



CITY OF
BAINBRIDGE ISLAND

**PLANNING COMMISSION SPECIAL MEETING
THURSDAY, MARCH 09, 2023**

COUNCIL CHAMBERS @ CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110
OR
VIA ZOOM WEBINAR

AGENDA

**1. CALL TO ORDER/LAND ACKNOWLEDGMENT/AGENDA REVIEW/CONFLICT
DISCLOSURE - 6:00 PM**

We would like to begin by acknowledging that the land on which we gather is within the ancestral territory of the Suquamish, "People of Clear Salt Water." Expert fishermen, canoe builders and basket weavers, the Suquamish live in harmony with the lands and waterways along Washington's Central Salish Sea as they have for thousands of years. Here, the Suquamish live and protect the land and waters of their ancestors for future generations as promised by the Point Elliot Treaty of 1855.

2. PLANNING COMMISSION MEETING MINUTES - 6:05 PM
Review and approve meeting minutes.

2.a Minutes 01262023 5 Minutes
[Minutes 01262023 Planning Commission.pdf](#)

3. PUBLIC COMMENT - 6:10 PM

4. NEW BUSINESS - 6:20 PM

4.a (6:20 PM) Nishi Gardens Short Subdivision Public Participation Meeting 45 Minutes
[LOT LAYOUT 123022.pdf](#)

4.b (7:05 PM) WSDOT Noise Variance- Murden Creek Fish Barrier Removal (City file no. PLN52518 VAR WSDOT Noise Variance) 15 Minutes
[Project Narrative_Murden Creek .pdf](#)
[Bainbridge Island_Right-of-Way Permit Application_Murden Creek SR305 Detour with site plans.pdf](#)

4.c (7:20 PM) Review Housing Action Plan Overview Including Principles, Strategies, and Actions 30 Minutes
[Draft BIHAP Action Matrix.pdf](#)

Housing Action Plan Presentation 1

5. PLANNING DIRECTOR'S REPORT - 7:50 PM
6. FOR THE GOOD OF THE ORDER - 7:55 PM
7. ADJOURNMENT - 8:00 PM

GUIDING PRINCIPLES

Guiding Principle #1 - Preserve the special character of the Island, which includes downtown Winslow's small town atmosphere and function, historic buildings, extensive forested areas, meadows, farms, marine views and access, and scenic and winding roads supporting all forms of transportation.

Guiding Principle #2 - Manage the water resources of the Island to protect, restore and maintain their ecological and hydrological functions and to ensure clean and sufficient groundwater for future generations.

Guiding Principle #3 - Foster diversity with a holistic approach to meeting the needs of the Island and the human needs of its residents consistent with the stewardship of our finite environmental resources.

Guiding Principle #4 - Consider the costs and benefits to Island residents and property owners in making land use decisions.

Guiding Principle #5 - The use of land on the Island should be based on the principle that the Island's environmental resources are finite and must be maintained at a sustainable level.

Guiding Principle #6 - Nurture Bainbridge Island as a sustainable community by meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Guiding Principle #7 - Reduce greenhouse gas emissions and increase the Island's climate resilience.

Guiding Principle #8 - Support the Island's Guiding Principles and Policies through the City's organizational and operating budget decisions.



Planning Commission meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the Planning & Community Development Department at (206) 780-3750 or pcd@bainbridgewa.gov by noon on the day preceding the meeting.

Public comment may be limited to allow time for the Commissioners to deliberate. To provide additional public comment, email your comment to pcd@bainbridgewa.gov or mail it to Planning and Community Development, 280 Madison Avenue North, Bainbridge Island, WA 98110.



CITY OF
BAINBRIDGE ISLAND

Planning Commission Special Meeting Agenda Bill

MEETING DATE: March 9, 2023

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Minutes 01262023

AGENDA CATEGORY: Minutes

PROPOSED BY: Renee Argetsinger

**PREVIOUS PLANNING COMMISSION
REVIEW DATE(S):**

PREVIOUS COUCIL REVIEW DATE(S):

RECOMMENDED MOTION:

I move to approve the January 26, 2023, meeting minutes as presented.

SUMMARY:

BACKGROUND:

ATTACHMENTS:



PLANNING COMMISSION SPECIAL MEETING JANUARY 26, 2023

MEETING MINUTES

1) [CALL TO ORDER/LAND ACKNOWLEDGMENT/AGENDA REVIEW/CONFLICT DISCLOSURE](#)

The meeting was called to order by Chair Blossom at 6:00 PM. Commissioners present at this time, Chair Blossom, Vice Chair Mathews, Commissioners Subramanian, Birtley, Deines, and Schaab. Commissioner Sullivan was absent. City Council Liaison Jon Quitslund was present. City Staff present: Planning & Community Development Director Patricia Charnas, Administrative Specialist Renee Argetsinger who monitored the meeting and prepared the minutes. No conflicts of Interest were noted/disclosed.

2) [PLANNING COMMISSION MEETING MINUTES](#)

2.a [Review and Approve Draft Meeting Minutes from December 8, 2022, Planning Commission
Cover Page
PC 12082022 DraftMinutes.pdf](#)

MOTION: I move to approve the December 8, 2023, meeting minutes, as amended. Commissioner Birtley's name needs to be added as the back-up representative for the Sustainable Transportation Plan.

Deines/Mathews

The motion passed unanimously.

3) [ELECTION OF PLANNING COMMISSION OFFICERS](#)

MOTION:

Commissioner Deines nominated Commissioner Mathews to Chair.
Vote passed unanimously.

MOTION:

Vice Chair Mathews nominated Commissioner Blossom to Vice Chair.
Vote passed unanimously.

4) **PUBLIC COMMENT**

Mr. Michael Schwank – Spoke against the proposed amendment to Ordinance 2023-04 and for adhering to the ordinance as currently written.

5) **PLANNING DIRECTOR'S REPORT**

Director Charnas provided a discussion of the WA State Planning and Enabling Act an update on the Triennial Comprehensive Plan Amendment process and other general department news.

6) **NEW BUSINESS**

6.a Ordinance No. 2023-04 Clarifying Changes to BIMC Chapters 2.14 and 2.16

[Cover Page](#)

[Ordinance No. 2023-04 Amendments to Title 2.docx](#)

[02082022 City Council Mtg Minutes.pdf](#)

MOTION: Vice Chair Blossom moved to amend Ordinance 2023-04 to create a new section in BIMC 2.16 for the Winslow Subarea Plan that included a purpose statement that says community engagement plans act as a strategic road map for bringing key stakeholders in under-represented groups into the planning process. The new section would also create a steering committee that would work with consultants and city staff to help guide and direct the creation and the implementation of a community engagement plan. The steering committee would include three City Council members, three Planning Commissioners, and three members of the Race, Equity Advisory Committee. The steering committee will meet quarterly with the project team.

Blossom/Deines

Vote passed unanimously.

MOTION: Vice Chair Blossom moved to amend I move to amend Ordinance 2023-04 to add language to the new section being created for the Winslow Subarea Plan that set out the legislative process that the subarea plan will travel through, that mirrors state law, if it's not found elsewhere in the existing code or in compliance with state law.

Blossom/Mathews

Vote passed unanimously.

MOTION: Chair Mathews moved to amend I move to set the Planning Commission start time to 6:00 pm.

Mathews / Schaab

Vote passed unanimously.

MOTION: Chair Mathews moved to amend I move to schedule a public hearing on Ordinance No. 2023-04 for February 9, 2023.

Mathews / Schaab

Vote passed unanimously.

7) **FOR THE GOOD OF THE ORDER**

Commissioner Deines inquired on the Planning Commission process for developing the agendas. Director Charnas described the process and the parties involved.

8) **ADJOURNMENT**

The meeting adjourned at 7:50 PM.



CITY OF
BAINBRIDGE ISLAND

Planning Commission Special Meeting Agenda Bill

MEETING DATE: March 9, 2023

ESTIMATED TIME: 45 Minutes

AGENDA ITEM: (6:20 PM) Nishi Gardens Short Subdivision Public Participation Meeting

AGENDA CATEGORY: Discussion

PROPOSED BY: Kelly Tayara

PREVIOUS PLANNING COMMISSION

REVIEW DATE(S): None

PREVIOUS COUCIL REVIEW DATE(S): None

RECOMMENDED MOTION:

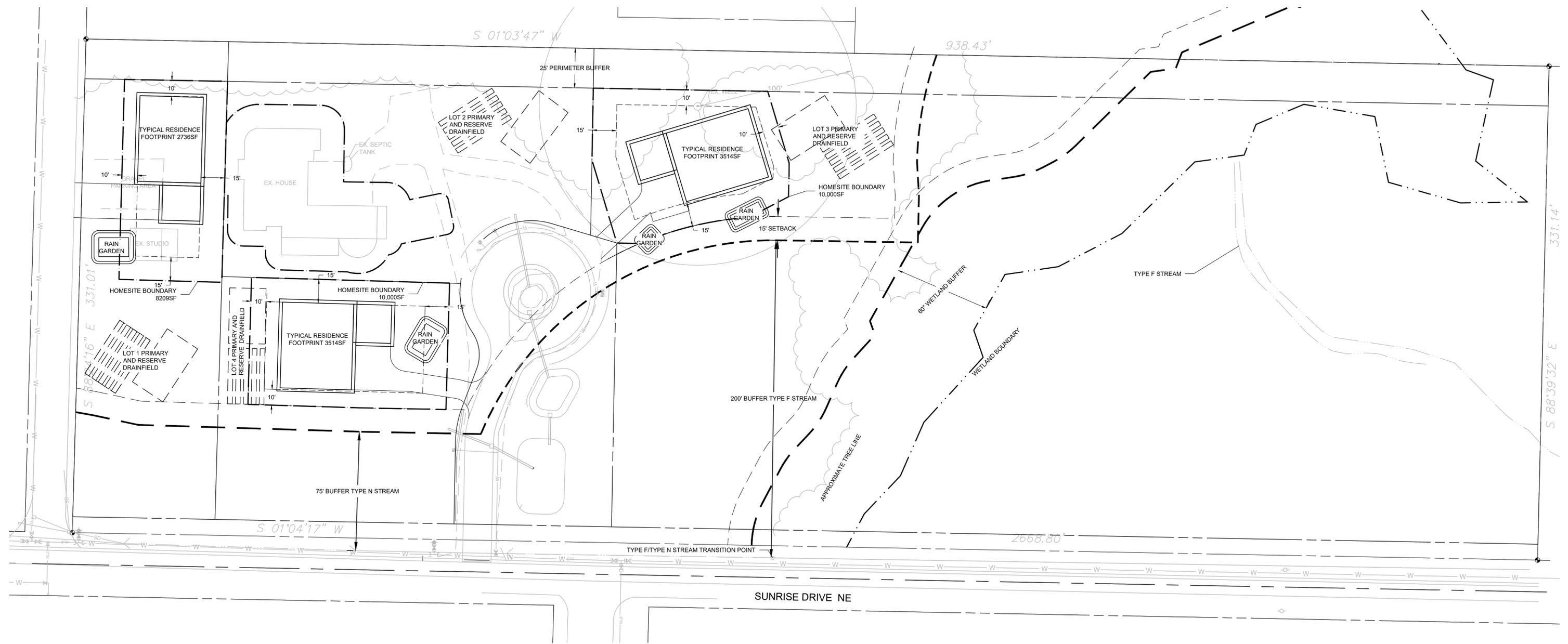
Presentation and Discussion

SUMMARY:

The Public Participation Meeting is required as part of the preapplication phase for Preliminary Short Subdivision permit, which is required for the proposed development.

BACKGROUND: Nishi Gardens is a proposed four lot short subdivision of a 6.6 acre lot. The property is located at 10336 Knight Road. The applicant participated in a Conceptual Design Review meeting with the Design Review Board on July 6, 2021 (prior to the land use review process amendments in Ordinance 2021-12 which became effective on December 29, 2021). The applicant participated in a preapplication conference with City staff on September 6, 2022.

ATTACHMENTS:



SUNRISE DRIVE NE



CITY OF
BAINBRIDGE ISLAND

Planning Commission Special Meeting Agenda Bill

MEETING DATE: March 9, 2023

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:05 PM) WSDOT Noise Variance- Murden Creek Fish Barrier Removal (City file no. PLN52518 VAR WSDOT Noise Variance)

AGENDA CATEGORY: Review and Recommendation

PROPOSED BY: Ellen Fairleigh

PREVIOUS PLANNING COMMISSION REVIEW DATE(S): N/A

PREVIOUS COUCIL REVIEW DATE(S): N/A

RECOMMENDED MOTION:

Suggested Motion: "I move to approve the request for a noise variance to conduct night time work in State Route 305 right-of-way between the hours of 7pm and 7am for stage 1 and stage 2 concrete girder placement at the Murden Creek Fish Barrier Removal project."

SUMMARY:

This noise variance request is for work on the Murden Creek Fish Barrier Removal project located on SR 305.

To minimize traffic impacts, work will be performed outside high traffic volume periods (night work). WSDOT approved traffic control will be in place as required based on construction equipment locations. Closure hours are planned to be 9:00pm to 5:00am on a single night (either Monday, Tuesday, or Wednesday) between March 6th and 29th for stage 1, and for stage 2, a single night between August 1st and 30th. The actual date of closure will be finalized 3 weeks prior to the actual work. Note that extenuating circumstances may push the earlier stage into April and subsequently early September for the second stage.

Equipment to be used for this work may produce nominal noise at work site up to 80db consisting of engine and hydraulics as well as intermittent and limited beeping from back up alarms on the manlifts. WSDOT and its contractor will notify residents within 300' of worksite at least 48 hours in advance of the work, and will be onsite to respond to resident inquiries during the work.

BACKGROUND: A variance from the noise standards may be granted by the Planning Commission (BIMC 16.16.030). Maximum environmental noise levels are established pursuant to BIMC 16.16.020 wherein WAC 173-60-040 is adopted by reference. WAC 173-060-040 establishes maximum permissible environmental noise levels during both daytime and nighttime hours. Additionally, pursuant to BIMC 16.16.025, construction activities within residential zones or within 100

feet of residential zones shall be prohibited between the hours of 7:00 p.m. and 7:00 a.m. on weekdays that do not constitute legal holidays.

ATTACHMENTS:

Project Narrative: Murden Creek Fish Barrier Removal
Owner: WSDOT
Authorized Agent (Contractor): Kraemer North America, LLC

This noise variance request is for work on the Murden Creek Fish Barrier Removal project located on SR 305.

Kraemer North America's construction of the SR 305 Bridge at Murden Creek requires placement of 7ea 120' Concrete Girders. The size of the girders necessitates two full closures of SR 305 in order to safely hoist and install. (The only use of Bainbridge ROW is to set up temporary traffic control on City Streets). The detour route from SR 305 runs north along N Madison Ave NE from the intersection with Sportsman Club Road NE to NE Lovgreen RD. Route then turns west back to SR 305. There are lighted flagger stations at all intersections including NE Winther Rd, NE Valley Rd, and NE Koura Rd. Local access and flagger assistance will be provided at NE Morgan, Just A Meer Rd, and at the single residence with driveway access to SR 305 in this section. PCMS boards will be set up 7 days prior to the closures per the traffic control plan. All details of the detour route and traffic control plans are included in the ROW permit application.

The work zone where the girders will be set is on SR 305 at Murden Creek. The girders will be trucked in on SR 305 SB into the closure. Cranes will be set up off the road in the construction site. Equipment to be used for this work include Manlifts and two hydraulic truck cranes - nominal noise at work site up to 80db consisting of engine and hydraulics as well as intermittent and limited beeping from back up alarms on the manlifts. Kraemer will work with WSDOT to Notify residents within 300' of worksite at least 48 hours in advance of the work. Kraemer and WSDOT will be onsite to respond to resident inquiries during the work.

To minimize traffic impacts work will be performed outside high traffic volume periods (night work). WSDOT approved traffic control will be in place as required based on construction equipment locations. Closure hours are planned to be 9:00pm to 5:00am on a single night (either Monday, Tuesday, or Wednesday) Between March 6-March 29 for stage 1 and for stage 2 a single night between August 1-August 30. The actual date of closure will be finalized 3 weeks prior to the actual work. Note that extenuating circumstances may push the girder set into early April and subsequently early August for the second set.

For Complete details see Land Use Application, Right of Way Permit Application, and Traffic Impact Form



City of Bainbridge Island | Public Works - Engineering

280 Madison Avenue North
Bainbridge Island, Washington 98110
(206) 842-2016 | (206)780-3710 Fax

Permit Number

(Official Use)

External Reference Number

RIGHT-OF-WAY USE APPLICATION & PERMIT (BIMC 15.12)

PROJECT SUMMARY

PROJECT ADDRESS:

PLANNING AND COMMUNITY DEVELOPMENT (PCD) PROJECT NO. (if applicable) :

PERMITTEE (check one): Owner Authorized Agent

NOTE: The Permittee is responsible for deposits, billings and payments and all other terms outlined on page 2 of this form.

CONTACT INFORMATION

Form fields for Permittee, Address, City, State Zip Code, Phone, Email, Contact Name, and 24 Hour/Job Site Phone.



IMPACTED INFRASTRUCTURE - Site Plan Required (Check all that apply)

- Asphalt Street, Concrete Street, Curb and Gutter, Curb Ramp, Paved Shoulder, Planting Strip, Sidewalk, Utility Structures, Trees, Unimproved ROW, Unpaved Shoulder, No Impact, Other ROW

IMPACTED MOBILITY- Traffic Control Plan & Traffic Impact Form Required (Check all that apply)

- Alley Closed, Alley Partially Blocked, Bike Lane Closed, Bike Lane Partially Blocked, Multi-Travel Lanes Closed, Parking Lane Closed, Sidewalk Closed, Sidewalk Partially Blocked, Street Closed, Travel Lane Closed, No Impact

WORK DESCRIPTION

DETAILED DESCRIPTION (Please provide a detailed description of the work proposed in the space below)

COST ESTIMATE

Valuation of portion of project within the right-of-way \$

PROPOSED CONSTRUCTION (Types A, B or C)

FRANCHISE UTILITY (Type D)

- Driveway, Landscaping, Awning, Marquee, Canopy, Paving, Bus Shelter Installation, Public Art Installation, Clear and Grub, Seasonal Lighting, Fence, Rockery, Wall, Sidewalk Repair/Construction, Grade and Rock - Temporary, Tree - Prune/Plant/Remove, Other

- Existing Overhead, Existing Vaults, Other

SIDEWALK USE

- Café

TERMS

Indemnification

The Permittee agrees to defend, indemnify, and hold harmless the City of Bainbridge Island, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right-of-way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

Acceptance of terms, conditions, and requirements

Permittee shall accept the terms, conditions, and requirements of the permit and agree to comply with them to the satisfaction of the City of Bainbridge Island, Public Works - Engineering. Permittee further agrees to comply with all applicable city ordinances, including but not limited to Title 12 BIMC, and all applicable requirements of state and federal law. Work shall begin within six months from the date of approval unless other arrangements are made, otherwise the application shall be void.

Applicant or Authorized Agent Statement

I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant AND the Owner OR the authorized agent of the owner; that the information provided herein is correct and complete; and that I have the authority to bind the owner to this application.

Deposits, Charges, and Future Billings

The Permittee is responsible for all permit charges. If a deposit was made for estimated future Street Use services, any unused portion of the deposit will be refunded to the Permittee. Any charges in excess of the deposit will be billed to the Permittee.

PERMITTEE SIGNATURE: _____ DATE: _____

(Official Use)

REQUIRED AT APPLICATION

REQUIRED PRIOR TO ISSUANCE

FEES

<input type="checkbox"/> Site Plan (All Permits)	<input type="checkbox"/> Annual Permit # _____	<input type="checkbox"/> Noise Exemption	\$ _____
<input type="checkbox"/> Cost Estimate (All Permits)	<input type="checkbox"/> Indemnity Agreement		\$ _____
<input type="checkbox"/> Traffic Control Plan	<input type="checkbox"/> Surety	<input type="checkbox"/> MS4* Connection Form	
<input type="checkbox"/> Restoration Plan	<input type="checkbox"/> Proof of Insurance	Total:	\$ _____

COMMENTS:

APPLICATION ACCEPTED BY: _____ DATE: _____

APPLICATION APPROVED BY: _____ DATE: _____

ISSUED BY: _____ DATE: _____ DATE EXPIRES: _____

INSPECTION UPON CONSTRUCTION COMPLETION: _____
 FINAL INSPECTION - 12 MONTH BOND RELEASE: _____

PERMIT TYPE	FEE	START DATE	APPROX. PROJECT DURATION
<input type="checkbox"/> "A" - Short-Term	\$150.00	_____	(Max. 30 days)
<input type="checkbox"/> "B1" - Disturbance of ROW	\$250.00	_____	(Max. 30 days)
<input type="checkbox"/> "B2" - Annual Bulk	\$500.00	_____	(1 Year)
<input type="checkbox"/> "C" - Long-Term Use	\$250.00	_____	(Max. 5 years)
<input type="checkbox"/> "D" - Franchise Utility Routine Maintenance	\$1,000.00	_____	(Max. 1 year)
<input type="checkbox"/> Sidewalk Café use (BIMC 12.36)	\$100.00	_____	(Max. 1 year)

NOTE: Additional inspections invoiced at \$50.00 per visit.

ADDITIONAL PERMITS	FEE	START DATE	APPROX. PROJECT DURATION
<input type="checkbox"/> TYPE "B1" ISSUED UNDER BULK PERMIT	\$50.00	_____	(Max. 30 days)

* Municipal Separate Storm Sewer System ("MS4" or "stormwater drainage system") - Requires a Stormwater Conveyance System Connection Application

PERMIT CONDITIONS

1. For the purposes of inspection or reference, the contractor is required to have this permit in their possession at the permitted work location.
2. This permit is subject to all terms, conditions, and provisions set forth in Bainbridge Island Municipal Code, Chapter 15.12 and in the surety provided pursuant to Bainbridge Island Municipal Code Section 15.12.220.
3. The City may revoke, annul, revise or terminate the permit if the applicant fails to comply with any of the provisions of the permit, Bainbridge Island Municipal Code Chapter 15.12, the surety bond or any notices given by the City.
4. The applicant and/or assigns shall have the right and authority to enter upon the rights-of-way of the City as indicated on the front of the issued permit for the purpose of completing the proposed work.
5. This grant or privilege shall not be deemed or held to be an exclusive franchise, nor prohibit the City from granting other permits or franchise rights to any other party.
6. In accordance with RCW 58.04.015, survey monumentation in or adjacent to any right-of-way shall not be disturbed.
7. Applicant shall notify utilities One Number Locate service (811) before commencing any surface/subsurface work as required by RCW Chapter 19.122.
8. Before commencing work, applicant shall submit and have a completed and City approved Traffic Impact Form and Traffic Control Plan for any projects impacting traveled roadways, in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).
9. In accordance with BIMC 15.22, permitted activities shall prohibit the discharge of any pollutants or waters containing pollutants.
10. Applicant shall provide project drawings to a working scale, showing location of work, name and width of streets and the relative position of proposed work to existing utilities.
11. All rights-of-way shall be fully restored to as good or better and safe a condition as before commencement of work by applicant. Any damage of any kind by the applicant/ assigns shall be repaired at applicant's sole cost and expense.
12. Upon completion of the work, the applicant will request that the City make an inspection to determine if the work has been completed and that City facilities have been restored and no damage has occurred.
13. If applicant or designee fails to complete the proposed work, the PW Director or his designee may complete the work or have it completed in order to restore the rights-of-way to an acceptable condition. The City shall obtain the proceeds from any surety or invoice the applicant for reimbursement for all costs associated with said restoration. Ref: BIMC 15.12.220.



**City of Bainbridge Island, Washington
Right of Way Permits**

Credit Card Payment Address Information

Transaction Number **10433682**
 Customer Name **Jason Noelck**
 Email Address **jnoelck@kraemerna.com**
 Address **1 plainview road
Plain, WI 53577**

Credit Card Number **5XXXXXXXXXXXX2216**
 Credit Card Type **MasterCard**
 Expiration Date **0623**
 Operator Name
 Transaction Time **2/9/2023 1:09:16 PM**
 Authorization Code **091045**
 Convenience Fee **048346**
 Authorization Code
 Agency Total **250.00**
 Flat Convenience Fee **7.50**
 Total Amount Charged to Card **257.50**

**Receipt of Payment for B1
Disturbance of ROW Permit**

Transaction Details

Name **Jason Noelck**
 Service Address **1 plainview road**
 Bainbridge Right of Way Type (Code starts with RW)
STD DISTURB

Signature _____ Merchant Copy

**I agree to pay above total amount
according to card issuer agreement.**

**ONE OR BOTH CHARGES WILL APPEAR AS
PAYGOV.US ON YOUR CARD STATEMENT.**



City of Bainbridge Island

Public Works Engineering

(206) 842-2016 Fax (206) 780-3710

pwadmin@bainbridgewa.gov

TRAFFIC IMPACT FORM

The Traffic Impact form must be filled out (in conjunction with ROW Permit) for any road closures and/or partial road closures when roadway is reduced to one lane of traffic.

PROJECT NAME: _____ ROW PERMIT # _____

CONTACT Name/Phone #/ Email:

Note: This information will be published in the City's traffic notification webpage; therefore, the contact information provided should be whom interested citizens can contact.

Company: _____ Name: _____

Phone #: _____ Email: _____

PRIMARY ROAD: _____

FROM: _____ to _____
Nearest Cross Street. or # Nearest Cross Street. or #

START DATE: _____ END DATE: _____

- RESTRICTION
- One lane w/flaggers continuously
 - One lane w/flaggers intermittently
 - Full Road Closure / Route Map Attached

Describe Detour Route
 Other _____

DESCRIPTION OF WORK: _____

THE COMPLETED TRAFFIC IMPACT FORM MUST BE SENT TO COBI ENGINEERING
(pwadmin@bainbridgewa.gov) **10-WORKING DAYS** PRIOR TO CONSTRUCTION START DATE



City of Bainbridge Island
 Department of Public Works
 280 Madison Ave. N.
 Bainbridge Island, WA 98110
 (206) 842-2016 www.ci.bainbridge-isl.wa.us

Stormwater Conveyance System Connection Application

Contact Information (To be filled out by Applicant)		Preferred method of correspondence: <input type="checkbox"/> Mail <input type="checkbox"/> E-mail	
Applicant's Name:	No Ground Disturbing activities in the Bainbridge Island ROW for this work	Permit #	
Applicant's Mailing Address:		State:	Zip:
Day Phone: () ()	Cell Phone: () ()	Email:	
Site Address:		Parcel #	

Connection #1 Attribute Information (To be Filled out by Applicant or COBI Staff)					
Connection Location Coordinate (Mark Unit Type Below) /		Type of Facility Connecting To:(Catch Basin, Ditch, Swale, Pond, Stream)			Number of Pipes
<input type="checkbox"/> Latitude/Longitude	<input type="checkbox"/> UTM	<input type="checkbox"/> Northing/Easting	UTM Zone	State Plane Zone	Datum
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 1)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)		
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 2)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)		
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 3)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)		

Connection #2 Attribute Information (To be Filled out by Applicant or COBI Staff)					
Connection Location Coordinate (Mark Unit Type Below) /		Type of Facility Connecting To:(Catch Basin, Ditch, Swale, Pond, Stream)			Number of Pipes
<input type="checkbox"/> Latitude/Longitude	<input type="checkbox"/> UTM	<input type="checkbox"/> Northing/Easting	UTM Zone	State Plane Zone	Datum
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 1)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)		
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 2)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)		
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 3)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)		

Use additional forms for more than two connections.

Processing Information (To be Filled Out By COBI Staff)		
Reviewed by	Location Verified	New Location (Circle one UTM, Lat/Long, Northing/Easting); Zone () 1) 2) 3)
Review Date		

The information provided supports the maintenance of a computer based map of all connections to the MS4 (BIMC 15.22) as required by Department of Ecology to meet the City's Phase II Municipal Stormwater Permit condition S5.C3.a.ii.

Certificate of Liability Insurance

COBI listed as additionally Insured



CERTIFICATE OF LIABILITY INSURANCE

1/1/2024

DATE (MM/DD/YYYY)

12/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kctsu@lockton.com	CONTACT NAME: PHONE (A/C. No. Ext): E-MAIL ADDRESS:	FAX (A/C. No.):													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B : Westchester Fire Insurance Company</td> <td>10030</td> </tr> <tr> <td>INSURER C : Berkley Assurance Company</td> <td>39462</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Zurich American Insurance Company	16535	INSURER B : Westchester Fire Insurance Company	10030	INSURER C : Berkley Assurance Company	39462	INSURER D :		INSURER E :		INSURER F :
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Zurich American Insurance Company	16535														
INSURER B : Westchester Fire Insurance Company	10030														
INSURER C : Berkley Assurance Company	39462														
INSURER D :															
INSURER E :															
INSURER F :															

INSURED
1359042 KRAEMER NORTH AMERICA, LLC
EDWARD KRAEMER & SONS, INC.
ONE PLAINVIEW ROAD
PLAIN WI 53577

COVERAGES **CERTIFICATE NUMBER:** 18369572 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	GLO9806120-11	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y	Y	BAP9806122-11	1/1/2023	1/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N	G21986380018	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC9806121-11 (AOS) WC9806124-11 (WI)	1/1/2023 1/1/2023	1/1/2024 1/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	CONTRACTOR POLLUTION	N	N	PCADB-5021043-0123	1/1/2023	1/1/2024	\$5,000,000 PER CLAIM; \$5,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 KNA JOB #482204 MURDEN CREEK, WSDOT CONTRACT #9774. WASHINGTON STATE DEPT OF TRANSPORTATION AND CITY OF BAINBRIDGE ARE ADDITIONAL INSURED AS RESPECTS GENERAL LIABILITY AND AUTO LIABILITY ON A PRIMARY AND NON-CONTRIBUTORY BASIS AS REQUIRED BY WRITTEN CONTRACT. WAIVER OF SUBROGATION APPLIES IN FAVOR OF THE ADDITIONAL INSUREDS AS RESPECTS GENERAL LIABILITY AND AUTO LIABILITY AS REQUIRED BY WRITTEN CONTRACT AND WHERE ALLOWED BY LAW.

CERTIFICATE HOLDER**CANCELLATION** See Attachments

18369572
 WASHINGTON STATE DEPT OF TRANSPORTATION
 CONTRACT ADMINISTRATION & PAYMENTS SECTION
 PO BOX 47300
 OLYMPIA WA 95804-7300

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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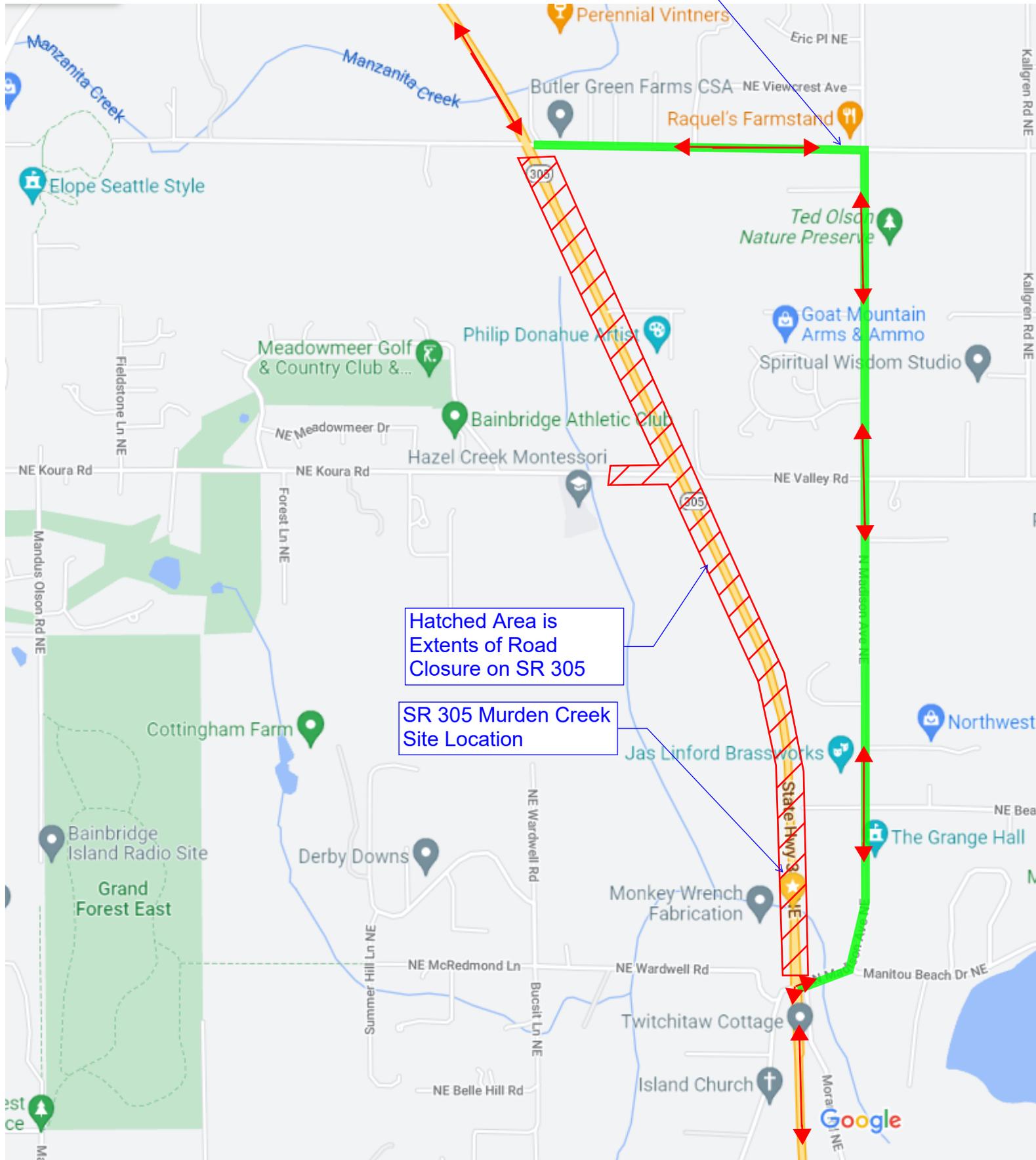
Murden Creek Project Site Plan

(Note: Work shown here is all in WSDOT ROW. ROW Permit is solely for use of COBI Surface Street for One Night Detour route. See Traffic Control Plans and detour route included in this document)

SR 305 Detour Plan and Traffic Control Plan

Detour Route

See TCP on Subsequent Pages for specific Flagger locations, signage, and advanced warning signage details.



Hatched Area is Extents of Road Closure on SR 305

SR 305 Murden Creek Site Location

Date: Sun Jan 15 2023 Author: Jan L. Callaway Project: KNA2201 DAY Rd and SR305
 Job Start Date: Wed Mar 01 2023 Job End Date: Fri Mar 31 2023 Company: BC Traffic



elps Rd NE

NE Day Rd

State Hwy 305 NE

SR305
CLOSED AT
SPORTSMAN

03/15/23-
03-16-23
8PM-6AM

PCMS 7 DAYS PRIOR
2 Phases

PCMS Night of Closure
2 Phases

SR305
CLOSED AT
SPORTSMAN

8PM-6AM
FOLLOW
DETOUR

**ROAD
WILL BE
CLOSED
3/15-3/16
8PM-6AM**

- NOTES:** 1. Delineate all PCMS with Minimum 3 Barrels
 2. Adjust dates/times applicable to the closure.
 3. Class A signs shall be posted 7 days prior to closure.

Legend

Barrel

PCMS

R11-1501 ROAD WILL BE CLOSED

350'

150'

60"

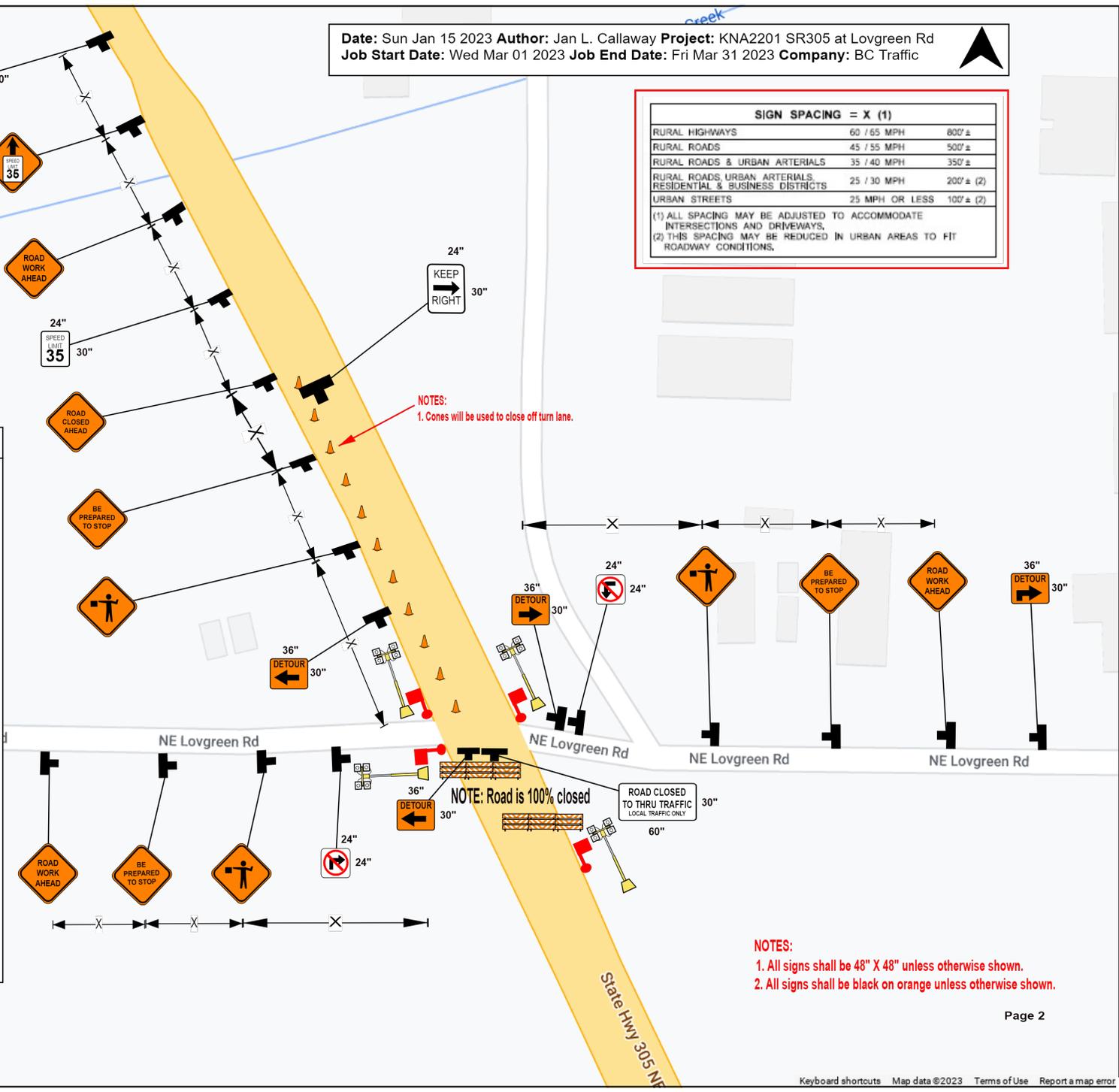
48"

Date: Sun Jan 15 2023 Author: Jan L. Callaway Project: KNA2201 SR305 at Lovgreen Rd
 Job Start Date: Wed Mar 01 2023 Job End Date: Fri Mar 31 2023 Company: BC Traffic

SIGN SPACING = X (1)		
RURAL HIGHWAYS	60 / 65 MPH	800' ±
RURAL ROADS	45 / 55 MPH	500' ±
RURAL ROADS & URBAN ARTERIALS	35 / 40 MPH	350' ±
RURAL ROADS, URBAN ARTERIALS, RESIDENTIAL & BUSINESS DISTRICTS	25 / 30 MPH	200' ± (2)
URBAN STREETS	25 MPH OR LESS	100' ± (2)

(1) ALL SPACING MAY BE ADJUSTED TO ACCOMMODATE INTERSECTIONS AND DRIVEWAYS.
 (2) THIS SPACING MAY BE REDUCED IN URBAN AREAS TO FIT ROADWAY CONDITIONS.

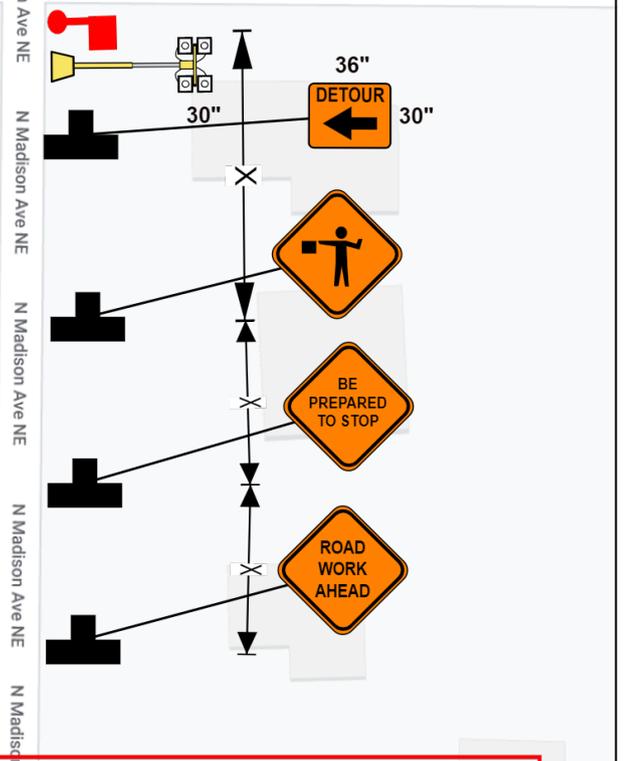
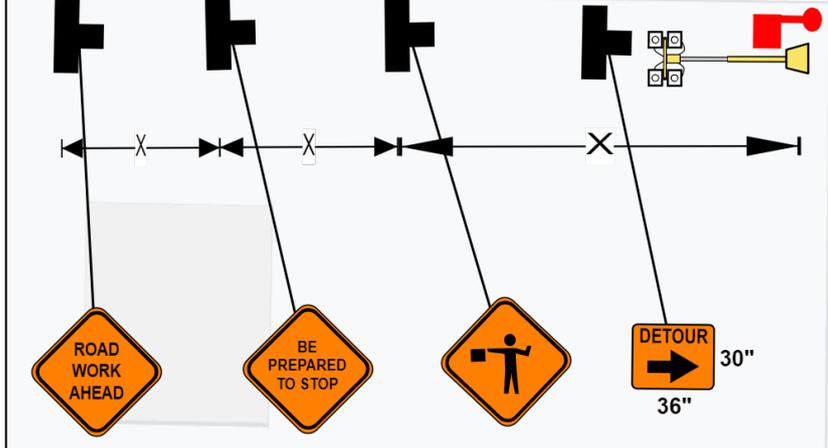
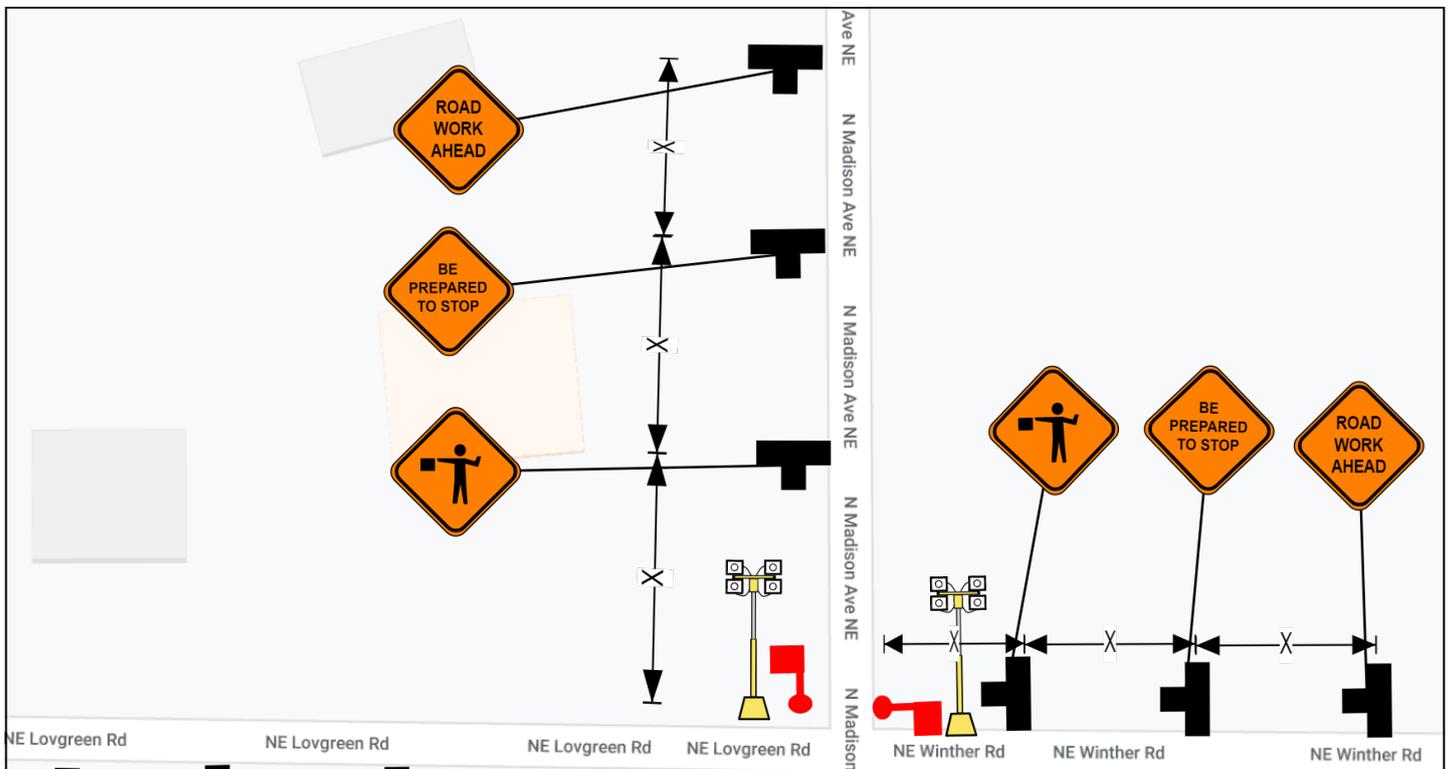
- Legend**
- Flagger
 - Light Tower
 - Type III Barricade (Road Closed)
 - Cone
 - M4-9 Detour L Ahead
 - M4-9 Detour L Turn
 - M4-9 Detour R Ahead
 - M4-9 Detour R Turn
 - R11-4 Road Closed to Thru Traffic Local Traffic Only
 - R2-35 Speed Limit 35
 - R3-1 No R Turn
 - R3-3 No L Turn
 - R4-7 Keep Right
 - W20-1 Road Work Ahead
 - W20-3 Road Closed Ahead
 - W20-7 Flagger
 - W3-35 35 MPH Ahead
 - W3-4 Be Prepared To Stop



NOTES:
 1. Cones will be used to close off turn lane.

NOTE: Road is 100% closed

NOTES:
 1. All signs shall be 48" X 48" unless otherwise shown.
 2. All signs shall be black on orange unless otherwise shown.



- NOTES:**
1. All signs shall be 48" X 48" unless otherwise shown.
 2. All signs shall be black on orange unless otherwise shown.

Legend	
	Flagger
	Light Tower
	M4-9 Detour L Turn
	M4-9 Detour R Turn
	W20-1 Road Work Ahead
	W20-7 Flagger
	W3-4 Be Prepared To Stop

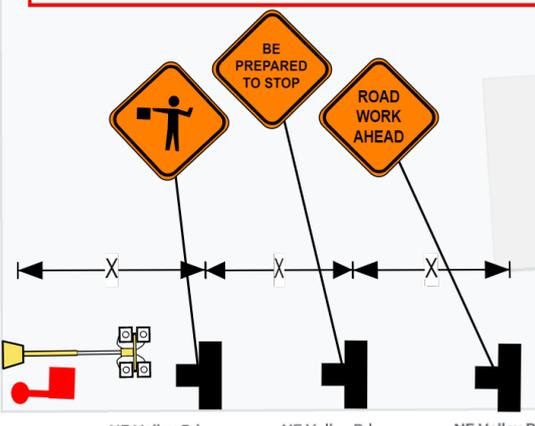
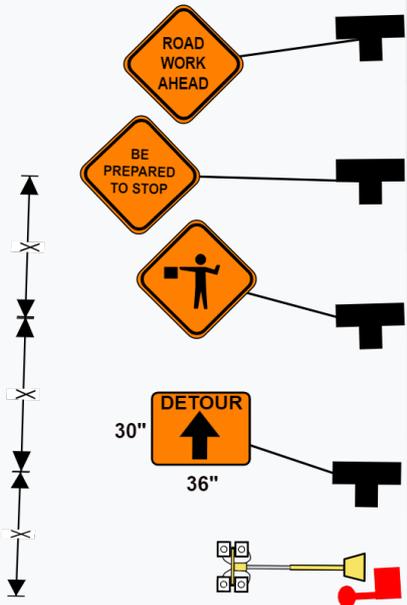
SIGN SPACING = X (1)		
RURAL HIGHWAYS	60 / 65 MPH	800' ±
RURAL ROADS	45 / 55 MPH	500' ±
RURAL ROADS & URBAN ARTERIALS	35 / 40 MPH	350' ±
RURAL ROADS, URBAN ARTERIALS, RESIDENTIAL & BUSINESS DISTRICTS	25 / 30 MPH	200' ± (2)
URBAN STREETS	25 MPH OR LESS	100' ± (2)
(1) ALL SPACING MAY BE ADJUSTED TO ACCOMMODATE INTERSECTIONS AND DRIVEWAYS.		
(2) THIS SPACING MAY BE REDUCED IN URBAN AREAS TO FIT ROADWAY CONDITIONS.		

Date: Sun Jan 15 2023 **Author:** Jan L. Callaway **Project:** KNA2201 Lovgreen Rd and Madison
Job Start Date: Wed Mar 01 2023 **Job End Date:** Fri Mar 31 2023 **Company:** BC Traffic

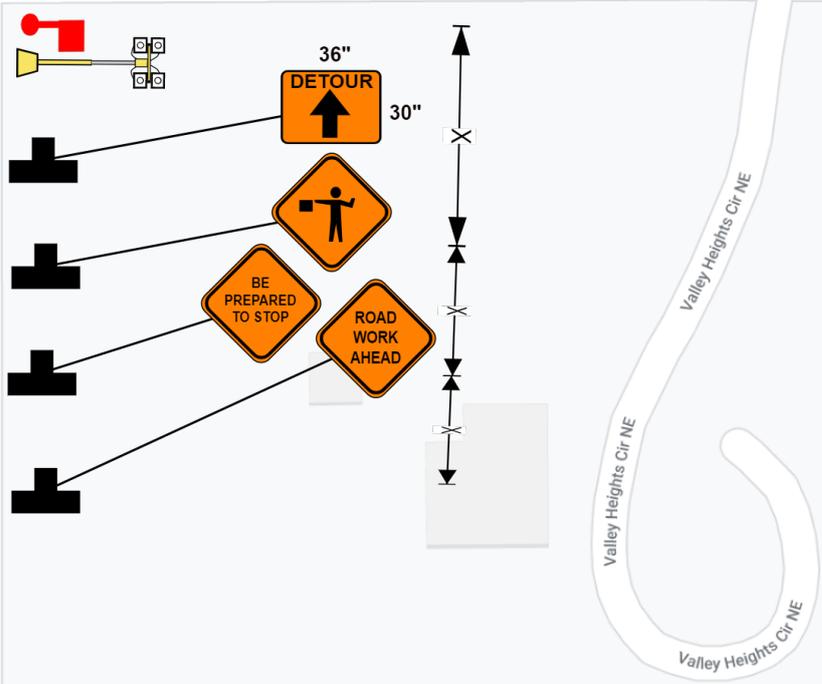
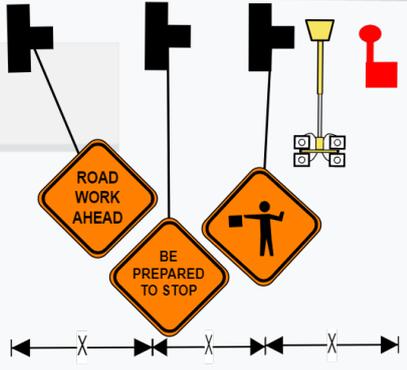


SIGN SPACING = X (1)		
RURAL HIGHWAYS	60 / 65 MPH	800' ±
RURAL ROADS	45 / 55 MPH	500' ±
RURAL ROADS & URBAN ARTERIALS	35 / 40 MPH	350' ±
RURAL ROADS, URBAN ARTERIALS, RESIDENTIAL & BUSINESS DISTRICTS	25 / 30 MPH	200' ± (2)
URBAN STREETS	25 MPH OR LESS	100' ± (2)

(1) ALL SPACING MAY BE ADJUSTED TO ACCOMMODATE INTERSECTIONS AND DRIVEWAYS.
 (2) THIS SPACING MAY BE REDUCED IN URBAN AREAS TO FIT ROADWAY CONDITIONS.



NE Valley Rd NE Valley Rd



- Legend**
- Flagger
 - Light Tower
 - M4-9 Detour Straight
 - W20-1 Road Work Ahead
 - W20-7 Flagger
 - W3-4 Be Prepared To Stop

NOTES:
 1. All signs shall be 48" X 48" unless otherwise shown.
 2. All signs shall be black on orange unless otherwise shown.

Date: Mon Jan 16 2023 **Author:** Jan L. Callaway **Project:** KNA2201 Valley at Madison
Job Start Date: Wed Mar 01 2023 **Job End Date:** Fri Mar 31 2023 **Company:** BC Traffic

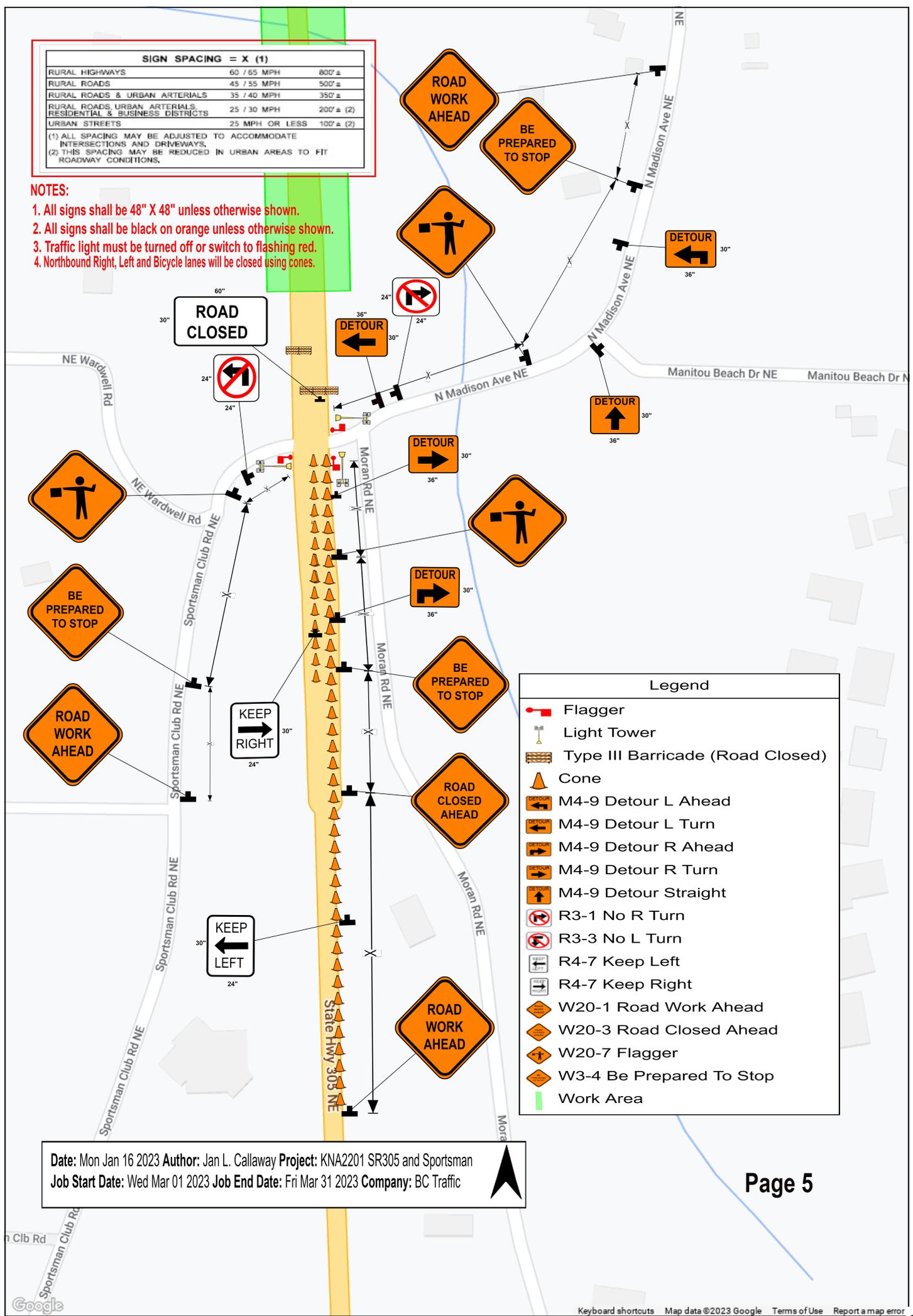


SIGN SPACING = X (1)		
RURAL HIGHWAYS	60 / 65 MPH	800' ±
RURAL ROADS	45 / 55 MPH	500' ±
RURAL ROADS & URBAN ARTERIALS	35 / 40 MPH	350' ±
RURAL ROADS, URBAN ARTERIALS, RESIDENTIAL & BUSINESS DISTRICTS	25 / 30 MPH	200' ± (2)
URBAN STREETS	25 MPH OR LESS	100' ± (2)

(1) ALL SPACING MAY BE ADJUSTED TO ACCOMMODATE INTERSECTIONS AND DRIVEWAYS.
(2) THIS SPACING MAY BE REDUCED IN URBAN AREAS TO FIT ROADWAY CONDITIONS.

NOTES:

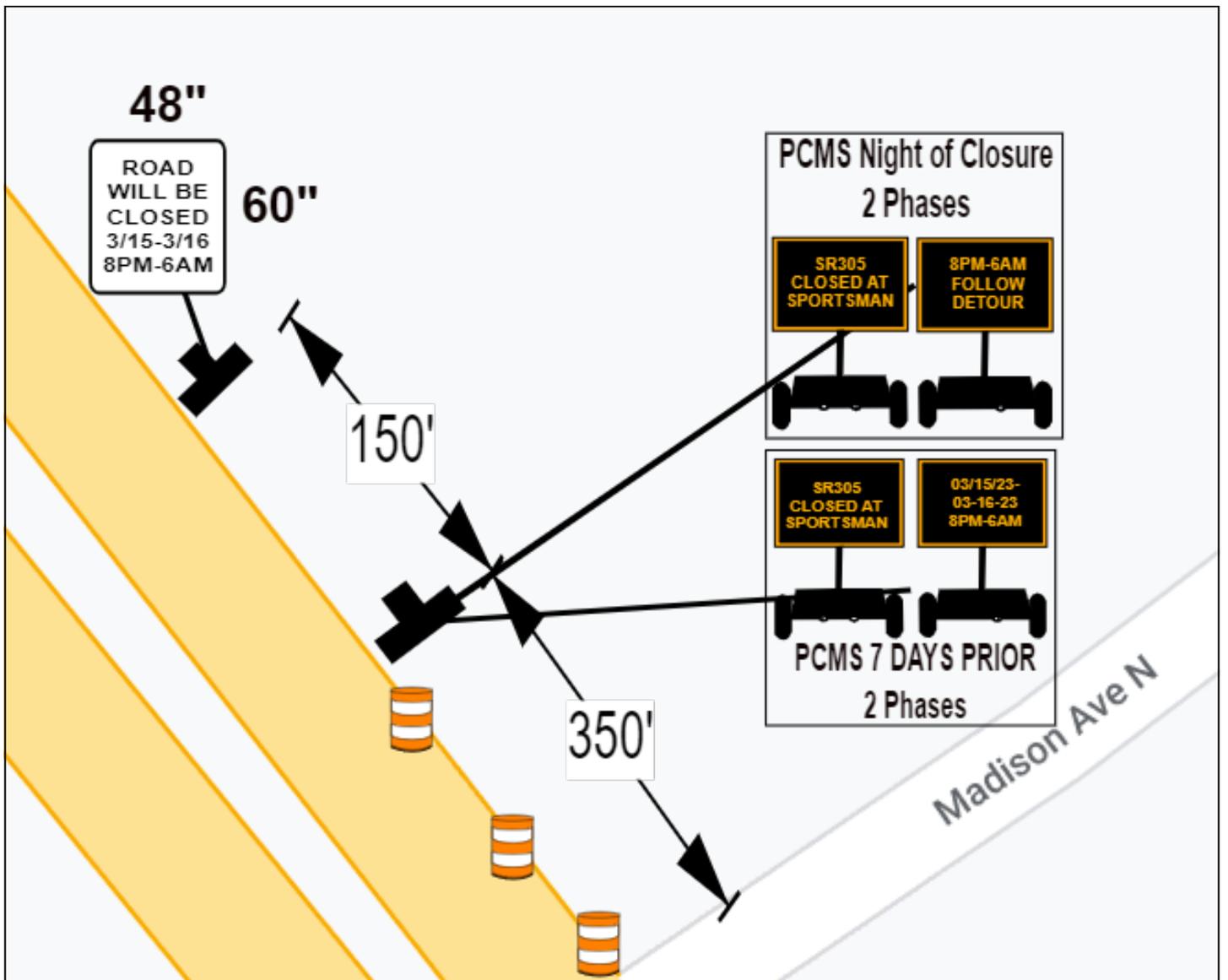
1. All signs shall be 48" X 48" unless otherwise shown.
2. All signs shall be black on orange unless otherwise shown.
3. Traffic light must be turned off or switch to flashing red.
4. Northbound Right, Left and Bicycle lanes will be closed using cones.



Legend	
	Flagger
	Light Tower
	Type III Barricade (Road Closed)
	Cone
	M4-9 Detour L Ahead
	M4-9 Detour L Turn
	M4-9 Detour R Ahead
	M4-9 Detour R Turn
	M4-9 Detour Straight
	R3-1 No R Turn
	R3-3 No L Turn
	R4-7 Keep Left
	R4-7 Keep Right
	W20-1 Road Work Ahead
	W20-3 Road Closed Ahead
	W20-7 Flagger
	W3-4 Be Prepared To Stop
	Work Area

Date: Mon Jan 16 2023 Author: Jan L. Callaway Project: KNA2201 SR305 and Sportsman
Job Start Date: Wed Mar 01 2023 Job End Date: Fri Mar 31 2023 Company: BC Traffic



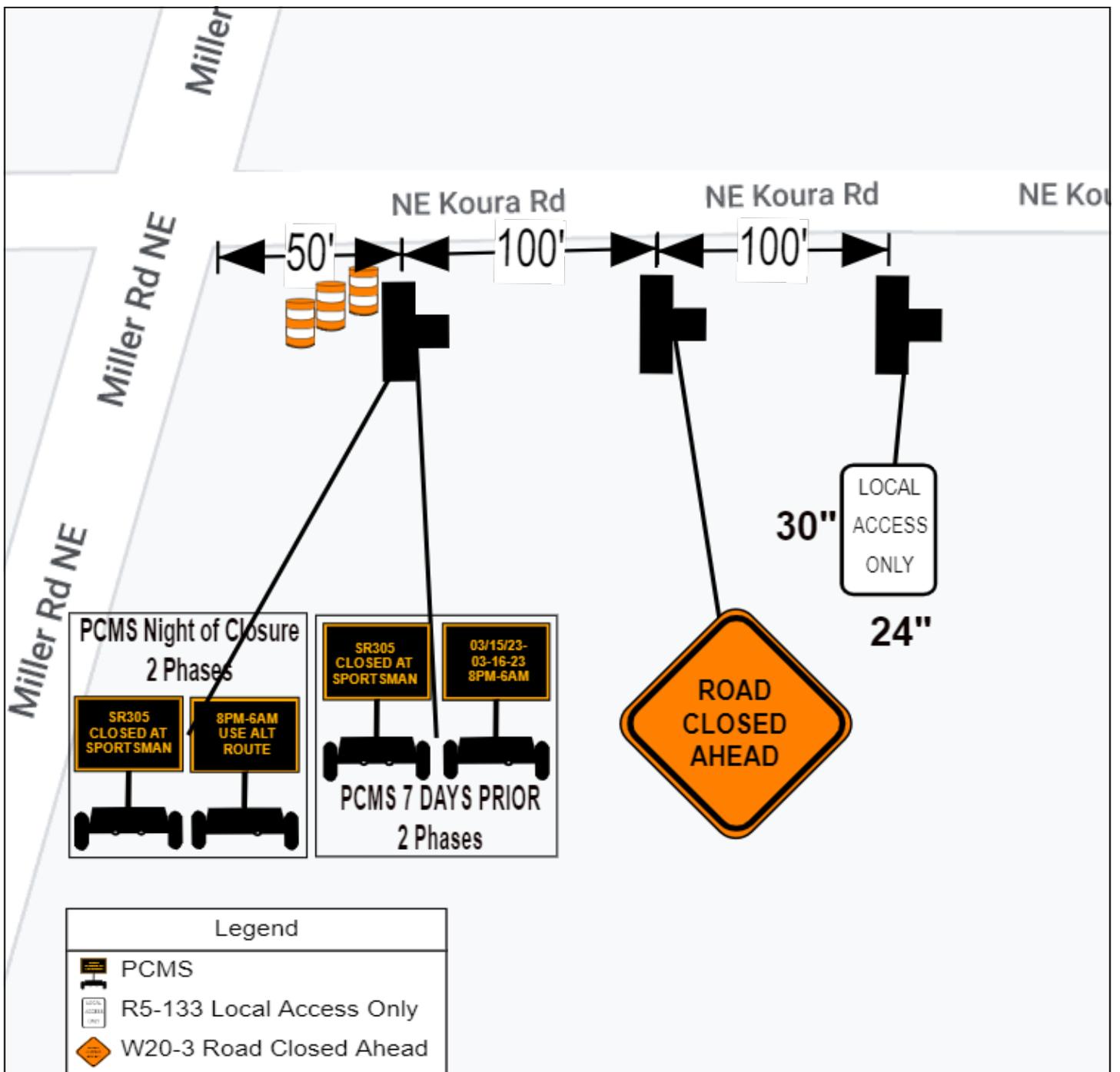


- NOTES:**
- 1. Delineate all PCMS with Minimum 3 Barrels.
 - 2. Adjust dates/times applicable to the closure.
 - 3. Class A signs shall be posted 7 days prior to closure.

Legend	
	Barrel
	PCMS
	R11-1501 ROAD WILL BE CLOSED

Date: Mon Jan 16 2023 Author: Jan L. Callaway Project: KNA2201 SR305 at Madison
 Job Start Date: Wed Mar 01 2023 Job End Date: Fri Mar 31 2023 Company: BC Traffic



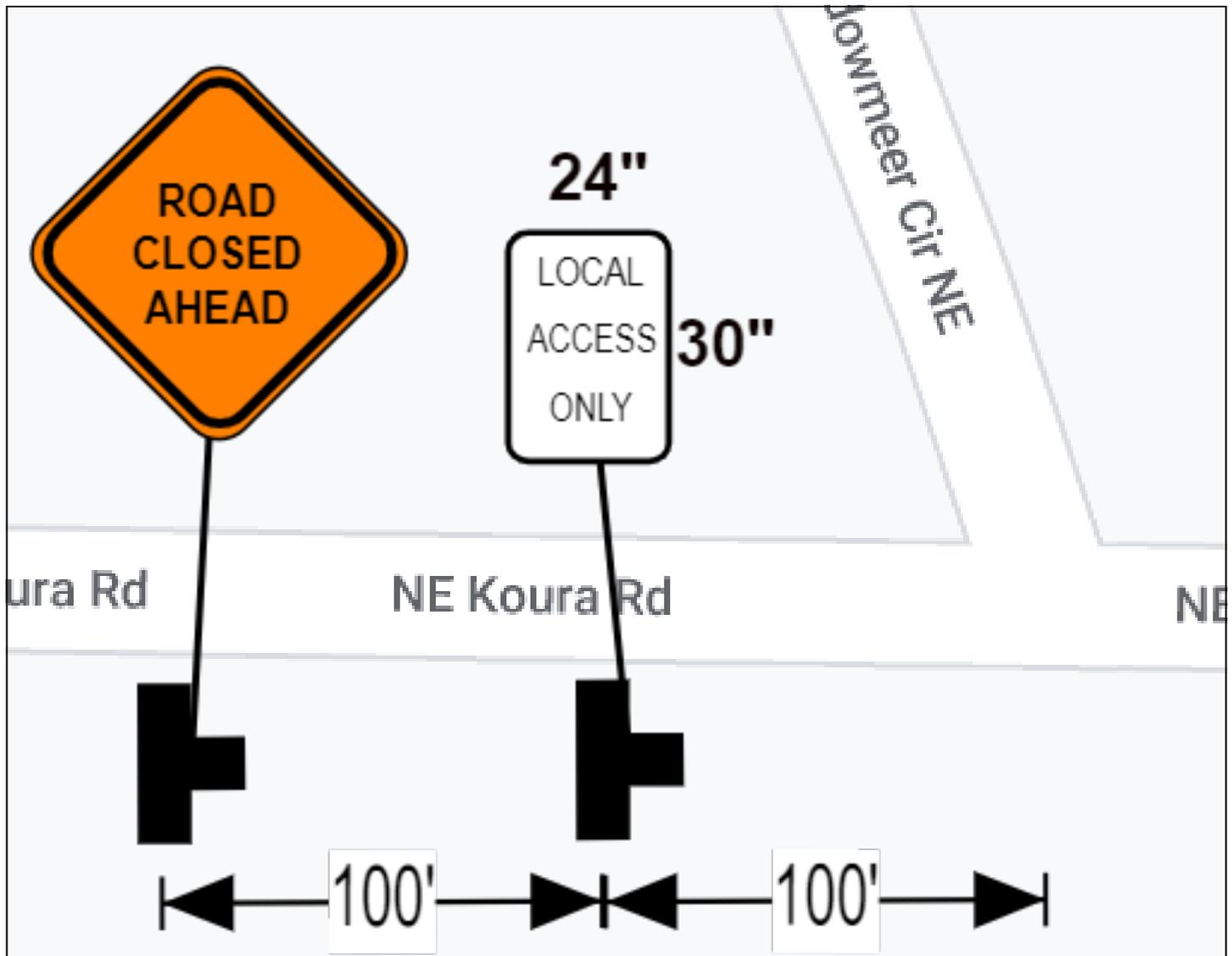


- NOTE:**
1. Delineate all PCMS with Minimum 3 Barrels
 2. Class A signs shall be posted 7 days prior to closure.
 3. Adjust dates/times applicable to the closure.
 4. All signs shall be 48" X 48" unless otherwise shown.
 5. All signs shall be black on orange unless otherwise shown.

Date: Mon Jan 16 2023 Author: Jan L. Callaway Project: KNA2201 Koura Rd and Miller Bay
 Job Start Date: Wed Mar 01 2023 Job End Date: Fri Mar 31 2023 Company: BC Traffic



Page 7

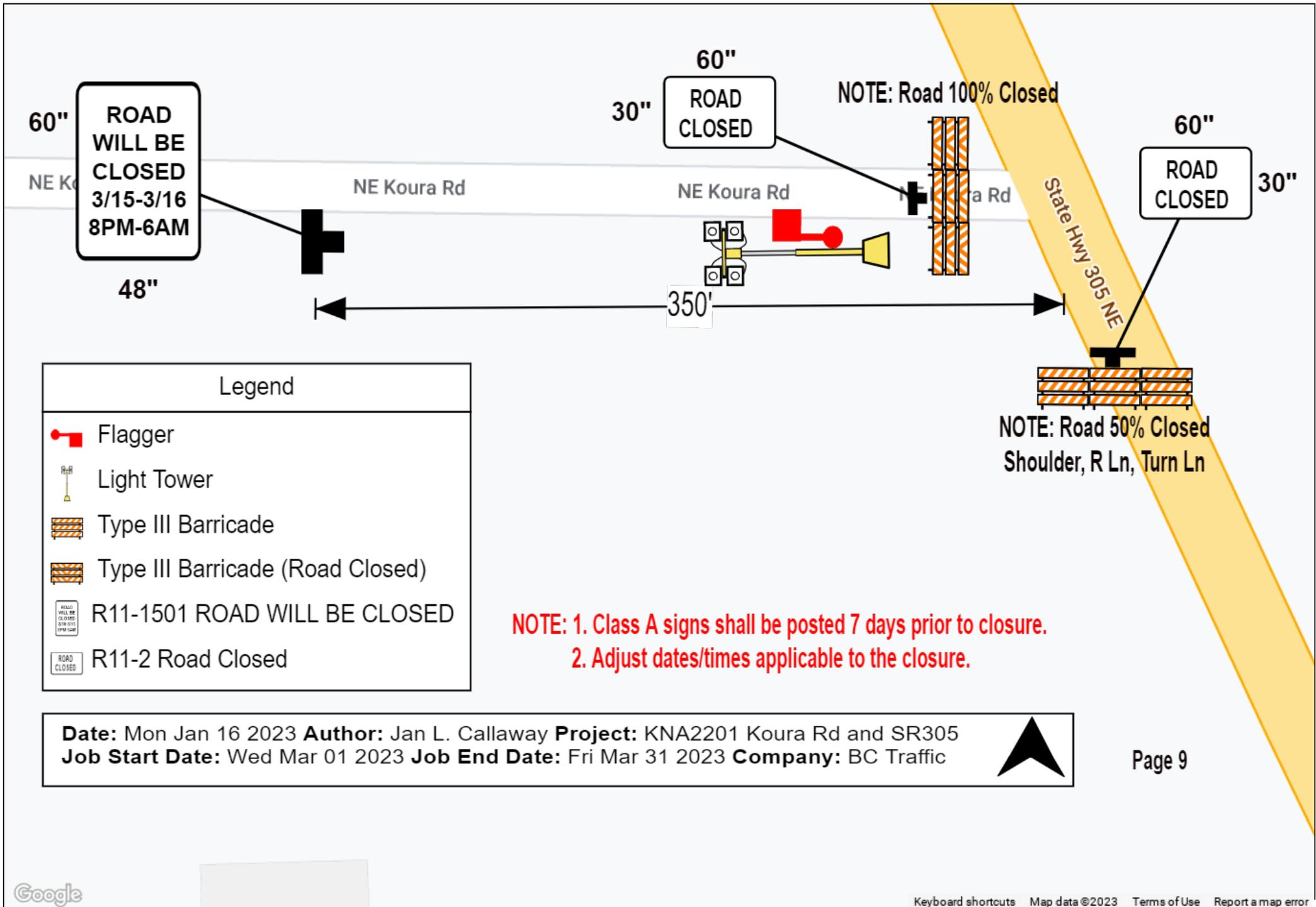


NOTES:

- 1. All signs shall be 48" X 48" unless otherwise shown.
- 2. All signs shall be black on orange unless otherwise shown.

Legend	
	R5-133 Local Access Only
	W20-3 Road Closed Ahead

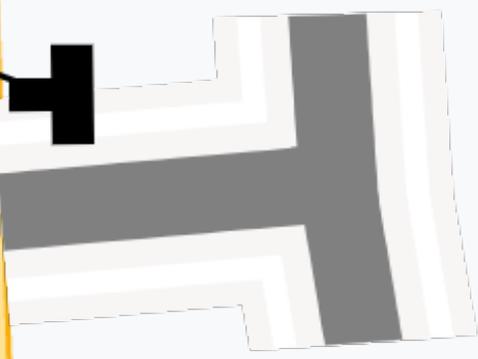
Date: Tue Jan 17 2023 Author: Jan L. Callaway Project: KNA2201 Koura at Meadowmeer
 Job Start Date: Wed Mar 01 2023 Job End Date: Fri Mar 31 2023 Company: BC Traffic



24"
24" 

**NOTE: This is a driveway.
Local access only**

48"
**ROAD
CLOSED**
60"



State
w



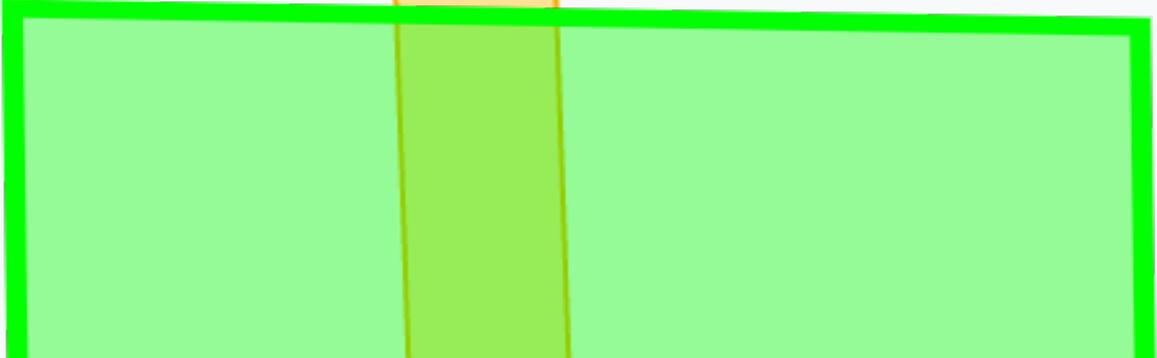
NOTE: Road 50% closed

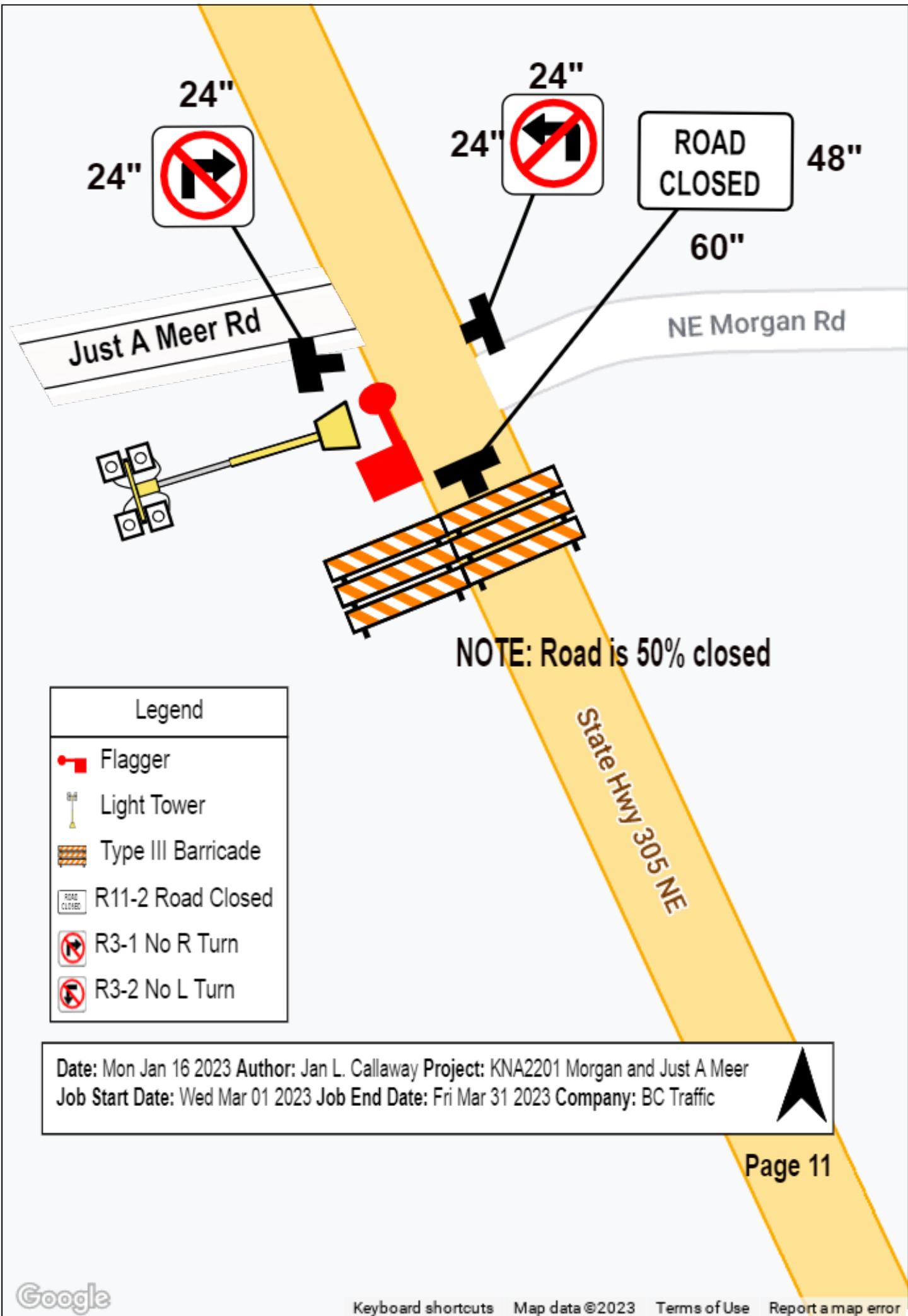
Legend	
	Type III Barricade
	R11-2 Road Closed
	R3-2 No L Turn
	Work Area

Date: Mon Jan 16 2023 **Author:** Jan L. Callaway **Project:** KNA2201 SR305 350' N of job site
Job Start Date: Wed Mar 01 2023 **Job End Date:** Fri Mar 31 2023 **Company:** BC Traffic



Page 10







CITY OF
BAINBRIDGE ISLAND

Planning Commission Special Meeting Agenda Bill

MEETING DATE: March 9, 2023

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (7:20 PM) Review Housing Action Plan Overview Including Principles, Strategies, and Actions

SUMMARY: The City of Bainbridge Island is undertaking a Housing Action Plan (HAP) to identify ways to meet housing needs now and into the future. The HAP team, led by ECONorthwest, has developed a draft HAP framework of principles, strategies, and actions, based on community engagement and housing needs assessment data. The framework, including evaluation criteria for each of the nearly 35 actions, will provide the basis for the draft Housing Action Plan, which the team anticipates bringing to the City Council and Planning Commission.

The City Council received a presentation on the proposed HAP principles, strategies, and actions at its meeting on January 24, 2023, and at a follow-up discussion on February 14, forwarded the topic to the Planning Commission for review.

Staff will present an overview of the project and housing basics, in addition to discussing the principles, strategies, and actions.

AGENDA CATEGORY: Discussion

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Discussion

COMMUNITY ENGAGEMENT AND OUTREACH: Prior presentations to City Council; a dedicated project web page; several community workshops and stakeholder meetings; community survey (summer/fall 2022)

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	Yes

BACKGROUND: A Housing Action Plan should generally identify concrete actions a city can take to address housing needs, diversify housing options, and increase affordable housing opportunities for diverse people living and working in a community. The main tasks are a housing needs assessment (completed for Bainbridge Island in Fall, 2022), community engagement (phase 1 completed in 2022, phase 2 upcoming), strategy development (main current task), and drafting/finalizing the housing action plan document (in development).

Housing Action Plans are based in state law (RCW 36.70A.600); this effort is funded by a grant of \$100,000 from the Washington State Department of Commerce. The City hired a team led by ECONorthwest to complete the work; the duration of the project is approximately one year beginning in Spring 2022 and extending to June 2023.

ATTACHMENTS:

[Draft BIHAP Action Matrix.pdf](#)

[Housing Action Plan Presentation 1](#)

FISCAL DETAILS: Total budget for this item is \$157,000. As noted above, \$100,000 is funded by a grant.

Fund Name(s): General Fund

Coding: ORG – 64011586, OBJ – 541100, PRJ - 01186

DATE: January 11, 2022
TO: Bainbridge Island City Council
FROM: ECONorthwest
SUBJECT: Draft Bainbridge Island Housing Action Plan Action Matrix

How to Use the Draft Action Matrix

This matrix provides a draft list of **34 actions** for consideration in the Bainbridge Island Housing Action Plan. These actions fall within **14 draft strategies**, which are designed to each address at least one of the **6 draft guiding principles** identified through community engagement and the Housing Needs Assessment (HNA). Each action includes a brief description, action type, income level served, and housing type; footnotes are provided for further definition and clarification. This is a preliminary list of actions to consider, refine, revise, and evaluate. The Draft Housing Action Plan will include a refined list of actions that will be evaluated and articulated with greater detail.

Action Types

- **Incentives** encourage housing developers to provide desired housing types.
- **Policy Changes** may update the city's code, processes, programs, or requirements related to housing.
- **Technical Assistance** provides targeted support from city staff to partner organizations.
- **Financial Support** increases available funding for a variety of housing initiatives.
- **Partnership Building** strengthens relationships with other organizations to further the city's housing goals.
- **Research and Monitoring** may track existing conditions or emerging trends.
- **Direct Support for Residents** provides direct services from the City to Bainbridge households.

Housing Income Level

The qualitative designation of '**Low**,' '**Medium**,' '**High**,' or '**All**' gives a relative approximation of what household income levels will likely be served but does not include a specific threshold. The final plan will further refine these assumptions.

Proposed HAP Guiding Principles:

- I. Provide More Diverse Types of Housing
- II. Increase Affordable Housing for Low to Moderate Income Levels
- III. Stabilize Households & Prevent Residential Displacement
- IV. Provide Supportive Housing for Seniors and Special Populations
- V. Increase Rental and Ownership Housing for the Bainbridge Workforce
- VI. Encourage Sustainable Development

Housing Types

The designation of ‘Market Rate,’ ‘Supported,’ or ‘All’ refers to whether housing will be delivered by the market or require some type of public support (such as new or existing subsidies). Some actions marked ‘All’ are relevant for both market rate and supported units such as, supporting accessibility improvements for housing through the city’s code.

Bainbridge Island Housing Action Plan - Draft Action Matrix

An orange ‘X’ indicates the primary guiding principle for each strategy. A light grey ‘X’ indicates that other guiding principles associated with the strategy. The language of some guiding principles is abbreviated in the matrix; see page 1 for full descriptions.

Strategy	I. Provide More Diverse Types of Housing	II. Increase Affordable Housing	III. Stabilize Households and Prevent Displacement	IV. Provide Supportive Housing	V. Increase Housing for Bainbridge Workforce	VI. Encourage Sustainable Development	#	Action	Action Type	Household Income Level	Housing Types
1. Provide Affordable Housing Incentives		X					1.1	Evaluate improvements to the current MFTE program and the incentive structure/affordable housing set aside provision options to boost program usage and expand levels of income served such as including 80-120% AMI. ¹	Incentive	Low, Medium	Supported
						X	1.2	Extend affordable housing fee exemption to other building/land use permit fees beyond transportation impact fee. ² Introduce fast-track permitting and provide more clarity and consistency in design review process for supported affordable housing.	Incentive	Low	Supported
							1.3	Consider restructuring the current voluntary affordable housing density bonus.	Incentive	Low, All	All

Strategy	I. Provide More Diverse Types of Housing	II. Increase Affordable Housing	III. Stabilize Households and Prevent Displacement	IV. Provide Supportive Housing	V. Increase Housing for Bainbridge Workforce	VI. Encourage Sustainable Development	#	Action	Action Type	Household Income Level	Housing Types
2. Allocate Resources and Funding for Affordable Housing		X	X			X	2.1	Allocate existing funds and expand the pool of resources for the City's Affordable Housing Trust Fund.	Financial Support	Low	Supported
							2.2	Dedicate surplus city-owned land for supported affordable housing development.	Financial Support	Low	Supported
							2.3	Strengthen relationship and support for HRB and other mission-based developers.	Partnerships	Low	Supported
3. Implement Housing Stability Tools ³			X	X			3.1	Evaluate right to return, notice to sell, and other policies to reduce displacement of low to moderate income households.	Direct Support for Residents	Low	Supported in some cases
							3.2	Explore the use of Kitsap County anti-displacement programs and advocacy (such as no-cause eviction protections).	Partnerships	Low	Supported in some cases
							3.3	Examine a potential human services funding program that would include the expansion of emergency rental/utility support and property tax burden support to alleviate impacts for seniors and low-income homeowners.	Direct Support for Residents	Low	All

Strategy	I. Provide More Diverse Types of Housing	II. Increase Affordable Housing	III. Stabilize Households and Prevent Displacement	IV. Provide Supportive Housing	V. Increase Housing for Bainbridge Workforce	VI. Encourage Sustainable Development	#	Action	Action Type	Household Income Level	Housing Types
4. Promote Housing for Employees working on Bainbridge Island	X				X		4.1	Explore partnerships with employers and local businesses to provide worker housing and work with the Chamber to identify scale and needs for workforce.	Partnerships	Low, Medium	All
							4.2	Monitor and consider options for scaling up effective worker housing initiatives and provide guidance for businesses on housing practices.	Research & Monitoring	Medium	Supported
							4.3	Address code changes to support increased options associated with smaller housing (e.g., garden apartments, studio apartments, microunits or dormitory-style suites sharing a kitchen/gathering space, live-aboard units, etc.).	Policy Change	Medium	Market Rate
5. Strengthen Ferry-Oriented Development					X		5.1	Evaluate parking requirements and workforce housing incentives near ferry terminal and in the greater Winslow area.	Policy Change	Medium	All
6. Enable Missing Middle Housing	X	X				X	6.1	Create an explicit middle housing code update covering duplexes, triplexes, and quadplexes. ⁴	Policy Change	Medium	Market Rate

Strategy	I. Provide More Diverse Types of Housing	II. Increase Affordable Housing	III. Stabilize Households and Prevent Displacement	IV. Provide Supportive Housing	V. Increase Housing for Bainbridge Workforce	VI. Encourage Sustainable Development	#	Action	Action Type	Household Income Level	Housing Types
(Duplexes, Triplexes, and Quadplexes)							6.2	Ease the process for conversion of single dwelling units into subdivided multiple dwellings (i.e., duplexes) and study where there might be adaptive reuse opportunities on Bainbridge. ⁵	Policy Change	Medium	Market Rate
7. Encourage Reuse and Preservation of Existing Buildings and Housing			X			X	7.1	Track the supply of regulated and naturally occurring affordable housing and engage with current operators to support continued affordability.	Research & Monitoring	Low, Medium	All
8. Facilitate Shared Ownership Models (e.g., Community Land Trust)	X	X	X				8.1	Partner with Housing Resources Bainbridge or other partners to support community land trust housing development providing more affordable home ownership opportunities. ⁶	Partnerships	Medium	All
							8.2	Pursue a city-led community land trust housing demonstration project and provide associated resources and code/process improvements, if needed.	Direct Support for Residents	Medium	All
9. Develop Short Term Rental (STR) Policies			X				9.1	Improve tracking of Short-Term Rental (STR) units that are currently required to obtain a business license. ⁷	Research & Monitoring	Medium	All
							9.2	Develop new Short-Term Rentals (STRs) ordinance to address current goals.	Policy Change	High	Market Rate

Strategy	I. Provide More Diverse Types of Housing	II. Increase Affordable Housing	III. Stabilize Households and Prevent Displacement	IV. Provide Supportive Housing	V. Increase Housing for Bainbridge Workforce	VI. Encourage Sustainable Development	#	Action	Action Type	Household Income Level	Housing Types
10. Support Sustainable Housing Pilot Projects	X					X	10.1	Extend and renew the Housing Design Demonstration Project (HDDP). ⁸	Incentive	High	All
							10.2	Pursue or fund pilot projects for sustainable housing.	Financial Support	All	Supported
11. Streamline Tenant and Homeowner Support			X	X			11.1	Streamline existing resources for tenant legal aid, tenants' rights education resources, emergency rent support, and landlord education (such as source of income discrimination education).	Direct Support for Residents	All	All
							11.2	Partner with nonprofits to support and promote home rehabilitation, weatherization, and accessibility improvement programs.	Partnerships	Medium	All
12. Expand Tiny Homes, Cottage Clusters, and ADUs	X			X			12.1	Add an allowance for up to one detached and one attached ADU on a single property; explore other code revisions to promote ADU development. ⁹	Policy Change	Medium	Market Rate
							12.2	Develop and provide pre-approved ADU designs and guidebook.	Technical Assistance	Medium	Market Rate
							12.3	Remove or reduce constraints (such as parking, wastewater requirements, or impact fees) for ADUs and other middle housing.	Policy Change	Medium	Market Rate
							12.4	Enhance cottage housing code by allowing development of multiple units per parcel (cottage clusters). ¹⁰	Policy Change	Medium	Market Rate

Strategy	I. Provide More Diverse Types of Housing	II. Increase Affordable Housing	III. Stabilize Households and Prevent Displacement	IV. Provide Supportive Housing	V. Increase Housing for Bainbridge Workforce	VI. Encourage Sustainable Development	#	Action	Action Type	Household Income Level	Housing Types
							12.5	Identify barriers and opportunities for tiny home development on foundations and tiny home villages; track WA best practices for tiny homes on wheels. ¹¹	Research & Monitoring	Medium	All
13. Address Transitional and Supportive Housing Needs							13.1	Review and refine definitions in code related to transitional housing, occupancy intensity of use, and spacing.	Policy Change	Low	Supported
			X	X			13.2	Centralize a user-friendly platform to apply for affordable housing with HRB and increase supply of transitional/emergency housing on Bainbridge in line with HB 1220. ¹²	Partnerships	Low	Supported
							13.3	Support improved housing accessibility through design, such as code encouraging visitability. ¹³	Policy Change	All	All
14. Increase Housing Development Opportunities in Designated Centers					X		14.1	Increase residential density in Designated Centers ¹⁴ with sewer infrastructure or close to transit.	Policy Change	All	All
						X	14.2	Consider tax increment financing to fund infrastructure upgrades needed to support housing growth in Designated Centers. ¹⁵	Financial Support	All	All

Notes

¹ A Multifamily Housing Property Tax Exemption (MFTE) program was recently adopted on Bainbridge Island (2021, BIMC section 3.63.) which exempts a property owner from paying property taxes on affordable housing units for a certain period time and this helps reduce costs for providing this type of housing. For approval under the 12-year option, the minimum number of affordable housing units is 20% of total housing units (affordable is defined as at or below 80% AMI). The eligible areas include the Winslow Subarea Plan Study Area, Winslow Sewer Service Area, and Lynwood Center Neighborhood Center- NC/R-12, and R-5 zones.

² Impact fees are one-time payments (typically paid upfront) sometimes required by local jurisdictions for new development for the purpose of providing new or expanded public capital facilities required to serve that development. The fees typically are based on the cost of the facility and the nature/size of the development.

³ Housing stability tools are designed to help prevent existing residents from being displaced due to economic insecurity or loss of affordable housing.

⁴ Missing middle housing is a term coined by Opticos Design to refer to housing types that fall between single-family detached homes and multifamily housing on a continuum of housing scale and density. Examples of middle housing: duplexes, triplexes, townhouses, small courtyard apartments, cottage clusters, or ADUs, though not all places consider all these housing types as middle housing. This type of housing has been missing from many neighborhoods outside of urban cores largely due to zoning/development regulations limiting where and how it can be built.

⁵ 'Adaptive reuse' is reusing an existing building such as a warehouse for a purpose other than the original use.

⁶ Community Land Trusts (CLTs) use a model, similar to land banking, where a community organization owns land and provides long-term ground leases to low-income households to purchase the homes on the land, agreeing to purchase prices, resale prices, equity capture, and other terms. This model allows low-income households to become homeowners and capture some equity as the home appreciates but ensures that the home remains affordable for future homebuyers. CLTs may also lease land to affordable housing developers for the development of rental housing or to develop and manage mixed-income or workforce rental housing. Another model is limited equity housing cooperatives where people purchase a "share" of a development of housing from a nonprofit and have the right to occupy a dwelling unit. Limited-equity housing co-ops (LEHCs) can extend homeownership access to low and middle-income populations and guarantee permanent housing affordability.

⁷ Short Term Rentals (STRs) or vacation rentals are typically defined as residential units rented out to guests for a short duration, less than 30 days. Examples: furnished condominiums, single-family homes, cottage in a backyard, and bedrooms or suites in a home. The City of Bainbridge Island does not restrict STRs, but it does require a business license.

⁸ The City of Bainbridge's Housing Design Demonstration Project (HDDP, BIMC 2.16.020.S) was originally set with an expiration date, and only applies within a specific area, but it could be extended by Council to continue to encourage desired types of development in more areas. Although it has been extended to an undetermined end date, the City could make it formally permanent.

⁹ Accessory dwelling units (ADUs) provide an additional dwelling unit— typically with its own sleeping, bathing, and cooking facilities— on properties allowing a primary home, in a way that blends in with the existing neighborhood. BIMC Section 18.09.030.I.5 provides guidance on ADUs, noting that only one accessory dwelling unit can be created per parcel.

¹⁰ The City does not have formal “cottage housing” code established but does have underlying development standards that would allow a typical cottage-style development (such as including cottage housing as a type allowed for the housing design demonstration project program BIMC 2.16.020.S). The City generally defines cottage housing as a dwelling unit no larger than 1,200 square feet, with a maximum building height of 20 feet.

¹¹ Tiny houses (typically sized 400 square feet or less) can be built on foundations or on wheels. These homes can provide a housing option for those wanting a smaller home or for those who cannot afford a large single-family home. They can also be used as a way for providing housing for people experiencing homelessness. In 2019, the state legislature passed ESSB 5383, which updated state law to enable the development of tiny house villages or communities throughout the state. This law defines tiny houses and directs the adoption of the updated residential building code.

¹² House Bill (HB) 1220 amended Washington State's Growth Management Act in 2021 to require local jurisdictions to plan for and accommodate housing affordable to all income levels, including specific considerations for transitional housing, permanent supportive housing, emergency shelters, and emergency housing. Transitional and emergency units provide critical housing for those in danger of becoming homeless.

¹³ Visitability describes universal design features that make homes more accessible, particularly for seniors and disabled residents. These features include design adjustments such as zero/one step entry, larger hallway widths, and first floor bathroom access. Source with additional information: <https://visitability.org>.

¹⁴ In Bainbridge’s current Land Use Element of the Comprehensive Plan (updated in 2017), Designated Centers are compact, human-scaled, and pedestrian-oriented, promoting a healthy lifestyle and are linked to each other and the region by a network of trails and transit, including Neighborhood Centers, industrial centers, the Winslow area. Source: <https://www.bainbridgewa.gov/162/Comprehensive-Plan>

¹⁵ Tax Increment Financing (TIF) funding can be used for many types of public improvements that lie within or outside of the tax increment areas, as long as there is a nexus supporting the TIF land development. Examples of possible projects are streets and roads, water and sewer systems, sidewalks and streetlights, parking, terminal and dock facilities, park-and-ride facilities for transit authority, park and community facilities and recreation areas. TIF funding in excess of the needed infrastructure costs can also be used purchasing, rehabilitating, retrofitting for energy efficiency, and constructing housing for the purpose of creating or preserving long-term affordable housing. TIF financing has become more of a viable tool to use in Washington cities due to new state legislation signed on May 10, 2021 (ESHB 1189). Now this tool can be used to capture all the additional local property tax revenue rather than previous restrictions associated with the One Percent Rule. TIF captures property taxes generated from the increased assessed valuation on a publicly owned site that results from private development following infrastructure investment. Source: <https://www.jdsupra.com/legalnews/washington-state-s-expanded-tif-4871064/>



City of Bainbridge Island Housing Action Plan

Planning Commission 03/09/23

3/9/23

What is a Housing Action Plan?

A Housing Action Plan identifies actions that can help Bainbridge Island promote more:

- Housing availability/stability
- Housing diversity
- Affordability

It is supported by data, community engagement, and a review of policies and existing conditions.



Why does Bainbridge need a HAP?

In 2018, Bainbridge Island's [Affordable Housing Task Force](#) found that...

"Bainbridge is becoming an increasingly exclusive and rarified place to live. We are missing out on the vibrancy, creativity, economic benefit and sustainability that a diverse population—diverse in age, socioeconomics, race, ethnicity and background---brings to a community. As a result, housing affordability is crucial both to those who live here and those who cannot."



Source: Frank Fujimoto Creative Commons



What is “Affordable” Housing?

Affordable housing is affordable to all economic segments of the population. Housing is considered affordable if it costs less than thirty percent of a household's or family's income.

What Types of Housing are Considered Affordable? (Dept of Commerce Guidance)

Income Level (% Area Median Income)		Housing Types that Best Serve These Needs
Low	0-30%	Low-Rise and Mid-Rise (walk ups up to 3 stories, apartments and condominiums*)
	>30-50%	
Moderate	>50-80%	
Middle	>80-100%	
	>100-120%	
High	>120%	Low Density (single family)

Housing Action Plan Project Schedule

We are here in the schedule



PUBLIC
ENGAGEMENT
PLAN
(COMPLETE)



HOUSING
NEEDS
ASSESSMENT
(FINISH BY FALL)



DRAFT
STRATEGIES
IDENTIFIED
(END OF 2022)



DRAFT
HOUSING
ACTION PLAN
(EARLY 2023)



COUNCIL
ADOPTS
PLAN
(SPRING 2023)

COMMUNITY ENGAGEMENT PHASE I

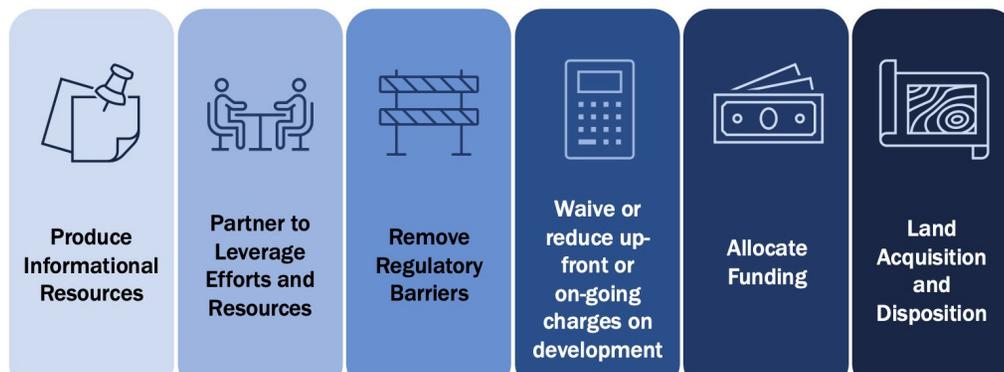
PHASE



What can cities do to address housing issues?

- Incentives for Housing Production
- Policy Changes
- Technical Assistance, Education
- Financial Support
- Partnership Building
- Research and Monitoring
- Direct Support for Residents

Housing Strategy Examples



Framework of the Housing Action Plan

- **Guiding Principles**: Broad general goals or statements on what should be accomplished (keep the number small).
- **Strategies**: More detail on how to achieve guiding principles (at least 2 for each guiding principle).
- **Actions**: Most detail on actual steps and can be implemented at different scales (ideally 1-3 actions per strategy).

General Guidance:

4-8 Guiding Principles

8-16

Strategies
(at least 2 for each GP)

16-32 +
Actions

(at least 1 for each Strategy)



Detail

8

How were Guiding Principles Identified for the Housing Action Plan?

HNA: What we Learned

- Population growth is slowing, there are fewer families and young adults
- Homeownership is becoming more out of reach
- Renting a home is becoming more difficult
- Housing demand is increasing and creating scarcity
- Bainbridge workers need more housing options and more affordable options on the island

Engagement: What we Heard

- More housing types are needed and desired by community members
- Employee recruitment and retention has become more challenging
- Bainbridge needs more diversity and more multi-generational options
- Adjusting policies and regulations can enable more affordable housing for more people

Proposed Guiding Principles for the Bainbridge Housing Action Plan



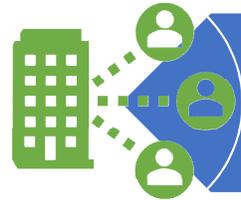
I. Provide More Diverse Types of Housing



IV. Provide Supportive Housing for Seniors and Special Populations



II. Increase Affordable Housing for Low to Moderate Income Levels (120% AMI or lower)



V. Increase Rental and Ownership Housing for the Bainbridge Workforce



III. Stabilize Households and Prevent Residential Displacement



VI. Encourage Sustainable Development

Principle I: Provide More Diverse Types of Housing

Increasing housing options means enabling more types of housing that meet the needs of diverse households.

Findings from HNA and Public Engagement:

- Interviewees and survey participants indicated a desire to see more housing types on the island
- Most recent development has been limited to single family detached homes.
- Different households have different needs that can be met with diverse types of housing (families, seniors, young workers, etc.)



Principle II: Increase Affordable Housing for Low to Moderate Income Levels

Increasing affordability to low to moderate income housing means that more households and workers can afford to live on Bainbridge.

Findings from HNA and Public Engagement:

- Housing sales data compared with income shows that homeownership is increasingly out of reach for young individuals and families.
- Renting a home is also becoming more difficult on Bainbridge for those below median income.
- Seniors, people of color, and low-income families noted challenges finding affordable housing during engagement.



Principle III: Stabilize Households to Prevent Residential Displacement

Anti-displacement strategies aim to stabilize existing residents from being displaced due to economic insecurity or loss of affordable housing options.

Findings from HNA and Public Engagement:

- Engagement conversations and survey results show that people are already being displaced from housing on Bainbridge because of rising housing costs.
- Many employers discussed struggles with employees moving off the island.
- Population growth has slowed in the last decade, but demand for housing has not.



Principle IV: Provide Supportive Housing for Seniors and Specific Needs

Housing needs can change for a person over their lifetime, with more housing assistance and accommodations support needed for older residents aging in their homes.

Findings from HNA and Public Engagement:

- Bainbridge is aging at a faster pace than Kitsap County and the state, with the share of senior residents doubling since 2000.
- Retired seniors indicated challenges with cost of living in the community survey.
- Seniors need housing that is accessible, accepts subsidies, and near services.



Principle V: Increase Rental and Ownership Housing for Bainbridge Workforce

Provide more housing opportunities for the workforce working on Bainbridge Island, including options for current and future employees.



Findings from HNA and Public Engagement:

- A survey explicitly for local employers and businesses indicated that housing is a major challenge for employee retention and recruitment.
- Workers in a range of fields, including public employees and service workers have difficulty finding housing on Bainbridge.

Principle VI: Encourage Sustainable Development

Buildings and intensifying car commuting can be a significant emitter of greenhouse gases. Sustainable development aims to improve quality of life and the environment and support community resiliency.



Findings from HNA and Public Engagement:

- Survey respondents indicated concern about impacts to the environment and climate.
- Interviewees also stressed the importance of adhering to conservation goals.
- Local planning goals related to climate include considerations for buildings and housing.

Proposed Bainbridge HAP Strategies

	Guiding Principles	Associated Strategies
	I. Provide More Diverse Types of Housing	<ul style="list-style-type: none"> • Enable Missing Middle Housing (Duplexes, Triplexes, Quadplexes) • Expand Tiny Homes, Cottage Housing, and Accessory Dwelling Units
	II. Increase Affordable Housing for Low to Moderate Income Levels	<ul style="list-style-type: none"> • Provide Affordable Housing Incentives • Allocate Resources and Funding for Affordable Housing • Facilitate Shared Ownership Models (e.g., Community Land Trust)
	III. Stabilize Households and Prevent Residential Displacement	<ul style="list-style-type: none"> • Implement Housing Stability Tools • Develop Short Term Rental Policies
	IV. Provide Supportive Housing for Seniors and Special Populations	<ul style="list-style-type: none"> • Streamline Tenant and Homeowner Support • Enable Transitional and Supportive Housing
	V. Increase Rental and Ownership Housing for the Bainbridge Workforce	<ul style="list-style-type: none"> • Strengthen Ferry Oriented Development • Promote Housing for Employees Working on Bainbridge Island
	VI. Encourage Sustainable Development	<ul style="list-style-type: none"> • Support Sustainable Housing Pilot Projects • Encourage Reuse and Preservation of Existing Buildings and Housing • Increase Housing Development Opportunities in Designated Centers

*Currently there are 14 total strategies; some likely to be consolidated