



ISLAND CENTER SUBAREA PLANNING

Public Participation Plan

[HTTP://BIT.LY/ISLANDCENTERPLANNING](http://bit.ly/islandcenterplanning)

Introduction

The Island Center Neighborhood Center is classified as a designated center in the City of Bainbridge Island Comprehensive Plan.

These areas have land uses and conditions that are unique to the area and would benefit from a subarea planning process. The subarea planning process will address issues such as current land uses, future mix and location of uses and densities, transportation, utilities, public facilities, amenities and natural resources. The result of a subarea planning process is a subarea (or neighborhood) plan which will be incorporated in the Comprehensive Plan. The Subarea Planning Process is outlined in Bainbridge Island Municipal Code (BIMC) Section 2.16.210. The City Council has appointed a steering committee composed mostly of residents and business owners in or nearby Island Center. The Island Center subarea planning process is expected to last 12-18 months. This Public Participation Program outlines the timing of the Update process, and describes opportunities for public participation throughout.

Goals

Overall goals of this Public Participation Program are to:

- Provide objective information to assist the public in understanding issues and solutions related to the Island Center Subarea Planning Process.
- Provide opportunities to the public to contribute ideas and provide feedback through all phases of the subarea planning process.
- Improve the involvement of traditionally under-represented audiences.
- Make the Update process accessible and engaging to interested participants by using a variety of media, plain language, and easy-to-understand materials.

Island Center Steering Committee

The Island Center Steering Committee was created by the City Council to guide and oversee the Comprehensive Plan Update process. The steering committee is comprised of nine members, with liaisons from the City Council, Planning Commission, and Design Review Board.

Adam Matschek

Scott Anderson

Donna Harui

Sherri Eckert

Lisa Neal

Tracy Collier

Maradel Gale

City Council Liaison: Sarah Blossom

Micah Strom

Planning Commission Liaison: Michael Killion

Michael Loverich

Design Review Board Liaison: Joe Dunstan

Opportunities for Public Involvement

All regular meetings of the Island Center Steering Committee will be advertised and open to the public, with designated public comment opportunities at the beginning and end of each meeting. The City is committed to providing multiple opportunities for the public to engage in the subarea process. The City will host larger neighborhood public meetings beginning in the spring of 2018 and continue through the Spring/ Summer 2019. Most meetings will be hosted by the Island Center Subarea Planning Steering Committee, the Planning Commission or City Council an estimated timeline is below. The City will strive to provide two-week notice or more on all public meetings related to the Island Center Subarea Planning Process.

In-Person Public Participation Opportunities	
Outreach Meetings	Timeline
Island Center Subarea Planning Process Neighborhood Kick-off	<i>Estimate</i> April 18, 2018
Planning Commission Briefing	May, 2018
Island Center Character Meeting (Uses, Densities, Natural Resources)	October, 2018
Island Center Infrastructure Meeting (Transportation, Utilities)	October, 2018
Planning Commission Review: DRAFT Subarea Plan	Winter 2018/2019
City Council Review: DRAFT Subarea Plan	Spring 2019

April 18, 2018: Island Center Subarea Planning Process Neighborhood Kick-off and Survey Launch

This neighborhood meeting will be the first community meeting for the Island Center Subarea Planning Process. The neighborhood meeting will have two purposes: inform the public about the process and begin to identify community priorities. The neighborhood meeting will include a presentation and have time set aside for questions and answers, and part interactive Open House where community members can begin to identify concerns in the following topic areas: Transportation, Utilities, Public Facilities, Uses/Densities, Natural Resources, and Amenities. An electronic survey should be launched at this meeting that allows for broader public participation in identifying areas of focus and concern. (approximately two hours) The survey will be available to the public until May 1, 2018 (estimate). After the survey is a completed, a report will be drafted for the Planning Commission outlining the feedback received during the neighborhood meeting and through the survey.

Early October 2018: Island Center Character Workshop

This workshop will focus on topic areas that directly impact the character of Island Center. Participants will breakout into small groups and answer questions regarding land uses, densities, and natural resources. The workshop will alternate between breakout sessions and large group report outs. (approximately three hours)

Late October 2018: Island Center Infrastructure Workshop

This meeting will be formatted similarly to the Island Center Character Workshop, but will focus on the areas of transportation, utilities, public facilities, and community amenities.

Winter 2018/2019: Planning Commission Review

At this time the public will have another opportunity to comment to the Planning Commission on a DRAFT Subarea Plan proposed by the Steering Committee. This may be an iterative process that takes place over multiple meetings, including public hearings. The Planning Commission will recommend a DRAFT Island Center Subarea Plan to the City Council.

City Council Review: Spring 2019

The City Council will accept the Planning Commission's recommended DRAFT Island Center Subarea Plan, and discuss over several public meetings. The public will be able to comment to the City Council on the DRAFT Island Center Subarea Plan at all meetings. The Council may also make changes to the draft subarea plan. The Council will hold a public hearing on the proposed subarea plan, and then will vote to approve changes to the Plan.

Outreach Methods and Tools

The overall objective of this Public Participation Plan is to describe how the City will engage the community during the Subarea Planning Process. Public participation methods and tools may vary by phase of the Update process. This Public Participation Program may continue to be reviewed and refined throughout the Update process, if needed. The City will take advantage of all modes of communication to engage the community. Public outreach will consist of in-person outreach efforts, traditional media and advertising, and outreach efforts utilizing technology and social media. Public meetings shall be noticed as far in advance as possible, and the City shall strive to provide two-week notice.

In-person Outreach methods

- In-person presentations at group meetings, i.e. School Board or Parent Teacher Association meetings, or meetings of existing neighborhood groups.

Traditional media and advertising

- Press releases to local papers, blogs and newsletters
- Utilize community organization email lists, newsletters and social media
- Flyering for Meeting Events in Island Center
- Bainbridge Community Broadcasting
- Mail Postcard with Meeting Schedule to neighbors
- Send emails to current City email listservs, volunteer lists and citizen advisory groups

Technology and Social media

- City Website
 - Background information, previous draft Island Center subarea plan, useful weblinks to planning resources, and materials prepared for public meetings should be available to the

public on the City's project webpage

- [Notify Me](#) – There is a listserv for the public to sign up for *Island Center Subarea Planning Process*
- Press releases related
- Posting Island Center Subarea Plan events and meetings to the calendar on the City website
- Online Survey Tool
- [City Facebook page](#)
 - Posting events, meetings, and stories related to Council, committees, and City Admin
- Twitter
- Weekly City Manager Update

Potential Groups for Outreach:

Citizen Advisory Groups

Affordable Housing Taskforce
Climate Change Advisory Committee
Design Review Board
Environmental Technical Advisory Committee
Historic Preservation Commission
Lodging Tax Advisory Committee
Multi-Modal Transportation Advisory Committee
Planning Commission (see *Role* above)
Marine Access Committee
Utility Advisory Committee

Other Public Agencies

Bainbridge Island School District
Bainbridge Island Fire Department
Bainbridge Island Metro Park and Recreation District
Suquamish Tribe
Kitsap Transit
Kitsap Public Health District
Puget Sound Energy

Community Groups

Arts and Humanities Council
Association of Bainbridge Communities
Bainbridge Business Women

Bainbridge Community Foundation
Bainbridge Island Land Trust
Bainbridge Island Lodging Association
Bainbridge Island Senior Community Center
Bainbridge Island Watershed Council
Chamber of Commerce
Congregation Kol Shalom
Friends of the Farms
Filipino American Community
Helpline House
Housing Resources Board
League of Women Voters
Rotary Club of Bainbridge Island
Squeaky Wheels Bicycle Club
Sustainable Bainbridge

DRAFT