



**PLANNING COMMISSION SPECIAL MEETING  
THURSDAY, NOVEMBER 07, 2019**

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

**AGENDA**

1. **CALL TO ORDER/ROLL CALL - 7:00 PM**  
Call to Order, Agenda Review, Conflict Disclosure
2. **(7:05 PM) PUBLIC COMMENT ON OFF AGENDA ITEMS**
3. **(7:10 PM) PUBLIC HEARING**
  - 3.a **(7:10 PM) Ordinance No. 2019-32 Amending BIMC 2.16.020.S. Housing Design Demonstration Projects (HDDP) Program**, 90 Minutes  
[DRAFT ORD 2019-32 HDDP Program](#)  
[HDDP Program Summary for PC](#)  
[BIMC 2.16.020.S HDDP Program](#)  
[PLANNING COMMISSION MINUTES 062118.pdf](#)  
[Ordinance No. 2018-31 Limiting the Housing Design Demonstration Project Program to Affordable Housing Approved 082818](#)  
[Comprehensive Plan Goals and Policies Supporting HDDP Program](#)
4. **(8:45 PM) PLANNING DIRECTOR'S REPORT**
5. **(9:00 PM) 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.



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

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



CITY OF  
BAINBRIDGE ISLAND

## Planning Commission Special Meeting Agenda Bill

**MEETING DATE:** November 7, 2019

**ESTIMATED TIME:** 90 Minutes

**AGENDA ITEM:** (7:10 PM) Ordinance No. 2019-32 Amending BIMC 2.16.020.S. Housing Design Demonstration Projects (HDDP) Program,

**STRATEGIC PRIORITY:** Green, Well-Planned Community

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Ordinance

**PROPOSED BY:** Planning & Community Development

### RECOMMENDED MOTION:

As directed by the City Council, the Planning Commission will hold a public hearing on November 7, 2019 and make a recommendation on Ordinance 2019-32 to the City Council (by mid-November 2019).

### SUMMARY:

Ordinance No. 2018-31 (see attached) was approved by the City Council on August 28, 2018. This ordinance limited application of the HDDP program to projects where 100% of the units were designated as affordable housing. This change was recommended by the Planning Commission and approved by the Council as a de facto suspension of the HDDP program until the City's update to subdivision standards was completed. See attached Planning Commission Minutes from the June 21, 2018 meeting. The City's new subdivision standards were approved by the Council on September 24, 2019 (via Ordinance No. 2019-03).

On October 1, the Council discussed next steps for the Suzuki Affordable Housing project, which is currently being planned as a HDDP project. During that discussion, a majority of the Council indicated support to extend the HDDP program and remove the provision added in 2018 with approval of Ordinance No. 2018-31 (see above, and attached).

Ordinance No. 2019-32 as proposed removes the sentence that was added by Ordinance No. 2018-31. With removal of that sentence, the existing three-tier incentive structure of the HDDP would be left in place as is. Tier 2 HDDP development projects must integrate 10% of units as affordable housing, and Tier 3 HDDP development projects require at least 50% of units to be designated as affordable housing. See attached summary of the HDDP program and projects submitted to date, and BIMC Section 2.16.020.S, the HDDP program codified.

The HDDP program was originally approved as a demonstration program with a sunset date. The HDDP program currently expires on December 31, 2019. Ordinance No. 2019-32 proposes to extend the program until December 31, 2021.

The Planning Commission is scheduled to make a recommendation on Ordinance No. 2019-32 to the City Council by mid-November 2019 so that the City Council has time to discuss and take action on the ordinance

before the end of 2019.

<b>FISCAL IMPACT:</b>	
<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:** Ordinance No. 2018-31 (see attached) was approved by the City Council on August 28, 2018. This ordinance limited application of the HDDP program to projects where 100% of the units were designated as affordable housing. This change was recommended by the Planning Commission and approved by the Council as a de facto suspension of the HDDP program until the City's update to subdivision standards was completed. See attached Planning Commission Minutes from the June 21, 2018 meeting. The City's new subdivision standards were approved by the Council on September 24, 2019 (via Ordinance No. 2019-03). See also attached Comprehensive Plan goals and policies that support the HDDP program.

The Planning Commission held a study session on Ordinance 2019-32 on October 24, 2019

**ATTACHMENTS:**

[DRAFT ORD 2019-32 HDDP Program](#)

[HDDP Program Summary for PC](#)

[BIMC 2.16.020.S HDDP Program](#)

[PLANNING COMMISSION MINUTES 062118.pdf](#)

[Ordinance No. 2018-31 Limiting the Housing Design Demonstration Project Program to Affordable Housing Approved 082818](#)

[Comprehensive Plan Goals and Policies Supporting HDDP Program](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

## **ORDINANCE NO. 2019-32**

**AN ORDINANCE** of the City of Bainbridge Island, Washington, amending Bainbridge Island Municipal Code (BIMC) Section 2.16.020.S., revising and extending the Housing Design Demonstration Project program.

**WHEREAS**, on August 12, 2009, the City Council adopted Ordinance No. 2009-06, establishing a pilot Housing Design Demonstration Project (HDDP) program to allow for the development of projects to increase the variety of housing choices available to residents of all economic segments and to encourage sustainable development through the use of development standard incentives; and

**WHEREAS**, Ordinance No. 2009-06 established a sunset date of August 26, 2012, for the HDDP program; and

**WHEREAS**, on July 18, 2012, the City Council approved Ordinance No. 2012-09, extending the HDDP program until December 31, 2013, to allow time for the City to further evaluate the program; and

**WHEREAS**, the City Council convened an Ad Hoc Committee made up of a Planning Commissioner, three City Councilmembers, a member of the Design Review Board, and a representative from the Housing Resources Board to evaluate and make recommendations on the HDDP program; and

**WHEREAS**, the Ad Hoc Committee recommended changes to the HDDP program, including extending the HDDP program until the end of 2016 to allow time for the construction of approved projects; and

**WHEREAS**, on December 11, 2013, the City Council adopted those recommendations with the approval of Ordinance No. 2013-25, extending the HDDP program to December 31, 2016; and

**WHEREAS**, on September 27, 2016, the City Council adopted Ordinance No. 2016-27, extending the HDDP program until December 31, 2019, to allow time to review the program and compare it to other affordable housing tools the City may choose to utilize, as envisioned by the draft 2016 Comprehensive Plan; and

**WHEREAS**, on February 28, 2017, the City Council adopted Ordinance No. 2017-01, approving the 2016 Comprehensive Plan; and

**WHEREAS**, the 2016 Comprehensive Plan includes several policies related to promotion of sustainable development and affordable housing; and

**WHEREAS**, the purpose of the existing HDDP program is to allow the development of housing design demonstration projects that increase the variety of housing choices available to residents across underserved portions of the socioeconomic

spectrum, promote compact, low-impact development where it is most appropriate, and encourage high quality and innovation in building design, site development, and “green” building practices; and

**WHEREAS**, the Affordable Housing Task Force was created by the City Council on May 9, 2017, and was instructed to make recommendations for specific actions, programs, and strategies the City of Bainbridge Island and the City Council can take in the near-term to improve access to affordable housing across the economic spectrum; and

**WHEREAS**, Ordinance No. 2018-02 imposed a temporary six-month moratorium on the acceptance of certain development (development moratorium), stating the City Council’s concerns regarding likely adverse impacts related to growth and development under existing regulations; and

**WHEREAS**, Tier 3 HDDP projects require 50% of dwelling units be designated for affordable housing and these Tier 3 HDDP projects are exempt from the development moratorium; and

**WHEREAS**, in 2018 and early 2019, the Design Review Board and Planning Commission worked on revisions to Title 17 of the Bainbridge Island Municipal Code (BIMC) relating to subdivisions to improve consistency between subdivision development and the City’s Comprehensive Plan; and

**WHEREAS**, in 2017-2018, the Planning Commission expressed concern during project review and recommendation meetings related to HDDP land use applications that the existing HDDP program is difficult to implement and is not achieving its stated purpose and goals; and

**WHEREAS**, on June 21, 2018, the Planning Commission recommended that the City Council suspend the existing HDDP program until work on revisions to Title 17 BIMC are completed; and

**WHEREAS**, the City Council discussed the issue of suspending the HDDP program as recommended by the Planning Commission on July 24, 2018, and held a public hearing on and approved Ordinance No. 2018-31 on August 28, 2018; and

**WHEREAS**, Ordinance 2018-31 was a de facto suspension of the HDDP program except for projects that produced 100% of units as affordable housing, exceeding the underlying Tier 3 HDDP provisions that require at least 50% of units be designated as affordable housing; and

**WHEREAS**, on September 24, 2019, the City Council approved updated subdivision standards via Ordinance 2019-03; and

**WHEREAS**, with the approval of Ordinance 2019-03, the subdivision regulations were completed, and therefore the impetus for Ordinance 2018-31, limiting HDDP projects to those with 100% affordable housing, has been addressed; and

**WHEREAS**, the City's Affordable Housing Task Force issued a final report in July 2018 with many recommendations on how to increase housing affordability and diversity on Bainbridge Island, which include similar goals as the HDDP program described above; and

**WHEREAS**, the City is still working to accomplish many of the recommendations made by Task Force's final report and implement City green building standards, and both affordable housing and green building are required as part of the HDDP program; and

**WHEREAS**, the HDDP program is currently set to expire on December 31, 2019; and

**WHEREAS**, on October 1 and 22, 2019, a majority of the City Council indicated support for extending the HDDP program until December 31, 2021; and

**WHEREAS**, the Planning Commission discussed Ordinance 2019-32 on October 24, 2019 and held a public hearing on and made a recommendation on Ordinance No. 2019-32 on November 7, 2019; and

**WHEREAS**, notice was given on XXXXXX, 2019 to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106;

**WHEREAS**, the City Council discussed Ordinance 2019-32 on XXX, 2019 and held a public hearing on and approved Ordinance No. 2019-32 on XXX, 2019.

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

**Section 1.** Section 2.16.020.S.2 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

2. Applicability. This subsection S is applicable to all properties located within the Winslow sanitary sewer system service area. An application for a housing design demonstration project may be applied to single-family residential subdivisions, mixed-use/multifamily and multifamily developments. ~~The city will only accept applications for housing design demonstration projects where 100 percent of the housing units created will constitute affordable housing, as defined by BIMC 18.36.030.16, for one or more of the income groups defined in BIMC 18.21.020.A.~~ Since the purpose is to provide housing projects as demonstrations, the city will accept projects for consideration and approval prior to the sunset date

of the ordinance codified in this chapter. The city will limit acceptance of Tier 3 and 4 projects outlined in this section to three projects in each tier.

**Section 2.** Section 2.16.020.S.10. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

10. Demonstration Period. This subsection S and related provisions of BIMC Titles 2, 17, and 18 shall expire on December 31, 2021-2019.

**Section 3.** This ordinance shall take effect on \_\_\_\_\_, 2019.

PASSED BY THE CITY COUNCIL this \_\_\_\_ day of \_\_\_\_\_, 2019.

APPROVED BY THE MAYOR this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

\_\_\_\_\_  
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	October 15, 2019
PASSED BY THE CITY COUNCIL:	
PUBLISHED:	
EFFECTIVE DATE:	
ORDINANCE NUMBER:	2019-32



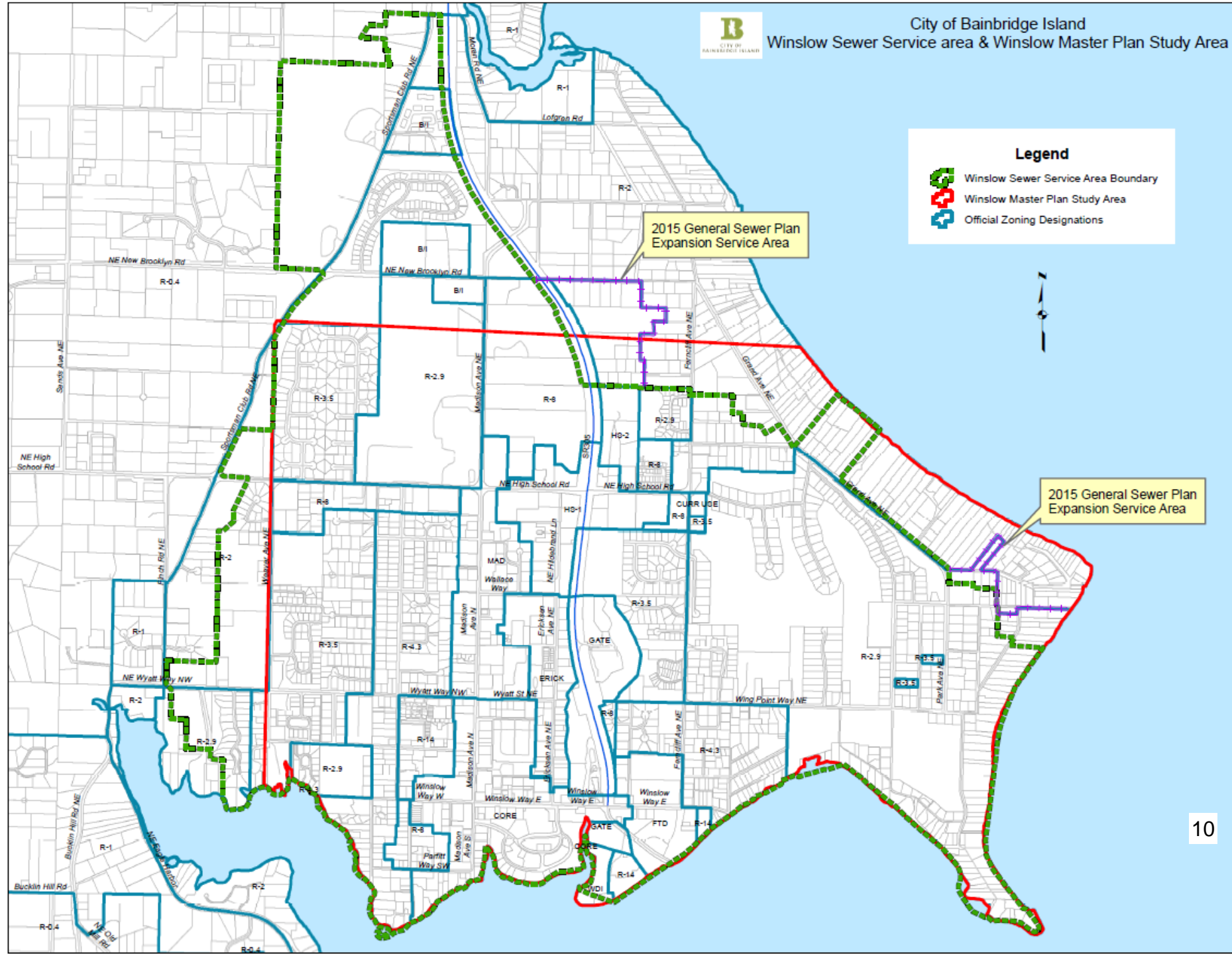
# **Housing Design Demonstration Project (HDDP) Program**

## **OVERVIEW**

- **2009 3-year Pilot Program applies in the greater Winslow area Revised in 2013; Revised in 2016 to reflect LID requirements, extended until 2019.**
- **Promotes green building, sustainable site development, and housing diversity & affordability using development standard flexibility & density incentives**
- **4 Tiers: Density incentives scaled to amount of Green Building and Infrastructure, and Housing Diversity**
- **1,600 square foot maximum dwelling unit size for all HDDP units**
- **2018 Recommendation by Planning Commission: Ordinance 2018-31 limited HDDP to those with 100% affordable housing until subdivision regulations updated.**

- in the WMP Study Area  
or
- in the Winslow Sewer Service Area

- in the WMP Study Area  
or
- in the Winslow Sewer Service Area



Excerpt Table 2.16.020.Q-1: Housing Design Demonstration Project Scoring System		
Density Incentives	Requirements to Receive Incentives	
	Green Building and Innovative Site Development	Housing Diversity
Tier 4		
2.5 x Base Density OR Max. Bonus Mixed-Use FAR	Living Building Challenge (ILFI) OR Passive House (Passive House Institute US/International)	Home size not greater than 1,600 sq. ft.
	30 Points in Innovative Site Development Practices	10 pts/10% of units affordable housing
Tier 3		
2.5 x Base Density OR Max. Bonus Mixed-Use FAR	LEED Silver, BuiltGreen 4, or Evergreen Sustainable Development	50% affordable housing
	25 Points in Innovative Site Development Practices	Home size not larger than 1,600 sq. ft.
Tier 2		
1.5 x Base Density (R-8 and R-14); OR	LEED Silver, BuiltGreen 4, or Evergreen Sustainable Development	Home size not larger than 1,600 sq. ft.
2.0 x Base Density not to exceed R-8 density (R-2, R-2.9, R-3.5, and R-4.3); OR		10% of units affordable housing
Max. Bonus Mixed-Use FAR	25 Points in Innovative Site Development Practices	Projects with ≥ 20 units must get 3 points in “Unit Type” category
Tier 1		
No Density Bonus	LEED Certification, BuiltGreen 4, or Evergreen Sustainable Development	•Home size not larger than 1,600 sq. ft.
		•4 points (projects with < 20 units) in “Housing Diversity” category
	14 Points in Innovative Site Development Practices	•5 points (projects with ≥ 20 units) in 11 “Housing Diversity” category
		•Projects with ≥ 20 units must get 2 points in “Unit Type” category

**Table 2.16.020.S-2 Housing Diversity Scoring Method**

		Affordable Housing			Unit Size		Unit Type	
		Project includes a number of housing units that are designated affordable for a period of 50 years to the spectrum of income levels as defined by BIMC 18.36.030.16 and 18.21.020.A. Rental housing is encouraged by awarding more points for the creation of rental housing.			Project includes a variety of unit sizes, excluding garages, that provide for a broad mix of income levels and family size. In order to score a point in a unit size range, the project shall provide at least 10% of the total number of units in that range. For example, in a 40-unit development, at least 4 units sized between 1,001 and 1,200 ft <sup>2</sup> would be needed to score points in that range.		Unit type: Project includes a variety of housing unit types (i.e., single-family style, townhouse, flat, age-in-place, ADUs, cottages) or innovative type of housing. In order to score points for different unit types, the project shall provide at least 10% of the total number units of that type. For example, in a 40-unit development of townhomes and duplexes, at least 4 units of townhomes would be needed to score points for having 2 different unit types.	
TIER	Total Housing Diversity Points Required	Affordable Units	Ownership Value	Rental Value	Unit Size Range	Value	Number of Different Unit Types	Value
		10%	10	12	< 800 ft <sup>2</sup>	1	2	2
		11 – 15%	12	14	801 – 1,000 ft <sup>2</sup>	1	3	3
		16 – 20%	14	16	1,001 – 1,200 ft <sup>2</sup>	1	4	4
		21 – 25%	16	18	1,201 – 1,400 ft <sup>2</sup>	1	5	5
		> than 25%	20	22	1,401 – 1,600 ft <sup>2</sup>	1	Min. Pts. Required	
		Minimum % Required			Size Requirement	Min. Pts. Required		
4	10 pts	10%			Max. home size 1,600 ft <sup>2</sup>	NA	NA	
3	20 pts	50%			Max. home size 1,600 ft <sup>2</sup>	NA	NA	
2	12 pts (projects < 20 units) 15 pts (projects ≥ 20 units)	10%			Max. home size 1,600 ft <sup>2</sup>	NA	Projects ≥ 20 units must get 3 pts in “unit type”	
1	4 pts (projects < 20 units) 5 pts (projects ≥ 20 units)	NA			Max. home size 1,600 ft <sup>2</sup>	NA	Projects ≥ 20 units must get 2 pts in “unit type”	



**Table 2.16.020.S-3 Innovative Site Development Scoring Method**

TIER	Minimum Site Development Point Requirement	WATER QUALITY & CONSERVATION		LANDSCAPING & OPEN SPACE			TRANSPORTATION	
		Projects use methods to decrease water usage and improve stormwater runoff quality through an integrated approach to stormwater management such as greywater use, stormwater collection in cisterns, green roofs and covered parking. All HDDP projects will follow the stormwater manual adopted in Chapter <a href="#">15.20</a> BIMC.		Project provides well-designed common open space, with at least 5 percent of the gross land area, set aside as open space and designed as an integrated part of the project rather than an isolated element. The common open space must be outside of critical areas and their buffers and required roadside buffers. Appropriate community amenities such as playgrounds, composting and neighborhood gardens promoting the production of locally grown food are encouraged. Resident neighborhood community gardens can be in common open space areas, and shall be appropriately located for solar exposure, and include water availability, soil amenities, and storage for garden tools. Required growing space for neighborhood gardens is 60 square feet per dwelling unit, not including any existing orchard area. Open space dedicated to the public pursuant to the standards of BIMC Sections 17.12.030. A1, A2, A3, A6 & A7 is encouraged.			Project design provides enhanced sensitivity to pedestrian and bicycle travel to promote the people getting around without a car, a reduced carbon footprint, improved health of humans, and lower pollution levels. Project internally preserves existing informal internal connection to external non-motorized facilities, furthering the Island-wide Transportation Plan (IWTP) and using such solutions as woonerfs, green streets, and natural trails and paths. Project reduces reliance on automobiles and trip counts, and promotes alternative transportation, such as integrating parking and charging facilities for electric cars, or bus shelters.	
4	30	REQUIREMENT	VALUE					
		Number of dwelling units that integrate greywater reuse components into building design:		% OF OPEN SPACE	VALUE	VALUE IF PUBLIC	TRANSPORTATION COMPONENTS	VALUE
3	25	10%	1	5-10%	2	4	Project preserves, creates or integrates internal and external non-motorized connections.	2
		11-20%	2	11-15%	4	6	Provides public walkways, separated paths, or bike lanes. No points for facilities required by IWTP.	3
		21-30%	3	16-20%	6	8	On-site car sharing program	1 per each car
		Over 31%	4	21-25%	8	10	Electric vehicle charging stations for 3% of vehicle parking capacity.	3
		Percentage of total roof area qualifying as "green roofs":		Greater than 25%	10	12	Covered, consolidated bike parking for subdivisions	3
2	25	15-30%	2	Incorporates neighborhood garden	2		Bus Shelter	2
		Over 31%	4	Preserves tree that qualifies as a "Heritage tree" under City Program. The tree is not otherwise required to be preserved.	2 per tree			
		Project integrates cisterns: % of total roof area directed to cisterns:		All Private yard areas ≤ 20% turf	4			
1	14	15-30%	2	Project landscaping integrates at least 60% native or drought tolerant plants	4			
		Over 31%	4					
		Percentage of total parking spaces that are covered (i.e. parking garage, carport):						
		5-20%	1					
		21-40%	2					
		41-60%	3					
		61-80%	4					
		Over 81%	5					

Summary of HDDP Projects							
HDDP Project	Tier	Zone	Max. Base Density	# & Type of Dwelling units	Green Building Certification Requirement	# of Affordable (AH) Units	Status
<b>**Ferncliff Village (HRB)</b>	3	R-3.5	20	40: Single-family (SF) & Townhomes (TH)	Evergreen Sustainable Development	40	Completed
<b>**Grow Community</b>	2	R-14	112	149: SF, Apartments (Apts.), Condos & Townhomes	Built Green 5	0	Mostly Built
Ericksen Urban Cottages	1	MUTC/ Ericksen	0.6 Res. FAR	16 SF	LEED Certified Required, Achieved LEED Platinum	0	Completed
Madrona Townhomes (The Walk)	1	MUTC/ Core	1.0 Res. FAR	52 SF TH & ADUs	LEED Certified	5	Under Construction
Bainbridge Landing	1	MUTC/ Ferry TD	1.1 Res. FAR	140: SF TH, Apts.& Age-in-Place	LEED Certified or Built Green 4	0	Under Construction
<b>**Wallace Cottages</b>	2	R-4.3	10	19 SF & Age-in-Place	LEED Silver or Built Green 4	2	Under Construction
Madison Place	1	MUTC/ Madison	0.6 Res. FAR	18 SF & Duplexes	LEED Certified or Built Green 4	0	Under Construction
Ericksen Gardens	1	MUTC/ Ericksen	0.6 Res. FAR	5 SF (including 1 ADU)	LEED Certified or Built Green 4	0	Under Construction <sup>14</sup>
Total HDDP Units Permitted				439	Total Designated AH Units	47	
<b>**# of Bonus Units Achieved Through HDDP</b>				66			

## **2.16.020 General provisions.**

### **S. Housing Design Demonstration Projects.**

1. Purpose and Goals. The purpose of this subsection S is to allow the development of housing design demonstration projects that increase the variety of housing choices available to residents across underserved portions of the socio-economic spectrum, and to promote compact, low-impact development where it is most appropriate. Further, its purpose is to encourage high quality and innovation in building design, site development, and “green” building practices.

The goals of this program are to increase the housing supply and the choice of housing styles available in the community; to promote socio-economic diversity by adding to the stock of income-qualified housing; to encourage development of smaller homes, at reasonable prices, in neighborhoods attractive to a mix of income and age levels; and to demonstrate that innovative design and building techniques (conserving water and energy, using sustainably sourced materials, limiting environmental impacts) are compatible with market considerations.

2. Applicability. This subsection S is applicable to all properties located within the Winslow sanitary sewer system service area. An application for a housing design demonstration project may be applied to single-family residential subdivisions, mixed-use/multifamily and multifamily developments. The city will only accept applications for housing design demonstration projects where 100 percent of the housing units created will constitute affordable housing, as defined by BIMC 18.36.030.16, for one or more of the income groups defined in BIMC 18.21.020.A. Since the purpose is to provide housing projects as demonstrations, the city will accept projects for consideration and approval prior to the sunset date of the ordinance codified in this chapter. The city will limit acceptance of Tier 3 and 4 projects outlined in this section to three projects in each tier.

3. Review and Approval Process. Housing design demonstration project applications shall be reviewed as specified in the same manner as other applications for the same type of underlying land use permit (see BIMC 2.16.030 through 2.16.210), with additional review steps done in the order below as outlined in this subsection.

a. Conceptual Proposal Review. Applicants proposing a demonstration project shall meet with city staff during the conceptual phase to discuss the goals and evaluation parameters of the proposed project. The conceptual proposal review is an informal discussion between the applicant and city staff regarding a proposed project. There are no required application materials for this stage. Applicants shall contact the planning department staff to request a meeting, and the meeting shall be scheduled by staff for no more than three weeks after the request date. The purpose of the conceptual proposal review is to determine if the proposal is eligible to be considered as an application for a housing design demonstration project and to assist the applicant by identifying (i) requirements for submittal, including types of supplemental materials for application; (ii) compliance with applicable city plans, goals, policies, codes, or guidelines and possible revisions to the project that will enhance the proposal with respect to these requirements; (iii) areas of BIMC Title 18, Zoning, and BIMC Title 17, subdivisions, where the applicant seeks flexibility; and (iv) required plans, studies, reports, and/or other materials specific to the proposal that will provide necessary information for staff and the design review board, and to review the project under the criteria outlined in subsection S.4 of this section.

b. Public Participation Program. The applicant is required to participate in one or more community meetings, either through the city’s (i) public participation program following the procedures outlined in Resolution Nos. 2010-32 and 2001-11, or (ii) an equivalent public meeting that includes participation by city staff, as approved by the director.

c. Preapplication Conference. The applicant shall apply for a preapplication conference pursuant to subsection I of this section. Housing design demonstration projects shall be reviewed by both staff and the design review board, pursuant to subsection F of this section. The applicant shall submit a HDDP proposal consistent with the requirements in the administrative manual. The applicant shall consider input received during the public meetings and conceptual review with city staff in crafting the proposal. The proposal will be evaluated pursuant to subsection S.4 of this section by city staff with the design review board serving in an advisory role, in addition to their review of applicable design guidelines. The director shall prepare written findings of facts, and

applicants will receive preliminary notification from the director whether the proposal will qualify as a housing design demonstration project, or feedback about how to improve the proposal to qualify. If the applicant changes the proposal in any significant manner other than a response to feedback from the public meeting, conceptual review, or the preapplication review, an additional preapplication conference may be required.

d. Application Submittal. An applicant may submit a land use permit application (subdivision, site plan and design review, or conditional use permit) for a housing design demonstration project after completion of a required conceptual and preapplication review and notification by the city that the proposal qualifies as a housing design demonstration project. Upon receipt of an application, the director shall provide notice to the applicant and public in accordance with subsection M of this section, and commence the application review process. Housing design demonstration projects that require more than one land use permit must utilize the consolidated project review process outlined in BIMC 2.16.170. All housing design demonstration project applications, including subdivisions, shall be reviewed by the design review board and the planning commission at public meetings. The design review board and the planning commission shall make recommendations on all housing design demonstration projects.

e. Permit Decision. The decision to approve or deny a housing design demonstration project shall be made as part of underlying land use permit approval. The decision shall be based upon the decision criteria of the underlying planning permit, and the decision criteria outlined in subsection S.5 of this section. Housing design demonstration project approval conditions shall be included in the final permit approval and shall address any ongoing compliance requirements including compliance with approved design plans. The city may require that the applicant record covenants to ensure ongoing compliance or maintenance for required project components.

f. Building Permit. The applicant shall submit a building permit that is consistent with all conditions of the land use permit approval. The applicant shall also submit documentation that the project has applied for required certification by a green building rating system, such as Evergreen Sustainable Development, LEED, or BuiltGreen. Proof of ongoing certification shall be required during construction and project certification must be completed prior to final occupancy.

g. Living Building Challenge. For projects pursuing the Living Building Challenge standard of the International Living Building Institute, the applicant must show proof of pursuing ongoing certification during construction for all required elements. After construction and prior to issuance of the certificate of occupancy, the applicant must show proof of initial project compliance as to the Site, Materials, Indoor Quality and Beauty/Inspiration components of the Living Building Challenge and that the project is likely to achieve the elements of energy and water following 12 months of occupancy as required under Living Building Challenge certification. For those elements of energy and water that require occupancy of the building for 12 months for Living Building Challenge certification, the applicant must submit a report to the city following 12 months of occupancy, demonstrating its progress towards meeting these remaining elements of the Living Building Challenge standard. If certification of those elements has not been achieved, the applicant must provide quarterly reports of progress towards certification of these elements, including additional steps and timeline that will be taken to achieve certification.

4. Evaluation Method. Each project will be evaluated for innovation and achievement of the goals of this subsection S of this section using a number of factors. The evaluation factors are divided into three categories. Examples of sustainable development methods do not limit other mechanisms of meeting the evaluation factor. Projects that qualify as housing design demonstration projects are eligible to use the flexible development standard incentives outlined in subsections S.6 and 7 of this section. Projects qualifying as a Tier 2, 3, or 4 project are eligible for the residential incentives outlined below and in subsection S.8 of this section. Tables 2.16.020.S-1, S-2, and S-3 show how projects are scored to qualify for different tiers in the housing design demonstration project program.



**Table 2.16.020.S-1: Housing Design Demonstration Project Scoring System**

Requirements to Receive Incentives		
Density Incentives	Green Building and Innovative Site Development	Housing Diversity
Tier 4		
2.5 x Base Density OR Max. Bonus Mixed-Use FAR	Living Building Challenge (ILFI) OR Passive House (Passive House Institute US/International)	Home size not greater than 1,600 sq. ft.
	30 Points in Innovative Site Development Practices	10 pts/10% of units affordable housing
Tier 3		
2.5 x Base Density OR Max. Bonus Mixed-Use FAR	LEED Silver, BuiltGreen 4, or Evergreen Sustainable Development	50% affordable housing
	25 Points in Innovative Site Development Practices	Home size not larger than 1,600 sq. ft.
Tier 2		
1.5 x Base Density (R-8 and R-14); OR 2.0 x Base Density not to exceed R- 8 density (R-2, R-2.9, R-3.5, and R- 4.3); OR Max. Bonus Mixed-Use FAR	LEED Silver, BuiltGreen 4, or Evergreen Sustainable Development	Home size not greater than 1,600 sq. ft.
		10% of units affordable housing
		25 Points in Innovative Site Development Practices
Tier 1		
No Density Bonus	LEED Certification, BuiltGreen 4, or Evergreen Sustainable Development	Home size not greater than 1,600 sq. ft.
		4 points (projects with < 20 units) in “Housing Diversity” category
	14 Points in Innovative Site Development Practices	5 points (projects with ≥ 20 units) in “Housing Diversity” category
		Projects with ≥ 20 units must get 2 points in “Unit Type” category
NOTE: For Tiers 2 and 3 required affordable housing units: Home ownership projects: 50% of required affordable house units should serve ≤ 80% AMI Rental projects: 50% of required affordable house units should serve ≤ 60% AMI.		

**Table 2.16.020.S-2 Housing Diversity Scoring Method**

		<b>Affordable Housing</b>			<b>Unit Size</b>		<b>Unit Type</b>	
		Project includes a number of housing units that are designated affordable for a period of 50 years to the spectrum of income levels as defined by BIMC 18.36.030.16 and 18.21.020.A. Rental housing is encouraged by awarding more points for the creation of rental housing.			Project includes a variety of unit sizes, excluding garages, that provide for a broad mix of income levels and family size. In order to score a point in a unit size range, the project shall provide at least 10% of the total number of units in that range. For example, in a 40-unit development, at least 4 units sized between 1,001 and 1,200 ft <sup>2</sup> would be needed to score points in that range.		Unit type: Project includes a variety of housing unit types (i.e., single-family style, townhouse, flat, age-in-place, ADUs, cottages) or innovative type of housing. In order to score points for different unit types, the project shall provide at least 10% of the total number units of that type. For example, in a 40-unit development of townhomes and duplexes, at least 4 units of townhomes would be needed to score points for having 2 different unit types.	
<b>TIER</b>	<b>Total Housing Diversity Points Required</b>	<b>Affordable Units</b>	<b>Ownership Value</b>	<b>Rental Value</b>	<b>Unit Size Range</b>	<b>Value</b>	<b>Number of Different Unit Types</b>	<b>Value</b>
		10%	10	12	< 800 ft <sup>2</sup>	1	2	2
		11 – 15%	12	14	801 – 1,000 ft <sup>2</sup>	1	3	3
		16 – 20%	14	16	1,001 – 1,200 ft <sup>2</sup>	1	4	4
		21 – 25%	16	18	1,201 – 1,400 ft <sup>2</sup>	1	5	5
		> than 25%	20	22	1,401 – 1,600 ft <sup>2</sup>	1	<b>Min. Pts. Required</b>	
		<b>Minimum % Required</b>			<b>Size Requirement</b>	<b>Min. Pts. Required</b>		
<b>4</b>	10 pts	10%			Max. home size 1,600 ft <sup>2</sup>	NA	NA	
<b>3</b>	20 pts	50%			Max. home size 1,600 ft <sup>2</sup>	NA	NA	
<b>2</b>	12 pts (projects < 20 units) 15 pts (projects ≥ 20 units)	10%			Max. home size 1,600 ft <sup>2</sup>	NA	Projects ≥ 20 units must get 3 pts in “unit type”	
<b>1</b>	4 pts (projects < 20 units) 5 pts (projects ≥ 20 units)	NA			Max. home size 1,600 ft <sup>2</sup>	NA	Projects ≥ 20 units must get 2 pts in “unit type”	

Table 2.16.020.S-3 Innovative Site Development Scoring Method

TIER	Minimum Site Development Point Requirement	WATER QUALITY & CONSERVATION Projects use methods to decrease water usage and improve stormwater runoff quality through an integrated approach to stormwater management such as greywater use, stormwater collection in cisterns, green roofs and covered parking. All HDDP projects will follow the stormwater manual adopted in Chapter <a href="#">15.20</a> BIMC.		LANDSCAPING & OPEN SPACE Project provides well-designed common open space, with at least 5 percent of the gross land area, set aside as open space and designed as an integrated part of the project rather than an isolated element. The common open space must be outside of critical areas and their buffers and required roadside buffers. Appropriate community amenities such as playgrounds, composting and neighborhood gardens promoting the production of locally grown food are encouraged. Resident neighborhood community gardens can be in common open space areas, and shall be appropriately located for solar exposure, and include water availability, soil amenities, and storage for garden tools. Required growing space for neighborhood gardens is 60 square feet per dwelling unit, not including any existing orchard area. Open space dedicated to the public pursuant to the standards of BIMC Sections 17.12.030. A1, A2, A3, A6 & A7 is encouraged.			TRANSPORTATION Project design provides enhanced sensitivity to pedestrian and bicycle travel to promote the people getting around without a car, a reduced carbon footprint, improved health of humans, and lower pollution levels. Project internally preserves existing informal internal connection to external non-motorized facilities, furthering the Island-wide Transportation Plan (IWTP) and using such solutions as woonerfs, green streets, and natural trails and paths. Project reduces reliance on automobiles and trip counts, and promotes alternative transportation, such as integrating parking and charging facilities for electric cars, or bus shelters.																																		
4	30	<table><thead><tr><th>REQUIREMENT</th><th>VALUE</th></tr></thead><tbody><tr><td>Number of dwelling units that integrate greywater reuse components into building design:</td><td></td></tr><tr><td>10%</td><td>1</td></tr><tr><td>11-20%</td><td>2</td></tr><tr><td>21-30%</td><td>3</td></tr><tr><td>Over 31%</td><td>4</td></tr></tbody></table>		REQUIREMENT	VALUE	Number of dwelling units that integrate greywater reuse components into building design:		10%	1	11-20%	2	21-30%	3	Over 31%	4																										
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a. Housing Diversity. Evaluation will review:

- i. Unit Type. The project includes a variety of unit types, for example, single-family, townhomes, flats, duplex, cottages, age-in-place or accessory dwelling units;
- ii. Unit Size. The project includes a variety of housing unit sizes that provide for a broad mix of income levels and family size; and
- iii. Affordable Housing. The project includes housing units that are affordable to the spectrum of income levels as defined in Chapter 18.21 BIMC, Affordable Housing, except that affordable housing units required for a housing design demonstration project must use the Bremerton-Silverdale Average Median Income (AMI). Designated affordable housing shall remain affordable for 50 years from the time of final inspection on the affordable unit. The applicant shall record covenants that demonstrate how the unit will remain affordable and be managed for 50 years.

b. Innovative Site Development. Evaluation will review:

- i. Water Quality and Conservation. Projects use methods to decrease water usage and improve stormwater runoff quality through an integrated approach to stormwater management such as greywater use, stormwater collection in cisterns, vegetated roofs and covered parking. All HDDP projects will follow the Department of Ecology's 2012 Stormwater Management Manual for Western Washington, as amended in December 2014.
- ii. Landscaping. The project uses low maintenance landscaping that integrates a high proportion of native plants or drought-tolerant plants that are climate appropriate. The project limits the amount of "lawn" in private yards in favor of common open space. Projects are encouraged to use cisterns to collect rainwater for irrigation or garden use.
- iii. Common Open Space. The project provides connected common open space area set aside as active open space and designed and integrated into the project. The open space could include active elements such as a neighborhood garden/pea patch and composting facilities, or a playground. Critical areas and their buffers and required roadside buffers do not contribute to "common open space" under the housing design demonstration project program.
- iv. Transportation. The project (A) uses a design that provides enhanced sensitivity to pedestrian travel; (B) internally preserves existing informal, internal connection to external trail(s), or creates new connections where appropriate, to implement the Island-wide Transportation Plan (IWTP); (C) reduces reliance on automobiles and trip counts, and promotes alternative transportation and public transit; (D) minimizes the visual dominance of automobiles throughout the project; or (E) the project accommodates needs of alternative vehicles through techniques such as parking and charging facilities for electric cars, locating rechargeable electric vehicle (EV) parking in a conspicuous and preferred location close to a main building entrance, and integrating a parking space for a vehicle sharing program, such as Zipcar™.

c. Innovative Building Design. The project is constructed under a green building certification program that requires third-party verification such as the Evergreen Sustainable Development, Living Building Challenge standard of the International Living Building Institute, Passive House

Institute US/International, LEED or the BuiltGreen Program of the Master Builders of King and Snohomish Counties.

5. Approval Criteria. In addition to decision criteria required by the underlying planning permit or approval, an application for a housing design demonstration project may be approved if the following criteria are met:

- a. The applicant clearly demonstrates evaluation factors listed in subsection S.4 of this section as shown in the housing design demonstration project scoring system as evaluated by the planning department;
- b. The applicant has demonstrated how relief from specific development standards, including setback reductions, lot coverage and/or design guidelines, is needed to achieve the desired innovative design and the goals of this chapter;
- c. The project does not adversely impact existing public service levels for surrounding properties;
- d. The project complies with all other portions of the BIMC, except as modified through this housing design demonstration project process;
- e. If a project will be phased, each phase of a proposed project must contain adequate infrastructure, open space, recreational facilities, landscaping and all other conditions of the project to stand alone if no other subsequent phases are developed; and
- f. The applicant is meeting required housing diversity standards.

6. Development Standard Incentives – Development Projects in the Mixed-Use Town Center. The applicant may request that development standards from BIMC Titles 17 and 18 be modified as part of a housing design demonstration project. The city will review the request to modify development standards through the project review process outlined in subsection S.3 of this section. Requirements of BIMC Title 16 may not be modified. The following development standards may be modified:

- a. Minimum Lot Dimensions and Size. Reductions in lot size or dimensions are subject to approval by Kitsap County health district.
- b. Maximum Lot Coverage. Maximum lot coverage can be increased by five percent for Tier 1 projects, and 10 percent for Tier 2 projects. For example, for a Tier 1 project in the Madison overlay district, the 35 percent lot coverage limit may be increased to 40 percent. Tier 3 and 4 projects may increase lot coverage above zoning district requirements with no maximum.
- c. Open Space. For MUTC projects developed under BIMC Title 17, flexible lot subdivision, the prescriptive open space requirements in BIMC 17.12.030.A do not apply. Instead, the project shall integrate at least 50 square feet of open space per unit. The open space shall be located along a public or private street or driveway, or public walkway.
- d. Residential Parking. The parking requirements outlined in BIMC 18.15.020 may be modified to require one parking space for homes under 800 square feet and 1.5 parking spaces for homes between 800 and 1,200 square feet. This reduction may not be combined with any other reductions to result in less than one space per unit, and additional guest parking may be

required pursuant to BIMC Table 18.15.020-1. A limited number of parking spaces may be designed to accommodate alternative fuel or sub-compact vehicles such as Smart™ cars, with parking stall dimensional standards reduced from the standards outlined in BIMC 18.15.020.J. The applicants are encouraged to work with neighboring property owners to ensure street parking is not overburdened. If the project is requesting a reduction in required parking through the housing design demonstration project program, then the development shall integrate at least one guest parking space for every five dwelling units.

e. Setbacks. Unless required for public safety purposes, such as sight distance, setbacks required by BIMC Title 18 in any district other than the Mixed-Use Town Center or the High School Road zoning district may be reduced as described below. This section does not supersede lesser setback requirements in the MUTC/HS Road district zones, as outlined in Table 18.12.020-3.

i. Zoning Setback Reductions.

(A) Front setback within project: 10 feet.

(B) Rear setback within project: minimum of five feet.

(C) Side setback within project: minimum of five feet.

ii. Subdivision Setback Reductions.

(A) All interior subdivision setbacks: zero feet.

(B) Building to exterior subdivision boundary: five feet.

(C) Building to right-of-way or on-site private access: 10 feet.

f. Building Height. Buildings within the Mixed-Use Town Center or High School Road districts may achieve a maximum building height not to exceed the optional height outlined in Table 18.12.020-3.

7. Development Standard Incentives – Development Projects in Residential Zones. The applicant may request that development standards from BIMC Titles 17 and 18 be modified as part of a housing design demonstration project. The city will review the request to modify development standards through the project review process outlined in subsection S.3 of this section. Requirements of BIMC Title 16 may not be modified. The following development standards may be modified:

a. Minimum Lot Dimensions and Size. Reductions in lot size or dimensions are subject to approval by Kitsap County health district.

b. Maximum Lot Coverage. Maximum lot coverage can be increased by five percent for Tier 1 projects, and 10 percent for Tier 2 projects. For example, for Tier 1 projects in the R-4.3 district, the 25 percent lot coverage limit may be increased to 30 percent. Tier 3 and 4 projects may increase lot coverage above zoning district requirements with no maximum.

c. Open Space. For residentially zoned projects developed under BIMC Title 17, flexible lot subdivision, the prescriptive open space requirements in BIMC 17.12.030.A do not apply.

Instead, the project shall integrate at least 400 square feet of open space per unit. The open space shall be located along a public or private street or driveway, or public walkway. This common consolidated open space would be in addition to any protected critical areas or buffers.

d. Residential Parking. The parking requirements outlined in BIMC 18.15.020 may be modified to require one parking space for homes under 800 square feet and 1.5 parking spaces for homes between 800 and 1,200 square feet. This reduction may not be combined with any other reductions to result in less than one space per unit, and additional guest parking may be required pursuant to Table 18.15.020-1. A limited number of parking spaces may be designed to accommodate alternative fuel or sub-compact vehicles such as Smart™ cars, with parking stall dimensional standards reduced from the standards outlined in BIMC 18.15.020.J. The applicants are encouraged to work with neighboring property owners to ensure street parking is not overburdened. If the project is requesting a reduction in required parking through the housing design demonstration project, then the development shall integrate at least one guest parking space for every five dwelling units.

e. Setbacks. Unless required for public safety purposes, such as sight distance, zoning and subdivision setbacks required by BIMC Title 18 may be reduced as described below. Additional vegetative landscaping screen may be required by the director when reducing setbacks.

i. Zoning Setback Reductions.

(A) Front setback to on-site access: 10 feet.

ii. Subdivision Setback Reductions.

(A) All interior subdivision setbacks: zero feet.

(B) Building to on-site access: 10 feet.

8. Density Bonus Incentives. An increase in residential base density may be permitted as outlined in Table 2.16.020.S-4.

<b>Table 2.16.020.S-4: Housing Diversity Program Project Density Bonuses</b>	
<b>Tier 4</b>	
2.5 x Base Density <b>OR</b> Max. Bonus Mixed-Use FAR (all residential)	
<b>Tier 3</b>	
2.5 x Base Density <b>OR</b> Max. Bonus Mixed-Use FAR (all residential)	
<b>Tier 2</b>	
<ul style="list-style-type: none"> <li>• 1.5 x Base Density (R-8 and R-14) <b>OR</b></li> <li>• 2.0 x Base Density not to exceed R-8 density (for R-2, R-2.9, R-3.5, and R-4.3) <b>OR</b></li> <li>• Max. Bonus Mixed-Use FAR (all residential)</li> </ul>	
<b>Tier 1</b>	
No Density Bonus	

9. Housing Project Visit. In order to learn from the innovative design practices used, all projects completed under this subsection S shall allow city staff to conduct occasional site tours. City staff will make a request of the property owner prior to conducting a tour and will not access the properties for tours more than once every three months. The site tours will be limited to the exterior and common grounds of the property, and conducted during regular business hours. Visits will be coordinated through the staff and property owner, and the owner will receive written notice no less than two weeks in advance of each visit. Any additional access to private property or at alternative times shall be at the permission and cooperation of the individual homeowner only.

10. Demonstration Period. This subsection S and related provisions of BIMC Titles 2, 17, and 18 shall expire on December 31, 2019. (Ord. 2018-20 § 6, 2018; Ord. 2018-31 § 1, 2018; Ord. 2018-24 § 1, 2018; Ord. 2018-08 §§ 2 – 6, 2018; Ord. 2017-03 § 1, 2017; Ord. 2016-28 §§ 2, 3 (Exh. A), 2016; Ord. 2016-27 §§ 1 – 5, 2016; Ord. 2013-25 §§ 2, 3, 2013; Ord. 2012-09 § 1, 2012; Ord. 2011-02 § 2 (Exh. A), 2011)



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CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure  
ORDINANCE 2018-20 SUBDIVISION DESIGN STANDARDS AND PROCESS – Study  
Session/Recommendation  
PUBLIC COMMENT  
NEW/OLD BUSINESS  
ADJOURN

---

**CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure**

Chair J. Mack Pearl called the meeting to order at 6:33 PM. Planning Commissioners in attendance were William Chester, Jon Quitslund, Michael Killion, Lisa Macchio, Don Doman and Kimberly McCormick Osmond. City Staff present were Planning Director Gary Christensen, Long Range Senior Planner Christy Carr and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed. There were not any conflicts noted.

The Planning Commission decided William Chester would become Chair in July and J. Mack Pearl would become Vice-Chair.

**ORDINANCE 2018-20 SUBDIVISION DESIGN STANDARDS AND PROCESS – Study Session/Recommendation**

Senior Long Range Planner Christy Carr led the discussion beginning with BIMC 2.14.

**Motion: I move to recommend to move to the City Council the changes that we have made to Chapter 2.14, the changes we have made to the table in 2.16 and any conforming changes in the text of 2.16 to reflect the changes in the table.**

**McCormick Osmond/Killion – Passed Unanimously**

**Motion: We move to recommend to the Council that they suspend the HDDP Ordinance until we have had a chance to review the proposed design guidelines in conjunction with the existing HDDP Ordinance.**

**McCormick Osmond/Quitslund – Passed Unanimously**

Commissioner Macchio asked for clarification on timing of the above motion. It was decided the suspension of the HDDP Ordinance was requested until the Planning Commission had completed their review of the subdivision guidelines.

**Motion: I move to amend 2.16.180 to conform the language to the scope of review the Planning Commission is currently undertaking.**

**McCormick Osmond/Chester – Passed Unanimously**

**PUBLIC COMMENT**

**Sarah Blossom, Citizen** – Spoke about short plats and whether the Planning Commission would be able to handle the volume and to take into consideration the balance of what they want to achieve with the costs to property owners.

**Betty Wiese, Citizen** – Spoke about the code being the biggest part of the foundation and not who makes the decisions.

**NEW/OLD BUSINESS**

None.

**ADJOURN**

The meeting was adjourned at 9:24 PM.

Approved by:

  
\_\_\_\_\_  
J. Mack Pearl, Chair

  
\_\_\_\_\_  
Jane Rasely, Administrative Specialist



CITY OF  
BAINBRIDGE ISLAND

**Planning Commission Special Meeting**  
**Thursday, June 21, 2018**  
**7:00 pm – 9:00 pm**

**PLEASE PRINT**

<b>Name</b>	<b>Address</b>	<b>Phone/ E-Mail</b>	<b>Join ListServ Yes/No</b>



# 2018 Planning Commission Project Schedule

PROJECT	JUNE		JULY		AUGUST		STAFF
	21	28	12	26	9	23	
LEGISLATIVE WORK							
Tree Regulations BIMC 16.18 & 18.15.010				SS/R			Jennifer Sutton
SMP Amendment Phase 2			SS	SS	SS	SS	Christy Carr
Subdivision Design Guidelines & Standards	SS/R		SS/R				Christy Carr
AHTF Recommendations					B		Jennifer Sutton
Capital Improvement Plan Update			B/PH				Finance/PW
Island Center Subarea Planning						B	Jennifer Sutton
Green Building							James Weaver
DEVELOPMENT PROJECTS TO REVIEW							
CKCB Madison SPR/SSDP							Olivia Sontag

**PACKETS DUE AT NOON ON FRIDAY BEFORE MEETING**

SS = Study Session    W = Workshop    PH = Public Hearing    PM = Public Meeting    R = Recommendation  
 A = Action    P = Process    B = Briefing    D = Decision    JM = Joint Meeting    OH = Open House

Last modified: June 21, 2018

## **ORDINANCE NO. 2018-31**

**AN ORDINANCE** of the City of Bainbridge Island, Washington, limiting the Housing Design Demonstration Project program to projects consisting entirely of affordable housing.

**WHEREAS**, on August 12, 2009, the City Council adopted Ordinance No. 2009-06, establishing a pilot Housing Design Demonstration Project (HDDP) program to allow for the development of projects to increase the variety of housing choices available to residents of all economic segments and to encourage sustainable development through the use of development standard incentives; and

**WHEREAS**, Ordinance No. 2009-06 established a sunset date of August 26, 2012, for the HDDP program; and

**WHEREAS**, on July 18, 2012, the City Council approved Ordinance No. 2012-09, extending the HDDP program until December 31, 2013, to allow time for the City to further evaluate the program; and

**WHEREAS**, the City Council convened an Ad Hoc Committee made up of a Planning Commissioner, three City Councilmembers, a member of the Design Review Board, and a representative from the Housing Resources Board to evaluate and make recommendations on the HDDP program; and

**WHEREAS**, the Ad Hoc Committee recommended changes to the HDDP program, including extending the HDDP program until the end of 2016 to allow time for the construction of approved projects; and

**WHEREAS**, on December 11, 2013, the City Council adopted those recommendations with the approval of Ordinance No. 2013-25, extending the HDDP program to December 31, 2016; and

**WHEREAS**, on September 27, 2016, the City Council adopted Ordinance No. 2016-27, extending the HDDP program until December 31, 2019, to allow time to review the program and compare it to other affordable housing tools the City may choose to utilize, as envisioned by the draft 2016 Comprehensive Plan; and

**WHEREAS**, on February 28, 2017, the City Council adopted Ordinance No. 2017-01, approving the 2016 Comprehensive Plan; and

**WHEREAS**, the 2016 Comprehensive Plan includes several policies related to promotion of sustainable development and affordable housing; and

**WHEREAS**, the purpose of the existing HDDP program is to allow the development of housing design demonstration projects that increase the variety of housing choices available to residents across underserved portions of the socio-economic spectrum, promote compact, low-impact development where it is most appropriate, and encourage high quality and innovation in building design, site development, and “green” building practices; and

**WHEREAS**, the goals of the existing HDDP program are to increase the housing supply and the choice of housing styles available in the community, to promote socio-economic diversity by adding to the stock of income-qualified housing, to encourage development of smaller homes, at reasonable prices, in neighborhoods attractive to a mix of income and age levels, and to demonstrate that innovative design and building techniques (conserving water and energy, using sustainably sourced materials, limiting environmental impacts) are compatible with market considerations; and

**WHEREAS**, the Affordable Housing Task Force (AHTF) was created by the City Council on May 9, 2017, and was instructed to make recommendations for specific actions, programs, and strategies the City of Bainbridge Island and the City Council can take in the near-term to improve access to affordable housing across the economic spectrum; and

**WHEREAS**, the City Council has expressed 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, and wishes to revise development regulations to best accommodate growth and development in both general and specific ways; and

**WHEREAS**, Ordinance No. 2018-02 imposed a temporary six-month moratorium on the acceptance of certain development (development moratorium), stating the City Council's concerns regarding likely adverse impacts related to growth and development under existing regulations; and

**WHEREAS**, Tier 3 HDDP projects require 50% of dwelling units be designated for affordable housing and these Tier 3 HDDP projects are exempt from the development moratorium; and

**WHEREAS**, the Planning Commission and Design Review Board are working on revisions to Title 17 of the Bainbridge Island Municipal Code (BIMC) relating to subdivisions to improve consistency between subdivision development and the City's Comprehensive Plan; and

**WHEREAS**, the Planning Commission expressed concern during project review and recommendation meetings related to HDDP land use applications that the existing

HDDP program is difficult to implement and is not achieving its stated purpose and goals; and

**WHEREAS**, on June 21, 2018, the Planning Commission recommended that the City Council suspend the existing HDDP program until work on revisions to Title 17 BIMC are completed; and

**WHEREAS**, the AHTF Final Report, as accepted by the City Council on July 24, 2018, contains several priority recommendations including amending the BIMC to facilitate an increase in the diversity of housing types and supply of affordable housing; and

**WHEREAS**, on August 28, 2018, the City Council discussed the issue of suspending the HDDP program, as recommended by the Planning Commission, and held a public hearing on Ordinance No. 2018-31; and

**WHEREAS**, on August 13, 2018, notice was given to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106.

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


**Section 1.** Section 2.16.020.Q.2 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

2. Applicability. This subsection Q is applicable to all properties located within the Winslow sanitary sewer system service area. An application for a housing design demonstration project may be applied to single-family residential subdivisions, mixed-use/multifamily and multifamily developments. The city will only accept applications for housing design demonstration projects where 100% of the housing units created will constitute affordable housing, as defined by BIMC 18.36.030.16, for one or more of the income groups defined in BIMC 18.21.020.A. Since the purpose is to provide housing projects as demonstrations, the city will accept projects for consideration and approval prior to the sunset date of the ordinance codified in this chapter. The city will limit acceptance of Tier 3 and 4 projects outlined in this section to three projects in each tier.

**Section 2.** This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this 28th day of August, 2018.

APPROVED BY THE MAYOR this 28th day of August, 2018.

  
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

  
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	August 24, 2018
PASSED BY THE CITY COUNCIL:	August 28, 2018
PUBLISHED:	September 7, 2018
EFFECTIVE DATE:	September 12, 2018
ORDINANCE NUMBER:	2018-31





## COMPREHENSIVE PLAN INTRODUCTION

### 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 Policy 3.1

Ensure a variety of housing choices to meet the needs of present and future residents in all economic segments and promote plans, projects and proposals to create *affordable housing*.

### 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 Policy 5.2

Recognize that the sustainable use of the Island's finite land base is served by *green building* practices.

## LAND USE ELEMENT

### Policy LU 5.1

Winslow is the urban core of the Island while the Neighborhood Centers are smaller-scale mixed-use centers. In order to achieve the *goals* of the *GMA* this Plan:

- Encourages development in areas where *public facilities* and services exist or can be provided in an efficient and effective manner.
- Provides a vibrant, pedestrian-oriented core.
- Reduces sprawl.
- Provides choice of housing location and lifestyle.
- Maintains and protects environmentally sensitive and resource lands.
- Encourages the retention of open space.
- Maintains and enhances fish and wildlife habitat.

### Policy LU 5.5

Implement a *green building* code.

### Policy LU 5.8

Adopt *development standards* and program public improvements to encourage walkability within each *designated center* and to the surrounding areas.

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

# ECONOMIC ELEMENT

## DIVERSIFIED ECONOMY

### GOAL EC-1

#### **Promote economic vitality, growth and stability.**

Bainbridge Island has the opportunity to create a robust, resilient and durable economy by demonstrating early leadership and acknowledging the changes that will affect our economy. Planning for these changes and taking actions that support and encourage a local economy will help reduce community vulnerability to issues such as aging demographics, housing availability, transportation constraints, and *climate change*.

By providing enterprises that both serve and employ local residents, Bainbridge Island will be better able to withstand fluctuations in the larger regional economy. In addition, people who live and work in their community are available to invest time and money in their families, organizations, and community life. A key to a healthy, stable and vital economy is to create and undertake business opportunities that anticipate and respond to conditions that affect our community. This would include identifying emerging needs and markets so that Bainbridge Island businesses benefit from being on the leading edge of change.

#### **Policy EC 3.1**

Encourage the use of *green building* materials and techniques in all types of construction, as well as design approaches that are responsive to changing conditions.

## JOBS/HOUSING BALANCE

### GOAL EC-5

#### **Provide a variety of *affordable housing* choices so that more people who work on Bainbridge Island can live here.**

The Housing Element of the *comprehensive plan* provides several options for the development of *affordable housing* on the Island.

#### **Policy EC 5.1**

Continue to monitor the progress in implementing the Housing Element and evaluate new ways of providing *affordable housing*.

#### **Policy EC 5.2**

In concert with the Housing Element's Goals and Policies, pursue a housing strategy that seeks to accommodate a wide variety of housing options, both in design and affordability, to meet the demands of the full range of the population including service sector employees, retirees, students, artists, farmers and craftspeople.

#### **Policy EC 9.1**

Increase availability of housing to enable service sector employees to live on the Island.

## ENVIRONMENTAL ELEMENT

### Goal EN-4

**Encourage sustainable development that maintains diversity of healthy, functioning ecosystems that are essential for maintaining our quality of life and economic viability into the future.**

#### Policy EN 4.1

Employ conservation design methods and principles such as *low impact development* techniques for managing storm and waste water, *green building* materials, high-efficiency heating and lighting systems.

#### Policy EN 12.2

Facilitate the improvement and convenience of low carbon mass transit and increased car-sharing, cycling, walking and the development of alternative vehicle infrastructure (e.g., charging stations) to reduce *greenhouse gas* emissions.

#### Policy EN 12.3

Strive for reduced *greenhouse gas* emissions by, among other actions, integrating *climate change* into the city planning process, including *land use* and transportation planning and management, and making *climate change* considerations and meeting *greenhouse gas* emission reduction goals a component of city decision making.

**EN Action #2 Integrate sustainability and conservation into regulations.**

## UTILITIES ELEMENT

#### Policy U 13.5

Minimize disruption and/or degradation of natural drainage systems, minimize impervious areas by restricting site coverage, and encourage site permeability by retaining natural vegetation and buffers, and specifying use of permeable materials.

#### Policy U 14.2

Encourage the conservation of electrical energy, especially during periods of peak usage, and encourage energy saving building code strategies, local renewable energy, and other cost effective approaches to meeting the island's energy needs, including distributed energy systems.

# HOUSING ELEMENT

## 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 1.7

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

## 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*.

### 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*.

## **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 6.7**

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 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.

## **HIGH PRIORITY ACTIONS**

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

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

## **MEDIUM PRIORITY ACTIONS**

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

# HUMAN SERVICES ELEMENT

## HOUSING AND HUMAN SERVICES

### GOAL HS-3

**Recognize the interrelationship between housing and human services. The human services sector not only provides support services for those living in *affordable housing* but also enables people at risk or in crisis situations to remain in their existing housing.**

The Human Services Element complements the Housing Element, which deals primarily with the development, retention and construction of *affordable housing*.

#### **Policy HS 3.2**

Promote the creation of a mix of housing alternatives and services for people at different levels of independence.

## MEDIUM PRIORITY ACTIONS

#### **HS Action #3**

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

NOTE: Same Action in Housing Element.