



**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL STUDY SESSION
TUESDAY, AUGUST 21, 2018**

BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N.
BAINBRIDGE ISLAND, WASHINGTON

AGENDA

- 1. CALL TO ORDER / ROLL CALL - 6:00 PM**
- 2. EXECUTIVE SESSION**
 - 2.A To evaluate the qualifications of an applicant for employment or to review the performance of a public employee pursuant to RCW 42.30.110(1)(g).
 - 2.B To discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i).
- 3. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**
- 4. PRESENTATIONS**
 - 4.A (7:00 PM) Focused Traffic Study Recommendations - Public Works, 20 Minutes
[Focused Traffic Study](#)
- 5. UNFINISHED BUSINESS**
 - 5.A (7:20 PM) Update on Development Moratorium Workplan - Planning, 30 Minutes
[Moratorium Work Program Status Report](#)
 - 5.B (7:50 PM) Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees - Executive, 10 Minutes
[Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees](#)
- 6. CITY COUNCIL DISCUSSION**

- 6.A (8:00 PM) Affordable Housing Task Force Recommendations - Planning, 60 Minutes
[Affordable Housing Task Force Final Report and Appendices](#)
[Recommendation Action Table from AHTF Report](#)

7. FUTURE COUNCIL AGENDAS

- 7.A (9:00 PM) Future Council Agendas, 10 Minutes
[Special City Council Meeting 082718](#)
[City Council Regular Business Meeting 082818](#)
[City Council Study Session 090418](#)
[City Council Regular Business Meeting 091118](#)
[City Council Study Session 091818](#)
[City Council Regular Business Meeting 092518](#)

8. FOR THE GOOD OF THE ORDER - 9:10 PM

9. ADJOURNMENT - 9:20 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.



City Council meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting.



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

ESTIMATED TIME:

AGENDA ITEM: To evaluate the qualifications of an applicant for employment or to review the performance of a public employee pursuant to RCW 42.30.110(1)(g).

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION:

Executive session discussion only.

SUMMARY:

Council will hold an executive session pursuant to RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for employment or to review the performance of a public employee.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

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AGENDA ITEM: To discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i).

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION:

Executive session discussion only.

SUMMARY:

Council will hold an executive session to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i).

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (7:00 PM) Focused Traffic Study Recommendations - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to accept the 2018 Focused Traffic Study and to schedule for Council consideration a resolution related to speed limit reduction as part of the Council's August 28, 2018, business meeting.

SUMMARY:

Consider acceptance of the 2018 Focused Traffic Study prepared by H.W. Lochner and schedule a speed limit reduction resolution as part of the August 28, 2018, business meeting.

FISCAL IMPACT:

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

BACKGROUND:

Last year, the City implemented a 35-mph maximum speed limit Island-wide and a 25-mph maximum speed limit in Downtown Bainbridge Island/Winslow and in designated Town Centers. This year, the City is evaluating several 35-mph roadways to determine if conditions warrant lowering the speed limit to 30-mph on certain streets, as well as lowering 25-mph speed limits to 20-mph on cul-de-sacs and other residential streets in downtown Bainbridge/Winslow based on feedback from downtown residents. Under the 20-mph proposal, streets classified as secondary arterials and collectors would remain posted at 25-mph as well as some private streets and streets located in mixed use/commercial districts.

Attached with this item is a traffic study that provides specific roadway locations and recommendations.

ATTACHMENTS:

[Focused Traffic Study](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Bainbridge Island Arterial Speed Limit Review

INTRODUCTION

The purpose of this report is to (1) provide a review of the current operation of 14 arterial roadways in Bainbridge Island in relation to the posted speed limits, current operating speeds and traffic volume, and (2) to suggest where a change in the posted speed limit may be appropriate.

Attachment A is a summary of the Study Results listing the arterial roadways reviewed along with their currently associated classification, and the operating speed and volume data collected. The individual roadway analysis sheets are located in Attachment B.

BACKGROUND INFORMATION

Bainbridge Island consists of a network of roadways, divided in four functional classifications. These classifications are defined in the following table:

Abbreviation	Description	Definition
PA	Principal Arterial	Carry the highest levels of traffic in the system at the greatest speed for the longest uninterrupted distance, often with some degree of access control. Used for through trips, and provide connections within the system
SA	Secondary Arterial	Carry high level of traffic at a moderate speed, sometimes for through trips. Often serve as access to high-intensity land uses such as major employers or larger commercial centers; provide connections within the system
CA	Collector Arterial	Connect traffic from residential roads to arterials at a lower speed, carrying lower levels of traffic than arterials. Serve neighborhood centers
LS	Local Street	Carry low levels of traffic at low speeds. Serve as access to residential and commercial areas and are not used for through trips

Source: Table 3-1, City of Bainbridge Island Island-Wide Transportation Plan, 2017

In Bainbridge Island, we design our streets around 85th percentile speeds to keep our roadways safe for drivers and passengers, but this is not the only factor considered when setting speed limits.

In evaluating the operating speeds, the commonly used measure is the 85% (85 percentile) speed. The 85th percentile speed is the speed at which 85% of the vehicles are traveling at or below. One reason for using this measure is that studies have found that most drivers will travel at a speed that feels comfortable for them. Based on those findings, the normal method of setting a speed limit on a roadway is to use the 85% speed as a starting point, then consider additional factors such as land use (neighborhoods, schools, etc), roadway geometrics (hills and curves), collision records,

and street classification in using engineering judgment to determine an appropriate speed limit.

DISCUSSION

The issue of changing speed limits can be difficult. Studies have shown that typically, simply changing speed limit signs alone has little effect on the operating speed of a roadway. Physical changes, such as narrower lanes, curbs and sidewalks, and parallel parking can help to reduce driver comfort at higher speeds, so drivers tend to slow down.

Support for setting appropriate speed limits can be found a number of engineering publications. Some of them are referenced below.

The Manual on Uniform Traffic Control Devices (MUTCD) offers guidance in section 2B.13 stating, in part, that

When a speed limit within a speed zone is posted, it should be within 5 mph of the 85th-percentile speed of free-flowing traffic.

Also discussed in this section of the MUTCD is:

Other factors that may be considered when establishing or reevaluating speed limits are the following:

- A. Road characteristics, shoulder condition, grade, alignment, and sight distance;*
- B. The pace;*
- C. Roadside development and environment;*
- D. Parking practices and pedestrian activity; and*
- E. Reported crash experience for at least a 12-month period.*

Source: Manual on Uniform Traffic Control Devices (MUTCD), 2009 ed, FHWA

When considering a change to the speed limit of a roadway, physical improvements may be needed to help adjust driving behavior. Such improvements can include centerline removal, edge line installation, intersection reconfiguration, sidewalks, and modifying signal operations.

A prerequisite to development of any effective speed management program is establishment of realistic speed limits to match roadway design and area characteristics. The goal is to design streets that communicate the appropriate speed for the facility. The selected speed limits should be consistent with driver expectations and commensurate with the functions of the roadway. A complementary relationship must exist among desired speed, actual operating speed, and posted speed limits. If the majority of road users view speed limits as

unrealistic for prevailing conditions, the posted speed will be violated unless strictly enforced.

Source: *Traffic Engineering Handbook, 5th Edition, Institute of Traffic Engineers (ITE)*

Methodology for evaluation of current conditions

This arterial speed limit review looked at 14 roadways around Bainbridge Island, focusing mostly on streets with posted speeds of 35 MPH. Data collected included average weekday traffic volumes, the 85th traffic speeds for the roadways, three year reported collision history, and field observations.

The analysis process began by developing a suggested speed limit using minimum study criteria. The 85th percentile speed is an industry standard starting point for determining posted speed limits. Using 85th percentile speed along with the 10 MPH pace speeds, length of the roadway and the average daily traffic volumes (ADT), an initial speed limit was determined.

However, only looking at vehicle speeds ignores other factors that can affect driver behavior, such as presence of non-motorized users of our roadways. The next step in the evaluation refines the analysis using a number considerations to adjust the minimum study recommendation for developing a final recommendation. Factors include:

- Roadway geometrics, such as lane width, shoulder width, number of driveways, horizontal and vertical curves are considered.
- Pedestrian and bicyclist activity, parking activity, presence of walkways, and walkway setback distance is also considered.
- Presence of school zones and crosswalks
- Collision rates are included.

Together, all these factors are used to develop final suggested speed limits. A summary of these findings along with current speed and volume data to the roadway classification is shown in Attachment A.

Benefits of Proposed Speed Limit Changes

- Greater consistency in setting appropriate speed limits may help reduce driver confusion, and increase driver compliance.
- Speed limits on roadways would be consistent with current maximum speed limits for roadway classifications

Disadvantages of proposed speed limit changes

- Negative public perception
- Increased enforcement resources could be needed.

- In the absence of Capital improvement projects, which are unlikely to be priorities for the City at many locations, it may be difficult to obtain driver compliance.
- Speed reductions may be difficult to achieve for longer sections of roadways when reductions in shorter sections could result in higher compliance and greater safety.

CONCLUSIONS

Many of Bainbridge Islands' roadways are functioning as intended. However, there are some that could be changed to meet the needs of users of the transportation system, be in compliance with the roadway classification system, and still maintain the necessary level of safety.

ATTACHMENTS

- A – Summary of Study Results
- B – Individual Roadway Study Forms

Summary of Study Results

Location Number	Street Segment	Classification	Current Posted Speed Limit	85% speed (2018)	Speed Diff (MPH)	ADT Volume (2018)	# of lanes	Typical Posted Speed Limit Range based on 85% speed	Suggested Speed Limit by Refined Study	Draft Recommended Posted Speed Limit	Difference from Current posted Speed Limit
01	Arrow Point Drive NE from NE Frey Ave to #10750 Arrow Point Dr NE	CA	35	36.6	1.6	421	2	30-40	29.1	30	-5
02	Battle Point Drive NE from NE Beach St to NE Frey Ave	CA	35	37.8	2.8	377	2	30-40	31.5	30	-5
03	Blakely Hill Rd NE from NE Halls Hill Rd to Old Mill Rd NE	CA	35	31.1	(3.9)	548	2	25-35	24.3	25	-10
04	NE Day Road from N Madison Ave NE to Sunrise Drive NE	CA	35	38.8	3.8	991	2	30-40	32.2	30	-5
05	NE Frey Ave from Battle Point Drive NE to Arrow Point Dr NE	CA	35	36.6	1.6	421	2	30-40	29.4	30	-5
06	Ferncliff Ave NE from High School Rd NE to NE Lofgren Rd	CA	35	36.4	1.4	1,340	2	30-40	30.5	30	-5
07	Grand Avenue NE from Ferncliff Ave NE to NE Yeomalt Point Dr NE	CA	35	43.2	8.2	535	2	35-45	32.2	30	-5
08	Moran Rd NE/NE Lofgreen Rd from N Madison Ave to Ferncliff Ave NE	CA	35	39.2	4.2	1,554	2	35-45	28.7	30	-5
09	McDonald Ave NE from Old Mill Rd NE to Eagle Harbor Drive NE	CA	35	35.3	0.3	446	2	30-40	28.5	30	-5
10	N Madison Ave NE from NE Torvanger Rd to Phelps Rd NE	CA	35	40.5	5.5	1,007	2	35-45	32.9	35	0
11	Sunrise Drive NE from NE Valley Rd to NE Day Rd	CA	35	35.2	0.2	1,566	2	30-40	28.5	30	-5
12	NE Bucklin Hill Rd from Blakely Ave NE to Fletcher Bay Rd NE	CA	35	36.0	1.0	3,520	2	30-40	28.7	30	-5
13	NE Valley Rd from Madison Ave NE to Sunrise Drive NE	CA	35	34.2	(0.8)	3,081	2	30-40	27.3	25	-10
14	NE Winther Rd from Madison Ave NE to Sunrise Drive NE	CA	30	34.0	4.0	686	2	30-40	26.7	25	-5

NOTE: CA = Collector Arterial

Location: Arrow Point Drive NE from NE Frey Ave to #10750 Arrow Point D

Minimum Study

Table 1

85th (mph):	36.56	→	35	×	3	=	105
Pace (mph):	38.6	→	40	×	3	=	120
Test Run (mph):		→	25	×	4	=	100
					Average	=	32.5
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	1	→	50
Proposed Zone Length (ft):	2,300	→	47.5
Daily Vehicle Volume	421		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	15 2 66.57	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	2 -1	→ -6
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 1 2.30	→ -1
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	0	→ +4
Table 10	Accident Rate (per MVM):	9.96	→ -10
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ -1
	Speed Limit determined by Refined Study	=	29.05 mph
	Speed Limit recommended by Refined Study	=	30 mph

Location: Battle Point Drive NE from NE Beach St to NE Frey Ave

Minimum Study

Table 1

85th (mph):	37.83	→	35	×	3	=	105
Pace (mph):	32.6	→	35	×	3	=	105
Test Run (mph):	35	→	35	×	4	=	140
					Average	=	35
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	8	→	50
Proposed Zone Length (ft):	7,130	→	47.5
Daily Vehicle Volume	377		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	42 1 36.29	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 0 0.00	→ +2
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	3.59	→ -4
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ -1

Speed Limit determined by Refined Study = 31.5 mph
Speed Limit recommended by Refined Study = 30 mph

Location: Blakely Hill Rd NE from NE Halls Hill Rd to Old Mill Rd NE

Minimum Study

Table 1

85th (mph):	31.13	→	30	×	3	=	90
Pace (mph):	22.3	→	25	×	3	=	75
Test Run (mph):		→	25	×	4	=	100
					Average	=	26.5
					Nearest 5 MPH	=	30

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	3	→	50
Proposed Zone Length (ft):	2,210	→	47.5
Daily Vehicle Volume	548		

Speed Limit determined by Minimum Study = 30 mph
Speed Limit recommended by Minimum Study = 30 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ +0
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	1 0 2.39	→ +2
Table 5	Lane width (ft):	9.5	→ -1
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	2 2 4.78	→ -4
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	11.94	→ -10
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ +0

Speed Limit determined by Refined Study = 24.3 mph
Speed Limit recommended by Refined Study = 25 mph

Location: NE Day Road from N Madison Ave NE to Sunrise Drive NE

Minimum Study

Table 1

85th (mph):	38.77	→	40	×	3	=	120
Pace (mph):	33.6	→	35	×	3	=	105
Test Run (mph):		→	25	×	4	=	100
					Average	=	32.5
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	3	→	50
Proposed Zone Length (ft):	2,625	→	47.5
Daily Vehicle Volume	991		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	18 0 36.21	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 0 0.00	→ +2
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	0.00	→ +0
Table 11	Number of uncontrolled marked school crosswalks or zones	1	→ -2
Table 12	Number of Lanes	2	→ -1

Speed Limit determined by Refined Study = 32.2 mph
Speed Limit recommended by Refined Study = 30 mph

Location: NE Frey Ave from Battle Point Drive NE to Arrow Point Dr NE

Minimum Study

Table 1

85th (mph):	36.56	→	35	×	3	=	105
Pace (mph):	30.9	→	30	×	3	=	90
Test Run (mph):		→	25	×	4	=	100
					Average	=	29.5
					Nearest 5 MPH	=	30

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	3	→	45
Proposed Zone Length (ft):	1,300	→	37.5
Daily Vehicle Volume	421		

Speed Limit determined by Minimum Study = 30 mph
Speed Limit recommended by Minimum Study = 30 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ +0
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	6 1 52.80	→ +0
Table 5	Lane width (ft):	10	→ +1
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	0 0 0.00	→ +3
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	0.00	→ +0
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ +0
	Speed Limit determined by Refined Study	= 29.4 mph	
	Speed Limit recommended by Refined Study	= 30 mph	

Location: Ferncliff Ave NE from High School Rd NE to NE Lofgren Rd

Minimum Study

Table 1

85th (mph):	36.39	→	35	×	3	=	105
Pace (mph):	32.4	→	35	×	3	=	105
Test Run (mph):		→	25	×	4	=	100
					Average	=	31
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	9	→	50
Proposed Zone Length (ft):	4,800	→	47.5
Daily Vehicle Volume	1,340		
Speed Limit determined by Minimum Study	=	35	mph
Speed Limit recommended by Minimum Study	=	35	mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	40 0 44.00	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 2 2.20	→ -1
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	2.25	→ -4
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ -1
	Speed Limit determined by Refined Study	=	30.45 mph
	Speed Limit recommended by Refined Study	=	<b style="border: 2px solid black;">30 mph

Location: Grand Avenue NE from Ferncliff Ave NE to NE Yeomalt Point Dr

Minimum Study

Table 1

85th (mph):	43.23	→	45	×	3	=	135
Pace (mph):	38.4	→	40	×	3	=	120
Test Run (mph):		→	25	×	4	=	100
					Average	=	35.5
					Nearest 5 MPH	=	40

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	7	→	50
Proposed Zone Length (ft):	4,830	→	47.5
Daily Vehicle Volume	535		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	40 0 43.73	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	5	→ +3
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 1 1.09	→ -1
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	3.73	→ -4
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ -1

Speed Limit determined by Refined Study = 32.2 mph
Speed Limit recommended by Refined Study = 30 mph

Location: Moran Rd NE/NE Lofgreen Rd from N Madison Ave to Ferncliff A

Minimum Study

Table 1

85th (mph):	39.21	→	40	×	3	=	120
Pace (mph):	35.2	→	35	×	3	=	105
Test Run (mph):		→	25	×	4	=	100
					Average	=	32.5
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	3	→	50
Proposed Zone Length (ft):	3,850	→	47.5
Daily Vehicle Volume	1,554		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	16 0 21.94	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	0 4 5.49	→ -4
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	5.64	→ -6
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ -1

Speed Limit determined by Refined Study = 28.7 mph
Speed Limit recommended by Refined Study = 30 mph

Location: McDonald Ave NE from Old Mill Rd NE to Eagle Harbor Drive NE

Minimum Study

Table 1

85th (mph):	35.27	→	35	×	3	=	105
Pace (mph):	31.0	→	30	×	3	=	90
Test Run (mph):		→	25	×	4	=	100
					Average	=	29.5
					Nearest 5 MPH	=	30

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	2	→	50
Proposed Zone Length (ft):	2,420	→	47.5
Daily Vehicle Volume	446		

Speed Limit determined by Minimum Study = 30 mph
Speed Limit recommended by Minimum Study = 30 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ +0
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	19 1 56.73	→ +0
Table 5	Lane width (ft):	9	→ -1
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 0 0.00	→ +2
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	0.00	→ +0
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ +0

Speed Limit determined by Refined Study = 28.5 mph
Speed Limit recommended by Refined Study = 30 mph

Location: N Madison Ave NE from NE Torvanger Rd to Phelps Rd NE

Minimum Study

Table 1

85th (mph):	40.47	→	40	×	3	=	120
Pace (mph):	35.0	→	35	×	3	=	105
Test Run (mph):		→	25	×	4	=	100
					Average	=	32.5
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	2	→	50
Proposed Zone Length (ft):	2,185	→	47.5
Daily Vehicle Volume	1,007		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	23 1 72.49	→ +0
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	4	→ +0
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	0 1 2.42	→ +0
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	0.00	→ +0
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ -1
	Speed Limit determined by Refined Study	=	32.9 mph
	Speed Limit recommended by Refined Study	=	35 mph

Location: Sunrise Drive NE from NE Valley Rd to NE Day Rd

Minimum Study

Table 1

85th (mph):	35.20	→	35	×	3	=	105
Pace (mph):	30.7	→	30	×	3	=	90
Test Run (mph):		→	25	×	4	=	100
					Average	=	29.5
					Nearest 5 MPH	=	30

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	9	→	50
Proposed Zone Length (ft):	5,280	→	47.5
Daily Vehicle Volume	1,566		

Speed Limit determined by Minimum Study = 30 mph
Speed Limit recommended by Minimum Study = 30 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ +0
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	59 4 87.00	→ +0
Table 5	Lane width (ft):	10	→ +1
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 0 0.00	→ +2
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	1.75	→ -2
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ +0
	Speed Limit determined by Refined Study	= 28.5 mph	
	Speed Limit recommended by Refined Study	= 30 mph	

Location: NE Bucklin Hill Rd from Blakely Ave NE to Fletcher Bay Rd NE

Minimum Study

Table 1

85th (mph):	36.00	→	35	×	3	=	105
Pace (mph):	32.5	→	35	×	3	=	105
Test Run (mph):		→	25	×	4	=	100
					Average	=	31
					Nearest 5 MPH	=	35

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	4	→	45
Proposed Zone Length (ft):	1,930	→	37.5
Daily Vehicle Volume	3,520		

Speed Limit determined by Minimum Study = 35 mph
Speed Limit recommended by Minimum Study = 35 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ -1
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	7 3 76.60	→ -1
Table 5	Lane width (ft):	10	→ +0
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	2 -1	→ -6
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 1 2.74	→ -1
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	2.84	→ -4
Table 11	Number of uncontrolled marked school crosswalks or zones	1	→ -2
Table 12	Number of Lanes	2	→ -1
	Speed Limit determined by Refined Study	=	28.7 mph
	Speed Limit recommended by Refined Study	=	30 mph

Location: NE Valley Rd from Madison Ave NE to Sunrise Drive NE

Minimum Study

Table 1

85th (mph):	34.23	→	35	×	3	=	105
Pace (mph):	29.7	→	30	×	3	=	90
Test Run (mph):		→	25	×	4	=	100
					Average	=	29.5
					Nearest 5 MPH	=	30

Table 2

Apparent Design Speed (mph):	35	→	35
Number of Intersections:	6	→	45
Proposed Zone Length (ft):	2,630	→	47.5
Daily Vehicle Volume	3,081		

Speed Limit determined by Minimum Study = 30 mph
Speed Limit recommended by Minimum Study = 30 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ +0
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	15 5 100.38	→ +0
Table 5	Lane width (ft):	10	→ +1
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 0 0.00	→ +2
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	2	→ -2
Table 10	Accident Rate (per MVM):	2.98	→ -4
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ +0
	Speed Limit determined by Refined Study	= 27.3 mph	
	Speed Limit recommended by Refined Study	25 mph	

Location: NE Winther Rd from Madison Ave NE to Sunrise Drive NE

Minimum Study

Table 1

85th (mph):	34.04	→	35	×	3	=	105
Pace (mph):	28.9	→	30	×	3	=	90
Test Run (mph):		→	25	×	4	=	100
					Average	=	29.5
					Nearest 5 MPH	=	30

Table 2

Apparent Design Speed (mph):	30	→	30
Number of Intersections:	3	→	50
Proposed Zone Length (ft):	2,620	→	47.5
Daily Vehicle Volume	686		

Speed Limit determined by Minimum Study = 30 mph
Speed Limit recommended by Minimum Study = 30 mph

Refined Study

			Adjustment, %
Table 3	Street Classification: (Non-Arterial=0, Collector=1, Minor=2, Principal=3)	1	→ +0
Table 4	Number of non-Commercial Driveways: Number of Commercial Driveways: Driveways per Mile:	24 0 48.37	→ +0
Table 5	Lane width (ft):	9	→ -1
Table 6	Shoulder Type & Average Width (ft): (Enter -1 for Unpaved or No shoulder; "curb" for curb & gutter)	-1	→ -2
Table 7	Pedestrian Activity (None=0, Light=1, Medium=2, Heavy=3): Walkway Setback (ft): (Enter -1 for No walkway)	1 -1	→ -4
Table 8	Vertical Alignment (Level=0, Rolling=1, Hilly=2, Mountainous=3): Number of Horizontal Curves: Number of Horizontal Curves per mile:	1 0 0.00	→ +2
Table 9	Parking Activity (No parking=0, Low=1, Medium=2, High=3):	1	→ +0
Table 10	Accident Rate (per MVM):	5.37	→ -6
Table 11	Number of uncontrolled marked school crosswalks or zones	0	→ +0
Table 12	Number of Lanes	2	→ +0

Speed Limit determined by Refined Study = 26.7 mph
Speed Limit recommended by Refined Study = 25 mph



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (7:20 PM) Update on Development Moratorium Workplan - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Report

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Discussion only.

SUMMARY:

Update on the development moratorium work plan.

FISCAL IMPACT:

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

BACKGROUND: City staff have been working to address the issues identified in the development moratorium (Ordinance No. 2018-02, amended by Ordinances Nos. 2018-03, 2018-05, 2018-09, and 2018-14); and, extended for 90-days by Ordinance No. 2018-23. See attached Work Program Status Summary.

The development moratorium was initially adopted to address: critical areas update and implementation, revisions to subdivision design standards, design guidelines (related to Site Plan and Design Review and Conditional Use Permits), affordable housing, and the review process for land use permits. The moratorium currently expires on Monday, October 8, 2018.

More recently, traffic concurrency methodology has been identified as another possible moratorium related issue.

ATTACHMENTS:

[Moratorium Work Program Status Report](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Moratorium Topic	Status	Timeline
<p>Critical Areas Ordinance (CAO)</p>	<p>The City Council passed Ordinance 2018-01 adopting the Critical Areas Ordinance update on February 27, 2018. The update took effect on April 23, 2018, except within the City’s shoreline jurisdiction areas (BIMC Chapter 16.12).</p> <p>The development moratorium was amended by the City Council on April 24, 2018 to continue to apply within the City’s shoreline jurisdiction areas (Ordinance 2018-14).</p> <p>The City has a Shoreline Master Program (SMP) Amendment in process to integrate the new CAO into the SMP. The Planning Commission held a public hearing on the SMP amendment on May 24, 2018. The hearing was continued, and then closed during the June 7, 2018 Planning Commission meeting. The Planning Commission recommended not forwarding the amendment to the Department of Ecology (DOE) until revisions related to non-conforming regulations were ready to be forwarded at the same time.</p>	<p>The City Council discussed this issue at their July 24 meeting, and directed staff to combine CAO integration with non-conformingSMP amendment and hold a public hearing; the hearing is scheduled for the September 11 City Council meeting. .</p>
<p>Revisions to Subdivision Design Standards</p>	<p>The Planning Commission has not completed their review. Their recommendations to the City Council are forthcoming.</p>	<p>The Planning Commission continues its consideration of subdivision design standards (during meetings on August 23 and 30).</p>
<p>Design Guidelines (related to Site Plan and Design Review and Conditional Use Permits).</p>	<p>This relates to existing design guidelines that apply to all types of development, except single-family homes (See BIMC Chapter 18.18). City staff have been discussing permit review procedures and design guidelines with the Design Review Board throughout May and June, 2018. City staff completed a professional services scope of work to update the City’s Design Guidelines.</p>	<p>The update to the City’s Design Guidelines is expected to be completed by the end of 2018. A RFQ for professional services has been published and closes on August 17, 2018.</p>

Moratorium Topic	Status	Timeline
<p>Affordable Housing</p>	<p>The Affordable Housing Task Force completed review of their draft final report to the City Council at their meeting on July 11, 2018.</p> <p>On June 12, 2018, the City Council approved a contract with ECONorthwest to conduct an economic market analysis and feasibility study regarding a new inclusionary zoning program and updates to the City’s Transfer of Development Rights program.</p>	<p>The Affordable Housing Task Force Report with recommendations was presented to the City Council on July 24, 2018, and is scheduled for further discussion at the August 21, 2018 City Council Study Session .</p> <p>The economic market analysis and program feasibility study is expected to be completed in November, 2018.</p>
<p>Review Process for Land Use Permits</p>	<p>The City Council, Design Review Board, and Planning Commission have received a memo from Attorney Jim Haney on the subject “Roles of City Council, Planning Commission, Design Review Board, and Hearing Examiner in Land Use Permits.”</p> <p>The Planning Commission and Design Review Board have been discussing this topic at their meetings in May and June, 2018.</p> <p>The Planning Commission provided recommendations to City Council related to revisions to BIMC 2.14 and 2.16.</p>	<p>The Planning Commission completed their review of land use review roles and responsibilities at their July 12 meeting and Council for consideration at the July 24 City Council meeting.</p> <p>The City Council will receive a legal briefing related to land use review procedures and decision making at the end of August.</p>



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:50 PM) Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees - Executive,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

I move to adopt Ordinance No. 2018-32.

SUMMARY:

An ordinance of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; amending Chapter 16.32 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; stating the effect on vested rights; authorizing interpretative authority; providing for severability; and leaving the effective date and duration of the interim official control unchanged.

FISCAL IMPACT:

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

BACKGROUND: On June 26, 2018, the City Council adopted Ordinance No. 2018-25, which imposed an interim official control governing the preservation, protection, and retention of Landmark Trees located on Bainbridge Island. The interim official control took effect immediately and remains in effect until December 26, 2018, unless terminated earlier by the City Council. Proposed Ordinance No. 2018-32 would not change the duration or effective date of the interim official control first established by Ordinance No. 2018-25.

Under Ordinance No. 2018-25, no Landmark Tree can be removed unless the removal is approved by the City Council.

On August 14, 2018, the City Council, by motion, directed staff to prepare an ordinance to amend Ordinance No. 2018-25 to provide that the Planning Director, and not the City Council, will make the decision to approve or deny an Application for Removal of a Landmark Tree.

Attached is proposed Ordinance No. 2018-32, which if adopted by the City Council would give decision-making authority on Applications for Landmark Tree Removal to the Planning Director. In order to satisfy state law requirements for an open record hearing, the proposed ordinance would also allow for the applicant to appeal the decision of the Planning Director to the City's Hearing Examiner, who would then hold an open record appeals hearing.

The Planning and Community Development Department has already received several Applications for Removal of Landmark Trees, but no hearings before the City Council have yet been held. In light of the ongoing nature of the emergency recognized by the City Council in adopting Ordinance No. 2018-25, Ordinance No. 2018-32, as proposed, would take effect immediately in order to provide a clear procedure to individuals seeking to remove a Landmark Tree. If adopted, a public hearing on Ordinance No. 2018-32 will need to be held within 60 days.

ATTACHMENTS:

[Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-32

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; amending Chapter 16.32 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; stating the effect on vested rights; recognizing that a public hearing will be held within 60 days; authorizing interpretative authority; providing for severability; and leaving the effective date and duration of the interim official control unchanged.

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim official controls related to land uses; and

WHEREAS, the City Council of the City of Bainbridge Island (“City”) updated the City’s Comprehensive Plan in February of 2017; and

WHEREAS, the City Council has significant concerns about development and growth in the City under current regulations in the context of the vision and goals of the City’s Comprehensive Plan, is discussing how to best accommodate growth and development in both general and specific ways, and finds that unless the City acts immediately to preserve the status quo, there are likely to be adverse impacts on the City and its citizens; and

WHEREAS, land clearing and development activities have resulted in the removal and loss of Landmark Trees on Bainbridge Island; and

WHEREAS, Landmark Trees, because of their age, size, and condition are recognized as having exceptional value in contributing to the character of the community; and

WHEREAS, the City has received numerous public comments expressing concern regarding the loss of Landmark Trees on Bainbridge Island; and

WHEREAS, the Planning Commission, Design Review Board, and the Ad Hoc Tree/LID Committee have expressed concern regarding the loss of trees on Bainbridge Island; and

WHEREAS, the preservation of trees is a community value supported by the policies and goals of the City’s Comprehensive Plan; and

WHEREAS, based on these and related concerns, the City Council requires additional time to review the regulations and policies at issue to ensure that the vision and goals of the City’s Comprehensive Plan are being met to the Council’s satisfaction; and

WHEREAS, the City possesses land use jurisdiction and regulatory authority over the City’s incorporated lands; and

WHEREAS, on June 26, 2018, the City Council adopted Ordinance No. 2018-25, which imposed an interim official control to promote the public good and was necessary for the protection of public health, property, safety, and welfare; and

WHEREAS, in adopting Ordinance No. 2018-25, the City Council found that a public emergency exists requiring that the City’s interim official control come into effect immediately upon adoption; and

WHEREAS, on August 14, 2018, the City Council held a public hearing on Ordinance No. 2018-25; and

WHEREAS, the City Council now desires to change the procedure through which an Application for Removal of a Landmark Tree is reviewed; and

WHEREAS, since the adoption of Ordinance No. 2018-25, the Planning and Community Development Department has received several Applications for Removal of a Landmark Tree; and

WHEREAS, the interim official control promotes the public good and is necessary for the protection of public health, property, safety, and welfare, and the public emergency on which the interim official control was imposed continues to exist and this ordinance does not change the basis for that declaration of emergency nor the effective date of the interim official control, which is June 26, 2018.

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as additional and supplemental findings of fact to the City Council’s initial findings of fact in support of the interim official control, as established by Ordinance No. 2018-25. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 6 below.

Section 2. Interim Official Control Amended. Section 16.32.030 of the Bainbridge Island Municipal Code is amended to read as follows:

16.32.030 Landmark Tree Retention.

- A. Except as otherwise allowed under this chapter, no person, corporation, or other legal entity shall remove a Landmark Tree without having obtained approval from the Planning Director ~~City Council~~.

- B. Prior to the removal of a Landmark Tree, any person, corporation, or other legal entity seeking to remove a Landmark Tree must submit an Application for Removal of a Landmark Tree to the Department of Planning and Community Development Director.
- C. Upon receipt of an Application for Removal of a Landmark Tree, the Planning Director will review the application materials and consider the request based upon the criteria outlined in this chapter. ~~prepare a written recommendation on the removal for the City Council.~~
- ~~D. Within sixty (60) days following the receipt by the Planning Director of an Application for Removal of a Landmark Tree, the City Council will hold a public hearing on the proposed removal.~~
- ~~D. E.~~ E. ~~Following the public hearing and receipt of the~~ The Planning Director's recommendation, the City Council shall approve the removal, deny the removal, or request additional information. The Planning Director ~~City Council~~ shall only approve the removal of a Landmark Tree upon a finding that at least one of the following criteria is met:
1. The removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible; or
 2. The removal is necessary to maintain utilities, access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter; or
 3. The tree is diseased, dead, or otherwise determined to be a hazardous tree as determined by a qualified professional pursuant to BIMC 18.15.010.C.1.c.
- ~~E. F.~~ F. If the Planning Director ~~City Council~~ grants an Application for Removal of a Landmark Tree upon a finding that the removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible, then the property owner that submitted the application shall be required to provide mitigation through the planting of Replacement Trees on the property from which the Landmark Tree was removed in accordance with the following:
1. The quantity of Replacement Trees is calculated by multiplying the Diameter Breast Height of the subject Landmark Tree by fifty percent (50%) to establish the number of replacement inches; and
 2. The total number of Replacement Trees is determined by the total caliper inches of Replacement Trees equaling or exceeding the required tree replacement inches established in subsection (~~EF~~)(1) of this section.

~~F. G.~~ In lieu of planting the Replacement Trees prescribed in subsection (~~EF~~) of this section, an applicant may satisfy the tree replacement requirements by:

1. Planting at least three Replacement Trees on the property from which the Landmark Tree was removed; and
2. Contributing to the Bainbridge Island Tree Fund at a rate of \$500.00 per each replacement inch not accounted for in the planting of Replacement Trees; and
3. The sum of the tree replacement inches accounted for by contributing to the Bainbridge Island Tree Fund and the total caliper inches of the Replacement Trees planted shall not be less than the total replacement inches calculated in subsection (~~EF~~) of this section.

Section 3. Interim Official Control Amended. Section 16.32.040 of the Bainbridge Island Municipal Code is amended to read as follows:

16.32.040 Emergencies.

- A. In emergency situations involving immediate danger to life or real property, removal of a Landmark Tree is permitted without first obtaining approval from the Planning Director ~~City Council~~; Provided, that the following conditions are satisfied:
1. The person, corporation, or other legal entity that removed the Landmark Tree submits an Application for Removal of a Landmark Tree under this chapter within fourteen (14) days after the emergency situation is stabilized; and
 2. The person, corporation, or other legal entity that removed the Landmark Tree provides, within fourteen (14) days after the emergency situation is stabilized, the city with documentation establishing the existence of the emergency situation, with such documentation including at least four high resolution photographs evidencing the existence of the emergency situation; and
 3. The Planning Director ~~City Council~~ subsequently approves the removal pursuant to this chapter.
- B. If the conditions of subsection (A) of this section are not satisfied, the person, corporation, or other legal entity that removed the Landmark Tree without first obtaining approval from the Planning Director ~~City Council~~ will be in violation of this chapter.

Section 4. Interim Official Control Amended. Section 16.32.050 of the Bainbridge Island Municipal Code is amended to read as follows:

16.32.050 Appeals.

- A. The Planning Director's ~~City Council's~~ decision on an Application for Removal of a Landmark Tree may be appealed to the hearing examiner as described in BIMC 2.16.020.P.1 ~~the Kitsap County Superior Court in accordance with Chapter 36.70C RCW.~~
- B. All appeals must be filed within fourteen ~~twenty-one (1421)~~ days following the issuance of the Planning Director's ~~City Council's~~ decision on the application.

Section 5. Interim Official Control Amended. Section 16.32.060 of the Bainbridge Island Municipal Code is amended to read as follows:

16.32.060 Violations and Penalties.

- A. This chapter shall be enforced, and penalties for violations of this chapter will be imposed, pursuant to Chapter 1.26 BIMC, except that no Notice of Infraction may be issued under Chapter 1.26 BIMC for a violation of this chapter. In addition to Notices of Violation issued under BIMC 1.26.050 or BIMC 1.26.060, BIMC 1.26.070 will also govern the review and appeal of any Notice of Violation issued under Chapter 1.26 BIMC for a violation of this chapter.
- B. In addition to the civil penalties imposed under BIMC 1.26.090, an additional civil penalty will be imposed on any person, corporation, or other legal entity that removes a Landmark Tree without prior approval of the Planning Director ~~City Council~~. This additional civil penalty will be in the amount of \$25,000 for each Landmark Tree removed. The City Attorney will take appropriate action to collect this additional civil penalty.
- C. In the event of a conflict between the requirements of this chapter and any other requirement of the Bainbridge Island Municipal Code, this chapter will govern and control.

Section 6. Public Hearing. Pursuant to RCW 36.70A.390, the City Council shall hold a public hearing at a City Council meeting within 60 days of adoption of this ordinance in order to take public testimony and to consider adopting further findings of fact.

Section 7. Effect on Vested Rights. The amendments to the interim official control imposed under this ordinance shall apply prospectively only. Nothing in this ordinance shall be construed to extinguish, limit, or otherwise infringe on any permit applicant's vested development rights as defined by state law and City of Bainbridge Island regulations, provided that such a permit applicant has filed a complete permit application before the effective date of this ordinance.

Section 8. Interpretive Authority. The City of Bainbridge Island Director of Planning and Community Development, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance.

Section 9. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 10. Declaration of Emergency; Effective Date; Duration. This ordinance, as a public emergency ordinance necessary for the protection of the public health, public safety, public property, and public peace, shall take effect and be in full force immediately upon its adoption. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration are included in the “Whereas” clauses above, all of which are adopted by reference as findings of fact as if fully set forth herein. This interim official control shall take effect immediately and shall remain effective for the six (6) month period as established by Ordinance No. 2018-25, unless terminated earlier by the City Council. Provided, that the Council may, at its sole discretion, renew the interim official control for one or more six-month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED BY THE CITY COUNCIL this ___ day of ____, 2018.

APPROVED BY THE MAYOR this ___ day of ____, 2018.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

/s/ _____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: August 17, 2018
PASSED BY THE CITY COUNCIL: , 2018
PUBLISHED: , 2018
EFFECTIVE DATE: , 2018
ORDINANCE NUMBER: 2018-32



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

ESTIMATED TIME: 60 Minutes

AGENDA ITEM: (8:00 PM) Affordable Housing Task Force Recommendations - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Discussion only.

SUMMARY:

On July 24, 2018, the Affordable Housing Task Force presented its Final Report to the City Council. At that meeting, the City Council forwarded the Final Report on to a future study session for further discussion. The final report is attached, as is a table that summarizes what kind of City action would be needed to accomplish each recommendation in the final report.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Affordable Housing Task Force Final Report and Appendices](#)

[Recommendation Action Table from AHTF Report](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



Affordable Housing Task Force Final Report



July 11, 2018

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APPENDICES

- A.** City Council Instructions to the Affordable Housing Task Force
- B.** Housing Element of the Comprehensive Plan
- C.** Previously Delivered Recommendations and Correspondence
 - 1. Letter re Suzuki project to City Council, dated November 3, 2017
 - 2. Letter re Suzuki project to City Council, dated November 7, 2017 (revision to the November 3, 2017 letter)
 - 3. Letter re Suzuki project to City Council, dated December 7, 2017
 - 4. Email re Suzuki project to City Council, dated January 14, 2018
 - 5. Letter to the Planning Commission re Liveaboard Community, dated November 20, 2017
 - 6. Email re Development Moratorium to City Council, dated February 25, 2018
 - 7. Letter to City Council re Liveaboard Community, dated March 29, 2018
 - 8. Letter to City Council re vacation rentals, dated May 9, 2018
- D.** 2018 Median Income Table Bremerton-Silverdale MSA
- E.** Draft Cottage Housing Ordinance (2002)
- F.** Sample Multi-Family Property Tax Exemption Ordinance

INTRODUCTION

Process

The Affordable Housing Task Force (AHTF) was created by City Council resolution on May 9, 2017, and its fifteen initial members, all citizen volunteers, were appointed by action of the City Council on June 20, 2017. It was instructed to make recommendations for specific actions, programs and strategies the City of Bainbridge Island (City) and the City Council can take in the near-term to improve access to affordable housing across the economic spectrum. While the AHTF was instructed to focus on the Housing Element of the Comprehensive Plan, it was also advised to consider all elements of the Comprehensive Plan. Where any of the goals and policies of the various elements seem to be in conflict, the AHTF was tasked with recommending solutions that balance costs and benefits to the community.

The AHTF had its first meeting on July 8, 2017. It next met on September 6, 2017 and then met twice monthly through June of 2018. In addition, it created small work groups that met independently to study tools and strategies based on specific policies in the Housing Element, reporting back to the full group on a regular basis. The AHTF also heard numerous presentations by City staff and other experts on specific topics, as well representatives of local governments, nonprofits and other groups that advised on shared concerns and interests. Public comment was accepted and encouraged at every meeting.

Two members of the AHTF were unable to attend meetings and two resigned over the first few months due to personal circumstances. On February 27, 2018, two additional members were appointed by the Council.

The AHTF gave an Interim Report to the Council on March 6, 2018.

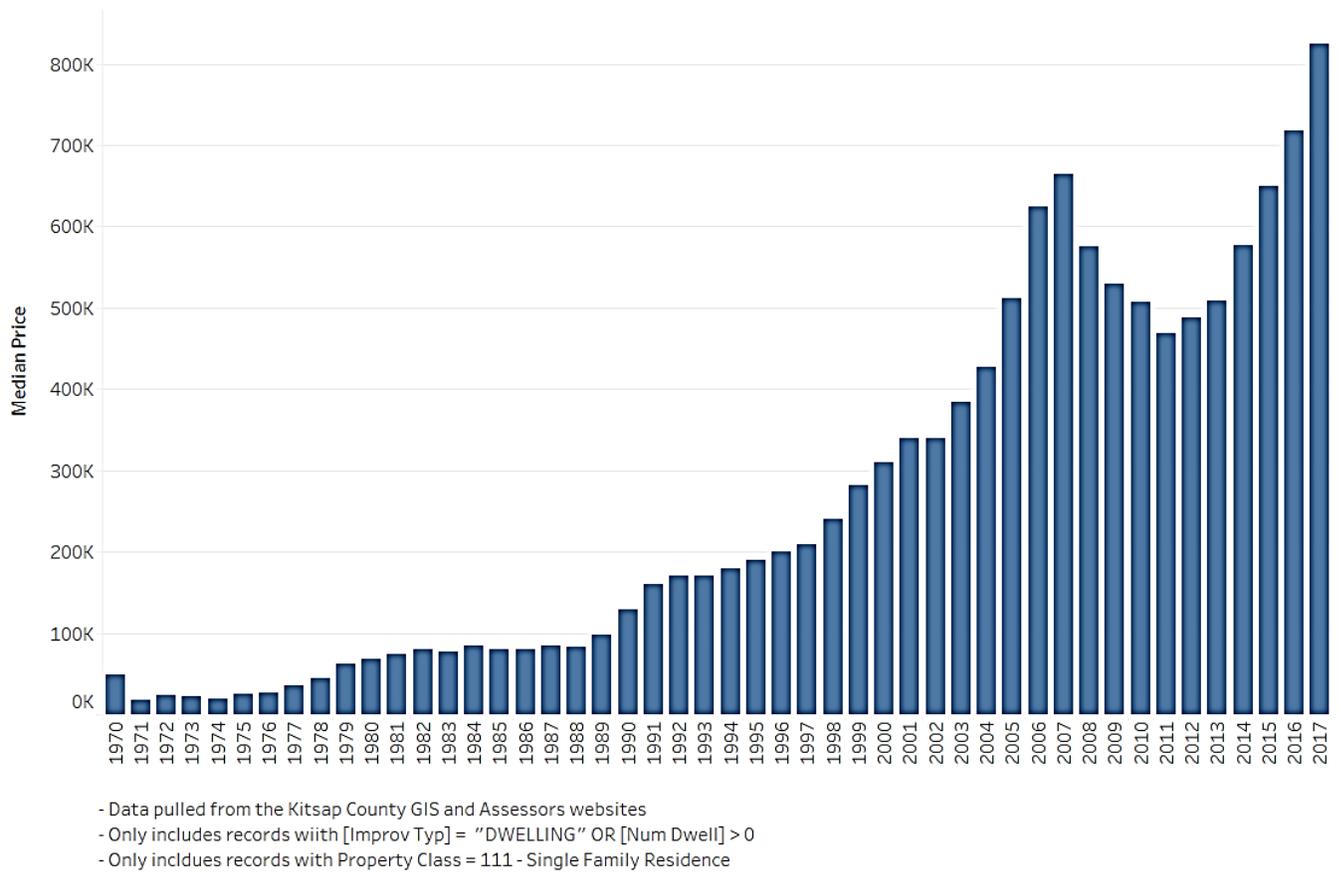
Housing Affordability on Bainbridge Island

Housing prices on Bainbridge Island have continued to climb, and affordability has worsened since the end of the Great Recession. Data from Kitsap County shows that in 2017 the median price of single family homes reached an all-time high of \$825,000, a full 24% higher than the peak of the housing bubble in 2007. According to Realogic/Sotheby's International Realty, buyer activity is elevated due to the Puget Sound region's strong job market.

At the same time, inventory is historically low on Bainbridge Island. Over the last nine years, from 2009 through 2018, the new supply of residential units, of all types, has been severely limited. In April of 2009, there were 10,469 units on Bainbridge Island. In April of 2018, there were 11,061 units. This translates into an average growth of 66 residential units per year. This represents a cumulative annual growth rate of .63% per year (less than 1% per year). This limited supply on Bainbridge Island is well below demand in a way that increases housing costs and creates an affordability crisis, minimizing housing opportunity for those of moderate incomes in our community.

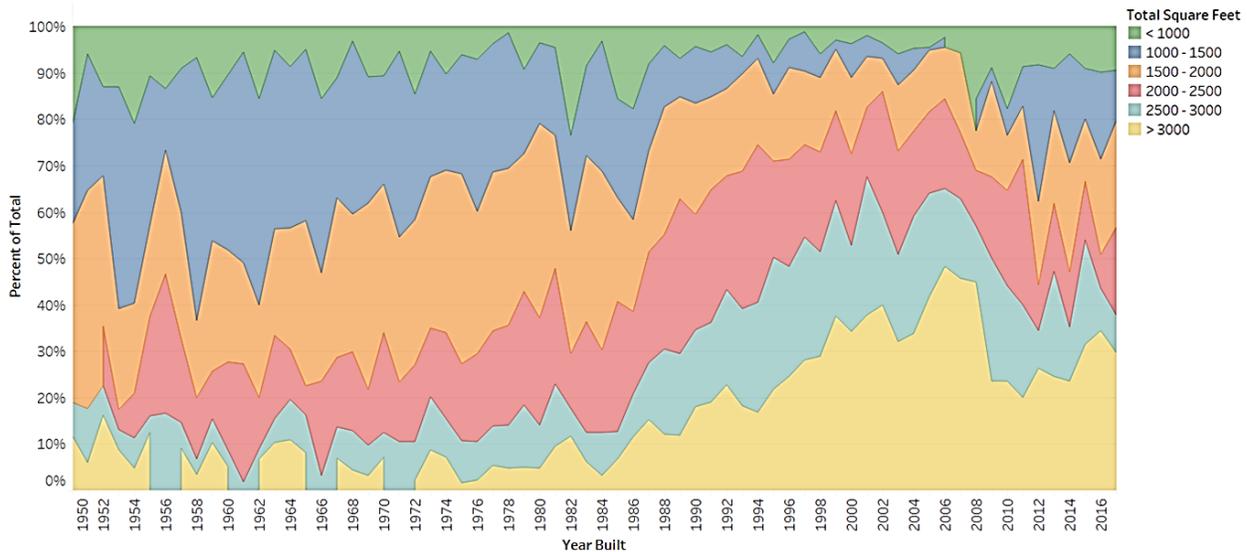
Prices have continued to climb in 2018. In May 2018, the median single family home price was \$875,000, and nearly half (44%) sold for over \$1 million. Single family residences account for about 80% of all housing units, in a very low density land use pattern that occupies almost 91% of the island’s land use area. Median condo prices are over \$500,000. Average rental rates are approaching \$2000 a month, and rental vacancy rates are 1.5%, well below the 5% rate more typical of well-functioning rental markets. In addition to high housing costs, the increasing property tax burden due to state, county and local taxes makes housing even less affordable, particularly for seniors on a fixed income.

Bainbridge Island Single Family Home Price Trend



Although homes being built now are not as large as they were during the last housing bubble, fully 30% of them are larger than 3,000 square feet. In addition, over the last 20 years, the vast majority (over 70%) of units have been over 2000 square feet. A significant contributor in the affordability crisis is the size of the units being delivered.

Bainbridge Island Home Size Trend

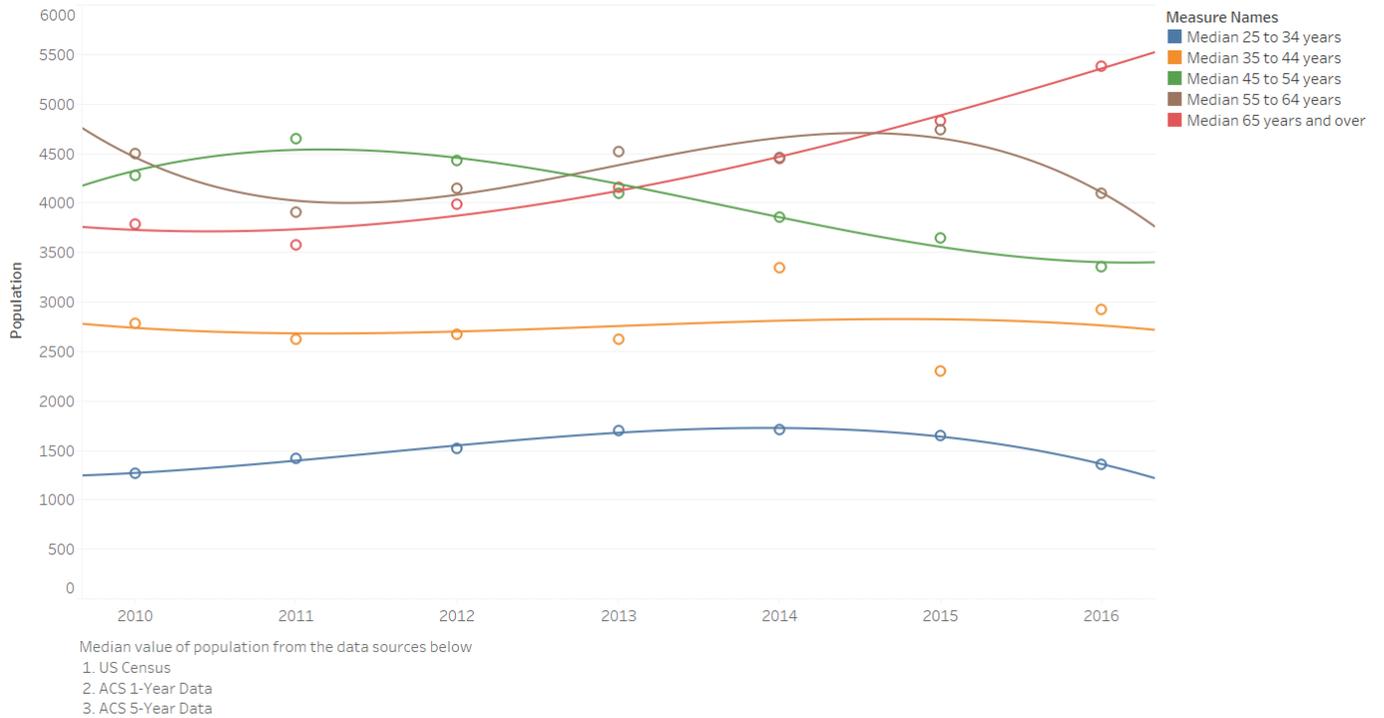


- Data pulled from the Kitsap County GIS and Assessors websites
- Removed buildings owned by COBI, BI Parks, BI School District, Arbor Fund, Islandwood
- Only includes records with [Improv Typ] = "DWELLING" OR [Num Dwell] > 0
- Only includes records with GIS Property Class = Single Family Residence OR Assessors records for dates after 2016 due to missing GIS records

Bainbridge Island had a population of 23,025 persons in the 2010 Census. According to the Washington State Office of Financial Management, the state agency that completes population estimates in between census years, the population of Bainbridge Island has grown from an estimated 23,190 persons in 2013 to 24,320 persons in 2018, after several years of no growth related to the Great Recession.

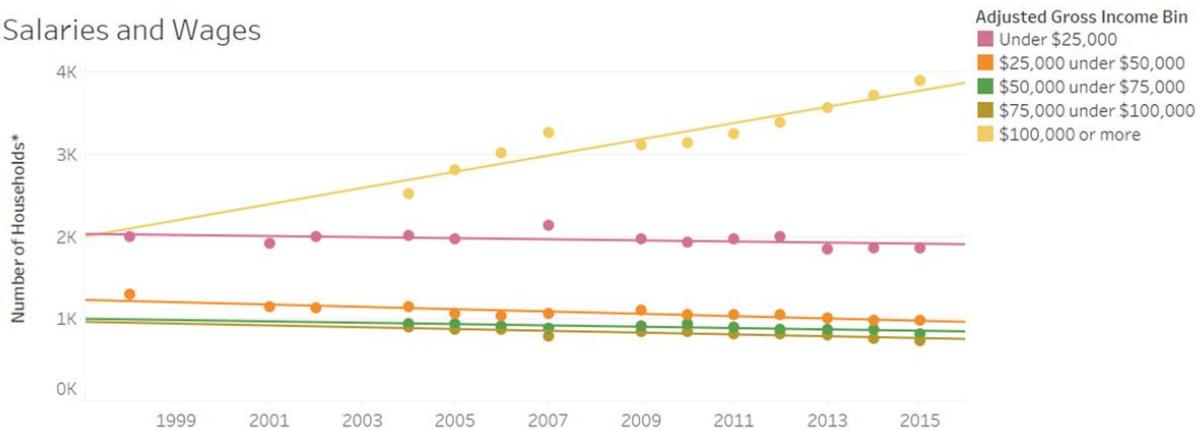
In part due to housing prices, the island’s demographics are shifting. Bainbridge Island is older, wealthier and far less racially diverse than other communities in the region. The island has an increasing population of people over 65, and a declining population of young adults (ages 25 to 34).

Bainbridge Island Population Trend by Age



We can also see that the number of households with income of over \$100,000 are increasing while households making less than \$100,000 per year are static or decreasing. The largest increases are in the number of households making over \$200,000 per year.

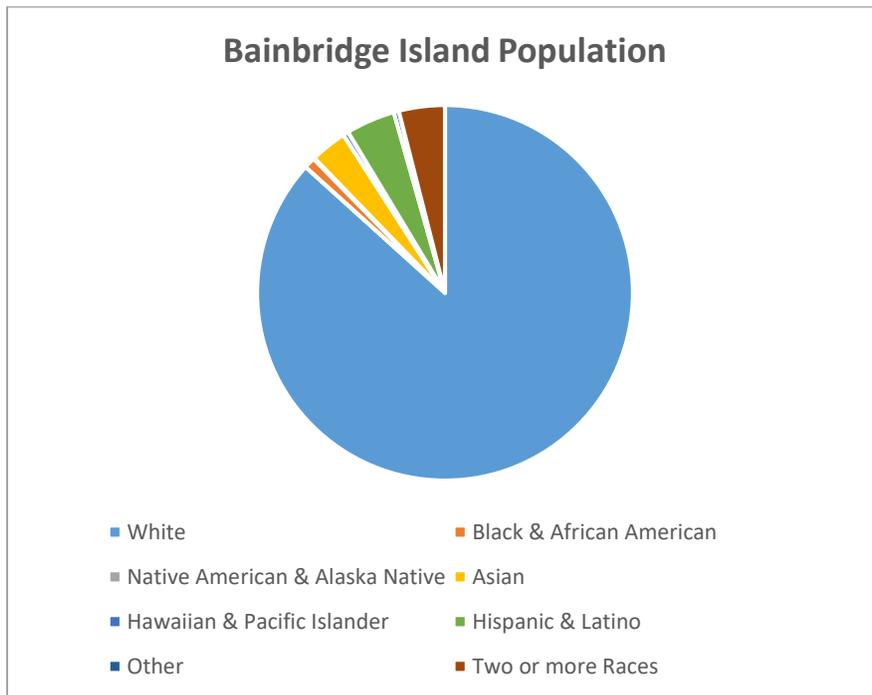
Salaries and Wages



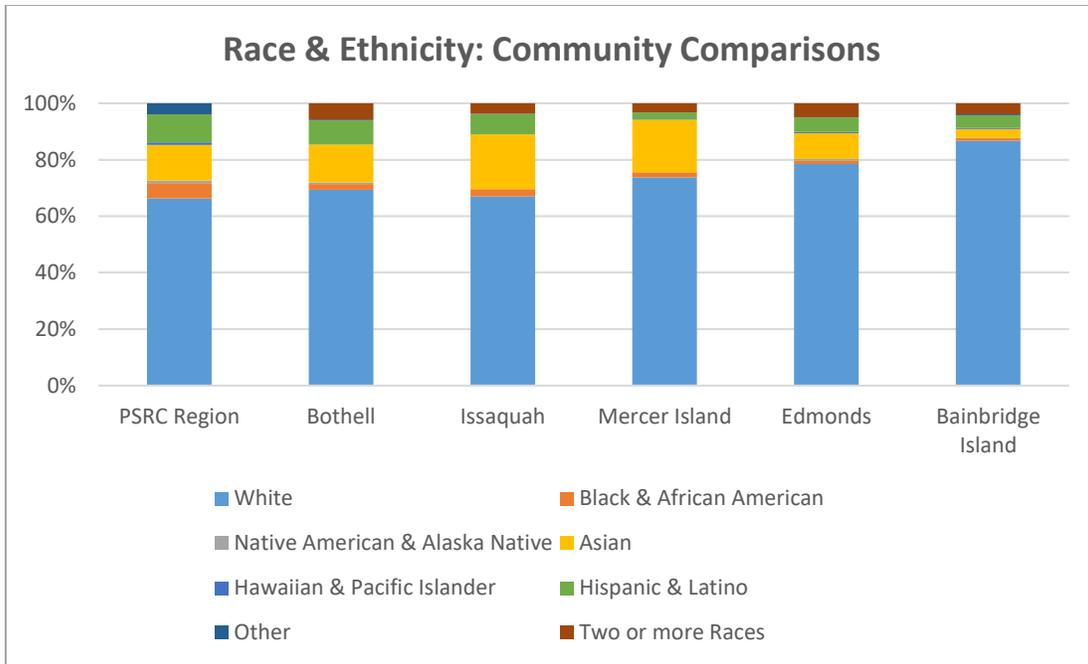
Bainbridge Island is about 91% white, according to the most recent census information. A 2014 report by the Puget Sound Regional Council noted the connection between lack of affordable housing and lack of racial and ethnic diversity:

“Persistent unaffordable housing costs, along with current and historic discrimination, have geographically separated lower-income households and households of color from higher income, white communities.....High-priced neighborhoods as well as neighborhoods with limited rental housing fail to provide feasible housing choices for low- and-moderate income households.”

In addition, the report found, "When a jurisdiction expands affordable housing opportunities in historically homogeneous communities with more opportunity, members of protected classes have access to good schools, employment, and healthy homes which they have been excluded from in the past."



Source: 2012-2016 ACS 5-yr Estimate



Source: 2012-2016 ACS 5-yr Estimate

This data tells us 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.

What is “Affordable”?

The Council’s instructions to the AHTF provided that its “mandate is broader than simply considering low income housing. It should consider housing affordability on Bainbridge Island across the economic spectrum.” Accordingly, we have looked at the various housing needs that are not being met in the island’s current housing market, both those who are cost-burdened and those who qualify for subsidized housing.

HUD defines “cost-burdened” families as those who spend more than 30% of their income on housing, which may result in difficulty paying for necessities such as food, clothing, transportation, and medical care. The Housing Element of the Comprehensive Plan states that 34% of islanders of all income levels living in single family dwellings are cost burdened and almost 44% of island renters are cost burdened.

Some affordable housing projects use an income test to determine whether someone is eligible for housing. So-called “income qualified” housing is typically available to people whose incomes are 80% of Area Median Income (AMI) or less. Some publicly funded or subsidized housing is reserved for those whose incomes are 30% of AMI or less. (See Median Income Table, Appendix D). Waiting lists for subsidized housing on Bainbridge Island are two years or more.

The AHTF has not limited its recommendations to income-qualified projects. Many islanders, such as teachers and City employees, are cost burdened or cannot find housing at all on Bainbridge, but would not be eligible for income qualified housing. Both small businesses and major employers, including the City of Bainbridge Island, the Bainbridge Island School District, and the Bainbridge Island Parks Department, have told the AHTF that their employees have trouble finding housing on the island. Many employees commute from off-island, some from as far away as Port Orchard, a round trip of about 75 miles. As instructed, we looked at affordability across the economic spectrum.

The AHTF finds that affordability may be achieved by a combination of factors, including:

- Affordability by size: Creating smaller units for singles, couples and seniors, in both the rental market and the ownership market.
- Affordability by subsidy: Provide financial incentives through tax abatement to subsidize affordable units, or through such incentives as increased density, lower parking requirements, or fewer required amenities.
- Affordability by location: Eliminating or reducing the cost of a car and related parking.
- Affordability by increased supply: Incentivize both small size and rental housing.

By any measure, Bainbridge Island has not implemented effective strategies to meet diverse housing needs. The island's housing nonprofit, Housing Resources Bainbridge, has produced the only appreciable amount of income qualified affordable housing on the island in the last twenty years.

Working Understandings of the AHTF

The AHTF studied both commonly-used housing tools and out-of-the-box suggestions. From this work, we are certain of one thing about affordable housing: there are no magic bullets. Affordability must be addressed consistently, over time, with a multi-pronged approach. The community must be willing to think creatively and to experiment to see what works and what does not. Demanding certainty of outcome invites failure. We believe that Bainbridge Island should adopt the recommendations in this report, and without undue delay or demand for risk-free or guaranteed outcomes. At the same time, if it becomes apparent that a policy or program is not working, the City should be prepared to change course quickly by abandoning ineffective strategies and adopting new policy measures appropriate to current circumstances.

Our Comprehensive Plan speaks to many community values, which sometimes seem to conflict with each other. That perceived conflict is particularly sharp when looking at housing and environmental policy. People are often prone to tunnel vision when trying to solve a particular problem. Sometimes we think of "the environment" as entirely separate from human beings, and try to come up with solutions for environmental problems by excluding the needs of people from our thinking. Equally one-sided would be to craft housing solutions without regard to the impact on the natural environment. The real world does not divide itself into categories but,

rather, exists as a complex and ever-changing, mutually dependent and reinforcing whole. Good policy-making should try to reflect that reality.

The AHTF does not believe housing and the environment exist in conflict, though we understand that the current crises in both housing affordability and environmental degradation requires careful, intelligent, and respectful planning. We do not believe housing and the environment can ever exist to the exclusion of one another. The AHTF has taken a holistic point of view and has tried to craft intentional and sensitive recommendations, taking into account as many aspects of the real world as possible.

Keeping the real world in mind has policy implications. For example, the absence of housing that is affordable to people who work on the island has impact beyond the Housing Element of the Comprehensive Plan. Multiple elements of the Comprehensive Plan, not to mention multiple aspects of our lived experience, are impacted when large numbers of workers face increasingly longer commutes. For instance, the Economic Element of the Comprehensive Plan is impacted when people have long commutes, shouldering higher costs in money, time and stress. As a result, local employers have a harder time attracting and retaining people to fill island jobs. Employees have a lower quality of life. As anyone who has traveled Highway 305 during rush hour can attest, commuters to and from the island also impact the Transportation Element of the Comprehensive Plan.

In addition, the Environmental Element—and the real-world environment--- is negatively affected. People who can't afford to live in the community in which they work move to less expensive areas, further away from work. That creates sprawl---the very result no one wants. Sprawl is harder to see on an island, but the ecosystem doesn't end at the Agate Pass Bridge. Carbon emissions from longer commutes do not end at the Bridge. Somewhere, the Earth bears the burden of sprawl, of traveling people, of vehicles going extra miles—even if that burden is not readily apparent on the island.

Nationwide, housing prices have been rising twice as fast as wages according the chief economist of the Mortgage Bankers Association interview on CNBC in March of 2018. The Seattle Times reported that homes in the Seattle area have been rising faster than anywhere else in the country since mid-2016 (Seattle Times, March 27, 2018.) These are realities each community must grapple with.

Despite our growing housing inequality, Bainbridge Island has not implemented any significant affordable housing policies in a decade. The Housing Element (Appendix B) of the Comprehensive Plan clearly and concisely states the problem and the obligation the City has undertaken:

Market forces alone will not address the urgent housing needs facing Bainbridge Island. In the face of daunting circumstances, the City aspires to an ambitious Vision of its future and commits to an innovative, aggressive and multi-faceted housing strategy.

The AHTF developed its recommendations for **near term action** by the City Council and the City of Bainbridge Island. Consistent with the Council’s instructions to the AHTF, these recommendations address affordability at a range of incomes, from low income to middle income and workforce housing. Only two of the recommendations would create income-qualified housing. The rest are intended to create affordability due to size, appeal to a narrow demographic or other factors as described above under the heading, “What is ‘affordable?’” Consistent with the Comprehensive Plan, zoning and code recommendations are focused within the Designated Centers, helping protect the rural areas of the island.

We hope they will be adopted and implemented as soon as possible.

EXECUTIVE SUMMARY

According to the Housing Element of the Comprehensive Plan, “Some combination of appropriately zoned land, regulatory incentives, financial subsidies and innovative planning techniques will be necessary to make adequate provision for the needs of all segments of the population, but particularly middle and lower income persons.”

The AHTF submits the following **Priority Recommendations** in accordance with that guidance and with the Council’s instructions to the AHTF:

- 1. Draft and adopt code changes to encourage infill in the Designated Centers, with the assistance and advice of ECONorthwest.** (Pages 12-17)
 - A. Adopt a Mandatory Inclusionary Zoning Ordinance**
 - B. Enact changes in FAR to encourage affordable housing**
 - C. Adopt a Multi-Family Property Tax Exemption** (Appendix F)
- 2. Pursue opportunities to partner with the private and nonprofit sectors to build affordable housing on public lands.** (Page 17)
- 3. Adopt procedures to encourage Accessory Dwelling Units** (Page 17)
- 4. Adopt an “Innovations Program” that allows staff to permit experimental affordable housing projects, on a limited basis, that are not currently allowed by code.** (Page 18)
- 5. Create a permanent affordable housing committee and designate a City employee who will spend at least half-time on affordable housing strategies.** (Page 18)

In addition to our priority recommendations, the AHTF has identified the following **Quick Wins** that can be done immediately:

- 1. Adopt more generous policies to allow the maximum number of liveaboards in the Dave Ullin Open Water Marina in Eagle Harbor.** (Page 20; Appendices C (5) and (7))
- 2. Adopt vacation rental ordinance** (Page 20; Appendix C (8))
- 3. Institute permit processing fast-track and reduced permit fees for all affordable housing applications.** (Page 20)
- 4. Review and improve the Housing Trust Fund process, and award Housing Trust Fund grants at least annually** (Page 21)
- 5. Adopt Cottage Housing Ordinance** (Page 21; Appendix E)

Additional Strategies to Be Explored: Due to the time limitations placed on the AHTF, there are many worthwhile areas of study that we did not explore in depth. One of the reasons we believe that the City must engage in continuing housing efforts over the long-term is so these ideas, as well as new ideas that will undoubtedly emerge, can be pursued.

The AHTF urges future work on the following ideas:

- **Work with Forterra to adopt a more effective Transfer of Development Rights program**
- **Community Partnerships**
- **Conversion of Single Family Homes to Duplexes/Triplexes**
- **Programs to Preserve Existing Housing**
- **Affordable Senior Housing/Accessible Housing**
- **Addressing Limitations Due to Sewer and Septic**
- **Homelessness and Housing Insecurity**
- **Tiny Houses/Microhousing**
- **Transportation Alternatives: Car2Go, Smart Cars, Public Transit**
- **Advocacy for County, State, and National Affordable Housing Policies**

PRIORITY RECOMMENDATIONS

1. Code changes to encourage affordable housing in Designated Centers (Winslow and Neighborhood Centers)

The Housing Element of the Comprehensive Plan lists as one of its highest priority actions the following: “Amend the City’s development code to facilitate an increase in the diversity of housing types and supply of affordable housing.” (HO Action #2). It proposes revising “development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use neighborhoods with affordable housing.” (Policy HO 4.2).

Unless otherwise specified, the AHTF recommends these changes be applicable to the Winslow Master Plan area and the Neighborhood Centers, in furtherance of the Housing Element’s stated goal of changing “today’s 89/11% housing split between the Mixed Use Town Center and the Neighborhood Centers to 80/20% by 2036.” (Policy HO 1.6)

As referenced in Goals 1 and 2 of the Housing Element, the City is required to monitor provisions and changes to the zoning code and all affordable housing ordinances on a yearly basis to determine the effectiveness of the ordinances and code changes. At the end of every two years, the Department of Planning and Community Development will prepare a report based on data gathered through the monitoring program. The reports will be used by the City Planning Department and the Planning Commission as a basis to amend and update the code and ordinances as needed to achieve the affordability goals. The proposed amendments and updates will go to the City Council for approval. The time table for the updates should be coordinated such that amendments and updates are completed every 4 years.

Recommendation 1A: Mandatory Inclusionary Zoning Ordinance

The following is recommended to establish a new Inclusionary Zoning Code:

APPLICABILITY: Designated Centers which include the Winslow Master Plan/Winslow Sewer Area and Neighborhood Centers.

Island wide applicability was not recommended due to the Comprehensive Plan goal to focus new development in the Designated Centers.

BASE REQUIREMENT: 10% minimum affordability on all new residential development projects. Projects which exceed project threshold size of 10,000sf residential FAR are required to construct the inclusionary units. The 10% requirement is applied to the Base Residential FAR.

Projects may exceed the 10% requirement by utilizing other zoning incentives. Staff should evaluate whether a higher percentage is feasible.

- a. Staff will need to verify appropriate base requirement (percentage & minimum project size) in relation to offset (see 3, Offset). Projects on adjoining parcels shall be considered as a single project for determining project size. Controlling inclusionary threshold by project area (sf) will prevent projects from artificially increasing unit sizes to stay below minimum unit threshold.
- b. Projects within the residential zones (R-zones) in the Designated Centers (the residential areas of Winslow) and Neighborhood Centers are regulated by units per acre, not FAR. Staff will need to determine minimum project size and related offset.

OFFSET: In order to effectively subsidize the inclusionary units, the FAR shall be increased to offset the financial impact to the project subject to the mandatory requirement. The Mixed-use Base FAR and Bonus FAR shall be increased by 0.2 (see MUTC 18.12 Dimensional Standards) for all zones subject to the inclusionary requirement.

The offset is the difference between the market rent and inclusionary rent, OR the difference between the market rate sales price and the affordable sale price. In order to meet state law, the financial impact related to this lost revenue to a project must be offset by an equivalent density or FAR increase.

In order to offset financial impact to the project, a significant increase is needed in the Base FAR and the bonus FAR. Under current code, any increase above the Base FAR is only available as Bonus FAR, by paying a fee to the City (or through other bonus provisions). The staff shall verify the proposed Base FAR increase is proportional to the financial impact to the project.

FEE IN LIEU: Residential projects 10,000 sf or less, are eligible to pay a Fee in Lieu instead of constructing the inclusionary units. Fees shall be directed to Housing Trust Fund. Fee shall vary based upon project size.

- a. Note that the Fee in Lieu is offset by the 0.2 FAR increase or density increase (in R zones).
- b. Fee in Lieu is not available for larger projects to ensure inclusionary units are constructed as part of the project. Small projects typically have a more difficult time integrating inclusionary units due to their small site area.

The Task Force did not want Fee in Lieu to be available for larger projects. It is important to have inclusionary units built within projects and to have them dispersed throughout the community. Communities which rely only on Fee in Lieu will typically use those funds to construct standalone multi-unit affordable projects.

Projects which are not eligible for offset are not required to pay Fee in Lieu.

TARGET INCOME GROUPS: Inclusionary units shall serve a range of Kitsap Area Median Income (AMI) between 50% and 120%. For projects which are required to provide multiple inclusionary units, those units shall serve **a range of income levels which equal an average of 80% AMI or below**. For projects with a single inclusionary unit, it shall be affordable to a household income shall be no more than 80% AMI.

UNIT SIZE AND TYPES: For projects with multiple inclusionary units, unit sizes shall reflect the proportionality of the bedroom mix of the market rate units. For projects with one inclusionary unit, the number of bedrooms shall reflect the average size in project. The inclusionary unit size may be smaller than typical market rate unit. The exterior design of the affordable dwelling unit(s) shall be similar in appearance to the market rate units. The units shall be geographically dispersed throughout the project.

The intent here is to ensure the affordable units reflect the overall character of the project to be fully integrated.

DURATION: Affordability shall be permanently enforceable by a deed restriction placed on the property title report.

NOTE: The City has enlisted ECONorthwest and Forterra to complete an economic analysis to support the development of a successful inclusionary zoning and transfer of development rights programs. That analysis is anticipated to be completed in November 2018, and may result in different thresholds for an inclusionary zoning program than those recommended by the AHTF above.

Recommendation 1B: Zoning Changes to Incentivize Affordability in Designated Centers:

The following incentives are intended to encourage mixed-use development and affordability within the Designated Centers. Emphasis has been given to the High School Road and Ferry Terminal Districts. Key outcomes include expanding residential uses within allowable building envelopes and the creation of mixed-use villages in areas currently developed as low rise commercial and parking lots. These concepts are consistent with the Comprehensive Plan to focus growth in Designated Centers, increase workforce housing and reduce environmental impacts of workforce commuting. **The AHTF recommends the following modifications to Chapter 18.12 Dimensional Standards:**

HIGH SCHOOL ROAD & FERRY TERMINAL DISTRICTS: High school Road and Ferry Terminal Districts shall have their **FAR set equal to Core district**. Consistent with the goal to have pedestrian oriented villages, these projects shall be **required to be mixed-use**.

These two zoning districts hold the greatest potential to become transit-orient development locations. The current code has the maximum amount of residential for the High School Road District set low to support auto-oriented commercial development. The proposed flexibility to increase the overall FAR and related residential component will take pressure off residential zones throughout the island.

Under current code, mixed-use is not required.

This ensures we get mixed-use pedestrian-oriented development in the commercial districts. So long as first floor commercial and/or retail is provided, residential use can be utilized for all remaining FAR, including Max/bonus FAR.

The specific requirements to meeting the intent of mixed-use requirement shall be determined by staff. Mixed use shall provide retail at key frontages and public spaces.

FLEXIBLE FAR: Consistent with the Core district Base FAR and proposed mixed-use requirement, the commercial portion of mixed-use FAR may be converted to residential FAR.

The flexibility to convert commercial FAR to residential will have the benefit of producing more housing overall and a proportional increase in the inclusionary units. This has the potential to double the number of inclusionary units.

The current method of FAR allocation only allows a portion of the site development to be housing, with the rest being commercial. The intent was to encourage mixed-use projects. Under current market conditions, residential use has far greater market demand than commercial. Limiting amount of residential to current levels is resulting in sites being underbuilt. This is also likely to serve current demand for more senior housing, which is currently not being met adequately.

This added flexibility with base residential FAR would not increase the building size or overall FAR since it is within current allowable mixed-use FAR.

For example, a mixed-use project in the Core District, with bonuses, under current zoning, has a maximum FAR of 1.5 (which will be increased by inclusionary zoning). That maximum must be divided between the commercial maximum of 0.5 FAR and the residential maximum of 1.0 FAR. Under the recommended approach, if the project is located in any of the following zones (High School Road, Ferry Terminal, and Core), and it is mixed-use with retail or commercial at the base of the project, then the mixture of commercial and residential FAR is flexible. For example, the residential could end up being 1.3 in this example so long the projects have sufficient commercial to meet the mixed-use requirement.

NEIGHBORHOOD CENTERS (NC): Change NC zoning from current method of determining density by units per acre to FAR method.

Currently NCs have a low base density (2 units/acre) which doesn't support pedestrian-oriented villages. Basing density on units per acre encourages projects to build large units to maximize buildable area. The FAR approach would increase flexibility allowing smaller unit sizes and related affordability. Staff need to determine what appropriate FAR is in relation to density. The City's ability to extend infrastructure to the NCs will affect the number of housing units created.

BUILDING HEIGHT: Increase the maximum height from 45' to 55' when 1) underground parking is provided and 2) project exceeds both 20% affordability and 20% public space. Applies to High School Road District and Ferry Terminal District.

This encourages pedestrian-oriented urban villages close to transit. The City should give consideration as to whether the height increase is appropriate within the Core District, subject to existing design guidelines and upper story stepbacks for Winslow Way.

PARKING: Allow lower parking requirements (.5 spaces/unit) for units within 1 mile of Ferry and unit size less than 600sf.

The cost of providing parking and related vehicle ownership costs impact affordability. On average, the cost of owning a vehicle can be as high as \$700/month. The construction cost of an underground parking stall ranges between \$25,000 to \$30,000 per stall. These costs affect both the renter's ability to afford housing and the cost of building the housing.

SUBDIVISIONS: Allow subdivisions within Mixed Use Town Center.

Currently, subdivisions are only allowed if approved under the Housing Design Demonstration Program (HDDP). This change would not require a density or FAR increase. This will encourage "missing middle" homes such as cottages, townhouses and small footprint homes. Home size would be limited to 1600sf and lot sizes would be restricted to a maximum size to ensure minimum densities are achieved.

Recommendation 1C. Multi-family Property Tax Exemption

The AHTF recommends adopting a multi-family property tax exemption (MFTE) ordinance in accordance with RCW 84.14.005 et seq. This statute authorizes an exemption from property tax for any qualifying multi-family project of four units or more that sets aside at least 20% of its units for low to moderate income households (from 80% or below of AMI to 115% AMI), for a period of eight to twelve years (depending on the specifics of the project). In order to implement this state-allowed exemption, the City must adopt an ordinance specifying guidelines such as height and density restrictions, parking requirements, and targeted incomes. The ordinance must designate area(s) for applicability and would be applicable to both new construction and existing projects that are being rehabilitated or converted.

The AHTF recommends that the designated areas for the MFTE should be the Designated Centers. The RCW sets out procedures necessary to adopt an MFTE ordinance, which include a public hearing at which the designated residential targeted area(s) will be considered. All projects that use the MFTE must be regularly monitored for compliance, and the AHTF suggests that Housing Resources Bainbridge or other housing nonprofit be engaged as a partner to the City for public outreach and compliance monitoring.

The MFTE could be used in tandem with the Mandatory Inclusionary Zoning Ordinance to potentially set aside up to 30% of the units in a project as affordable units.

A sample MFTE ordinance is attached to this report as Appendix F (a copy of the ordinance adopted by the City of Bellingham).

2. Affordable housing on publicly owned land

The City owns 88 parcels of land totaling 250 acres, some of which have identified uses and purposes and others that do not. The AHTF recommends that an inventory be taken of City-owned properties that may be appropriate for affordable housing. These properties could be donated or sold at a discount to a housing nonprofit or program, with deed restrictions requiring a specified number of units of affordable housing to identified income ranges. Alternatively, property could be developed by the City in partnership with private and nonprofit developers, similar to the development of the Suzuki property. The AHTF believes the Suzuki project has taught valuable lessons to the City, its consultants, partners and the community, and those lessons will inform and improve future efforts.

The AHTF met informally with several other local taxing districts, such as the Bainbridge Island School District and the Bainbridge Island Metropolitan Parks Department. Although most of the taxing districts said their employees had difficulty securing housing on the island, they did not express any interest at this time in making any property they own available for affordable housing. The reluctance was in large part for reasons that may well be addressed satisfactorily in the future, so the AHTF recommends having future in-depth discussions with these taxing districts.

3. Adopt procedures to encourage Accessory Dwelling Units

An Accessory Dwelling Unit (ADU) is up to 900 square foot of separate living space, within or detached from a single-family dwelling. Although the City has allowed ADUs for many years, the number of ADUs on the island has remained relatively small—according to City records, the island has approximately 196 permitted ADUs. The Final Report of the Community Housing Coalition in December of 2007 identified ADUs as a priority recommendation, giving several suggestions to encourage the use of ADUs as affordable rentals. Among them were to increase the maximum size of an ADU from 800 to 900 square feet, which was done in 2015.

That report also suggested evaluating the building application process for ways to shorten the process. It also recommended that pre-approved prototype ADU designs be made available to property owners. Those two recommendations were never implemented. The AHTF believes those proposals remain priority actions and strongly recommends that they be adopted. In addition, the AHTF recommends that building permit fees and sewer/water hookup fees be deferred or reduced if an ADU is used for income-qualified housing for a period of at least five years.

4. Adopt an “Innovations Program”

As we have noted, no single solution or program will solve the affordable housing crisis. The AHTF believes that a crucial part of any housing strategy is a multi-pronged approach and the willingness to experiment with new and innovative ideas. For that reason, we recommend that the City make the necessary changes in code and policy to allow City staff the flexibility to permit building projects on a limited basis that do not otherwise fit into zoning and land use code, if 100% of the housing units are affordable (affordability for this purpose will be 120% of AMI or less). The Innovations Program would seek to encourage new ideas about affordability, whether achieved through building technique or materials, shared common areas, small size, or other means.

After it has developed and adopted the Innovations Program, the City should conduct outreach to the community to encourage property owners to make use of its flexibility. Projects should be monitored and evaluated to determine whether the idea is effective in producing affordable housing. If so, it should be adopted into code. If the idea is not effective, staff would not permit it in future projects.

5. Permanent support for affordable housing

Bainbridge Island has made efforts to address its affordable housing issues from time to time in the past. In 1997, the City adopted the original Affordable Housing Ordinance, requiring that new residential developments include a percentage of affordable housing. The program was the first of its kind in Washington. Over time, the City determined it was not working as intended for a variety of reasons, including loss of affordability because the units reverted to market rate with the first resale, and legal challenges. The ordinance was repealed in 2005, although an optional affordable housing program remained in place.

The City created the Community Housing Coalition (CHC) in 2005 under the umbrella of the City-funded nonprofit, Health, Housing and Human Services Council. It was charged with the task of researching and contributing to the development of effective public housing policy. With the economic downturn beginning in 2007, the City experienced financial setbacks. As a result, the City Council dissolved the CHC, along with the Health, Housing and Human Services Council. The CHC produced a report of its work and housing recommendations in December of 2007 and urged that its functions be transferred to a full-time City housing specialist. As the City’s financial problems continued, the housing position was eliminated. Since then, the City has had no housing specialist on staff and no citizen advisory group to focus on housing issues, until the creation of the AHTF in 2017. In the intervening years, the median sales price of a single family home rose from \$680,000 in December of 2007 to \$848,000 in May of 2018 (after a steep drop in prices for several years during the Recession.) Undoubtedly there have been many lost opportunities for affordable housing projects in that time. The more time that passes without effective affordable housing policies in place, the more affordable housing opportunities will vanish, as properties are developed solely for the private market.

The AHTF believes that housing is a complex issue that requires consistent attention, multiple strategies, evolving programs and a willingness to experiment with new ideas. As the CHC Final Report said, “...crisis management, short-sighted funding and stop-start attempts do not produce sustained results.” The AHTF is a short-term task force with limited scope. The one-year deadline for its work required that it focus on high priority, near term recommendations. There are many important aspects of housing that it was not able to study in depth.

For these reasons, we think it is crucial for the City to create permanent housing support. It should consider creating a standing advisory committee. It also should consider hiring or designating a housing specialist on City staff, at least on a part-time basis. Finally, we recommend that the City increase its financial partnership and outreach commitment to other taxing districts, nonprofits, and entities such as faith-based housing providers that build affordable housing.

QUICK WINS

The AHTF has identified the following actions the Council or staff could take with a minimum of additional research or preparation:

1. Adopt more generous policies with respect to liveaboards in Eagle Harbor.

The AHTF believes that residential vessels in the Dave Ullin Open Water Marina in Eagle Harbor can be an economical housing choice on the island for a limited but important demographic. We encourage City support for existing liveaboards and urge that the City amend its policies to allow additional residential boats to the maximum allowed by the state of Washington, as we have written in letters previously submitted to the Council and the Planning Commission. Additionally, we have recommended that the City expand the time-frame during which it accepts applications. See Appendices C.5 and C.7.

2. Adopt a Vacation Rental Ordinance.

Since 2011, the third-party analytics site AirDNA has measured a 41% annual growth in the number of Airbnb rentals on Bainbridge Island, with 133 active rentals currently recorded. Of these active rentals, 114 are for the entire home, a number that represents more than three months of inventory in the current real estate market. This stranded inventory worsens the affordable housing crisis by reducing the stock of long-term rentals and for-sale housing on Bainbridge Island. However, we also realize that many members of our community rely on the supplemental income generated by these short-term rentals to afford the ever-increasing cost of living, so it is necessary to control the growth of the short-term rental market without eliminating it all together.

The City of Seattle passed an ordinance in 2017 limiting the number of “short term rentals” allowed. AirBnb has approved the ordinance and has given assurances it will not challenge the ordinance legally. The AHTF recommends that Bainbridge pass a similar law, based on the Seattle ordinance, applying to all current and future short-term rental properties and at least as restrictive as the Seattle ordinance. The AHTF also recommends that the Council consider whether short term rentals should be further limited exclusively to the owner’s primary residence property. To avoid significant impact on the island’s existing lodging industry, this restriction should not impact hotels, motels, inns, and licensed bed and breakfasts. See Appendix C.8.

3. Permit processing priority and reduced fees for affordable housing projects.

The time required to complete a residential construction project is a significant factor in the final project cost. One element of this is the time required to obtain a building permit from the City of Bainbridge Island. A recent estimate from the Planning Department put the time to obtain a residential building permit at 10-12 weeks, at a minimum. This delay adds significant cost to all projects, but also provides us with a tool to incentivize certain types of development.

By establishing a building permit fast track for affordable housing, the City of Bainbridge Island could provide an incentive to developers to prioritize the construction of affordable housing at no additional cost to the city. This fast track would place affordable projects at the front of the permit approval line. Not only would this approach reduce the cost of affordable development, but would also increase the cost of luxury developments as the wait for non-affordable developments increased accordingly.

These projects should also be charged reduced permitting fees. The City should also defer or waive building permit and/or sewer/water hookups for ADU's that rent to income qualified individuals for at least five years.

4. Housing Trust Fund grants.

The City should review the Housing Trust Fund criteria for grants and sources of funding to assure that this program is effective in encouraging the development and/or preservation of affordable housing options. The City should allocate funds to the Housing Trust Fund during each budget cycle. Also, the City should increase its outreach efforts to potential grantees. The City should make grants from the Housing Trust Fund at least annually. Money from the Fee-in-Lieu program established under Priority Recommendation 1A should be added to the Housing Trust Fund, in addition to the funds that are allocated from the City's general fund.

5. Adopt a Cottage Housing ordinance.

As the CHC Final Report found, "Cottage housing is another way to increase density in existing neighborhoods while still preserving their single-family character. These projects typically consist of a cluster of small houses with a shared central space. Cottages typically range from 800 to 1000 square feet, and the typical density is 10 to 11 units per acre. The Erickson Avenue Cottages on Bainbridge Island are an example of this kind of housing. Cottage housing is typically used on infill lots in established neighborhoods." The CHC drafted a Cottage Housing ordinance that was never adopted. The City could update that ordinance for Council consideration with a minimum of effort. See Appendix E.

ADDITIONAL STRATEGIES TO BE EXPLORED

The AHTF discussed multiple strategies and ideas for increasing the island's supply of affordable housing. As our work continued, we began focusing on the Priority Recommendations. Other ideas that we consider worthwhile were not included in these recommendations, generally because we considered them to be longer-term in nature. After the Council has accepted this Final Report and the AHTF is dissolved by the terms of its authorizing resolution, we urge City staff and/or a citizen committee to continue work on these ideas and issues:

- Work with Forterra to adopt a more effective Transfer of Development Rights program
- Community Partnerships
- Conversion of Single Family Homes to Duplexes/Triplexes
- Programs to Preserve Existing Housing
- Affordable Senior Housing/Accessible Housing
- Addressing Limitations Due to Sewer and Septic
- Homelessness and Housing Insecurity
- Tiny Houses/Microhousing
- Transportation Alternatives: Car2Go, Smart Cars, Public Transit
- Advocacy for County, State, and National Affordable Housing Policies

Respectfully Submitted,

The Affordable Housing Task Force

Emma Aubrey (former member)

William Booth (former member)

Jeffrey Brown (former member)

Pat Callahan

Corey Christopherson (joined on 2/27/18)

Johnathan Davis (joined on 2/27/18)

Stephen Deines

Phedra Elliott

Sharon Gilpin

Stuart Grogan

Ann Huff (former member)

Edward Kushner

Ann Lovejoy

Bill Luria

Pegeen Mulhern

Althea Paulson, Chair

David Shorett

Charlie Wenzlau

Sarah Blossom, City Council Liaison

Michael Scott, former City Council Liaison

Leslie Schneider, City Council Liaison (joined April of 2018)

William Chester, Planning Commission Liaison

Jennifer Sutton, Senior City Planner

Bainbridge Island City Council Instructions to 2017 Affordable Housing Task Force

Among the high priority implementing actions of the 2017 revised Comprehensive Plan is the establishment of an Affordable Housing Task Force to consider the revised Housing Element and make specific recommendations to the Council for near-term action.

Members of the Task Force have been chosen both for their interest in working on this issue, and for their recognition that improving access to affordable housing on Bainbridge Island is critical to maintaining a diverse and vibrant community.

The Bainbridge Island Comprehensive Plan defines “affordable housing” as “...*housing affordable to all economic segments of the population of this state. This is a goal of the state Growth Management Act. RCW 36.70A.020(4). When residential housing for rental or private individual ownership is occupied by low-income households, it is considered affordable if it requires payment of monthly housing costs, including utilities other than telephone, of no more than thirty percent of the family's income. WAC 365- 200-030(1).*”

From this definition, the Task Force should understand that its mandate is broader than simply considering low-income housing. It should consider housing affordability on Bainbridge Island across the economic spectrum.

The Task Force should review affordable housing-related materials that have been generated by or for the City in recent years, review relevant resource material, and review the goals and policies of our current Comprehensive Plan. While Affordable Housing, and therefore the Housing Element of the Comprehensive Plan, is the focus of this Task Force, it will be important for it to consider the goals and policies of ALL elements of the Comprehensive Plan. Where goals and policies seem to be in conflict, it will be incumbent on the Task Force to recommend solutions that balance the costs and benefits for the community.

The Task Force will decide on what detailed work is necessary to deliver to the Council specific recommendations, including but not limited to recommended changes to City zoning codes and regulations, which would most effectively advance the stated goals of the Comprehensive Plan. The Task Force also may arrive at conclusions or recommendations that involve the work of non-governmental organizations, which can be shared with those organizations either as part of the Task Force’s work, or after its final report.

The Task Force is asked to deliver a report to the City Council by the end of June, 2018. The Task Force will be dissolved upon acceptance of its report by the Council.

HOUSING ELEMENT

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HOUSING ELEMENT INTRODUCTION

Decent and safe housing is a basic human need increasingly unavailable to many Americans, including many Bainbridge Island residents and workers. The Washington State *Growth Management Act (GMA)* provides direction for cities to address these needs in the Housing Element of the Comprehensive Plan. Many of the Plan's Guiding Principles and Policies carry this direction forward to be addressed in various Elements, including Housing.

The City's Housing Needs Assessment (HNA) documents current housing conditions on the Island and identifies trends and specific needs. The HNA is Appendix B to this Plan and adopted as a part of this Element. Many of the statistics below are excerpted from the HNA or the City's Economic Profile (Appendix A).

BAINBRIDGE ISLAND SNAPSHOT: PEOPLE AND HOUSING

Bainbridge Island's 2015 population of 23,390 is predominantly white (91%), well-educated and relatively affluent. The median household income (\$92,558) is 1.5 times the Kitsap County average. Almost 60% of residents have occupations with relatively high incomes. For example, the median wage for financial analysts, lawyers and marketing managers ranges between \$100,457 and \$122,618. Another third of Island residents work in the service sector, such as retail clerks, waiters and bank tellers have median wages between \$27,703 and \$30,972.

Over the past decade the population has experienced shifts in the age cohorts. Between 2000 and 2010 the Island's senior population (60+ years old) increased from 17% to 26%. The "young adult" cohort (between 18 and 34 years old) has declined from 15% of the Island's population in 1990 to less than 10% in 2016.

Bainbridge Island's housing stock is predominantly detached single-family homes (80% of all units) in a very low-density land use pattern that occupies about 90% of the Island's land area. The average single-family home price is just under \$700,000.

Multi-family units that constitute 16% of the housing stock are now concentrated in Winslow and Lynwood Center. While the *designated centers* total about 10% of the Island's land area, a significant portion of that area is occupied by commercial uses with no residential component. Rental apartments make up less than 7% of total housing units on the Island. Very few rental units have been built on the Island in the last decade which partly accounts for a vacancy rate of 1.5%, well below the 5% rate typical of well-functioning rental markets

GMA GOAL AND REQUIREMENTS FOR HOUSING

The *GMA* recognizes the importance of planning for adequate housing by requiring it as an element in Comprehensive Plans. Housing is addressed in one of the 14 major goals:

"Housing. Encourage the availability of *affordable housing* to all economic segments of the population of this state, promote a variety of densities and *housing types*, and encourage preservation of existing housing stock."

RCW 36.70A.020(4)

The requirements for a housing element mandated by the GMA include:

“A housing element recognizing the vitality and character of established *neighborhoods* that: a) includes an inventory and analysis of existing and projected housing needs; b) includes a statement of goals, policies, and objectives for the preservation, improvement, and development of housing; c) identifies sufficient land for housing, and group homes and foster care facilities; and d) makes adequate provisions for existing and projected needs of all economic segments of the community.”

RCW 36.70A.070(2)

HOUSING NEEDS

The Housing Needs Assessment for Bainbridge Island includes an inventory of the amount, location and condition of the Island’s housing stock and demographic and economic information about its population. It also includes an in-depth analysis of *affordable housing* needs on Bainbridge Island.



Almost 34% of individuals and families at all income levels who live in owner-occupied housing units are cost burdened meaning they spend over 30% of their income on housing. Almost 40% of individuals and families at all income levels who live in renter-occupied housing units are cost burdened. The majority (around 28%) of these residents have an annual income between zero and \$34,999.

This means that as of 2012, 569 renters on the Island that have an income of \$34,999 or less are housing cost burdened. This is concerning as lower income cost burdened households are more likely to have to choose between housing costs and other necessities.

The HNA analysis of Workforce Housing Affordability indicates that there is a gap in housing affordable for the Island’s workforce in service professions (e.g., restaurant workers, bank tellers, retail clerks, school bus drivers). Many of these workers are obliged therefore to commute from less-expensive off-Island housing, which increases their transportation costs, congestion on SR 305 and greenhouse gas emissions.

Bainbridge Island’s jobs/housing balance is 0.59 jobs for every housing unit, making it a “bedroom community.” The Puget Sound Regional Council suggests that housing-rich neighborhoods add employment in order to increase economic opportunities for current residents.

Market forces alone will not address the urgent housing needs facing Bainbridge Island. In the face of daunting circumstances, the City aspires to an ambitious Vision of its future and commits to an innovative, aggressive and multi-faceted housing strategy. The City’s success in achieving the housing Vision will also depend upon achieving the policy objectives identified in the Land Use, Transportation, Economic and Environmental Elements of this Plan.

HOUSING VISION 2036

Bainbridge Island in the year 2036 provides a broad diversity of housing. The broadest variety of *housing types* including rental homes, exists within the compact, walkable, transit-served, mixed-use *designated centers*. These include small detached homes on small lots, attached and detached *accessory dwelling units*, *cottage housing*, common-wall duplexes, triplexes and row houses, and stacked units on the upper floors of mixed-use, mid-rise buildings.

The residential *land use* pattern outside of *designated centers* remains at much lower densities and constitutes almost 90% of the Island's area. Houses built in the previous twenty years in the vicinity of designated centers and elsewhere in the Open Space Residential zones are compact, energy-efficient and well-integrated in their landscape. Typical *housing types* in these areas include detached houses on lots of various sizes, attached and detached *accessory dwelling units* and *conservation villages*.

Some combination of appropriately zoned land, regulatory incentives, financial subsidies and innovative planning techniques will be necessary to make adequate provisions for the needs of all segments of the population, but particularly middle and lower income persons.

GOALS & POLICIES

GOAL HO-1

Make steady progress toward the following aspirational targets for increasing the diversity of *housing types* and the supply of *affordable housing*.

Policy HO 1.1

Decrease to 20% or less the number of cost burdened families living in rental housing (down from 40%).

Policy HO 1.2

Decrease to 18% or less the number of cost burdened families owning homes (down from 34%).

Policy HO 1.3

Increase rental housing units to at least 11% of total housing units (up from 7%).

Policy HO 1.4

Increase the Island's percentage of *multifamily* homes to 18% or more of all homes (up from 16%).

Policy HO 1.5

Increase the number of *senior housing units* to 600 or more (up from 344.)

2/28/17

Policy HO 1.6

Change today's 89/11% housing split between the Mixed Use Town Center and Neighborhood Centers to 80/20% by 2036.

Policy HO 1.7

Achieve a jobs-housing balance of .8 (up from 0.59).

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

Policy HO 2.1

The Housing report shall address the following aspects of housing:

1. Housing trends in general both regionally and on Bainbridge Island.
2. The number and location of *housing types* constructed or active applications in the permit process in the preceding two years.
3. An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets.
4. The vacancy rate for rental apartments.
5. The number of cost burdened and extremely cost burdened households.
6. The status of efforts to address housing needs at the regional level.
7. The housing availability for special needs or difficult to serve populations.
8. The condition of the local housing market and the number of new housing units publicly and privately funded.
9. The use of density bonuses and the number of for-purchase *affordable housing* units provided in new developments.
10. A description of the various initiatives supporting *affordable housing* including activities of community non-profit organizations and local and regional entities.
11. Programs of housing repair and renovation that improve accessibility.
12. An analysis of how property taxes impact housing affordability.
13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

Policy HO 2.2

Make the Biennial Housing Reports available to the public in various ways such as notice in the local newspaper, on the City's web page and on local media outlets. This Biennial Housing Report will be part of a comprehensive update of the Housing Needs Assessment in order to inform the next state-mandated update of the Comprehensive Plan in 2024.

GOAL HO-3

Promote and maintain a variety of *housing types* to meet the needs of present and future Bainbridge Island residents at all economic segments in a way that is compatible with the character of the Island and encourages more socio-economic diversity. Partner with community non-profit organizations and local and regional private and public entities in carrying out the following policies.

Policy HO 3.1

Encourage innovative zoning regulations that increase the variety of *housing types* and choices suitable to a range of household sizes and incomes in a way that is compatible with the character of existing neighborhoods. Examples of innovative approaches are *cottage housing* development, *conservation villages*, stacked or common-wall housing, *tiny houses* and *accessory dwelling units*.

Housing types are illustrated in: Figs. HO-1 through HO-3 (*detached housing*); Figs. HO-4 through HO-6 (*attached housing*); and Figs. HO-7 through HO-9 (*stacked housing*).



Fig. HO-1 Single-family Home



Fig. HO-2 Cottage Housing



Fig. HO-3 Tiny House/ADU



Fig. HO-4 Duplex



Fig. HO-5 Row House



Fig. HO-6 Zero Lot Line



Fig. HO-7 Garden Apartment



Fig. HO-8 Mixed-use, Mid-rise



Fig. HO-9 Micro Units



Fig. HO-10 Live-aboard Unit

Policy HO 3.2

Recognize that the City shares a housing and employment market as well as a transportation network with the larger region. Therefore, the City should work with the *Kitsap Regional Coordinating Council* and other regional entities to develop an equitable and effective county-wide planning policies and other strategies to locate, finance and build *affordable housing*.

Policy HO 3.3

Designate the appropriate staff or organizational entity to assist and advise the community, landowners and private and public entities about options for *affordable housing*, financing strategies and funding sources.

Policy HO 3.4

Partner with non-profit housing organizations, churches, the development community, local lending institutions, elected officials and the community at large to assist in meeting *affordable housing goals* and implementing strategies.

Policy HO 3.5

Support the efforts of community non-profit housing organizations and local and regional public and private entities in developing and managing *affordable housing* on Bainbridge Island.

Policy HO 3.6

Develop standards to encourage development of small to mid-size single-family housing units. These provisions may include a framework to permit small-unit housing development such as *tiny houses, micro units* and *cottage housing*.

Policy HO 3.7

Expand opportunities for infill in the residential neighborhoods of the Winslow Master Plan study area and the Neighborhood Centers. Allow the creation of small lots (e.g., in the 3,000 square foot range) as well as smaller footprint homes (e.g., under 1,200 square feet).

GOAL HO-4

Increase the supply of permanently affordable *multifamily* housing each year through the year 2036 with goals based on data provided by the Housing Needs Assessment and the City's housing reports.

Policy HO 4.1

Encourage new *multifamily* housing in a variety of sizes and forms in *designated centers*.

Policy HO 4.2

Increase the efficiency of the review process and revise development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use areas with *affordable housing*.

Policy HO 4.3

Partner with non-profit or for-profit housing sectors to create new *multifamily* housing in *designated centers* including a significant percentage of *affordable housing* through the joint or exclusive use of surplus publicly owned property or air space.

Policy HO 4.4

Partner with the for-profit sector to create *affordable housing* through the targeted use of the *multifamily* property tax exemptions in *designated centers*.

Policy HO 4.5

Remove barriers to the creation of new *multifamily* housing, particularly *affordable housing* through a variety of actions such as the adoption of regulations that “right-size” parking requirements, reduce certain *impact fees* and encourage the use of parking management programs to enable the more efficient use of parking.

Policy HO 4.6

Allow *accessory dwelling units* in all residential zones, except at Point Monroe, the Sandspit (R-6). Review and revise regulations as appropriate to create reasonable flexibility regarding development standards including lot coverage, setbacks, parking requirements and Health District requirements for water and sewage.

Policy HO 4.7

Encourage agencies whose mission is to develop *affordable housing* to create new subsidized *multifamily* rental housing by aggressively pursuing Kitsap County *Community Development Block Grant Funds*, state funds, donations from private individuals and organizations, public revenue sources and other available funding.

Policy HO 4.8

Evaluate the efficacy of existing regulations in facilitating the provision of assisted and independent living *senior housing* and take action to amend *development regulations* as needed.

GOAL HO-5

Maintain the existing stock of affordable and rent-assisted housing, in partnership with community non-profit organizations and local and regional public and private entities.

Policy HO 5.1

Develop a continuing strategy to maintain the Rural Development Agency and HUD subsidies on existing rent-assisted housing. The primary strategy shall be to support Housing Kitsap and non-profit organizations such as Housing Resources Bainbridge to purchase the units through the provisions of the 1990 Housing Act.

Policy HO 5.2

In the event of the potential loss of privately-owned subsidized housing, work with the appropriate public agencies and local non-profits to pursue the preservation of the subsidized units or relocation assistance for the residents.

Policy HO 5.3

Support water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

GOAL HO-6

Facilitate the provision of a diverse *affordable housing* stock in all geographic areas of the community.

Policy HO 6.1

Encourage housing created by agencies such as a community land trust.

Policy HO 6.2

In order to provide for permanently *affordable housing* pursue effective strategies to reduce the land cost component of *affordable housing* which may include alternative land use zoning, *density bonuses* and other incentives.

Policy HO 6.3

Maintain an innovative housing program and clarify or adopt new flexible permit processes in all *designated centers* to promote an increase in the supply, diversity and access to housing including *affordable housing*.

Policy HO 6.4

Create a new *conservation villages* permit process to apply outside of *designated centers* to increase housing choices including *affordable housing* and requiring *green building* practices while better conserving *open space*.

Policy HO 6.5

Develop regulations and provide incentives to construct *affordable housing* for farm workers on or near farmlands.

Policy HO 6.6

Consider the merits of programs and regulations pioneered by other communities to discourage the land, energy and natural resource consumptive pattern of large single-family homes. Adopt amendments to City programs and *development regulations* as appropriate.

Policy HO 6.7

Support the development of *livable neighborhoods*.

GOAL HO-7

Promote and facilitate the provision of rental and for-purchase housing that is affordable to *income-qualified* households with a variety of income levels.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to residents in specified income groups.

Policy HO 7.2

All income-qualified rental housing units created as a result of the policies of this Housing Element shall remain affordable to *income-qualified households* for a period of not less than 50 years from the time of first occupancy.

Policy HO 7.3

Explore measures and the merits of source-of-income discrimination controls.

GOAL HO-8

Facilitate the siting and development of housing opportunities for *special needs populations*.

Policy HO 8.1

Support the services of community non-profit organizations and local and regional public or private entities in providing shelter for temporarily homeless singles and families with children, adolescents and victims of domestic violence on Bainbridge Island.

Policy HO 8.2

Support the development of programs to meet the housing needs of the developmentally, physically and emotionally disabled within the community.

Policy HO 8.3

Support programs that provide assistance to low-income, elderly and disabled persons to repair, rehabilitate or retrofit homes to be more accessible and safe.

GOAL HO-9

Explore the use of the City's bonding capacity and pursue other resources to support the creation of *affordable housing*.

Policy HO 9.1

The City recognizes the need to provide financing assistance for *affordable housing*. Accordingly, the City will actively pursue public and private funds that may include but are not limited to, real estate excise tax, grants and other available resources.

Policy HO 9.2

The City in partnership with local agencies producing *affordable housing*, may issue a General Obligation Bond to increase the production of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.3

Consider the issuance of Limited Tax General Obligation Bonds (also called councilmanic bonds or non-voted debt) to support the development of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.4

Increase City support of the Housing Trust Fund and explore new sources of funding for the development and preservation of *affordable housing*.

Policy HO 9.5

Consider the options for making City-owned land or air-space available through long-term leases or other mechanisms for the purpose of creating income-qualified housing and support other public entities that wish to use publicly-owned land for this purpose. Take into consideration however, the full range of uses that City-owned properties may serve over the long-term.

HOUSING IMPLEMENTATION

To implement the goals and policies in this Element, the City must take a number of actions, including adopting or amending regulations, creating partnerships and educational programs, and staffing or other budgetary decisions. Listed following each action are several of the plan’s goals and policies that support that action.

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.

GOAL HO-1

Make steady progress toward the following aspirational targets for increasing the diversity of *housing types* and the supply of *affordable housing*.

2/28/17

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

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

Policy HO 3.6

Develop standards to encourage development of small to mid-size single-family housing units. These provisions may include a framework to permit small-unit housing development such as *tiny houses, micro units and cottage housing*.

Policy HO 4.2

Increase the efficiency of the review process and revise development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use neighborhood with *affordable housing*.

Policy HO 6.3

Maintain an innovative housing program and clarify or adopt new flexible permit processes in all *designated centers* to promote an increase in the supply, diversity, and access to housing, including *affordable housing*.

Policy HO 6.4

Create a new *conservation villages* permit processes to apply outside of *designated centers* to increase housing choices, including *affordable housing* and requiring *green building* practices, while better conserving *open space*.

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.

Policy HO 3.4

Partner with non-profit housing organizations, churches, the development community, local lending institutions, elected officials and the community at large to assist in meeting *affordable housing goals* and implementing strategies.

Policy HO 4.3

Partner with non-profit or for-profit housing sector to create new *multifamily* housing in *designated centers* including a percentage of *affordable housing*, through the joint or exclusive use of surplus publicly owned property or air space.

Policy HO 4.4

Partner with the for-profit sector to create *affordable housing* through the targeted use of the multifamily property tax exemptions in *designated centers*.

Policy HO 9.5

Consider the options for making City- owned land or air-space available through long-term leases or other mechanisms for the purpose of creating income-qualified housing and support other public entities that wish to use publicly-owned land for this purpose. Take into consideration however, the full range of uses that City-owned properties may serve over the long-term.

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

Policy HO 5.2

In the event of the potential loss of privately-owned subsidized housing, work with the appropriate public agencies and local non-profits to pursue the preservation of the subsidized units or relocation assistance for the residents.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to residents in specified income groups.

Policy HO 9.2

The City in partnership with local agencies producing *affordable housing*, may issue a General Obligation Bond to increase the production of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.3

Consider the issuance of Limited Tax General Obligation Bonds (also called councilmanic bonds or non-voted debt) to support the development of housing affordable to *households* at or below 80% of median income for Kitsap County.

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.

Policy HO 3.3

Designate the appropriate staff or organizational entity to assist and advise the community, landowners and private and public entities about options for *affordable housing*, financing strategies and funding sources.

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

Policy HO 5.3

Support Water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

MEDIUM PRIORITY ACTIONS

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

Policy HO 9.4

Increase City support of the Housing Trust Fund and explore new sources of funding for the development and preservation of *affordable housing*.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to applicants of specified income groups.

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

Policy HO 4.5

Remove barriers to the creation of new *multi-family housing*, particularly *affordable housing* through a variety of actions such as the adoption of regulations that “right-size” parking requirements, reduce certain impact fees, and the encourage the use of parking management programs to enable the more efficient use of parking.

OTHER PRIORITY ACTIONS

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

Policy HO 3.2

Recognize that the City shares a housing and employment market, as well as a transportation network, with the larger region. Therefore, the City should work with the Kitsap Regional Coordinating Council and other regional entities to develop equitable and effective county-wide planning policies and other strategies to locate, finance and build *affordable housing*.

Appendix C.1

November 3, 2017

Bainbridge Island City Council
200 Madison Ave.
Bainbridge Island, WA 98521

Dear Council members:

At the City Council meeting on October 3, 2017 Jon Rose, from the Olympic Property Group (OPG), unveiled a thoughtful preliminary site plan for the City-owned Suzuki property. The Affordable Housing Task Force (AHTF) has discussed this proposal at several of our meetings and offers the following comments.

The proposed plan clusters the housing and leaves 70% of the parcel as open space with mature trees retained, wetlands protected, and the pond untouched. It encourages walkability and keeps impervious surfaces to a minimum. The site plan creates a 300-foot buffer for wildlife and clusters housing near the road. All of these will contribute to a new community that is respectful of the environment and supports the affordable housing goal by lessening costs.

We were very pleased to hear some of the responses to the plan during the meeting. Councilmembers expressed their desire to push for the development to get to an even higher level of affordability and unanimously agreed that housing that is affordable to a broad range of people is important for Suzuki. Just as encouraging was the Council's discussion about *affordability* and the potential for expanding the definition to include those who aren't eligible for housing that is funded by public sources but are still finding it very hard to live on Bainbridge Island. Finally, OPG noted that it would be working closely with Housing Resources Bainbridge, the City of Bainbridge Island and Housing Kitsap to assure the long-term management and affordability of the units.

The AHTF endorses and advocates for 100% of the housing built on the Suzuki site to be designated affordable to a range of tenants and homeowners from very low income up to moderate levels of income. All housing on this site should also be made permanently affordable through restrictions required by funders, Community Land Trust, and/or deed restrictions upon sale. The Council should ensure that this affordability is protected and managed either by the future owner of the properties, COBI, or an entity contracted by COBI to perform this work (such as HRB or Housing Kitsap). In addition, we ask that you ensure that a substantial number of the housing units will be rentals.

We note that the OPG proposal provides that if the necessary financing is not obtained by HRB or Housing Kitsap, OPG will market the project to private housing developers. We urge the Council and the City not to adopt that provision, and instead negotiate an alternative, acceptable to both OPG and the City, that protects and preserves the Suzuki property for affordable housing.

With the foregoing caveats, the AHTF supports the efforts of the City of Bainbridge Island to move forward with the development of the Suzuki site to create affordable housing that benefits the community and assures a diverse population living on the island.

Sincerely,

Althea Paulson, Chair
On behalf of the Affordable Housing Task Force

Appendix C.2

November 7, 2017

Bainbridge Island City Council
200 Madison Ave.
Bainbridge Island, WA 98521

Re: Revised AHTF letter

Dear Council members:

At the City Council meeting on October 3, 2017 Jon Rose, from the Olympic Property Group (OPG), unveiled a thoughtful preliminary site plan for the City-owned Suzuki property. The Affordable Housing Task Force (AHTF) has discussed this proposal at several of our meetings and offers the following comments.

The proposed plan clusters the housing and leaves 70% of the parcel as open space with mature trees retained, wetlands protected, and the pond untouched. It encourages walkability and keeps impervious surfaces to a minimum. The site plan creates a 300-foot buffer for wildlife and clusters housing near the road. All of these will contribute to a new community that is respectful of the environment and supports the affordable housing goal by lessening costs.

We were very pleased to hear some of the responses to the plan during the meeting. Councilmembers expressed their desire to push for the development to get to an even higher level of affordability and agreed that housing that is affordable to a broad range of people is important for Suzuki.* Just as encouraging was the Council's discussion about *affordability* and the potential for expanding the definition to include those who aren't eligible for housing that is funded by public sources but are still finding it very hard to live on Bainbridge Island. Finally, OPG noted that it would be working closely with Housing Resources Bainbridge, the City of Bainbridge Island and Housing Kitsap to assure the long-term management and affordability of the units.

The AHTF endorses and advocates for 100% of the housing built on the Suzuki site to be designated affordable to a range of tenants and homeowners from very low income up to moderate levels of income. All housing on this site should also be made permanently affordable through restrictions required by funders, Community Land Trust, and/or deed restrictions upon sale. The Council should ensure that this affordability is protected and managed either by the future owner of the properties, COBI, or an entity contracted by COBI to perform this work (such as HRB or Housing Kitsap). In addition, we ask that you ensure that a substantial number of the housing units will be rentals.

We note that the OPG proposal provides that if the necessary financing is not obtained by HRB or Housing Kitsap, OPG will market the project to private housing developers. We urge the Council and the City not to adopt that provision, and instead negotiate an alternative, acceptable to both OPG and the City, that protects and preserves the Suzuki property for affordable housing.

With the foregoing caveats, the AHTF supports the efforts of the City of Bainbridge Island to move forward with the development of the Suzuki site to create affordable housing that benefits the community and assures a diverse population living on the island.

Sincerely,

Althea Paulson, Chair

On behalf of the Affordable Housing Task Force After we sent an earlier version of this letter this morning, Council member Ron Peltier wrote to us to say he is not in favor of housing at Suzuki that is affordable to a broad range of people. This change does not impact the task force opinions expressed in this letter.

Letter from AHTF to CC

Re: Suzuki Property Agreement Between City & OPG

Mayor Tollefson and City Councilmembers:

The Affordable Housing Task Force wishes to confirm, in the strongest terms that it supports 100% affordable housing on the city's property – Suzuki. This was a unanimous decision.

As the Council continues to discuss the Suzuki Property Agreement this coming Tuesday, December 12, 2017 we urge the City to clarify one main purpose of the Agreement – that the housing be 100% affordable, that it be held as affordable in perpetuity and that any motion and/or agreement regarding the use reflect this sentiment.

Thank you.

Affordable Housing Task Force

Development of the Suzuki property has been an ongoing, multi-year process. There are many steps still to come in this process, such as preliminary design and revisions, permit approvals, financing and more. The AHTF believes it is important to be approving a Development Agreement as soon as possible. We are aware of the risk of mounting costs associated with delay that could impact the viability of this project. Recognizing that the process is still in the early stages, and details (such as requirements for financing or engineering) may change as more information becomes known, we specifically decided against recommending inflexible requirements for the project, except as stated above. We have confidence in the ability of the nonprofit, public and private partners in this project to work together to make the proposal a reality.

When the AHTF was created last year, the Council instructed us to consider housing affordability across the economic spectrum and make recommendations for near-term action. We were also instructed that if goals and policies of the Comprehensive Plan seemed to conflict, we should recommend solutions that balance the costs and benefits to the community.

Members of the AHTF believe strongly that the Suzuki proposal satisfies these instructions and is consistent with the Housing Element of the Comprehensive Plan, as well as the Land Use Element and other provisions of the Comprehensive Plan.

The recommended Affordable Housing Goals---from up to 30% of AMI (Area Median Income) at the low end of the goals, to 120% of AMI at the top end---will serve a broad range of people across the economic spectrum. These could include seniors, people with disabilities, single parents, students, those in need of supportive housing, restaurant and retail workers, families, teachers, government employees, and more. We think it's important that some housing be geared to the higher end of the recommended income levels, to provide a meaningful contribution to work force housing. This housing would serve people like teachers, police, fire fighters and City employees, for whom local market-rate housing is out of reach even at their relatively higher incomes (according to the most recent Windermere newsletter, December's median sales price for Island homes was a decidedly unaffordable \$775,000).

We also believe this project has been designed around the environmental goals and policies of the Comprehensive Plan in a respectful and sensitive manner. An ecological study has been done and the findings have been reflected in the updated site plan. The development will have a small footprint, clustered within approximately 30% of the site. The proposal would preserve the significant environmental features, leaving the pond undisturbed, providing a wildlife buffer, and retaining mature trees. Impervious surfaces are kept to a minimum. Clustered housing like this plan (also known as conservation development) is an important tool for sustainable development in communities around the country.

In sum, this project is an excellent balance of costs and benefits to Bainbridge Island. We believe it furthers the Comprehensive Plan's goals and policies, and is an embodiment of Guiding Principle #3 in the Comprehensive Plan, which calls for the City to "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."

Finally, the AHTF believes the Suzuki project is of tremendous significance to the Island's overall affordable housing strategy, both because of the number of homes it will offer, and because it is a long

overdue, concrete demonstration of our community commitment to housing justice and affordability. If this project is not approved, or becomes non-viable due to delay or excessive requirements, we believe it would deal a significant blow to the Island's affordable housing efforts. We urge you to approve the Development Agreement as soon as possible, as the next step toward the realization of a new neighborhood of sustainable, diverse and affordable homes.

Very truly yours,

Althea Paulson, Chair

Affordable Housing Task Force

November 20, 2017

Chair Pearl and Commissioners
Planning Commission
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

Chair Pearl and Commissioners:

The Affordable Housing Task Force (AHTF) has been discussing Eagle Harbor live-aboards in connection with our research and analysis of innovative ways for people to rent or own affordable housing. Live-aboard homes have been part of the Housing Element of the Comprehensive Plan since the inception of the City. The recently updated Housing Element provides in Policy HO 5.3: water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards and

In accordance with that policy, the AHTF has discussed the percentage of allowable live-aboard boats and/or slips in marinas. We note that currently that percentage is 10%, although it used to be 25%.

We believe that the current 10% is a very limited use of our water-based resources and does not allow the Island to use the limited resources it has to increase affordable housing options.

Included with this letter as an additional attachment is a letter from the Harbor Commission sent to the City Council on November 18, 2013. The Council was discussing the SMP and new SMP regulations were being negotiated. For reasons that are unclear to us, the 10% limit was incorporated, in spite of several votes held on the matter.

We are, now, however in new territory in 2017. Housing prices and land prices have skyrocketed and we have an affordable housing crisis on the Island. There are few rentals on the Island under \$1,000 per month. We are unaware of any homes for sale for under \$125,000.

Slip rents run approximately \$450 per month with a live-aboard fee of about \$70 per month. If one owns a boat that can be insured, this is an affordable alternative to land based housing for those in that income range. If one can

Appendix C.5

qualify for a loan and has the opportunity to buy a slip in a marina with live aboard privileges, those slips are running \$30,000 and up.

There are few, if any, options on Bainbridge Island, short of Section 8 or subsidized housing that can touch these economics. Living aboard a boat is not for everybody but some people are able to afford a very small ecological

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In the core of Winslow, people working on Island, in Kitsap County and in Seattle have found living on their boats an affordable option to traditional land based housing.

We understand the Planning Commission is reviewing the SMP and we urge the Commission to raise the allowable live aboard spaces both for sale and rent to the 25% level.

Our City has few options for affordability any longer. As recognized by the

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and innovative ways to provide housing for a workforce and other folks who

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Sincerely,

Affordable Housing Task Force

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 Jennifer Sutton
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Appendix C.7

March 2015

Re: Dave Ullin Open Water Marina

Mayor Mehta and Councilors

We write to request the Council to adopt policies that will fulfill our Department of Natural Resources agreement by providing a safe harbor for people who live aboard their vessels in keeping with Homeport Policy H O 5.3 of the Comprehensive Plan that states

Policy HO 5.3 : Support water-based live-aboard boaters as a viable component of the present and future boating stock of the City and to apply appropriate environmental protection, sanitation and safety standards and procedures.

We discussed the harbor last year in memory of Dave Ullin and the City to refer to it by its name in all future reports and correspondence.

A linear moorage has lived its life and is being overgrown. The Council to install all buoys along the wharves that are available for our Dave Ullin Open Water Marina going into the future. Live-aboard boaters to lease moorage to be based on land and to have a smaller ecological footprint.

We have done the work of negotiating an agreement with DN that or the boaters to live on their boats is a priority for the boating community.

The Arde Homeport force previously reduced the percentage allowed for live-aboard boaters in the marina as part of the solution to the crisis of boating on the island.

We also request the Council to direct the staff to take reservations all year round not just in the fall. We are sensitive to safety and management issues and need to ensure prospective tenants can get into a year on a yearly basis. Request the Council to take lease applications year round and not create barriers to entry.

Thank you

Arde Homeport

RE: Short Term Vacation Rentals on Bainbridge Island

Members of the City Council

The housing element of the Bainbridge Island Comprehensive Plan sets Goal HO-5 to maintain the existing stock of affordable and rent-assisted housing in partnership with community non-profit organizations and local and regional public and private entities. To support this goal the Affordable Housing Task Force recommends the adoption of an ordinance to limit the use of short-term rentals on Bainbridge Island.

Since 2011 the third-party analytics site AirDNA (link below) has measured a 17% annual growth in the number of Airbnb rentals on Bainbridge Island with 133 active rentals currently recorded. Of these active rentals 11 are for the entire home a number that represents more than three months of inventory in the current real estate market. This stranded inventory worsens the affordable housing crisis by reducing the stock of long-term rentals and for-sale housing on Bainbridge Island However we also realize that many members of our community rely on the supplemental income generated by these short-term rentals to afford the ever-increasing cost of living so it is necessary to control the growth of the short-term rental market without eliminating it all together.

In December of 2017 the Seattle City Council passed an ordinance (link below) limiting the number of short term rentals per operator to their primary residence plus one additional unit. Although opposed by several operators with a large number of rentals

supported the small operator without excessive burden.

Additional consideration is needed to decide if the much smaller housing supply on Bainbridge Island justifies further restricting the number of rentals to one unit per operator but the success of the Seattle law is encouraging

The Affordable Housing Task Force recommends that the City Council adopt an ordinance modeled on the one passed by the City of Seattle with the following recommended changes 1) that the regulations apply citywide and 2) that the regulations apply retroactively to existing operators.

AirDNA Bainbridge Island Overview

<http://www.airdna.com/market-data/washington/bainbridge-island/new>

Seattle Short-Term Rental Ordinance

<http://www.seattle.gov/codes/rules/CommonQuestions/ShortTermRentals/default.htm>

Seattle Short-Term Rental Ordinance Summary Sheet

<http://www.seattle.gov/Documents/Departments/Council/Issues/RegulatingShortTermRentals/Regulating-Short-Term-Rentals-Summary2017-09.pdf>

Thank you for your consideration
Affordable Housing Task Force



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New Chapter. There is added to the Bainbridge Island Municipal Code a new Chapter 18.92, Cottage Housing, to read as follows:

18.92.010 Purpose

The purpose of Cottage Housing is to encourage detached, small-unit housing development, in order to expand the variety of housing choices suitable to a range of household types and incomes, while maintaining the character of existing neighborhoods. Cottage housing developments should be characterized by design variations between the units, and should include pedestrian connections that allow residents to walk throughout the development and to any adjacent recreational or commercial areas. The cottage housing provisions are intended to overlay upon existing zoning districts and include their own regulations and design guidelines. This chapter implements policies H 1.6 and H 1.6A of the Housing Element of the Comprehensive Plan.

18.92.020 Location

The Cottage Housing Overlay shall apply to the R-2.9, R-3.5, R-4.3, R-5, R-8 and R14 zoning districts.

18.92.030 Density and lot area.

- A. The minimum lot area for a cottage housing development shall not be less than 14,000 square feet.
- B. Each unit shall be allotted no less than 3500 square feet to accommodate the residential unit, common and private open space, parking and circulation, storage, etc.)
- C. The number of units in any cottage housing development shall not be less than four (4) or more than twelve (12).

18.92.040 Unit size

- A. The total floor area of a cottage unit shall not exceed either 1.5 times the area of the main floor or 1,200 square feet, whichever is less.
- C. The maximum main floor area for cottages shall be 800 square feet.
- D. At least fifty percent (50%) of the cottages shall have main floors that do not exceed 700 square feet.
- E. A notice to the title of the property that prevents any increase in the total floor area of any

18.92.050 Lot Coverage

The maximum lot area covered by buildings shall not exceed forty percent (40%).

18.92.060 Open Space

- A. Common open space. Common open space is intended to provide a centrally located area that can be developed and maintained so it is usable for active and passive recreation. Common open space shall be subject to the following requirements.
 - 1. There shall be a minimum of 400 square feet of common open space provided for each unit in the R-2.9, R-3.5, and R-4.3 and R-5 zones. There shall be a minimum of 250 square feet of common open space provided for each unit in the R-8 and R14 zones.

APPENDIX E

Planning Commission Study Session 04/22/2002

2. Common open space shall abut at least 50 percent of the cottages in a cottage housing development.
 3. Common open space shall have cottages abutting on at least two sides.
 4. Common open space shall not include portions of private yards, and shall be jointly owned by all residents.
 5. The common open space shall be outside of wetlands, streams and sensitive area buffers, and shall be on slopes of ten percent (10%) or less.
- B. Private Open Space. Private open space is intended to provide private areas around the individual cottages and enable diversity in landscape design. Private open space shall be subject to the following requirements.
1. A minimum of 300 square feet of contiguous, usable private open space shall be provided adjacent to each cottage, for the exclusive use of the cottage resident.
 2. The main entry of the cottages shall be oriented toward the common open space as much as possible.

18.92.070 Building Separation

All units shall maintain 10 feet of separation between vertical exterior walls, except that eaves and architectural projections such as balconies may encroach up to a maximum of 18 inches.

18.92.080 Yards

- A. Front yards shall not be less than 25 feet measured by the distance from the nearest lot line, planned right-of-way or road easement.
- B. Porches and bays may encroach 5 feet into the front yard.
- C. Side yards shall not be less than 10 feet, except that eaves and architectural projections such as balconies may encroach in the yard up to a maximum of 18 inches.
- D. Rear yards shall be 15 feet, except that eaves and architectural projections such as balconies and bays may encroach in the yard up to a maximum of 18 inches.

18.92.090 Building Height

The maximum building height for any cottage housing unit shall not exceed 20 feet, except that chimneys, cupolas and other architectural features shall not extend more than five feet above the roof at their highest point.

18.92.100 Parking

- A. For parking spaces required, refer to BIMC 18.81.030 (R).
- B. All parking shall be located to the side or rear of the site, and shall be screened from adjacent properties by a sight-obscuring fence or vegetation barrier in accordance with Chapter 18.85. Fences shall be at least five but not more than six feet in height.

18.92.110 Community Buildings

A cottage housing development may contain community building(s) that are detached accessory structures, the use and size of which is clearly incidental and related to that of the dwelling unit.

18.92.110 Design Guidelines

- A. Site Design.

APPENDIX E

Planning Commission Study Session 04/25/2002

1. The common open space shall be centrally located within the project.
2. All front porches of units shall be oriented toward landscaped, common open space.

B. Building Design.

1. Roofs of cottages shall be pitched.
2. Covered porches measuring at least 8 feet by 10 feet shall be incorporated into building design of the cottages.
3. Shared carports or garages shall be limited to a maximum of four stalls per structure and shall be detached from the dwelling units.
4. Attached garages shall not be permitted.

DRAFT

SAMPLE MULTI -FAMILY PROPERTY TAX EXEMPTION ORDINANCE (City of Bellingham)

Tax exemptions for multifamily housing in targeted residential areas.

A. Intent. Limited exemptions from ad valorem property taxation for multifamily housing in urban centers are intended to:

1. Provide economic incentives enabling increased residential housing choices and opportunities, including affordable housing opportunities, within urban centers designated by the city council as targeted residential areas;
2. Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for multifamily housing in targeted residential areas to increase and improve housing opportunities, including affordable housing;
3. Assist in directing future population growth to designated urban centers with existing available infrastructure thereby reducing development pressure on neighborhoods lacking infrastructure capacities; and
4. Achieve development densities which are more conducive to transit use in designated urban centers.

B. Duration of Exemption. For properties for which applications for certificates of tax exemption eligibility are submitted under Chapter 84.14 RCW on or after July 22, 2007, the value of improvements qualifying under this chapter will be exempt from ad valorem property taxation as follows:

1. For eight successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate; or
2. For 12 successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate, if the property otherwise qualifies for the exemption under Chapter 84.14 RCW and meets the conditions in this subsection. For the property to qualify for the 12 -year exemption under this subsection, the applicant must commit to renting or selling at least 20 percent of the multi -unit housing units as affordable housing units as set forth below:

a. Owner Occupancy. In the case of projects intended exclusively for owner occupancy, the minimum requirement of this subsection (B)(2) may be satisfied solely through housing affordable to moderate -income households during the authorized exemption period.

b. Rental Occupancy. In the case of projects intended for rental occupancy, the minimum requirement of this subsection (B)(2) must be satisfied based on affordability requirements outlined in subsection (D)(9) of this section.

C. Limits on Exemption. The exemption does not apply to the value of land or to the value of nonhousing related improvements not qualifying under this chapter, nor does the exemption apply to increases in assessed valuation of land and nonqualifying improvements. In the case of rehabilitation of existing buildings, the exemption does not include the value of improvements constructed prior to submission of the completed application required under this chapter. The incentive provided by this chapter is in addition to any other incentives, tax credits, grants, or other incentives provided by law.

D. Project Eligibility. A proposed project must meet the following requirements to be considered for a property tax exemption:

1. Location. The project must be located within a targeted residential area, as designated in BMC [17.82.020](#) (C). If a part of any legal lot is within a designated residential targeted area then the entire lot shall be deemed to lie within such residential targeted area. Property located outside of, but adjacent to, the described areas is not designated as a residential targeted area.

2. Tenant Displacement Prohibited. The project must not displace existing residential tenants of structures that are proposed for redevelopment. Existing dwelling units proposed for rehabilitation must have been unoccupied for a minimum of 12 months prior to submission of an application. Applications for new construction cannot be submitted for vacant property upon which an occupied residential rental structure previously stood unless a minimum of 12 months has elapsed from the time of most recent occupancy.

3. Size. The project must include at least four units of multifamily housing within a residential structure or as part of a mixed -use development. A minimum of four new units must be constructed or at least four additional multifamily units must be added to existing occupied multifamily housing. Existing multifamily housing that has been vacant for 12 months or more

does not have to provide additional units so long as the project provides at least four units of new, converted, or rehabilitated multifamily housing.

4. Permanent Residential Housing. At least 50 percent of the space designated for multifamily housing must be provided for permanent residential occupancy, as defined in BM C 17.82.010.

5. Affordable Housing. Projects located in Target Area 4 or Area 5 are required to meet the affordable housing requirements described in subsection (B)(2) of this section.

6. Proposed Completion Date. New construction multi-unit housing and rehabilitation improvements must be scheduled to be completed within three years from the date of approval of the application.

7. Compliance with Guidelines and Standards. The project shall be designed to comply with the FLW\¶V FRPSUHKHQVLYH SODQ EXLOGLQJ KRXVLQJ DQG JRQLQJ regulations in effect at the time the application is approved. Rehabilitation and conversion LPSURYHYPHQWV PXVW FRPSO\ ZLWK WKH FLW\¶V ORFDO KRXVLQJ V FRPSO\ ZLWK WKH FLW\¶V ORFDO KRXVLQJ VWDQGDUG 1HZ FRQVW building code adopted by the city. The project must also comply with any other standards and guidelines adopted by the city council for the targeted residential area in which the project will be developed.

8. Historic Resource Protection.

a. Applications for new construction that require the demolition of structures listed in the local, state or national register, or identified as contributing to an historic district in the

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b. Applications for new construction on a vacant property upon which previously stood a structure that was listed in the local, state or national register, or was identified as contributing to an historic district in a city historic resource inventory are not eligible for the multifamily tax exemption unless a minimum of five years has lapsed between the date of demolition and application for the multifamily tax exemption.

c. The requirement of subsections (D)(8)(a) and (b) of this section may be waived if

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on the local register or the director for structures identified as contributing to an historic

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demolition waiver determination shall be based on the criteria in BMC 17.90.060 (D)(2) and

(3).

9. Affordable Housing. Projects intended for rental occupancy seeking a 12 -year tax exemption pursuant to subsection (B)(2) of this section shall provide 20 percent of the multi -unit housing as follows:

a. Affordable housing units shall be available to households whose adjusted income is at or below 60 percent of the median family income adjusted for family size for Whatcom County, except as otherwise allowed in subsection (B)(9)(b) of this section.

b. The affordable housing requirement can be met, either partially or fully, for any units with two or more bedrooms that are available to households whose adjusted income is at or below 80 percent of median family income adjusted for family size for Whatcom County.

E. Application Procedure. A property owner who wishes to propose a project for a tax exemption shall complete the following procedures :

1.)LOH ZLWK WKH FLW\¶V SODQQLQJ DQG FRPPXQLW\ GHYHORSHPHQ along with any required fees as determined by council resolution. An additional fee, as determined by council resolution, may be required to cover the Whatcom &RXQW\ DVVHVVRU¶V administrative costs. If the application shall result in a denial by the city, the city will retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant.

2. A complete application shall include:

a. \$ FRPSOHWHG FLW\ RI %HOOLQJKDP DSSOLFDWLRQ IRUP VHW the exemption;

b. Preliminary floor and site plans and elevations of the proposed project and narrative or other description of the scope of work to be performed;

c. A statement acknowledging the potential tax liability when the project ceases to be eligible under this chapter; and

4. All the conditions of the original contract between the applicant and the city will be satisfied upon completion of the project.

H. Application for Final Certificate. Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the

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community development department the following:

1. A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property;
2. A description of the completed work with evidence of final city inspection of all work completed and a statement of qualification for the exemption;
3. A statement that the work was completed within the required three-year period or any authorized extension; and
4. If applicable, a statement that the project meets the affordable housing requirements as described in BMC 17.82.030 (B)(2).

Within 30 days of receipt of all materials required for a final certificate, the director shall determine which specific improvements, and the affordability of the units, satisfy the requirements of this chapter.

I. Issuance of Final Certificate. If the director determines that the project has been completed in accordance with the contract between the applicant and the city and has been completed within the authorized time period, the city shall, within 10 days, file a final certificate of tax exemption with the Whatcom County assessor.

1. Denial and Appeal. The director shall notify the applicant in writing that a final certificate will not be filed if the director determines that:
 - a. The improvements were not completed within the authorized time period;
 - b. The improvements were not completed in accordance with the contract between the applicant and the city;
 - c. If applicable, the affordable housing requirements as described in subsection (B)(2) of this section were not met; or

d. 7KH RZQHU¶V SURSHUW\ LV RWKHUZLVH QRW TXDOLILHG XQG

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appeal with the hearing examiner, as provided in BMC 2.56.050 (B). The applicant may appeal

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30 days, or as otherwise required by law, of receiving notice of that decision.

J. Annual Compliance Review. Within 30 days after the f irst anniversary of the date of filing the final certificate of tax exemption and each year thereafter, for the tax exemption period, the property owner shall file a notarized declaration with the director indicating the following:

- 1. A statement of occupa ncy and vacancy of the multifamily units during the previous year;
- 2. A certification that the property continues to be in compliance with the contract with the city, including any affordable housing requirements;
- 3. A description of any subsequent improve ments or changes to the property; and
- 4. A report on affordable housing requirements, if applicable, including:
 - a. The total monthly rent or total sale amount of each unit produced;
 - b. The income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner -occupied units at the time of purchase for each of the units receiving a tax exemption; and
 - c. Any additional information requested by the city in regards to the units receiving a tax exemption.

City staff shall have the right to conduct on -site verification of the declaration. Failure to submit the annual declaration may result in the tax exemption being canceled.

K. The city shall report annually by December 31st of each year to the Washington State Depart ment of Commerce. The report must include the following information:

- 1. The number of tax exemption certificates granted;
- 2. The total number and type of units produced or to be produced;

- 3. The number and type of units produced or to be produced meeting a ffordable housing requirements;
- 4. The actual development cost of each unit produced;
- 5. The total monthly rent or total sale amount of each unit produced;
- 6. The income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner-occupied units at the time of purchase for each of the units receiving a tax exemption and a summary of these figures for the city; and
- 7. The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.

L. Cancellation of Tax Exemption. If the director determines the owner is not complying with the terms of the contract, the tax exemption will be canceled. This cancellation may occur in conjunction with the annual review or at any other time when noncompliance has been determined. If the owner intends to convert the multifamily housing to another use, the owner must notify the director and the Whatcom County assessor within 60 days of the change in use.

1. Effect of Cancellation. If a tax exemption is canceled due to a change in use or other noncompliance, the Whatcom County assessor may impose an additional tax on the property, together with interest and penalty, and a priority lien may be placed on the land, pursuant to state legislative provisions.

2. Notice and Appeal. Upon determining that a tax exemption is to be canceled, the director shall notify the property owner by certified mail. The property owner may appeal the determination by filing a notice of appeal with the hearing examiner within 30 days, specifying the factual and legal basis for the appeal. An aggrieved party may appeal the hearing H [D P L Q H U ¶ V G H F L V L R Q W R W K H : K D W F R P & R X Q W \ V X S H U L R U F R X U or as otherwise required by law, of receiving notice of cancellation.

M. Conflict of Provisions. If any provision of this chapter is in legal conflict with the provisions of Chapter [84.14](#) RCW, the provisions of Chapter [84.14](#) RCW shall apply as if set forth in this chapter. [Ord. [2015-12-051](#) § 2; Ord. [2010-12-078](#); Ord. [2003-03-012](#); Ord. [2003-03-011](#); Ord. [1999-09-054](#)].

Recommendation from AHTF Final Report	Action(s) Needed to Implement Recommendation
PRIORITY RECOMMENDATIONS	
1: Code Changes to encourage affordable housing in Designated Centers (p 12)	City Work Program: The City should create and maintain a monitoring program and prepare biennial reports (starting in 2019) to keep track of progress on affordable housing generally (see Goals 1 & 2 of Housing Element). Reports will then be used to amend and update affordable housing program and development code to ensure progress.
1A: Mandatory Inclusionary Zoning Ordinance (p 12-14)	Code Changes: ECONorthwest & Forterra have been hired by the City to perform economic analysis to inform future inclusionary zoning program; their analysis will be completed by the end of the 2018. An ordinance to adopt a mandatory inclusionary zoning program would make changes to BIMC Chapters 18.09, 18.12, 18.21 and 18.27 (at a minimum). The Winslow Master Plan will likely need to be updated to reflect an updated inclusionary zoning program.
1B: Zoning Changes to Incentivize Affordability in Designated Centers (p 14-16)	Code Changes: <ul style="list-style-type: none"> • Change development standards and increase floor area ratio (FAR) in High School Road and Ferry Terminal District (BIMC Table 18.12.020-3 & Section 18.12.030, at a minimum) to result in less auto-oriented development. • Change BIMC Table 18.12.020-3 to allow for more flexibility in ratio of residential and commercial development within a mixed use project. • Change density calculation in Neighborhood Centers from dwelling units/acre method to FAR method (BIMC Table 18.12.020-3 & Section 18.12.030, at a minimum). • Building height (BIMC Table 18.12.020-3 & Section 18.12.030), Parking Requirements (BIMC Section 18.15.020), and allowing Single-family Subdivisions in MUTC (BIMC Title 17, Chapters 18.09 and 18.12) NOTE: This recommendation would be informed by the pending ECONorthwest & Forterra economic analysis mentioned above; and be informed by the Island Center Subarea Planning Process (related to the Island Center Neighborhood Center).

NOTE: Page number references refer to AHTF Final Report

Recommendation from AHTF Final Report	Action(s) Needed to Implement Recommendation
<p>1C: Adopt Multi-family Property Tax Exemption (MFTE, p 16)</p>	<p>Code Changes: Adopting a MFTE would require code changes to both the City zoning provisions (BIMC Chapter 18.12, at a minimum) and financial provisions, likely by adding a new chapter to BIMC Title 3 or 5)</p> <p>NOTE: This recommendation would be informed by the pending ECONorthwest & Forterra economic analysis mentioned above;</p>
<p>2: Affordable Housing on Public Land (p 17)</p>	<p>City Work Program & Community Partnerships; Budget (potentially): City staff would review City property to determine if any would be appropriate for affordable housing. Lessons learned from Suzuki Property project.</p>
<p>3. Adopt procedures to encourage Accessory Dwelling Units (ADUs, p 17)</p>	<p>Budget: Commission a few (2 or 3) prototype ADU designs that would be made available to the public and would be pre-checked for building code.</p> <p>Code Change & Fee Schedule Change (Resolution): Reducing or waiving building permit, utility or transportation fees would require changes to the BIMC and an update to the City’s Fee Schedule. If linked to requirement for income-qualified resident, then update to BIMC Title 18 <i>Zoning</i>.</p>
<p>4. Adopt an “Innovations Program” (p 18)</p>	<p>City Work Program, Future Code Changes: See page 18 of AHTF Report</p>
<p>5. Permanent Support for Affordable Housing (p 18-19)</p>	<p>Budget & City Work Program: Dedicated Affordable Housing City staff person to implement the multi-pronged set of recommendations outlined in the AHTF Final Report, including monitoring and reporting.</p>
<p>QUICK WINS</p>	
<p>1. Adopt more generous policies with respect to liveboards in Eagle Harbor (p 20)</p>	<p>Code Change: Modify BIMC Chapter 16.12 <i>Shoreline Master Program</i> to allow for higher number of liveboard vessels in marinas.</p> <p>City Work Program: Increase number of available liveboard spots in City’s Open Water Marina on Eagle Harbor. Improve management of Marian by accepting applications more often.</p>

NOTE: Page number references refer to AHTF Final Report

Recommendation from AHTF Final Report	Action(s) Needed to Implement Recommendation
<p>2 Adopt a Vacation Rental Ordinance (p 20)</p>	<p>Code Change: BIMC Title 18 <i>Zoning</i> and possibly BIMC Chapter 5.04 <i>Business Licenses</i> would need to be amended to regulate short-term rentals.</p> <p>City Work Program: Existing short-term rental owners/operators would need to be notified. If a short-term rental ordinance applied retroactively to operators of more than one short-term rental, legal research and code enforcement may be required.</p>
<p>3. Permit Processing Priority, Reduced Fees for Affordable Housing Projects (p 20-21)</p>	<p>City Work Program & Fee Schedule Change (Resolution): Department of Planning and Community Development would expedite affordable housing projects. Reducing fees for qualified projects would require a change to the City’s Fee Schedule (adopted by resolution).</p>
<p>4. Housing Trust Fund Grants (p 21)</p>	<p>Budget: The City’s Housing Trust Fund is described in BIMC Chapter 3.38. the City Council has allocated monies to the Housing Trust Fund through the budget process in previous budget cycles.</p>
<p>5. Adopt a Cottage Housing Ordinance (p 21)</p>	<p>Code Change: Would require modifications to development standards, parking and design guidelines in several chapters of BIMC Title 18 <i>Zoning</i>.</p>
<p>ADDITIONAL STRATEGIES TO BE EXPLORED (P 22)</p>	
<p>Work with Forterra to adopt a more effective Transfer of Development Rights program</p>	<p>Code Change: BIMC Chapter 18.27 <i>Transfer of Development Rights</i>, see discussion above about current ECONorthwest/Forterra work.</p>
<p>Community Partnerships</p>	<p>City Work Program: Religious institutions and other nonprofits and agencies could have a role in responding to affordable housing crises.</p>
<p>Conversion of Single Family Homes to Duplexes/Triplexes</p>	<p>Code Change: Changes to BIMC Title 18 <i>Zoning</i> and Chapter 2.16 <i>Land Use Review Procedures</i></p>
<p>Programs to Preserve Existing Housing</p>	<p>Budget, Community Partnerships & City Work Program</p>
<p>Affordable Senior Housing/Accessible Housing</p>	<p>Potential Code Changes, Budget, Community Partnerships and/or City Work Program</p>

NOTE: Page number references refer to AHTF Final Report

Recommendation from AHTF Final Report	Action(s) Needed to Implement Recommendation
Addressing Limitations Due to Sewer and Septic	City Work Program, Budget, Possible Code Changes
Homelessness and Housing Insecurity	Potential Code Changes, Budget, Community Partnerships and/or City Work Program
Tiny Houses/Microhousing	Code Changes: BIMC Chapter 15.04 <i>Building Code</i> and Title 18 <i>Zoning</i>
Transportation Alternatives: Car2Go, Smart Cars, Public Transit	Potential Code Changes, Budget, Community Partnerships and/or City Work Program
Advocacy for County, State, and National Affordable Housing Policies	



CITY OF
BAINBRIDGE ISLAND

City Council Study Session AGENDA BILL

MEETING DATE: August 21, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (9:00 PM) Future Council Agendas,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Information only.

SUMMARY:

Council will review the agendas for upcoming Council meetings.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Special City Council Meeting 082718](#)

[City Council Regular Business Meeting 082818](#)

[City Council Study Session 090418](#)

[City Council Regular Business Meeting 091118](#)

[City Council Study Session 091818](#)

[City Council Regular Business Meeting 092518](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

**SPECIAL CITY COUNCIL MEETING
MONDAY, AUGUST 27, 2018**

BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N.
BAINBRIDGE ISLAND, WASHINGTON

AGENDA

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
2. **LAND USE TRAINING**
3. **ADJOURNMENT - 8:30 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.



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CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, AUGUST 28, 2018**

BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N.
BAINBRIDGE ISLAND, WASHINGTON

AGENDA

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - 6:00 PM**
2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
3. **PUBLIC COMMENT**
4. **MAYOR'S REPORT**
5. **CITY MANAGER'S REPORT**
6. **PRESENTATION(S)**
7. **PUBLIC HEARING(S)**
 - 7.A Ordinance 2018-31 Relating to Suspension of the HDDP Program
8. **UNFINISHED BUSINESS**
 - 8.A Discussion on Newly Added Capital Improvement Plan Projects 30 Minutes
[Newly Added CIP Projects - CC 28 Aug 2018.pdf](#)
[New - 2 Non Motorized Prj 2019 CIP.pdf](#)
 - 8.B Planning Commission Recommendations on 2019 - 2024 CIP - Public Works 15 Minutes
 - 8.C Puget Sound Energy (PSE) Green Direct Program Service Agreement, 10 Minutes
[Green Direct Overview CC 14Aug2018](#)
[PSE Green Direct Cost Model-Aug 2018](#)
[PSE - Renewable Energy Services Agreement](#)
[PSE Customer Cover Letter \(Legal\) - Example](#)

9. NEW BUSINESS

- 9.A Resolution No. 2018-18 and Resolution No. 2018-23, Both Relating to Speed Limit Reductions 20 Minutes
[Resolution No. 2018-18, reducing speed limits on certain roadways to 30-mph \(from 35-mph\)](#)
[Resolution No. 2018-23, reducing speed limits to 20-mph \(from 25-mph\) on certain roadways in Downtown Bainbridge Island/Winslow](#)
[Exhibit A to Resolution No. 2018-23](#)
- 9.B Rockaway Beach 5-Year Hydraulic Project Approval Requirements Professional Services Agreement 10 Minutes
[Rockaway Beach HPA PSA.docx](#)
[hpa-COBI-Rockaway Beach Feeder Bluff Armoring.pdf](#)
- 9.C Friends of the Farms Request for Funding for City Farmland Management 15 Minutes
[FOF Request for Funding - CC 28 Aug 2018.pdf](#)
- 9.D Proposal from Friends of the Farms for City Farmland M&E Property "Food Forest" Project. 15 Minutes
[FOF M&E Proposal - Food Forest.pdf](#)
- 9.E Extinguishment of Cave Avenue Trail Easement 20 Minutes
[2017.6.9SidewalkTrailExtinguishment.doc](#)
[AFN 200712170031.pdf](#)
- 9.F Update on Island Center Subarea Planning Process 15 Minutes

10. CONSENT AGENDA

- 10.A Appointment of Bainbridge Island Representative to Bremerton Kitsap Access Television's Public Access Citizens Advisory Committee - Mayor Medina, 5 Minutes
[BTAK - Crittenden \(Redacted\).pdf](#)
- 10.B Ordinance No. 2018-29 Relating to 2018 Midyear Budget Amendments - Finance, 5 Minutes
[Ordinance No. 2018-29 Relating to 2018 2nd QTR Budget Adjustments](#)
[2nd QTR BUA CC 081418 Powerpoint Slides](#)

11. COMMITTEE REPORTS

12. FOR THE GOOD OF THE ORDER

13. ADJOURNMENT

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**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL STUDY SESSION
TUESDAY, SEPTEMBER 04, 2018**

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

AGENDA

1. CALL TO ORDER / ROLL CALL

2. EXECUTIVE SESSION

- 2.A To discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i). 30 Minutes

3. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE

4. PRESENTATIONS

5. UNFINISHED BUSINESS

- 5.A Update on Moratorium - Planning 15 Minutes

6. NEW BUSINESS

7. CITY COUNCIL DISCUSSION

- 7.A Planning Commission Recommendations related to revisions to Titles 2, 17, and 18 related to land use review approval bodies and procedures, subdivision standards, and related zoning regulations.

- 7.B Funding Mechanism for City's Public Art Program and Funding Request from Arts and Humanities Bainbridge (AHB) 15 Minutes

[Memo on Public Art Program - CC 28 Aug 2018.pdf](#)
[PAC Proposal Slides 8.7.18.pdf](#)

[PAC Background Narrative 8.6.18.pdf](#)

[Appendix - PAC Proposal 8.7.18.pdf](#)

- 7.C Ordinance No. 2018-19 Modifying BIMC Chapter 16.18 Land Clearing and BIMC Section 18.15.010 with Consideration for "Landmark Tree" Regulations - Planning, 30 Minutes
[CC Staff Memo](#)
[Ordinance No. 2018-19 Tree Regulations](#)
[Exhibit A 2018-19 Ch 16.18](#)
[Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618.pdf](#)

8. FUTURE COUNCIL AGENDAS

9. FOR THE GOOD OF THE ORDER

10. ADJOURNMENT

GUIDING PRINCIPLES

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



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**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, SEPTEMBER 11, 2018**

BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N.
BAINBRIDGE ISLAND, WASHINGTON

AGENDA

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - 6:00 PM**
- 2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
- 3. PUBLIC COMMENT**
- 4. MAYOR'S REPORT**
- 5. CITY MANAGER'S REPORT**
- 6. PRESENTATION(S)**
 - 6.A Proclamation Declaring September 11, 2018 as a "Day of Service and Remembrance" - Mayor Medina 5 Minutes
 - 6.B Proclamation Declaring September 27, 2018 as "First Responders Appreciation Day" - Mayor Medina 5 Minutes
- 7. PUBLIC HEARING(S)**
 - 7.A Ordinance 2018-XX Amendments to the Shoreline Master Program (SMP) Relating to Integration of Critical Areas Regulations and Nonconforming Structures, Uses, and Lots
- 8. UNFINISHED BUSINESS**
 - 8.A 2019 Water Rates (if needed) - Finance 15 Minutes

- 8.B Waterfront Park Bridge Repair Contract Award (2018-58) 10 Minutes

- 8.C Set Public Hearing on Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees (Placeholder) 5 Minutes

- 8.D Ordinance No. 2018-19 Modifying BIMC Chapter 16.18 Land Clearing and BIMC Section 18.15.010 with Consideration for "Landmark Tree" Regulations - Planning, 5 Minutes
[CC Staff Memo](#)
[Ordinance No. 2018-19 Tree Regulations](#)
[Exhibit A 2018-19 Ch 16.18](#)
[Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618.pdf](#)

9. NEW BUSINESS

- 9.A Ordinance Amending BIMC Chapter 5 and Adopting Model Business License Code 10 Minutes

- 9.B Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement 10 Minutes

- 9.C Manitou Park Boulevard Stabilization Project Professional Services Agreement 10 Minutes

- 9.D Neighborhood Matching Grant Application for A Taste of Lynwood 10 Minutes

10. CONSENT AGENDA

11. COMMITTEE REPORTS

12. FOR THE GOOD OF THE ORDER

13. ADJOURNMENT

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.



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**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL STUDY SESSION
TUESDAY, SEPTEMBER 18, 2018**

BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N.
BAINBRIDGE ISLAND, WASHINGTON

AGENDA

- 1. CALL TO ORDER / ROLL CALL**
- 2. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**
- 3. PRESENTATIONS**
 - 3.A Report from Kitsap Economic Development Alliance (KEDA), 15 Minutes
- 4. UNFINISHED BUSINESS**
- 5. NEW BUSINESS**
 - 5.A ETAC Recommendation regarding Groundwater Management Plan 20 Minutes
- 6. CITY COUNCIL DISCUSSION**
 - 6.A Regional Committee Reports by Councilmember Liaisons - Mayor Medina, 10 Minutes
 - 6.B Update on Moratorium Workplan 15 Minutes
- 7. FUTURE COUNCIL AGENDAS**
- 8. FOR THE GOOD OF THE ORDER**
- 9. ADJOURNMENT**

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**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, SEPTEMBER 25, 2018**

BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N.
BAINBRIDGE ISLAND, WASHINGTON

AGENDA

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - 6:00 PM**
- 2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
- 3. PUBLIC COMMENT**
- 4. MAYOR'S REPORT**
- 5. CITY MANAGER'S REPORT**
- 6. PRESENTATION(S)**
 - 6.A Proclamation Declaring October 2018 as Filipino American History Month - Mayor Medina 5 Minutes
 - 6.B Recognition of Indigenous Peoples Day - Councilmember Peltier 5 Minutes
 - 6.C Proclamation Declaring October 2018 as National Community Planning Month - Planning 5 Minutes
- 7. PUBLIC HEARING(S)**
 - 7.A Ordinance 2018-XX
Revisions to Titles 2, 17, and 18 related to land use review approval bodies and procedures, subdivision standards, and related zoning regulations.
 - 7.B Shoreline Master Program (SMP) Limited Amendment -- Aquaculture

- 7.C Public Hearing on Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees (Placeholder) 20 Minutes

- 7.D Ordinance No. 2018-19 Modifying BIMC Chapter 16.18 Land Clearing and BIMC Section 18.15.010 with Consideration for "Landmark Tree" Regulations - Planning, 45 Minutes
[CC Staff Memo](#)
[Ordinance No. 2018-19 Tree Regulations](#)
[Exhibit A 2018-19 Ch 16.18](#)
[Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618.pdf](#)

8. UNFINISHED BUSINESS

- 8.A Old Treatment Plant Pump Station Replacement Project - Public Works 10 Minutes
[2018 CIP Sewer](#)

- 8.B Manitou Park Boulevard Stabilization Project Professional Services Agreement (AB 18-177 - Unfinished Business) 10 Minutes

9. NEW BUSINESS

10. CONSENT AGENDA

11. COMMITTEE REPORTS

12. FOR THE GOOD OF THE ORDER

13. ADJOURNMENT

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