designed as bike lanes in the system plans, otherwise gravel.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:35 PM Discussion of Car Tab Rate, Qualifying Projects for Transportation Benefit District Funds and Potential Levy Lid Lift, AB 17-020 - Finance (Pg. 14)	Date: 3/21/2017
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-020
Proposed By: Ellen Schroer, Director of Finance	Referrals(s):

BUDGET INFORMATION

Department: Finance	Fund: Transportation Benefit District
Expenditure Req:	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

: 2/7/2017	Recommendation:
City Manager:	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

During a budget discussion in November 2016, the City Council requested information on Transportation Benefit District revenue options. The Council discussed the financial status of the TBD fund and revenue options on February 7, 2017.

The Council now wishes to discuss the possible uses for the fund balance in the TBD fund, and for future revenues to this fund.

RECOMMENDED ACTION/MOTION

Information only.

ATTACHMENTS:

Description	Type
☐ Staff Background Memo related to the TBD Fund	Backup Material



FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

MEMORANDUM

DATE: March 21, 2017

TO: Doug Schulze, City Manager
Morgan Smith, Deputy City Manager

FROM: Ellen Schroer, Director of Finance and Administrative Services

SUBJECT: Transportation Benefit District funding notes

Council has scheduled a discussion of Transportation Benefit District (TBD) funding options and use of TBD funds on March 21. To help prepare for this discussion, I'd like to provide some background information.

As we discussed in February, the Transportation Benefit Fund ended 2016 with a balance of approximately \$750,000. The annual revenues for this fund are \$400,000. The 2017-18 Adopted Budget provides \$400,000 in TBD expenditures in both 2017 and 2018 to support the annual roads preservation program. This means that absent other spending decisions and appropriation by Council, the fund balance will remain at about \$750,000 in future years, as well.

The City can choose to use the TBD fund balance for a variety of eligible projects. Some options to consider are shown below. It is important to remember that adding additional projects may also require adding additional staff if the target project timing is in the current or next biennium.

- Dedicate funds to projects currently in approved City work program.
 - Support or increase annual roads preservation program, providing for road resurfacing and pavement repair. The current adopted budget includes an annual total of \$635,000 for this program, of which \$400,000 is supported by TBD funds in 2017 and 2018.
 - Support currently-approved eligible CIP projects, such as:
 - Sportsman's Club and New Brooklyn Road intersection improvements;
 - C40 Miller Road (Tolo to Miller/Fletcher Bay), or
 - C40 Fletcher Bay Road (High School to New Brooklyn)

- Program funds to a project(s) not currently in the approved City work program. For example, eligible projects in the CIP which are not currently funded in the 2017-2018 biennium, include:
 - C40 Bucklin Hill Phase 2;
 - C40 Eagle Harbor Phase I;
 - Madison Avenue Sidewalk Widening, or
 - Additional Phases of the Sound-to-Olympics Trail (not currently showing in the CIP).
- Reserve funds for debt service for future bond issue.
 - Current \$20 annual vehicle license fee and fund balance could support an estimated \$6.1 M in total project funding, assuming 20-year debt issue and use of fund balance for the projects, or \$3.9 M in total project funding, assuming 10-year debt issue and use of fund balance for the projects.

State law provides for several ways to generate revenue for the Transportation Benefit Fund. The most common is a vehicle license fee. The City currently has a \$20 annual fee. The City can increase this fee by any amount up to \$40 by a vote of the Council, or to \$100 with a majority approval by the voters. Another option is an incremental increase to the local sales and use tax. Voters can approve an increase of up to 0.2% in the sales and use tax for a period of up to 10 years, or for the period of time that the revenue will be dedicated to debt service.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:50 PM Ordinance No. 2017-03 (formerly Ordinance No. 2016-34), Creating a New Bainbridge Island Municipal Code Chapter 15.19, Site Assessment Review, AB 16-157 - Public Works and Planning (Pg.17)	Date: 3/21/2017
Agenda Item: UNFINISHED BUSINESS	Bill No.: 16-157
Proposed By: Departments of Public Works and Planning and Community Development	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

In order to better implement Low Impact Development (LID) regulations, applicants must complete a site assessment, before development permits are submitted or issued, so that existing site conditions inform the proposed development, resulting in a design more sensitive to LID principles.

To that end, new municipal code chapter BIMC Chapter 15.19, *Site Assessment Review*, facilitates application of new LID regulations as required for certain planning, building, clearing, and grading permits.

On March 2, 2017, the City hosted an information session for the development community on this topic and LID regulations generally.

RECOMMENDED ACTION/MOTION

I move that the City Council schedule a public hearing on Ordinance No. 2017-03 to be held on April 11, 2017.

ATTACHMENTS:

Description

Type

- ▣ Ordinance No. 2017-03
- ▣ Exhibit A to Ordinance No. 2017-03

Backup Material

Backup Material

ORDINANCE NO. 2017-03
(Formerly Ordinance No. 2016-34)

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Bainbridge Island Municipal Code chapters 2.16 and 15.20 and adding a new chapter 15.19, *Site Assessment Review*, to facilitate application of state-required Low Impact Development regulations that will require all development to meet the updated Department of Ecology (DOE) Stormwater Management Manual.

WHEREAS, the City of Bainbridge Island (“City”), by approving Ordinance No. 2016-28 on December 13, 2016, adopted state-required Low Impact Development (LID) regulations that will require all development to meet updated DOE Stormwater Management Manual requirements; and

WHEREAS, in order to fully implement LID regulations, applicants must complete a site assessment review process before development permits are submitted so that the site can be assessed early in the process to inform the development process, resulting in a more context sensitive design; and

WHEREAS, in order to fully implement LID regulations, revisions to Chapter 15.20 BIMC are required to allow for consistent application of LID regulations to appropriate projects; and

WHEREAS, new municipal code Chapter 15.19 BIMC, *Site Assessment Review*, facilitates application of updated LID regulations by providing a process for the consideration of site assessment for certain building, clearing, and grading permits that do not go through the planning land use preapplication review process;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DOES ORDAIN, AS FOLLOWS:

Section 1. Section 2.16.020.G of the Bainbridge Island Municipal Code is hereby amended to read as follows:

G. Preapplication Procedure.

1. Subject to certain exemptions, all projects are subject to and must complete the site assessment review process set forth and in accordance with Chapter 15.19 BIMC, and projects requiring a preapplication conference have the option of proceeding with the two processes concurrently. Chapter 15.19 BIMC is designed to ensure that future development integrates low impact development practices to the maximum extent practicable, as required by Chapters 15.19 and 15.20 BIMC.

2. The preapplication conference is an informal discussion between a potential applicant, interested citizens, city staff, and the design review board (if applicable) regarding a proposed project. A preapplication conference shall not include extensive

field inspection or correspondence. The purpose of the preapplication conference is to assist the applicant by identifying the following:

- a. Requirements for submittal, including types of permits necessary to complete the proposal and whether SEPA review is required, pursuant to the State Environmental Policy Act (SEPA), Chapter 43.21C RCW.
- b. Compliance with applicable city plans, goals, policies, codes or guidelines and possible revisions to the proposed project that will enhance the proposal with respect to these requirements.
- c. Required plans, studies, reports, and/or other materials specific to the proposal that will provide necessary information for staff to review the project.
- d. Whether or not the project will likely qualify as a housing design demonstration project, and/or feedback about how to qualify, if applicable.

23. A preapplication conference may be recommended by the department director for any type of land use application that the director believes may be complex or controversial, but is required prior to submitting an application for the following land use applications unless a waiver is obtained pursuant to subsection G.3 of this section:

- a. Minor or major conditional use;
- b. Minor or major variance;
- c. Minor or major site plan and design review approval;
- d. Preliminary long subdivision and short subdivision;
- e. Shoreline substantial development permit, shoreline variance, and shoreline conditional use permit;
- f. Shoreline substantial development exemption for new shoreline armoring (including bulkheads, revetments, and soft shore designs);
- g. Buffer reduction in geologically hazardous areas;
- h. Comprehensive plan amendment;
- i. Reasonable use exception;
- j. Habitat management plans;
- k. Habitat buffer averaging;
- l. Special use review; and
- m. Consolidated project review.

~~34.~~ Except in the case of (a) preliminary short subdivisions and long subdivisions, (b) shoreline substantial development exemptions or permits for new shoreline armoring (including bulkheads, revetments, and soft shore designs), (c) buffer reductions in geologically hazardous areas, (d) where the HDDP process is being used, and (e) where DRB review is required, a preapplication conference may be waived in writing by the director if the director determines the following:

- a. The application is consistent with applicable codes and ordinances;
- b. The proposed use is clearly listed as a permitted use or a conditional use in the zoning district in which it is located; and
- c. The applicant demonstrates knowledge and understanding of the city's permit processing procedures.

~~45.~~ In the case of applications where design review board review and a preliminary application conference are required, the land use application shall be reviewed using a two-step preapplication process. As the schedule allows, the applicant shall first meet with the design review board to discuss the design concept, and shall then meet with department staff as described in this section.

~~56.~~ The review process for long subdivisions, major site plan and design review permits, and major conditional use permits shall include a public participation meeting following the procedures outlined in Resolution No. 2010-32. The meeting will be held after the design review board meeting, if one is required, during the preapplication conference phase of the project.

~~67.~~ An applicant shall arrange for a preapplication conference by submitting forms and plans as required in the administrative manual.

~~78.~~ The discussion at the preapplication conference shall not bind or prohibit the city's future application or enforcement of applicable codes and ordinances.

Section 2. The definition of redevelopment contained in BIMC 15.20.020 is hereby amended to read as follows:

38. "Redevelopment" means, on a site that is already substantially developed (i.e., has 35 percent or more of existing impervious surface coverage) or which legally existed prior to February 10, 1999, the creation or addition of impervious surfaces; the expansion of a building footprint or addition or replacement of a structure; structural development including construction, installation or expansion of a building or other structure; replacement of impervious surface that is not part of a routine maintenance activity; and land disturbing activities.

Section 3. Table 1 contained in BIMC 15.20.060.B is hereby amended to read as follows:

1. Overall project thresholds include the following:

Applicable Requirements	New Development	Redevelopment
Minimum Requirement No. 2 (Construction Stormwater Pollution Prevention)	All projects	All projects
Minimum Requirements No. 1 – 5	$\geq 1,300$ 800 sf new plus replaced hard surface area ¹ , or $\geq 7,000$ sf land disturbing activity, <u>or</u> <u>Land disturbing activity covering $\geq 35\%$ of the site</u>	≥ 800 sf new plus replaced hard surface area ¹ , or $\geq 7,000$ sf land disturbing activity, <u>or</u> <u>Land disturbing activity covering $\geq 35\%$ of the site</u>
Minimum Requirements No. 1 – 9	$\geq 5,000$ sf new plus replaced hard surface area, or $\geq 3/4$ acre of vegetation converted to lawn or landscaped areas, or ≥ 2.5 acres of native vegetation converted to pasture	$\geq 5,000$ sf new hard surface area, or $\geq 3/4$ acre of vegetation converted to lawn or landscaped areas, or ≥ 2.5 acres of native vegetation converted to pasture, <u>or</u> <u>$\geq 5,000$ sf of new plus replaced hard surface</u> AND New hard surface is $\geq 50\%$ of the existing hard surface within the project limits (road-related projects), or Proposed improvements are $> 50\%$ of the assessed value of the existing site improvements
Optional Guidance No. 2: Off Site Analysis and Mitigation	$\geq 5,000$ sf of hard surface area ²	$\geq 5,000$ sf of hard surface area ²

1 – City-specific threshold for new development and redevelopment.

2 – City-specific threshold for off-site analysis and mitigation.

Section 4. Title 15 of the Bainbridge Island Municipal Code is hereby amended to add a new Chapter 15.19, *Site Assessment Review*, as shown in Exhibit A.

Section 5. This ordinance shall take effect and be in force five days after its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2017.

APPROVED BY THE MAYOR ____ day of _____, 2017.

Val Tollefson, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	November 17, 2016
PASSED BY THE CITY COUNCIL:	_____, 2017
PUBLISHED:	_____, 2017
EFFECTIVE DATE:	_____, 2017
ORDINANCE NUMBER:	2017-03

Exhibit A – Chapter 15.19, *Site Assessment Review*

Chapter 15.19

Site Assessment Review

Sections:

15.19.010 Purpose

15.19.020 Authority of the Director

15.19.030 Applicability

15.19.040 Exemptions

15.19.050 Review Process

15.19.060 Decision Criterion

15.19.010 Purpose

The purpose of this chapter is to ensure that the provisions in Chapter 15.20 BIMC, including BIMC 15.20.010, are understood and effectively adhered to as part of the planning related to development or redevelopment of a site, and prior to the undertaking of clearing and grading that occurs in advance of construction activities on a site. All development and redevelopment within the thresholds established in Chapter 15.20 BIMC shall be subject to Low Impact Development (LID) standards regarding surface water and stormwater in order to mimic natural hydrology and to limit pollution of the Puget Sound.

15.19.020 Authority of the Director

The Director of Public Works (“Director”) shall have the authority to:

- A. Administer the provisions of this chapter including, but not limited to, interpreting the chapter and issuing necessary rules and procedures.
- B. Complete Site Assessment Reviews in accordance with this chapter.
- C. Administer and coordinate the enforcement of this chapter and all policies adopted hereunder.
- D. Adjust the fees required by this chapter to be proportional to any increased scope of work for which a review is required. Fees shall be set forth in a fee schedule adopted by the city council by resolution.
- E. Coordinate with other city departments to administer and enforce this chapter.
- F. Assign responsibility for interpretation, application, and enforcement of specified procedures to department staff.
- G. Correct any condition that is a violation of this chapter.

15.19.030 Applicability

No development, including clearing, grading, or other construction activity as described in BIMC Title 15, shall occur until a Site Assessment Review has been completed. Activities subject to this chapter are described below. For applicable activities, a Site Assessment Review shall be completed before any building, clearing, or grading permit applications may be submitted to the city. A Site Assessment Review is required for any of the following activities:

- A. New development– as defined in Chapter 15.20 BIMC
- B. Redevelopment – as defined in Chapter 15.20 BIMC
- C. Grading – as defined in the International Building Code, Appendix J (see Chapter 15.04 BIMC)
- D. Clearing – as defined in BIMC 16.18
- E. Paving 800 square feet or more related to:
 - 1. New pavement; or
 - 2. Removing and replacement of surfacing to base course or lower; or
 - 3. Resurfacing by upgrading from dirt to gravel, asphalt, or concrete; upgrading from gravel to asphalt or concrete; or upgrading from a bituminous surface treatment (“chip seal”) to asphalt or concrete.

15.19.040 Exemptions

The following activities shall not require a Site Assessment Review:

- A. Creation of less than 800 square feet of new hard surfaces – as defined in BIMC 15.20.
- B. Grading or clearing activities on less than 7,000 square feet or 35% of the site, whichever is smaller, as defined in BIMC 15.20.
- C. Commercial Agriculture. Existing commercial agriculture practices involving working the land for production are generally exempt. However, the conversion from timber land to agriculture and the construction of new hard surfaces are not exempt.
- D. Forest Practices. Forest practices regulated under Title 222 WAC are exempt, except for Class IV general forest practices that are conversions from timber land to other uses. Class IV general forest practices are required to obtain a Site Assessment Review, in addition to any other required permits, prior to any clearing, grading, or tree removal.
- E. Road Maintenance. The following road maintenance practices are exempt: pothole and square cut patching, overlaying existing asphalt or concrete pavement with asphalt or

concrete without expanding the area of coverage, shoulder grading, reshaping/regrading drainage systems, crack sealing, resurfacing with in-kind material without expanding the road prism, and vegetation maintenance.

- F. New Non-Motorized Shoulder Improvements. New non-motorized shoulder improvements to existing roads are exempt unless the new hard surfaces total 5,000 square feet or more and total 50% or more of the existing hard surfaces within the project limits. The project limits shall be defined by the length of the project, along the right-of-way, and the width of the right-of-way.
- G. Underground Utilities. Underground utility projects that replace the ground surface with in-kind material or materials with similar runoff characteristics are exempt.

15.19.050 Review Process

- A. The Site Assessment Review application, plans, and other data and materials filed by an applicant for a Site Assessment Review shall be analyzed by the Director or his/her designee for a determination of completeness. The Site Assessment Review application shall be considered complete upon the occurrence of all of the following:
 - 1. The determination that the official Site Assessment Review application form is complete.
 - 2. The plans, data, and other materials submitted are adequate to evaluate the proposed project.
 - 3. The Site Assessment Review fee has been paid by the applicant.
- B. All projects that are required to meet Minimum Requirements Nos. 1 – 5, as indicated in BIMC 15.20.060 related to stormwater manual standards, shall submit an application and are required to receive a written endorsement from the Director or his/her designee as provided in BIMC 15.19.050.D. prior to the city accepting any other development application. Projects required to meet Minimum Requirements 1 – 9 as indicated in BIMC 15.20.060 may submit an application concurrently with the request for a preapplication conference identified in BIMC 2.16.020. If the preapplication conference is waived in accordance with BIMC 2.16.020, the application and endorsement required by this chapter shall be completed prior to any other development application being accepted by the city.
- C. Those projects required to only meet Minimum Requirement No. 2 as indicated in BIMC 15.20.060 are encouraged to make use of the Site Assessment Review process prior to application for any required permits.
- D. The complete Site Assessment Review application, plans, data, and other materials shall be reviewed by the Director or his/her designee for compliance based on the decision criteria in BIMC 15.19.060, and any other applicable regulations adopted by this chapter and other applicable laws and regulations. If the Director or his/her designee determines that an applicant has completed the required Site Assessment Review, he/she shall endorse the review plan in writing with or without recommendations. Such an endorsed Site Assessment Review plan shall not be changed, modified, or altered without authorization from the

Director or his/her designee, and all future building, clearing, and grading permit applications shall comply with the approved plan.

- E. The Department of Public Works or its designee may conduct a site visit(s) as part of the Site Assessment Review process and a review meeting shall be scheduled with the applicant.
- F. **Validity.** The completion of a Site Assessment Review shall not prevent the Director or his/her designee from thereafter requiring the correction of errors in an applicant's Site Assessment Review plan or other data. A completed Site Assessment Review plan is not a permit and does not vest future development permits to any future updates to Chapter 15.20 BIMC. Any future building, clearing, or grading permit application that is utilizing a completed Site Assessment Review plan must comply with any applicable laws and city regulations that are in effect at the time such a development permit application is submitted.

15.19.060 Decision Criterion

The Director or his/her designee shall deem a Site Assessment Review complete if the information provided in the application demonstrates that the proposed actions and the plan submitted comply with LID practices, as described in Chapter 15.20 BIMC and the adopted LID Manual, to the maximum extent practicable. Subsequent development permits (i.e., building, clearing, or grading) shall substantially conform with the completed Site Assessment Review plan. A Site Assessment Review plan may be completed with conditions or recommendations for future development permits.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:05 PM Resolution No. 2017-08, Amending the Fee Schedule to Add a Fee for Site Assessment Review, AB 17-051 - Public Works and Planning (Pg. 28)	Date: 3/21/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-051
Proposed By: Public Works and Planning	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Resolution No. 2017-08 adds a fee to the City's Fee Schedule to account for staff costs related to the new Site Assessment Review process.

RECOMMENDED ACTION/MOTION

I move that Resolution No. 2017-08 be forwarded to the April 11, 2017, business meeting agenda, under unfinished business.

ATTACHMENTS:

Description	Type
□ Resolution No. 2017-08	Backup Material

RESOLUTION NO. 2017-08

A RESOLUTION of the City of Bainbridge Island, Washington, amending Section 9 of the City's Fee Schedule to add a fee for Site Assessment Reviews.

WHEREAS, on [April 25], 2017, the City Council approved Ordinance No. 2017-03 adding a new Chapter 15.19 BIMC related to Site Assessment Reviews; and

WHEREAS, the City has determined a need to establish a fee for such Site Assessment Reviews to account for staff costs related to such review; and

WHEREAS, it is expected that each Site Assessment Review will take approximately four (4) hours of staff time, including administration, review of materials, communications with the applicant and the applicant's agents, site inspection, and related activities; now, therefore,

THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DO RESOLVE AS FOLLOWS:

Section 1. Section 9, Building and Planning Fees, of the City's Fee Schedule is hereby amended to add the following fee:

<u>Site Assessment Review</u>	<u>\$400.00</u>
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PASSED by the City Council this ____ day of _____, 2017.

APPROVED by the Mayor this ____ day of _____, 2017.

Val Tollefson, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	March 17, 2017
PASSED BY THE CITY COUNCIL:	_____, 2017
RESOLUTION NO.:	2017-08

City of Bainbridge Island City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:15 PM Workplan for Implementing Actions from Comprehensive Plan Update, AB 17-045 - Executive (Pg. 30)	Date: 3/21/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-045
Proposed By: Morgan Smith, Deputy City Manager	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

As part of the update to the City's Comprehensive Plan, the City Council identified "implementing actions" within each element of the Comprehensive Plan. The Council also assigned a priority to each item (High, Medium, or Other).

To better understand the timing and resources required to complete these actions, City staff have organized the set of implementing actions across content "clusters" as shown in the attached example. The purpose is to highlight connected actions and dependencies, and to better identify specific deliverables. Staff will discuss this framework with the City Council and clarify priorities, in order to move forward with the development of a work plan for the identified implementing actions.

Attached for review and discussion are the implementing actions grouped within content clusters, as well as the complete listing of implementing actions grouped by element.

RECOMMENDED ACTION/MOTION

Discussion

ATTACHMENTS:

Description	Type
Imp Actions By Cluster	Backup Material

Cluster #1 - Consistency/Process Improvement

<u>Action</u>	<u>Description</u>	<u>Priority</u>	<u>Result 1</u>	<u>Result 2</u>
LU1	Complete consistency review of all BIMC per Comp Plan Update	High	Code Update	
LU8	Identify Land Use Code and processes to enhance	High	Code Update	Process changes
LU9	Create more effective and efficient review processes	High	Code Update	Process changes
LU5	Adopt multi-year program for four subarea plans	High	Subarea Plans (n=4)	
LU10 & EN7	Evaluate City's PDR and TDR programs	High	PDR program update	TDR program update
LU12	Update standards and guidelines for neighborhood centers	Other	NSC guidelines (n=3)	
***	Communication with citizen committees, other stakeholders			

Cluster #2 - Affordable Housing

Action	Description	Priority	Result 1	Result 2
HO5	Creat short-term affordable housing task force	High	Task Force	Recommendations
HO4	Consider actions to reduce financial barriers to affordable housing	High	Affordable housing review	
HO1	Set and meet targets for affordable housing	High	Aff. Housing targets	Impact analysis
HO6	Review regulations on marina live-aboard capacity	High	Liveaboard regulations	
HO2	Amend BIMC to facilitate diverse and affordable housing	High	Code Update	
HO3	Partner with other jurisdictions on diverse and affordable housing	High	Coordination options	
HO7	Focus financial resources to increase supply of affordable housing	Medium	Budget support	
HO8	Reduce costs of multifamily, particularly affordable, housing	Medium	Affordable housing review	
HS3	Amend BIMC to facilitate diverse and affordable housing	Medium	Code Update	
HO9	Identify ways to achieve local results through regional actions	Other		

Cluster #3 - Sustainability/Water Resources

Action	Description	Priority	Result 1	Result 2
EN1	CAO to include precautionary principle and mitigation sequencing	High	Code Update	
EN5&WR3	Incorporate LID into all land use and development codes	High	Code Update	
EN6	Review Vegetation Management and other tree regulations	High	Code Update	
EN3	Consider climate change in City projects, budgets, staffing, programs	High	City Policy	
LU3	Amend BIMC to implement green building codes	High	Code Update	
LU7	Consider development of Conservation Village regulation	High	Code Update	
EN2	Integrate sustainability and conservation into regulations	High	Code Update	
WR2	Adopt Island-wide Groundwater Management Plan	High	Groundwater Mgmt Plan	Code update/projects
WR1	Adopt aquifer conservation regulations and permit processes	High	Aquifer regulations	Permit processes
WR4	Apply adaptive management to assure service from available water	High	City Policy	
U3	Facilitate cooperation or consolidation of water systems	High	Water system initiatives	
EN4	Increase agriculture information, programs and consider ARL	High	New ag programs and info	Code update/ARL
LU11	Prepare Climate Change Strategy and Water Conservation Plan	Medium	Climate Change Strategy	Water Conservation Plan
WR6	Consider seawater intrusion regulations	Medium	Seawater regulations	
EN8	Improve City public outreach on natural resources, climate change	Medium	New outreach/ed programs	
EN9	Coordinate with other agencies on pest and weed management	Medium	Pest program review	Weed program review
WR5	Public education program about water protection	Medium	New outreach/ed programs	
EN10	Coordinate with other organizations and govts. on climate change	Other	Climate Change Strategy	
WR7	Work with other jurisdictions and communities on water protection	Other	Water protection review	

Cluster #4 - Economic Development

<u>Action</u>	<u>Description</u>	<u>Priority</u>	<u>Result 1</u>	<u>Result 2</u>
EC1&HS4	Adopt and maintain an Economic Development Strategy	High	Economic Dev. Strategy	
LU6	Update Winslow Mixed Use Town Center Master Plan	High	Master Plan	
EC3	Ensure that adequate parking is available to support businesses	High	Parking Plan	
LU4	Encourage development of adequate Winslow parking	High	Parking Plan	CIP project?
TR2	Work with Kitsap Transit & businesses on parking and nonmotorized	High	Parking/NM initiatives	
EC4	Identify key Winslow capital projects and streetscape standards	High	Winslow NM CIP	Winslow streetscape stds
LU2	Review and update Lynwood Center Subarea Plan	High	Subarea Plan	
EC2	Promote and support island agriculture	High		
CU1	Consider work and living space for artists within regulations	High	New regulations	

Cluster #5 - Transportation

<u>Action</u>	<u>Description</u>	<u>Priority</u>	<u>Result 1</u>
TR1	Consider GO bond for transportation infrastructure	High	GO bond decision
TR3	Increase bike lanes connecting Winslow and NSC's	High	Bike lane projects
CFE1	Implement Capital priorities through CIP	High	Budget process
CFE2	Coordinate City capital plans with other jurisdictions	High	CIP coordination

Cluster #6 - Utility Planning

<u>Action</u>	<u>Description</u>	<u>Priority</u>	<u>Result 1</u>
U1	Develop process for periodic review of Island utility services	High	Confirm process
U2	Support sewer tertiary treatment and sewer greywater systems	High	Sewer initiatives
U4	Investigate creation of Island-wide high speed internet service	High	Service initiative
U5	Proactively encourage consolidation of water systems	Medium	Water policy
CFE3	During Land Use Code Review, identify changes for utilities	Medium	Code Update

Cluster #7 - Human Services

<u>Action</u>	<u>Description</u>	<u>Priority</u>	<u>Result 1</u>
HS1	Consider human service funding within annual City budget	High	Budget process
HS2	Update Community Needs Assessment periodically.	High	Community Needs Update

LAND USE ELEMENT

HIGH PRIORITY ACTIONS

LU Action #1 Complete a thorough review of all Bainbridge Island codes to ensure that they implement and are consistent with the Comprehensive Plan.

LU Action #2 Review and update the Lynwood Center Subarea Plan.

LU Action #3 Amend the City's development code to implement green building codes. Utilize lessons learned from communities of comparable environmental and socio-economic characteristics to implement green building codes which address issues such as site sustainability, water use efficiency, energy use efficiency, indoor environmental quality, and the impact on the atmosphere, materials and resources by buildings.

LU Action #4 Encourage development of adequate parking to support Winslow facilities and services.

LU Action #5 Adopt a multi-year planning work program for adopting the subarea plans for Island Center, Rolling Bay, Sportsman Triangle and Day Road.

LU Action #6 Update the Winslow Mixed Use Town Center Master Plan in order to facilitate progress on the Housing Priorities that can best be accommodated in an area with an existing urban character, urban facilities, services and multi-modal transportation options.

LU Action #7 Prepare Consider development of a new *Conservation Village* land use regulation to incentivize creation of a new housing pattern that consolidates and dedicates open space.

LU Action #8 Identify discrete sections of the Land Use Code and land use approval process, that can be enhanced to improve the quality of development, eliminate confusion, and reduce redundancy and delays in the permitting process.

LU Action #9 Create more efficient and effective review processes, including the roles and best practices and procedures for the Planning Commission, Design Review Board and Hearing Examiner.

Action #10 Evaluate the reasons why the City's PDR and TDR programs have not been successful and explore ways to make them functional to meet City objectives.

MEDIUM PRIORITY ACTIONS

LU Action #11 (Policy LU 2.5)

Prepare a Bainbridge Island Climate Change Strategy and Water Conservation Plan.

OTHER PRIORITY ACTIONS

LU Action #12 Review and update design standards and guidelines for the *neighborhood centers*.

ECONOMIC ELEMENT

HIGH PRIORITY ACTIONS

EC Action #1 Adopt and maintain an Economic Development Strategy to coordinate public and private efforts to grow and sustain a healthy economy on the Island

EC Action #2 Continue efforts to promote and support agriculture as a component of the Island's economy, landscape and culture.

EC Action #3 Assure that adequate parking is available to support businesses.

EC Action #4 Identify capital projects and streetscape standards to implement Policy EC 11.1 to improve non-motorized facility links between the ferry terminal, downtown Winslow, and the harbor.

ENVIRONMENTAL ELEMENT

HIGH PRIORITY ACTIONS

EN Action #1 When updating the City's Critical Areas Ordinance, integrate the precautionary principle and mitigation sequencing to protect and preserve natural resources

EN Action #2 Integrate sustainability and conservation into regulations.

EN Action #3 Consider *climate change* in all relevant City decisions, including capital projects, budgeting, staffing, and program creation.

EN Action #4 Consider creating a new "Agricultural Resource Land" (ARL) designation consistent with WAC 365-190-050, and consider designating City-owned farmland ARL.

EN Action #5 Incorporate *low impact development* principles, goals, and approaches into all land use and development codes.

NOTE: SAME ACTION IN WATER RESOURCES ELEMENT

EN Action #6 Review and update BIMC 16.22 Vegetation Management and other City tree regulations and programs.

EN Action #7 Evaluate the reasons why the City's PDR and TDR programs have not been successful and explore ways to make them functional to meet City objectives.

NOTE: SAME ACTION IN LAND USE ELEMENT

MEDIUM PRIORITY ACTIONS

EN Action #8 Improve City outreach programs to educate the public about how they can protect and enhance natural resources and respond to climate change.

EN Action #9 Coordinate with other agencies to promote safe and sustainable pest and weed management.

OTHER ACTIONS

EN Action #10 Coordinate with organizations and governments at all levels to prepare for and respond to climate change.

WATER RESOURCES ELEMENT

HIGH PRIORITY ACTIONS

WR Action #1 Adopt *aquifer conservation zoning regulations* and innovative permit review processes designed to protect the Island's surface and ground waters.

WR Action #2 Adopt an Island-wide Groundwater Management Plan. Take the actions necessary- capital improvements, code changes, etc.- to capture, clean and re-infiltrate as much stormwater as reasonably possible.

WR Action #3 Incorporate *Low Impact Development* principles, goals and approaches into all land use and development codes.

NOTE: Same Action in Environmental Element

WR Action #4 Apply *adaptive management* to assure that land use on the Island will continue to be adequately served by the available water resources.

MEDIUM PRIORITY ACTIONS

WR Action #5 Launch a program of public education about how individual actions can help protect the quality and quantity of the Island's surface and groundwaters.

WR Action #6 Consider adopting seawater intrusion regulations in coordination with Kitsap County.

OTHER PRIORITY ACTIONS

WR Action #6 Work with other jurisdictions and the environmental and development communities to promote programs and projects to protect the Island's surface and ground waters.

HOUSING ELEMENT

HIGH PRIORITY ACTIONS

HO Action #1 Set targets for increasing the supply of moderately priced and *affordable housing*, measure progress, and if insufficient progress is being made toward meeting the housing targets, determine what actions are not working and make appropriate adjustments.

HO Action #2 Amend the City's development code to facilitate an increase in the diversity of housing types and supply of affordable housing.

HO Action #3 Partner with other jurisdictions, the development community, and non-profit organizations to increase the diversity of housing types and supply of affordable housing.

HO Action #4 Consider actions that can be taken to reduce financial barriers that inhibit the desired increase in diverse and affordable housing.

HO Action #5 Create a short-term (60-90 days) citizen *affordable housing* task force to consider the revised Housing Element and provide specific recommendation for near-term action.

HO Action #6 Review and revise City regulations related to permissible live-aboard capacity in City marinas.

MEDIUM PRIORITY ACTIONS

HO Action #7 Focus additional city and other financial resources to help increase the supply of affordable housing.

HO Action #8 Look for ways to reduce the cost of multifamily housing, particularly affordable housing.

OTHER PRIORITY ACTIONS

HO Action #9 Identify ways to achieve local results with and through regional actions.

TRANSPORTATION ELEMENT

HIGH PRIORITY ACTIONS

TR Action #1 Accelerate accomplishment of the Goals of the Transportation Element by considering a General Obligation Bond to finance the build-out of needed transportation infrastructure over the next five years.

TR Action #2 Work with Kitsap Transit and Island business owners to maximize parking and non-motorized opportunities for employees and customers in commercial districts.

TR Action #3 Substantially increase the quality and quantity of bike lanes connecting neighborhood centers to Winslow and the Ferry Terminal.

CAPITAL FACILITIES ELEMENT

HIGH PRIORITY ACTIONS

CFE Action #1 Implement the priorities in the Capital Facilities Element through the adopted Capital Improvement Program

CFE Action #2 Coordinate the City's plans and capital investment programs with those of other jurisdictions responsible for providing and maintaining capital facilities on the Island.

MEDIUM PRIORITY ACTIONS

CFE Action #3 During the review of the Land Use Code, identify and adopt amendments that will facilitate achieving the objectives of both the City and the utility service providers.

UTILITIES ELEMENT

HIGH PRIORITY ACTIONS

U Action #1 Develop a process for periodic review of Island utility services.

U Action #2 Support the development of sewer tertiary treatment and sewer greywater systems.

U Action #3 Facilitate cooperation among or consolidation of water systems.

U Action #4 Continue the investigation of the creation of an Island-wide high-speed internet service.

MEDIUM PRIORITY ACTIONS

U Action #5 Proactively encourage, study, and facilitate consolidation of water systems to manage water resources and systems more efficiently, economically and safely.

CULTURAL ELEMENT

HIGH PRIORITY ACTIONS

CU Action #1 Consider work and living space for artists when modifying housing regulations or commercial use regulations.

HUMAN SERVICES ELEMENT

HIGH PRIORITY ACTIONS

HS Action #1

The City Council shall consider human service funding through the biennial budget process.

HS Action #2

Periodically update the Community Needs Assessment. Use the results to inform City funding decisions and promote community discussion about human service needs to increase empathy and understanding.

MEDIUM PRIORITY ACTIONS

HS Action #3

Amend the City's development code and create public/private partnerships to increase the diversity of housing types and supply of affordable housing.

NOTE: Same Action in Housing Element.

HS Action #4

Adopt and maintain an Economic Development Strategy to coordinate public and private efforts to grow and sustain a healthy economy on the Island.

NOTE: Same Action in Economic Element.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:30 PM Debrief of Comprehensive Plan Update Process, AB 15-108 - Mayor Tollefson (Pg. 48)	Date: 3/21/2017
Agenda Item: COUNCIL DISCUSSION	Bill No.: 15-108
Proposed By: Mayor Tollefson	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The recently completed Comprehensive Plan Update began with the appointment of a Steering Committee which first met in August 2014. Under guidelines issued by the State Department of Commerce, the deadline for completing the Plan update was June 2016. A Public Participation Plan for the update was adopted by the City Council in October 2014.

Thereafter, the City hosted 11 public meetings devoted to Comprehensive Plan subjects. Between January 2015 and August 2016, the Planning Commission met 38 times, discussing each element of the Plan and taking written and public comment. The Planning Commission then held two public hearings on its recommended Comprehensive Plan, deliberated further, and approved and forwarded its recommended draft Plan to the City Council on October 13.

The City Council considered and discussed the draft Plan during October, November, and December 2016. In January 2017, the Council held a public hearing and took oral and written public comment. The Council then deliberated further and adopted the final Plan on February 28, 2017.

While this experience is fresh in our minds, the Council and staff should discuss the process, and memorialize any suggestions for improvement we want to pass on to the next Council and staff to be faced with this task.

RECOMMENDED ACTION/MOTION

Discussion and possible direction to Staff to prepare a summary memorandum.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:45 PM Discussion of Creation of Climate Change Action Committee, AB 17-047 - Mayor Tollefson (Pg. 50)	Date: 3/21/2017
Agenda Item: COUNCIL DISCUSSION	Bill No.: 17-047
Proposed By: Mayor Tollefson	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

At the end of the Comprehensive Plan Update process, the Council agreed to give early consideration to the creation of a standing committee with duties related to addressing climate change. Among the topics that might be discussed are (1) the role of such a committee, (2) the qualifications for membership of such a committee, (3) whether such a committee might logically be combined with ETAC, (4) whether the functions of such a committee might be better performed by a non-City organization such as Sustainable Bainbridge or whether a formal partnership arrangement should be considered, and (5) to what extent some or all of the functions of such a committee might be better accomplished on a County-wide rather than strictly local basis. Budgetary impacts should also be discussed.

RECOMMENDED ACTION/MOTION

Discussion and outline next steps.